

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

**Thursday, June 22, 2000
202 W Student Center
Minutes of Public Board Meeting**

Present: Mr. Robert Gladstone, Chair; Mr. Walter Chambers, Vice Chair; Mr. Bruce Hasbrouck; Mrs. Barbara Pelson; Mr. Harry Reichard; Mr. Thomas Bracken; Mr. Jeffrey Perlman; Mr. Robert Kaye; Dr. Carla Enriquez; Ms. Stacy Holland; Mr. James McAndrew, Mr. Jose Sosa; Mrs. Patricia Rado; Dr. R. Barbara Gitenstein, President; Ms. Samantha Rozycki, Student Trustee; Mr. Al Ribeiro, Alternate Student Trustee; Dr. John Karsnitz, Faculty Representative to the Board

Not Present: Dr. Al Cho; Mr. Jim Harkness; Dr. Beth Paul, Faculty Representative to the Board

The meeting was called to order at 2:37pm.

I. Announcement of Compliance

Mr. Gladstone 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 Mr. Chambers, seconded by Mr. Hasbrouck that the Board go into closed session to discuss personnel actions, items exempt under the Open Public Meetings Act.

III. Closed Session

IV. Resumption of Public Session/Pledge of Allegiance

V. Comments from the Public

Mr. Gladstone announced that Mr. Larry Shoemaker from the Bollenger Insurance Company had registered to speak to the Board. Mr. Shoemaker was then acknowledged and spoke to the Board regarding the bid waivers listed for action on the current agenda.

VI. Resolution Concerning Implementation of Increase in Compensation for the President of The College of New Jersey - Attachment 1

It was moved by Mr. Sosa, seconded by Dr. Enriquez that the resolution be approved. The motion carried unanimously.

VII. Approval of the Minutes of the February 24, 2000 Meeting

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

VIII. Approval of the Minutes of the April 20, 2000 Meeting

It was moved by Dr. Enriquez, seconded by Mr. Chambers that the minutes be approved. The motion carried unanimously.

IX. Report of the President

Dr. Gitenstein made her report.

X. Report of the Board Officers

XI. Report of the Board Officers Nominating Committee

Mr. Reichard reported for the Committee. The Committee's recommendation for the 2000-01 slate of Board Officers is:

Chair –Walter Chambers
Vice-Chair – Bruce Hasbrouck
Secretary – Pat Rado

This slate will be considered at the Fall meeting of the Board.

XII. Report of the Board of Trustees Representative to the Planning and Priorities Council

Mr. Chambers made his report.

XIII. Report of the Trustee member of the TSC Corporation

Mr. Gladstone reported for Mr. Harkness.

XIV. Report of the Trustee member of the TCNJ Foundation

Mr. McAndrew made his report.

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

Ms. Holland made her report.

XVI. New Business.

A. Report of the Executive Committee

It was moved by Mr. Chambers, seconded by Ms. Holland that the following resolutions (A-G) be approved. The motion carried unanimously.

- Resolution Modifying the Position Classification Plan for Non-Unit Employees - Attachment A
- Personnel Actions
 - a. Reappointments, Appointments, Retirements, Resignations, Exchange, Leave of Absence - Faculty - Attachment B
 - b. Change of Status, New Appointments, New Appointments-temporary, Administrative Sabbatical Leave, Resignations, Retirements, Reappointments - Staff - Attachment C
- Resolution Establishing the Schedule of Public Meetings for The College of New Jersey Board of Trustees for 2000-2001 - Attachment D
- Resolution to Implement FY 2001 Salary Adjustments for Non-Unit Employees - Attachment E
- Resolution Appointing Members to the Board of Directors of the Trenton State College Corporation - Attachment F
- Resolution Approving The College of New Jersey Governance Document - Attachment G

B. Report of the Academic Affairs Committee

Mr. Hasbrouck reported for the Committee.

C. Report of the Finance & Construction Committee

Mr. Bracken reported for the Committee.

1. Resolution Approving the FY 2001 Operating Budget and Establishing Student Charges - Attachment H

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

2. Resolutions Approving Bid Waivers for College Business Purposes:

- Computing and Technical - Attachment I
- Professional and Other Services - Attachment J

- Inter Agency - Attachment K
- Utilities - Attachment L
- Library - Attachment M
- Publications - Attachment N
- Facilities Management - Attachment O
- Construction - Attachment P

It was moved by Mr. Bracken, seconded by Dr. Enriquez, that the resolutions be approved. The motion carried unanimously.

D. College Relations

1. Resolution Honoring Ms. Samantha Rozycki For Service To The College of New Jersey Board of Trustees - Attachment Q

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

2. The College of New Jersey Board of Trustees Resolution Thanking Dr. Robert Bittner - Attachment R

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

3. The College of New Jersey Board of Trustees Resolution Thanking Dr. Tom Breslin - Attachment S

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

4. The College of New Jersey Board of Trustees Resolution Thanking Dr. Laurie Sherwen - Attachment T

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

5. The College of New Jersey Board of Trustees Resolution Conferring Emeritus Status - Attachment U

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

XVII. Adjournment

The following resolution was moved by Mr. Chambers, seconded by Ms. Rozycki. 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, October 12, 2000 at a time and location to be announced.

Be It

Further

Resolved: That this meeting be adjourned.

The meeting was adjourned at 5:05pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Barbara Pelson". The signature is written in dark ink and is positioned below the text "Respectfully submitted,".

Barbara Pelson
Secretary

**Resolution Concerning Implementation of Increase In
Compensation For The President of The College of New Jersey**

Whereas: The College of New Jersey Board of Trustees is authorized under the provisions of N.J.S.A. 18A:64-6 to "appoint and fix the compensation of a president of the college, who shall be the executive officer of the college"; and

Whereas: The President's salary has remained unchanged since her appointment on January 2, 1999; and

Whereas: In June of 2000 The College of New Jersey Board of Trustees conducted a satisfactory annual performance evaluation of the President.

Therefore,
Be It

Resolved: That The College of New Jersey Board of Trustees, authorizes a 5.0 percent increase for the president effective retroactively to January 1, 2000; and

Be It

Further

Resolved: That The College of New Jersey Board of Trustees authorizes a 4.16667 percent increase for the president, effective July 1, 2000.

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Resolution Modifying the Position Classification Plan For Non-Unit Employees

Whereas: N.J.S. 18A:64-6, as amended by the Higher Education Restructuring Acts of 1994, invests The College's Board of Trustees with the responsibility and authority to administer the compensation of non-unit employees; and,

Whereas: The College of New Jersey Board of Trustees adopted a Position Classification Plan for Non-Unit Employees, effective July 1, 1995; and,

Whereas: The Board of Trustees recognizes The College's need for flexibility in future staffing and administrative assignments.

Therefore
Be It

Resolved: That The College's Position Classification Plan be modified to eliminate the following administrative titles: Provost and Vice President for Academic Affairs (M41), Vice President for Administration and Finance (M37), Vice President for College Advancement (M36), Vice President for Student Life (M36), Associate Vice President (M 35), Dean (M 35), Dean II (M 34), Associate Dean (M 33), Associate Dean of the Library (M31); and,

Be It

Further

Resolved: That The College's Position Classification Plan be modified, as attached, to include the following administrative titles:

Title	Range
Provost	X
Vice President X	X
Vice President 1	M 40
Vice President 2	M 39
Vice President 3	M 38
Vice Provost 1	M 37
Vice Provost 2	M 36
Associate Provost 1	M 36
Associate Provost 2	M 35
Associate Provost 3	M 34

Assistant Provost 1	M 33
Assistant Provost 2	M 32
Dean X	X
Dean 1	M 36
Dean 2	M 35
Dean 3	M 34
Associate Dean 1	M 34
Associate Dean 2	M 33
Associate Dean 3	M 32
Assistant Dean 1	N 29
Assistant Dean 2	N 28
Assistant Dean 3	N 27
Associate Vice President 1	M 36
Associate Vice President 2	M 35
Associate Vice President 3	M 34
Assistant Vice President 1	M 33
Assistant Vice President 2	M 32

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**The College of New Jersey
Position Classification Plan**

TITLE	RANGE
Provost	X
Vice President X	X
Vice President 1	M 40
Vice President 2	M 39
Vice President 3	M 38
Vice Provost 1	M 37
Vice Provost 2	M 36
Associate Provost 1	M 36
Associate Provost 2	M 35
Associate Provost 3	M 34
Assistant Provost 1	M 33
Assistant Provost 2	M 32
Dean X	X
Dean 1	M 36
Dean 2	M 35
Dean 3	M 34
Associate Dean 1	M 34
Associate Dean 2	M 33
Associate Dean 3	M 32
Assistant Dean 1	N 29
Assistant Dean 2	N 28
Assistant Dean 3	N 27
Associate Vice President 1	M 36
Associate Vice President 2	M 35
Associate Vice President 3	M 34
Assistant Vice President 1	M 33
Assistant Vice President 2	M 32
Director 1	M 32
Director 2	M 30
Director 3	M 28
Director 4	M 26
Associate Director 1	N 29
Associate Director 2	N 27
Associate Director 3	N 25

Managing Assistant Director 1		N 26
Managing Assistant Director 2		N 24
Managing Assistant Director 3		N 22
Managing Assistant Director 4		N 20
Assistant Director 1	(12 months)	U 26
	(10 months)	U 23
Assistant Director 2	(12 months)	U 24
	(10 months)	U 21
Assistant Director 3	(12 months)	U 22
	(10 months)	U 19
Assistant Director 4	(12 months)	U 20
	(10 months)	U 17
Executive Assistant 1		N 32
Executive Assistant 2		N 30
Executive Assistant 3		N 28
Executive Assistant 4		N 26
Managing Administrative Assistant 1		N 24
Managing Administrative Assistant 2		N 22
Managing Administrative Assistant 3		N 20
Administrative Assistant 1	(12 months)	U 24
	(10 months)	U 21
Administrative Assistant 2	(12 months)	U 22
	(10 months)	U 19
Administrative Assistant 3	(12 months)	U 20
	(10 months)	U 17
Professional Services Specialist 1	(12 months)	U 27
	(10 months)	U 24
Professional Services Specialist 2	(12 months)	U 24
	(10 months)	U 21
Professional Services Specialist 3	(12 months)	U 21
	(10 months)	U 18
Professional Services Specialist 4	(12 months)	U 18
	(10 months)	U 15
Program Assistant	(12 months)	U 16
	(10 months)	U 13

