

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

**Thursday, October 4, 2001
202 W Student Center
Minutes of Public Board Meeting**

Present: Mr. Walter Chambers, Chair; Mr. Bruce Hasbrouck, Vice Chair; Mrs. Patricia Rado, Secretary; Mr. Tom Bracken; Ms. Stacy Holland; Mr. Robert Kaye; Mr. James McAndrew; Ms. Barbara Pelson; Mr. Harry Reichard; Dr. R. Barbara Gitenstein, President; Ms. Rebecca Ostrov, Student Trustee; Mr. Rohit Thawani, Alternate Student Trustee; Dr. John Karsnitz, Faculty Representative to the Board, Dr. Beth Paul, Faculty Representative to the Board

Not Present: Dr. Carla Enriquez; Mr. Robert Gladstone; Mr. Jeffrey Perlman; Mr. Jose Sosa

The meeting was called to order at 3:05pm.

I. Announcement of Compliance

Mr. Chambers announced that the requirements of the Open Public Meetings Act concerning public notice of this meeting had been met.

II. Motion to go into closed session

It was moved by Ms. Holland, seconded by Mr. McAndrew, that the Board go into closed session to discuss personnel actions and pending litigation, items exempt under the Open Public Meetings Act.

III. Closed Session

IV. Resumption of Public Session/Pledge of Allegiance

Mr. Chambers asked for a moment of silence for all of those affected by the events of September 11, 2001.

V. Swearing in of New Trustee

Deputy Attorney General Barbara Kleva swore in Alternate Student Trustee, Mr. Rohit Thawani.

VI. Approval of the Minutes of the June 21, 2001 Meeting

It was moved by Mr. Hasbrouck, seconded by Ms. Holland that the minutes be approved pending an amendment to delete Bridget Konkle from the Resignation section of Attachment B due to a clerical error. Both motions carried unanimously.

VII. Approval of the Minutes of the September 14, 2001 Meeting

It was moved by Mr. McAndrew, seconded by Ms. Holland that the minutes be approved. Mr. Hasbrouck and Mrs. Rado recused themselves from this action. The motion carried.

VIII. Report of the President

Dr. Gitenstein made her report.

IX. Report of the Board Officers

No report was made.

X. Report of the Board Officers Nominating Committee / Reorganization of the Board

Mr. Reichard reported for the committee and re-announced the nomination of the following slate of officers for the 2001-2002 academic year:

Walter Chambers, Chair
Bruce Hasbrouck, Vice Chair
Pat Rado, Secretary

No further nominations were made.

It was moved by Mr. Reichard, seconded by Ms. Holland that the slate of officers be approved. The motion carried unanimously.

XI. Report of the Sesquicentennial Committee

Mrs. Pelson reported for the committee.

XII. Report of the Trustee member of the TSC Corporation

Mr. McAndrew made his report.

XIII. Report of the Trustee member of the TCNJ Foundation

Mr. Chambers reported for Mr. Gladstone.

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

Mr. Chambers made his report.

XV. New Business.

A. Report of the Executive Committee

Mr. Hasbrouck reported for the committee.

1. A Resolution with Regard to the Tragedy on September 11, 2001 - Attachment A

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

2. The College of New Jersey Board of Trustees Resolution Approving an Employment Agreement for President R. Barbara Gitenstein - Attachment B

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

3. Resolution on Wesley Mostello v. The College of New Jersey, OAL Docket No. NBC 4960-00 - Attachment C

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

4. Personnel Actions
 - a. Appointments - Faculty - Attachment D

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

- b. Change of Status, New Appointments, Temporary Appointments, Extension of Temporary Appointments, Resignations - Staff - Attachment E

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

- c. Appointments - Graduate Assistants - Attachment F

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

- 5. Resolution Approving the Establishment of the TCNJ Staff Senate - Attachment G

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

B. Academic Affairs

Mrs. Pelson reported for the committee.

- 1. Resolution Approving New Emeritus Guidelines At TCNJ - Attachment H

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

C. Finance & Construction

Mrs. Rado reported for the Committee.

- 1. Resolution Concerning the Submission of the Fiscal Year 2003 Capital Budget Request - Attachment I

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

- 2. Resolution of The College of New Jersey Board of Trustees Approving the Acquisition and Financing of Higher Education Equipment Through the Higher Education Equipment Leasing Fund Act and Authorizing the

Execution and Delivery of the Necessary Legal Documents In Connection
Therewith - Attachment J

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

3. Bid Waivers for College Business Purposes:

- Professional and Other Services - Attachment K

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

- Construction Contracting Purposes - Attachment L

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

D. College Relations

Mr. Kaye reported for the committee.

1. Resolution Honoring TCNJ Athletic Teams - Attachment M

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

2. Resolution Thanking Mr. Gregory Bressler - Attachment N

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

XVI. Adjournment

The following resolution was moved by Mr. Hasbrouck, seconded by Mrs. Rado. The motion carried unanimously.

Be It

Resolved: That the next public meeting of The College of New Jersey Board of Trustees will be held on Thursday, December 6, 2001 at a time and location to be announced.

Be It
Further
Resolved: That this meeting be adjourned.

The meeting was adjourned at 4:45pm.

Respectfully submitted,

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

Patricia Rado
Secretary

A Resolution with Regard To The Tragedy On September 11, 2001

- Whereas: The College of New Jersey was horrified by the tragedies that occurred at the World Trade Center, the Pentagon, and in Somerset County Pennsylvania, and
- Whereas: The College was directly affected with members of its extended family counted among the dead, injured or missing as a result of the terrorist attacks, and
- Whereas: The College counts among the members of its extended family heroic firefighters, police officers, rescue and health care workers, and all those who worked tirelessly to save others, and
- Whereas: The College community grieves with those who have lost loved ones and friends, and
- Whereas: Many at The College displayed their personal concerns by assisting with the rescue effort, by giving blood in overwhelming numbers, by donating money to relief agencies, and by sharing their concern and grief in private moments of reflection as well as at campus, public, and religious memorials.
- Therefore,
Be It
Resolved: That the Board of Trustees of The College of New Jersey extends its heartfelt sympathy to the families and friends of those whose lives have been taken, and to all of those severely affected by the acts of terrorists, and wishes a rapid recovery to those who were injured by the events of September 11, 2001.

October 4, 2001

**The College of New Jersey Board of Trustees
Resolution Approving an 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: At the time of her appointment the Board approved a letter of agreement on the employment for President Gitenstein, and
- Whereas: The Board recognizes that in order to fulfill its responsibility of supporting the President of The College and serving the best interests of the institution, it is necessary to ensure that a thorough, comprehensive employment agreement is drafted and adopted, and
- Whereas: The Board of Trustees through the use of a professional consultant and attorney, has meticulously researched appropriate options available for such an agreement, and has developed terms acceptable to the Board and the President.
- Therefore,
Be It
Resolved: That the Board of Trustees of The College of New Jersey hereby approves the employment agreement for President R. Barbara Gitenstein, recommended by the Executive Committee, and
- Be It
Further
Resolved: That this agreement will be retroactively effective July 1, 2001.

