

# THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

## BOARD OF TRUSTEES MINUTES

September 12, 2007

**Trustees Present:**

Dr. Clarence C. Hoover, III, Chair  
Dr. James Yoh, Vice Chair  
Mr. Curtis J. Bashaw, Secretary  
Ms. Emma N. Byrne  
Ms. Mady Deininger  
Michael Jacobson, Esq.  
Mr. Dean C. Pappas  
Mr. Matthew Ashe, Student Trustee  
Mr. Brian Sena, Student Trustee Alternate  
Dr. Herman J. Saatkamp, President and Ex Officio

**Trustees Absent:**

Mr. Stanley Ellis  
Mr. Albert Gutierrez

**Call to Order and Roll Call:**

Chairman Hoover called the meeting to order at 1:30 p.m. on Wednesday, September 12, 2007 Room K203k. On November 10, 2006, notice of this meeting as required by the Open Public Meeting was (a) sent to the Business Services Office of the College, (b) 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 approved by Consent Agenda.

**Approval of Minutes of July 11, 2007:**

Upon a motion made by Trustee Jacobson and seconded by Trustee Byrne, the Board voted to adopt the minutes of the July 11, 2007 meeting.

**Resolution to Meet in Closed Session:**

Upon a motion made Trustee Jacobson and seconded by Trustee Pappas, 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. upon the Board's return from Closed Session.

**Oath of Office:**

Chairman Hoover administered the Oath of Office to the newly elected Student Trustee Alternate, Brian A. Sena. Trustee Sena commented he looked forward to serving his term on the Board.

**Report of the Chair:**

Chairman Hoover thanked everyone who took part in preparing the Scholarly Activity Report, which highlights the talents of the faculty and staff. He also stated how impressed he was with the Campus Police Annual Report. He closed his report by welcoming everyone back and reminding everyone of the importance and willingness to learn and more forward as the College grows and prospers.

**President's Report:**

President Saatkamp introduced Dr. Jean W. Harris, a visiting Fellow of the American Council on Education. Dr. Harris, Associate Professor of Political Science at The University of Scranton, selected Stockton as part of her year long fellowship experience. Dr. Saatkamp also announced the SOAR program (Student Orientation Adventure Retreat) had 170 freshmen and 30 mentor participants this year. In addition, the *US News and World Report* rankings were release, ranking Stockton among the top tier of institutions in the North called small masters institutions; the highest ranking the college has received to date.

Dr. Saatkamp reported the College will begin planning activities celebrating the 40<sup>th</sup> anniversary of Stockton. The celebration will take place in 2011, which coincides with the completion the Campus Center. President Saatkamp also noted the Scholarly Activity Report and referred to Dr. Ron Kaplan, Associate Professor of Public Health, who recently gave the commencement address and received an honorary degree from the National University of Health Sciences. He also commented on a soon-to-be published article co-authored by Mr. Lamont Moore, Director of Student Development, Mr. Thomas O'Donnell, Assistant Dean of Students and Mr. Joseph Lizza, Assistant Director of the College Center for Evening/Weekends.

President Saatkamp asked the faculty and others look carefully at class scheduling, particularly on Tuesdays and Thursdays, to alleviate parking problems. He reported also of a petition from students regarding the difficulty in graduating due to reduction in evening classes. He asked for cooperation as future schedules are adjusted.

In closing, Dr. Saatkamp announced that the Board and Presidential Performance Review being conducted by Dr. Tom Ingram of the Association of Governing Boards is moving along well. Dr. Ingram will return to campus in September to meet with faculty, staff, students and community members. Submission of his report is anticipated in December. Overall, Dr. Saatkamp concluded, the College is experiencing a great beginning to the new academic year.

Trustee Jacobson expressed concern about the parking issue. President Saatkamp commented he hoped to have a resolution to the parking problem by the end of the week.

**Academic Affairs & Planning  
Committee Report:**

Committee Chair, Dr. James Yoh, called upon Provost David Carr, who introduced the new Dean of Business, Dr. Janet Wagner.

