

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY
BOARD OF TRUSTEES

MINUTES
February 21, 2007

Trustees Present:

Dr. Clarence C. Hoover, III, Chair
Dr. James Yoh, Vice Chair
Mr. Curtis J. Bashaw, Secretary
Ms. Emma N. Byrne
Mr. Stanley M. Ellis
Mr. Albert L. Gutierrez
Michael Jacobson, Esq.
Mr. Dean C. Pappas
Mr. Andrew D. Klimkowski, Student Trustee
Mr. Matthew Ashe, Student Trustee Alternate
Dr. Herman J. Saatkamp, President and Ex Officio

Call to Order and Roll Call:

Chairman Hoover called the meeting to order at 1:30 p.m. on Wednesday, December 13, 2006 in Board Room K-203k. On November 10, 2006, notice of this meeting as required by the Open Public Meeting was (a) posted in the Business Services Office of the College, (b) sent to the editors of *The Press* and the *Vineland Times Journal*, and (c) filed with the Secretary of State, (d) Galloway Township Clerk's Office and (e) Atlantic County Clerk's Office.

Note: Unless otherwise stated, all votes on the following resolutions were voted on and approved by Consent Agenda.

Approval of Meeting Minutes of December 13, 2006:

Upon a motion made by Trustee Byrne and seconded by Trustee Jacobson, the Board voted to adopt the minutes of Dec. 13, 2006.

Resolution to Meet in Closed Session:

Upon a motion made by Trustee Jacobson and seconded by Trustee Ellis, the Board adopted the Resolution to Meet in Closed Session.

Return from Closed Session:

Chairman Hoover reconvened the Open/Public Session at 3:30 p.m.

Report of the Chair:

Chairman Hoover reported that the day started out well with a ground breaking for the Housing V complex, which is part of the College's strategic plan to provide additional housing for students. He also stated that the Board and administration were equally excited about plans for the Campus Center. Chairman Hoover commended the College for its continued growth of the curriculum, including the doctorate of physical therapy and additional master's degree programs. Additionally, he welcomed Trustee Dean Pappas to the Board and noted that an additional trustee would likely be appointed in time for the May meeting. In closing, Chairman Hoover encouraged the College to continue to be engaged and that the trustees and administration would work hard at being responsive to the needs of the faculty and staff.

President's Report:

President Saatkamp remarked that the first two student housing buildings are scheduled for completion in December 2008 (with a January ribbon cutting). An additional four buildings will be completed and ready for occupancy in the fall 2008. There will also be a ground breaking ceremony for the Campus Center in Spring 2008. As he called attention to the scholarship and community service activities of the faculty and staff, President Saatkamp commented that one of the most exciting aspects of his presidency is being able to go out into the community and talk about the accomplishments of the faculty and staff. President Saatkamp concluded his remarks by reporting that the F-Wing Overbuild was featured in the Chronicle of Higher Education's *Campus Architecture* edition. President Saatkamp asked Mr. Stephen Davis to make a presentation from the Council of Black Faculty & Staff.

Special Presentation by Council of Black Faculty & Staff:

Mr. Stephen Davis, President of The Council of Black Faculty & Staff presented a check to President Saatkamp and The Richard Stockton Foundation in the amount of \$36,208; proceeds from the Council's annual Scholarship Dinner and Dance. Mr. Davis thanked the College community for supporting the dinner event held at The House of Blues in Atlantic City. This year's event will be held at The Carriage House on Thursday, November 7, 2007.

President Saatkamp thanked the Council for their continued support of the College and noted that the Council established an endowment of over \$100,000. He stated that Stockton's percentage of minority students has increased over the last three years, from 16 to 20 percent of undergraduate enrollment. President Saatkamp also reported the College has formed a new Diversity Taskforce to look at developing strategies for improving the quality and diversity of college searches; particularly for faculty positions. Trustee Albert Gutierrez will serve on the task force.