October 4, 2001

**Resolution on Wesley Mostello v. The College of New Jersey, DAL
Docket No. HEC 4960-00**

- Whereas: The Board of Trustees of The College of New Jersey ("Board") serves as the Agency Head in fulfilling its responsibility in a contested matter before the Office of Administrative Law ("OAL"), Wesley Mostello v. The College of New Jersey, and the matter was forwarded to the OAL for a hearing and Initial Decision, and
- Whereas: Following a hearing, the Honorable Steven C. Reback, ALJ, issued an Initial Decision which the Board received on August 18, 2001, and
- Whereas: The Board has requested an extension of time until November 14, 2001, to file the Final Decision because it could not consider the Final Decision in closed session until October 4, 2001, which is outside the 45 days to file the Final Decision pursuant to N.J.A.C. 1:1-18.8, and
- Whereas: Pursuant to N.J.A.C. 1:1-18.8(e), Wesley Mostello has requested by correspondence dated September 28, 2001, an extension of time to file exceptions until October 29, 2001, and
- Whereas: The Board has considered the reasons for the request and has found them to be for good cause.
- Therefore,
Be It
Resolved: That the Board of Trustees of The College of New Jersey extends time for Wesley Mostello to file exceptions until October 29, 2001.

October 4, 2001

Temporary Appointments - Faculty

Kannan Balasubramanian	Assistant Professor Computer Science August 28, 2001
Stephen Bishop	Instructor Modern Language (Part-Time) August 28, 2001
Clare Bohnett	Assistant Professor School of Business August 28, 2001
Laura Boms-Fallon	Instructor Modern Languages August 28, 2001
Norma Brown	Clinician Education Nursing (Part-Time) August 28, 2001
Manar Darwish	Instructor Modern Language (Part-Time) August 28, 2001
Pia Deas	Instructor English (Part-Time) August 28, 2001
Debra Frank	Assistant Professor Elementary/Early Childhood August 28, 2001
Irene Gersten	Instructor English (Part-Time) August 28, 2001
Samuel Ghelli	Instructor Modern Languages (Part-Time) August 28, 2001
Lynn Goedecke	Assistant Professor Law and Justice August 28, 2001

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Temporary Appointments - Faculty (continued)

Rebekah Grossman	Instructor English August 28, 2001
Farrukh Hakeem	Assistant Professor Law & Justice August 28, 2001
Cao Jiang	Assistant Professor Economics/Finance August 28, 2001
Tulia Jimenez-Vergara	Assistant Professor Modern Language August 28, 2001
Hana Muzika Kahn	Instructor Modern Languages (Part-Time) August 28, 2001
Renee Klein	Instructor English (Part-Time) August 28, 2001
Xinru Liu	Instructor History (Part-Time) August 28, 2001
Margaret Martinetti	Assistant Professor Psychology (Part-Time) August 28, 2001
Eliza McFeely	Instructor History (Part-Time) August 28, 2001
Charles McVicker	Assistant Professor Art (Part-Time) August 28, 2001
Thomson Moore	Librarian III Roscoe L. West Library August 28, 2001

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Temporary Appointments - Faculty (continued)

Martin Paulsson	Instructor History (Part-Time) August 28, 2001
Nancy Scheible	Instructor Counselor Education (Part-Time) August 28, 2001
Diane Senerth	Instructor Modern Languages (Part-time) August 28, 2001
Ellen Seradarian	Instructor Modern Language August 28, 2001
Pamela Smith	Assistant Professor Computer Science August 28, 2001
David Stillman	Assistant Professor Modern Languages August 28, 2001
Reetika Vazirani	Assistant Professor English (Part-Time) August 28, 2001 Asian
Louis Zanine	Instructor History (Part-Time) August 28, 2001

Appointments - Faculty

Jaqueline Norris	Assistant Professor Elem/Early Childhood August 28, 2001
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October 4, 2001

Change Of Status - Staff

Susan Berkowitz	School of Education From: Program Assistant To: Assistant Dean 6 Effective: September 1, 2001
Craig Blaha	Information Technology From: Professional Svcs. Specialist 2 (College Relations) To: Professional Svcs. Specialist 2 (Information Technology) Effective: September 1, 2001
Janis Blayne Paul	College Advancement From: Professional Services Specialist 2 (Development & Alumni) To: Professional Services Specialist 2 (Government and Community Relations) Effective: July 1, 2001
Chris Chamberlin	Environmental Services From: Assistant Supervisor 3 To: Managing Assistant Director 2 Effective: July 1, 2001
Floyd Cosper	Information Technology From: Professional Services Specialist 3 (classified) To: Professional Services Specialist 3 (unclassified) Effective: August 27, 2001
Christine Leichliter	School Of Arts, Music & Media From: Professional Services Specialist 3 (Records & Registration) To: Assistant Dean 6 (School Of Arts, Music & Media) Effective: August 13, 2001
Susan Long	College Relations From: Managing Assistant Director 1 To: Associate Director 2 Effective: September 1, 2001

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Change Of Status - Staff (continued)

Rosa Marinzoli	School Of Culture And Society From: Assistant Professor To: Assistant Dean 6 Effective: July 30, 2001
Lisa McCarthy	Residence Life From: Managing Assistant Director 3 To: Managing Assistant Director 2 Effective: July 1, 2001
Caroline Miller	Records & Registration From: Director 2 To: Director 1 Effective: July 1, 2001
Nikolaus Mische	International Studies From: Program Assistant To: Professional Services Specialist 3 Effective: July 1, 2001
Ashwani Mukheja	Student Financial Services From: Professional Services Specialist 2 To: Associate Director 2 Effective: July 1, 2001
Teresa Reinhart	School Of Business From: Professional Services Specialist 3 Campus Life To: Assistant Dean 6 School Of Business Effective: August 6, 2001
Ujwala Swaminathan	Records & Registration From: Professional Services Specialist 4 (Institutional Research) To: Professional Services Specialist 4 (Records & Registration) Effective: September 24, 2001
Debra Watson	Budget and Finance From: Professional Services Specialist 3 To: Managing Assistant Director 3 Effective: September 17, 2001

October 4, 2001

New Appointments – Staff

Ariella Alpert	Human Resources Managing Assistant Director 2 Effective: July 30, 2001
Richard Burke	Student Financial Services Associate Director 2 Effective: July 16, 2001
Bernice Gottlieb-Smith	Budget & Finance Managing Assistant Director 2 Effective: July 2, 2001
Dionne Hallback	Student Financial Services Program Assistant Effective: July 16, 2001
Jennifer Harnett	Athletics Professional Services Specialist 3 Effective: August 6, 2001
Karen Hendershot	International Studies Professional Service Specialist 3 Effective: September 1, 2001
Mark Kalinowski	Music Department Program Assistant – Part Time Effective: July 2, 2001
Carolyn Lewis-Spruill	School Of Nursing Project Specialist Effective: July 1, 2001
Kimberly Manel	Human Resources Managing Assistant Director 4 Effective: August 20, 2001
Christina Rush	Human Resources Managing Assistant Director 3 Effective: August 20, 2001
Robin Selbest	Athletics Professional Services Specialist 3 Effective: August 13, 2001

October 4, 2001

New Appointments – Staff (continued)

Gail Simmons	School Of Science Dean 2 Effective: August 20, 2001
John Stafford	Residence Life Director 3 Effective: July 16, 2001
Martha Stella	School Of Engineering Assistant Dean 4 Effective: October 1, 2001
Timothy Wilkinson	Campus Life Professional Services Specialist 3 Effective: July 16, 2001

