

ROWAN UNIVERSITY
BOARD OF TRUSTEES MEETING

December 10, 2008

AGENDA

SCHEDULE

3 p.m.

CLOSED AND PUBLIC SESSIONS

Eynon Ballroom
Student Center

CALL TO ORDER

OPEN PUBLIC MEETINGS ACT STATEMENT

MOTION TO GO INTO **CLOSED SESSION** (IF NECESSARY)

Room 221
Student Center

Personnel and Litigation Matters

RETURN TO **PUBLIC SESSION**

Eynon Ballroom

APPROVAL OF MINUTES FOR SEPTEMBER 10 , 2008

REPORTS:

Board Chair

President

Committee Reports: Academic Affairs
Audit
Budget and Finance
Facilities
Student Affairs
University Advancement/University Relations

PUBLIC COMMENTS

Please Note: Individuals may speak only in reference to those resolutions under consideration for Board Action. All other comments will be heard prior to New Business if the President's Office was properly notified.

ACTION ITEMS

- | | | |
|----|--|---------------|
| A. | PERSONNEL ACTIONS | RESOLUTION #1 |
| B. | REAPPOINTMENT OF FACULTY MEMBERS TO A SIXTH YEAR
CONTRACT CARRYING TENURE | RESOLUTION #2 |

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|---------------|---|---------------------------|
| C. | REAPPOINTMENT OF PROFESSIONAL STAFF BEYOND THE PROBATIONARY PERIOD | RESOLUTION #3 |
| D. | REAPPOINTMENT OF FACULTY TO THIRD AND FOURTH YEAR CONTRACTS | RESOLUTION #4 |
| E. | REAPPOINTMENT OF PROFESSIONAL STAFF TO A THIRD, FOURTH AND FIFTH YEAR CONTRACT | RESOLUTION #5 |
| F. | APPROVAL OF MASTER OF ARTS IN APPLIED BEHAVIOR ANALYSIS | RESOLUTION #6 |
| G. | APPOINTMENTS TO THE ROWAN UNIVERSITY FOUNDATION | RESOLUTION #7 |
| H. | APPOINTMENTS AND REAPPOINTMENTS TO THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY BOARD OF DIRECTORS | RESOLUTION #8a-e |
| I. | ACCEPTANCE OF FY08 ANNUAL AUDIT | RESOLUTION #9 |
| J. | AUTHORIZING THE VICE PRESIDENT FOR ADMINISTRATION AND FINANCE TO NEGOTIATE AND EXECUTE SUB-LEASES OF SPECIFIED SPACE LEASED BY THE UNIVERSITY FROM THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY, INC. | RESOLUTION #10 |
| K. | AUTHORIZING THE VICE PRESIDENT FOR ADMINISTRATION AND FINANCE THE ABILITY TO APPROVE CONTRACTS WITHOUT COMPETITIVE BIDDING FOR ADVERTISING BILLBOARDS | RESOLUTION #11 |
| L. | APPROVAL OF AMENDMENT TO CERTIFICATE OF INCORPORATION OF THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY INC. | RESOLUTION #12 |
| M. | APPROVAL OF POLICIES AND PROCEDURES RELATING TO CONTRACTING AND PROCUREMENT | RESOLUTION #13 |
| N. | ACCEPTANCE AND APPROVAL OF FY2009 ANNUAL BUDGET OF THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY, INC. PULLED | RESOLUTION #14 |
| O. | APPROVAL OF POLICIES AND PROCEDURES FOR THE OPERATION AND ADMINISTRATION OF THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY, INC. | RESOLUTION #15 |
| P. | APPROVAL OF STATE OPERATING APPROPRIATION REQUEST FOR FY2010 | RESOLUTION #16 |

- Q. APPROVAL OF ARCHITECTS OF RECORD FOR MINOR CONSTRUCTION PROJECTS RESOLUTION #17
- R. AWARD OF CONTRACT FOR PROFESSIONAL AUDITING SERVICES RESOLUTION #18
- S. AWARDING AND AMENDING OF CONTRACTS WITHOUT COMPETITIVE BIDDING RESOLUTION #19a-n
- a) Blackboard, Inc.
 - b) Blackboard, Inc.
 - c) ClearChannel Outdoor
 - d) ELSAG North America
 - e) Clark Caton Hintz
 - f) Costanza Spector Clauser Architects
 - g) Pazdera Architects
 - h) Rissi Associates Architects
 - i) Lammey & Giorgio
 - j) Spiezle Architectural Group
 - k) Lammey & Giorgio
 - l) Spiezle Architectural Group
 - m) Sungard SCT
 - n) Accume Partners
- T. CHANGE ORDER TO CONSTRUCTION CONTRACT FOR THE COGENERATION PLANT PROJECT RESOLUTION #20

PUBLIC COMMENTS

Individual remarks must be consistent with the topic previously listed with the President's Office.

NEW BUSINESS

COMMENTS BY TRUSTEES

ADJOURNMENT

RESOLUTION #1

PERSONNEL ACTIONS

BE IT RESOLVED that the Board of Trustees accepts and approves the following recommendations concerning personnel actions.

<u>Name</u>	<u>Highest Degree</u>	<u>Rank</u>	<u>Department</u>	<u>Effective Dates</u>
<u>NEW APPOINTMENTS</u>				
*Cook, William	B.A.	PSS1	CPCE	11/10/08-6/30/09
‡Fields, Jeffrey	B.A.	Program Assistant	CPCE	11/10/08-6/30/09
Fitzpatrick, Kyle	B.S.	PSS3	Mechanical Engineering	11/10/08-6/30/09
*Ford, Deanna	B.A.	PSS4	College of Fine and Performing Arts	9/15/08-6/30/09
Francesconi-Epifani, Michele	A.S.	Managing Admin .Asst.	South Jersey Technology Park	10/6/08-8/31/09
Hendricks, Sean	M.A.	Assistant Director	Admissions	9/8/08-6/30/09
‡Negro, Pamela	M.S.W.	Director	Ctr. for Addiction Studies and Awareness	11/1/08-6/30/09
Perry, Jill Ann	Ph.D.	Associate Dean	College of Education	1/5/09-8/31/09
Rose, Allison	B.A.	Coordinator	Conference and Event Services	9/15/08-6/30/09
*Sippel, Frank	-	PSS3	WGLS Radio Station	9/15/08-6/30/09
Whiting, Michael P.II	M.A.	Assistant Director	EOF/MAP	11/3/08-6/30/09
<u>TEMPORARY PART TIME</u>				
*Epifanio, Gail	M.S.		College of Education	10/1/08-6/30/09
Graham, Sherry	M.A.		College of Education	10/1/08-6/30/09
<u>ADJUNCTS</u>				
Acchitelli, Dominic	B.A.		Health and Exercise Science	
Anaya-Garcia, Cristina	Ph.D.		Foreign Languages and Literature	
Capasso, Danielle	B.A.		Health and Exercise Science	
Dargusch, Tanya	B.A.		Health and Exercise Science	
Desiderio, Vincent	M.S.		Chemistry and Biochemistry	
Girishankar, Saroja	M.A.		Writing Arts	
Gouse, Valerie	M.A.		Communication Studies	
Leek, Marcia	Ph.D.		Teacher Education	
Ludlam, Christina	B.A.		Health and Exercise Science	
Maley, MaryKay	M.S.N.		CPCE	
McLaughlin, William, Jr.	M.A.		Health and Exercise Science	
Salamone, Theresa	M.A.		Reading	
Virbhadra, Kumar	Ph.D.		Physics and Astronomy	
Watts, Alison	M.A.		Sociology	
Wood, Matthew	Ph.D.		Chemistry and Biochemistry	
Yerkes, Sarah	M.A.		Health and Exercise Science	
<u>PART-TIME COACHES</u>				
Bennett, Rhonda	B.A.	Assistant Field Hockey		9/1/08-6/30/09
Donaldson, Susan	B.S./R.N.	Assistant Field Hockey		9/1/08-6/30/09

