

**The College of New Jersey
Board of Trustees
December 4, 2012
201/106 Paul Loser Hall
3:00pm**

Minutes

Present: : Brad Brewster, Vice Chair; Eleanor Horne, Secretary; Robert Altman; Rosie Hymerling; Fred Keating; Gayle Matthei-Meredith; Barbara Pelson; Albert Stark; Susanne Svizeny; Josh Zeitz; Megan Coburn, Student Trustee; Matthew Wells, Alternate Student Trustee; Mike Martinovic, Faculty Representative; Lee Ann Riccardi, Faculty Representative; Lynette Harris, Staff Representative; Stephanie Shestakow, Staff Representative; R. Barbara Gitenstein, President

Not Present: Jorge Caballero; Christopher Gibson, Chair; Brian Markison; Miles Powell

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 Mrs. Hymerling, seconded by Ms. Svizeny, that the Board go into closed session to discuss personnel actions including Staff Change of Status, one year reappointments, and three year reappointments, all pending litigation including William Rogers v. TCNJ, and William Rudeau, Estate of Florian Smith v. TCNJ, et al, Ketsia Beaubrun v. The College of New Jersey, Michael D. Fisher, et al., Kenya Nesbitt v. The College of New Jersey, Michael D. Fisher, et al., Nadege Napoleon v. The College of New Jersey, Michael D. Fisher, et al., anticipated litigation, executive compensation and retention, and presidential contract, 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 October 2, 2012 Public Meeting

It was moved by Mrs. Hymerling, seconded by Ms. Svizeny, that the minutes be approved. The motion carried unanimously.

VI. Approval of the Minutes of the October 17, 2012 Public Meeting

It was moved by Ms. Svizeny, seconded by Ms. Meredith, that the minutes be approved. The motion carried unanimously.

VII. Swearing in of New Trustees

General Counsel Thomas Mahoney swore in Trustee Frederick Keating and Alternate Student Trustee Matthew Wells.

VIII. Report of the President

Dr. Gitenstein gave her report.

IX. Report of the Board Officers

No report was given.

X. Report of the Trustee member of the TSC Corporation

Ms. Meredith gave her report.

XI. Report of the Trustee member of the TCNJ Foundation

Ms. Horne gave her report.

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

Dr. Altman gave his report.

XIII. New Business

A. Report of the Executive Committee

Mr. Brewster reported for the Committee

1. Resolution Approving a Renewed Employment Agreement for President R. Barbara Gitenstein – Attachment 1

It was moved by Dr. Altman, seconded by Mrs. Hymerling, that the resolution be approved. The motion carried unanimously.

2. Resolution Establishing a Non-State Executive Retention Program – Attachment 2

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

3. Staff Actions – Attachment A

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

B. Report of the Academic Affairs Committee

Dr. Altman reported that the Committee did not meet and will roll the agenda over to the next scheduled meeting.

C. Report of the Student Life and Enrollment Management Committee

Mrs. Pelson reported for the Committee.

D. Report of the Finance & Investment Committee

Ms. Svizeny reported for Mr. Caballero.

1. Resolution Approving Waivers of Advertising for College Business Purposes – Attachment B

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

E. Report of the Buildings & Grounds Committee

Mr. Brewster reported for the Committee.

1. Resolution Approving Waivers of Advertising for College Business Purposes – Attachment C

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

F. Report of the Audit, Risk Management & Compliance Committee

Ms. Svizeny reported for the Committee.

G. Report of the College Advancement Committee

Ms. Horne reported for the Committee.

XIV. Adjournment

The following resolution was moved by Ms. Meredith, seconded by Ms. Svizeny. The motion carried unanimously.

Be It

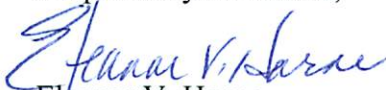
Resolved: That the next public meeting of The College of New Jersey Board of Trustees, will be held on Tuesday, February 26, 2013 at a time and location to be announced.

Be It

Further

Resolved: That this meeting be adjourned.

