

**The College of New Jersey  
Board of Trustees  
February 25, 2014  
201/106 Paul Loser Hall  
3:00pm**

**Public Meeting Minutes**

Present: Christopher Gibson, Chair; Brad Brewster, Vice Chair; Jorge Caballero, Secretary; Eleanor Horne, Fred Keating; Brian Markison; Miles Powell; Susanne Svizeny; Treby Williams; Josh Zeitz; Matthew Wells; Ryan Boyne; Mike Martinovic; David Blake; Lynette Harris; R. Barbara Gitenstein, President

Not Present: Robert Altman; Rosie Hymerling; Albert Stark; Tim Grant

I. Announcement of Compliance

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

II. Motion to go into closed session

It is moved by Ms. Svizeny, seconded by Mr. Markison, that the Board go into closed session to discuss personnel actions including Faculty— Promotions, New Appointments Reappointments – Temporary, Retirements – Emeritus, Resignations; Staff— New Appointments, Change of Status, Retirements – Emeritus, all pending litigation including William Rogers v. TCNJ, and William Rudeau; Susan Guerrini v. TCNJ, anticipated litigation, and presidential evaluation, items exempt under the Open Public Meetings Act

III. Closed Session

IV. Resumption of Public Session/Pledge of Allegiance

V. Approval of the Minutes of the December 3, 2013 Public Meeting

It was moved by Mr. Brewster, seconded by Ms. Svizeny, that the minutes be approved. The motion passed unanimously.

VI. Report of the President

Dr. Gitenstein gave her report.

VII. Report of the Board Officers

A. Appointment of the Board Officers Nominating Committee

Mr. Gibson appointed the following trustees to the Board Officers Nominating Committee: Susanne Svizeny, Robert Altman, Rosie Hymerling.

- B. Mr. Gibson then called on student Kevin Mount who registered to speak to the board regarding the relocation of the Kidsbridge tolerance museum.

VIII. Report of the Trustee member of the TSC Corporation

Mr. Markison gave his report.

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

President Gitenstein reported for Dr. Altman.

X. Report of the Trustee member of the TCNJ Foundation

Ms. Horne gave her report.

XI. Report of the Trustee member of the TCNJ Alumni Association

Ms. Horne reported for Mrs. Hymerling.

XII. New Business

A. Report of the Executive Committee

Mr. Gibson reported for the Executive Committee.

- 1. Faculty Actions – Promotions, New Appointments  
Reappointments – Temporary, Retirements – Emeritus,  
Resignations – Attachment A

It was moved by Mr. Caballero, seconded by Ms. Svizeny that the faculty actions be approved. The motion passed unanimously.

- 2. Staff Actions – New Appointments, Change of Status, Retirements  
– Emeritus - Attachment B

It was moved by Mr. Brewster, seconded by Ms. Svizeny that the staff actions be approved. The motion passed unanimously.

B. Report of the Student Affairs Committee

Ms. Horne reported for Mrs. Hymerling.

- 1. The College of New Jersey Board of Trustees Resolution  
Approving a Revised Alcohol and Drug Policy – Attachment C

It was moved by Mr. Markison, seconded by Dr. Keating that the resolution be approved. The motion passed unanimously.

C. Report of the Academic Affairs Committee

No report was given.

D. Report of the Building and Grounds Committee

Ms. Svizeny reported for Mr. Brewster.

1. Resolution Approving Waivers of Advertising (Buildings and Grounds) - Attachment D

It was moved by Mr. Brewster, seconded by Mr. Markison that the resolution be approved. The motion passed unanimously.

2. Resolution Approving a Change Order to Oliver Communications for the Telephone Switch Project – Attachment E

It was moved by Mr. Caballero, seconded by Mr. Markison that the resolution be approved. The motion passed unanimously.

E. Report of the Finance and Investments Committee

Mr. Caballero reported for the committee.

1. The College of New Jersey Board of Trustees Resolution Approving Expansion of the Pre-College/Bonner Summer Program consistent with the College's Strategic Initiatives– Attachment F

It was moved by Mr. Brewster, seconded by Ms. Svizeny that the resolution be approved. The motion passed unanimously.

2. Resolution Approving Waivers Of Advertising For College Business Purposes (Finance and Investments) – Attachment G

It was moved by Mr. Markison, seconded by Mr. Brewster that the resolution be approved. The motion passed unanimously.

F. Audit, Risk Management and Compliance

Ms. Svizeny will report for the committee.

1. Resolution Approving Waivers Of Advertising For College Business Purposes (Audit, Risk Management and Compliance) – Attachment H

It was moved by Dr. Keating, seconded by Mr. Brewster that the resolution be approved. The motion passed unanimously.

**G. Report of the College Advancement Committee**

Ms. Horne reported for the committee.

1. Resolution Adopting The College of New Jersey Naming of Assets Policy – Attachment I

It was moved by Dr. Keating, seconded by Ms. Svizeny that the resolution be approved. The motion passed unanimously.

2. Resolution Adopting the Official Seal of The College of New Jersey – Attachment J

It was moved by Ms. Horne, seconded by Ms. Svizeny that the resolution be approved. The motion passed unanimously.

**XII. Adjournment**

The following resolution was moved by Mr. Brewster, seconded by Dr. Keating. The motion carried unanimously.

Be It

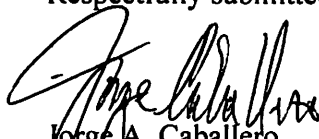
Resolved: That the next public meeting of The College of New Jersey Board of Trustees, the annual tuition hearing, will be held on Tuesday, April 29, 2014 at a time and location to be announced.

Be It

Further

Resolved: That this meeting be adjourned.