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RESOLUTION #1 (continued)

PART-TIME COACHES (continued)

Nelson, Andrew	B.A.	Assistant Football	9/1/08-6/30/09
O'Donnell, Kerry	B.A.	Assistant Lacrosse	9/1/08-6/30/09
Pelle, Robert	-	Assistant Softball	9/1/08-6/30/09
Shinton, David	-	Assistant Swimming	10/20/08-6/30/09
Smith, Angela	B.S.	Assistant Volleyball	9/1/08-6/30/09
Tate, Norman	B.S.	Assistant Track and Field	9/1/08-6/30/09
Tender, Robert	B.A.	Assistant Diving	10/20/08-6/30/09
Weist, Jamie	-	Assistant Women's Soccer	9/1/08-6/30/09
White, Jocelyn	B.A.	Assistant Track and Field	12/1/08-6/30/09

GRADUATE ASSISTANTS

Boone, Cory	B.S.	EOF/MAP	9/1/08-6/30/09
Bullard, Robert	B.A.	Center for Academic Success	9/1/08-12/31/08
Carroll, Richard	B.A.	Music Department	9/1/08-12/31/08
Crichlow, Vaughn	B.A.	University Publications	9/1/08-6/30/09
Cucinotti, Amanda	B.A.	CAP Center	9/1/08-6/30/09
D'Angelo, Christopher	B.A.	Counseling and Psychological Serv.	9/1/08-6/30/09
Dan Mo, Prn	B.E.	Management/MIS	10/24/08-6/30/09
DeStefano, Alyssa	B.A.	Music Department	9/1/08/6-30/09
Dusseau, Edward	B.S.	Facilities	9/1/08/6/30/09
Fabrizi, Michelle	B.M.	Music Department	9/1/08-6/30/09
Fera, Adam	B.A.	Law and Justice Studies	9/1/08-6/30/09
Harbold, Steven	B.A.	Wm. Rohrer College of Business	9/1/08-6/30/09
Kane, Brian	B.A.	Athletic Training	9/1/08-6/30/09
Karabulut, Lusin	B.A.	Mathematics	9/1/08-6/30/09
Leidolf, Elizabeth	M.A.	Ctr. For Innovation and Entrepreneurship	9/1/08-6/30/09
Lodics, Danielle	B.S.	Athletics	9/1/08-6/30/09
Morton, Jamar	B.A.	Harley Flack Male Mentoring Program	9/1/08-6/30/09
Norman, Kaysie	B.A.	Art Department	9/1/08-6/30/09
Sabatini, Pasquale	B.S.	College of Communication	9/1/08-6/30/09
Schiers, Kristen	B.A.	Wm. Rohrer College of Business	9/1/08-6/30/09
Schoen, John	B.A.	Media and Public Relations	9/1/08-6/30/09
Spalding, Benjamin	B.A.	Music Department	9/1/08-6/30/09
Stugard, Nicholas	B.S.	Mathematics	9/1/08-6/30/09
Thomas, Kevin	B.A.	College of Fine and Performing Arts	9/1/08-6/30/09
Tormey, Ryan	B.A.	Law and Justice Studies	9/1/08-6/30/09
Troxel, Amy	B.M.	College of Fine and Performing Arts	9/1/08-6/30/09

RESEARCH ASSISTANTS

+Adigun, Bolaji	B.T.	College of Engineering	11/10/08-6/30/09
+Bloom, Michael	B.S.	College of Engineering	9/1/08-6/30/09
Burke, Sharon	M.S.N.	Educational Leadership	9/1/08-6/30/09
+Garcia-Barberena, Maria	B.S.	College of Engineering	11/10/08-6/30/09
Hopely, Terrance	B.S.	College of Engineering	9/1/08-6/30/09
+LeCakes, George	B.S.	College of Engineering	9/1/08-6/30/09
+Martinez-Morett, David	B.S.	College of Engineering	11/10/08-6/30/09
McGarvey, Kevin	B.S.	College of Engineering	9/1/08-6/30/09
Ross, Eva	Ph.D.	Educational Leadership	9/1/08-6/30/09
Shirodkar, Prashant	B.E.	College of Engineering	9/29/08-6/30/09
Sonpal, Khyati	B.E.	College of Engineering	9/29/08-6/30/09

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RESOLUTION #1 (continued)

RESEARCH ASSISTANTS (continued)

Wadkar, Ashish	B.E.	College of Engineering	9/29/08-6/30/09
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RETIREMENTS

Corison, Cynthia		Communication Studies	6/30/09
Lynch, Cindy		College of Liberal Arts and Sciences	11/30/09
Monahan, Thomas		Educational Leadership	6/30/09
Quint, Walter		College of Education	6/30/09
Scott, Joanne		Biological Sciences	6/30/09

RESIGNATION

Spencer, James		Development	10/17/08
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AMENDMENTS

Jansson, Peter – Sabbatical changed from calendar year 2009 to academic year 2009-2010.

Kay, Jennifer – Sabbatical deferred to academic year 2009-2010.

Miller, DeMond – Sabbatical postponed.

Rowan, Janice – Retirement request rescinded.

Savelski, Mariano – Sabbatical deferred from Spring 2009 to Fall 2009.

**temporary/‡new position/+grant funded*

RESOLUTION #2

**REAPPOINTMENT OF FACULTY MEMBERS
TO A SIXTH YEAR CONTRACT CARRYING TENURE**

WHEREAS, the following named individuals will have served the University for five years and service in their sixth year will place them under the statutory provisions for tenure, and

WHEREAS, they have been carefully evaluated for purposes of reappointment through their probationary service

THEREFORE BE IT RESOLVED that the Board of Trustees determines the following named faculty members shall be offered appointment carrying tenure for the academic year 2009-2010.

Angelone, Bonnie	Psychology
Courtney, Jennifer	Writing Arts
D’Intino, Robert	Management/MIS
Elkins, Leslie	Theatre/Dance
Gess, Denise	Writing Arts
Heinz, Karen	Mathematics
Kelley, Candice	Journalism
Manley, Marilyn	Foreign Languages/Literatures
Popa, Clara	Communication Studies
Riddell, William	Civil and Environmental Engineering
Santangelo, Tanya	Special Education Services/Instruction
Simone, Maria	Communication Studies
Sullivan, David	Theatre/Dance
Wassell, Beth	Teacher Education
Zake, Ieva	Sociology

RESOLUTION #3

**REAPPOINTMENT OF PROFESSIONAL STAFF
BEYOND THE PROBATIONARY PERIOD**

WHEREAS, the performance of the following named professional staff members have been carefully evaluated, and

WHEREAS, agreement between the State and the Union provides that members of the professional staff not holding faculty or concurrent academic rank who are members of the State University Bargaining Unit shall be eligible for appointment and reappointment to a multi-year contract

THEREFORE BE IT RESOLVED that the Board of Trustees of Rowan University offers reappointment to the professional staff of the University for the following years.

