

**THE RICHARD STOCKTON COLLEGE OF NEW JERSEY
BOARD OF TRUSTEES
MINUTES**

February 15, 2006

Approved by Board of Trustees at April 12, 2006 meeting

Trustees Present:

Hon. Gerald Weinstein, Chairman
Dr. Clarence Hoover, III., Vice Chair
Dr. James Yoh, Member-at-Large
Mr. Curtis J. Bashaw
Ms. Emma B. Byrne
Ms. Celeste Carpiano
Mr. Albert L. Gutierrez
Michael Jacobson, Esq.
Mr. Jonathan Furtado, Student Trustee
Mr. Andrew D. Klimkowski, Student Trustee Alternate
Dr. Herman J. Saatkamp, Ex Officio

Absent:

Mr. Stanley M. Ellis

Call to Order and Roll Call:

The meeting was called to order at 1:30 p.m. on Wednesday, February 15, 2006 in Room K203k. On September 23 2005, notice of this meeting, as required by the Open Public Meetings Act, was sent to the Business Services Office of the College, the editors of *The Press* and the *Vineland Times Journal*, filed with the Secretary of State, and Galloway Township and Atlantic County Clerks' Office.

Approval of the Minutes of December 7, 2005:

Upon a motion made by Trustee Jacobson and second by Trustee Hoover, the Board adopted the minutes of the December 7, 2005 meeting.

Resolution to Meet in Closed Session:

Upon a motion made by Trustee Jacobson and second by Trustee Hoover, the Board voted to meet in Closed Session to discuss personnel and legal issues.

Return from Closed Session:

Chairman Weinstein reconvened the Open/Public Session at 3:45 p.m. upon the Board's return from Closed Session.

Report of the Chair:

Chairman Weinstein reported the Executive Committee met with President Saatkamp to finalize his goals for the year. He congratulated Trustee Klimkowski for receiving *The New Jersey Distinguished Service Metal* and for his work on the Governor's Transition Team on Higher Education. Alex Marino, Director of Carnegie Library Center, was acknowledged for installing permanent signage outside of the Carnegie Center. He concluded by calling upon Ms. MaryAnn Trail, President of the Faculty Assembly, to deliver remarks.

Report of the Faculty Assembly President:

Ms. Trail outlined the role, purpose and function of the Faculty Assembly, which is comprised of all faculty members with academic rank who serve under at least a half-time contract, including the Librarians. She presented highlights from the Faculty Assembly web page. Ms. Trail commented on initiatives of the Faculty

Assembly including, the review of faculty evaluation system, General Education Curriculum Reform, and Distributive Education. She also invited everyone to attend this year's *Day of Scholarship* event. In closing, Ms. Trail commended the Board for reducing the faculty to student ratio, providing funding for junior faculty development, and for research and development funding. She also invited everyone to attend the upcoming midterm *Faculty Boogie* event on March 8, 2006. Proceeds will fund student scholarships.

President's Report:

President Saatkamp thanked the faculty for their leadership and involvement in the College's improved recruitment cycle and the caliber of faculty candidates being recruited. Last year there were 52 new positions, including 14 new faculty lines. This year there will be 12 new lines and approximately 30 new positions.

President Saatkamp invited everyone to attend the Spring Scholarship Benefit on April 8, 2006 at the Taj Mahal, Atlantic City, N.J. This year's entertainment will be Ms. Roberta Flack as well as the faculty band. He also encouraged everyone to attend the Day of Scholarship. Additionally, Dr. Saatkamp called attention to the accomplishments of the staff listed in the College Report.

Report of the Academic Affairs & Planning Committee:

Committee Chair, Trustee Hoover, reported the committee met on February 13 to review the Academic Affairs Program Review materials and to begin discussions about Distributive Education (formerly Distance Learning) and technology. The Committee will continue those discussions at the next meeting.

Report of the Student Affairs Committee:

Committee Chair, Trustee Bashaw reported his committee met on February 14 to discuss the Spring 2006 Enrollment and Registration Report. Spring was stable, with reasonable growth within the graduate programs. However, the 2% growth goal was not achieved. The Committee also had an informative discussion regarding competitive forces facing Stockton, including issues involving College facilities and programs, which resulted in the Committee touring the campus. The tour, he stated, brought about discussion on how to improve public spaces in the buildings. Trustee Bashaw also reported President Saatkamp would be putting together a committee to look at public space from A to N-Wings to identify what could be done prior to the opening of the Student Center to improve the public areas. In closing, he reported the Committee was updated on plans for Housing V.

Report of the Finance Committee:

Trustee Bashaw, Committee Vice Chair, reported the Committee reviewed several initiatives coming forward for board approval; however the Debt Management Policy would be deferred pending changes by the administration.

Authorizing a Contract for Design Services for the Athletic Fields at Pomona Road/Surface Parking:

Trustee Bashaw recommended Board approval to authorize a contract for design services for the Athletic Field #4 at Pomona Road/Surface Parking for Langan Engineering & Environmental Services in Elmwood Park, New Jersey. The estimated cost of the

project is \$97,141. Upon a motion made by Trustee Jacobson and second by Trustee Gutierrez, the Board voted to adopt the resolution.