Respectfully submitted,

  
Jorge A. Caballero  
Secretary

**Faculty Promotions (Effective September 1, 2014)**

**Associate Professor**

1. Dr. Ashley Borders
2. Dr. Luke Butler
3. Dr. Anne Farrell
4. Dr. Jana Gevertz
5. Dr. Lisa Grimm
6. Dr. Colette Gosselin
7. Dr. Marla Jaksch
8. Dr. Lisa LaJevic
9. Dr. Waheeda Lillevik
10. Professor Emilie Lounsberry
11. Dr. Michael Marino
12. Dr. Robert McGreevey
13. Dr. Nadya Pancsofar
14. Dr. Farshid Safi
15. Dr. Moussa Sow
16. Dr. Shaun Wiley
17. Dr. Matthew Wund

**Professor**

1. Professor Anita Allyn
2. Dr. Diane Bates
3. Dr. Richard Blumberg
4. Dr. Jean Graham
5. Dr. David McGee
6. Dr. Gerald Miller
7. Dr. Jerry Petroff
8. Dr. Nicholas Ratamess
9. Dr. Lee Ann Riccardi
10. Dr. Glenn Steinberg

**Librarian I**

1. Dr. Yuji Tosaka
2. Professor Valerie Tucci

**New Appointments – Faculty**

Dr. Ambrose Adegbege

Electrical and Computer Engineering  
Assistant Professor  
Effective: August 25, 2014

Joseph Baker

Chemistry  
Assistant/Associate Professor  
Effective: August 25, 2014

Dr. Tao Dumas

Political Science  
Assistant/Associate Professor  
Effective: August 25, 2014

Steffen Marcus

Mathematics & Statistics  
Assistant/Associate Professor  
Effective: August 25, 2014

Dr. David Mazeika

Criminology  
Assistant/Associate Professor  
Effective: August 25, 2014

Dr. Solange Murphy

Special Education, Language and Literacy  
Associate Professor

Larry Pearlstein

Electrical & Computer Engineering  
Assistant/Associate Professor  
Effective: August 25, 2014

**Reappointment – Faculty - Temporary**

Emily Bent

Women & Gender Studies  
Assistant Professor  
Effective: January 21, 2014  
End date: June 30, 2014

Diana Garzio

Nursing  
Instructor  
Effective: January 21, 2014  
End date: June 30, 2014

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**Reappointment – Faculty - Temporary - Continued**

Shannon Grey

Educational Administration  
& Secondary Education  
Instructor  
Effective: January 21, 2014  
End date: June 30, 2014

Catrina Sparcio

Nursing  
Assistant Professor  
Effective: January 21, 2014  
End date: June 30, 2014

**Retirement – Faculty – Emeritus**

Robert Anderson

The Liberal Learning Program  
Associate Professor  
Effective: February 1, 2014

Daniel Crofts

History  
Professor  
Effective: July 1, 2014

Raymond Pfeiffer

Physics  
Professor  
Effective: July 1, 2014

Roger McKinney

Music  
Assistant Professor  
Effective: July 1, 2014

**Resignations**

Claire Clemens

Library  
Librarian  
Effective: January 1, 2014

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**New Appointments – Staff**

|                    |   |
|--------------------|---|
| Sharon R. Beverly  | Athletics and Recreation<br>Assistant Vice President/Executive Director<br>Effective: March 3, 2014 |
| Carole Kenner      | School of Nursing and Exercise Science<br>Dean<br>Effective: July 1, 2014                           |
| Christopher Murphy | Liberal Learning Program<br>Associate Provost<br>Effective: January 6, 2014                         |
| Jennifer Palmgren  | Academic Affairs<br>Assistant Provost<br>Effective: January 2, 2014                                 |
| Natalie Steele     | Admissions<br>Professional Services Specialist 4<br>Effective: January 13, 2014                     |
| Ieva Zake          | Academic Affairs<br>Vice Provost<br>Effective: January 22, 2014                                     |

**Change of Status – Staff**

|                  |  |
|------------------|--|
| Thomas Mankovich | Center for Institutional Effectiveness<br>From: Associate Director<br>To: Director<br>January 11, 2014 |
| Kerri Tillet     | Human Resources<br>From: Director<br>To: Associate Vice President<br>Effective: January 2, 2014        |

**Retirement – Staff – Emeritus**

|               |   |
|---------------|---|
| William Behre | Academic Affairs<br>Vice Provost<br>Effective: March 28, 2014   |
| Eric Hamilton | Athletics<br>Assistant Director 2<br>Effective: January 1, 2014 |

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**The College of New Jersey Board of Trustees  
Resolution Approving  
the Alcohol and Other Drug Policy**

- Whereas: The College of New Jersey is committed to cultivating a safe and healthy working and education environment through intentional policy development and programming; and
- Whereas: Federal regulations, require that TCNJ conduct a biennial review of its Alcohol and Other Drug Policy, as well as of the effectiveness of our “program[s] to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.”; and
- Whereas: The current Alcohol and Other Drug Policy has not undergone timely revision and governance review as required since the Board’s last action on December 2, 2008; and
- Whereas: The current Alcohol and Other Drug Policy is not in line with the Student Conduct Code passed by the Board in July 12, 2011; and
- Whereas: The proposed updated *Alcohol and Other Drug Policy* has been developed in collaboration with the Committee on Student and Campus Community (the appropriate governance committee), the Healthy Campus Program Council, assistance from Angela Lauer Chong, Associate Dean of Students and Director of Student Conduct, and is the result of review and campus-wide feedback;
- Therefore,  
Be It Resolved: That the Board of Trustees of The College of New Jersey hereby approves the attached *Alcohol and Other Drug Policy* for immediate publication.

February 25, 2014



# The College of New Jersey

|   |  |
|---|--|
| Section:  | XI. 1.1.   |
| Title:  | Alcohol and Other Drug Policy                      |
| Effective Date:   | February 25, 2014                                  |
| Approved By:  | Board of Trustees                                  |
| Responsible Unit:   | Vice President for Student Affairs                 |
| History:  | December 2, 2008; October 5, 2005; January 1, 2005 |
| Related Documents:<br>The College of New Jersey Student Conduct Code<br>The College of New Jersey Guide to Residence Living |  |

## I. INTRODUCTION

A. Alcohol and Other Drug Policy – In fulfillment of its mission, The College of New Jersey is committed to providing a campus environment that promotes the safety and well-being of its students, faculty, staff, and visitors. The College regards the abuse of alcohol and the use of illicit drugs as antithetical to its mission. Therefore, TCNJ adheres to restrictions imposed by law and the College’s standards of conduct.

