

TRENTON STATE COLLEGE BOARD OF TRUSTEES

Thursday, December 2, 1993
Brower Student Center, Room 210

BOARD MEETING MINUTES

Present: Ms. Eleanor V. Horne, Chair; Mr. Marvin Greenberg, Vice-Chair; Mr. William Kane, Secretary; Dr. Lynden Kibler; Dr. Haskell Rhett; Ms. Paula Weaver; Mr. Rob Barletta, Student Trustee; Mr. Jonathan Peck, Alternate Student Trustee; Dr. Alan Waterman and Dr. Susan Boughn, Faculty Representatives to the Board; Dr. Larry Marcus, DHE; Dr. Harold Eickhoff, President; Dr. Susan Karr, Secretary to the Board

The meeting was called to order at 4:45 p.m.

I. Announcement of Compliance

Ms. Horne read the following statement:

It is hereby announced and recorded that the requirements of the Open Public Meetings Act as to proper notification of time and place of meeting have been satisfied.

The Open Public Meetings Act, or Sunshine Law, requires that the Board notify the public of impending meetings, and that it conduct those meetings in public. It does not require participation in those meetings.

The Board has published procedures to offer members of the public and members of the campus community opportunities to address issues relevant to the Board's powers and duties. Requests to speak to the agenda items must be registered at least 24 hours in advance of the meeting. Request to speak to other items relevant to the Board's powers and duties must be submitted in writing one week prior to the Board meeting, and should specify in detail the nature of the topic and comments. Forms to register are available in the Office of the President. These procedures are designed to encourage the orderly conduct of the Board's business, to support duly established College relationships, and to ensure that thoughtful discourse characterizes the Board's deliberation.

Comments from persons registered to speak are limited to a reasonable length of time. Members of the public may not make motions. The Board may choose, after hearing a comment, to refer the issue to committee, to refrain from action entirely, or to defer discussion to a more appropriate time.

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Approval of the Minutes of the October 21, 1993 Public Board Meeting

It was moved by Mr. Barletta, seconded by Dr. Kibler, that the minutes be approved. The motion passed unanimously.

IV. Report of the President

The President made his report.

V. Report of the Board Officers

Ms. Horne thanked Mr. Robert Parrish, the faculty and students for the community for the program opening the Music Building.

Dr. Kibler reported in his role as GBA representative.

VI. Report of the Trustee Member of the Trenton State College Development Corporation

Mr. Greenberg made his report. At the request of Mr. Greenberg, Dr. Marcus commented on the outlook for the FY95 State Budget.

VII. Unfinished Business

There was no unfinished business.

VIII. New Business

A. Report of the Executive Committee

Eleanor Horne reported for the committee.

1. Personnel Actions

It was moved by Ms. Horne, seconded by Dr. Kibler, that the following personnel actions be approved. The motion carried unanimously.

- a. Appointments -- Faculty (ATTACHMENT A)
- b. Sabbaticals and Exchanges -- Faculty (ATTACHMENT A)
- c. Retirements -- Faculty (ATTACHMENT A)
- d. Resignations -- Faculty and Staff (ATTACHMENT A)
- e. Change in Status -- Staff (ATTACHMENT A)
- f. Reappointments -- Faculty (ATTACHMENT B)
- g. Reappointments -- Staff (ATTACHMENT C)

B. Report of the Academic Affairs Committee

Ms. Weaver reported for the committee.

C. Report of the Budget and Finance Committee

Dr. Rhett reported for the committee.

1. Consideration of a resolution approving the total project cost increase associated with the Travers-Wolfe Sprinkler and fire Alarm Improvement project (ATTACHMENT D)

It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the motion passed unanimously.

2. Consideration of a resolution approving the revised Cluster Housing and Parking Garage Planning Documents (ATTACHMENT E)

It was moved by Dr. Rhett, seconded by Dr. Kibler, that the resolution be approved. The motion passed unanimously.

3. Consideration of a resolution concerning submission of proposals for the purchase of equipment through the Equipment Leasing Fund, totaling \$2,900,000 (ATTACHMENT F)

It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the motion passed unanimously.

