

TRENTON STATE COLLEGE BOARD OF TRUSTEES

Thursday, February 23, 1995  
Brower Student Center, Room 202W

BOARD MEETING MINUTES

Present: Ms. Eleanor V. Horne, Chair; Mr. Marvin Greenberg, Vice Chair; Mr. William Kane, Secretary; Dr. Carlos Enriquez, Mr. Bruce Hasbrouck, Dr. Lynden Kibler; Mrs. Jeanne Naglak, Dr. Haskell Rhett; Mr. Rob Boyle, Alternate Student Trustee; Dr. Denis Murphy and Dr. Susan Boughn, Faculty Representatives to the Board, Dr. Harold Eickhoff, President; Dr. Susan Karr, Secretary to the Board

The meeting was called to order at 2:40 p.m.

I. Announcement of Compliance

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

II. Pledge of Allegiance

The Pledge of Allegiance was recited.

III. Motion to go into closed session

It was moved by Ms. Horne, seconded by Dr. Rhett, that the Board go into closed session to discuss items exempt under the Open Public Meetings Act. The motion passed unanimously, and Board went into closed session.

IV. Resumption of Public Meeting

The Board resumed the public meeting at 4:20 p.m. Ms. Horne welcomed Mrs. Naglak, who was attending by phone, and noted that Mr. Peck was absent due to chicken pox.

V. Approval of the Minutes of the December 15, 1994 meeting

It was moved by Dr. Rhett, seconded by Mr. Greenberg, that the minutes be approved.

VI. Report of the President

The President made his report.

VII. Report of the Board Officers

Ms. Horne announced Jeanne Naglak's appointment to the Trenton State College Foundation Board.

VIII. Report of the Trustee member of the Trenton State College Development Corporation

Mr. Greenberg made his report, and distributed copies of the 1994-95 housing evaluation summary.

IX. Report of the Trustee liaison to the Governing Boards Association

Dr. Kibler made his report.

X. New Business

A. Report of the Executive Committee

Ms. Horne reported for the committee.

1. Personnel Actions

It was moved by Ms. Horne, seconded by Mr. Kane, that the following personnel actions be approved. The motion carried unanimously.

- a. Promotions -- Faculty (ATTACHMENT A)
- b. Sabbaticals -- Faculty (ATTACHMENT B)
- c. Appointments -- Faculty and Staff (ATTACHMENT C)
- d. Change of Status, Medical Leaves, Retirements, Resignations -- Faculty and Staff (ATTACHMENT D)
- e. Reappointments -- Faculty and Staff (ATTACHMENT E)
- f. Appointments, Resignations -- Graduate Assistants (ATTACHMENT F)

2. Resolution approving a statement of principles concerning tuition and fees (ATTACHMENT G)

It was moved by Ms. Horne, seconded by Mr. Hasbrouck, that the resolution be approved. The motion passed unanimously. The Chair directed that copies be sent with notice of the April 20, 1995 hearing, as well as to state college presidents, legislators, and the campus community through This Week and the SGA.

3. Resolution approving the By-Laws of the Trenton State College Board of Trustees (ATTACHMENT H)

It was moved by Ms. Horne, seconded by Dr. Kibler, that the resolution be approved. Mr. Greenberg offered an amendment (Article IV, Section 2, item t). His motion was seconded by Dr. Rhett. After discussion, the amendment and the motion to approve the amended bylaws were unanimously approved.

4. Resolution concerning "Independence, Accreditation, and the Public Interest," a report of the National Policy Board on Higher Education Institutional Accreditation (ATTACHMENT I)

It was moved by Ms. Horne, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the resolution was approved 7-1. Dr. Enriquez voted against the motion.

5. Resolution concerning "Renewing the Public Investment," a report of the Advisory Commission on Investing in the State Colleges" (ATTACHMENT J)

It was moved by Ms. Horne, seconded by Dr. Kibler, that the resolution be approved. After discussion, the resolution was approved 7-1. Mr. Kane voted against the motion.

B. Report of the Academic Affairs Committee

Dr. Enriquez reported for the committee.

1. Resolution approving a Master of Education Degree in Educational Leadership (ATTACHMENT K)

It was moved by Dr. Enriquez, seconded by Mr. Greenberg, that the resolution be approved. After discussion, the resolution was approved unanimously.

2. Resolution thanking Dr. Tao Cheng (ATTACHMENT L)

Dr. Enriquez read the resolution into the record. It was moved by Dr. Enriquez, seconded by Dr. Kibler, that the resolution be approved. After discussion, the resolution was approved unanimously.

C. Report of the Budget and Finance Committee

Dr. Rhett reported for the committee.

1. Resolution concerning the transfer of real property to the New Jersey Educational Facilities Authority associated with the construction of the Nursing/Reception Building project and the Crowell Hall Renovation and Addition project.  
(ATTACHMENT M)

It was moved by Dr. Rhett, seconded by Dr. Enriquez, that the resolution be approved. The resolution passed unanimously.