Faculty Reappointments

To a Third Year 2001-2002

Charleen Alderfer	Associate Professor	Counseling
Anita Allyn	Assistant Professor	Art
David Blake	Assistant Professor	English
Janet Gray	Assistant Professor	Women & Gender Studies
Pamela Ivezic	Assistant Professor	Music
Judith Kardos	Assistant Professor	Mathematics
Matthew Lawson	Assistant Professor	Sociology & Anthropology
Pamela Lieb	Assistant Professor	Business
Claire Lindberg	Associate Professor	Nursing
Pamela Marsh	Assistant Professor	Communication Studies
Annmarie Nicolosi	Assistant Professor	Women & Gender Studies
Abigail O'keefe	Assistant Professor	Elem & Early Childhood
Sarah Oppenheimer	Assistant Professor	Art
Alfred Pelham	Assistant Professor	Business
Shridevi Rao	Assistant Professor	Special Education
Michele Tarter	Assistant Professor	English
Patrick Tebbe	Assistant Professor	Engineering
Deborah Thompson	Assistant Professor	Elem & Early Childhood

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To a Fourth Year 2001-2002

Stuart Carroll	Assistant Professor	Elem & Early Childhood
Bih-Horng Chiang	Assistant Professor	Business
Jan Fleischer	Assistant Professor	Chemistry
Anju Kapur	Assistant Professor	English
Sai Kuen Li	Assistant Professor	Sociology & Anthropology
Mario Paparozzi	Assistant Professor	Law And Justice
Patricia Robak	Assistant Professor	Business
Susan Ryan	Assistant Professor	Communication Studies
Marguerite Schneider	Assistant Professor	Business
Deborah Sheesley	Librarian2	Library
Joanne Zangara	Librarian3	Library

To a Fourth & Fifth Year for 2001-2002 & 2002-2003

Helene Anthony	Assistant Professor	Special Education
Janice Bossart	Assistant Professor	Biology
Cynthia Curtis-Budka	Assistant Professor	Mathematics & Stat
Paul Leynes	Assistant Professor	Psychology
Christopher Mcauliffe	Assistant Professor	Special Education
Regina Morin	Assistant Professor	Modern Language
Cynthia Paces	Assistant Professor	History
Consuelo Preti	Assistant Professor	Philosophy & Religion
Glenn Steinberg	Assistant Professor	English

To a 5th Year for 2001-2002

Martin Becker	Assistant Professor	Physics
William Behre	Assistant Professor	Special Education
Charles Bennett	Assistant Professor	English
Henry Fradella	Assistant Professor	Law And Justice
Luis Gabriel-Stheeman	Assistant Professor	Modern Language
Debra Garrett	Assistant Professor	Lang & Comm Sciences
Joseph Goebel	Assistant Professor	Modern Language
James Graham	Assistant Professor	Psychology
Robert Guarino	Assistant Professor	Music
Devendra Gulati	Associate Professor	Business
Karen Hartman	Librarian2	Library
Gerald Hoffman	Assistant Professor	Chemistry
David Holmes	Assistant Professor	Mathematics & Stat
Harriet Hustis	Assistant Professor	English
Diane Kobrynowicz	Assistant Professor	Psychology
Jean Konzal	Assistant Professor	Elem & Early Childhood
Norbert Kubilus	Assistant Professor	Computer Science
Stuart Mccook	Assistant Professor	History
Janet Morrison	Assistant Professor	Biology
Chyuan Pan	Assistant Professor	Elem & Early Childhood
David Reimer	Assistant Professor	Mathematics & Stat
Lee Riccardi	Assistant Professor	Art
Teresa SanPedro	Assistant Professor	Modern Language
Janice Showler	Assistant Professor	English
Kathryne Speaker	Assistant Professor	Lang & Comm Sciences
Louis Tucci	Assistant Professor	Business

To a Fifth Year 2001-2002 (continued)

David Venturo	Assistant Professor	English
Jeanine Vivona	Assistant Professor	Psychology
W A D Wickramasinghe	Assistant Professor	Physics
Sue Jean Wong	Assistant Professor	Lang & Comm Sciences
Qifu Zheng	Assistant Professor	Mathematics & Stat

To a Sixth Year 2001-2002

Andrew Clifford	Assistant Professor	Mathematics & Stat
Timothy Clydesdale	Assistant Professor	Sociology & Anthropology
Thomas Hagedorn	Assistant Professor	Mathematics & Stat
Lawrence Mccauley	Assistant Professor	English
Timothy Mcgee	Assistant Professor	English
Agustin Otero	Assistant Professor	Modern Language
Ariane Pfenninger-Schardine	Assistant Professor	Modern Language
Adriana Rosman-Askot	Assistant Professor	Modern Language
Susan Sachs	Associate Professor	Nursing
Phillip Tate	Assistant Professor	Music

Appointments - Faculty

Tamara Al-Kasey

Assistant Professor
Modern Languages
Effective: September 1, 2000

Armelle Clark

Assistant Professor (One-year Temporary)
Modern Languages
Effective: September 1, 2000

Patricia Collins

Assistant Professor
Law & Justice
One-year Temporary
Effective : September 1, 2000

Cathy Day

Assistant Professor
English
Effective: September 1, 2000

Beverly Dezan

Assistant Professor
Elem/Early Child Ed
One-year Temporary
Effective: September 1, 2000

Peter Eisen

Assistant Professor
Political Science
One-year Temporary
Effective: September 1, 2000

Lynn Goedecke

Assistant Professor
Law & Justice
One-year Temporary
Effective: September 1, 2000

Janet Gray

Assistant Professor
Women/Gender Studies
Effective: September 1, 2000

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Appointments - Faculty (continued)

Marimar Hugnet-Jerez
Assistant Professor
Modern Languages
One Year Temporary
Effective: September 1, 2000

James Icklan
Assistant Professor
Business
One-year Temporary
Effective: September 1, 2000

Pamela Ivezic
Assistant Professor
Music
Tenure Track
Effective: September 1, 2000

Judith Israel
Assistant Professor (One-year Temporary)
Computer Science
Effective: September 1, 2000

Warner Johnson
Assistant Professor
Mathematics
One-year Temporary
Effective: September 1, 2000

Rita King
Assistant Professor
Biology
One-Year Temporary
Effective: September 1, 2000

Pierre LeMorran
Assistant Professor
Philosophy/Religion
Effective: September 1, 2000

Miroslav Martinovic
Associate Professor
Computer Science
Effective: September 1, 2000

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Appointments - Faculty (continued)

Hana Muzika-Kahn	Instructor (One-year Temporary - half time) Modern Languages Effective: September 1, 2000
Anne-Marie Nicolosi	Assistant Professor Women/Gender Studies Effective: September 1, 2000
Lisa Marie Ortiz	Assistant Professor English Effective: September 1, 2000
Karen Prince	Assistant Professor Elem/Early Child Ed One-year Half Time Temporary Effective: September 1, 2000
Patricia VanHise	Assistant Professor Computer Science One-year Temporary Effective: September 1, 2000
Derek Peterson	Assistant Professor History Effective: September 1, 2000
Ricardo Ramos-Tremolada	Assistant Professor (One-year Temporary) Modern Languages Effective: September 1, 2000
Kathy Rotter	Assistant Professor Special Education Effective: September 1, 2000
Gopalan Sampath	Associate Professor Computer Science Effective: September 1, 2000

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Appointments - Faculty (continued)

Dodi-Katrin Schmidt	Assistant Professor (One-Year Temporary) Modern Languages Effective: September 1, 2000
Diane Senerth	Instructor (One-year Temporary - half time) Modern Languages Effective: September 1, 2000
Robert Underberg	Assistant Professor (One-year Temporary) Computer Science Effective: September 1, 2000

Retirements – Faculty

Donald Brown	Health & Physical Education Effective: June 30, 2000
Stephen Chukumba	African-American Studies Effective: June 30, 2000
Christine Craig-Kumnick	Art Effective: December 31, 1999
John Ervin	Music Effective: June 30, 2000
Betsy Hager	Biology Effective: June 30, 2000
William Jones	Language and Communication Sciences Effective: August 31, 2000
Martin LeBeau	Music Effective: June 30, 2000
Denis Murphy	Modern Languages Effective: June 30, 2000
Frank Romano	Elementary & Early Childhood Education Effective: June 30, 2000
Ann Shenkle	Special Education Effective: June 30, 2000

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Retirements – Faculty (continued)

Dent Williamson

Music
Effective: June 30, 2000

Peter Winkle

Modern Languages
Effective: December 31, 1999

Resignations – Faculty

Penny Anderson

Computer Science
Effective: June 30, 2000

Melanie Wahlberg

Mathematics & Statistics
Effective: June 30, 2000

Exchange – Faculty

Paola Blelloch

Modern Languages
University of Frankfurt, Germany
Spring, 2001

Leave of Absence – Faculty

Alvin Figueroa

Modern Languages
Effective June 30, 2000 - June 30, 2001

Change of Status - Staff

Janis Blayne Paul	To: Professional Services Specialist 4 From: Professional Services Specialist 2 Development & Alumni Affairs Effective: May 22, 2000
Nancy Hill	From: Program Assistant To: Professional Services Specialist 4 Campus Life Effective: July 1, 2000
Jeffrey Kerswill	From: Project Specialist To: Associate Director 1 Information Management Effective: March 11, 2000
Susan Long	From: Managing Assistant Director 2 To: Managing Assistant Director 1 College Relations Effective: May 20, 2000
Michelle McCroy	From: Professional Services Specialist 4 (10Mo. Temp) To: Professional Services Specialist 4 (10Mo. Perm) Residence Life Effective: September 1, 2000
Antonio Scarpati	From: Managing Assistant Director 2 To: Director 4 Student Life Effective: March 25, 2000
Mary Jane Wall	From: Project Specialist To: Managing Assistant Director 4 Payroll Effective: July 1, 2000
Lori Winyard	From: Assistant Supervisor 1 To: Director 3 Facilities Management Effective: April 24, 2000

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New Appointments - Staff

Wanda Anderson	Director 3 Campus Life Effective: July 20, 2000
Elizabeth DeMatto	Director 3 Administrative Systems Effective: June 12, 2000
Anne MacMorris	Associate Director 3 (part-time) Budget & Finance Effective: March 20, 2000
Jean McDonald Rash	Student Financial Services Associate Director 1 Effective: July 1, 2000
Kay Potucek	Program Assistant Development & Alumni Affairs Effective: April 10, 2000
Sean Stallings	Professional Services Specialist 4 - 10 Mo. Residence Life Effective: September 1, 2000