Respectfully submitted,


Eleanor V. Horne
Secretary

**The College of New Jersey Board of Trustees
Resolution Approving a Renewed Employment Agreement for
President R. Barbara Gitenstein**

- Whereas:** President R. Barbara Gitenstein was appointed President of The College of New Jersey by the Board of Trustees effective January 2, 1999, and
- Whereas:** Recognizing that in order to fulfill its responsibility of supporting the President of The College and serving the best interests of the institution, The Board approved an employment agreement for the President effective July 1, 2001 and approved clarifications to that agreement on October 2, 2007, and
- Whereas:** The Board of Trustees recently underwent a review of the agreement with the President, to revise and update the language and the terms throughout the document, confirming that the terms remain acceptable to the Board and the President, and
- Whereas:** The President's leadership in safeguarding the financial stability and strategic direction of the institution during difficult economic times has ensured that the College continues to adhere to the mission of educating the future leaders of New Jersey and the nation, and
- Whereas:** The President's salary was last adjusted on July 5, 2008.

Therefore,
Be It
Resolved:

That the Board of Trustees of The College of New Jersey hereby approves the renewed employment agreement for President R. Barbara Gitenstein, recommended by the Executive Committee, effective January 1, 2013, and authorizes a 5% increase to her base salary retroactively effective July 1, 2012.

December 4, 2012

**The College of New Jersey Board of Trustees
Resolution Establishing a
Non-State Executive Retention Program**

Whereas: The College of New Jersey seeks to recruit and retain talented individuals for senior level administrative positions;

Whereas: The College competes regionally and nationally with public, private not-for-profit and private for-profit employers for such talented individuals;

Whereas: The College wishes to establish a non-State executive retention program that satisfies the requirements of section 457(f) of the Internal Revenue Code and to which the College, as plan sponsor, shall make ongoing periodic contributions with non-State funds on behalf of affected employees selected as Participants in a dollar amount which is identified in an approved plan as the “Employer Allocation.”

**Therefore,
Be It**

Resolved: That the College hereby approves and authorizes the establishment of The College of New Jersey Executive Retention Plan (the “College Executive Retention Plan”) to which the College, as plan sponsor, shall make ongoing contributions with non-State funds on behalf of affected employees selected as Participants in a dollar amount which is identified in an approved plan as the “Employer Allocation”;

**Be It
Further**

Resolved: Participation in the Plan shall be limited to (i) cabinet level employees selected as Participants by the President and (ii) such other senior level employees as may be selected as Participants by the President with the concurrence of the Chair of the Board of Trustees and Chair of the Finance and Investments Committee of the Board of Trustees;

**Be It
Further**

Resolved: That the President of the College and other College officers she or he so designates are hereby authorized to engage outside counsel, consultants, administrators and vendors and, contingent upon Board Chair approval, after the certification by the President and Treasurer of the College of the availability of funds, to approve the form of and execute and deliver all necessary documents for the College Executive Retention Plan and to do and perform such acts and to take such other actions as may be necessary or appropriate to implement the College Executive Retention Plan; and

**Be It
Further**

Resolved: That the Vice President for Human Resources is hereby designated as the plan administrator for the College Executive Retention Plan to act in accordance with the College Executive Retention Plan and that if such Vice President is unable to so serve, the President is hereby authorized to appoint a plan administrator for the College Executive Retention Plan to act in accordance with the College Executive Retention Plan.

Change of Status – Staff

Yakima Melton
Student Center
From: Program Assistant
To: Professional Services Specialist 4
Effective: October 6, 2012

One Year Reappointments (Effective July 1, 2013 – June 30, 2014) – AFT Staff

Bobby Acosta
Athletics & Recreation
Assistant Director 3

Michelle Aellen
Residential Education & Housing
Professional Services Specialist 4

Benjamin Akuma
User Support Services
Professional Services Specialist 3

Valerian Anderson
User Support Services
Professional Services Specialist 3

Erin Barnard
Admissions
Professional Services Specialist 4

Lindsay Barndt
Admissions
Professional Services Specialist 4

Jamie Caponera
Admissions
Professional Services Specialist 4

Curtis Chan
Residential Education & Housing
Professional Services Specialist 4

Melissa DiMeglio
Center for Global Engagement
Professional Services Specialist 3

Richard Galante
Athletics & Recreation
Assistant Director 3

Elizabeth Gallus
Student Affairs
Assistant Director 2

Alexis Gettings
Development
Program Assistant

Kathleen Golazeski
Student Financial Services
Program Assistant

Lynette Harris
Career Center
Assistant Director 3

December 4, 2012

One Year Reappointments (Effective July 1, 2013 – June 30, 2014) – AFT Staff – continued