2. Resolution approving waivers of advertising for college business purposes: Computing and Technical (ATTACHMENT N)

It was moved by Dr. Rhett, seconded by Dr. Enriquez, that the resolution be approved. The resolution passed unanimously.

3. Resolution approving waivers of advertising for college business purposes: Publications (ATTACHMENT O)

It was moved by Dr. Rhett, seconded by Mrs. Naglak, that the resolution be approved. The resolution passed unanimously. Ms. Horne commended the college for the quality of its publications.

4. Resolution approving waivers of advertising for college business purposes: Professional and Other Services  
(ATTACHMENT P)

It was moved by Dr. Rhett, seconded by Dr. Kibler, that the resolution be approved. After discussion, the resolution passed unanimously.

5. Resolution approving waivers of advertising for construction contracting purposes (ATTACHMENT Q)

It was moved by Dr. Rhett, seconded by Dr. Enriquez, that the resolution be approved. After discussion, the resolution passed unanimously.

D. Report of the College Relations Committee

Mr. Kane reported for the committee.

- XI. Dan Crofts, a member of the faculty, addressed the Board.

XII. Adjournment

The following resolution was moved by Ms. Horne, seconded by Dr. Enriquez:

BE IT

RESOLVED: The next public meeting of the Trenton State College Board of Trustees will be held on Thursday, June 22, 1995, at a time and location to be announced.

BE IT

FURTHER

RESOLVED: That this meeting be adjourned.

The meeting was adjourned at 5:40 p.m. Ms. Horne reminded the Board that a reception sponsored by the SGA would follow this meeting.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "William Kane", written in dark ink.

William Kane  
Secretary

PROMOTIONS EFFECTIVE SEPTEMBER 1, 1995

TO PROFESSOR

Paul Cohen	Chemistry
Keith Finkral	Technological Studies
Norman Neff	Computer Science

TO ASSOCIATE PROFESSOR

Carlos Alves	Mathematics
Deborah Compere	Modern Languages
Christina Craig	Art
Carole Krauthamer	Psychology
Lawrence Marcus	Elementary/Early Childhood Education

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ATTACHMENT B

SABBATICALS - FACULTY

Carlos Alves	Mathematics Spring, 1996
Paola Blelloch	Modern Languages Fall, 1995
Christina Craig-Kumnick	Art 1995-96
Daniel Crofts	History 1995-96
Dickinson, Gloria	African-American Studies 1995-96
Lois Fichner-Rathus	Art 1995-96
Jo-anne Gross	History 1995-96
Chao-nan Liu	Business 1995-96
Salvatore Messina	Educational Administration and Secondary Education Spring, 1996
Subarna Samanta	Business Fall, 1995
Edward Sarafino	Psychology Spring, 1996
Marianna Sullivan	Political Science 1995-96
Kenneth Williams	English Spring, 1996

2/23/95

APPOINTMENTS -- FACULTY

Audrey Berry                      Instructor  
Nursing  
Effective: January 23, 1995  
(temporary)

APPOINTMENTS -- STAFF

Sharon Allen                      Professional Services Specialist 4  
Admissions  
(extend temporary appointment to March 31, 1995)

Kyle Johnson                      Assistant Director 3  
Auxiliary Services  
Effective: February 1, 1995 - May 31, 1995  
(temporary)

Pamela Jones                      Managing Assistant Director 2  
Personnel Services  
Effective: January 3, 1995 - January 26, 1996  
(temporary)

Krista Nitti                      Professional Services Specialist 4  
Admissions  
Effective: January 16, 1995

Filomena Perone                      Professional Services Specialist 4 (10 month)  
Community Development Services  
Effective: February 13, 1995 - May 19, 1995  
(temporary)

Thomas Poulsen                      Director 3  
Personnel Services  
Effective: January 3, 1995



CHANGE OF STATUS -- STAFF and FACULTY

Don Gordon                      From: Managing Assistant Director 3  
                                      To:    Managing Assistant Director 2  
                                      Personnel Services  
                                      Effective: January 1, 1995

Michele Kilcher-Reilly      From: Director 3 (full-time)  
                                      To:    Managing Assistant Director 3 (part-time)  
                                      Personnel Services  
                                      Effective: January 9, 1995

Robert Parrish                From: Professional Services Specialist 2  
                                      To:    Assistant Professor, Music  
                                      Effective: September 1, 1995

MEDICAL LEAVES -- FACULTY

Nadine Shanler                Educational Administration and Secondary Education  
                                      Spring 1995

RETIREMENTS -- FACULTY

Clarice Feinman              Professor  
                                      Law and Justice  
                                      Effective: June 30, 1995

Robert Smith                Associate Professor  
                                      Philosophy and Religion  
                                      Effective: June 30, 1995

RESIGNATIONS -- STAFF

Judith Evans                Managing Assistant Director 1  
                                      Development and Alumni Affairs  
                                      Effective: January 13, 1995

Kim Gigstead                Professional Services Specialist 2  
                                      Development and Alumni Affairs  
                                      Effective: December 21, 1994

