

ROWAN UNIVERSITY
BOARD OF TRUSTEES MEETING

JUNE 10, 2009

AGENDA

SCHEDULE

3 p.m.

CLOSED AND PUBLIC SESSIONS

Rowan University
Camden Campus Snack Bar

CALL TO ORDER

OPEN PUBLIC MEETINGS ACT STATEMENT

MOTION TO GO INTO CLOSED SESSION (IF NECESSARY)

5th Floor Conference Room
Camden Campus

Personnel and Litigation Matters

RETURN TO PUBLIC SESSION

APPROVAL OF MINUTES FOR APRIL 15, 2009

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. | PROMOTIONS | RESOLUTION #2a-b |
| C. | REAPPOINTMENT OF FACULTY AND PROFESSIONAL STAFF TO FOURTH, FIFTH AND SIXTH YEAR CONTRACTS | RESOLUTION #3 |

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|----|--|-------------------|
| D. | REAPPOINTMENT OF PROFESSIONAL STAFF BEYOND THE PROBATIONARY PERIOD | RESOLUTION #4 |
| E. | APPROVAL OF EMPLOYMENT CONTRACTS FOR MANAGERS | RESOLUTION #5 |
| F. | APPOINTMENTS TO THE SOUTH JERSEY TECHNOLOGY PARK AT ROWAN UNIVERSITY BOARD OF DIRECTORS | RESOLUTION #6 |
| G. | RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN UNIVERSITY DECLARING ITS OFFICIAL INTENT TO REQUEST REIMBURSEMENT FOR PROJECT COSTS FROM PROCEEDS OF DEBT OBLIGATIONS | RESOLUTION #7 |
| H. | APPROVAL OF APPRAISERS OF RECORD | RESOLUTION #8 |
| I. | APPROVAL TO DEMOLISH AND DISPOSE OF PROPERTY OWNED BY THE UNIVERSITY | RESOLUTION #9 |
| J. | APPROVAL OF TITLE COMPANIES OF RECORD | RESOLUTION #10 |
| K. | APPROVAL OF REVISION OF PARKING AND TRAFFIC RULES AND REGULATIONS | RESOLUTION #11 |
| L. | AWARDING AND AMENDING OF CONTRACTS WITHOUT COMPETITIVE BIDDING
a. Solar Turbine, Inc.
b. Collection Services for Student Loans
c. Specialized Materials and Library Services
d. Hershey Systems
e. Capehart & Scatchard, P.A. | RESOLUTION #12a-e |
| M. | RESCISSION OF RESOLUTION #11b ADOPTED FEBRUARY 18, 2009 | RESOLUTION #13 |

PUBLIC COMMENTS

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

OLD BUSINESS

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>				
*Audio, Regina	M.A.	Instructor	Public Relations/Advertising	9/1/09-6/30/10
‡Babb, Tracie	Ph.D.	Assistant Professor	Public Relations/Advertising	9/1/09-6/30/10
‡Balicky, Thomas	M.A.	Assistant Director	St.Affairs/St.Activities	6/15/09-6/30/10
*Brown, Ainslie	M.A.	Instructor	Writing Arts	9/1/09-6/30/10
Conradi, Janet	M.A.	Assistant Professor	Art	9/1/09-6/30/10
*Cook, William	B.A.	PSS3	CPCE	7/1/09-6/30/10
*Ford, Deanna	B.A.	PSS4	College of Fine & Perf. Arts	7/1/09-6/30/10
*+Hegel, Mary Elizabeth	M.A.	PSS2	McSiip	7/1/09-6/30/10
*Kain, Benjamin	Ph.D.	Assistant Professor	Physics and Astronomy	9/1/09-6/30/10
‡Kopp, Andrew M., Jr.	Ph.D.	Assistant Professor	Writing Arts	9/1/09-6/30/10
Lancetta, Patrick	B.S.	Asst. Football Coach	Athletics	7/1/09-6/30/10
*Mangini, Sabatino	Ph.D.	Assistant Professor	Writing Arts	9/1/09-6/30/10
Markowitz, Lawrence	Ph.D.	Assistant Professor	Political Science	9/1/09-6/30/10
*Miloszewski, Marisa	M.B.A.	Instructor	Public Relations/Advertising	9/1/09-6/30/10
*+Murphy, Jennifer	A.A.	Program Assistant	McSiip	7/1/09-6/30/10
Newland, Robert	Ph.D.	Interim Assoc. Dean	Liberal Arts and Sciences	7/1/09-6/30/10
Perrone, Andrew	M.A.	Assistant Director	Service Learning & Volunteerism	7/6/09-6/30/10
*Peters, Kimberlee	M.A.	Instructor	Writing Arts	9/1/09-6/30/10
‡Roh, James	Ph.D.	Assistant Professor	Mgmt. and Entrepreneurship	9/1/09-6/30/10
*Smith, Sandra Wilson	Ph.D.	Assistant Professor	Writing Arts	9/1/09-6/30/10
‡Thayasivam, Umashanger	M.Sc.	Assistant Professor	Mathematics	9/1/09-6/30/10
*Wright, Anna	B.A.	PSS3	CPCE	7/1/09-6/30/10
‡Zhang, Mei	Ph.D.	Assistant Professor	Accounting and Finance	9/1/09-6/30/10
<u>TEMPORARY PART TIME</u>				
Adams, Kelly	M.A.		Writing Arts	9/1/09-6/30/10
Bateman, Linda	M.A.		Writing Arts	9/1/09-6/30/10
Kiesel, Ernest	M.B.A.		Mgmt. and Entrepreneurship	9/1/09-6/30/10
Marshall, Pamela	M.A.		Communication Studies	9/1/09-6/30/10
<u>ADJUNCTS</u>				
Dawson, Roy	Ed.D.		Educational Leadership	
Hargesheimer, Sandra	M.A.		Psychology	
Kilic, Jennifer	B.S.		Biological Sciences	
Moore, Robin	Ed.D.		Educational Leadership	
Pourkay, Forouza	Ph.D.		College of Engineering	
Sarruda, James	Ed.D.		Educational Leadership	
Unkle, David	M.S.N.		CPCE	