## II. DEFINITIONS

For the purpose of this policy, the following definitions apply:

A. Alcohol - Alcohol is the intoxicating agent in beverage alcohol, ethyl alcohol, or other low molecular weight alcohols, including methyl and isopropyl alcohol.

B. Alcohol and Other Drug Abuse - Alcohol and other drug abuse is the use of mood-altering drugs, including all forms of alcohol, narcotics, depressants, stimulants, hallucinogens, and/or marijuana; and/or the use of prescription drugs in a manner that is inconsistent with the direction of the prescribing medical professional.

C. College - Means The College of New Jersey.

D. Controlled Substance - A controlled substance is one whose distribution is controlled by regulations or statute. Such substances include, but are not limited to: narcotics, depressants, stimulants, hallucinogens, and cannabis.

**E. Drug** - Refers to a chemical substance, especially one prescribed by a physician that is used in the diagnosis, treatment, or prevention of a condition or disease. A drug is also a chemical substance, such as a narcotic, that affects the central nervous system and is used recreationally for perceived desirable effects on personality, perception, or behavior. Drugs purchased without a prescription may include headache medicines, cough syrups, and similar mild medications, and can be purchased at virtually any pharmacy or retail store. For purposes of this policy, the term “drug” also includes any other chemical substance, compound or combination when used to induce an altered state, and any otherwise lawfully available product when used for any purpose other than its intended use when such use may cause harm to oneself or others.

**F. Drug Paraphernalia** - Drug paraphernalia is defined as all equipment, products, and materials of any kind which are used or intended for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, ingesting, inhaling, or otherwise introducing into the human body a controlled dangerous substance, including roach clips, bongs, pipes, etc.

**G. Illicit Drugs** - These are drugs that are imported, grown, or manufactured illegally. All illicit drugs are dangerous and usually imply a degree of dependence, or in some cases, addiction.

**H. Mentally Incapacitated** - A condition in which a person is rendered temporarily incapable of understanding or controlling his or her conduct due to the influence of a narcotic, anesthetic, intoxicant, or other substance administered to that person without his or her prior knowledge or consent, or due to any other act committed upon that person which rendered that person incapable of appraising or controlling his conduct. (N.J.S.A. 2C:14-1 Definitions)

**I. Narcotics** - A narcotic is an addictive drug, such as opium or morphine, which reduces pain, alters mood and behavior, and usually induces sleep or stupor.

**J. Policy** - Means the written regulations, standards, and policies of the College as found in, but not limited to, this policy and an official TCNJ policy website.

**K. Prescription Drug** – Refers to any substance prescribed by a licensed medical practitioner for individual consumption. It includes prescribed drugs and over-the-counter drugs which may have been legally obtained.

**L. Responsible Use** - Responsible use of alcohol and other drugs includes compliance with local, state and federal laws and TCNJ Student Conduct Code.

**M. Student(s)** - This term has the meaning ascribed to it in the Student Conduct Code or Graduate Student Conduct Code, as applicable.

**N. Code** – Refers to the *Student Conduct Code* and *Graduate Student Conduct Code*.

### **III. POLICY**

#### **A. Authority**

The Drug-Free Schools and Campuses Regulations requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must certify that it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

In order to certify its compliance with the regulations, the College is required to: (1) prepare a written policy on alcohol and other drugs; (2) develop a sound method for distribution of the policy annually to every student and employee; (3) conduct biennial reviews of the effectiveness of its program and the consistency of sanction enforcement; and (4) maintain biennial review reports and supporting documents on file, available for inspection by the U.S. Department of Education.

#### **B. Standards of Social and Behavioral Expectations**

i. Comply fully with local, state, and federal laws and regulations and, as applicable the TCNJ

Student Conduct Code regarding alcohol and other drug use;

ii. Recognize and acknowledge the potentially harmful or negative effects of alcohol and other drug abuse or misuse and lend assistance to others in need of help due to a problem relating to these issues; and,

iii. Seek the appropriate consultation and/or treatment for personal concerns regarding alcohol and/or other drug abuse or misuse.

#### **C. Applicable Legal Restrictions**

i. No member of the College community may possess, manufacture, distribute, or use drugs, narcotics, or controlled dangerous substances and/or paraphernalia containing evidence of such substances except as expressly permitted by law. New Jersey Controlled Dangerous Substance Act, N.J.S.A. 24:21-1 et seq.; N.J.S.A. 2C:36, Generally; Federal Controlled Substances Act.

ii. A person who is not of legal drinking age (under 21 years of age) may not acquire, possess, or consume alcoholic beverages in any school, public conveyance, public place, place of public assembly or motor vehicle. N.J.S.A. 2C:33-15.

iii. A person who is of legal drinking age (21 years of age or older) may not give any alcoholic beverage to a person under the legal drinking age, assist or allow an under-age person to acquire or consume any alcoholic beverage, except a parent or guardian of the under aged person if the alcoholic beverage is consumed for religious observance, ceremony or rite N.J.S.A. 2C:33-17; N.J.S.A. 33:1-81.

iv. No member of the College community may sell alcoholic beverages to any person of any age without a license or special permit issued by the New Jersey Alcoholic Beverage Control Commission. N.J.S.A. 33:1-2 and Title 33 of the New Jersey Statutes.

v. No person, regardless of age, may possess an open container of an alcoholic beverage in any motor vehicle. N.J.S.A. 39:4-51a.

vi. State funds may not be used to purchase alcohol. Circular, State of New Jersey, Department of the Treasury, Office of Management and Budget, No.: 06-14-OMB.

vii. As a condition of employment on a Federal contract or grant, the employee must (a) abide by terms prohibiting the manufacture, distribution, dispensation, and/or possession of a controlled dangerous substance; and, (b) and notify the employer within five calendar days if he/she is convicted of a criminal drug violation in the workplace. Drug-Free Workplace Act of 1988.