New Appointment - temporary - Staff

Marilyn Apelian	Professional Services Specialist 4 Library Effective: April 10, 2000 - December 31, 2000
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Administrative Sabbatical Leave - Staff

Thomas Breslin	Acting Dean School of Business Effective: July 1, 2000 - December 31, 2000 <i>Sept 1.</i>
Robert Bittner	Dean School of Engineering Effective: September 1, 2000 - December 31, 2000

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Resignations - Staff

Paul Bacani	Professional Services Specialist 1 Campus Construction & Planning Effective: March 8, 2000
Jennifer Drew	Managing Assistant Director 2 Development & Alumni Affairs Effective: May 12, 2000
Marla Fisher	Professional Services Specialist 2 Development & Alumni Affairs Effective: June 23, 2000
Kelly Grady	Managing Assistant Director 3 Residence Life Effective: June 16, 2000
Daphne Hobson	Managing Assistant Director 2 International Studies Effective: June 30, 2000
Ernest Lapierre	Director 3 Wellness Program Effective: June 30, 2000
Monica Leonard	Managing Assistant Director 3 Residence Life Effective: June 23, 2000
Natalie Lewis	Assistant Director 1 School of Education Effective: May 26, 2000
Catherine Moscarello	Assistant Director 3 Auxiliary Services Effective: June 9, 2000
Laurie Sherwen	Dean School of Nursing Effective: June 30, 2000
Christopher Steinberg	Professional Services Specialist 3 Information Management Effective: May 23, 2000

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Resignations - Staff (continued)

Tricia Udicious	Professional Services Specialist 3 Athletics Effective: July 29, 2000
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William Zwirz	Project Specialist Human Resources Effective: May 16, 2000
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Retirements - Staff

Stephen Cherashore	Managing Assistant Director 1 Effective: July 1, 2000
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One-Year Reappointments - Staff (Effective: July 1, 2000 - June 30, 2001)

Lisa Angeloni	Director 2 Admissions
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Robert Cobb	Managing Assistant Director 2 Academic Affairs
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Ivonne Cruz	Managing Assistant Director 4 Human Resources
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Ayshe Ergin	Director 3 Institutional Research
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Irene Ey	Project Specialist (part-time) Library & Information Management
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Joan Fasulo-Harris	Associate Director 1 Design & Construction
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Heather Fehn	Project Specialist President's Office
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Larry Gage	Managing Assistant Director 1 Counseling Services
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William Johnson Jr.	Director 4 Academic Advising & Testing Office
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Debra Kelly	Managing Assist Director 3 Career Services
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One-Year Reappointments - Staff (Effective: July 1, 2000 - June 30, 2001) continued

Shelley Krause	Associate Director 3 Admissions
Patricia Limongelli	Managing Assistant Director 3 Residence Life
Susan Long	Managing Assistant Director 1 College Relations
Mary Mallery	Managing Assistant Director 1 Library & Information Management
Peter Manetas	Managing Assistant Director 1 Development & Alumni Affairs
Matthew Manfra	Project Specialist Admissions
William Mate	Associate Vice President 2 Development & Alumni Affairs
Ceceilia O'Callaghan	Director 3 Career Services
Niccole Owen	Project Specialist Child Care Center
Suzanne Pasch	Dean 2 School of Educ/Graduate Studies
Patricia Pasinski	Managing Assistant Director 2 Information Management
Lloyd Ricketts	Director 2 Budget & Finance
Mary Romsper	Confidential Assistant President's Office
Lisa Sanon-Jules	Managing Assistant Director 3 Career Services

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One-Year Reappointments - Staff (Effective: July 1, 2000 - June 30, 2001) continued

Pamela Singh	Director 2 Student Serv & Admin Systems
Nadine Stern	Associate Vice President 2 Student Serv & Admin Systems
Joseph Sullivan	Director 1 Facilities
Sherry Tarantula	Managing Assistant Director 2 Campus Police
Lisa Watson	Professional Services Specialist 4 Records and Registration
Dawn Willan	Director 3 Budget & Finance

Three-Year Reappointments - Staff (July 1, 2000 - June 30, 2003)

Joanne Louizides-Bates	Managing Assistant Director 2 Human Resources
Magdalen Manetas	Director 3 Residence Life

Four-Year Reappointments - Staff (July 1, 2000 - June 30, 2004)

Lisa McCarthy	Managing Assistant Director 3 Residence Life
Philip Tramdock	Associate Dean 3 Library & Information Management

Five-Year Reappointments - Staff (July 1, 2000 - June 30, 2005)

Alfred Bridges	Vice President 3 College Advancement
Shirley Daniels	Managing Assistant Director 2 Records & Registration

Five-Year Reappointments - Staff (July 1, 2000 - June 30, 2005) - continued

Walter Lankford	Director 1 Information Management
Kathryn Leverton	Director 1 Environmental Services
Yvonne Watson	Dean 3 Division of Academic Enhancement

Four-Year Reappointment - Staff (Effective July 1, 2001 - June 30, 2005)

John Castaldo	Assistant Director 3 Athletics
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Four-Year Reappointment - Staff (Effective September 1, 2001 - June 30, 2005)

Carol Evangelisto	Professional Services Specialist 3-10 Mo (PT) Counseling Services
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Five-Year Reappointment - Staff (Effective July 1, 2001 - June 30, 2006)

Joseph Camillone	Professional Services Specialist 2 Athletics
Delsia Fleming	Professional Services Specialist 3 Records and Registration
Kevin Potucek	Professional Services Specialist 3 Music
Crystal Smith	Professional Services Specialist 3 Collegebound
Jose Valentin	Professional Services Specialist 3 Educational Opportunity Fund Program

**Resolution Establishing The Schedule of Public Meetings
For The College of New Jersey Board of Trustees
For 2000-2001**

Whereas: The New Jersey Open Public Meetings Law, N.J.S.A. 10:4-6 requires that all public bodies publish the dates on which they will meet; and

Whereas: The College of New Jersey Board of Trustees is a public body within the definition of this law.

Therefore,
Be It

Resolved: That The College of New Jersey Board of Trustees establishes the following meeting dates in 2000-2001 and directs that this schedule be sent to the Secretary of State for posting and to the press for publication in conformance with the requirements of law.

Meeting Dates 2000-2001:

Thursday, October 12, 2000
Thursday, December 7, 2000
Thursday, March 1, 2001
Thursday, June 21, 2001

Tuition Hearing: Thursday, April 19, 2001

**Resolution To Implement FY2001 Salary Adjustments
For Non-Unit Employees**

Whereas: N.J.S. 18A:64-6, as amended by the Higher Education Restructuring Act of 1994, invests the college's Board of Trustees with the responsibility and authority to administer the compensation of non-unit employees; and

Whereas: The College of New Jersey has developed and implemented appropriate performance evaluation and merit-based salary adjustment procedures for non-unit employees.

Therefore
Be It

Resolved: That the maximum of each non-unit salary range be increased by 3% for FY2001; and

Be It

Further

Resolved: That the Board of Trustees hereby authorizes the President to implement FY2001 salary adjustments for non-unit employees in compliance with the revised salary tables, and corresponding to each employee's performance rating; and,

Be It

Further

Resolved: That the average FY2001 salary adjustment for the pool of non-unit employees shall not exceed 6.16%; and,

Be it

Further

Resolved: That the FY2001 salary adjustments for non-unit employees shall be implemented effective July 1, 2000.

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Resolution Appointing Members to the Board of Directors of the Trenton State College Corporation

Whereas: The College of New Jersey Board of Trustees approves and appoints the members of the Board of Directors of the Trenton State Corporation, which shall be composed of one member of The College of New Jersey Board of Trustees, the President of The College of New Jersey, the President of the Corporation, one current member from The College of New Jersey faculty, and five citizens, two of whom shall be currently enrolled, full-time students of The College.

Therefore,
Be It
Resolved:

That The College of New Jersey Board of Trustees appoints the following individuals to the Board of Directors of the Trenton State College Corporation:

Ms. Laura Pepe, student, to a 2-year director term for the Corporation effective 7/1/00 through 6/30/02; and

Be It
Further
Resolved:

That The College of New Jersey Board of Trustees reappoints the following individuals to the Board of Directors of the Trenton State College Corporation:

Mr. Jeffrey Meyer, citizen, to a 3-year director term for the Corporation effective 7/1/00 through 6/30/03; and

Dr. Brenda Leake, faculty representative, to a 3-year director term for the Corporation effective 7/1/00 through 6/30/03; and

Mr. Peter Mills, vice-president for administration and finance, to a 3-year director term for the Corporation effective 7/1/00 through 6/30/03.

Resolution Approving The College of New Jersey Internal Governance Structure and Processes

- Whereas: On February 15, 1990, The College of New Jersey Board of Trustees approved the document entitled "College Governance Structure and Processes: Standing Committees"; and
- Whereas: That document indicated that "The Standing Committee structure will be reviewed every three years in a process recommended by the President of the College"; and
- Whereas: In accordance with the provisions outlined in the document The Board of Trustees approved revisions to this document as suggested by the President after campus-wide discussions on April 21, 1994 and again on February 27, 1997; and
- Whereas: In March of 1999, The President of The College charged a working group of campus community members to begin framing a review of internal governance issues; and
- Whereas: In September of 1999 the President transmitted the report of the working group to The College's Steering Committee, requesting that they undertake a formal review of the internal governance structure, ensuring broad input from the campus community; and
- Whereas: The Steering Committee has developed a new internal governance structure that reflects the current needs and direction of the institution.
- Therefore
Be It
Resolved: That The College of New Jersey Board of Trustees approves the attached document, "The College of New Jersey Internal Campus Governance Structure and Process," and charges the President to institute the next review of governance in spring 2003.

June 22, 2000

GOVERNANCE STRUCTURE AND PROCESSES 2000

The College Wide Governance System is an internal process approved by the TCNJ Board of Trustees. It exists to give designated stakeholder groups opportunities to work cooperatively to make thoughtful, appropriate, and timely recommendations to the administration on issues related to policy, procedure, and program in support of the mission of The College.

HISTORICAL BACKGROUND OF DEVELOPMENT AND DISCUSSION

The current governance system has been in existence for ten years (*See College Governance Structure and Processes, February 27, 1997, second revision; available on the Web at <http://www.tcnj.edu/~steering/newgovdoc.html>*). In 1994 and again in 1997, technical revisions were made to the document without changing the essential character of the system. Over those ten years the system has been criticized as being complex, overly formal, and having marginalized campus stakeholder groups. During the fall of 1998, the Faculty Senate called for a formal review of campus governance as one of the "10 issues" critical to the future of The College of New Jersey.

