

**BOARD OF TRUSTEES
MEETING**

February 20, 2013

**The next meeting of the Board will be on
Wednesday, May 8, 2013 at 3:30 p.m.
in the College's Campus Center – Board of Trustees Room.**



THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

WEDNESDAY, FEBRUARY 20, 2013

SCHEDULE AND AGENDA

REVISED (2/19/2013)

NOTE: The Meeting will open to the public at 1:30 p.m. in Conference Room K-203k. Immediately following action on the Resolution to Meet in Closed Session, members of the public will be asked to leave the room. The Board will reconvene for the Open/Public meeting on Stockton's campus at 3:30 p.m. in the College Center, Board of Trustees Room.

1. Call to Order and Roll Call.

On January 14, 2013 notice of this meeting and Public Hearing, as required by the Open Public Meetings Act the dates, times and locations of The Richard Stockton College of New Jersey Board of Trustees Public Meetings was (a) posted on the College's Website, (b) Business Services/Bursar's Office at the College, (c) forwarded to The Press of Atlantic City, (d) The Daily Journal, (e) filed with the Secretary of the State of New Jersey, (f) Galloway Township Clerk's Office, and (g) Atlantic County Clerk's Office.

2. Approval of Minutes:

- Regular Meeting of December 12, 2012

3. The Resolution to Meet in Closed Session is found on page 5.

- The Board will approve a resolution to go into closed session to review and discuss concerns related to personnel, including new appointments, searches, compensation, legal issues; including tort claims, institutional status, facilities updates, and other legal matters; real estate, including: Bond Issue, Manahawkin, Kramer Hall of The Richard Stockton College of NJ, Unified Science Center, Parking, Atlantic County Energy Communication Facility, US Air Force & Stockton Clean Energy Project, ARTP/Stockton Partnership, Woodbine, Atlantic City Campus, Atlantic City Arts District, Garden State Parkway Interchange, Chick-fil-A, and FY13-14 Bid Waivers, and other real estate issues; items exempt under the Open Public Meetings Act.

4. Committee of the Whole Open/Public Session:

- A. Report of the Chair
Trustee Curtis J. Bashaw, Chair

- B. President's Report:
1. The College Report on Faculty and Staff is found on pages 6-26
 2. Special Check Presentations:
 - Thomas A. Gant, Ed.D. ('05)
President, Phi Delta Kappa (PDK)
 - Patricia W. Collins
President, The Council of Black Faculty and Staff
- D. Report of the Academic Affairs and Planning Committee
Trustee Dean C. Pappas, Chair
1. Consent Agenda
 - a. Revised Academic Calendar (Fall Term 2013 and Spring Term 2014)
The Revised Resolution and Academic Calendars will be distributed.
 - b. Conferral of Distinguished Service Award
The Resolution is found on page 32.
 - c. Conferral of Honorary Degree
The Resolution is found on 33.
 - d. Conferral of Posthumous Degree, Student Dominic Forjohn
The Resolution will be distributed
 2. Sabbatical Recommendations for 2013-2014 (Informational Item Only)
The Information will be distributed
 3. Signing of Special Articulation Agreement with Burlington County College:
 - a. Articulation Agreement for Associates in Science
Policy and Management (BCC) and
Bachelor of Arts or Bachelor of Science in Sustainability (RSC)
 - b. Guaranteed Admission Program Agreement - Renewal
- E. Report of the Student Affairs and Planning Committee
Student Trustee Edward "Charles" Nusbaum, IV, Member
- Spring 2013 Final Enrollment Summary (Information Item Only)
- F. Report of the Finance and Professional Services Committee
Trustee Leo Schoffer, Chair
1. FY13-14 Bid Waivers
The Resolution is found on page 34.
 2. Bond Issuance:
Approval of the Undertaking, Implementation and
Financing of Various Projects
The Resolution will be distributed.
- G. Report of the Audit Committee
Trustee Ray Ciccone, Chair
- Acceptance of College Audit
The Resolution is found on page 35.
- H. Report of the Buildings & Grounds Committee
Trustee Michael Jacobson, Chair
- I. Report of the Development Committee
Trustee Mady Deininger, Chair

- J. Report of the Investment Committee
Trustee James Yoh, Chair
- K. President Herman J. Saatkamp, Jr.:
First Reading of College Policies including: new, deleted, and conversion
of existing policies
The Revised Resolution and Information is found on pages 36-69.
- L. Personnel Actions
The Resolution will be distributed.
- 5. Other Business
- 6. Comments from the Public
- 7. Comments from the Board of Trustees
- 8. The next regularly scheduled meeting of the Board will be held on Wednesday, May 8, 2013,
2012 at 3:30 p.m. in the College Center, Board of Trustee Room.
- 9. Adjournment

THE RICHARD STOKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION TO MEET IN CLOSED SESSION

- WHEREAS,** The Open Public Meeting Act (P.L. 1975, Ch. 231) permits public bodies to exclude the public from discussion of any matter as described in Subsection 7(b) of the Act, providing that the public body adopts a resolution at a public meeting indicating its intent to hold a closed session, and
- WHEREAS,** Subsection 7(b) of the Act contains exclusions for personnel matters; terms and conditions of employment; collective bargaining agreements including negotiated positions; anticipated or pending legislation; and any matters involving the purchase, lease, or acquisition of real property; therefore, be it
- RESOLVED,** that the Board of Trustees shall meet in closed session to discuss personnel, collective bargaining, and litigation matters including recommendations of the President contained in the attached Personnel Resolution, and be it further
- RESOLVED,** that the discussion of personnel, collective bargaining, and litigation matters will be disclosed to the public during that portion of the meeting which convenes at 3:30 p.m.

February 20, 2013

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

COLLEGE REPORT ON FACULTY AND STAFF

FEBRUARY 20, 2013

ACADEMIC AFFAIRS

ARTS AND HUMANITIES

STEPHEN DUNN, Distinguished Professor Emeritus of Creative Writing, published an essay on the "State of the Union" of contemporary poetry, entitled "Poetry Now, Some Thoughts on History, As If, Maybe, and No," in The Georgia Review, Winter 2012.

JED GAYLIN, Artist in Residence, presented a lecture, "Pagan and Christian Symbolism in Botticelli and Respighi," at Cumberland County College, Vineland, NJ. **Dr. Gaylin** also performed as Conductor for the Bay-Atlantic Symphony, "Holiday Concert" in the Guracini Center at Cumberland County College, music composers: Bach, Respighi, Steinberg, Pachelbel, and Strauss, 8 Dec 2012.

Dr. Gaylin presented a lecture, "romantic (lowercase!) music," with Jonathan Palevsky, Program Director for WBJC Radio, at Johns Hopkins University, Shriver Hall, Baltimore, MD. **Dr. Gaylin** also performed "NA, Symphonic Performance" as Conductor, music composers: Rachmaninoff, Richard Strauss, and George Gershwin, 1 Dec 2012.

Dr. Gaylin was interviewed by Nicoleen Willson, on Face the Music, Radio WBJC, Baltimore, MD, 24 Nov 2012.

NATHAN LONG, Associate Professor of Creative Writing, published an essay, "As I," You Are Here: The Journal of Creative Geography, 2012 Issue, November (2012).

Professor Long published short stories, "The Scent of Light," eds. Kim Aubrey et al., Seek it: Writers and Artists Do Sleep, Toronto, Canada, Red Claw Press, Nov (2012): pp. 109-11.

Professor Long published short stories, "Holy Day," Friends Journal, Vol. 58, #10, (2012): pp. 18-19.

Professor Long published short stories, "Between," Fiction Southeast (on-line), http://fictionsoutheast.com/home/?page_id=1899, Oct 2012.

WILLIAM LUBENOW, Professor of History, published his review of, "David Brown, Palmerston: A Biography," New Haven: Yale University Press, 2010, in The Journal of Modern History, 84 (4), Dec (2012): pp. 955-956.

JEREMY NEWMAN, Assistant Professor of Communications, screened, "Phone Call in Noir" and "The Vase" at Chartier in New Haven, CT, 15 Dec 2012.

Professor Newman was awarded honorable mention for "Domestic Rhythms" at James River Shorts in Richmond, VA, 1 Dec 2012.

Professor Newman screened, "The Persistence of Forgetting" at the 25th Festival Les Instants Video in Marseille, France, 6-17 Nov 2012.

ROBERT NICHOLS, Professor of History, published a chapter entitled, "Class, State, and Power in Swat Conflict," in Beyond Swat: History, Society and Economy along the Afghanistan-Pakistan Frontier, eds. Ben Hopkins and Magnus Marsden, New York: Columbia University Press, Dec 2012.

KATE NEARPASS OGDEN, Associate Professor of Art History, published, "Michael Lenson: From Murals to Modernism," Exhibition Catalog, Time, Place and Substance: Selected Works by Michael Lenson, Youngstown, Ohio, The Butler Institute of American Art, Dec (2012): pp. 4-15.

Professor Ogden presented a lecture, "Beaches, Bishops, and Bonaparte: Old New Jersey in Prints and Paintings," Morven (The Richard Stockton House), Morven, Princeton, NJ, 15 Nov 2012.

RAIN ROSS, Assistant Professor of Dance, choreographed and performed, "Composition #43" at the University of Iowa Alumni Concert, Space Place Theatre, Iowa City, IA, 9-10 Nov 2012.

Professor Ross presented, "Entrepreneurship and Dance" at an Alumni Panel Discussion, University of Iowa, Iowa City, IA, 9 Nov 2012.

Professor Ross conducted, "Ballet Master Classes" at the University of Iowa during Distinguished Alumni Week, 7-9 Nov 2012.

HANNAH UENO, Associate Professor of Art, received a Special Recognition Award at the "14th Annual Painting, Drawing, Photography & Print Juried Online International Art Exhibition," at Upstream People Gallery, Omaha, NE, 10 Nov 2012.

WENDEL WHITE, Distinguished Professor of Art, exhibited, "The Chroma Collection" at a Group Exhibition at The Arts at CIIS, San Francisco, CA, Sep – Dec 2012.

Professor White exhibited, "En Foco/In Focus: Selected Works from the Permanent Collection," at The Arts at CIIS, San Francisco, CA, Jan 2013.

BUSINESS

MICHAEL BUSLER, Associate Professor, and **Hanadi Al-Mubarak**, Kuwait University, wrote "Fostering the Innovation and Entrepreneurship in Developing Countries," International Journal of Innovative Research in Management, 1.1, Oct (2012): 67-73.

Professor Busler presented, "Income Tax Policy: Is a Single Rate Tax Optimum for Economic Growth?" at the Tenth International World Association for Sustainable Development Conference, Abu Dhabi, UAE, 19-21 Nov 2012.

Professor Busler published an article in a newspaper column entitled, "Mitt Romney Gets My Vote, and Why He Should Get Yours, Too," online at www.newjerseynewsroom.com, also "Why You Should Vote For Mitt Romney," in The Trenton Times, and www.nj.com, 1 Nov 2012, and "Why I Am Voting For Mitt Romney," The Press of Atlantic City, 30 Oct 2012.

Professor Busler also published, "How to Fix the Tax Code: The 12% Solution," editorial column, www.newjerseynewsroom.com, 28 Nov 2012, also "Simple Can Be Better-Tax All Income At 12%,"

The Press of Atlantic City, 3 Dec 2012, and "Replace Complicated Tax Code with Simple 12 Percent Solution, No Deductions," The Trenton Times, and www.nj.com, 13 Dec 2012.

DEBORAH CORBIN published an essay entitled, "Watch the Cash" in *Save Wisely Spend Happily: Real Stories About Money & How to Thrive from Trusted Advisors*, by Sharon I. Lechter, CPA with 125 contributing CPAs, NY, NY: American Institute of Certified Public Accountants, Inc., (2012): 46-47.

DIANE HOLTZMAN, Assistant Professor of Marketing; **CARRA LEAH HOOD**, Associate Professor of Writing; **JENNIFER BARR**, Professor of Business Studies; and **LINDA FEENEY**, Director of Computer Services; presented, "Preparing for a Regional Accreditation Review: The Value of Organizing Frameworks for Capturing Evidence of Institutional Effectiveness," at the 2012 Council for Adult and Experiential Learning (CAEL) International Conference in Washington, DC, 9 Nov 2012.

AUDREY WOLFSON LATOURETTE, Distinguished Professor of Business Law, was invited to present, "Education Law: A Prerequisite for the Education Major," at New Faces, New Expectations 2012 National Symposium, sponsored by the Faculty Resource Network of New York University, at Dillard University, New Orleans, LA, 17 Nov 2012.

Professor Wolfson Latourette published, "Transfer Students: Legal Issues Regarding Policies," as an invited submission, in *Advising Transfer Students: Strategies for Today's Realities and Tomorrow's Challenges*, published by the National Academic Advising Association (NACADA), Monograph Series, Number 24, 2012.

MARILYN VITO, Associate Professor of Accounting, presented, "Initial Public Offering with Restated Financial Statements Examining the Implications for Audit Planning and Execution," at the Academy of Business Research Conference, published in the Conference Proceedings, Nov 2012.

EDUCATION

AMY ACKERMAN, Associate Professor of Instructional Technology, co-presented with Melissa Krupp, MAIT student, "Five Components to Consider for BYOD/BYOT," at the Cognition and Exploratory Learning in the Digital Age Conference, sponsored by the International Association for the Development of the Information Society, Madrid, Spain, 19-21 Oct 2012.

Professor Ackerman published, "Going Virtual: Trials and Triumphs in Graduate Education," *International Journal of Arts & Sciences*, Vol. 5, Issue 5 (2012): 591-599.

SUSAN CYDIS, Assistant Professor of Education, co-presented with **RITA MULHOLLAND**, Associate Professor of Education, "Students Becoming Independent Learners Through Technology Supports," at the Bilingual Special Education Conference, sponsored by New Jersey Teachers of English to Speakers of Other Languages/ New Jersey Bilingual Educators (NJTESOL/BE), held at The Richard Stockton College of New Jersey, Galloway, NJ, 20 Oct 2012.

DEBORAH M. FIGART, Professor of Education, presented, "Institutionalist Policies for Financial Inclusion," at the Allied Social Science Association/American Economic Association Annual Meetings, sponsored by the American Economic Association (AEA), San Diego, CA, 5 Jan 2013.

Professor Figart co-presented with **Marilyn Power**, Sarah Lawrence College, and **ELLEN MUTARI**, Professor of Economics, "Modeling Labor Markets: A Feminist Economics Perspective," at the Allied

Social Science Association/American Economic Association Annual Meetings, sponsored by the AEA, San Diego, CA, 5 Jan 2013.

PRITI HARIA, Assistant Professor of Education, co-presented with **Professors Katrin Blamey** of Desales University, **Katie Beauchat** of York College of PA, and **Heidi Sweetman** of the University of Delaware, "Effects of Explicit Instruction on Head Start Children's Vocabulary Knowledge," at the Myths and Merits of Accountability Conference, sponsored by the Pennsylvania Educational Research Association (PERA), held at the University of Pennsylvania, Philadelphia, PA, 5 Oct 2012.

Professor Haria, along with **Professors Katrin Blamey** of Desales University, **Katie Beauchat** of York College of PA, and **Heidi Sweetman** of the University of Delaware, received an award of \$300 for being selected as runners up for the 2013 PERA Distinguished Paper Award.

SHELLY MEYERS, Assistant Professor of Education, published, "Individuals with Disabilities on Campus," Crisis Intervention and Counseling by Telephone and the Internet, 3rd Edition, eds. D. Lester, J. R. Rogers, Springfield, IL, Charles C. Thomas Publishing, (2012): 286-291.

Professor Meyers, co-presented with **Professor Cydis**, "Professors as Coaches: Infusing Content & Pedagogy in the Middle School Classroom," at the Teacher Education Division Conference, sponsored by the Council for Exceptional Children (CEC), Grand Rapids, MI, 8-10 Nov 2012.

LOIS SPITZER, Assistant Professor of Education, published, "Accenting Improvements," in Language Magazine, ed. D. Ward, Vol. 12, No. 3, Nov (2012): 20-23.

GENERAL STUDIES

MARYANN MCLOUGHLIN, Assistant Supervisor, Holocaust Resource Center, was awarded a \$10,000 New Jersey Council for the Humanities grant for a *Holocaust Survivor* memoir project. The grant involves three presentations/seminars for county librarians and educators. **JILLIAN CAWLEY**, Assistant Director of Grants Development, and **PAM CROSS**, Skills Writing Center Coordinator aided in the support of the memoir project, Nov 2012.

