

**The College of New Jersey
Board of Trustees**

**December 4, 2003
Loser 201/Student Center 202W
3:00 p.m.**

Minutes of the Public Board Meeting

Present: Pat Rado, Chair; Robert Kaye, Secretary; Hazel Gluck; Wayne Griffith; Stacy Holland; James McAndrew; Barbara Pelson; Jeffrey Perlman; Harry Reichard; Monique Manfra, Student Trustee; Annelise Catanzaro, Alternate Student Trustee; Barbara Gitenstein, President; William Behre, Faculty Representative; Michael Robertson, Faculty Representative; Delia Maziarz, Staff Representative; Kathy Ragan, Staff Representative

Not Present: Tom Bracken; Robert Gladstone, Vice Chair; Bruce Hasbrouck

The meeting was called to order at 3:10pm.

I. Announcement of Compliance

Mrs. Rado announced that the requirements of the Open Public Meetings Act concerning public notice of this meeting had been met.

II. Motion to go into closed session

It was moved by Mrs. Pelson, seconded by Ms. Holland, that the Board go into closed session to discuss personnel actions and all pending litigation items exempt under the Open Public Meetings Act. The motion carried unanimously.

III. Closed Session

IV. Resumption of Public Session/Pledge of Allegiance

V. Report of the President

President Gitenstein gave her report

VI. Report of the Board Officers

No report was given.

VII. Report of the Sesquicentennial Committee

Ms. Patrice Coleman-Boatwright reported for the committee.

IX. Report of the Trustee member of the TSC Corporation

Mr. McAndrew reported for Mr. Hasbrouck.

X. Report of the Trustee member of the TCNJ Foundation

Ms. Gluck gave her report.

XI. Report of the Trustee Liaison to the New Jersey Association of State Colleges and Universities

Ms. Rado gave her report.

XII. New Business

A. Report of the Executive Committee

1. Personnel Actions

a. Appointments - Faculty - Attachment A

It was moved by Mr. Griffith, seconded by Mrs. Pelson, that the resolution be approved. The motion carried unanimously.

b. New Appointments, Temporary Appointments, Resignations, One Year Reappointments (12 months), One-Year Reappointments (10 months) - Staff – Attachment B

It was moved by Mrs. Pelson, seconded by Ms. Holland, that the resolution be approved. The motion carried unanimously.

2. Resolution Appointing a Member to the TSC Corporation – Attachment C

It was moved by Mr. Reichard, seconded by Ms. Holland, that the resolution be approved. The motion carried unanimously.

B. Report of the Academic Affairs Committee

Mr. Reichard reported for the committee.

C. Report of the Finance & Construction Committee

Ms. Rado reported for the committee.

1. Resolution Concerning the Submission of the Fiscal Year 2005 Budget Request – Attachment D

It was moved by Mr. Kaye, seconded by Mr. Griffith, that the resolution be approved. The motion carried unanimously.

2. Resolution Approving Bid Waivers for College Business Purposes – Attachment E

It was moved by Mr. Kaye, seconded by Ms. Holland, that the resolution be approved. The motion carried unanimously.

3. Resolution Approving Bid Waivers for Construction Contracting – Attachment F

It was moved by Mr. Kaye, seconded by Ms. Holland, that the resolution be approved. The motion carried unanimously.

D. Report of the Development and College Relations Committee

Mrs. Pelson reported for the committee.

E. Report of the Student Life Committee

Ms. Holland reported for the committee.

XIII. Presentation on Academic Transition – Steve Briggs

XIV. Adjournment

The following resolution was moved by Mr. Griffith, seconded by Mr. McAndrew. The motion carried unanimously.

Be It

Resolved: That the next public meeting of The College of New Jersey Board of Trustees will be held on Thursday, February 26, 2004 at a time and location to be announced.

Be It

Further

Resolved: That this meeting be adjourned.

The meeting was adjourned at 5:20pm.

