

**MINUTES  
BOARD OF TRUSTEES MEETING  
THOMAS EDISON STATE UNIVERSITY  
December 14, 2018**

**MEMBERS PRESENT:** Frank Clyburn, Chair; Kemi Alli, Vice Chair; Merodie A. Hancock, President; Brian Maloney; J. Stanley Justice; Marilyn Pearson; Gil Medina; Apryl Roach; (student trustee); Monique Lewis-Hawkins (student trustee).

**MEMBERS ABSENT:** Richard Arndt; Eric Lear.

**ALSO PRESENT:** William Seaton, Vice President and Provost; John Thurber, Vice President for Public Affairs; Dennis Devery, Vice President for Enrollment Management; Steve Albano, Interim Vice President for Administration and Finance; Robin Walton, Vice President for Community and Government Affairs; Barbara Kleva, General Counsel; Mary Chute, State Librarian; Phyllis Marshall, Dean, W. Cary Edwards School of Nursing; Michael Mancini, Chief of Staff and Melissa A. Maszczak, Executive Assistant to the President and Secretary to the Board.

Mr. Clyburn officially called the public meeting to order at 10:13 a.m., followed by a statement of public notice pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 to 10:4-21.

**CONSIDERATION OF RESOLUTION FOR NICHOLAS CARNEVALE**

In honor of Mr. Nicholas Carnevale's distinguished service to the University, Mr. Clyburn presented the following resolution:

**WHEREAS:** Nicholas Carnevale has been a member of the Foundation Board of Directors continually since 1986 and has served as a member of the Board of Trustees from June 1995 to June 1997 and from January 1999 to June 2003; and

**WHEREAS:** Mr. Carnevale has demonstrated rare and special leadership and devotion to the growth and development of the University; and

**WHEREAS:** Mr. Carnevale has, over the years, served as chairman of the Board of Trustees and the Foundation Board of Directors; and

**WHEREAS:** Mr. Carnevale has made lasting and significant contributions to the University and the Foundation, including through the establishment of the Nicholas and Marjorie Endowed Fund in Support of Innovation and Excellence; and

**WHEREAS:** Mr. Carnevale has been responsible for the nomination of numerous members of the Foundation Board, each of whom has made significant contributions in their own right; and

**WHEREAS:** Mr. Carnevale has boundless passion for the mission of the University and has provided exceptional service in advancing that mission; and

**WHEREAS:** Mr. Carnevale is deserving of extraordinary and distinctive honors; and in 2009, Thomas Edison State University bestowed upon him an honorary degree, Doctor of Humane Letters, therefore, now be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby express its deep appreciation for his numerous contributions to the University and the Foundation.

Mr. Medina made, and Mr. Maloney seconded, a motion to adopt the resolution. Motion carried unanimously.

#### **CONSIDERATION OF MINUTES**

Mr. Clyburn presented the minutes of the September 14, 2018 Board of Trustees meeting for approval and adoption. Mr. Medina made, and Reverend Justice seconded, a motion to adopt the minutes. The motion carried unanimously.

#### **PRESIDENT'S REPORT**

Dr. Hancock reported that substantial progress has been made to the Strategic Vision Plan.

Dr. Hancock introduced Peter Bickel, Associate Vice President for Marketing and Recruitment, and Victoria Monaghan, Senior Director of Communications, two new members of leadership. She also introduced Dr. Phyllis Marshall, Dean of the W. Cary Edwards School of Nursing, who will step in next week as Interim Provost as we conduct a national search for our next Chief Academic Officer.

Additionally, she thanked Steve Albano for his work as Interim Vice President for Administration and Finance and reported that Chris Stringer will return in early January as Vice President and Chief Financial Officer.

In closing, Dr. Hancock thanked our Provost, William Seaton, for his longstanding distinguished service to Thomas Edison State University. The Board acknowledged Mr. Seaton with a standing ovation and Mr. Seaton expressed his sincere appreciation.

