

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

December 5, 2002

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3:00 p.m.

Minutes of Public Board Meeting

Present: Mr. Walter Chambers, Chair; Mrs. Patricia Rado, Secretary (phone); Mr. Tom Bracken (phone); Mr. Robert Gladstone (phone); Ms. Stacy Holland (phone); Mr. Robert Kaye (phone); Mr. James McAndrew (phone); Ms. Barbara Pelson (phone); Mr. Jeffrey Perlman (phone); Mr. Harry Reichard (phone); Dr. R. Barbara Gitenstein, President; Mr. Rohit Thawani, Student Trustee; Ms. Monique Manfra, Alternate Student Trustee; Dr. Beth Paul, Faculty Representative to the Board; Dr. William Behre, Faculty Representative to the Board; Ms. Joanne Popowski, Staff Representative to the Board; Ms. Kathy Ragan, Staff Representative to the Board

Not Present: Mr. John Beake; Ms. Hazel Gluck; Mr. Wayne Griffith; Mr. Bruce Hasbrouck; Mr. Jose Sosa

The meeting was called to order at 3:00pm.

I. Announcement of Compliance

Mr. Chambers 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 Mr. Kaye, seconded by Mr. Reichard, that the Board go into closed session to discuss personnel actions which are items exempt under the Open Public Meetings Act. The motion carried unanimously.

III. Resumption of Public Session/Pledge of Allegiance

IV. Approval of the Minutes of the October 3, 2002 Meeting

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

V. Report of the President

Dr. Gitenstein made her report.

VI. Report of the Board Officers

No report.

VII. Report of the Sesquicentennial Committee

Mr. Gladstone and Mrs. Pelson made their report.

VIII. Report of the Trustee member of the TSC Corporation

Mr. Chambers reported on behalf of Mr. McAndrew.

IX. Report of the Trustee member of the TCNJ Foundation

Mr. Gladstone made his report.

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

Mr. Chambers made his report.

XV. New Business

A. Report of the Executive Committee

Mr. Chambers reported for the committee.

1. Personnel Actions

a. Appointments – Faculty - Attachment A

It was moved by Ms. Rado, seconded by Mr. Kaye, that attachment A be approved. The motion carried unanimously

b. Change of Status, Permanent Appointments, Temporary Appointments, Resignations, Retirements, Reappointments - Staff - Attachment B

It was moved by Mr. McAndrew, seconded by Mr. Bracken, that attachment B be approved. The motion carried unanimously

c. Honorary Degrees - Attachment C

It was moved by Mr. McAndrew, seconded by Mr. Reichard, that attachment C be approved. The motion carried unanimously

2. Resolution Honoring Mrs. Heather M. Fehn for Outstanding Service to the TCNJ Board of Trustees -Attachment D

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

B. Report of the Academic Affairs Committee

1. Resolution Approving a Bachelor of Arts in Interactive Multimedia - Attachment E

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

C. Report of the Finance & Construction Committee

1. Resolution Concerning the Submission of the FY 2004 Budget Request - Attachment F

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

2. Bid Waivers for College Business Purposes:

- Professional and Other Services - Attachment G

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

- Printing and Publications – Attachment H

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

- Computer and Technical – Attachment I

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

- Facilities Management – Attachment J

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

D. Report of the Development and College Relations Committee

No report.

E. Report of the Student Life Committee

No report.

XVII. Adjournment

The following resolution was moved by Ms. Holland, seconded by Mr. Perlman. 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 27, 2003 at a time and location to be announced.

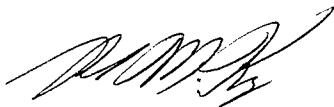
Be It

Further

Resolved: That this meeting be adjourned.

The meeting was adjourned at 4:00pm.