Respectfully submitted,



Robert M. Kaye

Secretary

Appointments – Faculty

Patricia Hutchinson

Assistant Professor
Elementary/Early Childhood Education
Full-time Temporary
Effective: August 26, 2003

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Staff Appointments – Permanent

Steven Bobo
Residence Life
Professional Services Specialist 4 – 10 months
Effective: October 13, 2003

Kathleen Elia
School of Business
Program Assistant
Effective: September 9, 2003

Staff Appointments – Temporary

Linda Burroughs
School of Education/Teacher Quality & Capacity Grant
Project Specialist
Effective: September 1, 2003 – August 31, 2004

Margaret Busse
Educational Opportunity Fund/Academic & Career
Enhancements Grant
Project Specialist
Effective: September 1, 2003 – June 30, 2004

Ryan Farnkopf
Residence Life
Program Assistant
Effective: September 29, 2003 – June 30, 2004

Harlene Galen
School of Education/Teacher Quality & Capacity Grant
Project Specialist
Effective: September 1, 2003 – June 30, 2004

Timothy Hall
ELMS Grant
Grant Coordinator
Effective: September 1, 2003 – September 1, 2004

Erin McGrath
Bonner Foundation/AmeriCorps State Grant
Project Specialist N18 (Grant)
Effective: September 15, 2003 – June 30, 2004

Michelle Ordini
School of Education – TALL Grants
Project Specialist N14 (Grant)
Effective: September 1, 2003 – June 30, 2004

Linda Rosner
Land Use Municipal Resource Center
Executive Assistant
Effective: December 1, 2003 – September 30, 2006

Extensions - Temporary Staff Appointments

Jeanette Alicea
Inquiry & Design Center Grant
Project Specialist
Effective: October 1, 2003 – June 30, 2004

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Extensions - Temporary Staff Appointments (cont.)

Alison Goeke	Inquiry and Design Center Grant Project Specialist Effective: October 1, 2003 – March 30, 2004
Henry Harms	Imp. Teacher Qual. Partnership & Technology Student Association Grant Project Specialist Effective: July 1, 2003 – June 30, 2004
Loriann Lozinski	Center for Inquiry Grant Project Specialist Effective: October 1, 2003 – March 31, 2004
Kenneth Maskell	School of Education/Center for Inquiry & Design Grant Project Specialist Effective: September 1, 2003 – June 30, 2004
Mary Switzer	Inquiry & Design Center Grant Effective: September 1, 2003 – August 31, 2004 and School of Education – TALL Grants Project Specialist N28 (Grant) Effective: September 1, 2003 – December 1, 2003

Staff Resignations

Tracy Duncan	Residence Life Effective: September 19, 2003 -
Gail Eagle	Small Business Development Effective: October 10, 2003
Jennifer Keyes-Maloney	High Tech Workforce Grant Effective: October 17, 2003
Mildred Pellet	Human Resources Effective: October 10, 2003
Michael Puccio	Student Center Operations Effective: December 19, 2003

One Year Reappointments (effective July 1, 2004 - June 30, 2005) AFT Staff

Ariella Alpert	Office of Career Services Professional Services Specialist 4
Marilyn Apelian	West Library Professional Services Specialist 3

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One Year Reappointments (effective July 1, 2004 - June 30, 2005) AFT Staff (cont.)