Temporary Appointments – Staff

Henry Harms	High Tech. Workforce Grant Project Specialist Effective: July 2, 2001 – June 30, 2002
Kevin Maldonado	Campus Life Program Assistant Effective: July 30, 2001 – June 30, 2002
Jane Smith	Career Equity Center Project Specialist Effective: July 1, 2001– June 30, 2002
Sondra Wah	TIES Magazine Project Specialist Effective: July 1, 2001– June 30, 2002
Donna Williams	Career Equity Center Project Specialist Effective: July 1, 2001– June 30, 2002

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Extension Of Temporary Appointments - Staff

Richard Albe	SMET Project Specialist Effective: July 1, 2001– June 30, 2002
Brian Bara	Development & Alumni Affairs Project Specialist Effective: July 1, 2001– December 31, 2001
Cara Barlis	Health Services Physician Effective: July 1, 2001– June 30, 2002
Gary Bell	TIES Magazine Project Specialist Effective: July 1, 2001– June 30, 2002
Robert Brackett	Facilities Management and Planning Project Specialist Effective: July 1, 2001– June 30, 2002
Margaret Busse	ACE-EOF Program Project Specialist Effective: July 1, 2001– June 30, 2002
Ann Disdier	Special Education Tech NJ Project Specialist Effective: July 1, 2001– June 30, 2002
Ellen Farr	TIES Magazine Project Specialist Effective: July 1, 2001– June 30, 2002
Constance Gregory	Career Equity Center Project Specialist Effective: July 1, 2001– June 30, 2002
Nichole Hardeman	Career Equity Center Project Specialist Effective: July 1, 2001– June 30, 2002
Patricia Hutchinson	TIES Magazine Project Specialist Effective: July 1, 2001– June 30, 2002

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Extension Of Temporary Appointments - Staff (continued)

Lorianne Lozinski	Children Designing & Engineering Project Project Specialist Effective: July 1, 2001– June 30, 2002
Kenneth Maskell	TIES Magazine Project Specialist Effective: July 1, 2001– June 30, 2002
Debra McDonald	ACE-EOF Project Specialist Effective: July 1, 2001– June 30, 2002
Tonya Mullen	Career Equity Center Project Specialist Effective: July 1, 2001– June 30, 2002
Suzanne Murphy	TIES Magazine Project Specialist Effective: July 1, 2001– June 30, 2002
Mark Plante	Career Equity Center Project Specialist Effective: July 1, 2001– June 30, 2002
William Rogers	Facilities Management & Planning Project Specialist Effective: July 1, 2001– June 30, 2002
Susanne Rosser	Mid Atlantic Regional Laboratory Project Specialist Effective: July 1, 2001– June 30, 2002
Michael Rothstein	Governors School of the Arts Project Specialist Effective: July 1, 2001– June 30, 2002
Suzanne Rothstein	Governors School of the Arts Project Specialist Effective: July 1, 2001– June 30, 2002
Arnold Shapelow	Facilities Management & Planning Project Specialist Effective: July 1, 2001– June 30, 2002

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Extension Of Temporary Appointments - Staff (continued)

Ellen Specht	Special Education Tech NJ Project Specialist Effective: July 1, 2001– June 30, 2002
James Paul Stephans	International Studies Project Specialist Effective: July 1, 2001– June 30, 2002
Mary Switzer	Career Equity Center Project Specialist Effective: July 1, 2001– June 30, 2002
Ronald Todd	TIES Magazine Project Specialist Effective: July 1, 2001– June 30, 2002
Amari Verastegui	TCNJSSI Regional Center Project Specialist Effective: July 1, 2001– June 30, 2002

Resignations - Staff

Gregory Bressler	Facilities Management and Planning Associate Vice President 2 Effective: December 19, 2001
Craig Comperatore	Information Technology Professional Services Specialist 3 Effective: August 2, 2001
Catherine Connor	TIES Magazine Project Specialist Effective: August 31, 2001
Marie Hemmert	Special Education Tech NJ Project Specialist Effective: August 31, 2001
Nancy Hill	Campus Life Professional Services Specialist 4 Effective: August 10, 2001
Constance Kirman	Graduate Studies Assistant Director 4 Effective: August 27, 2001

October 4, 2001

Resignations - Staff (continued)

Wendy Sturgeon

TIES Magazine
Project Specialist
Effective: June 30, 2001

October 4, 2001

Appointments - Graduate Assistants (Stipend)

Joseph Agabiti	High Tech Workforce Excellence Grant
Leah Angelucci	Department of Chemistry
Kristine Arnold	Athletics
Carolyn Barringer	School of Business
Taryn Brackin	Dean of Student Life
Jean Brendel	Development and Alumni
Staycee Bruskof	Campus Life
Joseph Burns	Math/Science Tutoring Lab
Robyn Cadogan	Biology Department
Stacey Carrasquillo	Governance (fall semester)
Erica Charcalla	Mathematics Department
Wei Chen	Department of History
Christine Cooper	Department of Elementary Education
Betty Ann Coppola	Writing/Reading Lab
Jennifer Cottrill	Medical Careers
Erika Cruz	Campus Life
Jeanne DeRosa	Media Department
Jennifer DiBiase	Academic Enhancement
Keri Donohue	Residence Life
Noelle Dry	Aquatics
Loralee Farren	Department of Special Education
Jaclyn Filia	Athletics
Patricia Fitzgerald	Campus Life
Kimberly Garnick	Library
Nicole Gianfredi	Student Center
Alison Goeke	Vocational Student Organization Grant
Lisa Haiges	School of Education
Matthew Hall	ADEP
Stacey Hargraves	High Tech Workforce Excellence Grant
Cathleen Hayden	High Tech Workforce Excellence Grant
Mark Hebert	Department of Health and Physical Education
Catherine Hegedus	High Tech Workforce Excellence Grant
Emily Hensarling	Language and Communication Sciences Department
Laura Hubbard	Residence Life
Loretto Hutchinson	Writing/Reading Lab
Mark Jarmon	Athletics
Kelly Johnson	Library
Makiesha Jones	Service Learning
Drew Kelly	Athletics
Jennifer King	English Department
Jonathan Kumfert	Graduate Studies
Justin Langlois	College Ambassador
Patricia Larsen-Christine	Psychology Department
Andrew Lausier	Athletics

October 4, 2001

Appointments - Graduate Assistants (Stipend) - continued

Joy Mazur	Women's Studies
Silvia Mazzula	Campus Life
Thomas McDonough	Department of Health and Physical Education
Kristine Medino	High Tech Workforce Excellence Grant
Curt Nath	Aquatics (fall semester)
Brian Nice	Athletics
Lori Nicoletti	School of Business
Amy O'Donnell	Athletics
Susan Olivera	Math/Science Tutoring Lab
Marilyn Pagan	Campus Life
Donna Papaleo	Biology Department
Mary Beth Perella	Testing Center
Erika Pluta-Diamond	Dean of Student Life
Veronica Reid	School of Nursing
Jodi Ricciardi	Athletics
Denise Ruff	Language and Communication Sciences
Rosario Saad	Residence Life
Jamie Sands	Counselor Education Department
Kristin Scarola	Wellness Center
Christina Schindler	Adaptive Tech Grant
Courtney Schnitzerling	Athletics
Nicole Senczakiewicz	Educational Administration/Secondary Education
Melissa Sikorski	Residence Life
Robyn Solomon	Career Services
Melissa Stern	School of Education
Robert Szmaz	Athletics
Nicole Tracey	High Tech Workforce Excellence Grant
Tiffany Trockenbrod	Athletics
Alison Tufts	Art Department
Amanda Vandervort	Athletics
Patricia Varela	Overseas Program
Sarolta Vegh-Soti	Overseas Program
David Venditto	High Tech Workforce Excellence Grant
Pamela J. Wenger	Math/Science Tutoring Labs
Wendy Whetzel	Department of Technological Studies
Corrine Yananton	TSC Corp-Off Campus Housing
Elena Zamora	Graduate Studies