CAROL RITTNER, RSM, Distinguished Professor of Holocaust and Genocide Studies and Dr. Marsha Raticoff Grossman Professor of Holocaust Studies, gave a lecture, "Rescuers During the Holocaust: Can the Few Become the Many?" at Regis College, Toronto, Canada Holocaust Education Week Program, 7 Nov 2012.

HEALTH SCIENCES

ELAINE BUKOWSKI, Professor of Physical Therapy, published and edited by Carolyn Kisner and Lynn Allen Colby, "Aquatic Exercise" in Therapeutic Exercise – Foundations and Techniques, F. A. Davis Company, Philadelphia, PA, 6th edition, Ch. 9, 2012.

LUIS GARCIA, Visiting Assistant Professor of Health Sciences, published, with **Jason Mitchell**, University of Michigan, **Donna Champeau** and **S. Marie Harvey**, Oregon State University, and **Andrew Petroll**, Medical College of Wisconsin, "HIV-Negative Seroconcordant Gay Male Couples' Attitudes, Intentions, and Perceived Behavioral Control for Planned Condom Use Within and Outside of Their Relationships," in the International Journal of Sexual Health, 24, Nov (2012): 239-253.

AMY HADLEY, Associate Professor of Speech Pathology and Audiology, presented with **Kristopher Cleary**, **Paula Levick**, and **Kelly Maslanik**, Stockton MSCD Graduate Students, "The MAVA as a Predictor of Literacy Intervention Targets," at the American Speech-Language Hearing Association (ASHA) Annual Convention, sponsored by ASHA, Atlanta, GA, 14-17 Nov 2012.

Professor Hadley, presented with **Christopher Baker** and **Amy Keenan**, Stockton MSCD Graduate Students, "Development of an e-Portfolio Evaluation Tool," at the ASHA Annual Convention, sponsored by ASHA, Atlanta, GA, 14-17 Nov 2012.

BESS KATHRINS, Interim Dean of the School of Health Sciences, co-authored with **Dr. Richard Kathrins** and **Joyce Glick**, Bacharach Institute for Rehabilitation, **Josh Spada**, Stockton DPT Class of 2013, **Dr. Fabio Orozco** and **Dr. Alvin Ong**, Rothman Orthopedic Group and Clinical Affiliated Faculty of Stockton, a paper entitled, "Comparison of Day Rehabilitation to Skilled Nursing Facility for the Rehabilitation for Total Hip Arthroplasty: Preliminary Study," presented by **Dr. Orozco** and **Dr. Ong** at the Société Internationale de Chirurgie Orthopédique et de Traumatologie, Dubai, 29 Nov 2012.

Professor Kathrins, published with **Dr. Richard Kathrins**, **ROBERT MARSICO**, Assistant Professor of Physical Therapy, **MICHAEL FRANK**, Professor of Psychology, **BRENDA STEVENSON-MARSHALL**, Special Assistant to the Provost for Health Sciences, **Dr. Fabio Orozco** and **Dr. Alvin Ong**, "Comparison of Day Rehabilitation to Skilled Nursing Facility for the Rehabilitation for Total Knee Arthroplasty," in the American Journal of Physical Medicine & Rehabilitation, 92(1), Jan (2013): 61-67.

NATURAL SCIENCES AND MATHEMATICS

STEVEN P. EVERT, Assistant Director of the Marine Science and Environmental Field Station, **TARA LUKE**, Associate Professor Biology, **PETER STRAUB**, Professor of Biology, and **MARK SULLIVAN**, Assistant Professor of Marine Science, gave a public presentation at Stockton College entitled, "Side Scan Sonar and Remotely Operated Vehicles: Applications for Coastal Research and Marine Education," on current marine technology research and teaching activities at the Marine Science and Environmental Field Station, provided to invited guests from the New Jersey Marine Education Association, the Alliance of New Jersey Environmental Educators, Stockton students, staff and faculty. Related Stockton course offerings were highlighted and students were provided a chance to network with various marine education professionals from around New Jersey, 5 Dec 2012.

PETER STRAUB, Professor of Biology, with co-authors **MARK SULLIVAN**, Associate Professor of Marine Science, **TARA LUKE**, Associate Professor of Biology, and **STEVEN EVERT**, Assistant Director of Marine Science and Environmental Field Station, presented a paper entitled, "Marine Survey and Imaging Technology in Fisheries Research," at the Coastal and Estuarine Federation's Inaugural International Conference of the Americas, Mar del Plata, Argentina, 11-14 Nov 2012.

MARK SULLIVAN, Associate Professor of Marine Science, **STEVEN EVERT**, Assistant Director of Marine Science and Environmental Field Station, **PETER STRAUB**, Professor of Biology, and **Melanie Reding**, of Jacques Cousteau National Estuarine Research Reserve Coastal Center, were awarded a grant from the Community-based Marine Debris Prevention and Removal Program/NOAA Restoration Center (Award #NA12NMF4630075; \$100,000), for "Derelict crab trap removal in the Mullica River-Great Bay Estuary (NJ)," a sustainable, community-based effort engaging commercial crabbers, undergraduate/graduate marine science students, and NOAA national estuarine research reserve volunteers, 1 Aug 2012.

Dr. Sullivan, Steve Evert, Dr. Straub and Melanie Reding were also awarded a grant from the New Jersey Barnegat Bay Partnership (Award #S1002/CE98212310; \$19,938) for, "Derelict Crab Trap Identification and Removal in Barnegat Bay," 15 Nov 2012.

SOCIAL AND BEHAVIORAL STUDIES

ROBERT BARNEY, Assistant Professor of Social Work, presented, "Expanding Social Work's Role in Development: Improving Participatory Decision Making in Africa," at the Council on Social Work Education's (CSWE) 2012 Annual Program Meeting, Washington, DC, 12 Nov 2012.

DAVID BURDICK, Professor of Psychology, was a Symposium Discussant for "Community Collaboration as the New-Old Frontier for Engaging Students in Aging," at the 65th Annual Scientific Meeting of the Gerontological Society of America, San Diego, CA, 16 Nov 2012.

Professor Burdick received a \$15,000 continuation contract for Stockton's Center on Successful Aging (SCOSA) Older Adult Educational Program from the Atlantic County Division of Intergenerational Services. The funding source is the Older Americans Act, administered by the U.S. Department of Health & Human Service, 4 Jan 2013.

WILLIAM CABIN, Assistant Professor of Social Work, presented, "Show Me the Money: The Relationship between Home Care Ownership Status and Quality of Care (Poster Presentation)," at the American Public Health Association's 140th Annual Meeting and Expo, San Francisco, CA, 29 Oct 2012.

Professor Cabin presented, "Profit and Performance in Medicare Home Health: Research Results (Poster Presentation)," at the Gerontological Society of America's 65th Annual Scientific Meeting, San Diego, CA, 14 Nov 2012.

Professor Cabin presented, "What's Evidence Got to Do With It? Medicare's Neglect of Home Care Social Work Coverage or Persons with Alzheimer's disease and their Caregivers (Poster Presentation)," at the Gerontological Society of America's 65th Annual Scientific Meeting, San Diego, CA, 16 Nov 2012.

Professor Cabin published a review of "The Aging Population and Competitiveness of Cities: Benefits to the Urban Economy," by Peter Karl Kresl and Daniele Letri, in the Journal of Intergenerational Relationships, 10, 4 (2012).

JANICE JOSEPH, Distinguished Professor of Criminal Justice, presented, "Blue Criminology: The Power of United Nations Ideas to Counter Crime Globally - A Monographic Study (Roundtable Presenter)," at the American Society of Criminology Annual Meeting, Chicago, IL, 14 Nov 2012.

Professor Joseph presented, "Women in Prison in England and Wales (Roundtable Presenter)," at the American Society of Criminology Annual Meeting, Chicago, IL, 16 Nov 2012.

Professor Joseph presented, "Sexual Harassment: The Intersectionality of Gender and Race," at the American Society of Criminology Annual Meeting, Chicago, IL, 16 Nov 2012.

ELLEN MUTARI, Professor of Economics, along with **DEBORAH FIGART**, Professor of Education and Economics, and **Marilyn Power**, Sarah Lawrence College, presented, "Modeling Labor Markets:

A Feminist Economics Perspective," at the Allied Social Sciences Associations/American Economic Association Conference, San Diego, CA, 5 Jan 2012.

LINDA WILLIAMSON NELSON, Professor of Anthropology and Africana Studies, was Panel Chair for "International Perspectives of School-Community Engagement: Multilingual and Multicultural Experiences in Education," and presented the paper, "Language, Identities and Classroom Discourse," at the 111th Annual Meeting of the American Anthropological Association, San Francisco, CA, 15 Nov 2012.

PATRICIA REID-MERRITT, Distinguished Professor of Social Work and Africana Studies, published, "What Measure of a Man? – Assessing the Social and Personal Transformation of Malcolm X from an African-Centered Social Work Perspective," in A Lie of Reinvention: Correcting Manning Marable's Malcolm X, Jared Ball and Todd Steven Burroughs, eds. Baltimore, MD, Black Classic Press, 2012.

ALLISON SINANAN, Associate Professor of Social Work, published, "The African American Female Experience as a TANF (Temporary Assistance to Needy Families) Recipient in New Jersey," in the International Journal of Humanities and Social Science, 2, 24, (2012): 1-5.

CHRISTINE TARTARO, Professor of Criminal Justice, and **MARISSA LEVY**, Associate Professor of Criminal Justice, presented, "Discharge Planning Alumni Interviews: Why DP Doesn't Reduce Recidivism," at the American Society of Criminology Annual Meeting, Chicago, IL, 14 Nov 2012.

Professor Tartaro, along with **SURYAKUMAR SHAH**, Associate Professor of Occupational Therapy, **CHRISTINE WOOD** (Occupational Therapy student), **ASHLEY WUZZARDO** (Occupational Therapy student), **FELICIA CHEW** (Genesis Rehab Care, Kennett Square, PA) and **MIKE MORRIS** (Genesis Rehab Care, Kennett Square, PA), published, "Rehabilitation Efficiency and Effectiveness in Medical-Surgical Conditions: A Pilot Study of 234 Patients," Physical and Occupational Therapy in Geriatrics, 30, 4, (2012): 288-300.

TINA ZAPPILE, Assistant Professor of Political Science, and **Cathleen O. Erwin**, Auburn University, presented, "Writing Across the Curriculum: Evidence of the Impact of an Embedded WAC Model in an Interdisciplinary Department," at the Fourth International Writing and Critical Thinking Conference: New Vistas: WAC/WID Intersections in the 21st Century, Quinnipiac University, Hamden, CT, 17 Nov 2012.

LIBRARY

JIANRONG WANG, Associate Professor in the Library, published, "CUNY Technical Services Wiki: RDA Resources," *Technical Services Quarterly*, 30, 1, Dec 2012.

Professor Wang with **Cathy Weng**, Head of Cataloging, The College of New Jersey, presented poster, "Invisible But Invaluable: Library Metadata Service: VALE BCMC and Beyond," The Virtual Academic Library Environment (VALE)/NJ, Association of College and Research Libraries (ACRL)/NJ, New Jersey Library Association (NJLA) Conference, New Brunswick, NJ, Jan 2013.

Professor Wang with **Mei Ling Chao**, Cataloging Librarian, Montclair State University, **Melissa De Fino**, Special Collections and Digital Projects Metadata Librarian, Rutgers University, presented poster, "Status of Cataloging Assessment: A National Survey," VALE/NJ, ACRL/NJ, NJLA Conference, New Brunswick, NJ, Jan 2013.

Professor Wang compiled and designed brochure, "The VALE Bibliographic Control and Metadata Committee," which was distributed at VALE/NJ, ACRL/NJ, NJLA Conference, New Brunswick, NJ, Jan 2013.

OTHER PROFESSIONAL ACTIVITIES

SHAWN DONALDSON, Associate Professor of Sociology, was appointed to the Board of Directors, Atlantic County Habitat for Humanity, Nov 2012.

ELLEN MUTARI, Professor of Economics, was elected Vice President, Association for Social Economics, Jan 2013 – Jan 2014.

PATRICIA REID-MERRITT, Distinguished Professor of Social Work and Africana Studies, was the featured performer and speaker for the Atlantic City Public Library 25th Anniversary Kwanzaa Celebration, Atlantic County Auditorium, Atlantic City, NJ, 1 Dec 2012.

Professor Reid-Merritt was the featured guest for, "The Meaning of Kwanzaa," on In the Community with Thelma Witherspoon, WEHA Gospel Radio 88.7 FM and 99.9 FM, 22 Dec 2012.

LOUISE S. SOWERS, Associate Professor of Chemistry, was reappointed as an Oak Ridge Institute for Science and Education Visiting Scientist, at the Transportation Security Laboratory at the William J. Hughes Technical Center in Pomona, NJ. This is a two years appointment until Dec 2014.

RALPH WERNER, Associate Professor of Biology, has been appointed as the consultant to evaluate Atlantic Cape Community College's newly proposed Biomedical Science Associate in Science degree.

WENDEL WHITE, Distinguished Professor of Art, was elected as Chair of the Board of Trustees for New Jersey Council for the Humanities, Trenton, NJ, term: Nov 2012 – Oct 2013.

STAFF

DARRYL G. GREER, Senior Fellow, Higher Education Strategic Information and Governance, presented on Higher Education Finance at a national conference, "Harnessing Systemness, Delivering Performance," sponsored by the State University of New York (SUNY), New York, NY, 8 Nov 2012.

Dr. Greer presented with Governor Tom Kean at a seminar, "Education Initiatives, Programs and the Legacy of the Kean Administration," Eagleton Institute for Politics, Rutgers University, New Brunswick, NJ, 19 Nov 2012.

Dr. Greer published an editorial opinion article, "New Jersey Colleges Get Vote of Confidence," Times of Trenton and NJ.com, 11 Dec 2012.

Dr. Greer served as a member of a national task force on, "Making Higher Education a State Priority," American Association of State Colleges and Universities (AASCU), Washington DC, 3-4 Dec 2012.

THOMAS J. GRITES, Assistant Provost, was the only four-year institution member of the faculty for the Institute on First-Year Student Success in the Community College, sponsored by the National Resource Center for the First-Year Experience and Students in Transition, University of South Carolina Columbia, SC, 4-6 Nov 2012.

Dr. Grites served as an external consultant to the Blue Ribbon Task Force on Academic Advisement, William Paterson University, 9, 30 Nov and 14 Dec 2012.

HARVEY KESSELMAN, Provost and Executive Vice President, was invited to join the Educational Testing Service (ETS) Higher Education Advisory Council. The Council is a small group of influential provosts, thought leaders and representatives of higher education organizations, discussing issues related to assessment and accountability with higher education colleagues, and partnering with ETS in informing and guiding our higher education research efforts. This year's discussion will focus on Student Success and Innovations in Higher Education, Jan 2012.

LEWIS LEITNER, Dean of Graduate and Continuing Studies, conducted a total of 16 hours of Leadership training with key managers from two Atlantic County companies under the auspices of a New Jersey Department of Labor Grant to Stockton's Continuing Studies unit, 13, 15, 28, 29 Nov 2012.

Dr. Leitner conducted a Transformation Leadership program at the Carnegie Library Center for the Lead Atlantic City Tomorrow (Lead ACT) initiative, 5 Dec 2012.

DANIEL FIDALGO TOME, Coordinator of Service-Learning, co-chaired the American College Personnel Association inaugural Symposium on Service-Learning: Best Practices for Engaging Students and Communities, Baltimore, Maryland, <http://www2.myacpa.org/professional-development/symposium-on-service-learning>, 4-7 Dec 2012.

COMPUTER AND TELECOMMUNICATION SERVICES

Supporting our New Instructional Sites

At Kramer Hall, Stockton's Hammonton Instructional Site and at The Sam Azeez Museum of Woodbine Heritage, technology resources are up and running. The Hammonton facility includes a 24 station computer lab, two 30 seat multipurpose classrooms, three 43-seat classrooms, one 16-seat seminar room, four 16-seat seminar rooms, and administrative offices. The Sam Azeez Museum location includes two multipurpose classrooms and administrative offices.

Updating our Disk Farm

The first phase of the migration to the newly acquired EMC VNX enterprise data storage was completed during the winter break period. This upgrade has provided us with additional storage space for network home directories and data shares. More disk space translates into savings – less paper use and productivity gains from ease of file sharing.

Updating our Enterprise Databases

They served us well for over six years, but were showing their age. The hardware running our central databases used for student information, finance, human resources, and development were replaced during the winter break. The new hardware greatly increases processing speed and power.

Gaining Efficiencies through Automation

Two areas that have been handled manually in the past have been automated to improve processing and tracking – student grade changes and graduation ticket tracking. Using the grade change system,

faculty members can submit the change directly to Banner. Both the student and the faculty member automatically receive an email message confirming the update. Tickets for graduation are always in great demand. The new tracking system reports on how tickets have been allocated, allowing for the re-allocation of unused tickets to those who need them.