Esther Ball	Office of Records & Registration Program Assistant
Raymond Barclay	Office of Records & Registration Professional Services Specialist 2
Janis Blayne-Paul	Government & Community Relations Professional Services Specialist 2
Andrew Brunetto	Office of User Support Services Information Technology Professional Services Specialist 3
Vilja Casey	Office of Development & Alumni Affairs Professional Services Specialist 4
Floyd Cospers	Office of User Support Services Information Technology Professional Services Specialist 3
Herve' Damas	Physical Enhancement Center Professional Services Specialist 3
Scott Dicheck	Office of Athletics Assistant Director 3
Kevin Fay	Office of Admissions Professional Services Specialist 4
Erica Geiman	Office of Records & Registration Program Assistant
Cheryl Golia	Office of NJSCIS Grant/Global Programs Program Assistant
Dionne Hallback	Office of Student Financial Services Program Assistant
Jennifer Harnett	Office of Athletics Professional Services Specialist 3
Karen Hendershot	Office of Global Programs Professional Services Specialist 3
Kevin Little	Office of Information Technology Professional Services Specialist 3
Diana Lygas	Office of Development & Alumni Affairs Professional Services Specialist 4

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One Year Reappointments (effective July 1, 2004 - June 30, 2005) AFT Staff – cont.

Kevin Maldonado	Office of Campus Life Professional Services Specialist 4
Thomas Mankovich	Office of Development & Alumni Affairs Professional Services Specialist 3
Anthony Marchetti	Office of College & Community Relations Professional Services Specialist 4
Todd McCray	Office of Campus Life Professional Services Specialist 3
Matthew Middleton	Office of Admissions Professional Services Specialist 4
Nairem Moran	Office of College & Community Relations Program Assistant
Jason Neely	Office of Residence Life Program Assistant
Nevolia Ogletree	Office of Career Services Assistant Director 3
Rochelle Patterson	Office of Admissions Professional Services Specialist 4
Genevieve Perkins	Office of Student Life Professional Services Specialist 4
Colleen Perry	Office of Career Services Assistant Director 3
Kimberly Rafferzeder	Office of Conference & Meeting Services Professional Services Specialist 4
Aimee Rogers	Office of Development & Alumni Affairs Program Assistant
Eileen Rose	Office of Student Financial Services Program Assistant
Elizabeth Rossi	Office of Development & Alumni Affairs Professional Services Specialist 2
Robin Selbst	Office of Athletics Professional Services Specialist 3

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One Year Reappointments (effective July 1, 2004 - June 30, 2005) AFT Staff – cont.

Elizabeth Sica	Office of Conference & Meeting Services Professional Services Specialist 4
Myronee Simpson	Office of Admissions Program Assistant
Ujwala Swaminathan	Office of Records & Registration Professional Services Specialist 4
Roberta Truscello	Office of Academic Grants & Sponsored Research Professional Services Specialist 4
Bruce VanDusen	Office of College & Community Relations Professional Services Specialist 3
Michael Whitmore	Office of Information Technology Professional Services Specialist 3
Timothy Wilkinson	Office of Campus Life Professional Services Specialist 3
Grace Williams	Office of Student Financial Services Program Assistant
Matthew Winkel	Office of Information Technology Professional Services Specialist 4
Ann Yamiolkowski	Office of Differing Abilities Professional Services Specialist 3
Jeddel Yeras	Office of User Support Services Information Technology Project Specialist U22

One Year Reappointments (effective September 1, 2003 – June 30, 2004) AFT Staff 10 months

Kate Berry	Office of Residence Life Professional Services Specialist 4
Megan Menna	Athletics Professional Services Specialist 3
Thomas Scheuren	Office of Residence Life Professional Services Specialist 4
Sean Stallings	Office of Residence Life Professional Services Specialist 4

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Resolution Appointing Members to the Board of Directors of the Trenton State College Corporation

Whereas: The College of New Jersey Board of Trustees approves and appoints the members of the Board of Directors of the Trenton State Corporation, which shall be composed of one member of The College of New Jersey Board of Trustees, the President of The College of New Jersey, the President of the Corporation, one current member from The College of New Jersey faculty, and five citizens, two of whom shall be currently enrolled, full-time students of The College.

Therefore,
Be It
Resolved:

That The College of New Jersey Board of Trustees appoints the following individuals to the Board of Directors of the Trenton State College Corporation:

Mr. Ernest Price, citizen, to a 3-year director term for the Corporation effective 12/5/03 through 6/30/06.

