

New Jersey EACUBO Sub-Region

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Spring Workshop

# Training for the Changing Higher Education Environment



April 28, 2010

Mercer County Community College  
Conference Center  
West Windsor, New Jersey

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EACUBO  
New Jersey Sub-Region  
c/o Stephen Bolyai  
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Wayne NJ 07474-0913

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U.S. POSTAGE  
**PAID**  
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**EACUBO New Jersey Sub-Region**

Dear Colleague:

As is generally the case with our Spring workshop, the program includes a high quality webcast sponsored by the EACUBO region Area Programming Committee.

This year's webcast focuses on professional ethics and offers four CPE credits.

Our first session of the morning is a tax update, provided by John Harabedian of Rutgers University. John is a favorite presenter, and this is a popular topic for CPE credit.

I hope you can join us at Mercer County College on April 28th!

Julie A. Karns  
Chair, EACUBO Sub-Region  
Vice President for Finance and Treasurer, Rider University

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**Professional Development Committee**

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|------------------------|-------------------------------|
| Phil Bodner            | Monmouth University           |
| Steve Bolyai           | William Paterson University   |
| August Daquila         | Ramapo College                |
| John Harabedian        | Rutgers, The State University |
| Julie Karns            | Rider University              |
| Kenneth Molinaro       | Princeton University          |
| Susan Zahorsky Perkins | Middlesex County College      |
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**EACUBO New Jersey Sub-Region  
Spring 2010 Workshop  
Mercer County Community College Conference Center  
April 28, 2010**

*Registration Form*

Institution: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone Number: \_\_\_\_\_

<u>Name(s), Title(s) and E-mail Address(es)</u>	<u>CPE (Y/N)</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____

Special dietary restrictions--please list name and dietary need for any participant who requires a special lunch.

\_\_\_\_\_  
\_\_\_\_\_

Registration Fee:  
\$50 per person (includes Continental Breakfast, Lunch and Breaks)

**Please mail by April 14, 2010. Make checks payable to:**

**Princeton University**  
c/o Kenneth Molinaro, Controller  
Box 35, 2 New South  
Princeton, NJ 08544-0035

**Please note CPE Credit.  
This program provides 5 credits.**

## Directions

### **Mercer County Community College Conference Center West Windsor, New Jersey**

#### **From North or South via US 1**

- Exit onto Quakerbridge Road, South 533
- After two miles, left onto Hughes Drive
- Follow Hughes Drive past Mercer County Park entrance
- Campus entrance is on left

#### **From North or South via Interstate 95/295**

- Take Interstate 95 (which becomes Interstate 295) to Exit 65A, Sloan Ave. E.
- East on Sloan Ave. (becomes Flock Rd.) to end (Edinburg Rd.)
- Left onto Edinburg Rd. to campus entrance (jughandle right)

#### **From North via NJ Turnpike**

- NJ Turnpike Exit 8
- Take Rt 33 East about 1/4 mile and follow sign for Rt 133 (bypass) WEST towards Princeton
- Take Rt 133 WEST to last exit (Approx 4 miles) (this exit puts you on 571/Hightstown-Princeton Road)
- Get immediately into your Left lane.
- Make left turn at Traffic light onto Route 535/Old Trenton Road
- Take Old Trenton Rd approx. 5.5 miles to Mercer County Community Collge (on right side)

#### **From South via NJ Turnpike**

- Turnpike Exit 7A (Interstate 195)
- West on I-195 to Exit 5B (first exit off I-195)
- North on NJ 130 to second light - make left onto Robbinsville Allentown Road (526W)
- Go through traffic light and make immediate right onto Robbinsville Edinburg Road (526W)
- At the end of (526W), make left onto Old Trenton Road (535)
- Follow (535) for two miles to campus entrance on right, after Mercer County Park

#### **From East**

- Take Rt. 33 West and follow until you see signs for Rt. 133 West (the new bypass route).
- Make a right turn onto Rt. 133 West.
- Take Rt 133 to the end and exit immediately onto Rt. 571 West.
- Move immediately to the far left turning lane and turn left on to Rt. 535/Old Trenton Road.
- Follow Rt. 535/Old Trenton Road for approximately 5 miles.
- The College and Conference center are on the right.

## Parking

Upon entering the campus via the Main Entrance, make a left. As you travel on this road, you will see the Conference Center on the right-hand side. Parking is available at the Center; additional parking is available in Student Parking West, just beyond the Center parking.

## Workshop Agenda

### **Mercer County Community College Conference Center**

**Registration** **8:30 — 8:45**

**Welcome** **8:45**

**Tax Update** **8:45 — 9:45**

This session will discuss recent tax legislation passed, present and future that will impact Higher Education including IRS audit and enforcement plans for 2010 and 2011 and hot topics such as Employee classification, compensation and employee benefit reporting, TIN Matching, Accountable plan rules, Education tax credits, Non resident Alien payments and Tax exempt bonds.