#### D. College Policy

i. No person may consume alcohol or carry alcohol in open containers in any public area except at officially sponsored social gathering of the College or in licensed or approved campus facilities.

ii. No person may serve, possess, or consume alcoholic beverages in non-residential campus facilities, except at officially sponsored social gatherings of the College or in licensed or approved campus facilities.

iii. The Guide to Residential Living includes policies and expectations around the possession and use of alcohol and other drugs within the residence halls. No one under the age of twenty-one is permitted to be in the presence of, possess, or consume alcoholic beverages in the residence halls. These residents also may not have empty alcohol containers in their rooms for decoration. The College condones the responsible use of alcohol by those twenty-one or older; however, any student found abusing alcohol will be held accountable. Residents twenty-one or older are permitted to possess and consume alcohol in the privacy of their residence hall rooms, with the door closed, and with no one under the age of twenty-one present. Residents and guests over the age of twenty-one are NOT permitted to consume alcohol in the presence of those under 21. Within the common areas of an apartment or townhouse residence hall, open alcohol is permitted provided all residents and guests are twenty-one or older. No alcohol may be consumed or carried in open containers in any public area of the residence halls. Kegs or beer containers over thirty-two ounces are not permitted. Hosting an event which violates the alcohol policy is considered a serious violation and may result in removal from residence.

iv. The Student Conduct Code includes expectations that students adhere to all applicable local, state and federal laws regarding the possession and use of alcohol or other drugs. In addition, the Code prohibits the possession or utilization of devices for the rapid, high-risk consumption of alcohol, and the possession of common source containers of alcohol on campus. Hosting the underage consumption of alcohol in a social space, residence hall

room, common area, or off-campus space that is occupied by, under the control of, or reserved for the use of a student or organization is also prohibited. The Code prohibits the misuse or misappropriation of any prescription or over-the-counter medication or knowingly being in the presence of the *illegal* use of a drug, prescription drug, narcotic, or controlled substance. Finally, excessive use of alcohol resulting in a state of intoxication which endangers oneself or others, or disrupting the campus or off-campus community or engaging in any policy violation while a student is intoxicated or under the influence of a drug is also considered a violation of the Code.

v. The College's highest priority is the physical and mental health, safety, and well-being of individual students and the campus community. Therefore, no student seeking medical attention by contacting either College or local authorities for intoxication due to alcohol or other drugs (nor a student who seeks medical attention on behalf of the affected student) will be formally charged for the unlawful use or possession of alcohol. Although this does not relieve any student or organization from responsibility for other policy violations that may have occurred prior to seeking medical attention, the effort to seek help for the affected student may be a mitigating factor in sanctioning. Affected students may be required to complete an evaluation or other education program, but will not face disciplinary charges or sanctions as prescribed through the student conduct process.

E. **Administrative Responsibility:** The Vice President for Student Affairs has overall responsibility to administer, support, and enforce the Alcohol and Other Drug Policy. Any member of the campus community who violates the Alcohol and Other Drug Policy will be subject to disciplinary action:

i. A student who violates the Alcohol and Other Drug Policy is subject to referral and adjudication through the student conduct process and applicable local or state legal authorities. Possible sanctions may include community service, referral to the Alcohol and Drug Education Program (ADEP), education mandates, administrative directives, removal from College assigned housing, and suspension or expulsion from the College. The 1998 HEA amendments to The Family Education Rights and Privacy Act (FERPA) of 1974 added an exception that allows institutions of higher education to disclose to a parent or legal guardian information regarding a student's violation of any law or institutional rule or policy governing the use or possession of alcohol if the student is under 21, or the use or possession of a controlled dangerous substance without regard to a student's age, and the institution determines that the student has committed a disciplinary violation with respect to the use or possession.

ii. A student organization that violates the Alcohol and Other Drug Policy is subject to referral to the applicable student organization conduct process with possible sanctions including a written reprimand, education mandates, restriction, or loss of privileges, and loss of official recognition. Individual members of the student organization may also be referred to the student conduct process for their involvement in the violations pursuant to this section.

iii. An employee (e.g., faculty and staff) who violates the Alcohol and Other Drug Policy will be referred to the Office of Human Resources for appropriate action consistent with progressive discipline and applicable local, state, and federal law.

iv. A contractor or vendor performing work on College property found to be in violation of the Alcohol and Other Drug Policy will be subject to sanctions commensurate with the offense consistent with local, state, and federal law, up to and including termination of contract.

v. A visitor to campus found to be in violation of the Alcohol and Other Drug Policy will be subject to sanctions commensurate with the offense consistent with local, state, and federal law, up to and including removal from College property.

## HISTORY

Alcohol and Other Drug Policy approved through governance in October 2005, effective January 1, 2005.

Revised Alcohol and Other Drug Policy approved by the Board of Trustees on October 18, 2005.

Revised Alcohol and Other Drug Policy approved by the Board of Trustees on December 2, 2008.

**Resolution Approving Waivers  
Of Advertising  
(Buildings and Grounds Committee)**

**Whereas:** State College Contracts Law permits waivers of advertising for specified purchases in excess of \$32,100, 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 Buildings and Grounds Committee, a subcommittee of The College of New Jersey Board of Trustees,

Therefore,  
Be It

**Resolved:** The College of New Jersey Board of Trustees approves waivers to the following vendors for purposes as designated herein:

| <b>VENDOR</b>  | <b>PURPOSE</b>  | <b>FUNDING SOURCE</b>   |
|--|---|---|
| Assa Abloy (Besam) Entrance Systems, Inc.<br>\$42,000        | Full service and preventative maintenance program for all automatic door operators  | College Operating – 57%<br>BSC Operating – 14%<br>Housing Operating – 29% |
| Blackboard, Inc.<br>\$140,132                                | Annual maintenance agreement and operating expenses for access control services and equipment                             | Housing Operating   |
| Broad, USA<br>\$48,342                                       | Maintenance and service contract on Broad chiller   | Housing Operating   |
| Clear Edge Power<br>\$167,972                                | Maintenance services for fuel cells   | Housing Operating   |
| Comverge Inc.<br>\$32,847                                    | Maintenance contract for campus metering system   | College Operating – 55%<br>BSC Operating – 9%<br>Housing Operating – 36%  |
| GE Infrastructure Water and Process Technologies<br>\$97,500 | Water treatment and testing services for the Central Utilities Plant  | College Operating – 55%<br>BSC Operating – 9%<br>Housing Operating – 36%  |
| Honeywell International, Inc.<br>\$522,380                   | Service contract for energy management, fire alarm and security systems   | College Operating – 55%<br>BSC Operating – 9%<br>Housing Operating – 36%  |
| Johnson Controls<br>\$79,310                                 | Annual service contract for chiller plant and computerized chiller controls and Art/IMM Building energy management system | College Operating – 76%<br>BSC Operating – 5%<br>Housing Operating – 19%  |