4. Consideration of a resolution concerning approval of waivers of advertising for construction contracting purposes (ATTACHMENT G)

Each of the waivers was initially treated separately.

Jordan and Pease Architects (\$101,750.00). It was moved by Dr. Rhett, seconded by Dr. Kibler, that the resolution be approved. After discussion, the resolution was approved unanimously.

Kitchen & Associates Architectural Services (\$66,252.00). It was moved by Dr. Rhett, seconded by Dr. Kibler, that the resolution be approved. The resolution was approved unanimously.

Sycom Enterprises (\$10,000.00). It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the resolution was approved unanimously.

Data Archives, Inc. (\$19,200.00). It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. The resolution was approved unanimously.

The Scotsman Group (\$30,600.00). It was moved by Dr. Rhett, seconded by Dr. Kibler, that the resolution be approved. After discussion, the resolution was approved unanimously.

Shive/Spinelli/Perantoni & Associates (\$15,000.00). It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the resolution was approved unanimously.

Design Interface (\$45,522.00). It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the resolution was approved unanimously.

Public Service Electric and Gas (\$907,787.00). It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the resolution was approved unanimously.

Balsam Corporation (\$939,800.00). It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the resolution was approved unanimously. In addition, it was agreed that should Planning Documents be necessary, the college may submit them without further Board action, in order to meet the BHE deadlines.

It was moved by Mr. Kane, seconded by Dr. Kibler, that the resolution approving all of the above waivers be approved. The motion passed unanimously.

D. Report of the College Relations Committee

Mr. Kane reported for the committee.

IX. Adjournment

The following resolution was moved by Ms. Horne, seconded by Mr. Greenberg:

RESOLVED: That the Board of Trustees will hold closed session on Thursday, February 17, 1994 and at any other time as necessary to consider personnel matters, labor relations, any pending litigation, and any other matters specifically exempted by the Open Public Meetings Act. It is anticipated that decisions made in closed session will be made public at future meetings.

BE IT

FURTHER

RESOLVED: That the next public meeting of the Trenton State College Board of Trustees will be held at 4:30 p.m. on Thursday, February 17 at a location to be announced.

BE IT

FURTHER

RESOLVED: That this meeting be adjourned.

The meeting was adjourned at 6:05 p.m.

Submitted by

A handwritten signature in black ink, appearing to read "William Kane", written in a cursive style.

William Kane,
Secretary

APPOINTMENTS -- FACULTY

Leslie Ann Richeson Associate Professor
Accountancy
Effective: January 1, 1994

Gregory Smiles Assistant Professor
Psychology
Effective: January 17, 1994
(one semester temporary)

SABBATICAL LEAVES and EXCHANGES -- FACULTY

Elizabeth Hager Biology
Frankfurt, Germany (Exchange)
Spring Semester 1994

Kenneth Tillman Health and Physical Education
Spring Semester 1994 (Sabbatical)

RETIREMENTS -- FACULTY

Stanford D. Ruggles Professor
Technological Studies
Effective: July 1, 1994

RESIGNATIONS -- FACULTY and STAFF

Adele Boras Program Assistant
College Relations
Effective: November 5, 1993

Gale Drukier Assistant Professor
Speech Pathology, Audiology and Education
of the Hearing Impaired
Effective: January 1994

Harold Tarriff Assistant Professor
Special Education
Effective: January 1994

CHANGE IN STATUS -- STAFF

Donald Greenwood

From: Assistant Director 1 (temporary)
Professional Lab Experiences
To: Director 3
Support for Teacher Education Programs
Effective: November 27, 1993

Anne Martens

Acting Director 3 (temporary)
Development and Alumni Affairs
Effective: November 15, 1993

Roberta Popp

From: Professional Services Specialist 3
Records and Registration
To: Assistant Director 2
Support for Teacher Education Programs
Effective: December 11, 1993 - June 30, 1995

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FACULTY REAPPOINTMENTS TO A 3RD YEAR 1994 - 1995