2009-2010 through 2011-2012

Brett, Charles	Student Services Center
Dillon, Craig	Institutional Research and Planning
Dorris, Michael	Instructional Technology Services
Gallia, Donna	College of Education
George, Kevin	Recreation Center
Groatman, Alicia	Graduate School
Hersh, Susan	Information Resources Training Services
Johnson, Keith	Physics and Astronomy
Nichols, Stephanie	Theatre/Dance
Reigel, Daniel	Admissions
Silverstein, Michael	Counseling and Psychological Services

RESOLUTION #4

**REAPPOINTMENT OF FACULTY TO THIRD AND FOURTH
YEAR CONTRACTS**

WHEREAS, the following named faculty members have been carefully evaluated for purposes of reappointment

THEREFORE BE IT RESOLVED that the Board of Trustees determines that the following named faculty members listed below shall be offered reappointment.

**Fourth Year Contract
(2009-2010)**

Connell, Nadine	Law/Justice Studies
Meredith, Corine	Teacher Education
Soreth, Michelle Ennis	Psychology
Vallath, Chandrasekhar	Radio/TV/Film

**Third and Fourth Year Contract
(2009-2010 and 2010-2011)**

Abi-El-Mona, Issam	Teacher Education
Caputo, Gregory	Chemistry and Biochemistry
Gower, Jill	Art
Moore, Edward	Public Relations/Advertising
Saum, Christine	Law and Justice Studies
Savadove, Lane	Theatre/Dance
Wang, Jia	Accounting and Finance

RESOLUTION #5

**REAPPOINTMENT OF PROFESSIONAL STAFF
TO A THIRD, FOURTH AND FIFTH YEAR CONTRACT**

WHEREAS, the following named professional staff have been recommended for reappointment

THEREFORE BE IT RESOLVED that the Board of Trustees determines that the following named professional staff listed below shall be offered reappointment for the years 2009-2010 and 2010-2011.

**Third and Fourth Year Professional Staff
(2009-2010 and 2010-2011)**

DeValerio, Amanda	CPCE
Ferrarie, Joseph	University Web Services
Fortunato, Tiffany	CPCE
Gondos, Gina	CPCE
Hamou-Lhadj, Azwaou	Instructional Technology Services
Hanson, Lindsay	Athletics
Hogan, Kathryn	University Web Services
Lambert, Michelle	Athletics
Levine, Stephen	University Web Services
Martin, Walton	Conference and Event Services
Naphy, David	Admissions
Ranero, Elizabeth	Athletics
Regan-Butts, Elizabeth	CPCE
Rey, Julia	CAP Center
Rodriquez, Sheri	CPCE
Todd, Linda	College of Business

**Fourth and Fifth Year Professional Staff (off-cycle)
(2009-2010 and 2010-2011)**

Getler, Lori Ann	CAP Center
Winkler, Christopher	Radio/TV/Film

Fifth Year Professional Staff (off-cycle)

2009-2010

Grugan, Colleen	Athletics
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RESOLUTION #6

APPROVAL OF MASTER OF ARTS IN APPLIED BEHAVIOR ANALYSIS

WHEREAS, the academic graduate program, Master of Arts in Applied Behavior Analysis, has been developed and approved by the department of Psychology, and

WHEREAS, there is demonstrated need and interest for this field of study as evidenced by the extended research and the surveys conducted, and

WHEREAS, this program has been approved by the University Senate Curriculum Committee, the Dean of the College of Liberal Arts & Sciences, and the Provost, and

WHEREAS, this program has been reviewed and approved by the Academic Affairs Committee of the Board of Trustees

THEREFORE BE IT RESOLVED that the academic program Master of Arts in Applied Behavior Analysis be approved for implementation beginning in September 2009.

SUMMARY STATEMENT

This resolution approves the offering of the academic graduate program, Master of Arts in Applied Behavior Analysis. It will now be forwarded to the Academic Issues Committee of the Presidents' Council for approval.

RESOLUTION #7

APPOINTMENTS TO THE ROWAN UNIVERSITY FOUNDATION

WHEREAS, the Board of Trustees on March 15, 1994 approved the reorganization of the Rowan University Foundation under a new set of Bylaws for this organization, and

WHEREAS, recent statute authorizes such funds and establishes guidelines for its operation

THEREFORE BE IT RESOLVED that the Board of Trustees appoints the following named individuals to three-year terms as public members of the Rowan University Foundation.

Betty Bowe Castor
Executive Director, Patel Center for Global Solutions
University of South Florida

Anthony J. Galvin
Senior Vice President - Real Estate, Store Planning and Construction
Coach

Scott Kintzing
Vice Chair
The Bank

David J. Strout, Jr.
Vice President and Partner
Cettei and Connell, Inc. Insurance

RESOLUTION #8a

**APPOINTMENTS TO THE SOUTH JERSEY TECHNOLOGY PARK AT
ROWAN UNIVERSITY BOARD OF DIRECTORS**

WHEREAS, the Board of Trustees on April 10, 2002 approved the organization of the South Jersey Technology Park at Rowan University under a new set of Bylaws for this organization, and

WHEREAS, recent statute authorizes such funds and establishes guidelines for its operation

THEREFORE BE IT RESOLVED that the Board of Trustees appoints the following named individuals to one-year terms as public members of the South Jersey Technology Park at Rowan University Board of Directors.

Ryan W. Fillman
Graduate Student
Rowan University

Robert Kesling
Undergraduate Student
Rowan University

RESOLUTION #8b

**APPOINTMENT TO THE SOUTH JERSEY TECHNOLOGY PARK AT
ROWAN UNIVERSITY BOARD OF DIRECTORS**

WHEREAS, the Board of Trustees on April 10, 2002 approved the organization of the South Jersey Technology Park at Rowan University under a new set of Bylaws for this organization, and

WHEREAS, recent statute authorizes such funds and establishes guidelines for its operation

THEREFORE BE IT RESOLVED that the Board of Trustees appoints the following named individual to a three-year term as a public member of the South Jersey Technology Park at Rowan University Board of Directors.

Gautam Pillay
Associate Provost for Research
Rowan University

RESOLUTION #8c

**REAPPOINTMENTS TO THE SOUTH JERSEY TECHNOLOGY PARK AT
ROWAN UNIVERSITY BOARD OF DIRECTORS**

WHEREAS, the Board of Trustees on April 10, 2002 approved the organization of the South Jersey Technology Park at Rowan University under a new set of Bylaws for this organization, and

WHEREAS, recent statute authorizes such funds and establishes guidelines for its operation

THEREFORE BE IT RESOLVED that the Board of Trustees reappoints the following named individuals to three-year terms as public members of the South Jersey Technology Park at Rowan University Board of Directors.