Sharing and Gaining Expertise

JENNIFER BARR, Professor of Business Studies, **LINDA FEENEY**, Director of Computer Services, **DIANE HOLTZMAN**, Assistant Professor of Business Studies, and **CARA HOOD**, Associate Professor of Writing, led a round table discussion titled, "Preparing for a Regional Accreditation Review: The Value of Organizing Frameworks for Capturing Evidence of Institutional Effectiveness," at the Council for Adult Experiential Learning (CAEL) Annual Conference, 9 Nov 2012.

ROBERTO CASTILLO, Computer Systems Training Specialist, and **Linda Feeney**, presented an "Ignite" session and poster session titled, "Technology Showdown: Nook versus Kindle," at the NJEdge Conference. NJEdge is a consortium of New Jersey colleges and universities who share technical expertise and resources. An "Ignite" session is a fast paced presentation – 20 slides, 15 seconds per slide, with the slides progressing automatically. The related poster session provided additional details and a chance for attendees to interact with the devices, 29 Nov 2012.

Linda Feeney gave a presentation for NJEdge titled, "Instructional Continuity Planning." In the wake of Super Storm Sandy, many New Jersey colleges and universities found holes in their continuity plans. Stockton's plan was presented as a case study. The presentation was done both face to face and online, allowing for participation from organizations throughout the state, 14 Dec 2012.

DEMETRIOS ROUBOS, Professional Services Specialist, completed the Project Management Professional Certificate Boot Camp during December 2012. The Project Management Professional (PMP) certificate program prepares individuals to apply quantitative and qualitative knowledge, skills, tools, and techniques to manage projects in a wide range of fields and occupations. The course included instruction in project planning, risk management, cost and time management, contracts and procurement, accounting, statistics, decision making, and human resources.

THE WILLIAM J. HUGHES CENTER FOR PUBLIC POLICY

The William J. Hughes Center sponsored a Media and Political Campaigns Panel Discussion. Panelists included **JAMES AVERY**, Associate Professor of Political Science; **Steve DeMicco**, Chairman, Message and Media; and **Charles Stiles**, columnist for the Bergen Record. The panel was moderated by **SHARON SCHULMAN**, Chief Executive Officer of External Affairs and Institutional Research, 13 Nov 2012.

DIVISION OF ADMINISTRATION AND FINANCE

CHARLES INGRAM, Vice President for Administration and Finance, was appointed to the Board of the Southern New Jersey Development Council and attended his first meeting on December 21, 2012 at the Stockton Seaview Resort.

Charles Ingram attended the VPAF (Vice Presidents of Administration & Finance) Council meetings on January 18 and February 15, 2013 in Trenton, NJ.

On behalf of President **HERMAN SAATKAMP**, **Charles Ingram** attended the Greater AC Chamber of Commerce Board of Directors meeting on January 17, 2013 and also attended the Greater AC Chamber of Commerce – Meet the Policy Makers networking luncheon held in Voorhees, NJ. The guest speaker was Bob Martin, Commissioner of New Jersey Department Environmental Protection.

ROBERT D'AUGUSTINE, Associate Vice President for Administration and Finance, presented a public lecture dealing with Handel's oratorio, Judas Maccabaeus, with comments and reflections on Handel's life and times, including the political, military, musical, theatrical and literary environment in the Campus Center Theater on December 6, 2012.

On January 8, 2013, **Bob D'Augustine** presented a lecture at the College of New Jersey as part of the Advanced Course in Public Safety, sponsored by the College and University Public Safety Administrators (CUPSA). His topic was "Constitutional Considerations Affecting Campus Policies Regarding Speeches and Demonstrations."

Bob D'Augustine participated in a continuing legal education program dealing with immigration and visas on January 21, 2013.

From February 17 to February 20, 2013, **Bob D'Augustine** participated in a Middle States site visit to the Inter American University of Puerto Rico Law School campus in San Juan, with responsibilities for reviewing Standard 1, Mission and Goals, and Standard 3, Institutional Resources. It was Bob's twelfth Middle States site visit.

RUMMY PANDIT, Interim Associate Vice President for Operations, attended the Southern New Jersey Development Council Annual Luncheon on December 21, 2012 at Stockton Seaview Hotel and Golf Club where Seaview was recognized as a 55-year continuous member.

Rummy Pandit attended the Greater Atlantic City Chamber Business to Business Networking Lunch at Girasole Ristorante in Atlantic City on January 30, 2013.

Mr. Pandit attended the Atlantic City Hotel & Lodging Association Networking Mixer on January 31, 2013 at Robert's Steakhouse in Atlantic City.

CAMPUS POLICE

The police department hosted Canine (K-9) Training for tracking and evidence recovery at the Lakeside Lodge in December.

Sergeant **CINDY PARKER** attended a 3 day Sexual Assault Seminar at the Seaview Resort in December.

The PD hosted the December meeting of the Atlantic County Chiefs of Police Association at the Seaview Resort.

Officer **JARROD VERGE** attended a one day Prescription Drug Awareness Program at Stockton College in December.

Sergeants **MARCUS TAYLOR** and **MIKE MEYERS** attended a 3 day Advanced Campus Public Safety Seminar at the College of New Jersey in January. This program was co-hosted by the NJ College and University Public Safety Association (CUPSA), the New Jersey Presidents' Council, the Stockton Center for Public Safety and the College of NJ. Chief **GLENN MILLER** assisted in the

development and coordination of this program. Associate Vice President **Robert D'Augustine** presented in this program on First Amendment Rights on a Campus.

Officer **Jarrold Verge** attended a Methods of Instruction Course in January at the Gloucester County Police Academy which certifies him as a police instructor.

Officers **THOMAS CONEY**, **JASON ANDREWS** and **NICK RETTINO** attended a one day Street Survival Course in Atlantic City in January.

Thanks to the work of Sgt. **Mike Meyers** and **CHRIS GRAHAM** all members of the police department received updated training on an active shooter response in January.

The police department wishes to welcome Officers **AMANDA REISER** who comes to us from the Cape May County Prosecutor's Office and Officer **RYAN MAGUIRE** (Stockton graduate, 2009) to the PD. Both will be attending the police academy this spring.

The Police Department bids farewell to Deputy Chief **JOSEPH MANGIELLO** who retired effective 12/31/12. DC Mangiello the PD and the college for 40 years. We wish him the best in retirement.

HUMAN RESOURCES

2012 School to Career Program a Success

Through the Atlantic County Special Services School District's School to Career Program, Stockton provided employment opportunities for six special needs students. Administered through the Office of Human Resources, the School to Career Program provides participants with rewarding vocational and social experiences. Specifically, the program allows high school students, who have been classified as eligible to receive special education services, the opportunity to work in fully inclusive community-based employment settings for the entire school day on a year-round basis. During 2012, our six participating students filled positions in the Library, Chartwells, and Central Stores.

OFFICE OF FACILITIES PLANNING AND PLANT OPERATIONS

FACILITIES:

Unified Science Center

To support the College's Sciences and Mathematics Programs, a three-story, 66,350 gross square foot building is being constructed. This building will include wet and dry laboratories, classrooms and support facilities. It is anticipated that the project will be complete during the 2nd Quarter of 2013.

Hammonton Adaptive Reuse (SASI Project)

This project consisted of the renovation of a three-story, 15,000 square foot former factory in downtown Hammonton, New Jersey. It provides academic, retail and art gallery spaces for use by Stockton and the local community. The project was complete in January 2013.

Azeez Museum

The College is in possession of the Azeez Facility and is presently collaborating with the donor towards an academic addition for this space. Construction has been completed including a two-classroom facility which was occupied in January 2013.

Pomona Community of Learning

The project is currently being programmed by the Richard Stockton College of New Jersey Building Committee. Once this phase is complete, the Committee will review its findings with the President for approval to proceed. The location of the facility will be adjacent to the outdoor athletic fields along Pomona Road.

Tennis Courts at Athletic Fields Complex at Pomona Road/Lakeside Lane Parking Lot

This project will consist of eight (8) new, lighted tennis courts and 150 parking spaces. The tennis courts, which will be constructed near the Athletic Fields at Pomona Road Complex, are anticipated to be completed in May 2013.

The parking addition will be constructed over the existing tennis courts behind L-Wing. It is anticipated that this phase of the project will be completed by the end of July 2013.

PLANT:

I-Wing Racquetball Court Resurfacing

The three (3) racquetball courts located in the I-Wing Gym were resurfaced. Their floors were sanded and recoated as part of a deferred maintenance initiative.

Student Rights & Responsibilities/EOF Renovation

The F107 and F109 suites, utilized by the Office of Student Rights and Responsibilities and the Office of EOF, were modified to provide added office space, a shared conference room and joint accessibility. In addition, the area received new carpeting.

G-Wing Bridge

Additional radiant heat panels were added to the G-Wing Bridge to supplement the existing, inadequate heat.

Building 30 Geothermal System

Modifications were made to the Geothermal System in Building 30, A - D Wings, to ensure an improved circulation of water, which is required to provide adequate flow capabilities for the addition of the Unified Science Center.

Hurricane Sandy Restoration

Plant Management, in conjunction with NAMS Staff, worked to restore the Nacote Creek docks, which sustained wind and water damage as a result of Hurricane Sandy. The Carnegie Center generator also received needed repairs due to hurricane damages.

Events Supported

Stockton Holiday Party
Commencement
CWA Holiday Luncheon
Special Olympics Floor Hockey Tournament
Martin Luther King, Jr. Day of Service
Veterans Orientation
Freshman Orientation
Get Involved Fair
American Conference on Diversity
SET Super Bowl Party

Staff Development

ROBERT MCKEON, HVAC Technician, attended "New Jersey DEP Pesticide Certification Exam – 8D Cooling Water" offered by the Burlington County Extension Office in Westampton, NJ on December 18, 2012.

LEROY BOWE, HVAC Technician, attended "New Jersey DEP Pesticide Certification Exam – 8D Cooling Water" offered by the Burlington County Extension Office in Westampton, NJ on December 18, 2012.

JOHN HAGANS, HVAC Technician, attended "New Jersey DEP Pesticide Certification Exam – 8D Cooling Water" offered by the Burlington County Extension Office in Westampton, NJ on December 18, 2012.

DAVID WOOD, Head Grounds worker, attended "Baseball and Softball Skin Surface Selection and Maintenance" offered by the Rutgers Office of Continuing Professional Education in New Brunswick, NJ on February 20, 2013.

DAVE LOSASSO, Grounds worker, attended "Baseball and Softball Skin Surface Selection and Maintenance" offered by the Rutgers Office of Continuing Professional Education in New Brunswick, NJ on February 20, 2013.

PAUL JONES, Senior Grounds worker, attended "Baseball and Softball Skin Surface Selection and Maintenance" offered by the Rutgers Office of Continuing Professional Education in New Brunswick, NJ on February 20, 2013.

Compliance

NJDEP, Division of Water Quality, Wastewater Treatment Inspection
NJDEP, Division of Water Quality, Annual Potable Water Systems Inspection
NJDEP, Bureau of Water Allocation, Quarterly Diversion & Monitoring Report
NJDEP, Bureau of Safe Drinking Water, Monthly Coliform Summary Report
NJDEP, Bureau of Water Quality, Monthly Report of Water Treatment Plants
NJDEP, Bureau of Fire, Semi-Annual Safety Inspections
NJDEP, Bureau of Elevator Safety, Biannual Campus Elevator Inspections
NJDEP, Bureau of Water Quality, Quarterly Groundwater Report – Landfill

PURCHASING:

Current and Upcoming Bid Opportunities

Building 32 K-Wing Generator Replacement, Purchasing and Installation of TV Studio Equipment, Security Gates Project, Recycled Copy Paper, Collection Services.

Projects

Provided design and procurement services for classroom, lounge and office furniture in the following locations: Sam Azeez Museum in Woodbine, and Kramer Hall in Hammonton.

PRESIDENT'S OFFICE

OFFICE OF DEVELOPMENT AND ALUMNI AFFAIRS

The Alumni Association Holiday Reception, featuring entertainment by the Stockton Faculty Band, was held on December 19 at Stockton Seaview Hotel & Golf Club. More than 125 alumni, faculty, staff and friends attended the event.

The FY12 Annual Report of Giving was mailed to alumni, parents, faculty, staff, friends, and business and civic leaders who support the College through the Stockton College Foundation. The report recognizes the more than 2,600 donors who supported Stockton with philanthropic gifts in FY12.

The Office of Development and Alumni Affairs is working in partnership with the Office of Enrollment Management on the annual scholarship program. Scholarship applications are now available online and the application deadline is March 8th.

NICK SENA, Stockton Class of 2008, has joined the Office of Development and Alumni Affairs as the *Leadership Annual Giving Coordinator*. **Nick** joins us from Seton Hall University where he served in the Alumni Affairs office for the past 4 years. As the Leadership Annual Giving Coordinator at Stockton, Nick will be responsible for soliciting Stockton Society gifts for the Stockton College Foundation, with a focus on outright, unrestricted gifts for the College and its component colleges and schools. He will conduct direct personal solicitation of potential donors to generate increased participation at the leadership annual giving level. Nick is a development and alumni relations professional with a proven track record for exceeding goals in developing effective relationships with both internal and external constituencies.

Nick earned his Bachelor of Science in Business Management at Stockton, and his Masters of Public Administration with a concentration in Nonprofit Management from Seton Hall University.

The Office of Development and Alumni Affairs is planning the **33rd Annual Stockton College Scholarship Benefit Gala**, hosted by the Stockton College Foundation. The **Benefit** will be held on Saturday, April 27, 2013 at Revel in Atlantic City. Kevin DeSanctis, Chief Executive Officer is serving as the Honorary Chair, and the Honorable John Schultz and Gary Hill will serve as this year's **Gala Co-Chairs**.

The Stockton College Foundation held their quarterly meeting on Thursday, December 6, 2012 in The Stockton Foundation Room, L-Wing. At this quarterly meeting the Board voted to adopt a new strategic plan. The strategic plan was developed through the hard work of the Foundation's Strategic Planning Ad-Hoc Committee, chaired by Dr. Johanna R. Johnson and facilitated by **DR. LEWIS LEITNER, Dean of Graduate and Continuing Studies**. The purpose of this committee is to develop a strategic plan for the Foundation in concert with the strategic plan for the College.

Given the slow start to the Fall fundraising effort due to Hurricane Sandy, the **Annual Fund Program** has been working tirelessly to make up for the difference in dollars raised through the **Stockton Phon-a-thon Program**, direct mail and e-solicitation. **The Phon-a-thon** Callers received favorable feedback from our rapport building calls which resulted in many donors making gifts during those conversations. The Program was able to secure gifts and pledges from 615 constituents with the highest credit card fulfilling rate to date.

The Stockton Phon-a-thon Program will begin on February 25th and has added two additional weeks of calling the spring semester to help us meet the fiscal year fundraising goal.

OFFICE OF EXTERNAL AFFAIRS

SARAH MESSINA, Program Assistant, won GOLD in the Visual Design in Print category, awarded by the Council for the Advancement and Support of Education District II Accolades Committee. Her poster design promoting the Bardwalk event for the School of Arts and Humanities was the winning design.

DR. XIANGPING KONG, Director of Institutional Research, attended the annual HEDAG (Higher Education Data Advisory Group) meeting at Rutgers University on Jan. 23, 2013. The meeting was organized by the NJ Higher Education and NJDOE, and attended by other stakeholders and IR representatives from NJ institutions of higher education. This year's discussion focused on the Statewide Longitudinal Data Systems (SLDS) funded by a 3-year federal grant. The objectives of this grant were discussed to include the creation of the NJ P-20W data advisory group, expanded infrastructure within NJDOE and NJHE, and expanded and improved data collections and consolidation of portals, and development of reports to share information and feedback across sectors.

OFFICE OF THE PRESIDENT

BRIAN K. JACKSON, Chief of Staff, moderated a panel on Human Services as part of the Lead Atlantic City Tomorrow (LEAD ACT) leadership program held on January 16, 2013 in Atlantic City.

HERMAN J. SAATKAMP, JR., President provided welcome remarks at the following events: Ceremony with Michael Azeez for the signing over of the gift of the Sam Azeez Museum of Woodbine Heritage and the new education building to the College, 17 Dec 2012; Alumni Association Holiday Party at Seaview, 19 Dec 2012; Ribbon Cutting Ceremony of Stockton's Kramer Hall, Hammonton NJ, 31 Jan 2013; Annual Program Review - Academic Affairs, Campus Center, 31 Jan 2013; Master of Social Work Program Accreditation Reception, Campus Center, 1 Feb 2013; Hughes Policy Center Award Ceremony/Fundraiser, Seaview, 13 Feb 2013; Annual Program Review – Student Affairs, Campus Center, 14 Feb 2013.