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| <b>Scales Industrial Technologies</b><br><b>\$100,425</b>    | <b>Rebuild and replace valves on gas compressors</b>   | <b>College Operating – 55%</b><br><b>BSC Operating – 9%</b><br><b>Housing Operating – 36%</b> |
| <b>Schneider Electric</b><br><b>\$46,560</b>                 | <b>Service contract for energy management for Phelps and Hausdoerffer Halls and the Education Building</b> | <b>College Operating – 24%</b><br><b>Housing Operating – 76%</b>                              |
| <b>Siemens Fire Safety</b><br><b>\$83,960</b>                | <b>Fire alarm service agreement</b>  | <b>College Operating – 50%</b><br><b>Housing Operating – 50%</b>                              |
| <b>SimplexGrinnell</b><br><b>\$105,230</b>                   | <b>Fire alarm service agreement</b>  | <b>College Operating – 43%</b><br><b>Housing Operating – 57%</b>                              |
| <b>Solar Turbines, Inc.</b><br><b>\$386,345</b>              | <b>Service agreement for the integrated combustion turbine generator system and controls</b>               | <b>College Operating – 55%</b><br><b>BSC Operating – 9%</b><br><b>Housing Operating – 36%</b> |
| <b>Ewing Township</b><br><b>\$437,860</b>                    | <b>Sewage disposal services</b>  | <b>College Operating – 55%</b><br><b>BSC Operating – 9%</b><br><b>Housing Operating – 36%</b> |
| <b>Public Service Electric and Gas</b><br><b>\$4,834,549</b> | <b>Purchase of regulated utility service – natural gas and electric</b>                                    | <b>College Operating – 55%</b><br><b>BSC Operating – 9%</b><br><b>Housing Operating – 36%</b> |
| <b>Trenton Waterworks</b><br><b>\$375,426</b>                | <b>Water services</b>  | <b>College Operating – 55%</b><br><b>BSC Operating – 9%</b><br><b>Housing Operating – 36%</b> |
| <b>Einhorn Yaffee Prescott</b><br><b>\$750,000</b>           | <b>Additional design services related to the new STEM Complex</b>  | <b>2013A Bond</b>   |
| <b>French &amp; Parrello Associates</b><br><b>\$42,365</b>   | <b>Professional design services related to the Flower Hill Pond sediment sampling</b>                      | <b>E&amp;G Asset Renewal Reserves</b>   |
| <b>Hughes Associates</b><br><b>\$70,059</b>                  | <b>Professional design services for the campus fire water supply analysis</b>                              | <b>E&amp;G Asset Renewal Reserves</b><br><b>Housing Asset Renewal Reserves</b>                |

**Resolution Approving a Change Order to Oliver Communications for  
the Telephone Switch Project**

- Whereas:** The College of New Jersey construction contracting procedures require Board of Trustees approval for all construction change orders exceeding \$250,000 and;
- Whereas:** It is in the interest of the College to procure additional construction as part of an existing information technology contract with Oliver Communications;
- Whereas:** The Buildings and Grounds Committee of the Board has reviewed a request for a change order to Oliver Communications relating to the Telephone Switch Project and recommends its approval;
- Therefore, Be  
It Resolved:** That The College of New Jersey Board of Trustees approves a change order to Oliver Communications in the amount of \$299,364.

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**The College of New Jersey Board of Trustees  
Resolution Approving Expansion of the Pre-College/Bonner Summer Program  
consistent with the College's Strategic Initiatives**

- Whereas:** The State College Autonomy Law vests the responsibility with the Board of Trustees to approve and adjust student charges as necessary; and
- Whereas:** In July 2012, The Board of Trustees approved the Updated Strategic Plan that articulated five strategic priorities in order to guide the implementation of institutional strategic objectives; and
- Whereas:** These strategies' initiatives include specific projects to develop additional program to prepare the internationally literate student and to enhance partnerships with the K-12 system to assure that students are prepared for the higher education experience at TCNJ; and
- Whereas:** These strategies objectives also include specific objective to identify and implement creative options for revenue enhancement; and
- Whereas:** The Board of Trustees has previously approved a summer service program for high school students which will combine credit bearing classroom and field service in order to provide an enriching academic and experiential opportunity for these high school students; and
- Whereas:** The Provost recommends to further expand this program by offering the same academic and experiential experience through 1 week non-credit courses beginning in Summer 2014 at the rates in the attached schedule; and
- Whereas:** The President has reviewed the proposed student charges required to implement this program and recommends their approval; and

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**Whereas:** The Finance and Investments Committee of the Board of Trustees has reviewed the student charges required to implement this program and has recommended their approval; and

**Therefore,  
Be It  
Resolved:**

That the Board of Trustees approves the attached student charges for FY 2014 & FY2015 to implement these programs.

**Be It  
Further  
Resolved:**

That tuition rates for these programs will be established annually as part of the College's tuition and fee structure.