Soon after arriving on campus, President Gitenstein on March 12, 1999, assembled a small working group consisting of Dan Crofts, President, Faculty Senate; Matt Manfra, President SGA; Pat Duffy, Chair, Steering Committee; and John Karsnitz, Vice Chair, Steering Committee, to begin framing governance review issues. During the spring semester the working group collected recommendations from all stakeholder groups including individuals serving on governance committees, faculty, students, administrators, and staff. After extensive discussions, the working group reported to the President that consensus on campus appeared to favor a significant revision of the existing document. The full text of the *Preliminary Governance Review*, which was submitted to the President in August, is on the web at <http://www.tcnj.edu/~steering/review.html>. During this same period, the Student Government Association charged a task force to conduct a review of the campus governance system. Their report was submitted to President Gitenstein and can be viewed at <http://www.tcnj.edu/~steering/students.html>.

On September 28, 1999, President Gitenstein sent a request to the Steering Committee to conduct a formal review of the governance system currently in place at The College of New Jersey. She requested that the Steering Committee seek broad input from a wide-ranging spectrum of campus constituents. In charging the Steering Committee with the responsibility to conduct the formal review, the President urged the committee to use "as a foundation" the *Preliminary Governance Review* report she received in August. The Steering Committee began immediate consultation with both the Faculty Senate (FS) and

the Student Government Association (SGA). In addition to meetings with the leadership of major stakeholder groups, a governance review writing group consisting of Frank Erath (FS), Rich Grippaldi and Nick Sbordone (SGA), Mary-Elaine Perry (Administration), and John Karsnitz (Steering Committee) was created. Initial campus input was collected through a series of four broad questions designed to examine the concerns reported in the preliminary review. A preliminary report was prepared between December 1999 and March 2000. The report was sent to all College employees with additional copies disseminated to SGA members and posted for students in residence halls. Two open forums were held in mid-March to receive comments on the preliminary proposal. A final open forum was held on Thursday, May 11th to receive comment on this proposal. Direct meetings on all proposals were held with all stakeholder groups. Feedback was also received through the Steering Committee email address.

1. OVERVIEW SECTION:

Collegial governance is an internal process authorized by the BOT. It is designed to promote efficiency and facilitate the work of The College in achieving mission goals. The Association of Governing Boards of Universities and Colleges (AGB) noted in its statement on institutional governance (1998) that for practical reasons and given the unique nature of teaching and scholarship, boards delegate some kinds of authority to appropriate stakeholders. *Governance Structure and Processes 2000* is intended to clarify the rights and responsibilities of the campus community in collegial governance.

Any member of the campus community can bring an issue of concern over policy, procedure, or program to the Steering Committee. The Steering Committee coordinates the governance process by assigning issues to Standing Committees and keeps the campus informed about issues under consideration. An explicit three-step process including: (1) identifying and reporting the problem, (2) preparing a preliminary recommendation, and (3) making a final recommendation, will insure that Standing Committees seek information through committee membership, formal testimony, and open comment from affected individuals and all stakeholder groups.

Four (4) Standing Committees -- Academic Programs (CAP), Planning and Priorities (CPP), Student and Campus Community (CSCC), and Faculty Affairs (CFA) -- recommend new or revised policy, procedure, and program to the Office of the President. Advisory Councils are directly linked to Standing Committees and take responsibility for specified tasks, which are established in policy. The Steering Committee can return a recommendation to a Standing Committee if the three-step process has not been followed conscientiously. If a recommendation is rejected at any level, reason for the rejection is to be given. If disagreement persists, the President can call a meeting of affected stakeholder

groups to resolve the problem. A repository of official documents will be maintained in the Office of the Provost.

All stakeholder groups will have an opportunity to provide input into governance issues through required testimony and direct membership. Committees are balanced based on organizational structure and underrepresented groups. The open and participatory system depends on early and ongoing consultation with the campus community, which must be informed of pending issues. Committees are expected to present timely and thoughtful recommendations to the administration concerning policy, procedure, and program. The structure is intended to support the President and other Cabinet members by providing an organized forum for all stakeholder groups to become informed about issues and to influence the decision-making process.

2. BASIC PRINCIPLES SECTION:

The Governance 2000 system reflects universal shared governance principles (AAUP 1990, AGB 1998). The new structure is based on a structure consisting of a Steering Committee and four (4) Standing Committees. All committee work will result in recommendations generated through an open three-step process. All stakeholder groups will have a direct voice in the new system.

- ♦ The structure will promote efficiency and facilitate the work of The College in achieving mission goals.
- ♦ All stakeholder groups will have a direct voice in the new system through committee membership and direct testimony on issues.
- ♦ All stakeholder groups must give appropriate consideration to balanced representation across academic disciplines, schools, campus offices, and programs including, underrepresented groups, in making committee appointments.
- ♦ All committee members have equal rights and responsibilities concerning voice, elected service and voting privileges.
- ♦ Primary responsibilities on various issues are expressed in the composition of committees; however, all stakeholders have voice on all issues in the shared right to bring a concern to the Steering Committee.
- ♦ The faculty is primarily responsible for the academic enterprise.
- ♦ The administration is primarily responsible for support of the academic enterprise, the living-learning environment, the institutional infrastructure and the campus community, through strategic planning and development of institutional priorities.
- ♦ The student body is responsible to make recommendations regarding the nature and quality of academic offerings, campus life and community.
- ♦ The staff is responsible to make recommendations regarding the institutional infrastructure and campus community.

- ♦ The structure will support the President and other Cabinet members by providing an organized forum for all stakeholder groups to become informed about issues and to influence the decision-making process.
- ♦ When a recommendation is received at any level it must be acknowledged and a formal response must be provided in a timely manner. If the recommendation is rejected, reasons for the rejection must be given.

3. COMMITTEE MEMBERSHIP SECTION:

Each Standing Committee and Advisory Council has been assigned members consistent with its stated charge. Unless otherwise specified in the proposed structure, stakeholder groups responsible for appointing committee members will be permitted to choose both nomination and election procedures to determine membership. It is expected that appointing procedures followed by stakeholder groups will be well documented within each stakeholder group and that the procedures will be fair and equitable to all qualified members. The elected Faculty Senate appoints faculty representatives. The elected Student Government Association appoints student members. The elected Staff Association appoints staff members, and the President or appropriate Cabinet member will appoint administrative representatives and some designated staff. All stakeholder groups must give appropriate consideration to balanced representation across academic disciplines, schools, campus offices, and programs, including underrepresented groups, in making committee appointments. There are no term limits for "named" members of a committee or for their designees ("named" members are those who sit on committees by virtue of their positions). However, there is a limit of two consecutive three-year terms for a committee member who serves as an elected or appointed representative of a constituent group.

All stakeholder groups will have an opportunity to provide input into governance issues through direct membership as well as invited testimony. Individuals appointed or elected to the governance system will be expected to take a broader institutional perspective relative to issues being considered. In contrast, invited testimony will reflect the stakeholder perspective on the issue being considered. Committees and Councils have representational balance based on which stakeholder group has responsibility for the primary "voice", as determined by the charge.

Attendance policy:

- a. It is an expectation that all committee and council members attend every meeting. Permission for "absence for cause" should be sought from the Chair.
- b. The Chair of the Committee or Council must notify the stakeholder group when a member has missed three regular meetings without cause. Upon the fourth absence, the Chair of the Committee or Council shall notify the Steering Committee that the member has forfeited the position and

request a replacement. The Steering Committee will notify the appropriate appointing body for a replacement.

- c. A person who is on sabbatical or other authorized leave for an extended period of time shall notify the Chair of the Committee or Council of his/her anticipated absence. The Chair shall request from the Steering Committee a temporary replacement to represent the appropriate stakeholder group.

4. COLLEGEWIDE COMMITTEE CHARGES AND MEMBERSHIP SECTION:

Steering Committee (SC): The SC is responsible for the coordination of the College Governance system. Committee membership is drawn equally from each designated stakeholder group. Members are responsible to maintain a collegial working environment so that all members of the community are informed about issues critical to their role in the community. The SC coordinates the membership and work of all committees and councils, decides where policy issues are to be addressed, returns a recommendation to a Committee if the 3-step process has not been followed conscientiously, ensures that issues are addressed in a timely manner, creates and retires ad hoc governance task forces, forwards all final recommendations to the Office of President, monitors the repository for official governance documents which exists in the Office of the Provost, and recommends to the President changes in the *College Governance Structure and Processes* document.

(10 members) Voting members include 3 Faculty, 3 Students and 3 Staff; the Provost convenes and serves ex officio without vote.

Note: Vice Chairs of the Standing Committees must attend the initial portion of the SC meeting to provide reports and receive charges for their committee. Vice Chairs are not members of the SC.

Committee on Academic Programs (CAP): The CAP works with the Provost to address all issues related to improving the quality of the overall academic mission of The College. In meeting this responsibility, CAP is responsible for making recommendations concerning the nature of degrees, program structure, content for general education including service learning, standards and guidelines for majors and minors, teaching, learning, academic integrity, evaluation of course, program, and teaching, grading, student scholarship, collaborative research, academic advisement, training of academic advisors, tutoring, academic support, issues related to academic standing, admissions, and resources for instructional and research support. The following six Advisory Councils will make recommendations directly to CAP: Graduate Programs, Information Technology, GEAC, TEAC, Honors, and International Education.

(15 members) 6 Faculty (one with graduate teaching responsibilities), Provost or his or her designee, Academic Dean, Faculty representative for GEAC, Faculty representative for TEAC, 3 Students (one graduate level), 2 Staff (representing academic support areas).

Committee on Planning and Priorities (CPP): The CPP is responsible for making recommendations concerning the *Strategic Plan*, including the mission, goals and objectives, budgeting (i.e., long range and verification of the annual budget's support of the *Strategic Plan*), facilities, information resources, major new initiatives, marketing, and liaison with professional societies and accrediting agencies. The Marketing Advisory Council, Development and Alumni Advisory Council, various ad hoc planning and priorities working groups and subcommittees of the Council will make recommendations directly to the full CPP .

(15 members) 6 Faculty including the President and Vice President of the FS, Provost, three additional Cabinet members, 2 Staff including the President of the Staff Association, and 3 Students including the President and Executive Vice President of SGA and a student chosen by the Deans Council/Provost.

Committee on Student and Campus Community (CSCC): The CSCC is responsible for making recommendations concerning major student program initiatives, college events and cultural programs, student services, health and wellness programs, environmental issues, orientation programs, standards for student conduct, student awards, honorary degrees, and nominations for *Distinguished Administrator* citations. The Athletics Advisory Council, Special Services Advisory Council and Human Relations Advisory Council will make recommendations directly to CSCC.