President Saatkamp attended and participated in the NCAA Convention as a member of the Division III Presidents Council, Grapevine TX, 16-19 Jan 2013; AASCU Committee on Policies and Purposes 2013 Annual Winter Meeting, Washington DC, 24-26 Jan 2013; Stockton's Student Senate meeting, 29 Jan 2013; World Trade Center of Greater Philadelphia Board of Directors Meeting as new board member, Philadelphia PA, 7 Feb 2013.

Dr. and Mrs. Saatkamp hosted their annual Holiday Party for all faculty & staff in the Campus Center, 14 Dec 2012; a luncheon for members of the Board of Trustees, Cabinet, and invited guests prior to Commencement Services, 16 Dec 2012; a luncheon for the President's office staff at Seaview, 17 Dec 2012.

Dr. Saatkamp and Mrs. Saatkamp hosted the following events at their home:
Holocaust Resource Center Executive Committee Annual Dinner Meeting, 31 Jan 2013
Stephen Dunn, Distinguished Professor Emeritus of Creative Writing, 22 Jan 2013
Dinner Guests: Michael & Becky Furhman (MCFA Planning), 2 Feb 2013

DIVISION OF STUDENT AFFAIRS

ATHLETICS & RECREATION

JOE FUSSNER, Head Women's Basketball Coach, and seven members of the Stockton women's basketball team volunteered at Ronald McDonald House of Southern New Jersey in Camden on December 17. The players supplied and cooked breakfast for families residing at the facility. Team members who participated in the event were **Alex Nardoza**, **Alexa Ryan**, **Brittany Muniz**, **Jennifer Galamb**, **Kelsey Brown**, **Mary McMonagle** and **Sara Farrell**.

The Stockton men's and women's cross country, men's and women's track & field, men's soccer, women's soccer, women's basketball, field hockey, women's tennis, volleyball and softball teams participated in the New Jersey Athletic Conference "Cans Across the Conference" food drive. The teams collected 630 pounds of food valued at over \$1200, which was donated to the New Jersey Food Bank.

The Stockton volleyball team, coached by **ALLISON WALKER**, assisted in the setup and breakdown for the New Jersey Special Olympics Floor Hockey Tournament, which was held at The Sports Center on January 4-6.

The Stockton softball team, coached by **VAL JULIEN**, performed two charitable initiatives. The Ospreys donated money for a ShopRite gift card that was donated to The Arc of Atlantic County and they collected food, clothing and supplies for Hurricane Sandy relief areas in Toms River, Egg Harbor Township and Staten Island.

Athletic trainers **JESSICA SPENCER**, **CHRIS KLENK** and **STEVE JANIK** attended the Virtua Athletic Trainer Series Symposium in December 2012. Topics covered included traumatic shoulder injuries and weight considerations for wrestlers.

Chris Klenk attended a lecture on head injury and vestibular therapy that was given by Dr. Rob Franks of the Rothman Institute. **Klenk** also attended the Fall 2012 Cooper Hospital Bone and Joint Athletic Trainer Series lecture on concussion management and treatment, assessment and treatment of shoulder injuries, elbow injuries in throwing athletes, wrist injuries and melanoma prevention in athletes.

MICHELLE ANDRE, Head Field Hockey Coach, attended the NCAA Women's Coaches Academy in Denver, Colorado on December 8-12.

MARTY KAVANAGH, Head Baseball Coach, attended the American Baseball Coaches Association Convention in Chicago, IL on January 4-6.

Allison Walker attended the America Volleyball Coaches Association Convention in Louisville, KY on December 12-16.

GERRY MATTHEWS, Head Men's Basketball Coach, broke the New Jersey men's college basketball record by earning his 515th win at Stockton. **Matthews** surpassed former Princeton University coach Pete Carril's mark of 514 wins to become the most successful New Jersey men's college basketball coach at any level.

PHIL BIRNBAUM, Head Women's Tennis Coach, was named New Jersey District Coach of the Year by the United States Tennis Association Middle States section.

Jess McQuillen was named to the All-South Atlantic Region Second Team by the National Soccer Coaches Association of America while teammates **Leah Braid**, **Sarah Hinkle** and **Briana Fischer** were chosen to the All-South Atlantic Region Third Team. In addition, **Braid** also was voted to the NSCAA Scholar All-East Region Third Team.

Stockton softball players **Heather Corica**, **Katelyn Derewecki**, **Jamie Gasko**, **Stephanie Darrow**, **Michelle Pietrocola**, **Monica Barysh**, **Marisa Ortiz** and **Cortney Doll** qualified for All-America Scholar Athlete honors from the National Fastpitch Coaches Association for registering a grade point average of 3.50 or higher during the 2011-12 academic year.

Stephanie Warner was named to the All-America Second Team by the American Volleyball Coaches Association for the second consecutive year. **Nicole Serekian** was selected AVCA All-America Honorable Mention for the second straight time.

The Stockton men's basketball team, coached by **Gerry Matthews**, amassed an 11-2 record in its first 13 games. The Ospreys went 7-1 in New Jersey Athletic Conference games during that span.

The Stockton women's basketball team, coached by **Joe Fussner**, registered an 8-3 record in its first 11 games, including a 4-3 mark in New Jersey Athletic Conference contests.

CAREER CENTER

CHRISTY CUNNINGHAM, Associate Director of the Career Center, presented on Job Search Etiquette and Applying to College at the Atlantic County Special Services School on December 13.

DAYNA DEFIORE, Assistant Director of the Career Center, facilitated the "Is This SUITable?" campaign on January 30, designed to provide students with information about how to dress professionally for career fairs and job interviews.

Dayna DeFiore coordinated the Spring Career & Internship Fair on February 7. The event was held in the Campus Center Event Room and included over 80 employers from a variety of industries.

PATRICIA DONAHUE, Coordinator of Special Programs & Initiatives, planned and facilitated a career exploration panel on "Careers for Literature Majors" on February 12. The event, co-sponsored by the Literature Department and the Office of Alumni Affairs, afforded students the opportunity to meet and network with alumni from the Literature Program.

EVENT SERVICES AND CAMPUS CENTER OPERATIONS

JOSEPH LIZZA, Assistant Director of the Campus Center for Operations & Programs, worked cooperatively with **Sgt. Giovanni Maione** of the Campus Police in purchasing, setting up, and implementing an electronic web-based lost and found software application. The "*RepoApp*" program will streamline lost and found processes, as well as provide the Stockton community a real-time listing of found items. **Mr. Lizza** and **CHRISTINA KING**, Facility Coordinator for Campus Center Operations, conducted training sessions for the staff who will utilize the system.

Christina King planned a variety of Graduate Send-off events for the fall 2012 graduates. Programs featured bowling, movie tickets, and a night out at the Gourmet Italian Cuisine.

Joseph Lizza worked with **Lou Regan** of Computer Services to develop an electronic, web-based form for the use of the Campus Center Ticketing Services. The web-based form will streamline the process of requesting, approving and setting up Campus Center ticketing services for events.

Joseph Lizza worked with **Adam Nowalsky** of Computer and Telecommunication Services to develop and implement an electronic game room management software for the use in the Campus

Center Game Room. The new software will allow Campus Center staff to more quickly and efficiently, log-in users and track equipment/table inventories.

Christina King attended and presented at the NJCORE Conference, "Residence Life-Reflective Learning" held at Seton Hall University on January 8. Ms. King presented a session on collaborating with a campus center or student union entitled, "Thinking Outside of the Box". Ms. King was also awarded a Certificate of Recognition for her contributions to the NJCORE organization and the field of residence life.

LAURIE GRISCOM, Director of Event Services and Campus Center Operations, **KRISTINE COSTA**, Campus Center Facility Coordinator, **Joseph Lizza** and **Christina King** presented a workshop to the Division of Student Affairs on the book "The College Union Idea", published by the Association of College Unions-International on January 10. The book chronicles the philosophy and function of a campus college union building.

The Office implemented a two day, intensive training for over 25 Campus Center Operations student staff on January 17-18. Training topics include Customer Service, Diversity, Communication Skills, and Confidentiality along with a tour of Kramer Hall in Hammonton.

Laurie Griscom attended the Delaware Valley Student Affairs Conference at the ACE Conference Center in Lafayette Hill, PA on February 15.

RESIDENTIAL LIFE

Complex Directors **LISA WILLIAMS**, **STACEY ROSE**, **AARON HELTON-HOLLOMAN**, **LINDSEY JAMES**, **ROSY VIÑAS** and **WILLIAM PETRICK** attended the New Jersey Conference of Residential Educators (NJCORE) held at Seton Hall University on Tuesday, January 8, 2013.

Complex Director **William Petrick** attended the NASPA Region II Advisory Board Meeting, held at John Jay College in New York, NY. Mr. Petrick serves as a Communications Team Member and for Special Projects for NASPA Region II.

JOHN PEROVICH, Associate Director for Residence Education, attended and facilitated, "Bias Response Round Table," at the New Jersey Conference of Residential Educators (NJCORE) held at Seton Hall University on January 8. Mr. Perovich's session was recognized as one of the top three presentations at the conference.

STUDENT RIGHTS AND RESPONSIBILITIES

The CARE Mentors Forum and Spring Kick-Off Event, held on January 24, provided mentors with updates of the program's performance, activities for the spring semester, present best mentoring practices and gather feedback from mentors. It also introduced mentees to workshops, activities and events for the spring semester.

TOMAS ITAAS, Assistant Director of OSRR and head coach of Stockton's Table Tennis, accompanied players to the National Collegiate Table Tennis Association tournament in Dunellen, NJ on February 2.

In collaboration with Stockton's Center for Economic & Financial Literacy, CARE participants attended a workshop entitled "Understanding Consumer and Student Debt" on February 5. The workshop presented information on consumer and student loan debt, cost of credit, budgeting, student loan debt repayment, forbearance (direct loans) and strategies to pay off debts from student loans and credit card.

A workshop on February 12, called "Time Management", was held in collaboration with the Office of Human Resources. The workshop provided CARE participants and other attendees with information on planning ahead, prioritizing tasks, organizing calendars and "to do" lists and identifying long-term personal goals.

JASON BABIN, Assistant Director of Student Rights and Responsibilities, facilitated a Campus Hearing Board training session to coordinate investigative procedures with Residence Life staff.

GERALD MARTIN, Director, and **Jason Babin** presented to the Office of Events Services and Campus Center Operations staff and student workers information specific to FERPA and related issues of confidentiality on January 16.

MIKHIL PANDIT, Assistant Director, and **Jason Babin** attended the ASCA Annual Student Conduct Conference on February 5-10 in St. Pete's Beach, FL.

VETERAN AFFAIRS

PRESIDENT HERMAN J. SAATKAMP, JR. and **THOMAS O'DONNELL**, Assistant Dean of Students, gave a presentation with the Chairman of the Joint Chiefs of Staff on Richard Stockton College's successful Veteran Affairs Model on December 7 in Philadelphia, PA. The event was sponsored by The Travis Manion Foundation.

Tom O'Donnell gave a presentation at the 5th National Student Veterans of America Conference in Orlando, FL on January 4. Over 800 student veterans from every state attended the event.

Stockton College held the first Veteran Orientation/Registration in the State of NJ on January 14. 40 new student veterans attended this event that also included community partners from Operation College Promise, local V. F. W. Posts and Veteran Centers.

VICE PRESIDENT FOR STUDENT AFFAIRS

DR. DEE MCNEELY-GREENE, Associate Vice President for Student Affairs, attended the ACE-NET Conference, "Trends in Leadership and Diversity Issues in Higher Education", at Montclair State University on February 8.

Dr. Dee McNeely-Greene attended the 39th annual Delaware Valley Student Affairs Conference, held on February 15 in Lafayette Hill, PA.

Dr. Dee McNeely-Greene participated in the webinar, "Universities responding to and Recovering from Hurricane Sandy" on January 29.

WELLNESS CENTER

The Wellness Center co-sponsored the Conference on Prescription Drug Abuse with Atlantic Prevention Resources (APR) on December 18. 120 drug and alcohol counselors and law enforcement personnel from South Jersey were in attendance.

LUGENIA FORD-SMALL, Assistant Director of Counseling Services, completed the Pharmacology and Physiology class requirement for the LCADC certification on January 3.

The Learning Access Program was privileged to participate in the 2013 Special Olympics New Jersey Floor Hockey State Tournament held in Stockton's Sports Center on January 5 and 6. In addition to hosting the competition for floor hockey teams from across New Jersey, the event also included a Special Olympics Young Athlete Program. This program, comprised of family play and sports activities is designed for children ages two through seven with intellectual disabilities.

The Wellness Center made a book presentation to the Division of Student Affairs on "Look Me in the Eye" by John Elder Robison, concerning Asperger's Syndrome on January 8.

The Wellness Center staff attended a presentation on designer drugs by Recovery Hope Substance Abuse Center on January 9.

The Wellness Center, in collaboration with the Grants Office, submitted a grant to the AVON Foundation for Women to fund sexual assault, dating violence and stalking prevention programs. This funding will also help support a 40-hour advocacy training that will be offered as part of an Alternative Spring Break program in collaboration with the Office of Service Learning and the Department of Women, Gender and Sexuality Studies. Once trained, these advocates will be supervised by the Atlantic County Women's Center and provide on-campus crisis advocacy and support to victims of sexual assault and domestic violence.

ELANA DOBROWOLSKI, Assistant Director of Counseling Services, **Siamara Sylverster** and **Katherine Ditmire** attended the "Screaming to Prevent Violence" train the trainer workshop presented at Rutgers University on January 14.

NATE MORELL, Assistant Director of Counseling Services, **LAURIE DUTTON**, Associate Director of Counseling Services, and **Lugenia Ford-Small** provided Wellness Center education at transfer-student orientation on January 14-17.

Nate Morell provided programming on Residential Life Mental Health: Working with Challenging Students on January 17.

Lugenia Ford-Small was trained in Motivational Interviewing in Mount Laurel, NJ on January 18.

Nate Morell served as a team leader for M.L.K. Day of Service on January 21, leading the group to Seashore Gardens nursing home.

Nate Morell began a weekly Social Club, aimed at assisting students primarily on the Autism spectrum on January 25.

The Wellness Center hosted a program on stalking awareness and prevention entitled "Sometimes it Feels Like Somebody's Watching Me" on January 29.

Elana Dobrowolski attended the Pharmacology and Physiology class requirement for the LCADC certification on February 5.

The Stockton Advising Council asked the Learning Access Program to host a Brown Bag Colloquium which was held on February 12. The topics that were discussed included campus services for students with disabilities, wellness services for optimal performance as well as faculty cares and concerns relating to this targeted population.

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

ACADEMIC YEAR CALENDAR (FALL 2013 AND SPRING 2014)

WHEREAS, the Board of Trustees has considered the proposed Calendar for the following Academic Year (Fall Term 2013 and Spring Term 2014); now therefore, be it

RESOLVED, that the above referenced and attached calendars are adopted.