**The College of New Jersey**  
**Pre-College Summer Program Resolution**  
**Fiscal Year 2014-2015**

| <b>Specialized Programs Fees (non-credit)</b>                          | <b>FY 2014 &amp; 2015</b> |
|--|---------------------------|
| Bonner Center/Culture & Society Summer Program:                        |                           |
| *Basic Fee (includes charges for room , board, activities and tuition) | \$1,400.00                |
| *Reduced Fee for Faculty/Staff dependents                              | \$1,100.00                |
|  |                           |
|  |                           |

**Resolution Approving Waivers  
Of Advertising  
For College Business Purposes**

Whereas: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$32,100, 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 Investments Committee, a subcommittee of The College of New Jersey Board of Trustees,

Therefore,  
Be It  
Resolved: The College of New Jersey Board of Trustees approves waivers to the following vendors for purposes as designated herein:

| VENDOR   | Professional and Other Services<br>PURPOSE  | FUNDING SOURCE  |
|--|---|---|
| Association of Governing Boards (AGB)<br>\$65,000                | Consulting Services   | College Operating   |
| Alden and Associates<br>\$36,963                                 | Executive Search Consultant for Director of Athletics   | College Operating   |
| Council on International Educational Exchange (CIEE)<br>\$57,000 | Summer Study Tour   | Self Funded Revenue   |
| Galapagos Network- Ecoventura<br>\$77,120                        | Maymester 2015 Study Program  | Self Funded Revenue   |
| <b><u>Multi Year Services</u></b>                                |   |   |
| Sodexo<br>\$16,000,000<br>(Year 2 Projection)                    | Dining Services   | Housing - 89 %<br>Student Center - 3 %<br>Camps/Conferences - 8 % |
| Canon Business Solutions<br>\$329,330                            | Lease, service and supplies for multifunction copiers   | College Operating with Charge Back to Functional units            |
| CDW-G<br>\$66,490  | Kaspersky Endpoint Security for Advanced Computer Security, Encryption and Antivirus Software Licenses and Maintenance- 3 Year Agreement) | College Operating   |
| Oracle Database<br>\$124,786                                     | Annual License and Maintenance for the College's Oracle Database Software   | College Operating   |

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|                                |  |                   |
|--------------------------------|--|-------------------|
| Oracle PeopleSoft<br>\$322,326 | Annual License and Maintenance for the College's<br>Oracle PeopleSoft Administrative Information<br>Systems Software- 5 Year Agreement | College Operating |
|--------------------------------|--|-------------------|

**Annual Services for the Period July 1, 2014 to June 30, 2015**

|  |                         |                 |
|--|-------------------------|-----------------|
| Assessment Technologies<br>Institute<br>\$43,450 | Nursing Testing Package | Student Charges |
|--|-------------------------|-----------------|

|                                |                                |                   |
|--------------------------------|--------------------------------|-------------------|
| Common Application<br>\$95,000 | On-line admissions application | College Operating |
|--------------------------------|--------------------------------|-------------------|

|  |                         |                   |
|--|-------------------------|-------------------|
| Educational Computer Systems, Inc.<br>\$43,000 | Student Loan Processing | College Operating |
|--|-------------------------|-------------------|

|   |  |                 |
|---|--|-----------------|
| Higher One (Formerly Sallie Mae)<br>\$200,000 | Credit card and ACH payment Processing | Student Charges |
|---|--|-----------------|

|   |                          |                 |
|---|--------------------------|-----------------|
| Sallie Mae Insurance Services<br>\$35,000 | Tuition refund insurance | Student Charges |
|---|--------------------------|-----------------|

**Inter-Agency for the Period July 1, 2014 to June 30, 2015**

|   |                             |                   |
|---|-----------------------------|-------------------|
| NJ Association of State<br>Colleges & Universities<br>\$187,011 | Association membership dues | College Operating |
|---|-----------------------------|-------------------|

|                                  |                           |   |
|----------------------------------|---------------------------|---|
| U.S. Postal Service<br>\$225,000 | Postage expenses and fees | College Operating with Charge<br>Back to Functional Units |
|----------------------------------|---------------------------|---|

**Annual Maintenance Contracts**

**Computing and Technical for the Period July 1, 2014 to June 30, 2015**

|                       |  |                   |
|-----------------------|--|-------------------|
| Blackbaud<br>\$51,416 | Annual licenses and maintenance for<br>Fundraising/Development computer system | College Operating |
|-----------------------|--|-------------------|

|                             |   |  |
|-----------------------------|---|--|
| Comm Solutions<br>\$111,968 | Palo Alto Networks Hardware and Support for the<br>College's Campus Technology Security | Higher Education Technology<br>Infrastructure Fund |
|-----------------------------|---|--|

|                            |   |           |
|----------------------------|---|-----------|
| Comm Solutions<br>\$61,682 | Aruba Networks Wireless Controllers Hardware and<br>Support | 2010 Bond |
|----------------------------|---|-----------|

|                           |  |                   |
|---------------------------|--|-------------------|
| DLT Solutions<br>\$52,283 | Authentication directory and management services<br>For Information Technology Systems | College Operating |
|---------------------------|--|-------------------|

|                       |   |                   |
|-----------------------|---|-------------------|
| Ex-Libris<br>\$60,852 | Maintenance for automated card catalog system<br>in the Library | College Operating |
|-----------------------|---|-------------------|

|  |   |  |
|--|---|--|
| IBM<br>\$50,460                                  | SPSS and content manager annual software<br>Subscription and support renewal                        | College Operating                            |
| NJEdge<br>\$330,938                              | Licenses, maintenance, annual dues, internet Network<br>line, Disaster Recovery, VMWare, and Zimbra | College Operating                            |
| Novacoast<br>\$185,743                           | Annual license and maintenance for Novell Network   | College Operating                            |
| SAP- Business Objects<br>\$34,500                | Software Maintenance and Support  | College Operating                            |
| Software House<br>International Inc.<br>\$98,171 | Microsoft Software- Campus License Agreement<br>and maintenance                                     | College Operating                            |
| Unify, Inc. (Formerly Siemens)<br>\$68,425       | Maintenance for voice communications systems  | College Operating – 30%<br>Student Fee – 70% |
| Whitebirch Software Inc.<br>\$53,663             | Financial Modeling Software   | College Operating                            |