Jacqueline Rosoff            Professional Services Specialist 3  
                                      (10 month) Community Development Services  
                                      Effective: February 3, 1995

REAPPOINTMENT WITH TENURE -- FACULTY

Jim Robinson	Dean, School of Business Professor of Management Effective: July 1, 1995
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ONE YEAR REAPPOINTMENTS -- STAFF 7/1/95 - 6/30/96 (12 month)

Richard Alercio	Professional Services Specialist 3 Athletics
Kim Handl	Professional Services Specialist 4 (part-time) Information Management
Beverly Kalinowski	Professional Services Specialist 3 Records and Registration
Lynn Patterson	Program Assistant College Relations

ONE YEAR REAPPOINTMENTS -- STAFF 9/1/95 - 6/30/96 (10 MONTH)

Timothy Chang	Professional Services Specialist 4 (10 month) Community Development Services
Mark Dolan	Professional Services Specialist 4 (10 month) Community Development Services
Nancy Mah	Professional Services Specialist 4 (10 month) Community Development Services

APPOINTMENTS -- GRADUATE ASSISTANTS

Stuart Carroll	International and Overseas Teaching (stipend)
Christelina D'Mello	International and Overseas Teaching (stipend)
Michelle DiCorcia	Health/Physical Education (stipend)
Kathleen Foster	Counseling/Personnel Services (non-stipend)
Beth Gray	Writing/Reading Lab (stipend)
Pauline Petersen	Art (stipend)
Erica Prasch	Business (stipend)

RESIGNATIONS -- GRADUATE ASSISTANTS

Sandra Ascari	Business (stipend)
Ginger Breese	Writing/Reading Lab (stipend)
Shiping Chen	Mathematics (non-stipend)
Laurie DeAngelo	Art (stipend)
Eileen Minton	Health/Physical Education (stipend)
Nancy Ventura	Counseling/Personnel Services (non-stipend)

RESOLUTION APPROVING A STATEMENT OF PRINCIPLES  
CONCERNING TUITION AND FEES AT TRENTON STATE COLLEGE

WHEREAS: P.L. 1994, C. 48, the Higher Education Restructuring Act of 1994, gave significant new responsibilities to Boards of Trustees; and

WHEREAS: One of those responsibilities is to set tuition and fees; and

WHEREAS: The legislation also required that prior to setting tuition and fees the Board shall conduct a public hearing;

THEREFORE,  
BE IT  
RESOLVED: That the Trenton State College Board of Trustees adopts the attached statement of principles, which guides it in setting tuition and fees.

AND BE IT  
FURTHER  
RESOLVED: That the attached statement be circulated as part of the notice of the annual hearing on tuition and fees, and be read at the beginning of each such hearing.

**Trenton State College**  
**Statement of Principles: Tuition and Fees**

**Introduction**

P.L. 18A:64-1 et seq, the Higher Education Restructuring Act of 1994, gave significant new responsibilities to Boards of Trustees. Among them is the following:

To set tuition and fees; however, prior to the date of the adoption of a tuition or fee schedule or an overall institutional budget, and with reasonable notice thereof, the governing board shall conduct a public hearing at such times and places as will provide those members of the college community who wish to testify with an opportunity to be heard.

The hearing will be held at Trenton State College, and will be open to the general public.

Mindful of their statutory responsibility, the Trustees offer the following statement to be circulated as part of the notice of the annual hearing and to be read at the beginning of each hearing.

**Principles**

- The cost of delivering a quality, cost effective undergraduate education at Trenton State College is the central issue in establishing tuition and fees. That cost is defined annually.
- The rationale for use of public funds in support of higher education is that higher education exists primarily to serve the public good.
- The Trustees have the responsibility to provide vigorous advocacy for state support and to rigorously review institutional expenditures so that they may certify the cost-effective implementation of the college's mission in service to the citizens of New Jersey.
- Students are required to share in the cost of higher education because it confers a personal benefit. However, the Trustees recognize that the public good is not served if the cost of attending Trenton State College bars access, and pledge that state and federal financial aid, combined with institutional resources, will be managed to ensure access.

**Conclusion**

Thus, when determining tuition and fees, the Trustees strike a balance between what students pay, and what the state and federal governments pay. That balance must take into account the finite costs of a quality education and that concomitantly, when, after rigorous internal cost control, state support decreases, tuition must increase if quality is to be preserved.

February 23, 1995

RESOLUTION APPROVING THE BY-LAWS OF THE TRENTON STATE COLLEGE  
BOARD OF TRUSTEES

WHEREAS: The by-laws of the Trenton State College Board of Trustees were last amended on September 17, 1987; and

WHEREAS: P.L. 1994, C. 48, the Higher Education Restructuring Act, significantly expanded the responsibilities of institutions' governing boards; and

WHEREAS: The Executive Committee of the Trenton State College Board of Trustees has completed a thorough review of its existing by-laws, has amended them as necessary and appropriate, and has recommended their approval to the full Board

THEREFORE,  
BE IT  
RESOLVED: That the Trenton State College Board of Trustees approves the attached by-laws.