Fall Term 2013 Academic Calendar

AUGUST '13

7	Wednesday	Registration and orientation for new graduate students
14	Wednesday	Registration for graduate non matriculated students
27	Tuesday	S.O.A.R. begins
27	Tuesday	Registration and orientation for new freshmen and freshmen with <16 transfer credits
29	Thursday	Registration and orientation for new transfer students
29	Thursday	S.O.A.R. ends
30	Friday	New residents move in; Welcome Week begins
30	Friday	Registration for undergraduate non matriculated students

SEPTEMBER '13

2	Monday	Labor Day Holiday
2	Monday	Returning students move in
3	Tuesday	Fall faculty conference; Welcome Week ends
4	Wednesday	Classes begin (full-term and sub-term A)
4-	Wed-Wed	Drop/add period (full-term and sub-term A)
11		
4-	Wed-Tue	Distance education orientations
10		
7	Saturday	Community day of service
7	Saturday	Saturday classes begin
11	Wednesday	Deadline to drop full-term and sub-term A course(s) with a 100% refund
11	Wednesday	Deadline to file FERPA hold to prevent release of student information
18	Wednesday	Board of Trustees meeting
20	Friday	Deadline to withdraw from sub-term A course(s) with a 50% refund (part time students only)
24	Tuesday	Deadline to withdraw from full-term course(s) with a 50% refund (part time students only)

OCTOBER '13

1	Tuesday	Deadline to file Fall 2013 graduation application without financial penalty
11	Friday	Deadline to withdraw from sub-term A course with W grade
14	Monday	Columbus Day Holiday; Normal campus operations
21	Monday	Spring 2014 pre-registration schedule of classes posted (view only)
22	Tuesday	Sub-term A classes end
23	Wednesday	Sub-term B classes begin
23-	Wed-Mon	Sub-term B drop/add period
28		
28	Monday	Deadline to drop sub-term B course(s) with a 100% refund
29	Tuesday	Preceptorial advising day; No classes
30-	Wed-Thurs	Seniors (with 96+ earned credits) and matriculated graduate students preregister
31		

NOVEMBER '13

1-4	Fri-Mon	Juniors (with 64-95 earned credits) preregister
5	Tuesday	Election Day Holiday; Normal campus operations
6	Wednesday	Preceptorial advising day; No classes until 3:35PM
7-8	Thurs-Fri	Sophomores (with 32-63 earned credits) preregister
11-12	Mon-Tues	Freshmen (with 0-31 earned credits) preregister
11	Monday	Veteran's Day Holiday; Normal campus operations
12	Tuesday	Deadline to withdraw from sub-term B course(s) with a 50% refund (part time students only)
13	Wednesday	Deadline to withdraw from full-term course(s) with a W grade
13	Wednesday	Final deadline to file Fall 2013 graduation application
27	Wednesday	Classes end at 3:25PM
28	Thursday	Thanksgiving Day Holiday; College closed
29	Friday	No Classes
29	Friday	Deadline to withdraw from sub-term B course(s) with a W grade

DECEMBER '13

9	Monday	Graduate students Showcase; M evening only classes (6-9:50) do not meet
11	Wednesday	Fall term classes end (NOTE: Classes will meet on the T/R schedule this day)
11	Wednesday	Board of Trustees meeting
12	Thursday	Grades due for graduating students by 10PM
15	Sunday	Summer and fall commencement ceremony
20	Friday	Grades due for non-graduating students
25	Wednesday	Holiday break; College reopens January 2

Spring Term 2014 Academic Calendar

JANUARY '14

14	Tuesday	New residents move in; Registration for new freshmen and freshmen with <16 transfer credits
15	Wednesday	Registration and orientation for new graduate students
15-16	Wed-Thurs	Registration and orientation for new transfer students
16	Thursday	Registration for graduate non matriculated students
17	Friday	Registration for undergraduate non-matriculated students (spring and summer)
20	Monday	Dr. Martin Luther King Jr. Holiday; Community day of service; College closed
21	Tuesday	Classes begin (full-term and sub-term A)
21-28	Tues-Tues	Drop/add period (full-term and sub-term A)
21-27	Tues-Mon	Distance education orientations
28	Tuesday	Deadline to drop full-term and sub-term A course(s) with a 100% refund
28	Tuesday	Deadline to file FERPA hold to prevent release of student information

FEBRUARY '14

1	Saturday	Deadline to file Spring 2014 graduation application without financial penalty
1	Saturday	Deadline to withdraw from sub-term A course(s) with a 50% refund (part time students only)
10	Monday	Deadline to withdraw from full-term course(s) with a 50% refund (part time students only)
17	Monday	President's Day; Normal campus operations
19	Wednesday	Board of Trustees meeting
27	Thursday	Deadline to withdraw from sub-term A course(s) with a W grade

MARCH '14

6	Thursday	Sub-term A classes end
7	Friday	Sub-term B classes begin
07-09	Fri-Sun	Sub-term B drop/add period
8-16	Sat-Sun	Spring Break; No classes for 2 Saturdays
10	Monday	Deadline to drop sub-term B course(s) with a 100% refund
21	Friday	Fall 2014 pre-registration schedule of classes posted (view only)
25	Tuesday	Preceptorial advising day; No classes
26-27	Wed-Thurs	Seniors (with 96+ earned credits) and matriculated graduate students preregister
26	Wednesday	Deadline to withdraw from sub-term B course(s) with a 50% refund (part time students only)
31-1	Mon-Tues	Juniors (with 64-95 earned credits) preregister

APRIL '14

2	Wednesday	Preceptorial advising day; No classes
3-4	Thurs- Fri	Sophomores (with 32-63 earned credits) preregister
7-8	Mon-Tue	Freshmen (with 0-31 earned credits) preregister
9	Wednesday	Deadline to withdraw from full-term course(s) with a W grade
9	Wednesday	Final deadline to file Spring 2014 graduation application
18	Friday	Holiday; Normal campus operations
22	Tuesday	Deadline to withdraw from sub-term B course(s) with a W grade

MAY '14

2	Friday	Spring term classes end
6	Tuesday	Grades due for graduating students by 10:00AM
7	Wednesday	Board of Trustees meeting
8	Thursday	Doctoral and master's commencement ceremony
11	Sunday	Spring Term 2014 undergraduate commencement ceremony
14	Wednesday	Grades due for non-graduating students

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

CONFERRAL OF DISTINGUISHED SERVICE AWARD

- WHEREAS,** A Distinguished Service Award has been established at The Richard Stockton College of New Jersey; and
- WHEREAS,** The President requested the Council of Deans and the Provost review the qualifications of Ms. Kristen Grimm, Founder and President of Spitfire Strategies; and
- WHEREAS,** Distinguished Service Award recipients have made significant contributions to The Richard Stockton College of New Jersey, the State of New Jersey or the United States; and
- WHEREAS,** Ms. Grimm, whose Spitfire Strategies is a leading public relations firm that works with nonprofits and foundations to enact positive social change; and
- WHEREAS,** Ms. Grimm, whose Spitfire Strategies has helped hundreds of non-profits develop communications and campaign strategies to better educate their audiences and raise resources; and
- WHEREAS,** Ms. Grimm, whose successes include foundations' efforts to restore the ecosystems in the Gulf of Mexico and increase the number of children with healthcare coverage; and
- WHEREAS,** The President recommends to the Board of Trustees that Ms. Kristen Grimm receive a Distinguished Service Award at the May 11, 2013 Commencement; now therefore be it
- RESOLVED,** That the Board of Trustees of the Richard Stockton College of New Jersey accepts the recommendation of the President and hereby authorizes the Distinguished Service Award to be granted to Ms. Kristen Grimm at the May 11, 2013 Commencement.

February 20, 2013

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

CONFERRAL OF HONORARY DEGREE

- WHEREAS,** An Honorary Degree Committee has been established at the Richard Stockton College of New Jersey; and
- WHEREAS,** The President requested the Council of Deans and the Provost to review the qualifications of US House Representative John Lewis of the State of Georgia, for this honor; and they have made recommendations to the President, and
- WHEREAS,** Honorary degree recipients must have achieved exemplary status in one or more of the following areas: significant contributions to the Richard Stockton College, the State of New Jersey and/or the United States and exceptional accomplishments in scholarship, research, and public service; and
- WHEREAS,** Representative John Lewis, Ranking Member of the Oversight Subcommittee and Member of the Human Resources Committee and House Ways and Means Committee, was instrumental in the Civil Rights movement, having been named Chairman of the Student Nonviolent Coordinating Committee (SNCC), which he helped form, and
- WHEREAS,** John Lewis, at the age of 23, was an architect of and a keynote speaker at the historic March on Washington in August of 1963, and
- WHEREAS,** Representative John Lewis, a Presidential Medal of Freedom recipient, has dedicated his life to protecting human rights, securing civil liberties, and building community, and
- WHEREAS,** The President has determined that Representative John Lewis' background and distinguished record of service to the citizens of the United States of America meet the criteria to be nominated to receive an honorary degree, and
- WHEREAS,** The President recommends to the Board of Trustees that Representative John Lewis be awarded the degree, Doctor of Humane Letters, *honoris causa*, at the May 11, 2013 Baccalaureate Commencement; now therefore be it
- RESOLVED,** That the Board of Trustees of the Richard Stockton College of New Jersey accepts the recommendation of the President and hereby authorizes the conferral of the degree Doctor of Humane Letters, *honoris causa*, upon Representative John Lewis at the May 11, 2013 Baccalaureate Commencement.

February 20, 2013

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

FY13-14 BID WAIVERS

WHEREAS, N.J.S.A. 18A:64-56 (The State College Contracts Law) authorizes college Boards of Trustees to approve waivers of the public bid process for procurement of specified goods and services in furtherance of the missions of the state colleges, and

WHEREAS, the Board of Trustees finds the following purchases, contracts and agreements have met the criteria for award without public bid under the provisions of N.J.S.A. 18A:64-56, therefore, be it

RESOLVED that the Board of Trustees of The Richard Stockton College of New Jersey authorizes the President or the President's designee to enter into contracts with the vendors indicated on the attached list, under the bid waiver provisions of the State College Contracts Law.

Vendor & Categories

FY and Amount

Entertainment Services

Tourist Is Most Funnest, Inc. (513032)

FY13 \$60,000

This bid waiver is an entertainment contract with an agent. It is for a one time music concert planned by the Stockton Entertainment Team (SET) for the student body.(Reference: N.J.S.A.18A:64-56 (a) [16])

Professional Services

Marathon Engineering Services, Inc. (513031)

FY13 \$38,000

This bid waiver is for engineering services for the new parking lot where the tennis courts currently are located. (Reference: N.J.S.A.18A:64-56 (a) [01])

Student Related Services

YMCA Camp Ockanickon, Inc. (514001)

FY14 \$35,000

This bid waiver is for the registration fees for the Stockton Orientation Retreat, August 27-29, 2013. Fees include lodging, food, ropes course and other activities. This is a sole source provider, there are no other facilities that can provide these services for 300+ people.(Reference: N.J.S.A.18A:64-56 (a) [17])

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

ACCEPTANCE OF FY2012 AUDITED FINANCIAL STATEMENT

- WHEREAS,** the College's accounting staff prepared the College's FY2012 draft Financial Statement; and
- WHEREAS,** the College's FY2012 draft Financial Statement has been audited by ParenteBeard, LLC, public accountants; and
- WHEREAS,** at a meeting on October 24, 2012, the Audit Committee reviewed the draft Financial Statement; and
- WHEREAS,** the Audit Committee recommends that the Board of Trustees accept the Financial Statement as audited by ParenteBeard; now, therefore, be it
- RESOLVED,** that the Board of Trustees accepts the FY2012 Audited Financial Statement for the Richard Stockton College of New Jersey.

February 20, 2013

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

REVISED (2/19/13)

APPROVAL OF ACTIONS FOR COLLEGE POLICIES
FIRST READING

- WHEREAS,** the Board of Trustees is responsible for establishing the policies of the Richard Stockton College of New Jersey; and
- WHEREAS,** the policies of the College continue to be reviewed by appropriate offices and individuals, with updates and revisions proposed as needed; and
- WHEREAS,** the proposed development, deletion and reclassification of policies of the College have been further reviewed utilizing input from interested parties; and
- WHEREAS,** the review of policies resulted in recommendations by policy administrators to adopt new policies, eliminate existing policies and convert existing policies to procedures. The attached table provides a summary of the action to be taken for each policy. The policies include the following:
- I-1: Board of Trustees Policy
 - I-110 Graphics Support Services Policy
 - I-120: Student Policy Prohibiting Discrimination in the Academic/Educational Environment
 - II-70: Emeritus / Emerita Status Policy
 - III-1: Organization Structure – Division of Student Affairs Policy
 - VI-56: Investment Policy
 - VI-58: Cash Items Throughout the College Policy
 - VI-64.2 Stationary and Business Cards
 - VI-81: Pollution Prevention Policy
 - VI-84: Wildlife Feeding Control Policy
 - VI-84.1: Illicit Connections to the College's Storm Sewer Policy
 - VI-84.2: Improper Disposal of Waste Into Storm Sewers on College Property Policy
 - VI-84.3: Litter Control Policy
 - VI-84.4: Domestic Animals and Pet Solid Waste Policy, and be it further
- RESOLVED,** that the Board of Trustees approves the noted actions for policies as recommended.

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

REVISED (2/19/13)

APPROVAL OF ACTIONS FOR COLLEGE POLICIES
FIRST READING (PAGE 2)

NEW POLICY:

POLICY	DESCRIPTION
II-70	Emeritus / Emerita Status Policy
VI-56	Investment Policy
VI-81	Pollution Prevention Policy

UPDATED POLICY:

POLICY	DESCRIPTION
I-1	Board of Trustees Policy
I-120	Student Policy Prohibiting Discrimination in the Academic / Educational Environment

POLICY DELETED:

POLICY	DESCRIPTION
III-1	Organizational Structure – Division of Student Affairs Policy

POLICY DELETED (CONVERTED TO A PROCEDURE):

POLICY	DESCRIPTION
I-110	Graphics Support Services Policy *
VI-58	Cash Items Throughout the College Policy**
VI-64.2	Stationary and Business Cards *
VI-84	Wildlife Feeding Control Policy **
VI-84.1	Illicit Connections to the College's Storm Sewer Policy **
VI-84.2	Improper Disposal of Waste Into Storm Sewers on College Property **
VI-84.3	Litter Control Policy **
VI-84.4	Domestic Animal and Pet Solid Waste Policy **

* procedure currently under development

** procedure completed for presidential approval

February 20, 2013

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

BOARD OF TRUSTEES

RESOLUTION

APPROVING AND AUTHORIZING THE UNDERTAKING AND IMPLEMENTATION OF CERTAIN PROJECTS AND AUTHORIZING THE FINANCING OF ALL OR PORTIONS OF THE PROJECTS THROUGH PROGRAMS MADE AVAILABLE BY THE STATE OF NEW JERSEY FOR NEW JERSEY INSTITUTIONS OF HIGHER EDUCATION AND OTHER AVAILABLE FUNDING SOURCES; APPROVING AND AUTHORIZING THE APPLICATION AND THE FORM OF THE APPLICATION TO THE SECRETARY OF HIGHER EDUCATION FOR PARTICIPATION IN SUCH PROGRAMS AS ARE APPLICABLE TO THE PROJECTS WITH SUCH CHANGES AS ARE APPROVED BY THE OFFICERS OF THE COLLEGE DESIGNATED HEREIN AND THE SUBMISSION OF THE APPLICATION TO THE SECRETARY OF HIGHER EDUCATION; APPROVING AND AUTHORIZING THE EXECUTION AND DELIVERY OF ANY AND ALL AGREEMENTS IN CONNECTION WITH UNDERTAKING, IMPLEMENTING AND FINANCING THE PROJECTS IN THE FORMS APPROVED BY THE OFFICERS OF THE COLLEGE EXECUTING SUCH AGREEMENT(S); AND DESIGNATING AND AUTHORIZING THE OFFICERS OF THE COLLEGE TO TAKE THE AFOREMENTIONED ACTIONS AND TO TAKE ANY AND ALL SUCH OTHER ACTIONS DEEMED NECESSARY OR DESIRABLE TO UNDERTAKE, IMPLEMENT AND FINANCE THE PROJECTS

WHEREAS, the Board of Trustees (the "Board") of the Richard Stockton College of New Jersey desires to approve the undertaking, implementation and financing of various projects ("Projects") as described in the following list, with costs as indicated;

Project Title	Cost
Academic Classrooms (Lower K)	\$575,000
Center for Sustainability	\$2,922,000
Occupational Therapy Building	\$1,500,000
Carnegie Chiller Replacement for Energy Management	\$300,000
Nacote Creek Bulkhead Replacement	\$500,000
Data Center Fire Suppression Disaster Recovery	\$400,000
Life Safety Stairwell Replacement	\$4,179,000
Accessibility Elevator Upgrades	\$750,000
Utility Plant Infrastructure Energy Management	\$3,100,000
Public Service Gallery Bathroom Improvement	\$450,000
Academic and Research Re-roofing Projects	\$4,200,000
Re-Roof Plant Sustainability and Energy Management Equip	\$500,000
Re-Roof Life and Public Safety Facility	\$500,000
Re-Roof Arts and Science Instructional and Research Labs	\$800,000
Arts and Science Exterior Repair and Code Compliance	\$2,100,000
Arts and Science Modernization of Utilities/Compliance/Energy	\$2,100,000

Emergency Lift Station Upgrades	\$2,500,000
Environmental Compliance Lake Fred Spillway Dam Repair	\$1,875,000
Environmental Water Plant Capacity Upgrades	\$1,500,000
Modernization HVAC Equipment for Energy Management/Costs	\$3,000,000
Science Building Phase I Completion	\$17,600,000
Science Building Addition	\$28,620,000
Science Building Teaching Laboratory Equipment	\$6,400,000
Additional Classroom Building	\$18,030,600
Education Technology Project	\$1,195,000
Emergency Preparedness Generators	\$1,500,000
Campus-wide Fire Alarm Upgrades Life Safety	\$2,000,000
Education Technology Infrastructure	\$1,550,000
TOTAL, ALL PROJECTS	\$110,646,600

and

WHEREAS, the Board desires to approve the aggregate costs of the Projects paid and or financed through all sources in an amount not to exceed \$110,646,600; and