ATTACHMENT B

Bakken, Timothy	Assistant Professor	Law and Justice
Brown, Robert	Assistant Professor	Art
Chandrashekar, Rajesh	Assistant Professor	Management/Marketing
Chazelle, Celia	Assistant Professor	History
Cheek, Dallas	Assistant Professor	Reading and Language Arts
Conrad, Peter	Assistant Professor	Engineering
Dill-Standiford, Teresa	Assistant Professor	Psychology
Frede, Ellen	Assistant Professor	Elementary and Early Childhood Education
Hall, Ruth	Assistant Professor	Psychology
Huang, Jinmo	Assistant Professor	Chemistry
Klinkowstein, Thomas	Assistant Professor	Art
Knobler, Adam	Assistant Professor	History
Knox, Deborah	Assistant Professor	Computer Science
Konkle, Lincoln	Assistant Professor	English
Landreau, John	Assistant Professor	Modern Languages
Lasher, Nancy	Assistant Professor	Business Administration
Leven, Bozena	Assistant Professor	Economics
Mcgill, John	Assistant Professor	Management/Marketing
Miller, Kevin	Assistant Professor	Speech Pathology and Audiology
Nouri, Hossein	Associate Professor	Accounting
Ochoa, Oscar	Assistant Professor	Physics
Paul, Elizabeth	Assistant Professor	Psychology
Pollock, John	Assistant Professor	Communication Studies
Reinert, Howard	Assistant Professor	Biology
Roberts, Melinda	Assistant Professor	Philosophy
Schmidt, W. Daniel	Assistant Professor	Health and Physical Education
Sweeney, Dennis	Assistant Professor	History

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ONE YEAR REAPPOINTMENTS -- STAFF 7/1/94 - 6/30/95

Judith Alu	Professional Services Specialist 3	Development and Alumni Affairs
David Bailey	Professional Services Specialist 4	Auxiliary Services
Ann Bready	Professional Services Specialist 3	College Relations
Sha Ron Brooks	Assistant Director 3	Student Center Admin.
Patricia Butcher	Assistant Director Library Services	Library
Brenda Campbell	Professional Services Specialist 2	Athletics
Barbara Clancey	Professional Services Specialist 4	Career Services
Judith Evans	Professional Services Specialist 2	Development and Alumni Affairs
Audrey Jones	Professional Services Specialist 3	Comm. Dev. Serv/Campus Life
Bridget Konkle	Administrative Assistant 3	Library
Brenda Lehner	Professional Services Specialist 3	Records and Registration
Christine Leichliter	Professional Services Specialist 3	Records and Registration
Anne Martens	Professional Services Specialist 2	Development and Alumni Affairs
Cathy Moscarello	Assistant Director 3	College Relations
Shawn Sivy	Professional Services Specialist 3	Information Management
Sam Tola	Professional Services Specialist 4	Admissions
Philip Tramdack	Assistant Director Library Serv.	Library
Lisa Watson	Professional Services Specialist 4	Admissions
Ray Wheeler	Assistant Director 3	Financial Aid

ONE YEAR REAPPOINTMENTS -- STAFF (10 MONTH) 9/1/94 - 6/30/95

Carol Evangelisto	Professional Services Specialist 3-10 MO	Psych. Counsel. Serv.
Nylda Huslin	Assistant Director 3-10 MO	Acad. Dev. Serv.
Lisa McCarthy	Professional Services Specialist 4-10 MO	Community Dev. Serv/Res Life
John Messina	Professional Services Specialist 4-10 MO	Community Dev. Serv/Res Life

THREE YEAR REAPPOINTMENTS -- STAFF (12 MONTH) 7/1/94 - 6/30/97

Steven Ripans	Assistant Director 3	Admissions
Delsia Fleming	Professional Services Specialist 3	EOF
Kevin Potucek	Professional Services Specialist 4	Media & Technology
Crystal Smith	Professional Services Specialist 4	COLLEGEBOUND
Charlie Williams	Professional Services Specialist 3	EOF
Jeffrey Kerswill	Professional Services Specialist 3	Information Management
Larry Rose	Professional Services Specialist 3	Information Management

THREE-YEAR REAPPOINTMENTS (10 MONTH) 9/1/94 - 6/30/97

Larry Gage	Professional Services Specialist 1-10 MO	Psych. Counsl. Serv.
Bonnie North	Professional Services Specialist 2-10 MO	Psych. Counsl. Serv.