(continued)

RESOLUTION #1 (continued)

RESEARCH ASSISTANT

+Parisi, Matthew	B.S.	College of Engineering	1/20/09-6/30/09
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RETIREMENT

Harper, Jay		Liberal Arts & Sciences	7/5/09
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RESIGNATIONS

McCannon, Afrodesia		English	6/30/09
Meller, Wendy		College of Education	6/30/09
Penrod, Diane		Writing Arts	9/1/09
Santangelo, Tanya		Spec.Ed.Serv./Instruction	6/30/09

AMENDMENTS

Monahan, Thomas – Retirement changed from June 30, 2009 to September 1, 2009.

Ramanujachary, Kandalam – Sabbatical leave changed from AY 2009-2010 to AY 2010-2011.

Slater, Stewart – Sabbatical leave changed from AY 2009-2010 to AY 2010-2011.

Von Lockette, Paris – Sabbatical changed from AY 2009-2010 to AY 2010-2011.

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

RESOLUTION #2a

PROMOTIONS TO THE RANK OF PROFESSOR

THEREFORE BE IT RESOLVED that the following members of the faculty of Rowan University be approved for promotion to the rank of Professor, effective September 1, 2009, subject to the availability of funds.

Banutu-Gomez, Michael	Management/MIS
Hassen, Abdulkadir	Mathematics
Lobo, Andrea	Computer Science
Mandayam, Shreekanth	Electrical and Computer Engineering
Nguyen, Hieu	Mathematics
Stieber, Marian	Music
Wang, Youru	Philosophy and Religion
Williams, Barbara Bole	Special Ed.Services/Instruction

RESOLUTION #2b

PROMOTIONS TO THE RANK OF ASSOCIATE PROFESSOR

THEREFORE BE IT RESOLVED that the following members of the faculty of Rowan University be approved for promotion to the rank of Associate Professor, effective September 1, 2009, subject to the availability of funds.

Angelone, Bonnie	Psychology
Bae-Suh, Soyoun	Teacher Education
Browne, Susan	Reading
Courtney, Jennifer	Writing Arts
Elkins, Leslie	Theatre/Dance
Gess, Denise	Writing Arts
Kelley, Candace	Journalism
Manley, Marilyn	Foreign Languages/Literatures
Popa, Clara	Communication Studies
Riddell, William	Civil & Environmental Engineering
Simone, Maria	Communication Studies
Sullivan, David	Theatre/Dance
Wassell, Beth	Teacher Education
Zeke, Ieva	Sociology

RESOLUTION #3

**REAPPOINTMENT OF FACULTY AND PROFESSIONAL STAFF TO
FOURTH, FIFTH AND SIXTH YEAR CONTRACTS**

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

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

OFF-CYCLE

Sixth Year Contract with Tenure (2009-2010)

Hottle, Andrew	Art
Lund, Matthew	Philosophy/Religion

Fourth Year Contract (Third Year of Service – 2009-2010)

Michele DiCorcia	Health and Exercise Science
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REGULAR CYCLE

Fifth Year Contracts (Third Year of Service – 2010-2011)

Faculty

Adams, Markham	Art
Chen, Xiufang	Reading
Cone, Theresa	Health and Exercise Science
Crumrine, Patrick	Biological Sciences
Dammers, Richard	Music
Lee, Valarie	Reading
Mugweru, Amos	Chemistry and Biochemistry
Nicolae, Diana	Radio/TV/Film
Stroope, Randall	Music
Thompson, Carol	Foundations of Education
Thwing, Jennie	Art
Viator, Martha	Teacher Education
Wolff, William	Writing Arts