(15 members) Dean of Student Life, Associate Vice President of Human Resources, 5 Faculty, 5 Students (one graduate level), 3 Staff.

Committee on Faculty Affairs (CFA): The CFA is responsible for making recommendations concerning standards and guidelines for faculty hiring, tenure and promotion, faculty work assignments, judicial procedures, research grants and sabbatical leave, academic behavior, adjunct faculty, faculty elections, and awarding of Emeritus status. CFA receives recommendations from Faculty Promotions and SOSA (Support of Scholarly Activities) regarding changes in policy, procedure, and program.

(13 members) Provost or his or her designee, 7 Faculty (one Librarian), Chair of Promotions, Chair of FIRSL, Academic Dean, and 2 students (one graduate level).

5. ADVISORY COUNCILS SECTION:

Advisory Councils promote efficiency by taking responsibility for specified tasks, which are established in policy. Advisory Councils typically send recommendations regarding policy, procedure, or programs to specified Standing Committee with concurrent notification to the Steering Committee.

The following Councils typically make recommendations to the Committee on Academic Programs.

Graduate Programs Advisory Council (GPAC): GPAC makes recommendations to the Committee on Academic Programs (CAP) concerning the nature, structure, and standards of graduate education, student scholarship and collaborative research, policies and/or standards related to admission of graduate students; reviews and recommends standards and structure for the advisement of graduate students, orientation of graduate students, and the training of faculty and staff graduate advisors; reviews graduate advisement handbooks and the advisement information system; reviews and recommends graduate standards for retention and dismissal; serves as the appeals committee for graduate dismissal and readmittance.

(12 members) Dean of Graduate Studies, 3 Faculty and 3 Graduate Coordinators (all faculty must be from departments that have graduate program, 3 of the Faculty and/or Coordinators must be from the School of Education), Library Representative, 1 Staff (Records and Registration) 3 Graduate Students

Information Technology Advisory Council (ITAC): ITAC makes recommendations to the Committee on Academic Programs concerning issues related to the role of computers, computer-based systems, networks, and other instructional devices in pedagogy.

(14 members) Academic Dean, Dean of Library and Information Services, Director of ResNet, 5 Faculty, Director of Technical and Network Services, Director of User Support Services, 3 Students (one from graduate studies), Staff (representing an information services area)

General Education Advisory Council (GEAC): GEAC makes recommendations to the Committee on Academic Programs (CAP) concerning the nature, structure, standards, requirements, and practices in general education; it also certifies courses for inclusion in general education.

(15 members) Academic Dean, Director of General Education, 2 Faculty from each School (assuming 5 Schools), 3 Students (no more than one student from any one School)

Teacher Education Advisory Council (TEAC): Chaired by the Dean of the School of Education, TEAC makes recommendations to the Committee on Academic Programs (CAP) concerning nature, structure, standards, requirements, and practices in Teacher Education.

(23 members) Dean of the School of Education, 1 Faculty member from each teacher or professional education preparation program, 5 Students (3 Undergraduate, 2 Graduate)

Honors Advisory Council (HAC): The HAC makes recommendations to the Committee on Academic Programs (CAP) concerning standards and practices of the Honors Program.

(13 members) Coordinator of Honors Program, 8 Faculty, 4 Students.

International Education Advisory Council (IEAC): The IEAC makes recommendations to the Committee on Academic Programs (CAP) concerning standards and practices for foreign study.

(13 members) Coordinator of International Education, 8 Faculty, 4 Students.

The following Councils typically make recommendation to the Committee on Planning and Priorities.

Marketing Advisory Council (MAC): MAC makes recommendations to the Committee on Planning and Priorities concerning marketing issues related to publications and open houses.

(11 members) Associate Vice President for College Relations, Associate Vice President for Development, Director of Admission, 4 Faculty, 2 Students, 2 Staff.

Development and Alumni Advisory Council (DAAC): DAAC makes recommendations to the Committee on Planning and Priorities concerning issues related to the capital campaign and alumni affairs.

(11 members) Associate Vice President for Development and Alumni Affairs, 4 Faculty, 2 Students, 2 Staff, 2 Alumni.

The following Councils typically make recommendation to the Committee on Student and Campus Community.

Athletics Advisory Council (AAC): AAC makes recommendations to the Committee on Student and Campus Community concerning issues related to intramural and varsity athletics.

(11 members) Director of Athletics, 3 Faculty, 4 Students, 3 Staff.

Special Services Advisory Council (SSAC): SSAC makes recommendations to the Committee on Student and Campus Community concerning issues related to academic enhancement and health and wellness of students with differing abilities.

(11 members) Director of Residence Life, Dean of Academic Enhancement, Director of Office for Differing Abilities, 4 Faculty, 2 Students, 2 Staff.

Human Relations Advisory Council (HRAC): Chaired by the Affirmative Action Officer, HRAC makes recommendations to the Committee on Student and Campus Community concerning issues in support of institutional diversity.

(15 members) Affirmative Action Officer, Chair of the Minority Executive Council, College Discipline Officer, 4 Faculty representing the diversity of the faculty, 4 students representing the diversity of the student body (one graduate level), 4 Staff (representing the diversity of the staff).

The following faculty committees typically make recommendation to the Committee on Faculty Affairs concerning changes in promotions and scholarship policy, procedures, and programs.

Faculty Promotions (FP): FP makes recommendations to the Committee on Faculty Affairs concerning changes in promotion policy and procedures. FP is responsible for evaluating each applicant on the basis of the criteria, standards, and qualifications contained in the Board of Trustees approved "Promotions Document" and makes recommendations to the Provost concerning those candidates who clearly warrant such promotion. The committee issues a single evaluative report for each candidate, recommended and non-recommended, which will be forwarded by the Provost to The College of New Jersey President.

(10 members) Provost (ex officio without vote); 9 Faculty: 1 Humanities (English, History, Modern Languages, Philosophy, Religion); 1 Fine and Performing Arts (Art, Communication Studies [and Theater], Music); 1 Social Sciences (African-American Studies, Law and Justice, Political Science, Psychology, Sociology and Anthropology); 1 Natural Sciences and Mathematics (Biology, Chemistry, Computer Science, Mathematics, Physics); 2 Professional Studies (Business, Nursing, or Engineering); 2 School of Education (different departments); 1 Library

(See the Promotions Document, February 1997, for nomination and election of committee membership, operating procedures, and other information).

1. No candidate for promotion shall be a member of The College of New Jersey Promotions Committee.
2. Members shall be tenured senior faculty and Librarians I and II.
3. A faculty member serving on The College of New Jersey Promotions Committee may not serve on a Departmental Promotions Committee.
4. No single individual may serve on the committee more often than four years in a nine-year period.
5. No single department may represent that School for more than two consecutive terms.
6. Term of service (except for the completion of another faculty member's uncompleted term) is three years.

Support of Scholarly Activities (SOSA): SOSA (formerly FIRSL) makes recommendations to the Committee on Faculty Affairs concerning institutional support for faculty scholarship, research, and sabbatical leave. SOSA is also responsible for evaluating research proposals, requests for advanced study, and sabbatical leave on the basis of established criteria and standards, and issues an evaluative report for each proposal, recommended and non-recommended, which is forwarded by the Provost to the President.

(12 members) Provost, Director of Grants and Sponsored Research, and Director of Institutional Research (all three ex officio without vote); 9 Faculty: 1 Humanities (English, History, Modern Languages, Philosophy, Religion); 1 Fine and Performing Arts (Art, Communication Studies [and Theater], Music); 1 Social Sciences (African-American Studies, Law and Justice, Political Science, Psychology, Sociology and Anthropology); 1 Nature Sciences and Mathematics (Biology, Chemistry, Computer Science, Mathematics, Physics); 2 Professional Studies (Business, Nursing, and Engineering); 2 School of Education (different departments); 1 Library.

6. POLICY FLOW SECTION ABSTRACT:

This section clarifies important distinctions between policy, procedure, and program. It is understood that no policy that is under the purview of campus governance should be taken to the TCNJ Board of Trustees until formal governance review procedures have been fulfilled.

Recommendations concerning issues of policy must be submitted by the President of The College of New Jersey to the Board of Trustees for approval. Recommendations concerning matters of procedure and program must be approved by the Cabinet member of The College of New Jersey under whose responsibilities the matter falls.

Policy: A guide based upon the mission of the institution, which influences the making of individual and collective decisions, and is put into practice by the necessary procedures.

Procedure: A listing of steps, rules, or regulations intended to implement a policy in a manner consistent with the letter and spirit of that policy.

Program: A major initiative involving any organization on campus, which is established in policy.

An explicit three-step process is to be followed which will insure that Standing Committees seek information from and report actions back to all affected stakeholder groups. While all affected stakeholder groups must be consulted, those most affected by and responsible for implementing the recommendation must have a primary voice in the final recommendation. All actions are to conform to shared governance principles as outlined in this document. Committees must conduct official business according to the provisions of *Robert's Rules of Order*, unless a different provision is specified in the Bylaws (1990). Any member of the community may request of the Committee or Council Chair permission to attend a specific committee meeting. The Chair of the Committee shall make the final decision on the request. Action minutes, reflecting only official action taken, must be kept and sent to the Steering Committee monthly. The following procedures in preparing recommendations must be met:

Step #1 -- Identifying and reporting the problem: When a Standing Committee receives an issue from the Steering Committee, its first responsibility is to clearly articulate and report the problem to the campus community through "Governance Matters" and the Governance Web Page. The problem statement should indicate the difficulties or uncertainties that need to be addressed through new or revised policy, procedure, or program. The problem statement should be broadly stated and should include a context such as existing policy or practice. Problem statements may include solution parameters but should not suggest any actual solutions. Clearly stated problems will lead to better recommendations.

Step #2 -- Preparing a preliminary recommendation: Once the campus community has received the problem statement, committees can begin to collect data needed to make a recommendation. Committees typically receive input through committee membership, formal testimony, and open comment from affected individuals and all stakeholder groups. Committees must be proactive in inviting stakeholder groups to provide formal testimony prior to developing a preliminary resolution. When, in the best judgment of the committee, adequate clarity of the principles contributing to the problem are known, a preliminary resolution should be drafted and disseminated to the campus community through "Governance Matters" and the Governance Web Page.