Mel Baiada
BaseCamp Ventures

Samuel H. Jones, Jr.
SJ Transportation Company

RESOLUTION #8d

**REAPPOINTMENTS TO THE SOUTH JERSEY TECHNOLOGY PARK AT
ROWAN UNIVERSITY BOARD OF DIRECTORS**

WHEREAS, the Board of Trustees on April 10, 2002 approved the organization of the South Jersey Technology Park at Rowan University under a new set of Bylaws for this organization, and

WHEREAS, recent statute authorizes such funds and establishes guidelines for its operation

THEREFORE BE IT RESOLVED that the Board of Trustees reappoints the following named individuals to two-year terms as public members of the South Jersey Technology Park at Rowan University Board of Directors.

Dianne Dorland
Dean, College of Engineering
Rowan University

James Tarangelo
JLJ Partners, LLP

RESOLUTION #8e

**REAPPOINTMENT TO THE SOUTH JERSEY TECHNOLOGY PARK AT
ROWAN UNIVERSITY BOARD OF DIRECTORS**

WHEREAS, the Board of Trustees on April 10, 2002 approved the organization of the South Jersey Technology Park at Rowan University under a new set of Bylaws for this organization, and

WHEREAS, recent statute authorizes such funds and establishes guidelines for its operation

THEREFORE BE IT RESOLVED that the Board of Trustees reappoints the following named individual to a one-year term as a public member of the South Jersey Technology Park at Rowan University Board of Directors.

Manning Smith III
Diversified Technology Group – Intel Inc.

RESOLUTION #9

ACCEPTANCE OF FY08 ANNUAL AUDIT

WHEREAS, the governing boards of each public institution of higher education under P.L. 1994, c48, sec.6L, are required to have prepared an annual audit by an independent accounting firm, and

WHEREAS, the Rowan University audit for FY08 was completed by KPMG Peat Marwick LLP

THEREFORE BE IT RESOLVED that the Board of Trustees accepts the Audit for FY08 as submitted by **KPMG Peat Marwick LLP**.

SUMMARY STATEMENT

Legislation requires an annual audit of University funds by a certified public accounting firm. The University selected KPMG Peat Marwick LLP to complete the FY08 audit. The Audit Committee of the Board of Trustees reviewed the draft financial statement at its November 11, 2008 meeting.

RESOLUTION #10

AUTHORIZING THE VICE PRESIDENT FOR ADMINISTRATION & FINANCE TO NEGOTIATE AND EXECUTE SUB-LEASES OF SPECIFIED SPACE LEASED BY THE UNIVERSITY FROM THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY, INC.

WHEREAS, N.J.S.A. 18A:64-6(q) provides that the Board of Trustees of the University shall have the power and duty to dispose of property, whether real or personal, which is necessary or desirable for University purposes, and

WHEREAS, the South Jersey Technology Park at Rowan University, Inc. ("SJTP"), a not-for-profit auxiliary corporation organized in part under the State College Auxiliary Organizations Act, performs certain functions or operations of Rowan University in support of the mission of the University while maintaining an identity distinct from the University, and

WHEREAS, the SJTP is the owner of a building located on real property owned by the University known as The Samuel H. Jones Innovation Center ("Center"), and

WHEREAS, the University has leased from SJTP the first floor of the Center, a portion of which leased premises is reserved to the Rohrer College of Business to conduct an incubator program for business enrolled in the business incubator program managed by the Rohrer College of Business, and

WHEREAS, each business to be served by the Rohrer College of Business at the location of the Center shall sub-lease from the University and occupy a specified portion of the space reserved by the Rohrer College of Business at the Center, and

WHEREAS, the Board of Trustees has authorized the University's lease from the SJTP and also has approved the arrangement according to which the business entities served by the Rohrer College of Business in the business incubator program shall sublease from the University space on the first floor of the Center, and

WHEREAS, it is deemed impractical for the Board of Trustees to meet and approve each sublease of identified space to business entities served by the Rohrer College of Business

THEREFORE BE IT RESOLVED, that the Board of Trustees authorizes the Vice President for Administration & Finance of the University to negotiate and execute subleases of space leased by the University from the South Jersey Technology Park at Rowan University, Inc. to business entities identified by the Rohrer College of Business and participating in its incubator program, and

(continued)

RESOLUTION #10 (continued)

BE IT FURTHER RESOLVED, that the Vice President for Administration & Finance shall report to the Board of Trustees each sublease, including the name of the sublessee and the terms of the sublease, entered into under the authority of this Resolution.

SUMMARY STATEMENT

This resolution authorizes the Vice President for Administration & Finance to negotiate and execute subleases of property leased by the University at the Samuel H. Jones Innovation Center and reserved by the University for conducting a business incubator program through the Rohrer College of Business, and to report the terms of each sublease to the Board of Trustees.

RESOLUTION #11

**AUTHORIZING THE VICE PRESIDENT FOR
ADMINISTRATION AND FINANCE THE ABILITY
TO APPROVE CONTRACTS WITHOUT COMPETITIVE BIDDING
FOR ADVERTISING BILLBOARDS**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires advertising billboards, and

WHEREAS, the services to be rendered are exempt from bidding pursuant to the Advertising exemption of N.J.S.A. 18A:64-56(a)(20), and

WHEREAS, the Vice President for Administration and Finance has certified that there will be sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into advertising billboard contracts if determined by the President of the University to be in the best interest of the University

BE IT FURTHER RESOLVED that the Vice President for Administration & Finance shall provide a written report to the Board of Trustees at the next regularly scheduled meeting of the Board after the contract has been entered into, which report shall include the name of each vendor, including amount and terms of the contract, entered into under the authority of this Resolution.

SUMMARY STATEMENT

This resolution authorizes the Vice President for Administration and Finance to enter into contract(s) for advertising billboards.

RESOLUTION #12

APPROVAL OF AMENDMENT TO CERTIFICATE OF INCORPORATION OF THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY, INC.

WHEREAS, the South Jersey Technology Park at Rowan University, Inc. (“SJTP”) was incorporated under the New Jersey Nonprofit Corporations Act N.J.S.A. 15a:1-1 et seq. (the “Act”) on July 9, 2002, and

WHEREAS, the Certificate of Incorporation provides in Section 3 that the SJTP shall have members, and

WHEREAS, the Bylaws of the SJTP provide for the establishment of two classes of members, one class voting and one class non-voting, and that the only member of the corporation appointed or elected to date is Rowan University and that Rowan University is the only member authorized to vote, and

WHEREAS, after due consideration, it has been determined that the corporation shall no longer be a member corporation, but shall be governed by the Board of Directors (a/k/a Trustees) as is permitted under the Act

THEREFORE BE IT RESOLVED, that the Board of Trustees unanimously approves the amendment of the Certificate of Incorporation to strike the existing wording in Section 3 thereof, which section provides for the establishment of two classes of members, and to replace the language in Section 3 with a statement that there shall be no members, and

BE IT FURTHER RESOLVED, that the President of the University is authorized to execute any documents and to take any and all other appropriate steps to effectuate this Resolution.

SUMMARY STATEMENT

This resolution changes the Certificate of Incorporation of the South Jersey Technology Park at Rowan University, Inc. to eliminate memberships.