Fifth Year Contracts (Third Year of Service – 2010-2011)

Professional Staff

Arroyo, Mayra	EOF/MAP
Cohen, Stephanie	Development Office
Davidson, Christina	Alumni Relations Office
Pimpinella, Steven	University Publications
Talsania, Kenur	Instructional Technology Services
Von Franzke (Baals), Barbara	Media and Public Relations
Waddington, James	Residential Learning/Univ.Housing

RESOLUTION #4

**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 reappointment to a multi-year contract

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

2010-2011 through 2013-2014

Margolis, Jeffrey	Student Services Center
Tran, Jay-Manh	Camden Campus

2010-2011 through 2014-2015

Cleveland, Stuart	Network and System Services
Kammer, Cynthia	Counseling and Psychological Services Ctr.
Lewis, Jeanne	Office of Admissions
O'Leary, Kathleen	Fine and Performing Arts
Quigley, Patricia	Media and Public Relations
Sahm, Georgette	Instructional Technology Services
Schmelz, Nicholas	Student Services Center
Siefring, Karen	Rohrer College of Business

RESOLUTION #5

APPROVAL OF EMPLOYMENT CONTRACTS FOR MANAGERS

WHEREAS, New Jersey statutes, N.J.S.A.18A:3B-6 and N.J.S.A.18A:64-6 provide the boards of trustees of New Jersey state colleges and universities with general powers of supervision over the institutions, and

WHEREAS, on June 18, 2008 the Rowan University Board of Trustees approved Employment Contracts for Managers, reappointing managers upon the recommendation of the president, to a contract of up to one year, as specified in their individual letters of appointment, and

WHEREAS, the performance of the following members of the managerial staff of the University has been evaluated, and

WHEREAS, their performance was determined to be at the level to warrant a recommendation for reappointment

THEREFORE BE IT RESOLVED that the Board of Trustees of Rowan University offers to the following managerial staff listed on Attachment A, a six-month or one-year contract, effective September 1, 2009 to February 28, 2010 for six-month contracts and September 1, 2009 to August 31, 2010 for one-year contracts.

Attachment A

Arnold, Lorin B.	Lovegrove, James	Turner, Vanetta
Arnott, Melissa	Marshall, Lori	Uzcategui-Gaymon, James M.
Au, Hoi-Yi Valerie	McCall, Maria	Van Brunt, Margaret
Ayres, Sally	McCall, Sally	Veacock, Peggy
Baglio, John	McCargo, Donavan Dupree	Velez-Yelin, Johanna
Bell, Jennifer L.	McCombs, Tyrone	Wadleigh, Richard
Betts, Albert	McPherson-Barnes, Penny E.	Wagener, Mark
Blow, Dennis	McRae, Mary R.	Whitham, Bruce Alan
Brodie, Jean Bullock	Milligan, Carolyn	Wilson, Virginia R.
Cardona, Jose D.	Mordosky, Anthony J.	Woodruff, John
Cart, Jon Robert	Morrow, Eileen M.	Zazzali, Robert
Chin, Steven	Mulligan, Joseph I.	
Cloyd, Melanie Knudsen	Negro, Pamela M.	
Cucinotta, Martha	Newell, James	
Damminger, Joanne K.	Nurkowski, Lucia	
Davis, John A.	Pati, Niranjan	
Deehan, Christine	Perry, Jill Ann	
DiNovi, Kristen N.	Peterson, Julie	
Dorland, Dianne	Piddington, Sarah E.	
Drury, Thomas J.	Pillay, Gautam	
Eigenbrot, Edwin C.	Pinder, Anne Clare	
English, Redmond Stanley	Pinocci, Tina M.	
Faison, Christy	Pontes, Nancy M. H.	
Farney, Steven C.	Potter, Gregory	
Fisher, Joanne	Previti, Diane	
Francesconi-Epifani, Michele	Reeve, Julia	
Frierson, Muriel	Rolon, Annabel	
Gallia, Thomas	Rowan, Janice	
Gandy, Kyle A.	Rozanski, Kathy	
Gilmore, Lewis	Rubenstein, David	
Giunta, Karen	Schoen, Margaret M.	
Gollihur, Rebecca J.	Scott, Eileen	
Gruber, Carol Ann	Scully, Joseph F.	
Hale, Richard N.	Sharp, Carol	
Harris, Michael E.	Showers, Mark	
Henderson, James Andrew	Smith, Edward C.	
Hogan, Frank	Snyder, Richard	
Houshmand, Ali Asghar	Solomen, Joy L.	
Jones, Richard Lamar	Sosa, Horacio A.	
Jordan-Cox, Carmen	Steele, Juanita	
Antoinette	Sullivan-Williams, Lizziel	
Klein, Bruce E.	Sweeten, Linda C.	
Kleva, Barbara M.	Tallarida, Ronald Joseph	
Kuerzi, Kenneth L.	Tavarez, Luis A.	
Kuhlen, John	Taylor, Tyrone R.	
Lalovic-Hand, Mira	Thompson, Edward James	
Law, Frances	Tiemann, Marie Kathryn	
Layton, Reed W.	Toporski, Neil F.	