Step #3 -- Making a Final Recommendation: Committees must use sound judgment to give the campus adequate time to review the preliminary resolution before making their final recommendation. Again committees are expected to be proactive in receiving feedback on the preliminary resolution. If a full calendar year has passed since the formal announcement of the preliminary recommendation, the committee must resubmit a preliminary recommendation to the campus community. When, in the best judgment of the committee, the campus community has responded to the proposed resolution of the issue, the committee shall send their final recommendation (complete documentation) to the Steering Committee.

If the Steering Committee determines that the three-step process was not followed conscientiously, the recommendation can be returned to the Committee; otherwise the recommendation will be forwarded to the Office of the President for discussion at the Cabinet. If a member of the Cabinet rejects the recommendation, reason for the rejection is to be given to the recommending committee. The committee should work to resolve

the disagreement. If disagreement persists, the President can call a meeting of affected stakeholder groups to resolve the problem.

The Office of the President must notify the Steering Committee when a recommendation is accepted. A repository of official documents is maintained in the Office of the Provost.

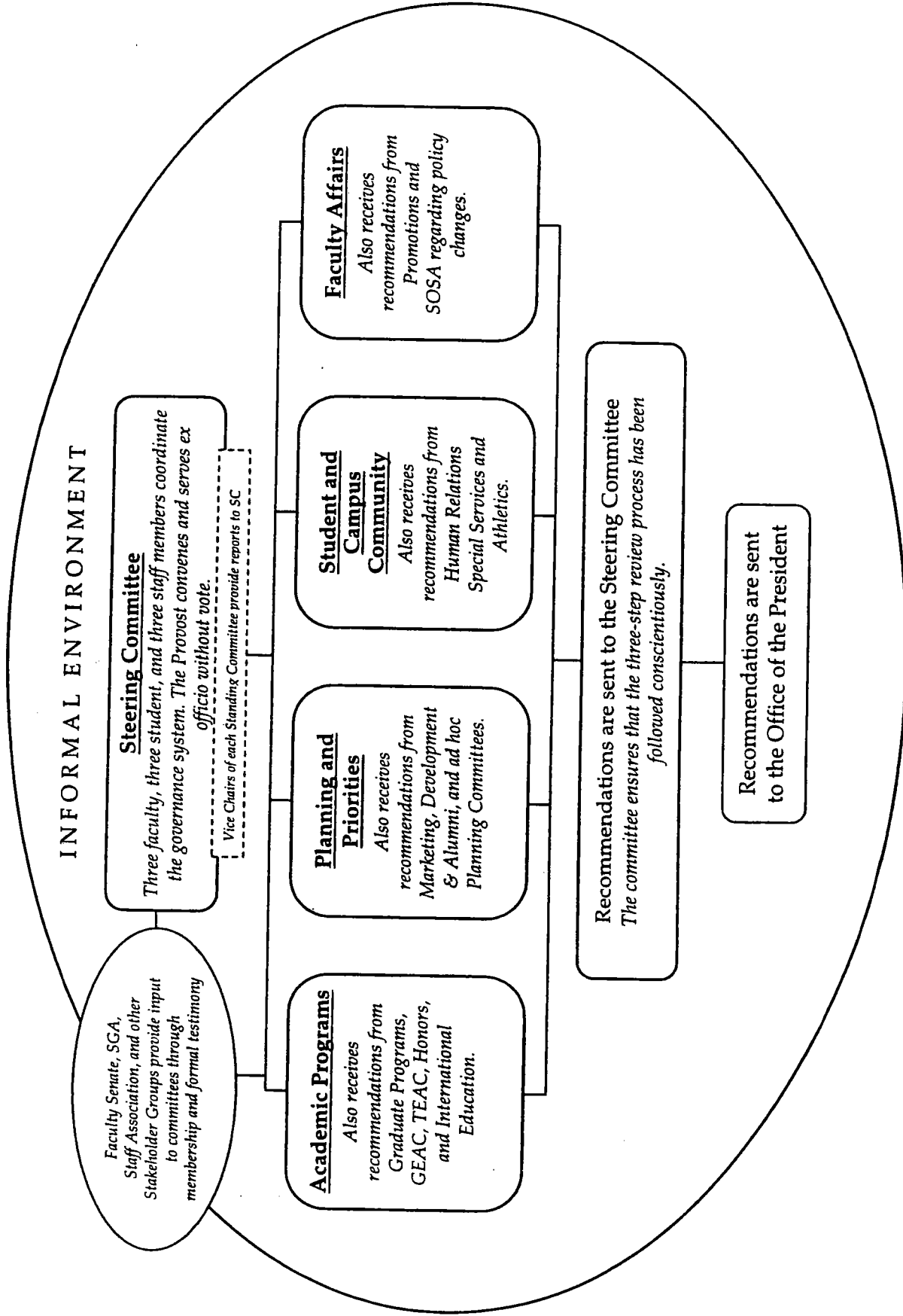
7. CONFLICT RESOLUTION SECTION:

As stated in the Introduction Section, Standing Committees are expected to present timely and thoughtful recommendations to the administration. Committee members, while representing an identified stakeholder group, are expected to place the greater good of the institution over the interests of the individual group. Under this governance structure and these processes, Standing Committees are responsible for providing ample opportunity for input from those affected by a decision. The Standing Committees send final recommendations to the Steering Committee (SC) who forwards the recommendation to the Office of the President for discussion at the Cabinet. Prior to the SC's forwarding the recommendation, all stakeholder groups have an opportunity, through their SC representative, to express concerns about the three-step process not being followed during the development of the recommendation. If the three-step process was not followed conscientiously, the SC can return the recommendation to the Standing Committee for further consideration. In the instance where a member of the Cabinet rejects a recommendation, a reason for the rejection must be provided and the matter must be discussed with the appropriate Standing Committee.

Where disagreements persist, the President can call for an informal meeting of affected stakeholder groups for the purpose of resolving the disagreements. If a resolution can not be achieved, the President shall make a final recommendation to the Board of Trustees with a statement of the dissenting objections.

Attachment: Graphical Presentation of Governance Structure 2000

GOVERNANCE STRUCTURE 2000



Note: Information about committee charges is presented in the "Committee Membership Section" of this document.

**Resolution Approving The College Of New Jersey FY 2001
Unrestricted Current Fund Budget And Establishing
Student Charges To The Level Sufficient To
Balance The Approved Budget**

Whereas: The State College Autonomy Law vests the responsibility with the Board of Trustees to approve the college's unrestricted current fund budget and adjust student charges as necessary; and

Whereas: The Vice President for Administration and Finance, with the concurrence of the President has recommended to the Finance and Construction Committee of the Board an unrestricted current fund budget for FY 2001 totaling \$106,012,748, of which \$38,301,081 is state appropriation; and

Whereas: The Finance and Construction Committee of the Board of Trustees has reviewed the proposed unrestricted current fund budget and the student charges required to implement this budget and has recommended their approval; and

**Therefore
Be It**

Resolved: That the Board of Trustees approves the FY 2001 college unrestricted current fund budget totaling \$106,012,748; and

Be It

Further

Resolved: That the Board of Trustees approves the following student charges for FY 2001:

THE COLLEGE OF NEW JERSEY
STUDENT REVENUES
FISCAL YEAR 2001

FULL TIME RESIDENTIAL STUDENTS

	<u>FY 2000</u>	<u>FY 2001</u>	<u>CHANGE</u>	
			<u>AMT.</u>	<u>PERCENT</u>
UNDERGRADUATE - NEW JERSEY RESIDENT				
TUITION	4,445	4,654		
STUDENT SERVICE FEE	263	275		
GENERAL SERVICE FEE	774	849		
ROOM AND BOARD (BASE PLAN)	6,330	6,504		
STUDENT CENTER FEE	100	100		
STUDENT ACTIVITY FEE	103	113		
	<u>\$ 12,015</u>	<u>\$ 12,495</u>	<u>\$ 480</u>	<u>4.0%</u>
UNDERGRADUATE - OUT OF STATE RESIDENT				
TUITION	7,762	8,127		
STUDENT SERVICE FEE	263	275		
GENERAL SERVICE FEE	774	849		
ROOM AND BOARD (BASE PLAN)	6,330	6,504		
STUDENT CENTER FEE	100	100		
STUDENT ACTIVITY FEE	103	113		
	<u>\$ 15,332</u>	<u>\$ 15,968</u>	<u>\$ 636</u>	<u>4.1%</u>

FULL TIME COMMUTING STUDENTS

UNDERGRADUATE - NEW JERSEY RESIDENT				
TUITION	4,445	4,654		
STUDENT SERVICE FEE	263	275		
GENERAL SERVICE FEE	774	849		
STUDENT CENTER FEE	100	100		
STUDENT ACTIVITY FEE	103	113		
	<u>\$ 5,685</u>	<u>\$ 5,991</u>	<u>\$ 306</u>	<u>5.4%</u>
UNDERGRADUATE - OUT OF STATE RESIDENT				
TUITION	7,762	8,127		
STUDENT SERVICE FEE	263	275		
GENERAL SERVICE FEE	774	849		
STUDENT CENTER FEE	100	100		
STUDENT ACTIVITY FEE	103	113		
	<u>\$ 9,002</u>	<u>\$ 9,464</u>	<u>\$ 462</u>	<u>5.1%</u>

THE COLLEGE OF NEW JERSEY
STUDENT REVENUES
FISCAL YEAR 2001

		<u>FY 2000</u>	<u>FY 2001</u>	<u>CHANGE</u>	
				<u>AMT.</u>	<u>PERCENT</u>
<u>PART TIME STUDENTS</u>					
UNDERGRADUATE - NEW JERSEY RESIDENT					
	TUITION	151.44	160.48		
	GENERAL SERVICE FEE	32.11	35.22		
	STUDENT CENTER FEE	4.20	4.20		
	STUDENT ACTIVITY FEE	4.30	4.72		
	per credit	\$ 192.05	\$ 204.62	\$ 12.57	6.5%
UNDERGRADUATE - OUT OF STATE RESIDENT					
	TUITION	265.03	280.23		
	GENERAL SERVICE FEE	32.11	35.22		
	STUDENT CENTER FEE	4.20	4.20		
	STUDENT ACTIVITY FEE	4.30	4.72		
	per credit	\$ 305.64	\$ 324.37	\$ 18.73	6.1%
<u>GRADUATE STUDENTS</u>					
GRADUATE - NEW JERSEY RESIDENT					
	TUITION	306.51	320.92		
	GENERAL SERVICE FEE	32.11	35.22		
	STUDENT CENTER FEE	4.20	4.20		
	per credit	\$ 342.82	\$ 360.34	\$ 17.52	5.1%
GRADUATE - OUT OF STATE RESIDENT					
	TUITION	429.05	449.23		
	GENERAL SERVICE FEE	32.11	35.22		
	STUDENT CENTER FEE	4.20	4.20		
	per credit	\$ 465.36	\$ 488.65	\$ 23.29	5.0%
<u>ROOM AND BOARD CHARGES</u>					
ULTIMATE PLAN	\$	7,423	\$ 7,627	\$ 204	2.8%
ENHANCED PLAN	\$	6,696	\$ 6,880	\$ 184	2.8%
BASE PLAN	\$	6,330	\$ 6,504	\$ 174	2.8%
ECONOMY PLAN	\$	6,058	\$ 6,225	\$ 167	2.8%
COUNTRY CLUB APARTMENTS (ROOM ONLY)	\$	3,563	\$ 3,661	\$ 98	2.8%