RESOLUTION #13

APPROVAL OF POLICIES AND PROCEDURES RELATING TO CONTRACTING AND PROCUREMENT

WHEREAS, the Board of Trustees has reviewed and accepted the “Rowan University Contracts and Purchasing Policies & Procedures” dated October 30, 2008 (hereinafter referred to as the “Policies”), the official copy of which shall be retained in and may be obtained from the Office of the Vice President for Administration & Finance of Rowan University, and

WHEREAS, the Policies describe certain modifications and clarifications of purchasing and contracting policies and procedures, previously adopted by the Board, and the establishment of certain new policies and procedures that are within the Board’s authority to establish, and

WHEREAS, the Board has decided that there should be a single Board Resolution incorporating the modifications and clarifications of existing policies and procedures and establishing the new policies and procedures so that there will be a single authoritative source for Board-enacted policies and procedures for the purpose of avoiding confusion in the contracting and procurement process, and

WHEREAS, in order to create the single authoritative source for Board-enacted policies and procedures, certain existing Resolutions related to contracting and procurement should first be rescinded

THEREFORE BE IT RESOLVED, that the Board of Trustees approves the document entitled “Rowan University Contracting and Purchasing Policies and Procedures” dated November 20, 2008, with the understanding that certain of the policies and procedures set forth therein are administrative in nature and may be modified by the administration of the University from time to time, with notice to the Board as appropriate, and

BE IT FURTHER RESOLVED, that the remainder of this Resolution sets forth those policies and procedures that are deemed to be within the authority of the Board of Trustees to adopt, and therefore may not be changed or modified absent specific approval by the resolution of the Board, which policies and procedures are enumerated as follows:

1. The principal contracting officer of the University shall be the Vice President for Administration & Finance, except that purchases made through routine purchase orders processed through the Office of Procurement will not require the approval of or execution by the Vice President provided the dollar amount of the purchase does not exceed 20% of the bid threshold, and the dollar amount is within the budget allocated to the entity processing the purchase order.

(continued)

RESOLUTION #13 (continued)

2. In the absence of or in lieu of the Vice President for Administration & Finance, contracts may be approved and signed by the President of the University. In the absence of both the Vice President for Administration & Finance and the President, contracts may be approved and signed by the Associate Vice President & Chief Fiscal Officer.
3. By approving and executing a contract with a term of one year or less calling for an expenditure of University funds, the contracting officer is certifying that funds are available within University accounts and may be applied to the contract approved. For contracts with a term in excess of one year, the contracting officer shall certify that he or she anticipates that funds will be made available, and that all such contracts are subject to the availability of funds.
4. Any purchase or contract that causes expenditures to be made by the University below the bid threshold amount (established from time to time by the New Jersey Department of Treasury) shall be executed by the contracting officer, provided however, that all purchases and contracts so executed in excess of 20% of the bid threshold shall be reported to the Board of Trustees through the Budget & Finance Committee of the Board at its next meeting following execution. The University shall keep and maintain a list of all purchases and contracts below 20% of the bid threshold for examination by the Budget & Finance Committee of the Board upon request of the Committee.
5. Notwithstanding that a purchase or contract is below the bid threshold amount, the University shall employ the following procedures as to obtain the lowest responsible bid most advantageous to the University, price and other factors considered, for the item or contract in question: (a) \$0 to 10% of the bid threshold amount may be by direct purchase with no quotes required; (b) above 10% up to 20% of the bid threshold amount requires telephone quotes from at least three vendors; and (c) 20% of the bid threshold amount to the maximum under the bid threshold amount requires written quotes from at least three vendors. If the University determines that it is impractical to solicit competitive quotations, or having sought quotations, determines that an award should not be made on the basis of price and other factors, a written statement of explanation shall be placed on file with the contract.

(continued)

RESOLUTION #13 (continued)

6. With respect to purchases or contracts above the bid threshold amount where public bidding is not required under the State College Contracting Law, the contracting officer may, but is not required, to approve said purchases or contracts up to and including \$50,000 without submitting the purchase of contract to the Board of Trustees for advance approval; but nevertheless the purchase or contract shall be reported to the Board of Trustees meeting at its next meeting following execution and published in the minutes of the Board.
7. With respect to purchases and contracts in excess of \$50,000 where public bidding is not required under the State College Contracts Law, the purchase or contract shall not be executed until after Board of Trustees approval is obtained.
8. In situations in which bidding is not required under the State Colleges Contracts Law, but the amount involved is in excess of the bid threshold amount, quotations shall be solicited from at least three sources (if the contract or purchase is not bid out), except that if three sources are not available, quotations will be solicited from as many as are available. If the contracting officer deems it impractical to solicit quotations or after solicitation determines that other factors should determine the award of the contract or purchase, a written explanation shall be provided and inserted in the file. This section shall not apply to professional services and professional consulting services.
9. The contracting officer is authorized to negotiate contracts for services described as Professional Services and Professional Consulting Services (accountants, architects, and engineers) on an “on call” basis, exempt from public bidding procedures, using the following procedure: (a) the University will develop a prequalification standard for each professional service; (b) the University will publicly advertise for the services needed; (c) potential service providers will submit written proposals in response to the advertisement; (d) proposals will be evaluated and a list will be prepared of qualified service providers, which list will be in rank order; (e) the contracting officer will select an appropriate number of potential service providers which will then be notified of their selection and be available for service as required by the University; and (f) the names and addresses of the selected service providers will be reported to the Board of Trustees. Contracts for other professional services, such as legal services, shall be subject to this process or specific elements of this process, at the direction of the contracting officer.

(continued)

RESOLUTION #13 (continued)

10. In the event architect or engineering professional services are required for a specific project only and the University elects not to use an “on call” contractor for the project, the following procedure shall be employed: (a) the University will prepare a Request for Qualifications (RFQ) setting forth the nature and scope of the work and the selection criteria; (b) the availability of the job will be advertised; (c) an internal selection team including members of the office primarily responsible for the project shall meet and reduce the number of responders to a “short list” of acceptable responders; (d) a larger selection committee including members of the office primarily responsible for the project and members of the Division or office primarily responsible for application of the project (“end user”) will evaluate the qualifications of the names on the short list and rank the responders in the order in which the responders will be best able to meet the needs of the project; (e) selection will be made by the contracting officer upon the advice of the committee. Architects and engineers selected by this process shall be reported to the Board of Trustees together with an indication that the process set forth in this section was utilized.

11. All purchases and contracts exceeding the bid threshold amount and requiring public bidding shall be approved and executed by the contracting officer and reported to the Board of Trustees through the Budget & Finance Committee of the Board. The information provided to the Committee shall include the following: (a) name and address of the contractor or vendor; (b) term of the contract; (c) total amount of the contract or purchase amount; and (d) purpose of the contract or purchase. In addition, the names and addresses and the amount of the bid of all qualified bidders considered for selection will be reported to the Board of Trustees through the Budget & Finance Committee, as well as the amount of each bid.

12. Splitting or subdividing of a contract or purchase order to avoid all or a portion of the requirements of the bidding process is strictly prohibited.