**Resolution Concerning Submission of the
FY 2005 Budget Request
Totaling \$149,492,000**

- Whereas: Under P.L. 1994, C.48, The College of New Jersey Board of Trustees has the power and duty to “Submit a request for state support to the Office of Management and Budget in the Department of Treasury and to the Commission in accordance with the provisions of the law;” and
- Whereas: This budget request must be submitted in accordance with planning guidelines promulgated by the Office of Management and Budget; and
- Whereas: The Treasurer has reviewed with the Finance and Construction Committee of The College of New Jersey Board of Trustees the FY 2005 operating budget request prepared in accordance with the FY 2005 Office of Management and Budget planning guidelines; and
- Whereas: The Finance and Construction Committee of the Board has recommended its approval;
- Therefore, Be
It Resolved: That the Board of Trustees approved the FY 2005 operating budget request of \$149,492,000 of which \$42,213,000 would be state appropriations.

**RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES**

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$19,500, and

WHEREAS: The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and Construction Committee, a subcommittee of The College of New Jersey Board of Trustees,

NOW, THEREFORE,
BE IT RESOLVED: The College of New Jersey Board of Trustees approves waivers to the following vendors for purposes as designated herein:

VENDOR	PURPOSE	FUNDING SOURCE
Colin Mochrie \$25,000.00	Celebration of the Arts: Whose Line is it Anyway?	College Operating Ticket Sales Student Funds through SFB
Brad Sherwood \$25,000.00	Celebration of the Arts: Whose Line is it Anyway?	College Operating Ticket Sales Student Funds through SFB
Artemis Group \$120,000.00	Consultant for the advocacy of federally directed grants	College Operating
PeopleSoft \$130,000.00	Consulting services for the Employee Information System implementation	Institutional Reserves
Bellver International College \$27,615.00	Rental of instructional facilities for the summer program in Mallorca, Spain	Self Funded Revenue Account
Holiday Home Services \$45,171.00	Rental of housing facilities for faculty in Mallorca, Spain	Self Funded Revenue Account
International School Svcs. \$46,620.00	Textbooks for overseas students	Self Funded Revenue Account
Educational Travel Svcs. \$58,600.00	Travel services for the Summer European Business study tour	Self Funded Revenue Account
Honeywell, Inc. \$63,500.00	Installation and Purchase of a Digital Security Camera System	College Operating
Miller and Chitty Co. \$161,276.00	Replace the Heat Recovery Steam Boiler Economizer	College Operating
VIM Technologies \$60,000.00	Upgrade and Component Replacement on the Existing Gas Analyzer and Data Acquisition Systems	College Operating

**RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR CONSTRUCTION CONTRACTING PURPOSES**

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$19,500, and

WHEREAS: The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and Construction Committee, a subcommittee of The College of New Jersey Board of Trustees,

NOW, THEREFORE,
BE IT RESOLVED: The College of New Jersey Board of Trustees approves waivers to the following vendors for purposes as designated herein:

VENDOR	PURPOSE	FUNDING SOURCE
Kinsey Associates \$39,600.00	Professional landscape architectural services to design the conversion of the temporary retention basin to a permanent one and pond	2002 Bond Issue
Kimmell Bogrette Arch. \$73,463.00	Professional architectural/engineering design services for the renovation to Cromwell and Decker	2002 Bond Issue
Kitchen & Associates \$80,000.00	Professional architectural services for the lakeside residential complex	2002 Bond Issue
HACBM \$49,350.00	Professional engineering services to design a central fire pump system	2002 Bond Issue
Tompkins, McGuire, Wachenfeld & Barry \$50,000.00	Professional legal services for construction litigation	1999 Bond Issue Capital Reserves
Wagner-Hohn-Inglis, Inc. \$25,000.00	Professional consulting for construction claims services for the Science Complex	Capital Reserves

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