

**The College of New Jersey
Board of Trustees
February 24, 2015
201/106 Paul Loser Hall
3:00pm**

Public Meeting Minutes

Present: Jorge Caballero, Chair; Treby Williams, Vice Chair; Robert Altman, Secretary; Rosie Hymerling, Eleanor Horne, Fred Keating, Miles Powell, Albert Stark, Susanne Svizeny, R. Barbara Gitenstein, President; Ryan Boyne, Student Trustee; Kevin Kim, Alternate Student Trustee; David Blake, Faculty Representative to the Board; Marcia O'Connell, Faculty Representative to the Board; Joe O'Brein, Staff Representative to the Board

Not Present: Brad Brewster, Chris Gibson, Brian Markison, Josh Zeitz, Lynette Harris, Faculty Representative to the Board

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 Faculty– Promotions, New Appointments – Tenure Track, Reappointments – Temporary, Retirements – Emeritus; Staff– New Appointments, Change of Status, Resignations, Retirement - Emeritus, pending litigation including Susan Guerrini v. TCNJ, Paul Rada v. TCNJ, and anticipated litigation, 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 2, 2014 Public Meeting

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

VI. Approval of the Minutes of the December 19, 2014 Public Meeting

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

VII. Report of the President

Dr. Gitenstein gave her report.

VIII. Report of the Trustee member of the TSC Corporation

No report was provided.

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

Dr. Altman gave his report.

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. Hymerling gave her report.

XII. New Business

A. Report of the Executive Committee

Ms. Williams reported for the committee.

1. Faculty Actions – Promotions, New Appointments – Tenure Track, Reappointments – Temporary, Retirements – Emeritus– Attachment A

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

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

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

B. Report of the Student Affairs Committee

Mrs. Hymerling reported for the committee.

C. Report of the Academic Affairs Committee

Ms. Svizeny reported for the committee.

D. Report of the Building and Grounds Committee

Dr. Altman reported for the committee.

1. Resolution Approving Waivers of Advertising – Attachment C

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

E. Report of the Finance and Investments Committee

Ms. Williams reported for the committee.

1. Resolution Approving Summer 2015 Business Institute – Attachment D

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

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

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

F. Audit, Risk Management and Compliance

Mr. Caballero reported for the committee.

1. Resolution Approving Waivers of Advertising – Attachment F

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

G. Report of the College Advancement Committee

Ms. Horne reported for the committee.

XIII. Report from Faculty Senate President Amanda Norvell

Faculty Senate President Norvell provided the board with an update on the current issues being addressed by the Faculty Senate.

XIV. Update on Institutional Strategic Planning

President Gitenstein and Provost Taylor outlined the process and timeline for the campus' Strategic Planning and indicated that communication with the Board and the campus throughout this time period. The goal for the finalized plan is for February 2016.

XV. Adjournment


It was moved by Mrs. Hymerling, seconded by Ms. Svizeny, that the following resolution be approved. 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 28, 2015 at a time and location to be announced.

Be It
Further
Resolved: That this meeting be adjourned.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Robert A. Altman". The signature is fluid and cursive, with a prominent initial "R" and "A".

Robert A. Altman
Secretary

Faculty Promotions – Effective September 1, 2015

Associate Professor

1. Louise Ammentorp
2. James Beyers
3. Daniel Bowen
4. Tabitha Dell' Angelo
5. Brenda Ghitulescu
6. Cassandra Gibson
7. Brian Girard
8. Marimar Huguet-Jerez
9. John Kuiphoff
10. John Leonard
11. Abby O'Connor
12. Keith Pecor
13. Miriam Shakow

Librarian I

1. Yongming Wang

Professor

1. Charles Bennett
2. Elizabeth Borland
3. Bih Horng Chiang
4. Holly Haynes
5. Harriet Hustis
6. Deborah Hutton
7. Susanna Monseau
8. Marcia O'Connell
9. Shridevi Rao
10. Catherine Rosemurgy

New Appointments – Faculty – Tenure Track

Geralyn Altmiller	School of Nursing Associate Professor Effective: January 26, 2015 – January 1, 2018
Angela Capece	Physics Assistant Professor Effective: August 25, 2015 – June 30, 2018
Jonathan Davis	Education Administration & Secondary Education Assistant Professor Effective: August 25, 2015 – June 30, 2018
Tae-Nyan Kim	Finance Assistant Professor Effective: August 25, 2015 – June 30, 2018
MinSoo Kim-Brossard	Elementary/Early Childhood Education Assistant Professor Effective: August 25, 2015 – June 30, 2018
Anthony Lau	Biomedical Engineering Assistant Professor Effective: August 25, 2015 – June 30, 2018
A.J. Richards	Physics Assistant Professor Effective: August 25, 2015 – June 30, 2018
Amy Shahl	Psychology Assistant Professor Effective: August 25, 2015 – June 30, 2018