Dr. Hancock introduced Peter Bickel, Associate Vice President for Marketing and Recruitment, to present on the new marketing strategy.

Mr. Bickel provided a synopsis on location-based marketing and return on investment for the funds at our disposal. The Board was pleased with Mr. Bickel's provocative

presentation and discussed the need to speak directly to specialized markets and age groups. They appreciated the high-level presentation and would like an update on a more comprehensive strategy in the future.

#### **REPORT OF THE EXECUTIVE COMMITTEE**

Mr. Clyburn briefed the Board on the committee meeting held on October 23, 2018. There is no action necessary by the Board on this item.

#### **REPORT OF THE ADMINISTRATION, AUDIT AND FINANCE COMMITTEE**

Mr. Clyburn introduced Mr. Maloney to present the Administration, Audit and Finance Committee Report. Mr. Maloney briefed the Board on the committee meeting held on November 16, 2018. There is no action necessary by the Board on this item.

#### **FIRST QUARTER FINANCIAL RESULTS**

Mr. Maloney introduced Steve Albano to brief the Board on the first quarter financial results. Mr. Albano reported that total revenue of \$13,987,891 was 24 percent of the annual budget. The revenue was \$1,288,518 or 8% below the first quarter of the prior year. Student revenue was \$1,182,963 or 8% below the prior year. The decrease was primarily due to the following:

- \$766,801 (20%) decrease in comprehensive tuition
- \$302,981 (11%) decrease in per-credit tuition
- \$211,669 (18%) decrease in graduate tuition
- \$194,599 (10%) decrease in Nursing tuition

These were offset by increases of \$206,648 (24%) in Veterans (Chapter 33) tuition and \$415,457 (22%) in Contract Work (Corporate Choice and Navy PACE being the biggest drivers).

State appropriations decreased by \$105,555 (10%) as a result of a change in the drawdown schedule for the \$1,000,000 for National Guard tuition waiver. For FY2019, funding received relates directly to prior year tuition waivers granted. While not included in student revenue, this funding acts as a "tuition reimbursement" program from the State. The overall appropriation remains \$4,292,000.

FY2019 total expenses of \$13,644,716 were 23% of the annual budget. This was \$735,662 or 5% below the first quarter of the prior year. Most major expense categories were flat or lower than the prior year. One of the biggest savings was reduced fringe benefits costs of \$418,522 (88% below FY2018). This resulted from 95 new State-funded fringe positions being added in the FY2019 State budget. We expect similar savings for each of the three remaining fiscal quarters.

Looking ahead, there are a few big-ticket cost savings that will be realized in the upcoming quarters:

- Conclusion of move-related expenses - \$400k was budgeted through 12/31, no expenses expected in the back-half of the year
- Termination of Canal Banks lease - savings of \$600k for period 1/1/19-6/30/19

- 323 total State-funded positions – fringe benefit savings of \$400k/quarter

Mr. Albano noted that the draft FY2018 financial statements were complete with the exception of the GASB 68 entry to book the University and Library portion of their post-measurement-date unfunded pension liability and the GASB 75 entries to record the University and Library portion of Other Postemployment Benefits (OPEB). Based on an opinion letter from the Office of the Attorney General, the State is responsible for payment of OPEB costs. As such, the expectation of the state colleges is a gross-up of revenue and expenses similar to the treatment of state-paid fringe benefits with no OPEB liability being recognized on the books of the state colleges. The Division of Pensions and Benefits has not yet reported the proportionate share of the activity to the colleges and universities, but the Office of Management and Budget indicated reporting would take place by December 1, however it still has not happened. Mr. Albano is cautiously optimistic that the reporting may be available by the next Administration, Audit and Finance Committee in February 2019.

#### **FY 2020 BUDGET REQUEST**

Mr. Albano reported that we had submitted the request to the Office of Management and Budget in the beginning of November 2018. There is no action necessary by the Board on this item.

#### **SELECTION OF INTERNAL AUDITOR**

Mr. Clyburn presented a resolution regarding the selection of an internal auditor for the University.