RESOLUTION #6

**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.

Edward Samuel
Student Representative
Rohrer College of Business

George Demetrius Lecakes, Jr.
Student Representative
College of Engineering

RESOLUTION #7

RESOLUTION OF THE BOARD OF TRUSTEES OF ROWAN UNIVERSITY DECLARING ITS OFFICIAL INTENT TO REQUEST REIMBURSEMENT FOR PROJECT COSTS FROM PROCEEDS OF DEBT OBLIGATIONS

WHEREAS, Rowan University (the "Borrower") intends to initiate the programming, design, and construction of various projects, including, among others, the Camden Bank property fit-out, repair and FF&E; landscaping and campus branding; pedestrian safety and parking improvements; Hollybush renovations; the teamhouse addition; west campus improvements; campus wireless networking; fire and health safety conditions; student housing studies; South Jersey Tech Park fitout; the purchase of Steinway pianos; and additional improvements to campus infrastructure, deferred maintenance and capital renewal of existing buildings, and

WHEREAS, the Borrower reasonably expects to finance the Projects on a long-term basis pursuant to a Lease Agreement with the New Jersey Educational Facilities Authority (the "Authority"), and

WHEREAS, the Borrower may pay for certain costs of the Projects prior to the time such loan is made to the Borrower by the Authority and prior to the time interim debt, if any, is incurred by the Borrower for Project Costs, and therefore, Project Costs may be paid with funds of the Borrowers which are not borrowed funds, and

WHEREAS, the Authority reasonably anticipates that it will finance the Lease Agreement with the Borrower with obligations of the Authority, the interest on which is excluded from gross income from Section 103 of the Internal Revenue Code of 1986, as amended for purposes of Federal income taxation

THEREFORE BE IT RESOLVED by the Board of Trustees of Rowan University as follows:

SECTION 1. The Borrower reasonably expects to request reimbursement of the Project Costs paid prior to the issuance of the Project Bonds and any interim borrowing of the Borrower with proceeds of Project Bonds to be issued by the Authority.

SECTION 2. In accordance with Treasury Regulations, Section 1.150-2, this resolution is intended to be and hereby is a declaration of the Borrower's official intent to request reimbursement of Project Costs paid prior to the issuance of the Project Bonds and any interim borrowing to be incurred by the Borrower.

(continued)

RESOLUTION #7 (continued)

SECTION 3. The maximum principal amount of the Project Bonds expected to be issued to finance the Project Costs, including amounts to be used to reimburse the expenditure of Project Costs which are paid prior to the issuance of the Project Bonds, will be determined pursuant to a future Board Resolution.

SECTION 4. This resolution will take effect immediately.

SUMMARY STATEMENT

This resolution allows the University to reimburse itself from debt obligation proceeds for project costs arising before the issuance of bonds. The University normally spends less than 10% of total project cost prior to bond issuance.

RESOLUTION #8

APPROVAL OF APPRAISERS OF RECORD

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 Appraisal Services, and

WHEREAS, such services rendered are exempt from public bidding pursuant to the Professional Services exemption of N.J.S.A 18A:64-56(a)(1), however the University did elect to solicit in the newspaper of record for interested firms to submit their qualifications in order for the University to establish an annual list of Appraisers of Record; and

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

WHEREAS, the Vice President for Administration and Finance anticipates that there will be sufficient budgeted funds available to pay the expense authorized herein within the pending FY10 budget

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into contracts for FY2010 in an amount not to exceed \$50,000 with the following listed Appraisers of Record upon approval of the FY10 budget and certification of funds by the Vice President for Administration and Finance:

Steven W. Bartelt, MAI, Turnersville, NJ 08012
NorthStar Appraisal Company, Bellmawr, NJ 08221
United Appraisal Services, LLC, Cherry Hill, NJ 08034
J. McHale & Associates, Inc., Mt. Laurel, NJ 08054
Curran Reality Advisors, Princeton, NJ 08542
Edward T. Molonari, SRA, Woodbury, NJ 08096
Aspen Valuation Group, LLC, Medford, NJ 08055
T.W. Sheehan & Associates, LLC, Cherry Hill, NJ 08002
ARD Appraisal Company, Clark, NJ 07066

(continued)

RESOLUTION #8 (continued)

SUMMARY STATEMENT

This resolution establishes an approved list of Appraisers of Records for appraisal services for real property. These appraisers responded to RFQ's for professional appraisal services and will work on an "as needed basis."