Respectfully submitted,



Robert M. Kaye
Secretary

Appointments - Faculty

Karen Gordon

Assistant Professor
Full-Time Temporary
Education Administration & Secondary Education
Effective: September 1, 2002

Staff Change of Status

BUSSE, MARGARET

ACE/EOF Program
From: Project Specialist N14
To: Project Specialist A999 – Classified
Effective: September 23, 2002

STUTZMAN, ANDREW

Information Technology
From: Assistant Director 3
To: Assistant Director 2
Effective: January 1, 2003

Staff Appointments – Permanent

GEIMAN, ERICA

Office of Records & Registration
Program Assistant
Effective: November 11, 2002

SICA, ELIZABETH

Office of Conference & Meeting Services
Professional Services Specialist 4
Effective: October 21, 2002

WIGGINS, GRANT

Office of Academic Affairs
Project Specialist N28
Effective: September 1, 2002

Staff Appointments – Temporary

ASHTON, CHARLIE

High Tech Workforce Grant
Project Specialist N22
Effective: November 11, 2002

HANSEN, KELD

Center of Global Business
Project Specialist N22
Effective: September 9, 2002 – June 30, 2003

HILL, CAROLINE

Career Equity Center
Project Specialist N14
Effective: November 1, 2002 – June 30, 2003

KIRBY, ANASTACIA

Small Business Development Center
Project Specialist A999
Effective: September 21, 2002 – June 30, 2003

MOYER, MARGARET

Office of Human Resources
Managing Assistant Director 4
Effective: September 23, 2002 – March 27, 2003

SPADAFORA, TINA

Teacher Effectiveness Grant
Project Specialist N14 – Part Time
Effective: November 6, 2002

VAS, MELISSA

Office of Conference & Meeting Services
Program Assistant
Effective: October 21, 2002 – June 30, 2003

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Staff Resignations

MCCROY, MICHELLE	Residence Life Professional Services Specialist 4 – 10 month Effective: November 15, 2002
SMITH, JANE	Career Equity Center Project Specialist N14 Effective: September 30, 2002
TRAMDACK, PHILIP	Library Associate Dean Effective: December 6, 2002

Staff Retirements

MAARBERG, ROBERT	Radio & Television Center Assistant Director 1 Effective: December 31, 2002
ROTHSTEIN, MICHAEL	Governor's School of Arts Project Specialist M999 Effective: November 1, 2002
YOUNG, VERA	Office of Student Financial Services Assistant Director 1 Effective: December 31, 2002

One Year Reappointments (effective July 1, 2003 – June 30, 2004) – AFT Staff

APELIAN, MARILYN	West Library Professional Services Specialist 3
AVILES, GERMAINE	Office of Admissions Professional Services Specialist 4
BALL, ESTHER	Office of Records & Registration Program Assistant
BARCLAY, RAYMOND	Office of Records & Registration Professional Services Specialist 2
BLAYNE-PAUL, JANIS	Government & Community Relations Professional Services Specialist 2
BRUNETTO, ANDREW	Office of User Support Services Information Technology Professional Services Specialist 3
CAPERNA, KATIE	Office of Student Financial Services Program Assistant
CASEY, VILJA	Office of Development & Alumni Affairs Professional Services Specialist 4

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**One Year Reappointments (effective July 1, 2003 – June 30, 2004) – AFT Staff
(continued)**

COSPER, FLOYD	Office of User Support Services Information Technology Professional Services Specialist 3
DAMAS, HERVE'	Physical Enhancement Center Professional Services Specialist 3
DICHECK, SCOTT	Office of Athletics Assistant Director 3
DUNCAN, TRACEY	Office of Residence Life Program Assistant
HALLBACK, DIONNE	Office of Student Financial Services Program Assistant
HARNETT, JENNIFER	Office of Athletics Professional Services Specialist 3
HENDERSHOT, KAREN	Office of Global Programs Professional Services Specialist 3
KALINOWSKI, MARK	Music Department Program Assistant – Part Time
KAPP, CRAIG	Office of User Support Services Information Technology Assistant Director 3
KROTH, RICHARD	Music Department Professional Services Specialist 3
LYGAS, DIANA	Office of Development & Alumni Affairs Professional Services Specialist 4
MALDONADO, KEVIN	Office of Campus Life Professional Services Specialist 4
MARCHETTI, MICHAEL	Office of Graduate Studies Program Assistant
MARCHETTI, ANTHONY	Office of College Relations Professional Services Specialist 4
MCCRAY, TODD	Office of Campus Life Professional Services Specialist 3
MIDDLETON, MATTHEW	Office of Admissions Professional Services Specialist 4
MORAN, NAIREM	Office of College Relations Program Assistant
MYERS, LISA	Office of College Relations Assistant Director 3