WHEREAS, the Board desires to approve financing of all or portions of the Projects through one or more of the hereinafter defined Programs made available by the State of New Jersey ("State") for certain projects of New Jersey institutions of higher education; and

WHEREAS, the "Programs" are the Building Our Future Bond Act, (P.L. 2012, c.41 ("GO Bond Act"); the Higher Education Fund Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 et seq. ("CIF"); the Higher Education Equipment Leasing Fund Act, N.J.S.A.18A: 72A-40 et seq. ("ELF"); the Higher Education Technology Infrastructure Fund Act, N.J.S.A.18A:72A-59 et seq. ("HETI"); and the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A: 72A- 49 et seq. ("HEFT"); and

WHEREAS, the Board has determined that the Projects will assist in serving the needs of its students and providing a benefit to the College; and

WHEREAS, The Board reaffirms its adoption of the revised Facilities Master Plan approved by the board on December 9, 2009 and desires to approve financing of all or portions of the Projects through the GO Bond Act, CIF, ELF, HETI, and/or HEFT; and

WHEREAS, portions of the Projects may also be financed by bonds issued by the New Jersey Educational Facilities Authority which bear tax-exempt interest for

federal income tax purposes ("Tax-Exempt Bonds"), commercial loans or funds otherwise available to the College; and

WHEREAS, in order to provide maximum flexibility and most efficient borrowing costs, the Board desires to authorize financing the Projects through the GO Bond Act, CIF, ELF, HETI, and/or HEFT ("Proposed Programs"), issuance of Tax-Exempt Bonds, commercial loans and funds otherwise available to the College or any combination thereof (the "Financing Structure"); and

WHEREAS, the Board wishes to approve the form of the Applications to be submitted to the Secretary of Higher Education (the "Secretary") for the Proposed Programs for the Projects, and to designate and authorize officers of the College to take necessary and desirable actions to undertake, implement and submit to the Secretary the Applications for the Projects; and

WHEREAS, the Board desires that the President determine the prioritization and timing of Projects by selecting from the above list as well as submits such individual Projects that shall be, in the best interest of the College and its students; and

WHEREAS, the Board desires to authorize certain officers of the College to determine the Financing Structure which is most economically advantageous to the College provided the Financing Structure includes utilization of the Proposed Programs, and take all action necessary or beneficial to accomplish the financing of the Projects including the financing of capitalized interest, if any, and other costs of issuing any debt including Tax-Exempt Bonds or other financing ("Financing Costs"); and

WHEREAS, the Board reasonably expects to reimburse expenditures for costs of the Projects paid prior to issuance of Tax-Exempt Bonds or any debt bearing interest which is exempt from gross income for federal income tax purposes which will fund applicable Projects and/or Programs;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF RICHARD STOCKTON COLLEGE AS FOLLOWS:

RESOLVED, that the Board approves the Projects and authorizes the undertaking, implementation and financing of the Project in a maximum aggregate amount not to exceed \$110,646,600 (including Financing Costs); and be it further

RESOLVED, the Board desires that the President determine the prioritization and timing of Projects by selecting from the above list as well as submits such individual Projects that shall be, in the best interest of the College and its students; and

RESOLVED, that the Board approves the financing of all or any portion of the Projects through the GO Bond Act, CIF, ELF, HETI, and/or HEFT and in addition approves the Application for funding of the Projects through such Programs in the form submitted to the Board and authorizes and directs the herein defined Designated Officers to submit such Application to the Secretary with such changes, modifications, additions and deletions as are approved by the Designated Officers and such changes, modifications, additions and deletions shall be conclusively evidenced by the submission of the Application to the Secretary; and be it further

RESOLVED, that the Board acknowledges and agrees that approval of the Application and receipt of funds pursuant to the Programs will obligate the College to: (a) provide funds for the operation and maintenance of the Projects, (b) contribute to the cost of the Projects; (c) pay all or a portion of debt service on Tax-Exempt Bonds issued to fund the Proposed Programs as applicable; and (d) fulfill other conditions imposed under the Programs and hereby directs and authorizes the Designated Officers to certify such acknowledgement and agreement as part of the submitted Application; and be it further

RESOLVED, that the Designated Officers are hereby authorized and directed to fulfill all conditions of the Proposed Programs including without limitation providing for the operation and maintenance of the Projects and using available funds of the College to pay for such operation and maintenance and to satisfy conditions of the Proposed Programs to contribute to the cost of Projects and/or debt service on Tax-Exempt Bonds issued to fund the Proposed Programs from available funds of the College; and be it further

RESOLVED, that the Board further approves the financing of all or any portion of the Project with Tax-Exempt Bonds, commercial loans and other funds available to the College and through the Financing Structure determined to be most economically advantageous to the College by the President and the President's designees (the "Designated Officers"). The Designated Officers are expressly authorized and directed to determine such Financing Structure provided that the Financing Structure includes utilization of Programs which are approved by the Secretary for financing the Project; and be it further

RESOLVED, that the Board Chairperson, the Board Secretary, the President and the Vice President for Administration and Finance (each an "Authorized Officer") are each hereby authorized and directed to approve, execute and deliver any and all agreements necessary to undertake, implement and finance the Projects and any and all other financing documents and

instruments in the form approved by the Authorized Officers executing the same in the name of and on behalf of the College, in as many counterparts as may be necessary, and to affix or impress the official seal of the College thereon and to attest the same and such execution and attestation will be conclusive evidence of the approval of the form and content of such agreements and other documents and instruments necessary to undertake, implement and finance the Projects and to pay Financing Costs including through the financing thereof; and be it further

RESOLVED, that the Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate to implement the purposes of this resolution to undertake, implement and finance the Projects and Financing Costs and the payment and/or repayment thereof; and be it further

RESOLVED, that this Resolution is a declaration of the official intent of the College that the College reasonably expects and intends to reimburse expenditures for costs of the Projects paid prior to issuance of Tax-Exempt Bonds or other tax-exempt debt issued to fund the Projects/Programs ("Applicable Tax-Exempt Debt") in accordance with Treasury Regulation Section 1.150-2 and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Projects including amounts to be used to reimburse expenditures for such costs paid prior to the issuance of the Tax-Exempt Debt is \$35,000,000 (including the funding of capitalized interest and other costs of issuing debt); and be it further

RESOLVED, that all resolutions, orders and other actions of the Board of the College in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked; and be it further

RESOLVED, that this Resolution shall take effect immediately; and be it further

RESOLVED, that no further approvals by the Board are necessary to implement this Resolution.

February 20, 2013

POLICY



Student Policy Prohibiting Discrimination in the Academic / Educational Environment

Policy Administrator: Special Assistant to the President for Affirmative Action & Ethical Standards
Authority:

Effective Date: August 2009; February 16, 2011; September 21, 2011; February 20, 2013

Index Cross-References: Procedure 1200: Student Procedure Prohibiting Discrimination in the
Academic / Educational Environment

Policy File Number: I-120

Approved By: Board of Trustees

I. POLICY

A. Protected Categories

The Richard Stockton College of New Jersey is committed to providing every student with an environment free from discrimination, harassment, intimidation and/or bullying. Under this policy, discrimination/harassment, intimidation and/or bullying based upon the following protected categories are prohibited and will not be tolerated: race, creed, color, national origin, nationality, ancestry, age, sex/gender (including pregnancy), marital status, civil union status, domestic partnership status, familial status, religion, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for service in the Armed Forces of the United States, or disability, including perceived disability, physical, mental and/or intellectual disabilities.

APPLICABILITY

Prohibited discrimination, harassment, intimidation and/or bullying undermines the integrity of the student relationship, compromises equal opportunity, debilitates morale and interferes with educational productivity. This policy applies to all students of Richard Stockton College of New Jersey. The College will not tolerate behavior and conduct that violates this policy by anyone in the community. This policy applies to conduct which occurs in the workplace/educational environment and also extends to conduct which occurs at any location that can be reasonably regarded as an extension of the college, such as any field location, any off-site campus-related social function, or

any facility where Richard Stockton College of New Jersey business is being conducted and discussed.

This College policy will not be applied to abridge a student's exercise of free speech or expression which is protected by the Constitution of the State of New Jersey, or the First Amendment to the U.S. Constitution. This policy applies to both conduct that occurs in the College, and conduct that occurs at any location, which can be reasonably regarded as an extension of the College. (i.e. any field location, any off-site college related social function, or event or any facility where State business is being conducted and discussed.)

This policy also applies to third party harassment. Third party harassment is unwelcome severe, pervasive or persistent conduct involving any of the protected categories referred to in (a) above that is not directed at an individual by others at the College, including faculty, staff, students, vendors and contractors, but is a part of that individual's academic environment. Third party harassment based upon any of the aforementioned protected categories is prohibited by this policy.

This policy incorporates the College's Off Campus Behavior Policy that can be found in the Student Code of Conduct and recognizes that Title IX reinforces that policy by applying the provisions of the policy to off campus actions of sex/gender discrimination, and/or sexual harassment, including sexual assault, even in a non-college affiliated facility.

Outside groups contracted by the College to perform services at the College come under the purview of this statement.

All should be aware that the Affirmative Action Officer oversees the entire policy and Acts as the Title IX Coordinator whose responsibilities are to oversee all Title IX Complaints and identify and address any patterns or systemic problems that arise during the review of such complaint.

SEXUAL HARASSMENT

It is a violation of this policy to engage in sexual (or gender-based) harassment of any kind, including hostile environment harassment, quid pro quo harassment, or same-sex harassment. For the purposes of this policy, sexual harassment is defined, as in the Equal Employment Opportunity Commission Guidelines, as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when, for example:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic standing;

- Submission to or rejection of such conduct by an individual is used as the basis for employment and/or academic decisions affecting such individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's academic/work performance or creating an intimidating, hostile or offensive academic/work environment.

Examples of conduct that may, when severe, pervasive or persistent, constitute sexual harassment and are therefore a violation of this policy include, but are not limited to:

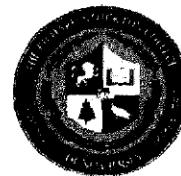
- Generalized gender-based remarks and comments;
- Unwanted physical contact such as intentional touching, grabbing, pinching, brushing against another's body or impeding or blocking movement;
- Verbal, written or electronic lewd, vulgar or obscene comments, jokes or unwanted propositions including letters, notes, e-mail, text messages, invitations, gestures or inappropriate comments about a person's clothing;
- Visual contact, such as leering or staring at another's body; gesturing; displaying sexually suggestive objects, cartoons, posters, magazines or pictures of scantily-clad individuals; or displaying sexually suggestive material on a bulletin board, on a locker room wall, or on a screen saver in areas where individuals besides the poster can view these materials;
- Explicit or implicit suggestions of sex by a faculty/staff/administrator in return for a favorable educational or employment action such as hiring, compensation, promotion, retention, grades, recommendations, etc.;
- Suggesting or implying that failure to accept a request for a date or sex would result in an adverse educational/employment consequence with respect to any academic/employment practice such as evaluation or promotional opportunity; or
- Continuing to engage in certain behaviors of a sexual nature after an objection has been raised by the target of such inappropriate behavior.

CONSENSUAL RELATIONSHIPS

Because the relationship between teacher and student is central to the academic mission of the college, it is essential to establish that a standard of expected conduct in that relationship goes beyond the proscription against sexual harassment. Non-academic or personal ties should NOT be allowed to interfere with the academic integrity and ethics of the teacher/student relationship. With respect to sexual relations in particular, what might appear to be consensual, even to the parties involved, may in fact not be so. On this basis, any sexual relations between teacher and a student of that teacher are

inappropriate and unethical. Any person in a supervisory capacity or a position of authority enters at peril into sexual relations with a student and/or subordinate.

POLICY



Emeritus/Emerita Status

Policy Administrator: Assistant Provost

Authority:

Effective Date: February 20, 2013 (First Reading)

Index Cross-References: Procedure 2001 - Emeritus/Emerita Status and Privileges

Policy File Number: II-70

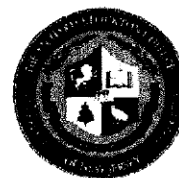
Approved By: Board of Trustees

1.0 EMERITUS STATUS

1.1 Emeritus or Emerita status is conveyed by action of the Board of Trustees to selected retiring faculty at the rank of Associate Professor or above, tenured with at least 10 years of service, who are in good standing with the College at the time of their retirement. Program faculty nominate the retiring faculty to the Dean, who will make a recommendation to the Provost. Emeritus or Emerita status is awarded upon the recommendation of the President after consultation with the Provost.

1.2 The titles used for the retiring faculty will be Professor Emeritus or Professor Emerita.

POLICY



Investment Policy

Policy Administrator: President or Designee

Authority: N.J.S.A. 18A: 3b-6.g

Effective Date: July 7, 2005, February 21, 2007, September 10, 2008, February 16, 2011, July 6, 2011, February 20, 2013

Index Cross-References:

Policy File Number: VI-56

Approved By: Board of Trustees

Purpose

To establish general principles for the investment of College funds not required for operations.

Investment Objectives

The overall objective for the College's investments is to maximize the total return of the investment portfolio while minimizing the risk of significant losses. A related objective is to increase the corpus of the Investment Fund over time in order to generate additional income for College operations.

Determination of Funds Available for Investment

Under the direction of the President, the Vice President for Administration and Finance shall determine the level of funds needed for operating activities and capital facility construction and renovation. Funds in excess of that level may be allocated to the Investment Fund and invested in medium- and long-term investments managed either by Investment Manager(s) or by the College itself.

Investment Fund Oversight

Oversight for the Investment Fund shall be provided by the Investment Committee, a committee of the College's Board of Trustees consisting of one or more Board

members, the Vice President for Administration and Finance and other members appointed by the Board. The Investment Committee shall establish specific investment objectives in consultation with the President and the President's designees. Those objectives shall include asset allocation targets and limits among different classes of investments.

The Investment Committee, in consultation with the President and the President's designees, shall decide whether to engage investment managers and, if it so decides, shall select one or more such managers.

The Investment Committee shall report summary performance results and status of the investment portfolio at regular meetings of the Board of Trustees. The College's finance staff and the President of the College shall monitor the Investment Manager's(s') compliance with College investment policies and procedures and shall communicate any changes in those policies and procedures to the Investment Manager(s).

POLICY



Pollution Prevention

Policy Administrator: Director of Plant Management & Housing Maintenance

Authority: N.J.S.A. 58:10A-1 et seq., N.J.S.A. 40:55D-95 et seq., N.J.S.A. 2C:18-3, N.J.S.A. 4:19-8, 2A:42-103, 4:22A-1, 23:2A-1, 23:7A-1 et seq

Effective Date: February 20, 2013

Index Cross-References: 6880 – Domestic Animals Waste; 6881 – Illicit Connections to the College's Storm Sewer; 6882 – Improper Disposal of Waste Into Storm Water Sewers on College Property; 6883 – Litter Control; 6884 – Wildlife Feeding Control

Policy File Number: VI-81

Approved By: Board of Trustees

The Richard Stockton College of New Jersey is committed to practicing and promoting environmental stewardship while conducting its day to day activities. The Board of Trustees, to help ensure the College protects the healthy and safe learning and working environments valued by the College, directs the institution and all members of the College community to develop and support actions and Procedures that will:

- 1. Provide guidance on sound environmental practices to protect public health, safety and welfare
- 2. Incorporate pollution prevention concerns in decision-making
- 3. Ensure all activities of the College meet or exceed compliance with applicable environmental standards, regulations and guidelines
- 4. Promote environmental stewardship and sustainability opportunities in areas including, but not limited to the following:
 - A. Illicit Connections to the College's Storm Sewer
 - B. Improper Disposal of Waste Into Storm Sewers on College Property
 - C. Domestic Animal and Pet Solid Waste
 - D. Hazardous Materials
 - E. Litter Control
 - F. Wildlife Feeding Control
 - G. Recycling
- 5. Prescribe penalties for noncompliance for the protection of public health, safety and welfare at the College

POLICY



Board of Trustees

Policy Administrator: Office of the President

Authority: Title 18A Education, of the New Jersey Statutes Chapter 64-3, 4, 5, 6, 7, 8

Effective Date: January 29, 1975; February 16, 2011

Index Cross-References: Policy I-9: Board of Trustees By-Laws

Policy File Number: I-1

Approved By: Board of Trustees

POLICY:

- A. The functions of government, control, conduct, management, and administration of The Richard Stockton College of New Jersey are vested in the Board of Trustees of the College.
- B. The Composition and size of the board of trustees shall be determined by the board; however each board shall have not less than seven nor more than 15 members. appointed, pursuant to N.J.S.A. 18A:64-3 by the Governor of the State of New Jersey with the advice and consent of the New Jersey Senate, two (2) student trustees elected by the student body (one voting student trustee and an student trustee alternate) and the President of the College, who shall serve as a member of the Board, without vote. At such time as the then Board of Trustees deems it necessary or desirable, the number of members may be increased by a majority vote of the members of the Board of Trustees present and voting at two successive regularly scheduled meetings of the Board. The term of office of appointed members is six years beginning on July 1 and ending June 30 excepting that of the members first appointed whose appointments shall be phased to create the optimum overlap. Each member shall serve until a successor has been appointed and qualified. Vacancies shall be filled in the same manner as the original appointment for the remainder of the unexpired term. Any member of a Board of Trustees may be removed by the Governor for cause upon notice and opportunity to be heard.
- C. The Board of Trustees shall meet annually a minimum of four (4) times a year. The September meeting should serve as the annual reorganization meeting. The election of a chairman, vice-chairman, and such other officers of the Board shall

be determined at the September meeting, and will serve until their successors are elected and qualified. Vacancies in such offices shall be filled in the same manner for the unexpired term only. The Board may meet at such other times and at such places as it may designate.