RESOLUTION #9

**APPROVAL TO DEMOLISH
AND DISPOSE OF PROPERTY OWNED BY THE UNIVERISTY**

WHEREAS, the University has inspected the structures listed below and has determined that these structures are not salvageable and recommends to the Board of Trustees that they should be demolished and disposed of, and

WHEREAS, N.J.S.A. 18A:64-6(q) authorizes the Board of Trustees to dispose of University property

THEREFORE BE IT RESOLVED that the Board of Trustees authorizes the demolition of the structures listed below as being not needed for University purposes, disposition shall be conducted in the manner specifically set forth in N.J.S.A. 18A:64-6(q).

SUMMARY STATEMENT

This resolution provides a listing of property structures determined to be of no value to the University and therefore be scheduled to be demolished:

317-319 Mullica Hill Road, Glassboro (Block 363, Lot 1.02)
31 Carpenter Street, Glassboro (Block 1, lot 16)
35 Carpenter Street, Glassboro (Block 1, Lot 17)
37 Carpenter Street, Glassboro (Block 1, Lot 17.1)
45 Carpenter Street, Glassboro (Block 1, Lot 18)

RESOLUTION #10

APPROVAL OF TITLE COMPANIES OF RECORD

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 Title Company 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), however the University did elect to solicit in the newspaper of record for interested firms to submit their qualifications in order for the University to establish an annual list of Title Companies of Record, and

WHEREAS, the title companies listed below have met the qualifications, and

WHEREAS, the Vice President for Administration and Finance certifies that there will be sufficient budgeted funds available to pay the expense authorized herein within the pending FY10 budget

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into contracts for FY10 in an amount not to exceed \$50,000 with the following Title Companies of Record upon the approval of the FY10 budget and certification of funds by the Vice President for Administration and Finance:

L & E Title Services, Mt. Laurel, NJ 08054
McCollum Insurance, Camden, NJ 08105
Surety Title Corporation, Marlton, NJ 08053
Title America Agency Corp., Berlin, NJ 08009

SUMMARY STATEMENT

This resolution provides for an approved list of Title Companies of Records for title services for real property. These title companies responded to RFQ's for professional title company services and will work on an "as needed basis."

6/10/09

RESOLUTION #11

APPROVAL OF REVISION OF PARKING AND TRAFFIC RULES AND REGULATIONS

WHEREAS, the Board of Trustees of Rowan University is vested by law with general supervision of the University within general policies and guidelines pursuant to N.J.S.A. 18A-64 et seq., and

WHEREAS, the Board of Trustees shall have the power and duty to determine policies for the organization, administration and development of the University, and

WHEREAS, the Board of Trustees most recently approved parking and traffic rules and regulations in 2004, and revised parking permit fees in 2006, and

WHEREAS, the Board of Trustees recognizes that parking is a privilege, and that current parking permit fees do not reflect the true cost of providing, operating, and maintaining parking facilities, and

WHEREAS, the Board of Trustees has determined the need for revising parking and traffic rules, regulations and fees, and

WHEREAS, the Board of Trustees recognizes that gradual, predictable rate increases for parking fees are preferred over dramatic one-time increases, and

WHEREAS, the Board of Trustees has determined that revisions to the existing administrative rules and regulations are necessary and proper for the administration and operation of the University pursuant to N.J.S.A. 18A:3B-6b; N.J.S.A. 18A: 64-3, N.J.S.A. 18A: 64-6(m); N.J.S.A. 18A: 64-7 and N.J.S.A. 18A: 64-18c.

THEREFORE BE IT RESOLVED that the attached rules and regulations are authorized and approved.

SUMMARY STATEMENT

This resolution reiterates and codifies the University's authority to adopt rules and regulations governing the parking and movement of vehicles on property owned or controlled by Rowan University, and provides for fee increases to become effective September 1, 2009, with fixed increases to be implemented annually over the next four academic years.

Rowan University Parking Rules and Regulations

Rules and Regulations

Parking and traffic rules and regulations are in effect at all times unless otherwise noted.

All students, faculty and staff, contract workers, visitors, and guests who park a vehicle in an unmetered lot or garage on campus must have a properly displayed and valid parking permit or parking pass.

Temporary or visitor permits are available from the Welcome Gates or the Parking Services Office in Bole Annex. Persons needing a temporary permit after business hours may obtain one from the Public Safety Communications Office in Bole Annex.

Annual parking permits are obtained using an online process at www.thepermitstore.com/

Note: A parking permit or pass does not guarantee you a parking space.