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**One Year Reappointments (effective July 1, 2003 – June 30, 2004) – AFT Staff
(continued)**

NEELY, JASON	Office of Residence Life Program Assistant
OGLETREE, NEVOLIA	Office of Career Services Assistant Director 3
PATTERSON, ROCHELLE	Office of Admissions Professional Services Specialist 4
PERKINS, GENEVIEVE	Office of Student Life Professional Services Specialist 4
PERRY, COLLEEN	Office of Career Services Assistant Director 3
RAFFERZEDER, KIMBERLY	Office of Conference & Meeting Services Professional Services Specialist 4
REGEN, CHARLOTTE	Office of Career Services Program Assistant
ROGERS, AIMEE	Office of Development & Alumni Affairs Program Assistant
ROSSI, ELIZABETH	Office of Development & Alumni Affairs Professional Services Specialist 2
SELBST, ROBIN	Office of Athletics Professional Services Specialist 3
SIMPSON, MYRONEE	Office of Admissions Program Assistant
SWAMINATHAN, UJWALA	Office of Records & Registration Professional Services Specialist 4
VANDUSEN, BRUCE	Office of College Relations Professional Services Specialist 3
WHITMORE, MICHAEL	Office of Information Technology Professional Services Specialist 3
WILKINSON, TIMOTHY	Office of Campus Life Professional Services Specialist 3
WINKEL, MATTHEW	West Library Program Assistant – Part Time
WOODSIDE, DIANE	Office of Development & Alumni Affairs Professional Services Specialist 2
YAMIOLKOWSKI, ANN	Office of Differing Abilities Professional Services Specialist 3

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**One Year Reappointments (effective July 1, 2003 – June 30, 2004) – AFT Staff
(continued)**

YAPLE, PATRICIA	Child Care Center Program Assistant – Part Time
YERAS, JEDDEL	Office of User Support Services Information Technology Professional Services Specialist 3
ZAWODNIAK, ELIZABETH	Office of Student Life Program Assistant – Part Time

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

GRUENBERG, DIANE	Tutoring & Academic Enhancement Center Assistant Director 2 – 10 months
MENNA, MEGAN	Athletics Professional Services Specialist 3 – 10 months
O'BRIEN, KYRA	Office of Residence Life Professional Services Specialist 4 – 10 months
ROBBINS, MICHAEL	Office of Residence Life Professional Services Specialist 4 – 10 months
STALLINGS, SEAN	Office of Residence Life Professional Services Specialist 4 – 10 months

Three Year Reappointments (effective July 1, 2003 – June 30, 2006) – AFT Staff

MISCHE, NIKOLAUS	Office of Global Programs Professional Services Specialist 3
SAWCHUK, NATALKA	West Library Professional Services Specialist 2

Honorary Degrees

Ms. Marilyn vos Savant

Doctorate of Letters
To be presented May 16, 2003

Rev. Dr. DeForest B. Soaries, Jr.

Doctorate of Humane Letters
To be presented May 16, 2003

**Resolution Honoring
Heather M. Fehn
For Outstanding Service To
The College of New Jersey Board of Trustees**

- Whereas: Heather Fehn began her career as the Graduate Assistant for Board Affairs in 1995, and was appointed to the position of Assistant to the President and Secretary to the Board of Trustees in 1996; and
- Whereas: Heather Fehn served as the primary staff member to the Board and devoted her time and expertise to coordinating all the affairs of the TCNJ Board of Trustees; and
- Whereas: During this period Heather Fehn implemented innovations that dramatically enhanced board operations and effectiveness; and
- Whereas: Heather Fehn also served as staff for three very significant and successful search committees: the Presidential Search Committee, the Provost and Vice President for Academic Affairs Search Committee, and the Vice President for Development Search Committee; and
- Whereas: Heather Fehn's accomplishments include leadership in the Association of Governing Boards of Universities and Colleges, and has brought recognition and prominence to the college through her service as a member of the AGB Board Professional Staff National Conference Planning Council;
- Therefore,
Be It
Resolved: That the Board of Trustees of The College of New Jersey extends its sincere appreciation and gratitude to Mrs. Heather M. Fehn for her many years of outstanding service, and wishes her continued success in the pursuit of her promising career in academe.