Authorizing the Issuance of a Contract for Design Services for the Nacote Creek Field Station Renovations:

Trustee Bashaw recommended for approval the authorization to issue a contract with Cody Eckert & Associates of Princeton, New Jersey for design services for the Nacote Creek Field Station Renovations. The estimated cost of the project is \$79,950. Upon a motion made by Trustee Jacobson and second by Trustee Byrne, the Board voted to adopt the resolution.

Awarding of a Contract for A/E Services for the Structured Parking Garage:

Trustee Bashaw recommended Board approval for the issuance of a contract for A/E Services for the Structured Parking Garage to the firm of O'Donnell & Naccarato of Princeton, New Jersey, via a bidding process. Upon a motion made by Trustee Jacobson and second by Trustee Carpiano, the Board voted to adopt the resolution.

Trustee Jacobson inquired about the expected completion time. Jonathan Shambare, Associate Director of Architectural Design responded, the completion time is set prior to the opening of the College Center in FY08 or FY09. Completion date for the design is January 2007.

FY06 Bid Waiver:

The following FY06 Bid Waiver was recommended for approval: **Baker and Taylor** (\$60,000); **Blackwell North America** (\$100,000) and **VMT Entertainment, L.L.C.** (\$55,000). Upon a motion made by Trustee Furtado and second by Trustee Gutierrez the Board voted to adopt the resolution. Dr. Thomasa Gonzalez, Interim Dean of Students reported VMT Entertainment, L.L.C. will provide entertainment for a day long concert festival on April 7, 2006 in the Sports Center.

FY06 Emergency Bid Waiver

The following FY06 Emergency Bid Waiver was recommended for approval: **WSII Architects & Planners** (\$18,900) and **Jersey Architectural Doors & Supply, Inc.** (\$118,450) for the replacement of doors in M & N-Wings and the Arts and Sciences Building. Vice President Klein noted the doors would be handicapped accessible. Upon a motion made by Trustee Hoover and second by Trustee Jacobson, the Board adopted the resolution.

Authorizing the Distribution of a RFP for the Replacement of the D-Wing Computer Center Air Conditioning System:

Trustee Bashaw presented for approval a tuition waiver for Admissions Ambassadors and noted the importance of students in the recruitment process. Tuition waivers of 4 credits will be offered to 20 ambassadors in good academic and disciplinary standing. The cumulative number of tuition waivers may not exceed 80 credits per semester and is consistent with N.J.S.A. 18A:64-13, which permits the Board to waive tuition to accomplish mission-related or policy goals. Upon a motion made by Trustee Jacobson and second by Trustee Byrne, the Board voted to adopt the resolution. Trustee Klimkowski noted the value of the program.

Authorizing the Distribution of a RFP for Construction Manager (CM) Services for the College Center:

Trustee Bashaw requested Board authorization of a RFP for Construction Manager (CM) Services for the College Center. Upon a motion made by Trustee Jacobson and second by Trustee Byrne, the Board voted to adopt the resolution.

Report of the Investment Committee:

The report was deferred to the April meeting.

Debt Management Policy (Deferred):

Trustee Bashaw reported the Debt Management Policy was under further review and would be deferred until the April meeting. Chairman Weinstein remarked that a subcommittee of the Finance Committee will be appointed to work with Vice President Klein's office to put the document in proper form.

Authorizing the Distribution of a RFP for the Environmental Assessment, Site and Utility Survey for Priority One Projects for the College's 2005 Facilities Master Plan:

Trustee Bashaw recommended Board authorization of a RFP for the procurement of services, including the design and planning of the environmental assessment, site and utility survey for priority one projects of the College's 2005 Facilities Master Plan. He noted this would include dialogue with the Pinelands Commission and others about how the College might obtain use of additional property for future growth. Upon a motion made by Trustee Hoover and second by Trustee Jacobson, the Board voted to adopt the resolution.

Authorizing the Distribution of a RFP for the Replacement of the H-Wing Dance Studio Flooring System:

Trustee Bashaw requested approval to authorize an RFP for the design and replacement of the H-Wing dance studio flooring system, which is original to the building. Upon a motion made by Trustee Jacobson and second by Trustee Carpiano, the Board voted to adopt the resolution.

Student Trustee Klimkowski stated dance and theater students had shared their concerns about the condition of the floor. Trustee Gutierrez commented the new floor should take into consideration a full range and styles of dance as well as the room's perimeter and ceilings.

Installation of Ceramic Tiles in Housing I:

Trustee Bashaw requested Board approval for the installation of ceramic tiles in Housing I, at a cost of \$188,696. Chairman Weinstein reported this was an estimated cost and the project will be done in-house. Upon a motion made by Trustee Jacobson and second by Trustee Hoover, the Board voted to adopt the resolution.

Resurfacing of Concrete on the Main Surface/Walkways at Housing I:

Trustee Bashaw requested Board approval for the resurfacing of concrete on the main surface and walkways at Housing I. The estimated cost is \$180,250 and will be completed in-house. Upon a motion made by Trustee Jacobson and second by Trustee Furtado, the Board voted to adopt the resolution.