THE COLLEGE OF NEW JERSEY
STUDENT REVENUES
FISCAL YEAR 2001

OTHER STUDENT CHARGES

		<u>FY 2000</u>		<u>FY 2001</u>	
ADMISSIONS APPLICATION FEE	\$	50.00	\$	50.00	
TRANSFER ORIENTATION FEE	\$	35.00	\$	35.00	
WELCOME WEEK FEE - FRESHMAN	\$	60.00	\$	70.00	
RHETORIC PORTFOLIO EXEMPTION FEE	\$	15.00	\$	15.00	
RHETORIC SPEECH EXEMPTION FEE	\$	35.00	\$	35.00	
PARKING FEE					
- COMMUTER	\$	48.00	\$	51.00	
- RESIDENCE DECAL	\$	144.00	\$	153.00	
- WEEKLY PARKING FEE	\$	5.00	\$	5.00	
PARKING FINE	\$	25.00	\$	25.00	
PARKING FINE FOR OBSTRUCTING TRAFFIC/DUMPSTER, IN FIRE ZONE, IN FACULTY/STAFF LOT			\$	50.00	
PARKING FINE IN HANDICAPPED SPACE	\$	100.00	\$	100.00	
BOOT REMOVAL FEE			\$	50.00	
ID CARD FEE PER SEMESTER	\$	2.50	\$	2.50	
LOST ID FEE	\$	10.00	\$	10.00	
OUTDOOR EDUCATION FEE	\$	130.00	\$	130.00	
INTERNATIONAL & OVERSEAS PROGRAM FEE	\$	70.00	\$	70.00	
INTERNATIONAL & OVERSEAS TUITION		\$343.00/credit		\$360/credit	Effective 6/1/2001 - 5/31/2002
OVERSEAS STUDENT TEACHING FEE	\$	450.00	\$	450.00	
EXCHANGE PROGRAM FEE	\$	50.00	\$	50.00	
INTERNATIONAL SCHOOL TEACHING INSTITUTE C		\$67/credit		\$67/credit	
LATE REGISTRATION FEE	\$	100.00	\$	100.00	
LATE BILL PAYMENT FEE	\$	50.00	\$	50.00	
SUMMER VISITING FEE	\$	60.00	\$	60.00	
BAD CHECK FEE	\$	25.00	\$	25.00	
INSTALLMENT PROGRAM FEE	\$	55.00	\$	55.00	
MONTHLY SERVICE CHARGE		1% of balance or \$5 whichever is greater		1% of balance or \$5 whichever is greater	
COLLECTION FEE		33% of balance		33% of balance	
GRADUATION FEE	\$	50.00	\$	50.00	
CREDENTIAL SERVICES FEE	\$	3.00	\$	3.00	
GRADUATE MUSIC FEE	\$	25.00	\$	25.00	
INDEPENDENT STUDY REGISTRATION FEE FOR 7 YEAR BS/MD STUDENTS	\$	25.00	\$	25.00	

THE COLLEGE OF NEW JERSEY
CURRENT OPERATING FUND
FISCAL YEAR 2001

<u>REVENUES</u>	<u>FY 2001 BUDGET</u>	<u>EXPENSES</u>	<u>FY 2001 BUDGET</u>
Adjusted Appropriation	37,295,000	SALARIES	
Salary Program Funding	1,006,081	Officers & Employees	42,720,313
Budgeted Tuition	29,652,653	Projected Salary Program	1,864,595
Student Service Fee	1,449,709	Graduate Assistants	210,000
Application Fee	380,000	Part Time	804,684
Graduation Fee	65,000	Adjunct/Overload	1,438,890
Annual Fund Gifts	300,000	Student Aides	1,615,436
Foundation Contribution	400,000	Overtime	271,364
Grant Indirect Cost Recovery	195,000	Misc. Adjustments	222,797
Federal College Work Study	175,000	Estimated Turnover	(1,258,805)
Other Revenue	58,000	FIRSL (Research)	427,907
SUB-TOTAL OPERATING REVENUE	70,976,443	TOTAL SALARY EXPENSES	48,317,181
Housing	22,779,169	B. NON SALARY	
General Service Fee	5,154,148	Fuel & Utility Allocation	2,801,646
Student Center	2,928,234	Institutional Commitments	4,082,837
Summer School	1,258,865	Department Operating Allocations	6,002,519
College Self Supporting Accounts	2,915,000	Library Acquisitions	1,150,000
TOTAL UNRESTRICTED REVENUE	106,011,859	Office Furniture/Equipment	124,555
		Academic Lab Equipment	330,453
		Computing Equipment & Software	1,666,500
		Maintenance Equip & Vehicles	159,530
		Maintenance & Renovation Projects	1,611,952
		Scholarships	3,594,686
		Waivers	935,473
		Maintenance Emergency Reserves	100,000
		Base Allocation Reserve	100,000
		TOTAL NON SALARY EXPENSES	22,660,151
FY 2001 EXCESS (DEFICIT) SUMMARY		TOTAL OPERATING EXPENSES	70,977,332
TOTAL REVENUE	106,011,859	Housing	22,779,169
TOTAL EXPENSES	(106,012,748)	General Service Fee	5,154,148
		Student Center	2,928,234
		Summer School	1,258,865
		College Self Supporting Accounts	2,915,000
FY 2001 EXCESS (DEFICIT)	(889)	TOTAL UNRESTRICTED EXPENSES	106,012,748

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 \$17,700, and

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

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
Oracle Corporation \$243,198.00	License and support for expanded Oracle database software for PeopleSoft and other applications	Institutional Reserves
PCM Computers \$235,844.00	Purchase PC workstations	College Operating - 38% 1999 EFA Bond - 62%
Airtel/3-COM \$43,000.00	Maintenance, service, support and additional needed equipment for the network	College Operating
Comdisco \$33,600.00	Disaster recovery services	College Operating
IBM \$171,400.00	Hardware and software maintenance	College Operating
MCI/WORLDCOM \$41,850.00	Maintenance, service, support for the connection to the internet	College Operating
NCS, Inc. \$31,310.00	Maintenance and forms for the scanning devices	College Operating
Novell, Inc. \$62,000.00	Maintenance and enhancements for the college's local area network operating system software	College Operating
SAS Institute \$24,522.00	Maintenance, service, support and software enhancements for statistical software	College Operating
S.C.T. \$192,754.00	Maintenance and support for the college's administrative information systems	College Operating

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Sterling Software/ Computer Associates \$36,816.00	Software maintenance for the security and accounting systems on the mainframe	College Operating
SUN Microsystems \$649,386.00	Hardware, software and maintenance for internet connection and e-mail and server acquisition program	College Operating - 12% Institutional Reserves-88%
SPSS, Inc. \$23,680.00	Statistical analysis software package	College Operating
McAfee Systems, Inc. \$34,590.00	Upgrades to the virus detection package	College Operating
AT&T Campus Wide Access \$137,054.00	Equipment and maintenance for card access system	Auxiliary Budgets - 7% Self Funded Revenue Acct-31% Chargebacks to Vendors - 14% College Operating - 48%
Touch-Net \$48,070.00	Web payment gateway for credit card payment via TESS	College Operating
Siemens Business Communications Systems \$170,100.00	Maintenance, service and equipment to support the college's communication system	College Operating - 45% Student Fee - 55%
Percival Scientific \$21,190.00	Biological incubators	1999 EFA Bond
3-M Corporation \$54,900.00	Self-Check-Out Library System	College Operating
Varian 138,130.00	Purchase of Spectrophotometer	1999 EFA Bond
RCH Products, Inc. \$23, 218.00	Silicon graphics workstations	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 \$17,700, and

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

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
PeopleSoft Corporation \$250,000.00	Consulting services for PeopleSoft implementation	Institutional Reserves
y Services \$140,000.00	Short term support staff	College Operating Housing Student Center
Special Risk Consultants \$51,000.00	Athletic Accident insurance with other state colleges	College Operating
EFG Technologies \$25,613.52	Student loan billing services	College Operating
Arthur Andersen \$48,825.00	External auditing services	College Operating with Charge-Back to Functional Units
T.L. Groseclose Assoc. No cost to college	Student accident and health insurance	Student Charges
First Union Bank \$56,850.00	On-campus banking services	College Operating
Summit Bank \$164,554.00	Credit card servicer	College Operating
Vendor to be determined Not to exceed \$38,580.00	Overseas program in Mexico/Central America	Self Funded Revenue Account

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Vendor to be determined Not to exceed \$50,000.00	Marketing/public relations firm for the Campaign	College Operating
Vendor to be determined Not to exceed \$25,000.00	Media placement for Campaign	College Operating
Royce Carlton, Inc. \$20,000.00	Anna Quindlen, feature speaker for the Writers Conference	Self Funded Revenue Account

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RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES
(Inter-Agency)

- WHEREAS:** State College Contracts Law permits waivers of advertising for specified purchases in excess of \$17,700, and
- WHEREAS:** The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and
- WHEREAS:** Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
Department of Law and Public Safety \$103,777.00	Legal services provided by the Deputy Attorney General	College Operating
Ewing Township 000.00	Contribution to support the township's equipment replacement fund & recognition of services provided	Housing
NJ Association of State Colleges & Universities \$115,600.00	Membership dues	College Operating
Rowan University \$196,837.00	TCNJ's share of insurance costs	College Operating - 74% Student Center - 1% Housing - 25%
United States Postal Service \$350,000.00	Postage and related postage fees	College operating funds with direct charge-back to dedicated revenue accounts for actual usage
NJ Educational Facilities Authority \$18,000.00	Liability insurance coverage for properties bonded through the NJ Educational Facilities Authority	College Operating - 35% Student Center - 5% Housing - 60%
NJ Department of Transportation \$216,000.00	Purchase of Property	Capital Reserves - 50% Housing Reserves - 50%

June 22, 2000

**RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES
(Utilities)**

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$17,700, and

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

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
AT&T \$567,000.00	Long distance service	College Operating - 29% Student Charges - 71%
AT&T (No cost to college)	Public coin telephone long distance	User Charges Revenue to: College Operating - 35% Auxiliary Operating - 65%
Bell Atlantic \$391,000.00	Telephone services	College Operating Funds with direct charge-backs to dedicated revenue accounts for actual usage - 49% Student Charges - 51%
Bell Atlantic (No cost to college)	Public coin telephone contract	User Charges Revenue to: College Operating - 35% Auxiliary Operating - 65%
Ewing Township \$347,026.00	Sewage disposal services for the campus	College Operating - 65% Housing - 31% Student Center - 4%
Trenton Water Works \$227,618.00	Water service for the campus	College Operating - 65% Housing - 31% Student Center - 4%
PSE&G \$2,707,731.00	Cogeneration interruptible natural gas and electric	College Operating - 65% Housing - 31% Student Center - 4%

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Public Service Electric
and Gas Energy
Technologies (PSEG ET)

Comprehensive demand side management energy
conservation service contract. Lighting retrofit and
variable frequency drive electric motor upgrade. Fuel
switch for electric to natural gas for peak power
reduction.