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RESOLUTION #13 (continued)

13. Time and materials contracts (“standing orders”) provide for the acquiring of supplies and/or services on the basis of direct labor hours and a specified fixed hourly rate and materials at vendor’s cost. Time and materials contracts may only be used for the following purposes: (a) emergency services when University employees are not qualified to perform the services or cannot reasonably be assigned to perform the services because of other assignments or general unavailability; or (b) non-emergency services of the kind that are not generally performed by University employees or would consume an excessive amount of work-time and thus diminish the ability to provide necessary services. The normal bidding process shall be employed to identify time and materials contractors. Non-emergency time and materials contracts shall not be used if the services can be calculated by another measure and bid out in the same manner. Each time and materials contract shall include a “not to exceed” limit established by the University at the time of bidding or solicitation of quotations.

14. When the President of the University or the contracting officer has received sufficient reasonable information that an emergency exists that affects the health, safety or welfare of occupants of University property or the integrity of University owned property, requiring immediate delivery of materials and/or supplies or the performance of necessary work, the President or the contracting officer, as the case may be, may award a contract for the work, materials or supplies needed to address the emergency. All emergency contracts entered into by the President or contracting officer shall be reported to the Board of Trustees at the next public meeting of the Board.

15. With respect to construction or renovation contracts, no such contracts will be awarded to a vendor until there has been appropriate approval of a total project budget. The Board of Trustees shall approve all total project budgets beginning at \$1M; the President of the University shall have authority to approve all total project budgets between \$200K and \$1M; and the Vice President for Administration & Finance shall have the authority to approve all total project budgets below \$200K. The total project budget shall include items such as architect and engineering fees, permitting fees, advertisement costs, printing and bidding costs, construction contract costs, specialty consultant fees, ff&e (fixtures, furnishings and equipment) and project contingency.

(continued)

RESOLUTION #13 (continued)

16. Specific construction contracts for new construction or renovation of buildings or facilities with a total cost of \$500,000 or more shall be approved and awarded by the Board of Trustees. The President of the University, upon the recommendation of the Vice President for Administration & Finance, may cause the contracting officer to award construction contracts below \$500,000.
17. Change orders and contingency amounts are unique to construction contracts. A change order is defined as a change in the plan or design in a project as directed and approved by the University and normally would not be included in the total budget. The contracting officer shall have authority to approve change orders, provided all change orders on a contract do not exceed 10% of the original contract amount and provided that the change orders are within the overall project budget approved by the Board of Trustees, President or Vice President for Administration & Finance, as the case may be. Contingency amounts shall be identified by the University in advance and included in the budget to cover unforeseen circumstances such as a major change in scope or cost overrun due to unforeseen delays.
18. The contracting officer is authorized to approve and execute certain recurring contracts previously approved by the Board of Trustees, provided the Board of Trustees has identified the contract as a recurring contract at the time of initial approval. The contracting officer's authority with respect to recurring contracts is limited to an annual price change not to exceed 10% of the previous year's contract. Further the contracting officer's authority is limited to three years beyond the initial termination date, unless the Board of Trustees approval establishes a lesser time. Each recurring contract, as approved and executed by the contracting officer shall be reported to the Board of Trustees through the Budget & Finance Committee of the Board, and reported in the minutes of the Board of Trustees public meeting.
19. Contracts or agreements that do not require the expenditure of University funds or which potentially result in income to the University may be negotiated and entered into by the contracting officer. Contracts that generate annual revenue in excess of \$25K shall be reported to the Board of Trustees through the Budget & Finance Committee of the Board.
20. The contracting officer is authorized to apply for all grants from external entities and enter into and execute any contracts related thereto and to fulfill the terms of the grant award including but not limited to then utilization of matching requirements made as a condition of the receipt of the grant award. The receipt of all grant awards shall be reported to the Board of Trustees at the next regular meeting of the Board following receipt of the award.

(continued)

RESOLUTION #13 (continued)

21. By statute, the Board of Trustees shall specifically approve all contracts and transactions involving the acquisition, conveyance or lease of real property owned by the University. Upon such approval, the contracts and transactions shall be executed by the contracting officer.
22. The University shall maintain a written record of all contracts entered into by the University under the within Policies & Procedures, and such information shall contain the following information: name and address of the vendor; term of the contract; amount; purpose of the contract; and any special circumstances attendant to the execution (such as emergency or recurring contract).
23. The within policies and procedures supersede any and all previous Board of Trustees Resolutions inconsistent herewith. Specifically, and without limitation, the following Board Resolutions are hereby rescinded: Resolution #12 adopted September 12, 2001; Resolution #23 adopted June 19, 2002; Resolution #12 adopted April 26, 2006; Resolution #10 adopted June 14, 2006; Resolution #11 adopted June 14, 2006 and Resolution #9 adopted April 25, 2007.
24. The provisions of this Resolution shall be effective February 1, 2009.

SUMMARY STATEMENT

This Board of Trustees receives and accepts the document entitled “Rowan University Contracts and Purchasing Policies & Procedures” dated November 20, 2008, the official copy of which shall be retained in and obtained from the Office of the Vice President for Administration & Finance. The within Resolution adopts those policies and procedures set forth in the said document that require or appropriate for Board of Trustees approval. Policies and procedures set forth in the document that are not included in the within Resolution are either mandated by State law, rule or regulation or are considered administrative in nature.

The policies and procedures herein established are designed to reinforce the University’s commitment to a fair and open process for contracting for goods and services and construction projects. In general, the acquisition of goods and services, including construction and maintenance services, shall be at the lowest cost for similar quality and quantity. Each vendor and potential vendor shall be treated openly and fairly, with an equal opportunity to obtain the business of the University. In short, the procurement process at Rowan University is intended to be entirely transparent.

RESOLUTION #15

APPROVAL OF POLICIES AND PROCEDURES FOR THE OPERATION AND ADMINISTRATION OF THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY, INC.

WHEREAS, The South Jersey Technology Park at Rowan University, Inc. (“SJTP”) is governed in part by the State College Auxiliary Organizations Act (N.J.S.A. 18A:64-26 *et seq.*) (the “Act”) in that it performs selected functions or operations of Rowan University while maintaining an identity distinct from that of the University, and

WHEREAS, the Act provides that the Board of Trustees of the University establish policies and procedures for the operation and administration of SJTP, and

WHEREAS, the Board of Trustees has reviewed and considered a document dated September 26, 2008 containing policies and procedures for the operation and administration of SJTP and finds them acceptable, and has requested that the Board of Directors SJTP also review and consider the said proposed policies and procedures prior to adopting them, and

WHEREAS, the Board of Directors has reviewed and considered the said proposed policies and procedures and finds that they are adequate and satisfactory for the business operation of SJTP, and by Board of Directors Resolution dated October 16, 2008 recommended that the Board of Trustees adopt same

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees adopts the Policies and Procedures for the Operation and Administration of the South Jersey Technology Park at Rowan University, Inc. and directs the Vice President for Administration & Finance to inform the Executive Director of the South Jersey Technology Park at Rowan University, Inc. of this resolution.

SUMMARY STATEMENT

This resolution adopts the policies and procedures for the operation and administration of the South Jersey Technology Park at Rowan University, Inc., as required by the State College Auxiliary Organizations Act.