**WHEREAS:** The “State University Contracts Law” Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$33,300 must be publicly advertised for sealed bids; and

**WHEREAS:** N.J.S.A.18A:3B-49 authorizes the Board of Trustees to approve the appointment of an internal auditor; and

**WHEREAS:** The University issued a Request for Quotations (RFQ) to 18 accounting firms on October 1, 2018; and

**WHEREAS:** Sealed bids received in accordance with the RFQ were reviewed by a University committee, and the committee found that Clifton Larson Allen, LLP’s bid was the most advantageous to the University, price and other factors considered; and

**WHEREAS:** The firm will provide internal audit services at a cost not to exceed \$100,000 per year for three calendar years, beginning January 2019; and

**WHEREAS:** The committee's finding was presented to the Administration, Audit and Finance Committee of the Board, which, in turn, recommends that the Board approve the award of the internal auditor contract to Clifton Larson Allen, LLP; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby approve the award of the contract for internal auditing services to Clifton Larson Allen, LLP for the University and its affiliate, the New Jersey State Library, at a cost not to exceed \$100,000 per calendar year for three years, beginning January 2019.

Mr. Maloney made, and Mr. Clyburn seconded, a motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF BID WAIVERS**

Mr. Albano provided a summary of the proposed bid waivers noting all were standard.

Mr. Maloney presented the following resolution:

**WHEREAS:** The "State College Contracts Law, N.J.S.A. 18A:64-52 et seq. requires that contracts be made and awarded by the University, after public advertising, for bids for contracts in excess of \$33,300; 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 University by resolution of its Board of Trustees without public advertising for bids; and

**WHEREAS:** The Board of Trustees approved the "Thomas Edison State College Purchasing and Contracting Policy," which governs purchases and contracts for the University and Library, on December 14, 2012; and

**WHEREAS:** The Board of Trustees finds that the following purchases and contracts have met the criteria for award without public bidding, under the provisions of N.J.S.A. 18A:64-56; now therefore, be it

**RESOLVED:** That the Thomas Edison State University Board of Trustees hereby approves waivers of advertisement for the following purchases and contracts for the purposes designated:

### BID WAIVER REQUESTS

The State College Contracts Law requires that contracts be made and awarded by the University only after they are publicly advertised for bids. N.J.S.A. 18A:64-56, a provision of that law, allows the Board of Trustees to waive advertising for bids in certain instances. The Board authorized the Thomas Edison State College Purchasing and Contracting Policy, by resolution dated December 14, 2012. The Policy requires that items exceeding \$3,000 be obtained through some price competition. The following proposed contracts will be processed in accordance with that Policy.

**1. Mentor and Course-Construction Consultants:**

N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract by Board resolution for consulting services involving curricula. The mentor and course-construction consultants listed below are currently providing services to Thomas Edison State University. They are rendering services to the University's Undergraduate and Graduate School programs. The cost of these services may exceed the bid threshold of \$33,300, but will not exceed \$100,000, for fiscal year 2019. Due to the necessity of these services to the University, the University proposes to allow the below named mentors and course-construction consultants to exceed the purchasing threshold:

1337 Tech LLC	Hopkins Moore
9115 Finance Group	Integratise Inc.
Access Knowlwdge Technologies (Marian Leerburger)	Ishaq, Abul Faiz
Adhikari, Rajendra	Ives, Jane
Ahrar, Mohammad	Jimenez, Juan
Al-Kofahi, Mahmoud	JMS Consulting
Angles, Joaquin	Joella, Ethan
Anwar, Sohail	Jones Kik, Amanda Lynn
Baker, William Patton	Khaw, Arthur
Barbella, Nicholas	Khurana, Paramdeep
Bearhawk Consulting Group	Kieff, Allene
Begley, Linda	Kiesow, Paul
Behl, Sanjiv	King, Michael
Bella, Janice Kaye	Klosk-Gazzale, Laurie