CONSIDERATION OF A RESOLUTION APPROVAL FOR A TOTAL PROJECT COST INCREASE
ASSOCIATED WITH THE
TRAVERS-WOLFE SPRINKLER AND FIRE ALARM IMPROVEMENT PROJECT

- WHEREAS: The Trenton State College approved on December 3, 1992 a resolution approving a Planning Document for the Travers/Wolfe Sprinkler and Fire Alarm Improvement project at a total project cost of \$1,836,625, based upon construction cost estimates of \$1,567,500; and,
- WHEREAS: The President has forwarded this Planning Document to the Chancellor and upon the Chancellor's recommendation, the Board of Higher Education approved this Planning Document at its January 22, 1993 meeting, at a total project cost of \$1,836,625, based upon construction cost estimates of \$1,567,500; and authorized the College to proceed to award construction contracts provided the total construction cost is within 10% of \$1,567,500; and,
- WHEREAS: The College received competitive construction bids for the Phase I portion of the project which included construction in the Travers Tower only and resulted in a Phase I total project cost of \$1,296,759, based upon a construction cost of \$1,136,702; and,
- WHEREAS: The College will proceed with the construction of the Phase II portion of the project, consisting of the Wolfe Tower and the Link, during the Summer of 1994, at a anticipated construction cost of \$887,176 and a project cost of \$966,812; and,
- WHEREAS: The increase in the project's construction cost over the estimates is attributable to a compression of the construction period duration; escalation of expenses due to the deferring of the Link from 1993 to 1994; and, an increase in the project's scope to remove and replace the ceiling grid system during construction; and,
- WHEREAS: The College administration has determined that the sprinkler and fire alarm system improvements in the Travers/Wolfe Student Residence Halls are necessary to maintain a continued provision of student residence and student development programs, including summer conferences and camps; and,
- WHEREAS: The College administration has determined that the revised total estimated project cost of \$2,263,571, consisting of a revised total construction cost of \$2,023,878, will be funded through accumulated auxiliary services funds specifically reserved for the capital renewal of this facility; and, be it further

RESOLVED: That the Trenton State College Board of Trustees hereby approves the Travers/Wolfe Sprinkler and Fire Alarm Improvement project at a revised total project cost of \$2,263,571 to be funded from available accumulated auxiliary services funds; and, be it further

RESOLVED: The President is authorized to forward this increased project cost to the Chancellor for his recommendation to the Board of Higher Education for its consideration of approval at its February 23, 1994 meeting.

DECEMBER 2, 1993

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RESOLUTION APPROVING THE REVISED
CLUSTER HOUSING AND STUDENT PARKING GARAGE
PLANNING DOCUMENTS

WHEREAS: That the Trenton State College Board of Trustees approved on September 9, 1993 the major construction project planning document, entitled the Cluster Housing Project and dated August 20, 1993, at a total project cost of \$13,620,000.00 and as such authorized the President to advance this project, including seeking all necessary governmental approvals, the financing for and construction thereof; and

WHEREAS: The preliminary plans and specifications for this project have resulted with a revised total project cost of \$12,930,834; and

WHEREAS: The Trenton State College Board of Trustees approved on September 9, 1993 the major construction project planning document, entitled the Student Parking Garage Project and dated August 21, 1993, at a total project cost of \$4,392,450 and as such authorized the President to advance this project, including seeking all necessary governmental approvals, the financing for and construction thereof; and

WHEREAS: The preliminary plans and specifications for this project have resulted with a revised total project cost of \$5,081,616, now therefore be it

RESOLVED: That the Trenton State College Board of Trustees hereby approves the major construction project planning document, entitled the Cluster Housing Project and dated November 30, 1993, at a total project cost of \$12,930,834.00 and as such authorizes the President to advance this project, including seeking all necessary governmental approvals, the financing for and construction thereof; and be it further

RESOLVED: That the Trenton State College Board of Trustees hereby approves the major construction project planning document, entitled the Student Parking Garage Project and dated November 30, 1993, at a total project cost of \$5,081,616.00 and as such authorizes the President to advance this project, including seeking all necessary governmental approvals, the financing for and construction thereof.