RESOLUTION #16

**APPROVAL OF STATE OPERATING APPROPRIATION REQUEST
FOR FY2010**

WHEREAS, the University is required each year to submit an appropriation request to the Governor in support of its operating budget for the following fiscal year, and

WHEREAS, under autonomy legislation the University need not request authorization to expend revenues collected by the University that are in addition to the state appropriation, and

WHEREAS, the administration has studied the University's needs for FY10 and has recommended the appropriation request as described below

THEREFORE BE IT RESOLVED that the Board of Trustees approves the FY10 State appropriation request of \$47,101,000 in support of the University's operating budget.

FY10 State Base Appropriation	\$36,165,000
FY10 Priority Packages	
Salary Program	3,856,000
Restoration of Appropriation	1,988,000
Non-Salary Inflation	1,350,000
Full-Time Faculty	742,000
Deferred Maintenance	<u>3,000,000</u>
Subtotal Priority Packages	\$10,936,000
Total FY10 State Appropriation Request	\$47,101,000

RESOLUTION #17

**APPROVAL OF ARCHITECTS OF RECORD
FOR MINOR CONSTRUCTION PROJECTS**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the State university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain Architectural Services, and

WHEREAS, the services rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A 18A:64-56(a)(1), and

WHEREAS, the University desires to establish a list of Architects of Record, and

WHEREAS, the Architects listed below have met the qualifications, and

WHEREAS, the Vice President for Administration and Finance anticipates that there will be sufficient budgeted funds available

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into contracts for FY08-FY2011 with the listed Architects of Record not contract to exceed \$50,000 without prior Board of Trustees approval.

SUMMARY STATEMENT

This resolution approves Architectural Services for miscellaneous minor construction projects with the following Architects of Record:

Costanza Spector Clauser of Moorestown, NJ 08057
Lammy Giorgio of Haddon Township, NJ 08108
Pazdera Architects of Flemington, NJ 08822
Rissi Associates Architects of Glensdale, PA 19038-3326
The Speizle Architectural Group of Trenton, NJ 08618

(continued)

RESOLUTION #17 (continued)

These Architects of Record will work on an “as needed” basis to provide professional services to Rowan’s Facilities Planning and Construction department. These architects responded to RFQ’s for deferred maintenance projects and were selected based on significant experience with DCA and successfully past performance at the University.

RESOLUTION #18

AWARD OF CONTRACT FOR PROFESSIONAL AUDITING SERVICES

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefore, and

WHEREAS, the University issued a Request for Qualifications, and

WHEREAS, the audit committee of the Board of Trustees has recommended that Grant Thornton be awarded the contract for internal auditing, and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for one year, beginning January 5, 2009 and ending on December 31, 2009 with **Grant Thornton, LLP** of Philadelphia, Pennsylvania in an amount not to exceed \$135,000.

SUMMARY STATEMENT

This resolution provides for professional auditing services to be performed in accordance with generally accepted internal auditing standards and with the applicable regulatory guidelines established by state and/or federal agencies.

RESOLUTION #19a

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR SOFTWARE MAINTENANCE AGREEMENT**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain Software Maintenance Agreement, and

WHEREAS, the services rendered are exempt from public bidding pursuant to the Specialized Software Services exemption of N.J.S.A. 18A:64-56(a)(19), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY09 with **Blackboard, Inc.** of Phoenix, Arizona in an amount not to exceed \$92,992.

SUMMARY STATEMENT

This resolution provides for the cost of a one-year licensing and maintenance contract for the use and services of Blackboard, Inc. card service operations. The period covered for this contract is October 1, 2008 to October 1, 2009.

RESOLUTION #19b

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR SOFTWARE MAINTENANCE AGREEMENT**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain Software Maintenance Agreement, and

WHEREAS, the services rendered are exempt from public bidding pursuant to the Specialized Software Services exemption of N.J.S.A. 18A:64-56(a)(19), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY09 with **Blackboard, Inc.** of Phoenix, Arizona in an amount not to exceed \$50,300.

SUMMARY STATEMENT

This resolution provides for the cost of a one-year licensing and maintenance contract for Blackboard and WebCT educational software and maintenance. The period covered for this contract is January 1, 2009 to December 31, 2009.

RESOLUTION #19c

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR ADVERTISING**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires advertising billboards, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the advertising exemption of N.J.S.A. 18A:64-56(a)(20), and

WHEREAS, the Vice President for Administration and Finance has certified that there will be sufficient budgeted funds available to pay the expense authorized herein within the FY09 budget

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY09 with **ClearChannel Outdoor** of Philadelphia, Pennsylvania in an amount not to exceed \$186,180.

SUMMARY STATEMENT

This resolution provides for renewal of the rental of billboard space on Walt Whitman Bridge Bulletin #040132 at a cost of \$15,515 per month for 12 months. The period covered for this contract is November 1, 2008 through October 31, 2009.

RESOLUTION #19d

AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING FOR SAFETY AND SECURITY HARDWARE AND SOFTWARE

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires a certain technology-based systems for license plate recognition for enhancing safety and security, and

WHEREAS, the University has determined that said technology-based system proposed to be purchased is available only through a single source given the need to network to systems in place with over 400 other law enforcement offices, and

WHEREAS, the proposed acquisition of a particular license plate recognition system is exempt from public bidding pursuant to the Information Technology exemption of N.J.S.A. 18A:64-56(a)(19), and the Sole Source exemption N.J.S.A. 18A:64-56(a)(3), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for with **ELSAG North America** of Pleasant Garden, North Carolina in an amount not to exceed \$85,000 for the acquisition of a license plate recognition system.

SUMMARY STATEMENT

This resolution provides for the cost of purchase and installation of specialized video recording systems for license plate recognition, including hardware and software maintenance for the first two years after installation.

RESOLUTION #19e

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR PROFESSIONAL SERVICES
FOR THE GRANDSTAND REPLACEMENT AT FOOTBALL FIELD**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of the Grandstand Replacement at Football Field, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Clarke Caton Hintz** of Trenton, New Jersey in an amount not to exceed \$108,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Clarke Caton Hintz for professional services to provide complete construction documents and construction administration services for the Grandstand replacement at the football field complex. Three firms submitted qualifications in response to the RFQ. Clarke Caton Hintz and FVF Architects were short listed based on experience. Clarke Caton Hintz was selected for award due to responsiveness to the RFQ, experience and lower fee.

RESOLUTION #19f

AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING FOR PROFESSIONAL SERVICES FOR THE TEAM HOUSE RENOVATIONS

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of construction documents for the team house renovations, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Costanza Spector Clauser Architects** of Moorestown, New Jersey in an amount not to exceed \$70,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Costanza Spector Clauser Architects for professional services to provide complete construction documents and construction administration services for the Team House Renovations. Responses to the RFQ were received from Lamme & Giorgio, Spiezle Architectural Group, Rissi Associates Architects, Pazdera Architects and Costanza Spector Clauser Architects. Along with a low fee, Costanza Spector Clauser was selected for their experience with medical facilities since the Team House houses Athletic Training facilities.

RESOLUTION 19g

AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING FOR PROFESSIONAL SERVICES FOR BUNCE TOILET ROOM ADA IMPROVEMENTS

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of construction documents for Bunce toilet room ADA improvements, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Pazdera Architects** of Yardley, Pennsylvania in an amount not to exceed \$115,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Pazdera Architects for professional services to provide complete construction documents and construction administration services for the Bunce toilet room ADA improvements. Responses to the RFQ were received from Lammey & Giorgio, Costanza Spector Clauser Architects, as well as Pazdera Architects. Pazdera Architects was selected due to their knowledge of the building and its history and construction, and also due to Pazdera's successful ADA toilet room renovation work at Bozorth Hall.