Katie Hooven	School of Nursing, Health & Exercise Science Professional Services Specialist 2
Karissa Kozlak	Student Center Professional Services Specialist 4
Eileen Kurowski	Counseling & Psychological Services Professional Services Specialist 1-10
Alexandra Lefebvre	Alumni Affairs Program Assistant
Melissa Lide	Development Professional Services Specialist 3
Justin Lindsey	Athletics & Recreation Professional Services Specialist 3
Bryce Liskovec	Network & Technical Services Professional Services Specialist 3
Robbin Loonan	Counseling & Psychological Services Professional Services Specialist 3-10
Colleen Maeder	Residential Education & Housing Professional Services Specialist 4
Yakima Melton	Student Center Professional Services Specialist 4
Allison Montgomery	Residential Education & Housing Professional Services Specialist 4
Ashwani Mukheja	Student Financial Services Professional Services Specialist 3
Emily Nagele	Admissions Professional Services Specialist 4
Judith Obenhaus	Records & Registration Professional Services Specialist 4
Gwendolyn Rajski	Residential Education & Housing Professional Services Specialist 4
Deric Raymond	College Advancement Professional Services Specialist 4

December 4, 2012

Jennifer Sizoo	Records & Registration Professional Services Specialist 4
One Year Reappointments (Effective July 1, 2013 – June 30, 2014) – AFT Staff – continued	
Paul Smisek	User Support Services Professional Services Specialist 3
Emma Steurer	Residential Education & Housing Professional Services Specialist 4
Christopher Sutton	Residential Education & Housing Professional Services Specialist 4
Robby Varghese	Records & Registration Professional Services Specialist 4
Madeline Weinland	Psychology Professional Services Specialist 4
Dawn Wilson	Admissions Professional Services Specialist 4
Rachel Wolf	Community Relations & Special Campus Events Professional Services Specialist 4
Three Year Reappointments (Effective July 1, 2013 – June 30, 2016) – AFT Staff	
Jonathan Blair	Network & Technical Services Professional Services Specialist 3
Virginia Brown	STEP Office Program Assistant
Jessica Claar	Student Activities & Leadership Development Professional Services Specialist 3
David Ilaria	Intramurals & Recreation Professional Services Specialist 2
Kris Anne Kinney	User Support Services Professional Services Specialist 3
Nicole Maldonado	School of Education Professional Services Specialist 4
Sergiusz Monasterski	Athletics & Recreation Professional Services Specialist 3
Eileen Rose	Student Financial Assistance Professional Services Specialist 3

December 4, 2012

Stephen Scaffa

User Support Services
Professional Services Specialist 3

Three Year Reappointments (Effective July 1, 2013 – June 30, 2016) – AFT Staff – continued

Marie Tuscano

Center for Institutional Effectiveness
Professional Services Specialist 3

Amanda Winfield – Summiel

Records & Registration
Professional Services Specialist 3

**Resolution Approving Waivers
Of Advertising
For College Business Purposes
(Finance and Investments Committee)**

Whereas: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$30,700, 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, and

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
Concert Ideas \$280,000	Event sponsored by the College Union Board: Spring 2013 Concert	Student Activity Fee
DiRoma Events T/A Impact Entertainment LLC \$50,000	Event Sponsored by the College Union Board: 2013 Spring Comedy Show	Student Activity Fee
Wizard's Festival of Fun, Inc. \$110,000	Event Sponsored by the College Union Board: 2013 Spring Carnival	Student Activity Fee
ACCENT- International Consortium for Academic Programs Abroad \$84,000	Maymester study tour to Rome, Italy	Self Funded Revenue
Asili Tanzania \$48,180	Summer study tour in Tanzania	Self Funded Revenue
Casa do Brasil \$31,000	Summer study tour in Madrid, Spain	Self Funded Revenue
CEPA-Europe GmbH \$232,254	Maymester and Summer study tour throughout Europe	Self Funded Revenue
DLT Solutions, Inc. \$44,173	Authentication Directory and Management Services for IT Systems	College Operating
Harlaxton College \$53,327	Summer study tour in Harlaxton Manor, England	Self Funded Revenue

December 4, 2012

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

Whereas: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$30,700, 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:

VENDOR	PURPOSE	FUNDING SOURCE
BESAM/ASSA ANLOY Automated Entrance Solutions, Inc. \$13,000	Replace automatic power operator and door at Decker Hall	Housing Operating
Environetics Design, Inc. \$26,000	Additional design services related to the School of Education Building	2010 Bond
Sasaki Associates, Inc. - \$50,000	Additional design services related to the Facilities Master Plan Update	Institutional Reserves

December 4, 2012