February 23, 1995

Adopted February 23, 1995

ARTICLE I

These bylaws of the Board of Trustees are enacted pursuant to the laws of the State of New Jersey. The purpose of the Board of Trustees of Trenton State College is to hold the College in trust for the public, representing the public interest in governance, policies, and development of the College within the spirit of its mission and intent of the laws and regulations governing the Board and the College.

ARTICLE II  
OFFICES

The principal office of the Board of Trustees shall be in the Office of the President at Trenton State College. Such other offices needed for the conduct of its business may from time to time be designated by the Board of Trustees.

ARTICLE III  
SEAL

The College shall have a seal, the form and design of which shall be adopted by the Board of Trustees and the custody of which shall be by the President of the College.

ARTICLE IV  
BOARD OF TRUSTEES

Section 1. Legislative Findings

The Board of Trustees is established pursuant to Title 18A of the New Jersey Statutes Annotated (N.J.S.A. 18A:64-1 et seq.) which states, in part, "The Legislature finds that the institutions of higher education are one of the most valuable and underutilized resources in the State. The elimination of unnecessary State oversight and its accompanying bureaucracy will serve to unleash the creativity and innovation of these institutions."

Section 2. Duties and Powers.

The Board of Trustees has all the powers and duties as amended by Title 18A:64-1 et seq., the Higher Education Restructuring Act of 1994. To fulfill its mission and the statewide goals in cooperation with other institutions and the state coordinating structures, it has the powers and duties as outlined in the statute, and which include, but are not limited to, the following:

- a. To develop an institutional plan and to determine the programs, educational departments, schools and degree levels to be offered by the institution consistent with this plan and the institution's programmatic mission;
- b. To have authority over all matters concerning the supervision and operations of the institution including fiscal affairs, the employment and compensation of staff not classified under Title 11A of the New Jersey statutes, and capital improvements in accordance

with law, and, in accordance with the provisions of the State Budget and Appropriations Acts of the Legislature, appoint and fix the compensation of the president of the college who shall be the executive officer of the college and ex officio member of the board of trustees, without vote and who shall serve at the pleasure of the board of trustees;

- c. Notwithstanding the provisions of Title 11, Civil Service, of the Revised Statutes, upon nomination by the president appoint a treasurer, and such deans and other members of the academic, administrative and teaching staff as shall be required and fix their compensation and terms of employment in accordance with salary ranges and policies, which shall prescribe qualifications for various classifications and shall limit the percentage of the education staff that may be in any given classification;
- d. Upon nomination by the president, appoint, remove, promote and transfer such other officers, agents or employees as may be required for carrying out the purposes of the college and assign their duties, determine their salaries and prescribe qualifications for all positions, all in accordance with the provisions of Title 11, Civil Service, of the Revised Statutes;
- e. To set tuition and fees, including but not limited to room and board, maintenance, rental of student housing and food service;
- f. To establish admission standards and requirements and standards for granting diplomas, certificates and degrees, and to grant diplomas, certificates and degrees;
- g. To recommend for appointment by the Governor, members to the Board of Trustees. The recommendation shall be made with regard to the mission of the institution and the diversity of the community to be served;
- h. To have final authority to determine controversies and disputes concerning tenure, personnel matters of employees not classified under Title 11A of the New Jersey statutes, and other issues arising under Title 18A of the New Jersey statutes involving higher education except as otherwise provided herein;
- i. To invest and reinvest the funds of the institution;
- j. To direct and control expenditures and transfers of funds appropriated to the college and tuition received by the college in accordance with the provisions of the State Budget and Appropriation Acts of the Legislature, reporting changes and additions thereto and transfers thereof to the Director of the Division of Budget and Accounting in the State Department of the Treasury and as to funds received from other sources, direct and control expenditures and transfer in accordance with the terms of any applicable trusts, gifts, bequests, or other special provisions. All accounts of the college shall be subject to audit by the State at any time;



- k. Pursuant to the provisions of the "State College Contract Law," to enter into contracts and agreements for the purchase of lands, buildings, equipment, materials, supplies and services; enter into contracts or agreements with the State or any of its political subdivisions or with the United States, or with any public body, department, or other agency of the United States or with any individual, firm or corporation which are deemed necessary or advisable by the board for carrying out the purposes of the college;
- l. If necessary, to take and condemn land and other property in the manner provided by the Eminent Domain Act of 1971, P.L. 1971 c. 361, (C.20:3-1 et seq.), whenever authorized by law to purchase land or other property;
- m. To borrow money for the needs of the college, as deemed requisite by the Board, in such amounts, and for such time and upon such terms as may be determined by the Board, provided that this borrowing shall not be deemed or construed to create or constitute a debt, liability, or a loan or pledge of the credit, or be payable out of property or funds, other than moneys appropriated for that purpose, of the State;
- n. To retain legal counsel of the institution's choosing;
- o. To be accountable to the public for fulfillment of the institution's mission and statewide goals and for effective management of the institution;
- q. To submit a budget request for state support to the Division of Budget and Accounting in the Department of the Treasury and to the Commission on Higher Education;
- r. To have prepared and made available to the public an annual financial statement, and a statement setting forth generally the monies expended for government relations, public relations and legal costs;
- s. To have prepared an annual independent financial audit, which audit and any management letters regarding that audit shall be deemed public documents
- t. In accordance with P.L. 1994, C. 48, to cause to be prepared and made available to the public an annual report on the condition of the institution which shall include, but not be limited to, a profile of the student body, including graduation rates, SAT or other test scores, the percentage of New Jersey residents in the student body, the number of scholarship students and the number of Educational Opportunity Fund students in attendance; a profile of the faculty, including the ratio of full to part time faculty members; and major research and public service activities; a profile of the trustees or governors as applicable; and a profile of the institution, including degree and certificate programs, status of accreditation, and major capital projects.