Reappointments – Faculty – Temporary

Diana Garzio	Nursing Instructor Effective: January 26, 2015 End date: June 30, 2015
Beatrice Mwariri	Nursing Assistant Professor Effective: January 26, 2015 End date: June 30, 2015

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Retirements – Faculty – Emeritus

Harold Eickhoff

Humanities
Effective: January 1, 2015

Charles Fenwick

Criminology
Effective: January 1, 2015

Jean Slobodzian

Special Education, Language & Literacy
Effective: July 1, 2015

Kathryne Speaker

Special Education, Language & Literacy
Effective: July 1, 2015

New Appointments-Staff

Sarah Aubrey	Project Specialist Bonner Center Effective: January 26, 2015
Elizabeth Bapasola	Assistant Vice President Student Affairs Effective: January 5, 2015
Janika Berridge	Professional Services Specialist 4 Residential Education & Housing Effective: January 5, 2015
Deborah Bodnar	Professional Services Specialist 4 College Advancement Effective: January 12, 2015
Joli McTerrell	Professional Services Specialist 4 Admissions Effective: January 5, 2015
Crystel Maldonado	Assistant Director 3 Office of the Dean of Students Effective: January 5, 2015
Taina Morales	Director Student Accounts Effective: January 5, 2015
LaKitha Murray	Senior Associate Director Athletics Effective: December 27, 2014
Susan Quinn	Assistant Director College Advancement Effective: January 12, 2015
Sarah Richter	Professional Services Specialist 3 Development Effective: February 9, 2015
Kortnay Woods	Director Grants & Sponsored Research Effective: January 12, 2015

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Change of Status – Staff

Aaron Becker	Athletics From: Coordinator of Athletic Equipment (IFPTE) To: Professional Services Specialist 3 (AFT) Effective: December 27, 2014
Jared Carter	From: Associate Director, Student Accounts To: Associate Director, Records & Registration Effective: January 5, 2015
Michelle Gervasi	Counseling & Psychological Services From: Program Assistant (CWA) To: Professional Services Specialist 3 (AFT) Effective: December 15, 2014
Joe Hadge	Counseling & Psychological Services From: Professional Services Specialist 3 To: Professional Services Specialist 2 Effective: February 9, 2015
Eileen Kurowski	Counseling & Psychological Services From: Professional Services Specialist 1-10 (AFT) To: Assistant Director (NU) Effective: January 26, 2015
Robbin Loonan	Counseling & Psychological Services From: Professional Services Specialist 3-10 To: Professional Services Specialist 2 Effective: December 15, 2014
Amy Schuler	Special Education, Language & Literacy From: Project Specialist (Grt) To: Project Specialist (NU) Effective: January 12, 2015
Rahmaan Simpkins	Human Resources From: Interim Associate Director To: Director Effective: December 1, 2014
Lori Thompson	From: Director, Treasurer's Office To: Director, Grants & Sponsored Research Effective: February 1, 2015
Robby Varghese	Records & Registration From: Professional Services Specialist 4 To: Professional Services Specialist 3 Effective: January 24, 2015

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Change of Status – Staff – (continued)

Kortnay Woods

Grants & Sponsored Research
From: Director
To: Executive Director
Effective: February 1, 2015

Resignation – Staff

Madeline Bell

Bonner Center
Effective: January 5, 2015

Michelle Crotto

Residential Education & Housing
Effective: January 21, 2015

Karen Samuels

Human Resources
Effective: April 24, 2015

Melissa Schaffer

Office of the General Counsel
Effective: January 10, 2015

Retirement – Staff - Emeritus

Robert Bartoletti

Support for Teachers Education Programs
Effective: January 1, 2015

Angela Sgroi

Grants & Sponsored Research
Effective: January 1, 2015

**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.

VENDOR	PURPOSE	FUNDING SOURCE
Assa Abloy Entrance Systems, Inc. \$42,000	Full service and preventative maintenance program for all automatic door operators and revolving doors	College Operating – 57% BSC Operating – 14% Housing Operating – 29%
Blackboard, Inc. \$141,697	Annual maintenance agreement and operating expenses for campus ID access readers and point-of-sale equipment	Housing Operating
Broad, USA \$50,892	Extended service warranty for the remote HVAC units for Phelps and Hausdoerffer Halls	Housing Operating
Comverge Inc. \$41,700	Maintenance contract for campus metering system	College Operating – 55% BSC Operating – 9% Housing Operating – 36%
GE Infrastructure Water and Process Technologies \$97,500	Water treatment and testing services for the Central Utilities Plant	College Operating – 55% BSC Operating – 9% Housing Operating – 36%