Appointments - Graduate Assistants (Non-Stipend)

Deborah Green	Educational Administration/Secondary Education
Kimberly Higgins	Counselor Education Department
Erica Jacobs	International Education
Adriana Soldi	School of Nursing
Stefanie Stopa	Department of General Education
Malcolm Thompson	Psychology Department

October 4, 2001

**Resolution Approving the Constitution and Bylaws of
The College of New Jersey Staff Senate**

- Whereas: The College of New Jersey Board of Trustees approved a document entitled, "Internal Governance Structure and Processes," and
- Whereas: This document provides for the input of all internal campus constituencies, including students, faculty and staff, into issues before governance, and
- Whereas: The governance document provided for the creation of a formal organization to ensure staff representation and input within the governance structure and the campus community, and
- Whereas: Throughout the past year a volunteer organizing committee of college staff has worked to develop a constitution and bylaws for use by the staff in creating the Staff Senate, and
- Whereas: On August 1, 2001 the staff of The College ratified the attached documents and has forwarded them for approval.
- Therefore,
Be It
Resolved: That the Board of Trustees hereby approves the attached documents establishing The College of New Jersey Staff Senate.

October 4, 2001

The College of New Jersey
Staff Senate
Proposed
Constitution

ARTICLE I

NAME

The name of this organization is the **Staff Senate** of *The College of New Jersey*.

ARTICLE II

Statement of Purpose

The Staff Senate is the representative voice of the college staff for purposes of college governance. The staff is defined as permanent non-faculty employees of The College of New Jersey including all classified, administrative unit and administrative non-unit job categories with the exception of the Cabinet Officers of The College.

ARTICLE III

Mission

The Staff Senate of The College of New Jersey contributes to the advancement of the College's mission by serving as the official representative body of all non-faculty staff and by actively participating in campus governance. The Staff Senate does not purport to be a collective bargaining unit and will not negotiate terms and conditions of employment.

In fulfilling this role, the Staff Senate shall:

- Administer a fair process for appointing staff representatives to serve on standing committees and advisory councils within The College's governance structure other than those appointed by the College President.
- Consider and recommend action on existing and proposed policies and procedures, as well as any other matters related to the interests of The College, the campus community, and other stakeholders.

- Provide a forum for examination of common concerns and issues related to quality of life and employment for all non-faculty staff (excluding terms and conditions of employment subject to union negotiation).
- Maintain and promote effective channels of communication among staff, faculty, students, the administration, the Board of Trustees, and other stakeholders.
- Develop and implement other goals and activities as determined by the Staff Senate to be consistent with its overall purpose and the mission of The College.
- Be sensitive to a balanced representation across job categories when making staff appointments.
- Uphold and advance the College's commitment to equal opportunity and appreciation of diversity in all its policies, procedures, decisions, appointments, and other actions.

ARTICLE IV

MEMBERSHIP

- A. The Staff Senate shall consist of thirty- seven Senators and the President. The Senate will include twenty-five governance senators, and thirteen elected At-Large Senators. The At-Large Senators shall consist of seven unit and six non-unit staff (see Bylaws, Article III, Elections/Nominations). Governance Senators are appointed by the Senate to serve designated terms on college-wide committees or advisory councils of the College Governance System.
- B. Associate Members – Any interested staff member of the College may serve as an Associate Member of the Staff Senate. Associate Members may participate in Staff Senate functions and events and attend general body meetings. Associate Members may serve on Staff Senate councils and committees.
- C. All College staff are represented by the Staff Senate and may attend and participate in general Staff Senate meetings and functions

ARTICLE V

VOTING REQUIREMENTS AT SENATE MEETINGS

- A. Eligibility – all Senators and executive officers, with the exception of the President, may vote on matters of official Senate business. Associate members may not vote on official Senate business, but may vote on matters within the councils or committees on which they are serving.
- B. Method -- voting shall be conducted by a show of hands. A secret ballot shall be used in the following instances: 1) the Constitution requires a secret ballot, 2) a Senator's request for secret ballot is approved by majority vote, or 3) at the discretion of the President.

- C. General Motions (except those noted in section D below) will be passed by a majority vote of the quorum (see Article V of the Bylaws, *Meetings*).
- D. The following motions require a two-thirds vote of the quorum for their adoption:
 - 1. Amend, annul, repeal, or rescind any part of the Constitution, Bylaws, or Rules of Order previously adopted. These actions require previous notice. (see Article XIII of the Constitution, *Amendments*).
 - 2. Amend or rescind a standing rule, program, or order of business, or a resolution, previously adopted, without notice being given at a previous meeting or in the agenda of the meeting.
 - 3. Move to executive session.
 - 4. Removal or impeachment of a senator or executive officer of the Staff Senate.

ARTICLE VI

OFFICERS

- A. Executive Officers of the Staff Senate shall constitute the executive committee of the Senate and consist of:
 - 1. President
 - 2. Vice President
 - 3. Chairs of the Senate Councils
- B. The responsibilities of the President and Vice President shall be those as outlined in Article I of the Bylaws.
- C. The responsibilities of the Council Chairs shall be to lead the senate councils in accordance with Article IV of the Bylaws

ARTICLE VII

TERMS OF OFFICE

- A. The term of office for Staff Senators will be three years. Each term will begin June 1. Terms will be staggered to permit elections of approximately one-third of the senate each year.
- B. Terms of office for the President and Vice President will be for two years.
- C. The President, Vice President and any Senator may be reelected or appointed for no more than two consecutive terms.

ARTICLE VIII

ELECTIONS

- A. Election of the President and Vice President shall be conducted (on each two-year cycle) before the appointment of governance Senators and the election of At-Large Senators.
- B. Appointment of governance Senators shall be conducted prior to the election of At-Large Senators in accordance with Article III of the Bylaws.
- C. Elections of At-Large Senators shall be conducted every Spring in accordance with Article III of the Bylaws.

ARTICLE IX

GOVERNANCE RESPONSIBILITIES

Governance Senators shall:

- 1. Represent the Staff Senate and staff in the discharge of their responsibilities.
- 2. Inform the Staff Senate of pertinent matters and actions taken at governance committees or councils by:
 - a. Informing the Senate of discussions and actions taken at meetings of each governance committee or council, AND
 - b. Forwarding copies of minutes to the President once they have been approved by the respective committee.
- 3. Bring matters from the Staff Senate before the respective governance committee or councils.

ARTICLE X

SENATE COUNCILS

- 1. The Staff Senate councils shall consist of the following:
 - A. Election & Constitution Council
 - B. Communication & Public Relations Council
 - C. Staff Development & Recognition Council

- D. Special Events & Community Building Council
2. The Chair of each Council shall be a Senator appointed by the President who will serve on the Executive Committee of the Senate.
 3. Membership and participation on Councils is encouraged and open to all College Staff.