Bigelow, Robert	Krolick, James
Black, Augustus	Krov, Kathleen
Boer, Csaba	Lankar, Veronique
Bostanci, Mustafa	Lansford, Tom
Boyer, Corey	Laster, Sherell
Bradley, John	Layvand, Marina
Brown, Dwayne Randolph	Legare, Jill
Brown, Heather	Levitt Consulting Services
Brown, Jordan	Lewis, Jamieson Brett
Campbell, Roberta	Lipkin, William
Cantor, Philip	Litz, Jason
Card, Pamela	Lozano-Nieto, Albert
Caserto, Peggy	Magill, David
Chalk Dust Culture	Makhanlall, David
Chan, Hilton	Mangubat, Maria
Code Blue Strategies, Inc	Massey, Thomas
Cody, James	Masuck, Carol
Coherence First LLC	Maugh, Casey Malone
Czander Phd, William	McDaniel, Garry Lewis
David J. Medved, CPA	McMurray, Andrew
DeCaro, Frank	Mellon, John
DeFino, Dominick	Miller, Mitchell
Demerath, Patrick	Mpondi, Douglas
Dhital, Alok	Murphy, Laurence Lyons
Dool, Richard	Ness, Benjamin
Drew Investigations, LLC	Ness, Lawrence
Duhn, Samantha	O'Brien, Robert
Dunn, Derrek B.	Panja, Biswajit

DW Global Strategies	Peck, Catherine Louise
Eidadu, Aric	Pendarvis, Richard
Elgin, Margaret Adele	Price, Robert
Frost, Douglas	Process Systems Consulting, Inc
Glass, Stephen	Quinn, Susan
Goldberg, Jordan	Rafalovich, Adam
Goldfine, Jill Lyn	Roberson-Steele, Joyce
Goyette, Dennis	Ross, David John
Granett, Brandi	Sam, Paul
Grove, Shayne Ann	Sands, Crystal
Guerra, Gale L.	Schild, Willy
Haan, Perry Charles	Sedille, Kathleen
Halpern, Sheldon	Smith, Kelvin
Hamilton, Diane	St. John, Christy Jo
Hanson, Linda	Steele, Robert
Havens, Brandy	Sutton, Jimmy
Haycock, Carlton	Swick, Lori
Haydel, Nina	Thompson, Jason
Headley, Barbara	Tomko, Andrew
Heit, Jamey	Tracy, Katherine Paige
Herrera, Michele	Tsokodayi, Cleophas
Herrmann, Ingrid Kay	Vari, Thomas
Heulitt, Christopher	Vaughan, Robert
Hill, Robert lynn	Visniski, Steven Patrick
Himmelstein Phd, Nathan	VLEXCO LLC
Hoehn, Douglas	Wang, Charles
Hoelzle, Louis	Yankowski, Anthony
Hogan, Alexander	



**2. Ellucian - \$500,000**

This requested waiver, not to exceed \$500,000, will be utilized to cover the projected costs of moving Ellucian Recruit and Ellucian Advise from the current on-premises instance to a SAAS (Software-as-a-Service) model. In doing so, the University will eliminate application backups, application and server upgrades, security upgrades and other labor intensive functions. Direct benefits include an SLA (Service Level Agreement) of 99.5% or better, continual server right-sizing, security monitoring and patching, scheduled application upgrades, and server performance monitoring and resolution. The vendor requires a contract for the period from December 2018 through June 30, 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**3. Web Hosting Service for Learning Management System - \$425,000**

The University received approval for a \$125,000 bid waiver to cover the annual support and hosting of the University's Learning System on March 9, 2018. This new Moodle host from eThink Education will vastly improve the University's ability to deeply integrate with more third-party technologies, and expand the University's usage of academic technology solutions. The University is seeking approval to increase the bid waiver amount by \$300,000 and extend the contract term through June 30, 2023. The cost will not exceed \$425,000 for the period from July 1, 2018 through June 30, 2023. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**4. MyLab Course Resource - \$100,000**