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Honeywell International, Inc. \$529,496	Service contract for energy management, fire alarms and security systems	College Operating – 55% BSC Operating – 9% Housing Operating – 36%
Johnson Controls \$74,566	Annual service contract for chiller plant and computerized chiller controls and Art/IMM Building energy management system	College Operating – 77% BSC Operating – 5% Housing Operating – 18%
Scales Industrial Technologies \$100,425	Rebuild and replace valves on gas compressors	College Operating – 55% BSC Operating – 9% Housing Operating – 36%
Schneider Electric \$50,297	Service contract for energy management for Phelps and Hausdoerffer Halls and the Education Building	College Operating – 24% Housing Operating – 76%
Siemens Fire Safety \$86,400	Fire alarm service agreement	College Operating – 50% Housing Operating – 50%
SimplexGrinnell \$110,465	Fire alarm service agreement	College Operating – 43% Housing Operating – 57%
Solar Turbines, Inc. \$401,020	Service agreement for the integrated combustion turbine generator system and controls	College Operating – 55% BSC Operating – 9% Housing Operating – 36%
Ewing Township \$455,311	Sewage disposal services	College Operating – 55% BSC Operating – 9% Housing Operating – 36%
Public Service Electric and Gas \$4,428,151	Purchase of regulated utility service – natural gas and electric	College Operating – 55% BSC Operating – 9% Housing Operating – 36%
Trenton Waterworks \$389,907	Water services	College Operating – 55% BSC Operating – 9% Housing Operating – 36%
Xcelerated Concepts, LLC \$11,106	Additional design services related to T-Dubs renovations	Housing Reserves (Sodexo contribution)

WM Group Services, LLC \$87,329	Additional design services related to Campus Chilled Water analysis and improvements for STEM Building	2013 Bond
New Jersey Department of Community Affairs \$32,668	Plan and permit fees	Operating – 7% E&G Asset Renewal – 60% 2013 Bond – 33%
Fraytak Veisz Hopkins Duthie \$61,250	Additional design services for the Roscoe West 202 Renovation and Green Hall Relocations and Audio/Visual Equipment consulting services for the Nursing Simulation lab	2013 Bond – 25% Institutional Reserves – 75%
Langan Engineering & Environmental Services \$15,000	Additional design services related to the TW Flood remediation project	Housing Asset Renewal – 100%

**The College of New Jersey Board of Trustees
Resolution Approving TCNJ Business Institute (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 objectives also include specific objective to identify and implement creative options for revenue enhancement: and

Whereas: The Provost previously presented, to the Academic Affairs Committee of the Board of Trustees, information on the TCNJ Business Institute, a five-week, intensive and integrated summer program, being launched in Summer 2015 and designed to impart skills, knowledge and perspectives on Business and Management to non-Business majors of TCNJ and other institutions at the not-for-credit rate; and

Whereas: The Provost recommends, based on the approval of the School of Business Curriculum Committee, that TCNJ offer students the option to enroll in the Institute for award of two course-units (eight academic credits) upon successfully completing all of the academic requirements of the Institute at the for-academic-credit rate; and

Whereas: The President has reviewed the proposed student charges required to implement this program and recommends their approval; and

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 student charges (excluding housing) in the amount of \$4,500 and \$5,000, to implement the not-for-credit and the for-academic-credit, respectively for the Summer 2015 program.

**Be It
Further**

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

**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 for FY 2015 PURPOSE	FUNDING SOURCE
Accu-type Inc. \$39,100	Real-time transcription Services	College Operating
Bellver International College \$45,712	Facilities Rental- Summer 2015 Graduate Program in Mallorca, Spain	Self Funded Revenue
Bruker Daltonics Inc. \$324,000	Specialized Scientific Instrument	Equipment Lease Bond Funds
Celebrations Caterers Inc \$48,000	Senior Class 2015 Gala	Student Activity Fee
Lyneer Staffing Solutions \$150,000	Temporary Staffing Services	College Operating
Spectra Quest Inc. \$66,000	Specialized laboratory Equipment- Vibrations Fundamental Training System	College Operating
Steris Corporation \$54,985	Specialized laboratory Equipment- Amsco Lab 250 Laboratory Steam Sterilizer	Equipment Lease Bond Funds
TRYP Palma Bellver Hotel \$37,000	Faculty housing in Palma de Mallorca, Spain	Self Funded Revenue