Dr. Carr called upon Audrey Latourette, Professor of Business Law, to brief the board on the Faculty Resource Network Program at New York University. The FRN enables faculty from around the country to participate in a three prong module, which includes one week workshops held twice a year that address which faculty may be engaged in research and/or teaching. Faculty can be appointed a scholar and residence, with housing, meals and unlimited access to the NYU Library. A mentorship program also enables one to engage in research undistracted by any other responsibilities. Faculty can also be

appointed a University Associate, for which she had just been appointed for 2007-2008. Professor Latourette's recent published article from the *Journal of College and University Law* was distributed to the board.

Provost Carr reported the Committee met this morning to discuss several new problematic initiatives, including the establishment of three Centers (Hughes Center on Public Policy; Center for Hospitality and Tourism and Center on Successful Aging). Discussed also was Stockton's initiatives to deliver the Social Work program at Cumberland County College and the successful Stockton CSI summer camp program, and the summer tech academy, reorganization of the Academic Affairs office, space issues and goals for Academic Affairs for the upcoming year. He concluded by announcing that Stockton faculty, Dr. Lisa Hanoker, Dr. Tate Chirenje and Dr. Marilyn Vito were named as Carnegie Foundation American Association of State Colleges and Universities Fellows in Political Engagement - an honor granted to fewer than 30 faculty members nationwide.

**Report of the Student Affairs  
Committee:**

Committee Chair, Trustee Michael Jacobson, reported the Committee met and discussed ways to improve campus parking, the Campus Police Safety brochure, and facilities upgrades in housing.

Dr. Jan Colijn, Dean of General Studies, presented the 2007 Summer Enrollment Report. Dean Colijn reported that undergraduate headcount and FTE increased this year 5.8% (from 2,340 to 2,476) and 10.1% (from 2,052 to 2,259), respectively. Graduate and Post Baccalaureate also increased to 334 from 251, an increase of 33.1% and the FTE increased 24% to 196 compared to last year's 158. Additionally, students on campus this past summer increased their credit load (undergraduate by 4% and 5% at the graduate level). The total combined FTE growth for undergraduate and graduate was 11% (record high since 1988). He identified fewer course cancellations, and SRI grant support, and fewer students taking courses at other institutions as factors of the growth. Dean Colijn also reported that the marginal increase in net revenue for this year will be over \$820,000.

Mr. John Iacovelli, Dean of Enrollment Management, presented the preliminary enrollment report figures. Highlights of his report included:

- Stockton's increasing number of freshmen applications remains consistent with the age of on-line applicants for all colleges. The challenge for the College will be to turn those "casual" applications into serious ones.
- An increase of approximately 2% in FTE is expected once the final (10-day) numbers are available
- Total number of anticipated graduate/post baccalaureate students for 2007 is 6,593 compared to 6,210 for 2006. Total headcount and FTE will likely be 7,329 and 6,237 (FTE) verses 7,213 and 6,159 (FTE) in 2006, respectively.
- Full-time undergraduate students remain high at 86% verses 14% for part-time students.
- Gender distribution: male students total 41% and 59% for female

students. The College is a 1.5% ahead of the national ratio of female to male students 57.5% to 42.5%. Stockton is also above the average (19%) for minority enrollment versus other schools at 5%-12%.

- Total new matriculated students are 1,892: 801 for freshman, 980 transfer students, and readmit students are 111.
- Overall there was a slight decrease in the number of freshman and transfer students from last year and freshman SAT averages decreased slightly.

In closing, Dean Iacovelli announced two majors themes for Fall 2008 recruitment: applying theory to practice as early as possible and academic excellence at an affordable price. Admissions also plans to host scholar receptions throughout the state, host county-wide high school counselor receptions, initiate a spring open house for the first time, increase high school visitations, and develop a consistent and meaningful correspondence with prospective students utilizing the *Hobson's Enrollment System*.

Dr. Deb Figart, Dean of Graduate Studies, reported the number of graduate/post baccalaureate students to be 583 compared to 486 in 2006 and without any new graduate or post baccalaureate programs this fall. This was achieved through the use of *Hobson's* system. Dean Figart thanked Dean Colijn, the graduate directors and faculty for their work. She also mentioned the success of the open house and the two-night new graduate student orientation program over the summer. Moreover, the two new graduate programs coming on line will serve the region and student body well into the future.