ARTICLE XI

CONFLICT OF INTEREST AND ETHICAL CONDUCT

- A. Any College staff member who serves as an officer of one of The College's bargaining units may not serve as an executive officer of the Staff Senate but is not precluded from serving as a Senator.
- B. Staff members from the Office of Human Resources may not serve as executive officers of the Senate but are not precluded from serving as Senators.
- C. Staff Senators are obligated to adhere to the TCNJ Policy - *Code of Ethics for Employees of The College of New Jersey*.

ARTICLE XII

REMOVAL FROM OFFICE

- A. Any Executive Officer, Senator, or Associate Member can be removed from office by the Staff Senate for nonperformance of duties. A petition requesting such removal can be brought to the Executive Committee by a simple majority of the quorum of the Senate. The Executive Committee will investigate the matter on a case-by-case basis and will recommend action to the Senate.

The Senate will make the final decision by secret ballot. A two-thirds vote of the quorum will carry the vote.

Possible causes of expulsion constituting grounds for removal from office shall include, but not be limited to:

- use of the powers of the Senate, real or implied, to further personal causes;
 - excessive absenteeism;
 - failure to consistently fulfill the responsibility of the Senate positions.
- B. Resignation in good standing from the Senate shall require a formal, written letter of resignation to be submitted to the Executive Committee.

ARTICLE XIII

AMENDMENTS

The approval process of amendments to the Constitution shall be:

- A. A proposal for an amendment must be reviewed by the Election and Constitution Council and submitted to the Executive Committee.
- B. A notice of amendment must be presented by the Executive Committee to all members of the Staff Senate prior to the meeting where the proposal will be discussed. The notice shall explain the proposed amendment in context.
- C. Proposed amendments shall not be voted on until at least one regular meeting after the introduction of the amendment.
- D. Amendments to the Constitution shall be ratified by two-thirds vote of the quorum of the Staff Senate.

ARTICLE XIV

ADOPTION OF CONSTITUTION

The Constitution shall be ratified by a majority vote of the ballots cast by current TCNJ staff employees in a general election process.

The College of New Jersey
Staff Senate
Proposed
Bylaws

ARTICLE I

DUTIES OF THE OFFICERS

The President shall:

- Prepare for, plan for, and preside over all meetings of the Staff Senate and Executive Committee.
- Serve on the Committee on Planning and Priorities as designated by The College governance structure.
- Represent the Staff Senate at major campus events, on committees, search committees and at various campus activities as requested by various stakeholders.
- Act as Staff Senate spokesperson in communications with the public.
- Be responsible for oversight of the annual budget.
- Prepare and present the annual report to the Senate and other constituencies.
- Supervise the work of any support staff working on behalf of the Staff Senate.
- Appoints Ad Hoc committees.
- Appoint Senators to serve as chairs of the Senate Councils.
- Invite the TCNJ President to one Senate meeting a year.
- Ensures that all policies, procedures, and required actions of the Staff Senate are conducted in accordance with the Constitution and Bylaws.

The Vice President shall:

- Handle specific administrative projects.
- Succeed the President in the event that the office becomes vacant.
- Perform the duties of the President in the absence of the President.
- Prepare and distribute annual calendar of Staff Senate activities and procedures.
- Be responsible for the preparation and management of the annual budget.
- Assist in the preparation of the Annual Report.
- Keep official attendance records.

The Council Chairs shall:

- Lead the Senate Councils (see Bylaws Article IV).
- Serve on the Executive Committee of the Senate.

ARTICLE II

DUTIES OF STAFF SENATORS

Staff Senators shall:

- Fulfill the responsibilities of their respective At-Large and Governance Senate positions.
- Attend all Senate meetings.
- Make informed decisions.
- At-Large Senators shall serve on at least one Senate council.
- Governance Senators shall serve their designated terms on governance committees or advisory councils.
- Attend orientation programs related to governance.

ARTICLE III

ELECTIONS/NOMINATIONS FOR EXECUTIVE OFFICERS AND SENATORS

- Elections and appointments of the Staff Senate shall be held in the spring of each year, and shall be managed by the Election and Constitution Council according to the guidelines outlined in this article. The Election and Constitution Council is responsible for administering an inclusive election process, ensuring that information about the process, timelines, candidates, election and candidate forums is readily available to all members of the TCNJ staff.

A. Election and Appointment Timeline

The Senate is constituted through three distinct yet related selection/election processes. First, the Staff Senate's President and Vice-President are elected through a campus-wide staff election. Second, Governance Senatorial seats which are determined to be vacant by the Election and Constitution Council are filled through a Senatorial appointment process. Third, At-Large Senatorial seats which are determined to be vacant by the Election and Constitution Council are filled through a second campus-wide staff election.

The timeline of these processes is as follows:

- 1) By the first week of December, the Election and Constitution Council will send out a general announcement detailing both the anticipated Election and Appointment timeline, and the anticipated position openings for the upcoming cycle.
- 2) Ballot applications for President, Vice President due: fourth Wednesday of February

- 3) Campus-wide staff election of President and Vice President: second Wednesday of March
- 4) Nominations/applications for open Governance Senatorial Positions due: second Friday of March
- 5) Governance appointments made: fourth Wednesday of March
- 6) Ballot applications for open at-large Senatorial positions due: fourth Friday of March
- 7) Campus-wide staff election of at-large Senators: second Wednesday of April.
- 8) Inauguration of all newly elected executive officers and Senators: fourth Wednesday of April.

B. Election of President and Vice President

1) Eligibility

The eligibility criteria for election of the President and Vice President are as follows:

- a.) All candidates must be a current, permanent non-faculty employee of The College and must have at least ten months' experience as an employee of The College at the time of application.
- b.) Candidates must also have one year of active membership as a Senator in good standing (attended a minimum of 75% of scheduled Senate meetings), OR be an Associate member in good standing who has been active for one year on Staff a Senate Council or Committee and attended 75% of scheduled Senate meetings.
- c.) Appeals of the eligibility requirements noted above shall be brought to the Executive Committee in writing and in accordance with guidelines established by the Election and Constitution Council.

2) Election Process

a.) Ballot Application

Ballot applications for the position of Staff Senate President and Vice President will be designed and made available to all current TCNJ staff employees by the Election and Constitution Council. Completed ballot applications must be submitted for approval to the Election and Constitution Council by the fourth Wednesday of February. The Election and Constitution Council is responsible for verifying the eligibility of all applicants.

b.) Selection

The Election and Constitution Council, upon review of the Executive Officer ballot applications, shall compose and distribute to the staff an official ballot containing names and information on all approved candidates at least nine days before a campus-wide election on the second Wednesday of March. Candidates

for President, Vice President, and Representatives to the Board of Trustees must present at two separate forums, a week apart.

c.) Notification

Ballots will be counted under the supervision of the Election and Constitution Council, which will announce the results of the election to TCNJ staff within 48 hours of the ballot submission deadline. Ballots will be retained for 60 days following public notification of election results. Election results can only be contested within two working days of the period following announcement of election results, in accordance with a process as established by the Election and Constitution Council and approved by the Senate. In case of a tie for either the President or Vice President, the Senate shall hold a meeting and shall elect by majority vote of the quorum the next President or Vice President.

d.) Vacancies

President

Upon the resignation or removal of the President, the Vice-President will assume the presidency for the duration of the previous President's term of office. The Vice President will be officially sworn in as President at the Staff Senate meeting immediately following confirmation of the vacancy. If the Vice President declines to serve, the Staff Senate will solicit nominations/applications from the Staff Senate and elect the President by two-thirds vote of the quorum of the Staff Senate. The Election and Constitution Committee shall administer the election in a fair and timely manner. Candidates for President must meet the eligibility criteria as established in the Bylaws (Article III.B.1).