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**Resolution Approving a Bachelor of Arts Degree
in Interactive Multimedia
(with options indicated on the transcript for Digital Media, Interactive Computing,
and Professional Writing)**

Whereas: A program in Interactive Multimedia would be the culmination of directions taking place both nationally and at The College of New Jersey in which formerly distinct fields converge across traditional disciplinary lines; and

Whereas: A program in Interactive Multimedia would prepare students in a broad range of fields who are able to recognize, respond, and innovate across disciplinary boundaries using information and communication technology; and

Whereas: Offering an interdisciplinary program in Interactive Multimedia would put The College of New Jersey among the first undergraduate programs in this emerging area and support The College's mission of offering innovative, exemplary programs to high achieving students; and

Whereas: A program in Interactive Multimedia would prepare students who will become leaders in developing this new field and will be able to pursue graduate study in a wide range of fields or to meet needs as professionals in the academic, private, and public sectors; and

Whereas: A program in Interactive Multimedia would draw upon resources and faculty expertise already at The College of New Jersey; and

Whereas: The proposed program in Interactive Media has gone through The College's program approval process;

Therefore
Be It
Resolved

That the Bachelor of Arts degree in Interactive Multimedia (with options to be indicated on the transcript of Fine Arts, Interactive Computing, and Professional Writing be approved, effective September, 2003.

Resolution Concerning Submission of the
FY 2004 Budget Request
Totaling \$129,688,000

- 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 2004 operating budget request prepared in accordance with the FY 2004 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 approves the FY 2004 operating budget request of \$129,688,000 of which \$42,325,000 would be state appropriations.

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES
(Professional and Other Services)

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$18,600, 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
Bellver International College \$26,320.00	Rental of instructional facilities for the summer program in Mallorca, Spain	Self Funded Revenue A
Holiday Home Services \$36,046.50	Faculty/staff housing in Mallorca during the on-site summer program in Spain	Self Funded Revenue A
Unitravco, Inc. \$32,970.00	Travel services for the School of Business European tour	Self Funded Revenue A
French and Parrello Assoc \$25,450.00	Professional engineering services for the completion of the Dam Emergency Action Plan	College Operating
Penn State University \$53,616.00	Subcontract for the Grant "Labor Market Compensation and Economic Behavior"	Grant
New Jersey City University \$50,000.00	Subcontract for the Grant "Teaching College Faculty and Staff to Use Adaptive Technology as a Reasonable Accommodation: A Faculty Ambassador Approach"	Grant
Middlesex County College \$50,000.00	Subcontract for the Grant "Teaching College Faculty and Staff to Use Adaptive Technology as a Reasonable Accommodation: A Faculty Ambassador Approach"	Grant
Ramapo College \$50,000.00	Subcontract for the Grant "Teaching College Faculty and Staff to Use Adaptive Technology as a Reasonable Accommodation: A Faculty Ambassador Approach"	Grant
The Lavin Agency \$25,000.00	Keynote speaker for the Writer's Conference "Salman Rushdie"	Self Funded Revenue A and Grant
Mercadien Consulting \$36,500.00	Professional consulting expertise to assist in the evaluation of administrative operations for our physical plant operations and procedures	College Operating

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES
(Printing and Publications)

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$18,600, 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
International School Services \$42,840.00	Textbook purchase for courses conducted in Mallorca, Johannesburg, Bangkok and Kuwait	Self Funded Revenue Account
CRW Graphics \$72,040.50	Printing of the Search Brochure	College Operating

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES
(Computing and Technical)

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$18,600, 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
PeopleSoft Corporation \$1,700,000.00	Software, maintenance and consulting services for the student information system	Institutional Reserves
Medical Plastics, Inc. \$57,225.00	Laerdal SimMan Patient Simulation System and Service Plan	Higher Education Equipment Leasing Fund
Hewlett Packard/Agilent \$25,000.00	Waveform Generators/Multi-meter	Higher Education Equipment Leasing Fund
Tinius-Olsen Corp. \$33,000.00	Upgrade to the Universal Test Machine	Higher Education Equipment Leasing Fund

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES
(Facilities Management)

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$18,600, 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
Honeywell, Inc. \$139,350.00	Fire alarm upgrade	College Operating

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