### Section 3. Membership

#### a. Publicly Appointed Board Members.

##### 1. Appointment

In accordance with statute, there shall be a maximum of 15 publicly appointed Trustees with full voting rights. The members shall be citizens of the State appointed by the Governor with the advice and consent of the Senate. The Board of Trustees shall recommend potential new members to the Governor. Members of the Board of Trustees shall be representative of the broad public interest. Appointments shall reflect a balance of age, occupations, interest, racial background, gender, and geographic residence. Each member shall serve until his successor shall have been appointed, qualified and sworn in by an officer of the judiciary, or, if such officer is not available, by an attorney at law of the State of New Jersey. Vacancies shall be filled in the same manner as the original appointments for the remainders of the unexpired terms. Generally, a Trustee will serve no more than two full six year terms. A trustee appointed to fill the remainder of a former Trustee's term shall be eligible for two full terms if the partial term was not longer than three years.

##### 2. Resignation

A Board member may resign from the Board at any time during his/her term. The written resignation, which does not have to include a reason, shall be submitted to the Governor and the Chair of the Board. The Board Chair shall notify the members of the Board and the President.

##### 3. Removal

A Board member may be removed from the Board by the Governor for cause as defined by statute, upon notice and opportunity to be heard.

##### 3. Conflict of Interest

Any director or officer who shall gain any personal financial benefit from any contract or other transaction entered into by the Board, the Foundation and the Development Corporation or, because of other reasons of conflicting interest, is unable to consider impartially any matter to come before the Board or committee, shall immediately disqualify himself or herself from taking part in the consideration or disposition of such matters, and shall promptly notify the other members of the Board or of such committee, and as the case may be, of such disqualification. Any contract, transaction, or other matter entered into by the Board that is in violation of this section shall be void.

##### 4. Attendance

Attendance by Board members at meetings is imperative for the Board's successful operation. Not attending a majority of meetings without good reason as determined by a majority of Board members may be grounds for recommendation to the Governor to remove a member from the Board.

b. Student Trustees

In accordance with N.J.S.A. [18A:64-3.2] 18A:64-3.1, there shall be two Student Trustees on the Board of Trustees, who shall be full-time, regularly matriculated students in good academic standing, and who shall be 18 years of age or older and citizens of the United States, to be elected by the students for terms of two years commencing at the next organization of the Board. A Student Trustee will normally serve for one year as a Trustee without vote. The Student Trustee shall have voting rights as limited by statute throughout her/his second year. Student Trustees must meet the student leadership criteria as prescribed by the Board of Trustees. A Student Trustee may resign during her/his term. The Student Trustee shall submit the resignation to the Board Chair. The Chair shall notify Board members, the President, and the Student Government President. The Student Government President shall hold an election for a new Trustee within a three months. A Student Trustee may be removed from the Board for cause as prescribed by the Board of Trustees.

c. Faculty Representatives to the Board

Two members of the faculty of Trenton State College shall be elected by the faculty at large to serve as representatives to the Board of Trustees. The faculty representatives shall be tenured. The representatives shall be assigned to such Board Standing Committees and ad hoc Committees as determined by the Executive Committee of the Board of Trustees, subject to a vote by the full Board of Trustees. The faculty representatives may participate in all public committee deliberations, and may take part in discussion of all matters before the Board and the committees in public session.

Section 4. Meetings

The Board of Trustees shall conduct public meetings on the College campus or at any other place accessible to the public that the Chair or a majority of the Board may from time to time designate. The Chair shall call a special meeting of the Board whenever a majority of the publicly appointed Trustees makes such a request.

All meetings will be held in strict conformance with the Open Public Meetings Act (P.L. 1975, C. 231), and nothing within this language will contravene this principle. The Board will post a calendar of meetings within seven days of its annual reorganization meeting, or by January 10 if no such meeting occurs. The procedures contained in the Open Public Meetings Act shall be followed for all meetings. All unscheduled meetings will be announced at least 48 hours in advance of the actual meeting time, unless a meeting is required to deal with urgent and important matters and such notice is made impossible because a delay would damage the interests of the College or its constituents.