- D. Members of the Board of Trustees shall serve without compensation but shall be entitled to be reimbursed for all reasonable and necessary expenses.
- E. The Board of Trustees shall, within the general policies and guidelines set by the Board of Higher Education, have general supervision over and shall be vested with the conduct of the college. It shall, within the general policies and guidelines set by the Board of Higher Education, have the power and duty to:
 - 1. Name the state college/university, subject to regulations of the Commission on Higher Education regarding college/university status.
 - 2. Adopt and use a corporate seal.
 - 3. Determine the educational curriculum and program of the college.
 - 4. Determine policies for the organization, administration, and development of the college.
 - 5. Adopt bylaws with appropriate rules, regulations and guidelines necessary for the administration and operation of college/university, with consultation with the president and faculty.
 - a. Study the educational and financial needs of the college and review the institution's operating budget and endorse the institution's annual budget to the State Treasury. A summary of budget and financial responsibilities include: review and approve the institution's operating budget and presents its annual budget request to the State Treasury Department's Division of Budget and Accounting. Control the disbursement of funds appropriated to the institution by the legislature and funds received from tuition, fees, auxiliary services and other services.
 - b. Makes available to the public an annual financial statement, setting forth moneys expended for government relations, public relations and legal costs, in addition to annual financial audits and related management letters.
 - c. Empower the President of the college or his/her designee, with the approval of the Board of Trustees, to enter into contracts and agreements, for the purchase of land, buildings, equipment, and services deemed necessary for the effective operation of the college - all in accordance with the policies adopted by the Board of Trustees,

the provisions or the budget, the appropriations acts of the Legislature.

- d. Set policy to manage, maintain and provide for the payment of all charges and expenses of college property.
 - e. Direct and control expenditures and transfers of state appropriations and tuition revenue.
 - f. Take and condemn land and other property for a public purpose, as provided by the Eminent Domain Act of 1971, whenever authorized by law to purchase land or other property.
 - g. Establish fees for room and board sufficient for the operation maintenance, and rental of student housing and food service facilities.
 - h. Upon recommendation of the President and following a required public hearing on the topic, determine tuition rates and other fees to be paid by students.
 - i. Authorized to charge higher tuition to students from out of state. May also waive student tuition payments to accomplish mission-related or institutional policy goals.
 - j. Must retain in a separate account all revenues derived by the institution from housing, food services, student union, parking, and other fees, and extend such moneys as necessary for the operation, maintenance and rental of such facilities.
 - k. Accept from any government or governmental department, agency, or other public or private body or from any other source, grants and contributions of money or property which the board may use as necessary for the effective operation of the institution.
 - l. Borrow money for the institution's needs as necessary.
 - m. Transmit statements of indebtedness to the Director of the Division of Budget and Accounting who shall execute and register warrant checks in settlement of those statements and shall transmit them forthwith to the State Treasurer who shall thereupon sign and deliver the same to the payees.
 - n. Invest or reinvest institutional funds, subject to the provisions of the law.
6. Appoint and set the compensation level of the President of the college who shall be the executive officer of the college and an ex-officio member of the Board of Trustees, without vote and shall serve at the pleasure of the

Board of Trustees.

7. Upon nomination by the President, appoint, a treasurer, deans, and other professional members of the academic, administrative and teaching staffs of the institution appoint, remove, promote, and transfer such other institutional officers, agents or employees as may be required for carrying out the purposes of the college, and upon recommendation by the president, assign duties, determine salaries and prescribe qualifications for all positions, in accordance with civil service statute and regulations.
8. Upon recommendation by the president, may determine controversies and disputes concerning tenure, personnel matters for nonclassified employees and other matters arising under Title 18A of the New Jersey statutes.
9. Establish standards for granting diplomas, certificates, and degrees.
10. Establish admission standards and requirements, in addition to the institution's educational curriculum and programs consistent with the college's mission.
11. Approve new academic programs, educational departments or schools which are consistent with the institution's programmatic mission.
12. Review and approve policies governing rights and responsibilities of resident students and administrators.

PROCEDURE



Cash Items Throughout the College

Procedure Administrator: Bursar

Authority:

Effective Date: November 19, 2010; February 16, 2011; February 20, 2013 (moved from policy to procedure)

Index Cross-References:

Procedure File Number: 6404

Approved By: Dr. Herman J. Saatkamp, Jr., President

CONTROLLING CASH ITEMS THROUGHOUT THE COLLEGE

This procedure describes the general guidelines for controlling cash items, such as, cash, checks, currency, and coins throughout the College. It is College procedure to minimize the number of departments collecting monies. Each collection point may have different requirements for monies collected, and may have different numbers of employees. However, there are several basic rules of control that must be followed. All College employees involved with monies should both be aware of and comply with these rules.

The basic rules governing receipt of monies are:

- All monies received must be recorded immediately and deposited within 24 hours at the Bursar's Office
- Monies on hand and in the Department account must be accurately stated and controlled by appropriate safeguards
- No checks are to be left in a file or desk drawer. Remit to the Bursar's office for safekeeping.
- All cash operations are subject to review by the College internal and external auditors. Therefore, ensure that all receipts can be related to a deposit, and that all deposits can be directly traced to an entry in the Banner system and Ledgers.

BASIC CONTROLS FOR RECEIVING MONIES.

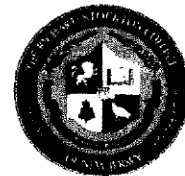
- The Associate Vice President for Administration and Finance must

- approve all new collection locations
- Ensure all rates used for pricing are appropriate in advance
- Ensure that responsibility for monies from time of receipt to time of deposit is clearly defined and documented
- Verify that check is written correctly.
- Only the minimum number of employees should handle receipt and deposit of monies.
- Ensure proper separation of duties: money handling, record keeping, and reconciliation are assigned to different employees. If the size of the Departmental staff makes proper separation of the duties impossible, a second employee must verify reconciliation of monies and accounts.
- Open and process mail by creating an initial record for each item received, and when possible, open mail in the presence of a co-worker. Restrictively endorse checks immediately
- Produce a receipt for every currency transaction. Students may request receipts and/or duplicates with proper identification
- Ensure all transfers of monies between persons-either with the office, between offices, or between the College and the bank are documented
- Do not mail currency or coins to the bank or interoffice mail
- Do not make disbursements from non-deposited receipts. Keep non-deposited receipts intact.
- Ensure the safeguarding of monies; all monies should be locked in a safe
- Access to non-deposited monies should be restricted to a minimum number of employees
- Deposit only into appropriate accounts, not into accounts such as personal bank accounts, and unauthorized College checking accounts.
- Keep College and personal funds separate
- Deliver deposits directly to the bank. Intermediate stops, over night layovers, and taking deposits home for next morning are not allowable. Ensure employees are escorted by the police
- Document the entire departmental procedure for handling monies for clarity and training

SAFE DEPOSIT RECEIPT

When another College department requests safekeeping of monies a form is filled out by the department and signed and dated by the Bursar Cashier. The original is attached to the check or other item and a copy is given to the department. The department must present the copy when requesting the monies back. The two forms are then stapled together and filed away in the Bursar office.

PROCEDURE



Wildlife Feeding Control

Procedure Administrator: Director of Plant Management & Housing Maintenance

Authority: N.J.S.A. 58:10A-1 et seq., N.J.S.A. 40:55D-95 et seq., N.J.S.A. 2C:18-3, N.J.S.A. 4:19-8, 2A:42-103, 4:22A-1, 23:2A-1, 23:7A-1 et seq

Effective Date: April 13, 2005; February 20, 2013

Index Cross-References: VI-81 – Pollution Prevention

Procedure File Number: 6884

Approved By: Dr. Herman J. Saatkamp, Jr., President

Coverage

Any individual, including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative, or teaching staff, or other College officer, agent or employee, corporation, company, partnership, firm, association, with whom the College contracts or political subdivision or other individual or corporation coming onto the College's campus becomes subject to the requirements of the Public Stormwater General Permit issued by the New Jersey Department of Environmental Protection which includes provisions for the Pollution Prevention Policy, VI-81 which is the basis for this procedure.

Any changes to this Procedure shall be approved by the President with notice of the change announced at a regularly held Board of Trustees meeting.

Definitions For the purpose of this procedure, the following terms, phrases, words and their derivations shall have the meanings stated herein, unless their use in the text of this regulation clearly demonstrates a different meaning. When inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- a. Feed – To give, place, expose, deposit, distribute or scatter any material with the intention of feeding, attracting, or enticing wildlife. Feeding does not include baiting in the legal taking of fish and/or game.
- b. Person – Any individual (including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative, or teaching staff, or other College officer, agent or employee), corporation (including The Richard Stockton College of New Jersey), company, partnership, firm, association, or political subdivision of this State whose conduct on College property is subject to regulation by the College.
- c. College – The Richard Stockton College of New Jersey.
- d. College Property – Lands and buildings owned or controlled by The Richard Stockton College of New Jersey.
- e. Wildlife – All animals that are neither human nor domesticated animals as defined by N.J.S.A. 4:19-8, N.J.S.A. 2A:42-103, N.J.S.A. 4:22A-1, N.J.S.A. 23:2A-1, 23:7A-1 et seq. Wildlife means any wild mammal, bird, reptile, amphibian, fish, shellfish, mollusk, crustacean, or other wild animal, or any part, product, egg, or offspring.

Prohibited Conduct

No person shall feed any unconfined wildlife on College property, except as part of approved academic research.

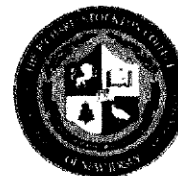
Violations

- a. Any College student who continues to be in violation of this procedure, shall be subject to fines, disciplinary probation, suspension, expulsion, or other sanctions pursuant to the College's Student Conduct Code.
- b. Any College officer, staff member, employee or agent who is in violation of this regulation, shall be subject to dismissal, removal, reduction of salary, suspension, demotion, or other disciplinary action in accordance with applicable Federal and New Jersey statutes and relevant contracts or agreements.
- c. Any other person who has entered into a contract or agreement with the College to provide equipment, materials, supplies or services on College property, shall be subject to sanctions in accordance with

this procedure and/or Federal and New Jersey statutes.

- d. Any visitor, guest, or other person who is not identified under a, b, or c above, and who, after being duly notified of this procedure, continues to violate its dictates shall be, subject to ejection from College property if the person refuses to leave after being asked to leave and may be subject to prosecution for trespass under N.J.S.A. 2C:18-3 and for penalties under N.J.S.A. 2C:18-6.

PROCEDURE



Illicit Connections to the College's Storm Sewer

Procedure Administrator: Director of Plant Management & Housing Maintenance

Authority: N.J.S.A. 58:10A-1 et seq., N.J.S.A. 40:55D-95 et seq., N.J.A.C. 7:14A, 33 U.S.C. 1317(a), (b), or (c) and Policy VI-81.

Effective Date: April 13, 2005; February 20, 2013 (moved from Policy to Procedure)

Index Cross-References: VI-81 – Pollution Prevention

Procedure File Number: 6881

Approved By: Dr. Herman J. Saatkamp, Jr., President

Coverage

Any individual, including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative, or teaching staff, or other College officer, agent or employee, corporation, company, partnership, firm, association, with whom the College contracts or political subdivision or other individual or corporation coming onto the College's campus becomes subject to the requirements of the Public Stormwater General Permit issued by the New Jersey Department of Environmental Protection which includes provisions for the Pollution Prevention Policy, VI-81 which is the basis for this procedure.

Any changes to this Procedure shall be approved by the President with notice of the change announced at a regularly held Board of Trustees meeting.

Definitions For the purpose of this procedure, the following terms, phrases, words, and their derivations shall have the meanings stated herein, unless their use in the text of this regulation clearly demonstrates a different meaning. When inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. Most of the

definitions below are the same as or based on corresponding definitions in the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A-1.2.

- a. Domestic Sewage – Waste and wastewater from humans or household operations.
- b. Illicit Connection – Any physical or non-physical connection that discharges domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater) to the municipal separate storm sewer system operated by The Richard Stockton College of New Jersey, unless that discharge is authorized under a NJPDES permit other than the Public Complex Stormwater General Permit (NJPDES Permit Number 0055280).
- c. Industrial Waste – Non-domestic waste, including, but not limited to, those pollutants regulated under Section 307(a), (b), or (c) of the Federal Clean Water Act (33 U.S.C. 1317(a), (b), or (c)).
- d. Municipal Separate Storm Sewer System (MS4) – A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by The Richard Stockton College of New Jersey or other public body, and is designed and used for collecting and conveying stormwater.
- e. NJPDES Permit – A permit issued by the New Jersey Department of Environmental Protection to implement the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A.
- f. Non-contact Cooling Water – Water used to reduce temperature for the purpose of cooling. Such waters do not come into direct contact with any raw material, intermediate product (other than heat) or finished product. Non-contact cooling water may, however, contain algaecides, or biocides to control fouling of equipment such as heat exchangers, and/or corrosion inhibitors.
- g. Person – Any individual (including but not limited to a College officer, agent, professional staff member, other employee, or student), corporation (including The Richard Stockton College of New Jersey), company, partnership, firm, association, or political subdivision of this State.
- h. Process Wastewater – Any water which, during manufacturing or processing, comes into direct contact with or results from the production or use of any raw material, intermediate product, finished

product, byproduct, or waste product. Process wastewater includes, but is not limited to, leachate and cooling water other than non-contact cooling water.

- i. Stormwater – Water resulting from precipitation (including rain and snow) that runs off the land's surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities, or is conveyed by snow removal equipment.
- j. College – The Richard Stockton College of New Jersey.
- k. College Property – Lands and buildings owned or controlled by The Richard Stockton College of New Jersey.

Prohibited Conduct

The Richard Stockton College of New Jersey and its officers, staff, agents, other employees, contractors, students, other individuals, corporations, partnerships, firms, associations or political subdivisions or others coming on to the College's property shall not discharge or cause to be discharged, through an illicit connection to the municipal separate storm sewer system operated by The Richard Stockton College of New Jersey, any domestic sewage, non-contact cooling water, process wastewater, or other industrial waste (other than stormwater).

Violations

- a. Any College officer, staff member, employee, or agent who is found to be in violation of this procedure shall be subject to dismissal, removal, reduction of salary, suspension, demotion, or other disciplinary action in accordance with applicable Federal and New Jersey statutes and relevant contracts or agreements.
- b. Any College student who is found to be in violation of this procedure shall be subject to fines, disciplinary probation, suspension, expulsion, or other sanctions in accordance with the College's Student Conduct Code.
- c. Any other person, corporation, partnership, firm, association or political subdivisions who has entered into a contract or agreement with the College to provide equipment, materials, supplies, or services on College property, and who violates this procedure, shall be subject to sanctions in accordance with relevant contract or agreement and state and Federal law.
- d. Any person, corporation, partnership, firm, association or political subdivision who violates this regulation may also be subject to prosecution under applicable Federal or New Jersey statutes.