Trustee Byrne commended Admissions and Graduate Studies for their efforts and inquired if Dean Iacovelli's two major themes would be reflected in marketing materials. He responded that everything that is being done will be for the first time and noted his excitement for the newly designed view book. He thanked Ms. Julie Bowen in the Graphics Office and Ms. Kim McCabe from Student Affairs for their work on the view book. Trustee Byrne stated the view book was attractive and suggested Admissions test the effectiveness of the message next year.

**Report of the Buildings & Grounds Committee:**

Trustee Curtis J. Bashaw, Chair of the Buildings and Grounds Committee reported two meetings had been since July. The Hillier Group of Philadelphia, PA, gave a presentation of the way-finding plan to improve campus signage. The Housing V project was toured and discussion was held on the progress on plans for the Campus Center and Unified Science Center.

**Report of the Finance Committee:**

Finance Committee Vice Chair, Trustee Bashaw, reported the Committee met this morning and is recommending several initiatives be considered by the board for approval today.

**FY09 Capital Budget Submission Resolution: (by**

Trustee Bashaw recommended Board approval of the FY09 Capital Budget Submission in the amount of \$410,750,000. Upon a motion

consent)

made by Trustee Byrne and seconded by Trustee Pappas, the Board voted to adopt the resolution.

**FY08 Bid Waiver Resolution:  
(by consent)**

Trustee Bashaw recommended Board approval of the following FY08 Bid Waivers: **Craig Testing Laboratories, Inc.** (\$40,000) for laboratory testing materials (concrete, soil aggregate) and inspection of materials (reinforcing steel) and related services; **Absecon Hospitality/Hampton Inn** (\$158,000) for off campus student housing for the fall 2007 semester; and **Einhorn Yafee Prescott Architecture & Engineering, P.C.** (\$60,000) to provide an F-Wing chemical stockroom schematic design (A/E Professional Services). This design was required as a result of the new Campus Center. Upon a motion made by Trustee Byrne and seconded by Trustee Pappas, the Board voted to adopt the resolution, with an abstention from Trustee Jacobson on the bid waiver for Craig Testing Laboratories, Inc.

**Bond Issue Resolution: (by  
consent)**

Upon a motion made by Trustee Byrne and seconded by Trustee Pappas, the Board voted to adopt the Bond Issue Resolution, authorizing the modification to the project scope related to the New Jersey Educational Facilities Authority Revenue Bonds (Issue, Series 2006 F).

**Award a Construction Contract  
for the Mammoth HVAC Units  
Replacement Project  
Resolution: (by consent)**

Trustee Bashaw recommended Board approval to award a construction contract to Kisby Shore Corporation of Atlantic City, New Jersey (\$671,500) to replace the Mammoth HVAC Units. Upon a motion made by Trustee Byrne and seconded by Trustee Pappas, the Board voted to adopt the resolution, with an abstention from Trustee Jacobson.

**Sales of Surplus College  
Property Resolution: (by  
consent)**

Trustee Bashaw recommended Board approval of the sale of surplus college property. Upon a motion made by Trustee Byrne and seconded by Trustee Pappas, the Board voted to adopt the resolution.

**Authorizing the President or His  
Designee (Interim VP for  
Admin) to Donate or Otherwise  
Dispose of Surplus Property  
with no Residual Value to  
501(C) Non-Profit Organizations  
or Other Qualified Recipients  
Resolution: (by consent)**

Trustee Bashaw recommended the Board authorize the President or his designee (the Interim Vice President of Administration & Finance) to donate surplus equipment to 501C3 non-profit organizations. Upon a motion made by Trustee Byrne and seconded by Trustee Pappas, the Board voted to adopt the resolution.

**Bid Waiver for the Executive  
Search for a Vice President of  
Administration & Finance  
Resolution:**

Trustee Bashaw recommended Board approval of the Bid Waiver for the Executive Search for a Vice President of Administration & Finance, not exceed \$80,000. The College will enter into a contract with Battalia Winston International. Upon a motion made by Trustee Jacobson and seconded by Trustee Yoh, the Board voted to adopt the resolution.