Multi Year Services

Sodexo \$16,500,000 Year Three Projection	Dining Services	Meal Plan Revenues Housing -89% Student Center- 3% Camps/Conferences- 8%
Oracle \$130,180	Oracle Database annual Software licenses and maintenance	College Operating
Wolfram Research \$53,100	Mathematics Software License and Maintenance- 3 Year Agreement	College Operating

Annual Services for the period July 1, 2015 to June 30, 2016

Assessment Technologies Institute \$46,675	Nursing testing package	Student Charges
Common Application \$95,000	On-line admissions Application manager	College Operating (Application Fee Revenues)
Higher One \$200,000	Credit card and ACH Payment processing	Student Charges
Sallie Mae Insurance Services \$35,000	Tuition refund insurance	Student Charges

Inter-Agency for the period July 1, 2015 to June 30, 2016

New Jersey Association of State Colleges and Universities \$179,502	Association membership dues	College Operating
United States Postal Service \$210,000	Postage expenses and fees	College Operating with Chargeback to functional units

Annual Maintenance Contracts

Computing and Technical for the period July 1, 2015 to June 30, 2016

Blackbaud \$77,224	Blackbaud fundraising and Analytical solutions annual Software licenses and maintenance	College Operating
Blackboard Inc. \$47,560	Blackboard Analytics Annual software maintenance	College Operating

Comm Solutions \$36,908	Palo Alto Network annual Hardware maintenance	College Operating
Ex-Libris \$58,009	Exlibris Voyager Integrated Online Library System (ILS) Annual software licenses And maintenance	College Operating
IBM \$36,328	SPSS and Content Manager Annual software Subscription and support	College Operating
Medicat \$32,850	Medicat Patient Health Management System Annual subscription fee and Licenses	College Operating
NJEdge \$303,678	NJEdge annual dues/ Membership, internet Network connection & Access, Disaster Recovery, NJVid and VMWare Software, licenses and Maintenance	College Operating
Novacoast \$182,222	Novell Academic Licensing Agreement (ALA), Vibe and Identity Management Annual software licenses And maintenance	College Operating
SAP Public Services, Inc. \$34,500	Business Objects Business Intelligence annual Software licenses and maintenance	College Operating
Software House International \$76,350	Extreme Networks Core Switches annual hardware maintenance	College Operating
Software House International \$89,438	Microsoft enrollment for Education solutions Program for annual Software licenses and Maintenance	College Operating

Software House International \$52,839	Red Hat Authentication Directory and management Services annual software Subscription and support	College Operating
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Library Acquisitions for the period July 1, 2015 to June 30, 2016

American Chemical Society \$50,000	Electronic Databases	College Operating
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EBSCO \$860,000	Materials and electronic Journal provider	College Operating
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Elsevier Engineering Information, Inc. \$40,000	Electronic information Database services-Scientific Medical and technical Information	College Operating
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IEEE- The Institute of Electrical & Electronic Engineers \$42,000	Electronic Information Services	College Operating
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Online Computer Library Center, Inc. (OCLC) \$65,000	Online Bibliographic Services	College Operating
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ProQuest \$42,000	Electronic Information, Books and periodical Materials	College Operating
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Thomson/West \$48,000	Electronic Databases, Books and periodical Materials	College Operating
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VALE \$200,000	Electronic information services	College Operating
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Waldo \$60,000	Electronic Information Services	College Operating
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Yankee Book Peddler \$275,000	Books and library materials	College Operating
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Utilities for the period July 1, 2015 to June 30, 2016

AT&T \$69,350	AT&T Wireless Service with AT&T provided iPhones	College Operating with Chargeback to functional units
Comcast Cable Television \$180,709	Cable television for the College and internet access To the College houses	Housing 88% TSC Corp 3% Student Center 1% College Operating 8%
Verizon \$202,787	Local, long distance and Wireless telephone services	Student Revenue 6%, Estimated, College Operating 94% with Chargeback 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:

VENDOR	PURPOSE	FUNDING SOURCE
NJ Educational Facilities Authority \$32,500	Liability insurance coverage for Bonded/Titled Properties	College Operating - 47% Housing - 49% Student Center - 4%
Office of the Attorney General \$100,000	Legal services provided by the Deputy Attorney General	College Operating