BE IT
FURTHER

RESOLVED: That the construction contract will be awarded to a responsible bidder who has provided a certification that they have made outreach efforts to minority and female subcontractors.

DECEMBER 2, 1993

RESOLUTION CONCERNING SUBMISSION OF PROPOSALS
FOR THE PURCHASE OF EQUIPMENT
THROUGH THE EQUIPMENT LEASING FUND,
TOTALING \$2,900,000

- WHEREAS: P.L. 1993, C. 136 established the Equipment Leasing Fund to enable Institutions of Higher Education to purchase scientific, engineering, technical, computer, communications or instructional equipment to provide for the education and training of the work force of the future and to advance science and technology through research; and
- WHEREAS: Trenton State College has been allocated \$2,900,000 under the Equipment Leasing Fund; and
- WHEREAS: The Department of Higher Education has established regulations, subject to final approval by the Board of Higher Education, for the submission and approval of purchases through the Equipment Leasing Fund; and
- WHEREAS: Proposals for the purchase of equipment through the Equipment Leasing Fund have been reviewed by the Budget and Planning Standing Committee and the Computer Advisory Committee at Trenton State College; and
- WHEREAS: The Vice President for Administration and Finance, with the approval of the President, has reviewed with the Finance Committee of the Trenton State College Board of Trustees the proposed equipment purchases under the Equipment Leasing Fund; and
- WHEREAS: The Finance Committee of the Board recommended its approval;
- THEREFORE, BE
IT RESOLVED: That the Trenton State College Board of Trustees approves the proposals for equipment purchases through the Equipment Leasing Funds totaling \$2,900,000 and directs the President to transmit those proposals to the Board of Higher Education.

December 2, 1993

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR CONSTRUCTION CONTRACTING PURPOSES

WHEREAS: State College Contract Law permits waivers of advertising for specified purchases in excess of \$11,100 and

WHEREAS: The Law provides that such waivers shall be approved by the Trenton State College Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance Committee, a subcommittee of the Trenton State College Board of Trustees,

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

<u>VENDOR</u>	<u>PURPOSE</u>
Jordan and Pease Architects (\$101,750.00)	Professional architectural/engineering services relating to the Packer Hall Renovation and Master-planning project
Kitchen & Associates Architectural Services (\$66,252.00)	Professional architectural/engineering services relating to the Child Care Facility project
Sycom Enterprises (\$10,000.00)	Energy management services and professional services consulting contract
Data Archives, Inc. (\$19,200.00)	Off-campus documents and records storage, inventory service and rental of security containers
The Scotsman Group (\$30,600.00)	Rental of temporary office trailers
Shive/Spinelli/ Perantoni & Assoc. (\$15,000.00)	Professional architectural/engineering services associated with the Administrative Services Building project
Design Interface (\$45,522.00)	Construction management services associated with the Cogeneration project
Public Service Electric and Gas (\$907,787.00)	Electricity and natural gas services which are regulated by the New Jersey Board of Public Utilities
Balsam Corporation (\$939,800.00)	Replacement of synthetic artificial turf field

December 2, 1993

Board of Trustees
Attendance
1993-1994

	<u>12/2/93</u>	<u>2/17/94</u>	<u>4/21/94</u>	<u>6/9/94</u>	<u>9/2/94</u>	<u>9/22/94</u>
Ms. Horne	present	present	present	NA	present	present
Dr. Enriquez	NA	NA	present	present	NA	present
Mr. Greenberg	present	present	present	present	present	present
Mr. Hasbrouck	NA	NA	present	present	present*	present
Mr. Kane	present	NA	present	present	present	NA
Dr. Kibler	present	present	present	present	present*	present
Ms. Naglak	NA	present	present	present	NA	present
Dr. Rhett	present	present	present	present*	present	present
Ms. Weaver	present	NA	NA	NA	NA	NA

*present by phone