PROCEDURE



Improper Disposal of Waste Into Storm Sewers on College Property

Procedure Administrator: Director of Plant Management & Housing Maintenance

Authority: N.J.S.A. 58:10A-1 et seq., N.J.S.A. 40:55D-95 et seq., N.J.S.A. 2C:18-3 and Policy VI-81

Effective Date: April 13, 2005; February 20, 2013 (moved from Policy to Procedure)

Index Cross-References: VI-81 – Pollution Prevention

Procedure File Number: 6882

Approved By: Dr. Herman J. Saatkamp, Jr., President

Coverage

Any individual, including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative, or teaching staff, or other College officer, agent or employee, corporation, company, partnership, firm, association, with whom the College contracts or political subdivision or other individual or corporation coming onto the College's campus becomes subject to the requirements of the Public Stormwater General Permit issued by the New Jersey Department of Environmental Protection which includes provisions for the Pollution Prevention Policy, VI-81 which is the basis for this procedure.

Any changes to this Procedure shall be approved by the President with notice of the change announced at a regularly held meeting of the Board of Trustees.

Definitions For the purpose of this procedure, the following terms, phrases, words and their derivations shall have the meanings stated herein, unless their use in the text of this regulation clearly demonstrates a different meaning. When inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and

words used in the singular number include the plural number. The word “shall” is always mandatory and not merely directory.

- a. Municipal separate storm sewer system (MS4) – A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains) that is owned or operated by The Richard Stockton College of New Jersey or other public body, and is designed and used for collecting and conveying stormwater.
- b. Person – Any individual (including but not limited to a College student, visiting faculty member or other visitor, vendor, guest, professional member of the College’s academic, administrative, or teaching staff, or other College officer, agent, servant, or employee), corporation (including The Richard Stockton College of New Jersey), company, partnership, firm, association, or political subdivision of this State whose conduct on College property is subject to regulation by the College.
- c. Stormwater – Water resulting from precipitation (including rain and snow) that runs off the land’s surface, is transmitted to the subsurface, is captured by separate storm sewers or other sewerage or drainage facilities, or is conveyed by snow removal equipment.
- d. College – The Richard Stockton College of New Jersey.
- e. College Property – Lands and buildings owned or controlled by The Richard Stockton College of New Jersey.

Prohibited Conduct

All persons are prohibited while on College property from:

- a. Spilling, dumping, or disposing of materials other than stormwater to the municipal separate storm sewer system operated by the College.
- b. Spilling, dumping, or disposing of materials other than stormwater in such a manner as to cause the discharge of pollutants to the municipal separate storm sewer system operated by the College.

Exceptions

- a. Water line flushing and discharges from potable water sources.
- b. Uncontaminated ground water (e.g., infiltration, crawl space or basement sump pumps, foundation or footing drains, rising ground waters).

- c. Air conditioning condensate (excluding contact and non-contact cooling water).
- d. Irrigation water (including landscape and lawn watering runoff).
- e. Flows from springs, riparian habitats and wetlands, water reservoir discharges and diverted stream flows.
- f. Residential car washing water and residential swimming pool discharges.
- g. Sidewalk, driveway and street wash water.
- h. Flows from fire fighting activities.
- i. Flows from rinsing of the following equipment with clean water;
 - 1. Beach maintenance equipment immediately following their use for their intended purposes; and
 - 2. Equipment used in the application of salt and de-icing materials immediately following salt and de-icing material applications. Prior to rinsing with clean water, all residual salt and de-icing materials must be removed from equipment and vehicles to the maximum extent practicable using dry cleaning methods (e.g., shoveling and sweeping). Recovered materials are to be returned to storage for reuse or properly discarded.

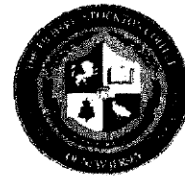
Rinsing of equipment in the above situations is limited to exterior, undercarriage, and exposed parts and does not apply to engines or other enclosed machinery.

Violations

- a. Any College student, shall be subject to fines, disciplinary probation, suspension, expulsion, or other sanctions as designated in the College's Student Conduct Code.
- b. Any College officer, staff member, employee or agent who is in violation of this regulation, shall be subject to dismissal, removal, reduction of salary, suspension, demotion, or other disciplinary action in accordance with applicable Federal and New Jersey statutes and relevant contracts or agreements.
- c. Any other person who has entered into a contract or agreement with the College to provide equipment, materials, supplies or services on College property, and who violates this procedure, shall be subject to sanctions in accordance with applicable Federal and New Jersey statutes and contract or agreement.

- d. Any visitor, guest, or other person who is not identified under a, b, or c above, and who after being duly notified continues to be in violation of this procedure, shall be subject to ejection from College property and, if the person refuses to leave after being asked to leave, to prosecution for criminal trespass under N.J.S.A. 2C:18-3.
- e. Any person who violates this procedure may also be subject to prosecution under applicable Federal and New Jersey statutes.

PROCEDURE



Litter Control

Procedure Administrator: Director of Plant Management & Housing Maintenance

Authority: N.J.S.A. 58:10A-1 et seq., N.J.S.A. 40:55D-95 et seq., N.J.S.A. 13:1E-99.3 et seq.

N.J.S.A. 13:18A-24 et seq., N.J.S.A. 2C:18-3

Effective Date: April 13, 2005; February 20, 2013

Index Cross-References: VI-81 – Pollution Prevention

Procedure File Number: 6883

Approved By: Dr. Herman J. Saatkamp, Jr., President

Coverage Any individual, including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative, or teaching staff, or other College officer, agent or employee, corporation, company, partnership, firm, association, with whom the College contracts or political subdivision or other individual or corporation coming onto the College's campus becomes subject to the requirements of the Public Stormwater General Permit issued by the New Jersey Department of Environmental Protection which includes provisions for the Pollution Prevention Policy, VI-81 which is the basis for this procedure.

Any changes to this Procedure shall be approved by the President with notice of the change announced at a regularly held Board of Trustees meeting.

Definitions For the purpose of this procedure, the following terms, phrases, words and their derivations shall have the meanings stated herein, unless their use in the text of this regulation clearly demonstrates a different meaning. When inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- a. Litter – Any used or unconsumed substance or waste material which has been discarded, whether made of aluminum, glass, plastic, rubber, paper, or other natural or synthetic material, or any combination thereof, including, but not limited to, any bottle, jar or can, or any top, cap or detachable tab of any bottle, jar or can, any unlighted cigarette, cigar, match or any flaming or glowing material or any garbage, trash, refuse, debris, rubbish, grass clippings or other lawn or garden waste, newspapers, magazines, glass, metal, plastic or paper containers or other packaging or construction material, but does not include the waste of the primary processes of mining or other extraction processes, logging, sawmilling, farming or manufacturing.
- b. Litter Receptacle – A container suitable for the depositing of litter.
- c. Person – Any individual (including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative or teaching staff, or other College officer, agent or employee), corporation, company, partnership, firm, association, or political subdivision of this State whose conduct on College property is subject to regulation by the College.
- d. College – The Richard Stockton College of New Jersey.
- e. College Property – Lands and buildings owned or controlled by The Richard Stockton College of New Jersey

Prohibited Conduct

- a. No person shall throw, drop, discard, abandon or otherwise place any litter or debris of any nature upon College property other than in a litter receptacle.
- b. Whenever any litter is thrown or discarded or allowed to fall from a vehicle or boat in violation of this regulation, the operator or owner, or both, of the motor vehicle or boat shall also be deemed to have violated this procedure.

Violations

- a. Any College student who is found in violation of this procedure shall be subject to fines, disciplinary probation, suspension, expulsion, or other sanctions in accordance with the College's Student Handbook.
- b. Any College officer, staff member, employee, or agent who is found to be in violation of this procedure shall be subject to dismissal,

removal, reduction of salary, suspension, demotion, or other disciplinary action in accordance with applicable New Jersey statutes and relevant contracts or agreements.

- c. Any other person who has entered into a contract or agreement with the College to provide equipment, materials, supplies or services and who is found to be in violation of this procedure shall be subject to sanctions in accordance the contract or agreement.
- d. Any visitor, guest, or other person who is not identified under a, b, or c above, and who is found to have littered shall be subject to penalty under N.J.S.A. 13:1E-9 or N.J.S.A. 13:18A-24 or to perform cleanup. Additionally, If the person refuses to leave after being asked to leave, they may be subject to prosecution for criminal trespass under N.J.S.A. 2C:18-3.
- e. Any person who throws, drops, discards or otherwise places any litter of any nature upon College property other than in a litter receptacle is also subject to penalty under applicable New Jersey law. See, N.J.S.A. 13:1E-99.3, N.J.S.A. 13:18A-24, N.J.S.A. 2C:18-6.

PROCEDURE



Domestic Animal and Pet Solid Waste

Procedure Administrator: Director of Plant Management & Housing Maintenance

Authority: N.J.S.A. 58:10A-1 et seq., N.J.S.A. 40:55D-95 et seq., N.J.S.A. 10:5-5, 10:5-29, N.J.S.A. 2C:18-3, N.J.S.A. 4:19-8.2A:42-103, 4:22A-1 and Policy VI-81.

Effective Date: April 13, 2005; February 20, 2013 (moved from Policy to Procedure)

Index Cross-References: VI-81: Pollution Prevention

Procedure File Number: 6880

Approved By: Dr. Herman J. Saatkamp, Jr., President

Coverage

Any individual, including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative, or teaching staff, or other College officer, agent or employee, corporation, company, partnership, firm, association, with whom the College contracts or political subdivision or other individual or corporation coming onto the College's campus becomes subject to the requirements of the Public Stormwater General Permit issued by the New Jersey Department of Environmental Protection which includes provisions for the Pollution Prevention Policy, VI-81 which is the basis for this procedure.

Any changes to this Procedure shall be approved by the President with notice of the change announced at a regularly held Board of Trustees meeting.

Definitions For the purpose of this procedure, the following terms, phrases, words and their derivations shall have the meanings stated herein, unless their use in the text of this regulation clearly demonstrates a different meaning. When inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- a. Immediate - Shall mean that the pet solid waste is removed at once, without delay.
- b. Owner/Keeper – Any person who shall possess, maintain, house or harbor any domestic animal or otherwise have custody or control of any domestic animal, whether or not the owner shall be responsible for such domestic animal.
- c. Person – Any individual (including but not limited to a College student, visiting faculty member or other visitor, guest, professional member of the College's academic, administrative, or teaching staff, or other College officer, agent or employee), corporation, company, partnership, firm, association, or political subdivision of this State whose conduct on College property is subject to regulation by the College.
- d. Domestic Animal or Pet – Notwithstanding provisions of the College set out in the Student Handbook and Wellness Center Webpage outlining appropriate pets on campus, as a general rule, domestic animals are not permitted. This section shall be interpreted broadly to include all animals as defined under N.J.S.A. 4:19-8.2A:42-103, 4:22A-1 but excludes any domesticated animals which may be permitted pursuant to the *Student Handbook* regulations or other animals which are part of approved College programs.
- e. Pet solid waste – waste matter expelled from the bowels of the pet; excrement.
- f. Proper disposal – placement in a designated waste receptacle, or other suitable container, and discarded in a refuse container which is regularly emptied by the College or some other refuse collector; or disposal into a system designed to convey domestic sewage for proper treatment and disposal.
- g. College – The Richard Stockton College of New Jersey.
- h. College Property – Lands and buildings owned or controlled by The Richard Stockton College of New Jersey.

Prohibited Conduct

Any person or any owner or keeper of a domesticated animal or pet is required to immediately and properly dispose of a pet's solid waste deposited on College property.

Exemptions to Prohibition

Any owner or keeper who requires the use of a service or guide dog as defined by N.J.S.A. 10:5-5, 10:5-29, shall be exempt from the provisions of this procedure while such animal is being used for that purpose.

Violations

- a. Any College student who is found to be in violation of this procedure shall be subject to fines, suspension, expulsion, or other sanctions in accordance with the Student Handbook.
- b. Any College officer, staff member, employee or agent who is found to be in violation of this procedure shall be subject to dismissal, removal, reduction of salary, suspension, demotion, or other disciplinary action in accordance with applicable Federal and New Jersey statutes and relevant contracts or agreements.
- c. Any other person or corporation, company or partnership who has entered into a contract or agreement with the College to provide equipment, materials, supplies or services on College property, and who is found to be in violation of this procedure, shall be subject to sanctions in accordance with Federal and New Jersey statutes or relevant contracts or agreements.
- d. Any visitor, guest or other person who is not identified under a, b, or c above, and who continues to violate this procedure after being duly notified shall be subject to ejection from College property by the College's Police or prosecution for criminal trespass pursuant to N.J.S.A. 2C:18-3.

RICHARD STOCKTON COLLEGE OF NEW JERSEY

Operational Budget Status Report

By Organization

as of January 31, 2013

Operational Budget REVENUE	Original Budget	FY13 Year to Date Revenues	% Realized
State Appropriation	\$ 19,839,000.00	13,226,000.00	67%
Central Appropriation*	23,429,000.00	8,366,609.43	36%
Undergraduate Tuition	55,247,487.47	55,718,920.55	101%
Graduate Tuition	6,824,934.68	6,850,677.00	100%
Educational & General Fee	12,442,768.57	12,557,515.19	101%
Facilities Fee	5,262,598.51	5,326,402.94	101%
Other Fees/Income	2,450,000.00	2,073,834.32	85%
Summer Gross Revenue	4,200,000.00	1,449,189.04	35%
Investment Income	4,000,000.00	3,683,486.80	92%
TOTAL REVENUE	\$ 133,695,789.23	\$ 109,252,635.27	82%
Fund Balance	13,162,847.48		0%
Total Available funds	\$ 146,858,636.71	\$ 109,252,635.27	74%

*Central Appropriation is an estimated amount that the State pays for fringe benefits. The College reimburses the State on a quarterly basis for non-state funded positions and auxiliaries enterprises.

EXPENSES Organization Title	Original Budget	FY13 Year to Date Expenses	% Realized
President	\$ 3,544,441.65	1,186,002.80	33%
Academic Affairs	75,563,070.21	34,621,259.02	46%
Student Affairs	10,165,933.83	4,931,272.80	49%
Development	1,623,259.17	785,892.63	48%
External Affairs	3,123,754.14	1,663,247.97	53%
Administration & Finance	11,193,649.85	5,407,883.79	48%
Plant	13,060,590.40	6,543,978.45	50%
Student Aid	12,685,000.00	5,749,660.51	45%
Inst. General	15,898,937.46	6,527,775.76	41%
TOTAL EXPENSES	\$ 146,858,636.71	\$ 67,416,973.73	46%

Please note that SRI revenue is included in Other Fees/Income

Please note that expenses do not include Depreciation

Includes Internal Capital Projects

RICHARD STOCKTON COLLEGE OF NEW JERSEY Operational Budget Status Report By Organization as of January 31, 2013			
Auxiliaries Budget		FY13	
REVENUE	Original Budget	Year to Date Revenues	% Realized
Housing	20,861,485.24	20,683,954.27	99%
Student Life	13,239,592.52	12,765,816.47	96%
Recreational Program	1,366,298.11	1,299,360.44	95%
TOTAL REVENUE	\$ 35,467,375.87	\$ 34,749,131.18	98%
Fund Balance	1,784,952.75		0%
Total Available funds	\$ 37,252,328.62	\$ 34,749,131.18	93%
EXPENSES		FY13	
Organization Title	Original Budget	Year to Date Expenses	% Realized
Housing	20,861,485.24	8,301,465.32	40%
Student Life	15,024,545.27	7,023,661.29	47%
Recreational Program	1,366,298.11	677,209.45	50%
	\$ 37,252,328.62	\$ 16,002,336.06	43%
Independent Operations/Institutional		FY13	
REVENUE	Original Budget	Year to Date Revenues	% Realized
Stockton Seaview	21,730,565.03	11,319,492.79	52%
	\$ 21,730,565.03	\$ 11,319,492.79	52%
EXPENSES		FY13	
Organization Title	Original Budget	Year to Date Expenses	% Realized
Stockton Seaview	21,730,565.03	10,658,544.71	49%
	\$ 21,730,565.03	\$ 10,658,544.71	49%
Agency Budget		FY13	
REVENUE	Original Budget	Year to Date Revenues	% Realized
Health Activity Program	1,361,298.11	1,297,126.92	95%
Student Activity Program	908,912.65	882,251.60	97%
TOTAL REVENUE	\$ 2,270,210.76	\$ 2,179,378.52	96%
Fund Balance	8,154.17		0%
Total Available funds	\$ 2,278,364.93	\$ 2,179,378.52	96%
EXPENSES		FY13	
Organization Title	Original Budget	Year to Date Expenses	% Realized
Health Activity Program	1,361,298.11	722,918.38	53%
Student Activity Program	917,066.82	499,448.66	54%
	\$ 2,278,364.93	\$ 1,222,367.04	54%
Please note that SRI revenue is included in Other Fees/Income Please note that expenses do not include Depreciation Includes Internal Capital Projects			