**Annual Leases, Purchases and Utilities**

**Library Acquisitions for the Period July 1, 2014 to June 30, 2015**

|  |  |                   |
|--|--|-------------------|
| Amazon<br>\$60,000   | Books and library materials  | College Operating |
| American Chemical Society- ACS<br>\$ 46,000                              | Electronic Databases   | College Operating |
| EBSCO Subscription<br>Services<br>\$ 835,000                             | Materials and electronic information services                                    | College Operating |
| Elsevier Engineering<br>Information, Inc.<br>\$ 40,000                   | Electronic information services -<br>Scientific, Medical & Technical Information | College Operating |
| IEEE (The Institute of Electrical<br>& Electronic Engineers)<br>\$40,000 | Electronic information services  | College Operating |
| OCLC (Online Computer<br>Library Center, Inc.)<br>\$60,000               | Online Bibliographic Services  | College Operating |



|                                   |  |                   |
|-----------------------------------|--|-------------------|
| ProQuest<br>\$40,000              | Electronic information, books and periodical materials | College Operating |
| Thomson Reuters<br>\$45,000       | Electronic Databases, Books and Periodical Materials   | College Operating |
| VALE<br>\$200,000                 | Electronic information services                        | College Operating |
| WALDO<br>\$60,000                 | Electronic information services                        | College Operating |
| Yankee Book Peddler<br>\$ 275,000 | Books and library materials                            | College Operating |

**Utilities for the Period July 1, 2014 to June 30, 2015**

|                                       |  |   |
|---------------------------------------|--|---|
| AT&T<br>\$66,082                      | iPhones and Wireless service                     | College Operating with Charge Back to Functional Units                                    |
| Comcast Cable Television<br>\$173,526 | Cable television to the campus                   | Housing – 88 %<br>TSC Corp – 3 %<br>Student Center – 1 %<br>College Operating – 8 %       |
| Verizon<br>\$199,500                  | Local, long distance and cell telephone services | Student Revenue – 6 %<br>College Operating – 94 %<br>With charge back to functional areas |

**Resolution Approving Waivers  
Of Advertising  
For College Business Purposes  
(Audit, Risk Management and Compliance Committee)**

Whereas: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$32,100, 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 Audit, Risk Management and Compliance Committee, a subcommittee of The College of New Jersey Board of Trustees,

Therefore,  
Be It  
Resolved: The College of New Jersey Board of Trustees approves waivers to the following vendors for purposes as designated herein:

| <b>VENDOR</b>                                   | <b>PURPOSE</b>  | <b>FUNDING SOURCE</b>   |
|---|---|---|
| NJ Educational Facilities Authority<br>\$32,500 | Liability insurance coverage for Bonded/Titled Properties | College Operating - 48%<br>Housing - 48%<br>Student Center - 4% |
| Office of the Attorney General<br>\$75,000      | Legal services provided by the Deputy Attorney General    | College Operating   |
| PricewaterhouseCoopers LLP<br>\$ 155,000        | Internal Audit and Enterprise Risk Management Services    | College Operating   |
| Rowan University<br>\$433,775                   | TCNJ's share of insurance related costs                   | College Operating - 70%<br>Housing - 27%<br>Student Center - 3% |

**Resolution Adopting  
The College of New Jersey Naming of Assets Policy**

- Whereas:** The Board of Trustees approved The College of New Jersey “Policy for Naming of Physical Facilities and Major Assets” (the “2004 Policy”) by resolution at its meeting on June 24, 2004; and
- Whereas:** Pursuant to the Policy Framework, adopted by the Board of Trustees by resolution at its meeting on December 8, 2009, Board of Trustees Policies are to be periodically reviewed; and
- Whereas:** College administrators, after reviewing the 2004 Policy consistent with the Policy Framework and consulting best practices in this area, have developed a comprehensive revision of the 2004 Policy (the “Naming of Assets Policy”, a copy of which is attached hereto); and
- Whereas:** The Naming of Assets Policy establishes the scope of and rationale for the policy and the framework for administering a process for recognizing substantial contributions to and connections with the College through the naming of College assets; and
- Whereas:** Upon the recommendation of the President and Vice President for Advancement, the Advancement Committee of the Board of Trustees has reviewed and recommended the adoption of the Naming of Assets Policy by the Board of Trustees;
- Therefore,  
Be it  
Resolved:** That the Board of Trustees hereby approves the Naming of Assets Policy, which replaces and supersedes the 2004 Policy effective as of this date.



# The College of New Jersey

|  |  |
|--|--|
| Section:   | III.1.1                                |
| Title:   | Naming of Assets Policy                |
| Effective Date:  | February 25, 2014                      |
| Approved By:   | Board of Trustees                      |
| Responsible Unit:  | Vice President for College Advancement |
| History:   | June 24, 2004                          |
| Related Documents:<br>The College of New Jersey Gift Amount Guidelines<br>The College of New Jersey Foundation, Inc. Official Fund Raising Policy<br>The College of New Jersey Foundation, Inc. Gift and Acceptance Policy |  |

## I. INTRODUCTION

This Naming of Assets Policy applies to the naming of all Assets, in whole or in part.

## II. DEFINITIONS

1. Academic Asset – school, or academic department, program, center, institute or position.
2. Asset – Academic Asset, Non-academic Asset or Physical Asset of the College.
3. Donor - individual or entity that makes or commits to make a Gift.
4. Donor Agreement – written agreement between the College or The College of New Jersey Foundation, Inc. and a Donor pursuant to which the Donor makes or commits to make a Gift.
5. Exterior Space - courtyards, fields, walkways, paths, or other outdoor area of the College campus or other real property owned or controlled by the College or an affiliate of the College.
6. Gift – a substantial monetary or in-kind contribution to the College or The College of New Jersey Foundation, Inc.
7. Named Beneficiary - individual or organization, corporation, foundation, or other entity (or group thereof) for whom an Asset is named or proposed to be named.
8. Non-academic Asset - need or merit based grant or scholarship supporting students, or a non-academic department, program, center, institute, or position.
9. Physical Asset - physical building, facility, structure, space or object or Exterior Space owned or controlled by the College or an affiliate of the College.