An agenda of each regular or special meeting of the Board of Trustees shall be prepared by the Chair, the College President and the Secretary to the Board. The agenda and supporting materials will be sent to the Trustees, the Student Trustees, and the faculty representatives in whatever manner is necessary to ensure their receipt of those documents 72 hours before the actual meeting. The agenda shall be posted in public accessible places on campus 72 hours

prior to the meeting. The agenda shall state that public comment on items on the agenda will be accepted prior to the meeting in writing, and in writing or verbally at the meeting.

The Trustees present at any meeting, if less than a quorum, must fix the time to adjourn, or must adjourn, recess, or take measures to obtain a quorum. If a Board member has resigned and a new Board member has not been qualified, a quorum shall consist of one qualified member more than 50% of the qualified Board members.

No official action and no binding action of the Board shall be taken at any meeting other than at a public meeting, with the exception of those circumstances specified by the Open Public Meetings Act.

Unless otherwise directed by a majority of the Board of Trustees, all public meetings of the Board of Trustees shall be conducted in accordance with the parliamentary procedure[s] prescribed in the latest edition of the manual known as *Robert's Rules of Order* (copyrighted by Robert's Rules of Order Association).

#### ARTICLE V OFFICERS

##### Section 1. Officers

The Board of Trustees shall organize annually at the September meeting or at the first meeting of the academic year. At this meeting the Board shall elect a Chair, a Vice-Chair, and a Secretary. The Board may elect such other officers as the needs of the Board may from time to time require.

###### a. Chair

The Chair will, when present, preside at all meetings of the Board of Trustees. The Chair will be the Chief Executive Officer of the Board and will have general supervision of the affairs of the Board, subject to the approval of the Board of Trustees. The Chair, or Vice-Chair, shall continue to sign all reports, documents and/or instruments of any nature required to be filed or executed by law. The Chair will report to the Board of Trustees from time to time all matters coming to her/his notice, relating to the interests of the College, that should be brought to the attention of the Board.

###### b. Vice-Chair

The Vice-Chair shall have and exercise all the powers and duties of the Chair in case of her/his absence or inability to act, and will perform other duties as may be prescribed from time to time by the Board of Trustees.

###### c. Secretary

The Secretary shall attend meetings of the Board of Trustees, sign all minutes and other documents as required. The Secretary to the Board, a member of the president's staff, shall cause recording of all notes and minutes of all public proceedings in a book to be kept for that purpose. Taped public meetings are only for the purpose of assisting the recording of the minutes of

the meetings and shall be archived for one operating year. The approved minutes are the only official record of the Board meeting. The Secretary will cause to be given notice of all Public Meetings of the Board of Trustees and will cause the affixing of the College Seal to all documents that may require it, and will cause to be prepared and filed such reports and statements as may be required by law. The Secretary shall cause to be forwarded to the Archival Section of the College Library or other designated Archival facility a copy of the minutes, and to any others as may be required from time to time by the Board of Trustees, after such minutes have been approved by the Board of Trustees.

ARTICLE VI  
COMMITTEES AND REPRESENTATIVES

Section 1. Standing Committees

The Board of Trustees has the power to create Standing Committees reporting directly to the Board to aid it in carrying on the business of the College. The existence, duties and functions of Standing Committees may be abolished, changed, altered or added to, and new or additional Standing Committees may be created from time to time at the Board's discretion. The following Standing Committees, with their general areas of responsibility, are hereby created:

Committee on Academic Affairs:

- a. program proposals
- b. program reviews
- c. other curricular matters

Committee on Finance and Construction:

- a. budget
- b. investments
- c. audit
- d. construction

Committee on College Relations

- a. campus life
- b. external relations
- c. admissions

Executive Committee

The Officers of the Board of Trustees, together with the Chairs of the Standing Committees, will constitute the Executive Committee. The membership of the Executive Committee will not consist of less than five nor exceed half of the members with full voting rights.

Section 2. Representatives

The Board of Trustees has the power to appoint representatives to various external bodies to provide College advice and comment to these bodies. The existence, duties and functions of these representatives may be abolished,

changed, altered, or added to, and new or additional representatives may be created from time to time at the Board's discretion. Representatives to the following bodies are hereby created:

Trenton State College Development Corporation

- a. attends Corporation meetings
- b. represents the Board's interest
- c. reports to the Board on the activities of the Corporation

Trenton State College Foundation

- a. serves on the Executive Board of the Foundation
- b. attends Foundation meetings
- c. represents the interests of the Board of Trustees
- d. reports to the Board of Trustees on the activities of the Foundation

State College Governing Boards Association

- a. attends meetings
- b. represents the College's interests
- c. reports activities to the Board

The Chair of the Board of Trustees shall, immediately after her/his designation as such, appoint the members of the Standing Committees and the representatives. Members of committees and representatives shall serve a maximum of six years. They may serve on other committees. The Chair and Vice-Chair will be ex-officio members of each Standing Committee. The President of the College will also be an ex-officio member of each Standing Committee.