Vice President

Upon the resignation or removal of the Vice President, the President shall solicit nominations/applications from the Staff Senate and appoint an interim Vice President to serve for the duration of the previous Vice President's term of office. This appointment must be confirmed by a two-thirds vote of the Staff Senate. The appointed interim Vice President must meet the eligibility criteria as established in the Bylaws, (Article III.B.1).

C. Appointment of Senators to Governance Structure ("Governance Senators")

1. Eligibility

The eligibility criteria for election of Governance Senators are as follows:

- a.) All candidates must be a current, permanent non-faculty employee of The College and must have at least ten months' experience as an employee of the College at the time of application.

- b.) Candidates must also have one year of active membership as a Senator in good standing (attended 75% of scheduled Senate meetings), OR must be an Associate member in good standing who has been active for one year on a governance Council or Committee and attended 75% of scheduled Senate meetings.
- c.) Appeals of the eligibility requirements noted above shall be brought to the Executive Committee in writing in accordance with guidelines established by the Election and Constitution Council.

2. Appointment Process

a.) Nomination/Application

The Election and Constitution Council shall solicit nominations each spring for vacant Governance Senatorial positions. Candidates may be nominated by a colleague or may opt to nominate themselves. No staff member's name shall be listed as a possible nominee without that person's approval. Nominees shall be asked to indicate their committee or council preferences. The Election and Constitution Council must receive nominations for open Governance Senatorial position no later than the second Friday in March. The Election and Constitution Council is responsible for verifying the eligibility of all nominees.

b.) Appointment

The Election and Constitution Council, upon review of the nominations, shall compose and distribute a list of certified candidates to the members of the Senate. The Staff Senate, with guidance from the Election and Constitution Council, will conduct an appointment process in accordance with the *Principles and Guidelines for Appointments to Governance Committees and Advisory Councils* by the fourth Wednesday of March.

c.) Notification

The Election and Constitution Council will announce the results of the appointment process to TCNJ staff within two working days of the specified appointment deadline. Nominees not selected shall be eligible to run for open At-Large Senatorial positions.

d.) Vacancies

Upon the resignation or removal of a Governance Senator outside the normal appointment cycle, the President shall solicit nominations/applications from the college staff, and then appoint an interim Governance Senator to serve for the duration of the previous Governance Senator's term. The Senator's appointment must be confirmed by a two-thirds vote of the quorum of the Staff Senate. The appointed interim Governance Senator must meet the eligibility criteria as established in the Bylaws (Article III.C.1).

E. Election of At-Large Senators

1. Eligibility

The eligibility criteria for election of At-Large Senators are as follows:

- a.) All candidates must be a current, permanent non-faculty employee of The College and must have at least ten months' experience as an employee of the College at the time of application.
- b.) Candidates must also have one year of active membership as a Senator in good standing (attended 75% of scheduled Senate meetings), OR must be an Associate member who has been active for one year on a governance Council or Committee and attended 75% of scheduled Senate meetings.
- c.) Appeals of the eligibility requirements noted above shall be brought to the Executive Committee in writing in accordance with guidelines established by the Election and Constitution Council.

2. Election Process

a. Ballot Application

Ballot applications for the position of At-Large Senators in both unit and non-unit categories will be designed and made available to all current TCNJ staff employees by the Election and Constitution Council. Completed ballot applications must be submitted for certification to the Election and Constitution Council by the fourth Friday of March. The Election and Constitution Council is responsible for verifying the eligibility of all applicants.

b. Election

The Election and Constitution Council, upon review of the ballot applications, shall compose and distribute to the staff an official ballot containing the names of all certified candidates at least nine days before a campus-wide staff election on the second Wednesday of April.

c. Notification

Ballots will be counted under the supervision of the Election and Constitution Council, which will announce the results of the election to TCNJ staff within 48 hours of the ballot submission deadline. Ballots will be retained for 60 days following public notification of election results. Election results can only be contested within two working days following announcement of election results, in accordance with a process as established by the Election and Constitution Council and approved by the Senate.

d. Vacancies

Should an At-Large Senator be promoted or transferred to a different classification (i.e. unit to non-unit, or vice-versa) during his/her term, he/she shall resign his/her At-Large Senatorial position. The Election and Constitution Council shall monitor vacant At-Large Senatorial terms created through transfer, promotion, resignation, or impeachment, and fill the

positions from the appropriate list of candidates from the previous election, in descending order by total number of votes received. In the absence of enough available candidates, the President shall solicit nominations/applications from the College staff, and then appoint an interim Senator to serve for the duration of the previous Senator's term. This appointment must be confirmed by a two-thirds vote of the Staff Senate. The appointed interim Senator must meet the eligibility criteria as established in the Bylaws (Article III.D.1).

ARTICLE IV

RESPONSIBILITIES OF EXECUTIVE COMMITTEE AND SENATE COUNCILS

Executive Committee Responsibilities

This committee will consist of the President, Vice President and the Chairs of the Senate Councils.

The responsibilities of the Executive Committee shall include but not be limited to:

Provide leadership direction for the Staff Senate and Senate councils; delegate appropriate tasks to the Senate councils; coordinate overall senate operations inclusive of monitoring expenditures; prepare annual budget; monitor the committee and council work of the Governance Senators; and prepare an annual Staff Senate report.

Senate Council Responsibilities

The President shall appoint a Senator to serve as Chair of each Senate Council. Each appointee must be confirmed by a majority vote of the Senate. The Chair of each Council shall be a Senator who will serve on the Executive Committee of the Senate. At-Large Senators are required to serve as either a chair or member of at least one Senate Council. Membership in Councils is encouraged and open to all college staff. Staff who are not Senators but who serve on a Council shall be designated Associate members of the Senate.

1. Each Council shall be responsible for addressing issues delegated by the Executive Committee or Senate.
2. Councils shall establish annual goals and objectives subject to Senate approval.
3. Council functions shall adhere to the guidelines of the Senate Constitution.
4. Councils shall not act independently of the Senate
5. The Chair of each Council shall submit an annual report to the Executive Committee.
6. The Chair of each Council shall submit minutes to the President within seven working days.
7. Each Council shall assess campus events within the scope of their charge to determine impact on staff and provide suggestions to the Executive Committee.

The respective responsibilities of each of the Councils shall include but not be limited to:

COMMUNICATIONS & PUBLIC RELATIONS

Foster and enhance communication between the Staff Senate, the staff and campus community; be responsible for coordination of publications through newsletters, Web Page, brochures and presentations; develop an educational campaign that promotes/markets the Staff Senate to the campus community and, in particular, to the college staff.