**Award a Contract Independent  
Commissioning Services  
Resolution:**

Trustee Bashaw recommended Board approval to award a construction contract for independent services to inspect and audit the College's HVAC. The bid was awarded to Dometech of Edison, New Jersey (\$102,625). Upon a motion made by Trustee Jacobson and seconded by Trustee Yoh, the Board voted to adopt the resolution.

**Award a Construction Contract for Reforestation Resolution:**

Trustee Bashaw recommended approval to award a construction contract for reforestation to lowest bidder, Turf Construction Company, Inc. (\$718,053.28). He stated the Finance Committee wants to take a look at different ways to achieve the goal in the future that may be a little less expensive. Upon a motion made by Trustee Jacobson and seconded Trustee Yoh, the Board voted to adopt the resolution.

When asked about the size of the replacement trees, President Saatkamp replied every tree removed must be replaced with a tree that meets the Department of Environmental Protection specifications.

**Report of the Investment Committee:**

Chairman Hoover gave an Investment Committee Report in the absence of Chairman Trustee Ellis. He commented Trustee Ellis was present at this morning's meeting and that the College's investments were doing well. President remarked the College's bonds have performed very well.

**Report of the Audit Committee:**

Chairman Hoover called upon President Saatkamp to give the Audit Committee Report. Dr. Saatkamp reported the committee recently completed a search for the position of Internal Auditor. The position has been filled by Mr. Carlton "Skip" Collins.

**Report of the Development Committee:**

Trustee Emma Byrne, Chair of the Development Committee reported the Committee met this morning. She noted there would soon be new leadership at the Foundation Board level and that work was being done to improve cooperation and integration (a coordinated campaign) between the both boards. The Development Committee will be working on this over the next several months, with a focus to strengthen, build, and support the new leadership of the Foundation.

**Personnel Action and Addendum to the Personnel Resolution:**

Upon a motion made by Trustee Jacobson and seconded by Trustee Byrne, the Board voted to adopt the resolutions, including an addendum, with an abstention from Trustee Hoover on the appointment of Mr. Donald Moore. Trustee Ashe did not cast a vote on this matter.

**Other Business:**

Chairman Hoover asked if there was any other business at this time. There was none.

**Comments from the Board:**

Chairman Hoover opened the floor for comments from the Board.

Trustee Sena suggested that the College consider making slight changes to the SOAR programming schedule, which many participants who work the event, found to be overwhelming and exhausting.

Chairman Jacobson remarked he was very concerned about the parking situation and encouraged the college to identify ways to address the problem.

**Comments from the Public:**

Chairman Hoover opened the floor for comments from the public.

Dr. Harvey Kesselman thanked everyone for their support since he took on the role of Interim Vice President of Administration & Finance and he

congratulated several members of the Administration and Finance staff for their promotions approved by the board today. Finally he acknowledged the Mr. Donald Moore, the new Executive Director of Facilities Planning & Plant Management.

President Saatkamp thanked that Dr. Kesselman for doing a great job as Interim Vice President.

Ms. Marilyn Vito, President of the Faculty Assembly reported that the faculty was equally committed to resolve the parking issue on campus and scheduling problems. She commented that both faculty and students have stepped up to work voluntarily with the administration to look for both short and long terms solutions and that task force will soon be in place to examine ways to reschedule the modules to provide for a better distribution and better use of their resources.

Mr. Craig Stambaugh, Director of the College Center introduced and welcomed Mr. Joe Lizza.

Vice President Marchetti recognized the Admission Staff for a job well done.

On behalf of the Council of Black Faculty & Staff, Mr. Pedro Santana First Vice President invited everyone to attend the 26<sup>th</sup> Annual Dinner of Dance, which will be held on Thursday, November 8, 2007 at the Carriage House in Galloway, NJ.

**Next Meeting:**

The next regularly scheduled meeting of the Board will be in the Multipurpose Room of the Townsend Residential Life Center on Wednesday, December 12, 2007.

**Adjournment:**

Upon a motion made by Trustee Pappas and seconded by Trustee Jacobson, the Board voted to adjourn the meeting at 4:51 p.m.

For the College

Brian K. Jackson, Assistant Secretary to the Board

**Approved by the Board of Trustees – December 12, 2007**