RESOLUTION #19h

AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING FOR PROFESSIONAL SERVICES FOR ROBINSON TOILET ROOM ADA IMPROVEMENTS

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of construction documents for Robinson toilet room ADA improvements, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Rissi Associates Architects** of Wyncote, Pennsylvania in an amount not to exceed \$103,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Rissi Associates Architects for professional services to provide complete construction documents and construction administration services for the Robinson Toilet Room ADA Improvements. Responses to the RFQ were received from Lammey & Giorgio, Costanza Spector Clauser Architects, Spiezle Architectural Group and Pazdera Architects as well as from Rissi Associates. Rissi Associates was selected based on successful experience with this type of project. Because of their selection on other Rowan deferred maintenance projects during the same time period, Lammey & Giorgio and Spiezle Group were not considered due to common concerns about production capability.

RESOLUTION #19i

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR PROFESSIONAL SERVICES
FOR THE ELEVATOR REHABILITATION FOR FOUR BUILDINGS**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of construction documents for the elevator rehabilitation for four buildings, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Lamney & Giorgio** of Haddon Township, New Jersey in an amount not to exceed \$125,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Lamney & Giorgio for professional services to provide complete construction documents and construction administration services for the Elevator rehabilitation for four buildings. This project consists of rehabilitation of existing elevators in Bunce, Wilson, Robinson, and Westby Halls. Responses to the RFQ for the project were received from Lamney & Giorgio and from Costanza Spector Clauser Architects. Lamney & Giorgio was selected due to their superior experience with Elevator Rehabilitation.

RESOLUTION #19j

AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING FOR PROFESSIONAL SERVICES FOR WILSON TOILET ROOM ADA IMPROVEMENTS

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of construction documents for Wilson toilet room ADA improvements, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Spiezle Architectural Group** of Trenton, NJ in an amount not to exceed \$83,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Spiezle Architectural Group for professional services to provide complete construction documents and construction administration services for the Wilson Toilet Room ADA Improvements. Responses to the RFQ were received from Lammey & Giorgio, Costanza Spector Clauser, Rissi Associates and Pazdera Architects in addition to Spiezle Architectural Group. Spiezle was chosen due to their familiarity with the building and its systems.

RESOLUTION #19k

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR PROFESSIONAL SERVICES
FOR WESTBY TOILET ROOM ADA IMPROVEMENTS**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of construction documents for Westby toilet room ADA improvements, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Lammy & Giorgio** of Haddon Township, New Jersey in an amount not to exceed \$80,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Lammy & Giorgio for professional services to provide complete construction documents and construction administration services for the Westby Toilet Room ADA Improvements. Responses to the RFQ were received from Costanza Spector Clauser, Spiezle Architectural Group, Rissi Associates and Pazdera Architects in addition to Lammy & Giorgio. Lammy & Giorgio was selected due to their successful experience with this type of project and because they will be working in the building on the elevator rehabilitation.

RESOLUTION #191

AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING FOR PROFESSIONAL SERVICES FOR WILSON BRIDGE REPLACEMENT AND ADA IMPROVEMENTS

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional design services for the preparation of construction documents for Wilson Bridge Replacement and ADA improvements, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY08 with **Spiezle Architectural Group** of Trenton, New Jersey in an amount not to exceed \$83,000.

SUMMARY STATEMENT

This resolution authorizes contracting with Spiezle Architectural Group for professional services to provide complete construction documents and construction administration services for Wilson Bridge Replacement and ADA Improvements. Responses to the RFQ were also received from Lamme & Giorgio and Costanza Spector Clauser. Spiezle was selected due to their competence and lower fee.

RESOLUTION #19m

AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING FOR SOFTWARE MAINTENANCE AGREEMENT

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated, or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain Software Program, and

WHEREAS, the services rendered are exempt from public bidding pursuant to the Specialized Software Services exemption of N.J.S.A. 18A:64-56(a)(19), and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a contract for FY09 with **Sungard SCT** of Malvern, Pennsylvania in an amount not to exceed \$64,500.

SUMMARY STATEMENT

This resolution provides for the DegreeWorks software program upgrade for implementation with the Banner system. This software is a comprehensive web based academic and degree audit solution that helps students and advisors negotiate the curriculum requirements.

RESOLUTION #19n

**AMEND CONTRACT WITHOUT COMPETITIVE BIDDING
FOR PROFESSIONAL AUDITING SERVICES**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that contracts be made and awarded only by the state college/university after public advertising for bids and bidding therefor for contracts in excess of \$28,300, and

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-56, permits in certain specified instances that contracts may be made, negotiated or awarded by the state college/university by resolution of its Board of Trustees without public advertising for bids or bidding therefor, and

WHEREAS, the University has determined that it requires certain professional auditing services, and

WHEREAS, the services rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A. 18A:64-56(a)(1), and

WHEREAS, on September 19, 2007 the Board of Trustees approved a contract with Accume Partners in the amount of \$156,000, and

WHEREAS, on June 18, 2008 the Board of Trustees approved an increase to the original contract by \$125,000, and

WHEREAS, on September 10, 2008 the Board of Trustees approved an increase to the original contract by \$40,000, and

WHEREAS, it is necessary to increase the total authorization by the amount of \$22,000, and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expense authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to increase the FY08 contract with **Accume Partners** of Moorestown, New Jersey in an amount not to exceed \$343,000.

SUMMARY STATEMENT

This resolution provides for amendment to the professional auditing services contract with Accume Partners to increase the not-to-exceed contract amount to \$343,000.

12/10/08

RESOLUTION #20

**CHANGE ORDER TO CONSTRUCTION CONTRACT
FOR THE COGENERATION PLANT PROJECT**

WHEREAS, the State College Contracts Law, N.J.S.A. 18A:64-52 et seq., requires that every contract or agreement not otherwise exempt shall be made and awarded only by the state college/university after public advertising for bids and the receipt of bids therefor for contracts in excess of \$28,300, and

WHEREAS, the University invited the receipt of bids for the Cogeneration Plant project, and

WHEREAS, pursuant to the invitation, bids were received and a contract awarded to C & H Industrial Services Inc., and

WHEREAS, the need for a change order has been determined, and

WHEREAS, the Vice President for Administration and Finance has certified that there are sufficient budgeted funds available to pay the expenses authorized herein

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to amend the FY2007 contract with C & H Industrial Inc. to a total amount not to exceed \$7,013,681.67.

Base Bid and Purchase Order	\$6,344,000.00
Approved Change Orders to Date	\$623,064.30
This Change Order (#11)	<u>\$46,617.37</u>
Total	\$7,013,681.67

SUMMARY STATEMENT

This resolution allows for the payment of additional scope due to field conditions and equipment interconnection problems which caused additional scope for Cogeneration. This resolution provides for amendment to the original construction contract amount to incorporate change orders in the amount of \$46,617.37 which exceeds 10% of original contract amount of \$6,344,000.00. Previously executed change orders had brought the total contract value to \$6,967,064.30 (9.80% above the original contract amount).