All vehicles must be parked properly within a designated lined space.

Freshman students living on campus are not permitted to purchase a permit or park on campus unless they are employed off-campus. Contact Parking Services for verification procedures.

Permit and Lot designations include "Employee," "Commuter Student," "Resident Student," and "Recreation Center." For parking permit purposes, adjunct faculty, graduate assistants, and residence hall directors are considered "employees."

- A. Employee lots are reserved for employees with employee permits. They include Lots A-1, B-1, E, G, H, M, P, U, and Z-1. Employees may park in student lots if the adjacent employee lot is full.
- B. Commuter lots are reserved for commuter students with commuter permits. They include Lots A, C, D, M-1, R, & Y. There is no parking allowed in Commuter lots from 12:00 midnight to 6:00 am.
- C. Resident lots are reserved for resident students with resident permits. They include lots at the Triad, Mansion Park, Edgewood Park, and Chestnut, B, J, and Parking Garage.
- D. Recreation Center members not otherwise affiliated with the University may park in Lot M from 6:00 a.m. to 7:00 a.m., and Lots B or C at other times.
- E. Evening students with a valid permit may use Employee Lots H, P and Z-1 between 4:30 p.m. to 12:00 midnight, Monday through Friday.

Excessive or Unresolved Parking Tickets: Any vehicle receiving three or more tickets within an academic year is subject to being towed or immobilized. Additionally, students

may be referred to the Dean of Students for disciplinary action. Any vehicle parked in such a manner as to interfere with or obstruct university operations may be towed from the campus without warning.

Note: The person to whom a vehicle is registered may be held responsible for any parking or traffic penalties or any liability or damage in which the vehicle is involved.

Transferability Rules: The Parking Services Office issues one parking permit per parking patron. The permit is transferable to any vehicle owned or controlled by the permit holder. You may have up to three vehicles registered at one time. All vehicles displaying the permit must be registered with the parking system. Permits may not be transferred, lent or sold by a permit holder under any other circumstances.

Displaying the Parking Permit: The permit must be displayed in the bottom *left corner* of the driver's side rear window. If not available, place in the back window in the bottom left corner. The permit must be permanently adhered to the window.

Lost or Stolen Parking Permits: Employees, students, or others reporting a lost or stolen permit are responsible for the replacement cost.

Special Needs: Persons with special parking needs should notify the Parking Services Office for assistance.

Accidents, dangerous conditions, or other parking problems should be reported to the Public Safety Department at 856-256-4911.

Handicapped Parking spaces are reserved for handicapped persons displaying a legal, state-issued handicapped permit. These permits must be obtained through the New Jersey Motor Vehicle Commission (or equivalent agency from other states). Temporary handicapped permits may be obtained through your local police department with appropriate medical certification. Persons parking in a designed handicapped parking space on University grounds must also have a valid Rowan University parking permit or temporary pass.

Overnight Parking is for Resident Students is limited to the following lots: Triad, Mansion Park, Edgewood Park, Chestnut, and Lots B, J, and the parking garage. Non-resident students may park overnight in the parking garage if they purchase a garage parking permit (on a space-available basis).

Motorcycles are considered the same as an automobile. If you are registering a motorcycle, please contact the parking services staff to determine the proper permit display method for this type of vehicle.

Temporary Parking Permits: Parking patrons who have forgotten their permit may obtain a temporary permit from the Welcome Gates, the Parking Services Office in Bole Annex or the Public Safety Communications Center in Bole Annex after business hours.

Solicitation Prohibited: No leafleting or solicitation is permitted in the parking lots of Rowan University.

Abandoned Vehicles: All vehicles parking on campus must be in working condition, display a valid state license plate and, where required, a valid inspection sticker.

Reserved Parking: Reserved parking is available for a fee to senior managerial staff at the level of Dean / Associate Vice President / Associate Provost, or above.

Processing of Violations:

All students, faculty and staff, contract workers, visitors, and guests are responsible for all fines due to illegal parking. Tickets can be appealed by following the procedures noted below. Fines may be paid online at www.scapay.com or mailed to The Permit Store, PO Box 2358, Santa Barbara, CA 93120-2358. All checks must be made out to “The Permit Store” and must include the citation number and/or license plate number when mailing payment.

All unresolved fines must be paid within 20 days of receiving the ticket.

Failure to resolve unpaid parking tickets may include the following actions:

- Denial of University services
- Your vehicle being placed on a tow list
- Your parking privileges will be revoked
- Future parking permits will be denied until all outstanding violations are resolved
- Your information may be turned over to a collection or state agency for collection efforts

Note: Payment arrangements may be made in lieu of suspension or revocation of parking services.