Report of the Academic Affairs and Planning Committee:

Trustee James Yoh reported the Academic Affairs and Planning Committee met on February 20 and called upon Provost Carr to make the report. Dr. Carr announced the College would be entering into a *Memorandum of Understanding (MOU)* with the John Henry "Pop" Lloyd Committee. David Pinto, Director of the Library, commented the Committee was formed in 1991 to commemorate the life and work of John Henry "Pop" Lloyd, a player and manager in the negro baseball league and major figure in sports and education in the region. The MOU will transfer the archives records, photographs, documents, publications and videos to the College's Library so that they can be made available for research.

John Henry "Pop" Lloyd representatives, Ms. Belinda Manning, President and Mr. Michael Evert, Vice President, came forward for the signing of the MOU with President Saatkamp. Ms. Manning thanked the College and stated the Committee was thrilled to have a home for the collection and hoped that the archive grows to become one of the largest of its kind. Provost Carr commented that the College was honored and assured her that the legacy would be protected.

Provost Carr reported the Academic Affairs Committee discussed the Program Review, budgetary items, the draft of the Middle States Periodic Review Report, and the approval of the Mathematics & Science Partnership Grant.

Mathematics & Science Partnership Grant:

Upon a motion made by Trustee Yoh and seconded by Trustee Jacobson, the Board voted to adopt the resolution. Dr. Harvey Kesselman, CEO of the SRI/ETTC, thanked the Board for the opportunity and stated the grant will provide year-round development, including graduate courses in the summer through summer institutes, and coach mentoring for third through eight grade teachers in math, science and technology. These areas will be the focus of the *No Child Left Behind Act* over the next three or four years. The grant totals \$675,000 for the first year and \$2 million in total for the term of the grant.

Chairman Hoover suggested that these types of partnerships were essential in New Jersey and throughout the United States. He commented on the shortage of certified math and science teachers, with most having one or two courses in math or science in the elementary program. This grant will provide the depth and background teachers need for providing proper instruction.

Report of the Student Affairs Committee:

Trustee Michael Jacobson charged the administration with the immediate task of improving signage on campus and suggested that temporary signs be installed in the interim until permanent signage becomes available.

President Joseph Marchetti presented the following report with regards to Spring 2007 Enrollment. Of the new students, 517 were undergraduates, 17 were first time freshman, 434 transfer students, and 66 readmitted students. The 82 new graduate students enrolled included 78 first-time graduate students and 4 transfer students. There are currently 18 students enrolled in the Doctoral Program (DPT) in Physical Therapy and 47 enrolled in the Transmittal DPT program. There were 6,930 total students registered, generating 5,889 Full Time Equivalent (FTE). Of the total number of graduate students (including post baccalaureate) 497 students were enrolled this semester with a corresponding FTE of 263. In addition, the percentage of matriculated undergraduate and graduate students increased from 97% to 98% and 76% to 80%, respectively. Vice President Marchetti also reported that undergraduate credit load increased from 13.8 credits per student to 14.0 credits per student and the combined annualized headcount credit load and FTE increased by 3.1%, 3.1%, and 3.59%, respectively.

Mr. John Iacovelli, Interim Dean of Admissions, reported the College experienced a strong semester in terms of enrollment; however 30 students were lost due to lack of space in residential halls. Up to 85% of the students enrolled at the College were full-time verses part-time as opposed to 65% nationally.

Chairman Hoover inquired about the males and female enrollment ratio? Ms. Donna Wanat of Institutional Research remarked the College's numbers were a better than the national average. President Saatkamp encouraged everyone to listen to Governor Corzine's budget address in support of higher education. He stated he anticipated the budget to be better than last year.

Trustee Klimkowski commented he was concerned about the out-of-state migration of New Jersey students and asked what could be done to prevent this mass exodus of students. President Saatkamp replied that 55% of students who want to attend college in New Jersey and who qualify must go out-of-state because of a lack of capacity, seating, in the state colleges and universities.