No Cost to College

Comcast Cable
\$94,321.49

Cable television contract

Housing

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

- WHEREAS:** State College Contracts Law permits waivers of advertising for specified purchases in excess of \$17,700, and
- WHEREAS:** The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and
- WHEREAS:** Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
Palinet \$209,213.00	Electronic information services	College Operating
Congressional Information Services \$21,000.00	Microforms of government documents	College Operating
Bell and Howell \$37,000.00	Books and periodical materials	College Operating
Academic Book Center \$30,000.00	Book acquisitions for the library	College Operating
Heckman Bindery \$20,000.00	Binding services for library materials	College Operating
Midwest Library Service \$75,000.00	Academic and research materials for library	College Operating
JSTOR \$38,500.00	Electronic journal archive	College Operating

June 22, 2000

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

- WHEREAS:** State College Contracts Law permits waivers of advertising for specified purchases in excess of \$17,700, and
- WHEREAS:** The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and
- WHEREAS:** Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
Alcom Printing Group \$21,709.60	Printing of the Individual School Recruiting Brochure Package	College Operating
Press \$75,426.00	Printing of The College of New Jersey Magazine	College Operating
Chapel 2000 & Beyond \$36,889.76	Printing of the Prospectus	College Operating
TA Design \$39,500.00	Design of The College of New Jersey Magazine	College Operating
Smith Edward Dunlop \$23,617.00	Printing of the Alumni Accent Newsletter	College Operating

June 22, 2000

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR COLLEGE BUSINESS PURPOSES
(Facilities Management)

WHEREAS: State College Contracts Law permits waivers of advertising for specified purchases in excess of \$17,700, and

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

WHEREAS: Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
Solar Turbines, Inc. \$194,400.00	Service contract on the cogeneration gas turbine package	College Operating - 65% Housing - 31% Student Center - 4%
Tozour-Trane, Inc. \$36,933.00	Service contract for the integrated chiller plant and tracer controls	College Operating - 65% Housing - 31% Student Center - 4%
Cerberus Siemens \$22,645.00	Fire alarm maintenance contract	Housing - 88% College Operating - 12%
Simplex Time Recorder \$25,148.00	Fire alarm maintenance contract	Housing - 80% College Operating - 20%
Honeywell, Inc. \$241,538.00	EMS and fire service contract	College Operating - 65% Housing - 35%
Sadat Associates \$88,506.00	Monitoring the Power House Cogeneration Facilities Oil Recovery System and Soil Remediation	College Operating

June 22, 2000

RESOLUTION APPROVING WAIVERS
OF ADVERTISING
FOR CONSTRUCTION CONTRACTING PURPOSES

- WHEREAS:** State College Contracts Law permits waivers of advertising for specified purchases in excess of \$17,700, and
- WHEREAS:** The Law provides that such waivers shall be approved by The College of New Jersey Board of Trustees, and
- WHEREAS:** Waiver requests have been reviewed and are recommended by the Finance and 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 designed herein:

VENDOR	PURPOSE	FUNDING SOURCE
Syska and Hennessy \$39,167.00	Additional professional architectural/engineering services for the New Biology Building	1999 EFA Bond
Syska and Hennessy 180.00	Additional professional architectural/engineering services for the Science Complex	1999 EFA Bond
Mosher and Doran, Inc. \$95,205.00	Professional consulting engineering service	Capital Reserves to be Reimbursed from the Governor's Higher Education Capital Improvement Fund
Honeywell, Inc. \$19,800.00	Energy management system upgrade in Norsworthy and New Residence Halls	College Reserves Pending State Capital Legislation
Honeywell, Inc. \$49,500.00	Energy management system upgrade in Packer Hall	College Operating
Ewing Lawrence Sewerage Authority \$36,977.00	Sewerage services to the New Social Science Complex	1999 EFA Bond
Sequential Automation \$190,000.00	Boiler burner management and control system	College Operating

June 22,2000

**Resolution Honoring
Ms. Samantha Rozycki
For Service To
The College of New Jersey Board of Trustees**

Whereas: Ms. Samantha Rozycki has served the community of The College of New Jersey for the past three years through active involvement in college standing committees, academic and social organizations, and community service; and

Whereas: Ms. Rozycki has maintained high academic standing while exhibiting extraordinary dedication to improving the quality of life on campus through leadership roles in the Student Government, the Leadership Development Program and Residence Life program; and

Whereas: As a member of the Board of Trustees, Ms. Rozycki has participated in deliberations of interest to the citizens of New Jersey and to the students of The College of New Jersey; and

Whereas: Ms. Rozycki has served the Board as a member of the Finance and Construction Committee, and consistently offered unique insight on issues brought before the Board for action; and

Whereas: Ms. Rozycki conceptualized and successfully implemented the First Annual New Jersey State Student Trustee Conference; and

Whereas: Ms. Rozycki has achieved status and recognition among her peers in Student Government as "Always Seen and Always Heard".

Therefore,
Be It
Resolved:

That The College of New Jersey Board of Trustees honors Ms. Samantha Rozycki for her service to the Board and to the State of New Jersey, and wishes her continued success in the achievement of her educational objectives at The College of New Jersey, and the pursuit of her goals in the future.

**The College of New Jersey Board of Trustees
Resolution Thanking
Dr. Robert Bittner**

- Whereas: Dr. Robert Bittner joined the faculty of The College in 1967; and,
- Whereas: Dr. Bittner was appointed to the position of Dean of the School of Technology in 1989; and,
- Whereas: Under his leadership the School of Technology worked deliberately and relentlessly to receive redesignation as the School of Engineering; and,
- Whereas: Dr. Bittner lead the School's successful efforts in gaining ABET engineering accreditation, replacing its previous technology accreditation; and,
- Whereas: The School of Engineering has added specializations in Computer Engineering and Engineering Management which allow students to focus their studies; and,
- Whereas: Dr. Bittner has served as Acting Dean of Library and Information Management since 1998; and,
- Whereas: Throughout his tenure Dr. Bittner has provided valuable service to a number of college governance and administrative search committees; and,
- Whereas: Dr. Bittner has maintained a student-centered perspective through his regular interactions with students in the School of Engineering and throughout The College, both in and out of the classroom.
- Therefore,
Be It
Resolved: That The College of New Jersey Board of Trustees extends heartfelt appreciation to Dr. Robert Bittner for his many years of dedication and service as Dean of the School of Engineering and wishes him well in his future work at The College.

June 22, 2000

**The College of New Jersey Board of Trustees
Resolution Thanking
Dr. Thomas Breslin**

- Whereas: Dr. Thomas Breslin joined the faculty of The College in 1972; and,
- Whereas: Dr. Breslin ~~Bittner~~ was appointed to the position of Associate Dean of the School of Business in 1994 and to the position of Acting Dean in 1996; and,
- Whereas: Under his leadership the School of Business developed a new Business Administration specialization in Information Systems Management; and,
- Whereas: Dr. Breslin lead the School of Business in submitting a comprehensive application for AACSB accreditation and was successful in obtaining this distinction after undergoing an extensive evaluation by AACSB; and,
- Whereas: Dr. Breslin has maintained a student-centered perspective through his interactions with current students of The College, as well as alumni; and,
- Whereas: Throughout his tenure, Dr. Breslin has created important relationships with the local business community, allowing students in the School of Business to participate in valuable internships, many of which have lead to full-time positions upon graduation; and,
- Whereas: Under Dr. Breslin's leadership in 1998, students from The College of New Jersey had a CPA exam first time pass rate of 44.4%, the highest of any New Jersey institution.
- Therefore,
Be It
Resolved: That The College of New Jersey Board of Trustees extends heartfelt appreciation to Dr. Thomas Breslin for his many years of dedication service as Acting Dean of the School of Business and wishes him well in his future work at The College.

June 22, 2000

**The College of New Jersey Board of Trustees
Resolution Thanking
Dr. Laurie Sherwen**

- Whereas: Dr. Laurie Sherwen joined The College in 1995 as Dean of the School of Nursing; and,
- Whereas: Dr. Sherwen lead the School of Nursing in submitting a comprehensive self study report to the National League for Nursing Accrediting Commission, and was granted continuing accreditation for the master's program in nursing; and,
- Whereas: Under her leadership, the School of Nursing developed a Family Nurse Practitioner Program, enhancing the specialization options for graduate students; and,
- Whereas: Dr. Sherwen has maintained a student-centered perspective through her regular interactions with current students of The College, as well as alumni; and,
- Whereas: Under her leadership, The College community developed a campus wellness program, resulting in several offices and divisions working together to implement the wellness concept and promote health issues across the campus; and,
- Whereas: Dr. Sherwen led a committee that developed a new direction for the Office of Grants and Sponsored Research, enhancing the support for faculty research and external grants; and,
- Whereas: Dr. Sherwen has created important relationships with area hospitals in the community, allowing students in the School of Nursing to participate in valuable professional experiences; and,
- Whereas: Throughout her tenure, Dr. Sherwen has provided valuable service to a number of college governance committees.
- Therefore,
Be It
Resolved: That The College of New Jersey Board of Trustees extends heartfelt appreciation to Dr. Laurie Sherwen for her years of service as Dean of the School of Nursing and wishes her well in her future endeavors.

June 22, 2000