Fees and Violations:

Permit Fees:

Category	AY 09-10	AY 10-11	AY 11-12	AY 12-13
Commuter student	\$ 60 / year	\$ 80 / year	\$ 100 / year	\$ 120 / year
Resident / Overnight student	\$ 80 / year	\$ 120 / year	\$ 160 / year	\$ 200 / year
Garage	\$ 40 / semester	\$ 80 / semester	\$ 120 / semester	\$ 160 / semester
Vendor/contract employees Recreation Center members	\$ 20 / year	\$ 40 / year	\$60 / year	\$ 80 / year
Senior-Level Managers (Deans, AVPs, and above)	\$100 / year	\$ 150 / year	\$ 200 / year	\$ 250 / year

Violations:

Violation	Violation Fee
Parking in Handicapped space without proper permit	\$ 250.00
Displaying a stolen or counterfeit parking permit	\$ 250.00 <i>Will also result in referral to the appropriate disciplinary committee and/or criminal charges, towing, or immobilization.</i>
Administrative Violations, including: <ul style="list-style-type: none">• Failure to obey parking instructions as given by a Public Safety / Parking Officer• Parking in other than a designated space• Parking in other than a designated lot• Failure to obey regulatory signs• Failure to properly display a valid permit• Parking on sidewalks or landscaped areas• Blocking, moving, or parking within Rowan University barricades	\$ 40 (with valid Rowan University parking permit displayed) \$ 60 (without valid Rowan University parking permit properly displayed)
Moving Violations, including: <ul style="list-style-type: none">• Failure to obey traffic instructions as given by a Public Safety / Parking Officer• Driving on sidewalks or landscaped areas• Failure to obey 15 mph speed limit• Reckless or careless driving	\$ 40 (with valid Rowan University parking permit displayed) \$ 60 (without valid Rowan University parking permit properly displayed)

Appeals:

Appeal Process for Rowan University Citations (Administrative Citations)

If you feel a citation was issued in error, you may appeal the administrative citation in writing at www.scapay.com within ten (10) days. Parking Services does not accept appeals later than ten (10) days. Any appeal not done at www.scapay.com will not be accepted. There are no “in-person” appeals.

The supervisor in the parking services office will review written appeals then forward the appeal to the Parking Appeals Committee for further review. The Parking Appeals Committee consists of a student, faculty and staff member. The Parking Appeals Committee will notify you via email of their decision. If you disagree with the decision of an appeal, you have five (5) days to request that your appeal be reviewed again by the Parking Appeals Committee by emailing parkingservices@rowan.edu. The Parking Appeals Committee is the final authority for resolving appealed tickets.

Appeal Process for Municipal Citations

Municipal citations (summons) must be addressed at the municipal court listed on the summons.

Disclaimer

Rowan University nor any of its officers, directors, employees, or student workers assumes any liability for damage to, or theft of, property or motor vehicles or personal injury on campus.

Rowan University reserves the right to modify or change these rules and regulations under existing guidelines as deemed necessary.

Legal Authority

These administrative rules and regulations are necessary and proper for the administration and operation of the University and have been adopted and promulgated in accordance with a resolution of the Board of Trustees of Rowan University #8 adopted on April 28, 2004 pursuant to N.J.S.A. 18A:3B-6b; N.J.S.A. 18A: 64-3, N.J.S.A. 18A: 64-6(m); N.J.S.A. 18A: 64-7 and N.J.S.A. 18A: 64-18c.

Student Ticket Writers, Security Guards, Security Officers, Police Officers, and supervisory and administrative staff members of the public safety department are authorized by the Board of Trustees to write administrative tickets on behalf of Rowan University and enforce these rules and regulations.

Pursuant to 18A:6-4.7 University Police Officers are additionally authorized to issue municipal tickets (summons) for violations of the Motor Vehicle and Traffic Laws of the State of New Jersey (N.J.S.A. Title 39).

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR COGENERATION TURBINE GENERATOR SERVICE CONTRACT**

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 service agreement for the cogeneration turbine generators, and

WHEREAS, the University has negotiated a five-year service agreement for the cogeneration turbine generators, and

WHEREAS, the service agreement contract is exempt from public bidding pursuant to the Sole Source exemption of N.J.S.A. 18A:64-56(a)(3), and

WHEREAS, the Vice President for Administration and Finance anticipates that there will be sufficient budgeted funds available to pay the expense authorized herein within the pending FY10 budget

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into a five-year contract for FY10-14 with **Solar Turbines, Inc.** of San Diego, California in an amount not to exceed \$271,752 per year upon the approval of the budget and certification of funds by the Vice President for Administration and Finance.

SUMMARY STATEMENT

This resolution provides for the award of a five-year service agreement with Solar Turbines Inc. (sole source) in the amount of \$271,752 per year for five years.