Report of the Buildings & Grounds Committee:

Committee Chair, Trustee Curtis Bashaw thanked the President's Office, students and other staff who made the ground breaking ceremony a success. The Committee met on February 16 via teleconference to discuss plans for the Campus Center, which continue to move along at a great pace. The original floor plans have been enhanced to have a much better flow for the dining area and coffee shop, in addition to improvement to the theater space and meeting spaces. The Committee approved the direction of the plan and supports the fast tracking of the Campus Center.

Report of the Finance Committee:

Committee Chair, Trustee Stan Ellis recommended board approval by consent on the following items: **(1) Revised FY07 Bid Waiver for: Tozour-Trans** (\$51,700.58) which represented an \$11,700.58 increase to the original bid waiver for contracted services and maintenance for HVAC control systems at the Carnegie Library and other locations and includes emergency service calls; **Enforsays Police Systems** (\$60,000) for the purchase, installation and support of Computer Aided Dispatch (CAD) and Records Management System (RMS) Polisys software; **Molecular Devices** (\$53,300) to purchase a Genepix Personal 4100A Scanner and training; **Cyberware** (\$29,100) for an educational course and research for faculty and students in Biology and Nursing programs; **William Morris Agency** (\$100,000) for a concert sponsored by Stockton, Rowan, TCNJ, Monmouth County college and Georgian Court College. Stockton's portion of the event is \$40,000. Stockton will be reimbursed for the balance by the other participating colleges; **Eastern Geosciences, Inc.** (\$31,000) for professional services, environmental assessment and the submission of documents to NJDEP; **CSL Water Quality, Inc.** (\$57,650) for FL/2150 caustic soda liquid and Calciquest water treatments for Stockton's water treatment system; and **Electric Geodesic, Inc.** (\$59,154) for a 64 channel geodesic EEG System.

(2) FY06 Bid Waiver for: Vinokur-Pace Engineering Services, Inc. (\$15,000) to provide for site construction management visits, a drilling work plan, well development, pre-purchase of components, protocol for testing, protocol for commissioning and system commissioning for the construction phase of the project and construction management beyond the engineer's basis service;

(3) Issuance of a Contract for Professional Services for the Replacement of HVAC Units for the development of a comprehensive Program Plan and Design of Engineering/Construction documents for the replacement of two (2) rooftop units that service the F-Wing laboratories

(4) Issuance of a Contract for Construction Services – Coffee Kiosk to award a contract to the lowest responsible bidder, Axios, Inc. of Northfield, New Jersey for Construction Services for the coffee kiosk which will be located outside the Library entrance in the E-Wing Gallery. The projected cost will not exceed \$187,300.

(5) Amendment to the Skanska Construction Management Contract for the Housing V Project for Construction Management Services to provide continuous on-site management services and Phase II construction administration of the project, as well as the added Construction Management services for the reforestation and construction of two (2) additional dormitories and a roller rink (collectively called the “Additional Services”). The amount is not to exceed \$520,823.

(6) Request to Award a Contract for Construction Manager Services for the Unified Science Center (\$30,199) for the issuance of a contract to Turner Construction of Philadelphia, Pennsylvania for the procurement of Construction Management Services for the Unified Science Center.

(7) Investment Policy Revision: The Board has established a committee charged with the responsibility to review and analyze the results of the College's portfolio(s) against those of the State Cash Management Funds and other relevant market indexes. The Investment Committee finds it desirable to have the flexibility to extend maturity for an individual bond investment from five years to ten years, which would allow the College to earn a higher return for its investment.

Upon a motion made by Trustee Ellis and seconded by Trustee Jacobson, the Board voted to adopt the above resolutions by consent.

Issuance of a Contract for Professional Services for Nacote Creek: The approval is to award a contract with Gibson Tarquini Group, Inc. of Cherry Hill, NJ for the Professional Design Services for Nacote Creek (est. cost of \$116,400). Design services include design development, construction documents, updated construction cost estimates (CCE), construction schedules, project administration, and exploration of renovating/expanding the existing Coastal Research Facility with a new, free-standing structure at the Nacote Creek site. Upon motion made by Trustee Pappas and seconded by Trustee Gutierrez, the Board voted to adopt the resolution. Trustee Klimkowski stated that Nacote Creek needed to be better marketed in the community. President Saatkamp concurred and remarked that the coastal research center has brought significant notoriety to the College. The College anticipates receiving funds to help expand the facility. The Office of Development will be developing a story on this for the Press.