The Chair of the Board of Trustees will appoint from among the public members of the Board the members of a Committee on Nominations, subject to the consent of the Board of Trustees. Its membership will not exceed three. The Committee on Nominations will report to the Board of Trustees annually, at least one month prior to the September Board meeting or the first meeting of the academic year.

Section 3. Administrative, Faculty and Student Committees

The Board of Trustees has the power to authorize, and authorizes the President of the College, to create administrative, faculty and student committees for the purpose of advising and assisting in carrying on the business and functions of the College.

ARTICLE VII  
AMENDMENTS

These bylaws may be amended, repealed or added to in any manner not inconsistent with the laws of the State of New Jersey, by the affirmative vote of a majority of the Board of Trustees at any Public Meeting of the Board of Trustees, provided that a copy has been furnished to each member of the Board of Trustees by the Secretary, and the public notified of impending changes, at

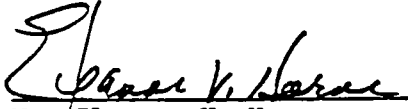
ATTACHMENT A

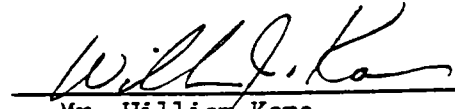
TRENTON STATE COLLEGE BOARD OF TRUSTEES  
BYLAWS

least 10 days before the meeting at which the vote is to occur. Prior to such notice all proposed amendments of these bylaws shall be considered by the Board of Trustees in consultation with the President.

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These Bylaws were adopted by unanimous vote at the Public Board Meeting of the Trenton State College Board of Trustees on February 23, 1995.

  
Ms. Eleanor V. Horne  
Board Chair

  
Mr. William Kane  
Board Secretary

RESOLUTION CONCERNING  
"INDEPENDENCE, ACCREDITATION AND THE PUBLIC INTEREST,"  
A REPORT OF  
THE NATIONAL POLICY BOARD ON  
HIGHER EDUCATION INSTITUTIONAL ACCREDITATION

- WHEREAS: The National Policy Board on Higher Education Institutional Accreditation has presented a report to the Association of Governing Boards of Universities and Colleges (AGB) on the status of and outlook for accreditation; and
- WHEREAS: The Association of Governing Boards and Universities and Colleges has requested that its member institutions review and comment on this report; and
- WHEREAS: The Trenton State College Board of Trustees has studied this document, which recommends the creation of a new organization, the Higher Education Accreditation Board (HEAB) "to protect institutional independence and advance the public interest"; and
- WHEREAS: The Trenton State College Board of Trustees agrees with the report's conclusion that a more effective system of voluntary accreditation is necessary
- THEREFORE,  
BE IT  
RESOLVED: That the Trenton State College Board of Trustees endorses the proposal for a new, voluntary, national system of accreditation that would advance the public interest and urges further discussion about the design of such a system
- AND, BE IT  
FURTHER  
RESOLVED: That the Trenton State College Board of Trustees directs that a copy of this resolution be sent to the Association of Governing Boards of Universities and Colleges



RESOLUTION CONCERNING "RENEWING THE PUBLIC INVESTMENT,"  
A REPORT OF THE ADVISORY COMMISSION ON INVESTING IN THE STATE COLLEGES

WHEREAS: The Advisory Commission on Investing in the State Colleges presented a report entitled "Renewing the Public Investment" to the New Jersey State College Governing Boards Association, Inc. in October 1994; and

WHEREAS: The report contains recommendations for action that are consistent with P.L. 1994, C. 48, the Higher Education Restructuring Act of 1994, which transfer greatly increased responsibilities to individual Boards of Trustees; and

WHEREAS: The recommendations for action are consistent with positions taken or under discussion by the Trenton State College Board of Trustees

THEREFORE,  
BE IT  
RESOLVED: That the Trenton State College Board of Trustees commends the Advisory Commission for its work in researching and issuing this report

AND BE IT  
FURTHER  
RESOLVED: That the Trenton State College Board of Trustees urges further discussion by higher education policy makers of the issues raised in and by this report

AND BE IT  
FURTHER  
RESOLVED: That a copy of this resolution be forwarded to the Governing Boards Association, Inc.

RESOLUTION APPROVING A MASTER OF EDUCATION DEGREE  
IN EDUCATIONAL LEADERSHIP

- WHEREAS: The State of New Jersey now requires candidates for principal's certification to possess a master's degree in administration or management; and
- WHEREAS: A growing need for such educational leaders is projected; and
- WHEREAS: Trenton State College has a long history of preparing educational leaders for New Jersey schools through its certificate programs for principals; and
- WHEREAS: A master's program in Educational Leadership has been designed drawing upon the College's strength and experience in preparing educational administrators; and
- WHEREAS: Such a program is based upon principles of educational administration and management; and
- WHEREAS: External consultants have reviewed the proposed master's program in Educational Leadership and found it "comparable to master's level programs in other American colleges and universities"; and
- WHEREAS: Such a program can be implemented without requiring further resources
- THEREFORE BE  
IT RESOLVED  
THAT: A Master of Education program in Educational Leadership be approved and made available immediately at Trenton State College.