6/10/09

RESOLUTION #12b

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR COLLECTION SERVICES FOR STUDENT LOANS**

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 Collection Services for Student Loans, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the Collection Services exemption of N.J.S.A. 18A:64-56(a)(14), and

WHEREAS, the Vice President for Administration and Finance certifies that there will be sufficient budgeted funds available to pay the expense authorized herein within the pending FY10 budget

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into contracts for FY10 in an amount not to exceed in total \$58,500 with the following vendors upon the approval of the FY10 budget and the certification of funds by the Vice President for Administration and Finance:

Campus Partners	\$25,000
Credit America	\$ 3,000
Eastern Revenue	\$10,500
Immediate Credit Recovery	\$10,000
Progressive Financial Services	\$10,000

SUMMARY STATEMENT

The fees paid to the collection agencies are based on a percentage of delinquent accounts collected. An account is turned over for collection once all internal methods of collection are exhausted. The period covered for this contract is July 1, 2009 to June 30, 2010.

6/10/09

RESOLUTION #12c

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR LIBRARY MATERIALS AND SPECIALIZED LIBRARY 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 Library Materials and Specialized Library Services, and

WHEREAS, the services to be rendered are exempt from Public bidding pursuant to the Specialized Library Services exemption of N.J.S.A. 18A:64-56(a)(6), and

WHEREAS, the Vice President for Administration and Finance anticipates that there will be sufficient budgeted funds available to pay the expense authorized herein within the pending FY10 budget

THEREFORE BE IT RESOLVED by the Board of Trustees that the Vice President for Administration and Finance be authorized to enter into contracts for FY10 in an amount not to exceed \$1,800,000 in total with the following vendors upon the approval of the FY10 budget and certification of funds by the Vice President for Administration and Finance:

American Chemical	\$ 50,000
Ebsco	\$500,000
Elsevier	\$185,000
Ex Libris	\$ 85,000
HF Group	\$ 40,000
IEEE	\$ 60,000
JSTOR	\$ 60,000
Lyrasis	\$250,000
Proquest	\$ 45,000
Standard & Poor's	\$ 30,000
VALE (c/o Wm Paterson Univ)	\$185,000
Yankee Book Peddler	\$310,000

(continued)

RESOLUTION #12c (continued)

SUMMARY STATEMENT

This resolution provides for the awarding of contracts with a specific group of vendors for library materials and specialized library services. The period covered for these contracts is July 1, 2009 to June 30, 2010.

RESOLUTION #12d

**AWARD OF CONTRACT WITHOUT COMPETITIVE BIDDING
FOR SOFTWARE MAINTENANCE AND SUPPORT**

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 Specialized Software Services, and

WHEREAS, the services to be rendered are exempt from public bidding pursuant to the 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 **Hershey Systems** of Santa Fe Springs, California in an amount not to exceed \$59,900.

SUMMARY STATEMENT

This resolution provides for the purchase of the Singularity Enterprise Suite Upgrade to existing software for document management.

RESOLUTION #12e

**AMEND CONTRACT WITHOUT COMPETITIVE BIDDING
FOR LEGAL 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 legal services related to specific litigation involving Rowan Hall, 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 law firm of Capehart & Scatchard was engaged to represent Rowan in litigation concerning Rowan Hall, and

WHEREAS, on September 10, 2008 the Board of Trustees approved an increase in the previously approved contract amount of \$50,000 in an amount not to exceed \$150,000

WHEREAS, it is necessary to increase the total authorization by the amount of \$50,000, 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 **Capehart & Scatchard, P.A.** of Mt. Laurel, New Jersey to an amount not to exceed \$200,000.

SUMMARY STATEMENT

This resolution authorizes payment to the law firm of Capehart & Scatchard for legal services concerning litigation involving Rowan Hall in an amount not to exceed \$200,000.

RESOLUTION #13

RESCISSION OF RESOLUTION 11b ADOPTED FEBRUARY 18, 2009

WHEREAS, on February 18, 2009 the Board of Trustees adopted Resolution #11b to award a contract to Sora Holdings, LLC, without competitive bidding, for supply and installation of appliances and security systems for new student housing located at the Rowan Boulevard Project, and

WHEREAS, subsequent to the adoption of said Resolution it has been determined that the appliances and security systems will not be purchased through Sora Holdings, LLC, but rather will be purchased directly by the University, and

WHEREAS, because of such determination, Resolution #11b no longer is effective

THEREFORE BE IT RESOLVED that the Board of Trustees rescinds Resolution #11b adopted by the Board on February 18, 2009, and directs that the said Resolution shall have no force and effect.

SUMMARY STATEMENT

This Resolution rescinds a previously adopted resolution that contemplated a purchase of appliances and systems through Sora Holdings, LLC, the builder/owner of the new student housing located in the Rowan Boulevard Project, for the reason that the University intends to purchase the necessary appliances and security systems directly.