**Amended and Restated
Resolution – Tax Exempt
Bonds:**

Trustee Ellis recommended Board approval for the renovation and/or the construction of the Student Housing V, Phase II – Building Out Safety and in structural upgrades, heat pump replacement, Arts and Science Building exterior repair, fire safety upgrades and replacement, the construction of a New Campus Center, upgrade of the geothermal infrastructure, renovation of College walk, site and road Improvements and replacement of two rooftop HVAC units which serve F-Wing laboratories. Collectively, the “Project” has an estimated cost of \$125,200,000, as identified in the Priority List #1 and #2, and does not include related financing costs. Upon a motion made by Trustee Ellis and seconded by Trustee Bashaw, the Board voted to adopt the resolution.

**Report of the Investment
Committee:**

Trustee Ellis reported the Investment Committee will be meeting prior to the May 2 Board meeting. The committee receives monthly reports from the College’s advisors on the status of College funds, which are performing well.

**Report of the Audit
Committee:**

Trustee Gutierrez stated the Audit Committee will meet before the next meeting in May.

**Report of the Development
Committee:**

Committee Chair, Trustee Emma Byrne, reported her committee met to discuss several activities of the development program and ways to raise funds. She noted that ninety percent of any funds raised come from five percent of donors. Progress is being made on filling the Director of Gifts position, with over 30 candidates identified. The Spring Benefit Gala will be held on April 21, 2007 at the Trump Taj Mahal in Atlantic City. Neil Sedaka will be the headline performer. The Benefit Committee chairs, Mac and Kay Seelig, have already raised a record \$175,000 in sponsorships (including five new \$25,000 sponsors). This year’s goal is \$1 million. In addition, the Annual Fund, to date, has raised \$85,000 (65% of this year’s goal).

President Saatkamp reported the Development Office will be presenting its Annual Program Review on Thursday, February 22.

**Discussion of Revised Board
of Trustee Bylaws:**

Chairman Hoover stated the bylaws were distributed to the Board for review. Additional revisions are being made and the first official reading will occur at the May 2 meeting.

Personnel Resolution:

Upon a motion by Trustee Jacobson and seconded by Trustee Byrne, the Board adopted the personnel resolution, with an abstention from Trustee Klimkowski.

Other Business:

Chairman Hoover announced there was not other business to come before the Board at this time.

Comments from the Public:

Chairman Hoover opened the floor for comments from the public and asked that everyone keep the comments to no more than two minutes.

Dean Deborah Figart thanked the Board, President Saatkamp, and

Provost Carr for the appointment of Ms. Amy Beth Glass to Assistant Dean of Graduate Studies.

Comments from the Board:

Trustee Klimkowski announced that he has been working at the state and federal level in an effort to make college more affordable for students. He met with Congressmen LoBiondo, Andrews, and Saxton, all of whom voted for HR5 (The College Relief Act of 2007). He said that he was hopeful the budget being proposed will increase college affordability for students. Trustee Klimkowski also reported on his involvement with the Garden State Student Alliance, which represents student trustees and student government associations from the New Jersey State Colleges and Universities.

Chairman Hoover thanked the Council of Black Faculty and Staff for their generous support of the College Foundation and announced that this year's dinner event will be held on Thursday, November 7, 2007 at The Carriage House in Galloway, NJ.

Next Meeting:

Chairman Hoover announced that the next regularly scheduled meeting of the Board will be in the Multipurpose Room of the Townsend Residential Life Center on Wednesday, May 2, 2007 at 3:30 p.m.

Adjournment:

Upon a motion made and seconded, the Board voted to adjourn the meeting at 4:45 p.m.

For the College,

Brian K. Jackson, Assistant Secretary to the Board

Approved at the May 2, 2007 Board Meeting.