## III. POLICY

### I. APPLICATION

- a. This Policy applies to the naming of all Assets. In naming an Asset in honor of a Named Beneficiary or in recognition of a Gift, the College, consistent with this Policy will give due consideration to the Donor's intent as expressed in a Donor Agreement; provided, however, that the College's espoused values and public image will remain paramount.
- b. The naming of Assets will be considered when:
  - i. a Donor has made or proposed to make a Gift; or
  - ii. in special circumstances in the absence of a Gift, it is deemed appropriate to honor a distinguished Named Beneficiary that has a significant connection to the College.
- c. The Vice President for College Advancement will review all proposals related to the naming of Physical Assets and Academic Assets and present them to the President. Upon review and approval, the President will submit recommendations to the Board of Trustees for final approval. The Board of Trustees has the ultimate authority for the naming of all Physical Assets and Academic Assets.
- d. The Vice President for College Advancement will review and have final approval for all proposals related to the naming of Non-academic Assets.

## II. RATIONALE

The College of New Jersey recognizes that the naming of Assets confers honor and status. This Policy is intended to support and promote the good reputation of the College while encouraging private support through naming opportunities. In all instances, due regard will be given to the College's identity.

This Policy recognizes that the ability of the College to provide its students with excellent, state-of-the-art facilities and an exemplary academic program requires support beyond that provided by tuition and the State of New Jersey. To be associated with one of the nation's most prestigious public colleges provides an incentive for substantial private Gifts.

## III. ADMINISTRATION OF POLICY

The Vice President for College Advancement shall administer this Policy and, as appropriate, reference it in Donor Agreements or ensure that a Donor Agreement is made subject to this Policy.

In determining the appropriate Gift levels for naming opportunities, the College shall be guided by *The College of New Jersey Gift Amount Guidelines*, *The College of New Jersey Foundation, Inc. Official Fund Raising Policy* and *The College of New Jersey Foundation, Inc. Gift and Acceptance Policy*.

The College reserves the right to exercise its sole discretion in making decisions under this Policy, including without limitation the determination of whether a suggested naming or conditional gift would be in the best interests of the College. In all respects, the College retains ownership and control over Assets.

### III. DURATION AND REVOCATION OF NAMING

- a. No naming or commitment to a naming shall extend beyond the effective or useful life or existence of the named Asset.
- b. The naming of an Asset shall be deemed revoked (and such revocation may be confirmed by the Vice President for Advancement) upon the occurrence of any of the following events or conditions:
  - i. the effective or useful life or existence of the named Asset has expired;
  - ii. the assigned name is considered to be interim or temporary and the interim or temporary period or classification has expired;
  - iii. the agreed period of the naming right generated under a Donor Agreement or sponsorship agreement has expired; or
  - iv. the amount agreed to constitute the Gift associated with the naming is not received within the established time or the Donor has otherwise failed to fulfill a material obligation to the College.
- c. The naming of an Asset may be revoked at any time by the Board of Trustees if any of the following events or conditions occurs:
  - i. the existing named Physical Asset is to be demolished or has been subject to substantial change prior to the end of its effective or useful life; provided, however, that for a name established in recognition of a Gift that is revoked under this Section IV.c.i, the College may, if warranted, consider another appropriate way of recognizing the name consistent with the Donor's intent; or
  - ii. the existing named Academic Asset or Non-academic Asset has been discontinued or merged into or subsumed into another Academic Asset or Non-academic Asset or its mission or character has substantially changed; provided, however, that for a name established in recognition of a Gift that is revoked under this Section IV.c.ii, the College may, if warranted, consider another appropriate way of recognizing the name consistent with the Donor's intent.
- d. The naming of an Asset may be revoked at any time by the Board of Trustees if any of the following extraordinary events or conditions occurs:
  - i. relevant information comes to the College's attention that materially changes the original circumstances under which the naming was reviewed and approved; or
  - ii. the Named Beneficiary or Donor after whom or at whose behest an Asset has been named comes into disrepute such that the name or the College's association with the name, Donor or

Named Beneficiary may have a deleterious effect on the reputation of the College.

- e. In the event the naming is revoked in accordance with this Policy, neither the College nor The College of New Jersey Foundation shall be liable to the Donor or Named Beneficiary for the revocation or the Gift.

**IV. OTHER CONSIDERATIONS**

The naming of an Asset shall become effective as provided in the Donor Agreement, and/or as provided in a resolution of the Board of Trustees related to the naming.

**IV. RELATED DOCUMENTS**

The College of New Jersey Gift Amount Guidelines  
The College of New Jersey Foundation, Inc. Official Fund Raising Policy  
The College of New Jersey Foundation, Inc. Gift and Acceptance Policy

**V. HISTORY**

Original: June 24, 2004  
Revised: February 25, 2014

**Resolution Adopting the Official  
Seal of The College of New Jersey**

**Whereas:** Pursuant to N.J.S.A. 18A:64-6(a) the Board of Trustees has the authority to adopt and use a corporate seal; and

**Whereas:** Pursuant to the Bylaws of The College of New Jersey, the College is to have a seal and the Board of Trustees is to approve the form and design thereof; and

**Whereas:** The Board of Trustees approved the form and design of a seal (the “1997 Seal”) and adopted that 1997 Seal as the official seal of The College of New Jersey by resolution at its meeting on September 25, 1997; and

**Whereas:** The College Advancement Committee of the Board of Trustees has requested that the College propose new branding, visual identity and graphic standards for The College of New Jersey, including as a primary element thereof a revised version of the official seal; and

**Whereas:** In seeking an official seal that recognizes the history of the College as represented in previous seals and that projects a vision for the College’s future, the College has designed a revised seal, a copy of which is attached hereto as Exhibit A (the “2014 Seal”); and

**Whereas:** Upon the recommendation of the President and Vice President for Advancement, the College Advancement Committee of the Board of Trustees has reviewed the 2014 Seal and recommends the approval of its form and design and its adoption by the Board of Trustees as the official seal of the College; and

**Therefore,  
Be it**

**Resolved:** That the Board of Trustees hereby approves the form and design of the 2014 Seal and adopts it as the official seal of The College of New Jersey, replacing and superseding the 1997 Seal effective the date hereof.

**Therefore,  
Be it further**

**Resolved:** That the President, Vice President for Advancement and General Counsel and their designees are hereby directed and authorized to take such actions as are necessary and appropriate to register, license and protect the 2014 Seal, including, without limitation, seeking trademark registration for it and developing standards for its reproduction and use.