Authorizing the Distribution of a RFP for the Repairs of the Storm Water Underground Recharge System in Housing I:

Upon a motion made by Trustee Jacobson and second by Trustee Furtado, the Board voted to adopt the resolution of an RFP for the repairs of the Storm Water Underground Recharge System in Housing I.

**Replacement of Housing I
Bathtub Liners and New
Accessories:**

Upon a motion made by Trustee Jacobson and second by Trustee Byrne, the Board voted to adopt the resolution to replace Housing I bathtub liners and accessories.

**Replacement of Lakeside
Center Roof:**

Trustee Bashaw requested Board approval for the Lakeside Center roof replacement. The estimated cost is \$90,795 and will be completed in-house. Mr. Marty Hughes explained that the \$30,476 and \$42,160 figures on the budget approval form represented material and labor costs, respectively, and includes removal of old materials. Upon a motion made by Trustee Jacobson and second by Trustee Carpiano, the Board adopted the resolution.

2006 Summer Housing Rents:

Trustee Bashaw requested board approval for the reduction in summer housing rents, from \$25 to \$20 per day, which will provide an added incentive for students to enroll in summer classes. Upon a motion made by Trustee Carpiano and second by Trustee Jacobson, the Board voted to adopt the resolution.

Student Trustee Furtado inquired if there was any consideration being given to permanently reduce the rate to \$20. Chairman Weinstein responded it would be difficult to predict what the rate would be in a given year.

**RFP For Construction of the
Replacement of Two (2) Satellite
Dishes Project:**

Upon a motion made by Trustee Jacobson and second by Trustee Byrne, the Board adopted the resolution for an RFP for construction of the replacement of two (2) satellite dishes. Chairman Weinstein reminded the Board of its previous approval in June 2005 on the design for the replacement of satellite dishes.

Gypsy Moth a Public Nuisance:

Upon a motion made by Trustee Bashaw and second by Trustee Jacobson, the Board voted to adopt the resolution for a gypsy moth spraying on 27 acres of the campus, between an area 300 feet east of VKF Drive and the school buildings. Mr. Marty Hughes stated spraying will depend upon weather conditions and life cycle of the moth larva. High level egg clusters were last sprayed in 2003. The planned spraying is a result of a survey and recommendation by The New Jersey Department of Agriculture. Prior notice, including notice of chemical usage, will be posted with local media.

**Report of the Investment
Committee:**

The Report of the Investment Committee was deferred to April meeting.

**Report of the Development
Committee:**

Committee Chair, Trustee Byrne reported the Annual Fund had reached \$43,000 to date (not including pledges), nearly surpassing this year's goal \$46,400 with several months left before the conclusion of the campaign. Trustee Byrne commented there were 389 donors. Seventy-three gifts were from faculty and staff, which represented about \$7,100 of the total raised. The average gift declined; however, the solicitation was of a larger donor base. She also thanked the Trustees for their full participation.

Trustee Byrne reported on the mixer held in New York City, which

attracted over 250 alumni. The next mixer is planned for Washington, D.C.; There are approximately 900 former students in that area. In addition, the search for the Chief Development Officer was underway. Two candidates were invited to campus for two days of interviews. An offer will likely be extended soon, with a start date in April.

Chairman Weinstein announced the Trustees will hold a joint luncheon with the Executive Committee of the Foundation on March 15, 2006.

President Saatkamp remarked that with each year of the Annual Campaign, the College would enlarge its solicitation base. Eventually, he stated, the College will peak, with the view of increasing dollars by 20%. He also commented on the May 10 Alumni mixer in Washington DC alumni, noting the large number of graduates from the Washington DC internship program. The College will honor Dr. Charles Yeager, Professor Emeritus of Basic Studies, at the mixer.

Report of the Audit Committee: Committee Chair, Trustee Gutierrez stated he will report of the committee's activities at the April board meeting.

Personnel Resolution: Chairman Weinstein called the Board's attention to the Personnel Resolution, which was distributed to the public. Dr. Jacqueline Pope's title was corrected to Professor of Political Science, not Philosophy. Upon a motion made by Trustee Jacobson and second by Trustee Hoover, the Board voted to adopt the resolution, as amended, with an abstention from Trustee Furtado.

Other Business: There was no other business at this time.

Comments from the Public: Chairman Weinstein opened the floor for Comments from the Public.

Provost Carr congratulated Dr. Robert Gregg to his appointment as Dean of Arts and Humanities.

Mr. Marty Hughes introduced Mr. Charles R. Stoble, Assistant Director of Plant Management and Housing Maintenance.

Ms. Elaine Grant, Director of Housing welcomed Ms. Rosarita Bido, Complex Director, Housing and Residential Life.

Next Meeting: The next regularly scheduled meeting will take place on April 12, 2006 at 2:30 p.m. in the Anne B. Townsend Residential Life Center.

Adjournment: Upon a motion made by Trustee Jacobson and second by Trustee Furtado, the Board voted to adjourn the meeting at 5:15 p.m.

For the College,
Brian K. Jackson, Asst. Secretary to the Board