STAFF DEVELOPMENT & RECOGNITION

Provide an orientation on The College's *Governance Structure* for all new Senators; provide a formal orientation and training program for all new Senators to prepare them to fulfill their assigned responsibilities, provide in-service staff development workshops and seminars open to all staff; coordinate and develop an annual staff recognition program; explore opportunities for staff to build strong and productive relationships with the campus community.

SPECIAL EVENTS & COMMUNITY BUILDING

Organize events that will build a sense of community among the TCNJ staff; create opportunities for staff volunteers to engage in community service; host forums and activities that will provide staff an opportunity to discuss issues of concern with the Staff Senate.

ELECTION & CONSTITUTION

Develop election and nomination procedures for approval by the Senate; manage the election and appointment process for the positions of Senate President, Vice President, Representatives to the Board of Trustees, Governance Senators, and At-Large Senators; monitor all staff senate vacancies; review the Staff Senate Constitution and Bylaws on an annual basis and recommend revisions and/or amendments. The chair of this Council shall be responsible for ensuring that all business conducted at Staff Senate meetings complies with the Constitution and Bylaws and the most recent edition of Robert's Rules of Order.

ARTICLE V

MEETINGS

- The Staff Senate shall meet every fourth Wednesday of the month in accordance with the College's official academic calendar year.
- The Quorum for all Senate meeting shall be 50% plus one of all Senate seats.
- Special meetings may be called at the discretion of the Executive Committee.

- A majority of the Senate may compel the President in writing to convene a special meeting of the Senate. Members of the Senate must receive official notification of the meeting at least three working days prior to said meetings.
- All meetings of the Senate shall be open to any member of the campus community.
- The Senate may go into closed session at the discretion of the President or by approval of two-thirds of the members present.

ARTICLE VI

PARLIAMENTARY PROCEDURES

All business conducted by the Staff Senate that is not specifically addressed by the Staff Senate Constitution and Bylaws shall be conducted according to the most recent edition of Roberts's Rules of Order.

ARTICLE VII

AMENDMENTS

Bylaws will be amended in the same manner as amendments to the Constitution.

Resolution Approving New Emeritus Guidelines At TCNJ

- Whereas: The Committee on Faculty Affairs (CFA) received a request from the Faculty Senate, Academic Leaders, and the Steering Committee to review The College's emeritus guidelines; and
- Whereas: The CFA found the guidelines for obtaining emeritus status to be cumbersome and discouraging; and
- Whereas: The new guidelines allow The College to recognize all eligible retired faculty as Emeritus faculty, by authority of the Board of Trustees; and
- Whereas: The new guidelines reaffirm The College's vision statement and its guiding principles of service, excellence, diversity, and community, within the eligibility criteria for emeritus status; and
- Whereas: The CFA has consulted with the faculty, reviewed other institutional models, and received testimony from current professors emeriti; and
- Whereas: The CFA through the governance process has recommended the new emeritus guidelines, and the Provost has recommended the guidelines to the President.
- Therefore,
Be It
Resolved: That the Board of Trustees of The College of New Jersey approves the new emeritus guidelines with all its rights and privileges to recognize long and distinguished service by faculty to the College.

October 4, 2001

**The College of New Jersey
EMERITUS GUIDELINES FOR FACULTY**

I. Eligibility for Emeritus Status

Faculty who meet all the following conditions are eligible for Emeritus status:

- Tenured at the time of retirement;
- Served full time for at least ten years at The College of New Jersey;
- Have attained upon retirement, the rank of Associate Professor, Professor, Librarian I or II, (or Assistant Professor if hired by The College prior to 1990);
- Have taken full retirement from The College as set forth by the statutes governing The College's retirement plan.

II. Procedures

All eligible retired faculty become Emeritus faculty by authority of the Board of Trustees.

III. Rights and Privileges of Emeriti Faculty

- A. The emeritus title awarded will be the highest title held by the faculty member. For the purpose of address and listing in college publications, the titles of Professor Emeritus and Librarian Emeritus will be used for all faculty emeritus ranks.
- B. Full faculty rights and privileges in the Roscoe L. West Library and recreation center.
- C. Full faculty rights and privileges to attend College social, cultural and athletic events.
- D. Listing in The College bulletin and other publications in which all faculty and administrators are listed.
- E. Placement on mailing lists for college news publications.
- F. Continuing ISP (Internet Service Provider) privileges.
- G. Permanent ID card, with parking privileges.
- H. Eligibility for research and other grants with the approval and cooperation of the appropriate department.

**Resolution Concerning Submission Of The
FY 2003 Capital Budget Request
Totaling \$43,288,000**

Whereas: Under the P.L. 1994, C. 48, The College of New Jersey Board of Trustees has the power and duty to "Submit a request for state support to the Division of Budget and Accounting in the Department of Treasury and to the Commission in accordance with the provisions of the law;" and

Whereas: This budget request must be submitted in accordance with planning guidelines promulgated by the Division of Budget and Accounting; and

Whereas: The Vice President for Administration and Finance has reviewed with the Finance and Construction Committee of The College of New Jersey Board of Trustees the FY 2003 - 2009 capital budget request prepared in accordance with the FY 2003 - 2009 Division of Budget and Accounting planning guidelines; and

Whereas: The Finance and Construction Committee of the Board has recommended its approval;

**Therefore, Be
It Resolved:** That the Board of Trustees approves the Capital Budget Request totaling \$43,288,000 for fiscal year 2003 and \$95,890,000 for the seven year term of 2003 - 2009.

October 4, 2001

**Resolution of The College of New Jersey Board of Trustees Approving
the Acquisition and Financing of Higher
Education Equipment Through
the Higher Education Equipment Leasing Fund Act and
Authorizing the Execution and Delivery of the Necessary Legal
Documents In Connection Therewith**

- Whereas: The Higher Education Leasing Fund Act, N.J.S.A. 18A:72A-40-48, (the "Act") establishes the Higher Education Equipment Leasing Fund (the "Fund") in the New Jersey Educational Facilities Authority (the "Authority") to provide a regular financing mechanism for the public and private institutions (the "Institution") of higher education within the state for the acquisition of scientific, engineering, technical, computer, communication, and instructional equipment and related costs (the "higher education equipment"); and
- Whereas: The Act requires that the New Jersey Commission on Higher Education (the "Commission") adopt regulations to implement the Act, allocate monies deposited into the fund resulting from the issuance by the Authority of new bonds, and approve by resolution the purchase of higher education equipment by an Institution of higher education prior to the Institution's entering into a lease agreement with the Authority; and
- Whereas: The Commission has determined that \$3,108,000 from the Fund will be allocated to The College of New Jersey for the purchase of higher education equipment; and
- Whereas: The College of New Jersey has prepared an application for \$869,377.00 of the \$3,108,000 and will request the remainder at a future time; and
- Whereas: The Act further requires the Governing Board of each participating Institution of higher education (the "Board") to adopt a resolution authorizing and approving the purchase of higher education equipment to be made through the Fund and authorizing and approving the application for funds to be submitted to the Commission for approval; and
- Whereas: The College of New Jersey evaluated its equipment needs and has determined that the higher education equipment to be purchased through the Fund conforms to The College of New Jersey current mission and strategic direction by supporting and enhancing science education and collaborative student/faculty research; and
- Whereas: The Act further requires the Board to authorize and commit to fund the Institution's twenty-five percent share of its allocated amount of the principal and interest on the bonds issued by the Authority; and