February 23, 1995

RESOLUTION THANKING  
DR. TAO CHENG

WHEREAS: Trenton State College was honored to host Ke Min Xu, Vice President for Academic Affairs of Yunnan University in the People's Republic of China, during the fall semester of 1994-95 while he studied the American system of higher education, and

WHEREAS: Dr. Xu's visit was greatly enhanced by the assistance of Dr. Tao Cheng, Professor Emeritus of Political Science, and

WHEREAS: Dr. Cheng volunteered his services unstintingly in the role of translator, resource, and guide, and

WHEREAS: Dr. Cheng contributed greatly to the success of Dr. Xu's visit, thereby fostering considerable goodwill and friendship between individuals, institutions, and cultures

THEREFORE BE  
IT RESOLVED  
THAT: The Trenton State College Board of Trustees offers its special thanks and appreciation to Dr. Tao Cheng for giving so generously of his time and effort and in treating a guest of Trenton State College like his own.

February 23, 1995

CONSIDERATION OF A RESOLUTION OF APPROVAL FOR THE TRANSFER OF  
REAL PROPERTY TO THE NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY  
ASSOCIATED WITH THE NURSING/RECEPTION BUILDING AND  
CROWELL HALL RENOVATION AND ADDITION PROJECTS

- WHEREAS: The Trenton State College Board of Trustees approved on September 22, 1994 and on December 15, 1994 waivers of advertising to the architectural firm of Kehrt Shatken Sharon Architects of Princeton, New Jersey to provide architectural and engineering services related to the design development phase of both the Nursing/Reception Building and Crowell Hall Renovation and Addition project; and,
- WHEREAS: The College administration is advancing both projects into design and eventually into financing through the New Jersey Educational Facilities Authority; and,
- WHEREAS: Pursuant to N.J.S.A. 18A:72-29, the title of the property under construction should be transferred to the New Jersey Educational Facilities Authority if financed through New Jersey Educational Facilities Authority; now therefore be it
- RESOLVED: That the Trenton State College Board of Trustees hereby authorizes the President to advance the design development of these projects, including seeking the appropriate approval from the State House Commission in order to effect the required title transfers.

February 23, 1995

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

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$11,100, and

WHEREAS: The Law provides that such waivers shall be approved by the Trenton State College Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance Committee, a subcommittee of the Trenton State College Board of Trustees,

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

VENDOR	PURPOSE	FUNDING SOURCE
Silicon Graphics (\$25,000.00)	Art Graphics Workstations	College Operating
Educational Technology Inc. (\$29,980.00)	Dual-Channel Student Recorders for the Language Lab	College Operating

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

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$11,100, and

WHEREAS: The Law provides that such waivers shall be approved by the Trenton State College Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance Committee, a subcommittee of the Trenton State College Board of Trustees,

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

VENDOR	PURPOSE	FUNDING SOURCE
Braceland Brothers (\$31,235.00)	Printing of TSC Undergraduate Bulletin	College Operating
Nittany Valley Offset (\$55,264.00)	Printing of TSC Prospectus	College Operating

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 \$11,100, and

WHEREAS: The Law provides that such waivers shall be approved by the Trenton State College Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance Committee, a subcommittee of the Trenton State College Board of Trustees,

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

VENDOR	PURPOSE	FUNDING SOURCE
Bellver International College (\$15,015.00)	Rental of eight classrooms and office space for the summer program in Mallorca, Spain	Revenue Account

RESOLUTION APPROVING WAIVERS  
OF ADVERTISING  
FOR CONSTRUCTION CONTRACTING PURPOSES

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$11,100, and

WHEREAS: The Law provides that such waivers shall be approved by the Trenton State College Board of Trustees, and

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance Committee, a subcommittee of the Trenton State College Board of Trustees,

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

VENDOR	PURPOSE	FUNDING SOURCE
Gardner-Denver (\$271,812.50) Balteau Standard (\$17,000.00)	Various pieces of equipment representing critical components of the cogeneration plant associated with the Cogeneration Takeover project	92A EFA Bond Issue
Mosher and Doran (\$54,800.00)	Professional engineering services associated with the Cromwell Hall Sprinkler and Fire Alarm project	Housing Reserves
The County of Mercer (No Charge)	Energy conservation improvements and demand side management credits associated with the Cluster Housing project	Not Applicable
The County of Mercer (No Charge)	Energy conservation improvements and demand side management credits associated with the replacement of various speed drives in various buildings	Not Applicable
HARCO Industries (\$125,535.00)	Hardware and software system to accommodate exterior access controls at Cluster Housing, Kendall Hall, Music Building, parking gate controls at Community Commons and Parking Garage, and for dining/food service at Holman Hall	94B EFA Bond Issue College Operating Parking Revenue



Shive/Spinelli/  
Perantoni & Assoc.  
(\$22,000.00)

Professional architectural/engineering Housing Reserves  
services associated with the Travers/  
Wolfe ADA Renovation project