**WEBCAST: Ethical Fitness Seminar Webcast** **10:00 – 12:30**

*Martin L. Taylor*

The Institute for Global Ethics' four step process for resolving ethical dilemmas. We recognize that the ethics responsibilities of many leaders in business, government, and non-profit environments have grown significantly beyond compliance in the last few years to include the mandate for building ethical cultures, where trust can grow and thrive and where employees themselves become the security network for corporate ethics.

The core of IGE's approach to growing ethical culture is the Ethical Fitness Seminar (EFS.) The EFS is positive, non-threatening, and highly interactive. Participants from the last fifteen years claim greater awareness of ethical issues, higher levels of decision-making confidence, and high degree of relevance to their job responsibilities. Some have told us the EFS was a life-changing experience; others say that the impact of their EFS experience has grown over time, rather than diminished. Most are content to share their gratitude for a disciplined way to approach life's very difficult decisions.

IGE's work assumes that **fundamental, shared values** can be discovered and applied. We also assume that individuals and organizations are capable of developing what we call "**ethical fitness**"—which, like physical fitness, keeps you in mental and moral shape to recognize and address ethical dilemmas. Participants will leave our seminar with the **tools and confidence** required for **resolving ethical dilemmas**—equipped to confront issues that face them every day, at work and at home.

There will be a 15-minute break at 11:15.

Luncheon **12:30 — 1:30**

**WEBCAST continues** **1:30 — 2:45**

**5 CPE Credits Available**



#### **Continuing Professional Education (CPE) credits:**

EACUBO is pleased to be able to offer up to 4 CPE credits in the Behavioral Ethics field of study for those participating in the morning EACUBO sponsored webcast portion only.



EACUBO is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing education on the National Registry of CPE sponsors. State boards of accountancy have the final authority on the acceptance of individual course of CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37210-2417. Web site: [www.nasba.org](http://www.nasba.org)

The APC webcast qualifies for 4 CPE's in "Behavioral Ethics" field of study and is a "Group-Live" presentation. EACUBO strives to provide the best quality programming to all its members and the higher education industry. Should there be a concern with the quality of programming or level of service, please contact Randy Gentzler, EACUBO Program Prefect (call 215-951-2966 or email [gentzlerr@philau.edu](mailto:gentzlerr@philau.edu)).

The learning objectives for attendees of this professional development workshop are the introduction or enhancement of critical technical and management skills that are targeted to higher education business administrative professionals at the **Intermediate Level**. Prerequisites: No prerequisites, Preparation: No advanced preparation is required, however a minimum 1-2 years of experience as a professional in higher education or a related private industry is recommended. For specific information regarding EACUBO's CPE program including our refund policy this program please visit [www.eacubo.org](http://www.eacubo.org).

**Advanced** – Learning activity level most useful for individuals with mastery of the particular topic. This level focuses on the development of in-depth knowledge, a variety of skills, or a broader range of applications. Advanced level programs are often appropriate for seasoned professionals within organizations; however, they may also be beneficial for other professionals with specialized knowledge in a subject area.

**Intermediate** – Learning activity level that builds on a basic program, most appropriate for professionals with detailed knowledge in an area. Such persons are often at a mid-level within the organization, with operational and/or supervisory responsibilities.

**Basic** – Learning activity level most beneficial to professionals new to a skill or an attribute. These individuals are often at the staff or entry level in organizations, although such programs may also benefit a seasoned professional with limited exposure to the area.

**Individuals desiring CPE credit must sign in at the registration table and complete the CPE Reporting Form before leaving the conference center. Participants must complete the electronic evaluation and request their CPE certificate by going on-line to: [www.eacubo.org](http://www.eacubo.org)**

#### **Workshop Presenters**

##### **John Harabedian**

John is the Tax Director at Rutgers where he ensures that the University complies with federal and state laws and regulations. He conducts research on tax issues concerning higher education including unrelated business income, compensation and fringe benefit, non resident alien payments and tax treaty provisions, tax exempt bond and private business use issues, retirement plan issues, scholarship and fellowship taxation, the student FICA exemption, and education tax credits.

A CPA with a Masters degree in taxation from Seton Hall University and an Undergraduate degree in accounting from Saint Peter's College, John was formerly the Tax Director at Harvard Industries, Inc. and a senior tax manager at KPMG.

##### **Martin L. Taylor**

Martin joined the Institute for Global Ethics in 1994 to direct the seminar program. Since then, with the help of the IGE staff, clients, and Directors, he has elevated that program to its present status in the Center for Corporate Ethics, offering consulting, education, and research capability to organizations of all kinds, including businesses, non-profits, governments, and the military. He has served on the Ethics Committee for the American Society for Association Executives and as a Senior Fellow for the Ethics Resource Center Fellows. Martin is a certified Master Trainer for the Institute and has given the Ethical Fitness<sup>®</sup> Seminar to a wide variety of groups. He speaks on behalf of ethics in the workplace whenever the opportunity arises.

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