October 4, 2001

Whereas: The Act provides that the Authority and the Board of any participating Institution of higher education enter into a Lease Agreement to furnish funds for higher education equipment at the Institution, provided that the Institution agrees to pay twenty-five percent of the amount necessary to pay the principal and interest on the bonds issued to finance the purchase of higher education at the Institution;

Now, Therefore Be
It Resolved By the
Board of Trustees of The
College of New Jersey
As Follows:

- Section 1: The Board hereby authorizes and approves the purchase of higher education equipment through the Fund and authorizes and approves the application for funds to be submitted to the Commission for approval.
- Section 2: The Board authorizes the equipment purchases as submitted in its application to the Commission and agrees to fund 25 percent of The College of New Jersey's share of the principal and interest on the bonds.
- Section 3: The Chair, Vice Chair, Secretary of the Board, and the President of The College of New Jersey, in the name of The College of New Jersey, are hereby authorized and directed to undertake any and all actions necessary for participation in the Higher Education Equipment Leasing Fund Program and to execute and deliver the Lease Agreement and all such other documents, instruments, and agreements as may be necessary, advisable, or appropriate to consummate the transaction approved by this resolution, and the taking of any such action and the execution and delivery of each document, instrument, or agreement shall be conclusive evidence of its necessity, advisability, or appropriateness.
- Section 4: All resolutions, orders and other actions of The College of New Jersey Board of Trustees in conflict with the provisions of this resolution, to the extent of such conflict, are hereby superseded, repealed, or revoked.
- Section 5: This resolution shall take effect immediately.

October 4, 2001

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

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$18,600, and

WHEREAS: The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and Construction Committee, a subcommittee of The College of New Jersey Board of Trustees,

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

VENDOR	PURPOSE	FUNDING SOURCE
Supreme Talent International \$18,700.00	Martha Reeves and the Vandellas (Cultural and Performing Arts Series)	College Operating Ticket Sales

October 4, 2001

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR CONSTRUCTION CONTRACTING PURPOSES

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$18,600, and

WHEREAS: The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and Construction Committee, a subcommittee of The College of New Jersey Board of Trustees,

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

VENDOR	PURPOSE	FUNDING SOURCE
Siemens Communications Systems, Inc. \$264,198.98	Additional telecommunications equipment and services for the Science Complex Project	1996A EFA Bond Issue
Tompkins, McGuire, Wachenfeld & Barry \$30,000.00	Additional legal services for the Science Complex Project	1996A EFA Bond Issue
Stencel and Associates \$20,100.00	Decontamination & decommissioning services for the radiation facility in the Science Complex	College Operating
CS Technology \$61,675.00	Professional telecommunications consulting services for the New Library Project	College Reserves to be reimbursed from the Governor's Higher Education Capital Improvement Fund
RPA/Mosher and Doran \$45,000.00	Professional engineering services associated with the New Library	College Reserves to be reimbursed from the Governor's Higher Education Capital Improvement Fund
WM Group Engineers PC \$165,000.00	Professional engineering services to study the campus chilled water system	College Reserves to be reimbursed from the May 2002 Bond Issue
RPA/Mosher & Doran \$95,000.00	Professional architectural and engineering services for the chilled water system	College Reserves to be reimbursed from the May 2002 Bond Issue
Air Engineering, Inc. 21,000.00	Environmental engineering services for the Title V Operating Permit	College Operating - 90% Capital Reserves - 10%

October 4, 2001

Maser Consulting \$51,000.00	Professional engineering services for the realignment of Metzger Drive for the Forcina Parking Garage Project	College Reserves to be reimbursed from the May 2002 Bond Issue
Amy S. Greene Environ- mental Services \$46,200.00	Environmental consulting services for the three Parking Garages, Forcina Road Realignment, New Student Apartments, New Library & Travers-Wolfe Addition	College Reserves to be reimbursed from the May 2002 Bond Issue & the Governor's Higher Education Capital Improvement Fund
Kinsey and Associates \$161,000.00	Civil engineering and landscape architectural services for the three Parking Garages, New Student Apartments and New Library	College Reserves to be reimbursed from the May 2002 Bond Issue & the Governor's Higher Education Capital Improvement Fund

**Resolution Honoring
The College of New Jersey
Intercollegiate Athletic Teams**

- Whereas: The College of New Jersey, with a 3rd place finish among the 400+ Division III schools in the 2000-01 Sears Directors Cup competition, again demonstrated the national caliber prowess of its sport programs; and
- Whereas: Whereas that national excellence spans a broad range of 21 intercollegiate sport programs and was highlighted by the Women's Soccer team winning the Div. III National Championship, Women's Lacrosse reaching the National Championship Final Four, Wrestling finishing 5th in the nation, Women's Basketball advancing to the NCAA 's Elite Eight, Women's Indoor Track finishing 9th in the country, Women's Cross Country finishing 11th in the nation, and Men's Swimming placing 15th nationally; and
- Whereas: The success of the athletic program in the competitive arena is complemented by the success of the student-athletes in the classroom as this year 100 athletes were honored for achieving a cumulative grade point average of 3.3 or better; and another 75 athletes received departmental recognition for achieving a cumulative grade point average of 3.0 – 3.29; and
- Whereas: During the past year, 34 student-athletes compiled a total of 54 **All-American citations** including the college's first ever Football Academic All-American; and
- Whereas: This past year saw a number of exception individual student-athlete achievements including Erica DeStefano winning the NCAA Div. III Women's Indoor High Jump National Championship as well as the prestigious Penn Relays High Jump Championship, Tiffany Trockenbrod named the NCAA Woman of the Year for the state of New Jersey, Victoria Nusse named National Division III Women's Soccer Player of the Year, and Anthony Casciano selected as a finalist for Div. III Football's Gagliardi Trophy; and
- Whereas: Several Head Coaches achieved significant milestones including Head Cross Country/Track Coach Steve Dolan named NJAC Coach of the Year, Head Women's Soccer Coach Joe Russo recording his 200th career victory, Women's Basketball Coach Dawn Henderson named as one of eight Regional Coaches of the Year and winning her school record 200th career game, Head Women's Swim Coach Brenda Campbell named Metropolitan Championships Coach of the Year in this, her last of 32 years coaching at the college, and Head Baseball Coach Rick Dell being the first ever representative of Major League Baseball to coach in China and also recording his 500th career win;
- Therefore,
Be It
Resolved: That The College of New Jersey Board of Trustees salutes the efforts and accomplishments of the intercollegiate student-athletes, their coaches and the support staff.

October 4, 2001

**Resolution Thanking
Mr. Gregory Bressler**

- Whereas:** Mr. Gregory Bressler has served as the Associate Vice President for Facilities Management & Planning at The College of New Jersey since 1985; and,
- Whereas:** During his tenure at The College Mr. Bressler has been responsible for the management of the construction or renovation of 22 campus facilities, and
- Whereas:** His work at The College has enhanced the campus environment, helping to create a physical plant that truly supports the mission of The College and its commitment to excellence, and
- Whereas:** Mr. Bressler has resigned his position at The College to accept an appointment at Princeton University.
- Therefore,
Be It
Resolved:** That The College Board of Trustees extends heartfelt appreciation to Mr. Gregory Bressler for his many years of dedicated service as Associate Vice President for Facilities Management & Planning and wishes him well in his new position at Princeton University.

October 4, 2001