The University received approval for a \$50,000 bid waiver on June 8, 2018 to cover use of Pearson's myLab Foundational Skills, which is a course resource customized to meet the University's need to specifically assess student performance. The University is seeking approval to increase the bid waiver amount by \$50,000 to account for its expanded use resulting from making the course it is used in required for all undergraduate students. The cost will not exceed \$100,000 for the period from July 1, 2018 through June 30, 2019. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**5. Online Tutoring - \$100,000**

The University received approval for a \$75,000 bid waiver to cover use of online tutoring services on March 8, 2018. The University is seeking approval to increase the FY 2019 bid waiver amount to a total of \$100,000 to account for the move to a new online tutoring service. The new platform offers a greatly improved student experience, and the increase utility and accessibility creates an anticipated increase in usage. N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract by Board resolution for consulting services involving curricula.

**6. Provost Search - \$100,000**

The University seeks approval to contract with an executive search firm (TBD) for the search for a new University Provost. A search committee will conduct a

national search. The firm will be responsible for aiding the search committee in developing the advertisement materials, placing the advertisements, assisting with the initial vetting of qualified applicants and performing other services as needed. The search committee will review several professional search firms' proposals and will determine the most qualified to perform the services that the University requires. The total cost for the search consulting services will not exceed \$100,000. N.J.S.A. 18A:64-56(a) (20) permits the University to make, negotiate or award a contract, by Board resolution, for personnel recruitment services.

Reverend Justice made, and Mr. Clyburn seconded, a motion to adopt the resolution. Motion carried unanimously.

### **LEASE OF STORAGE SPACE**

Mr. Maloney provided a summary of the proposed lease of storage space. The University found it required more storage space after the release of the Canal Banks building.

**WHEREAS:** New Jersey law, N.J.S.A. 18A:64-6(q), authorizes the Board of Trustees of Thomas Edison State University to lease real property which is necessary or desirable for University purposes; and

**WHEREAS:** A certain property, located on the first floor of 1980 East State Street, in the City of Trenton, County of Mercer, State of New Jersey, hereinafter "Property," is available for lease; and

**WHEREAS:** It is in the best interest of the University to enter into a lease of this Property for the storage of University property, consistent with the University's mission; and

**WHEREAS:** The proposed lease is for 3,600 square feet of space at a cost of \$1,650 per month, effective January 1, 2019, on a month-to-month basis, now, therefore, be it

**RESOLVED:** That the Board of Trustees hereby approves the lease of said Property in accordance with the terms and conditions set forth in the lease; and be it further

**RESOLVED:** That the Board of Trustees hereby authorizes and directs the President, or her designee, to execute and deliver said lease, and any and all reasonable and necessary amendments thereto, and any other agreements or documents as may be necessary to enter into the lease of the Property.

Dr. Alli made, and Mr. Clyburn seconded, a motion to adopt the resolution. Motion carried unanimously.

**ACQUISITION OF REAL PROPERTY**

Mr. Maloney provided a summary of the acquisition of real property. The University found it required more parking spaces after the release of the Canal Banks building. This acquisition will provide 35-40 more parking spaces.

**WHEREAS:** New Jersey law, N.J.S.A. 18A:64-6(q), authorizes the Board of Trustees of Thomas Edison State University to purchase real property which is necessary or desirable for University purposes; and

**WHEREAS:** A certain property, located in the City of Trenton, County of Mercer, State of New Jersey, and shown on the City of Trenton tax map as Lots 6, 7, 8, 9, 10, 11 and 12, Block 3401, and commonly known as 13, 15, 17, 19, 21, 23 and 25 Barnes Street, and lots shown on the City of Trenton tax map as Lots 30 and 31, Block 3401, and commonly known as 120 and 121 North Willow Street, hereinafter the "Property," is available for purchase; and

**WHEREAS:** It is in the best interest of the University to purchase this Property for the University's use, consistent with the University's mission; and

**WHEREAS:** Representatives of the University have negotiated the terms of the purchase with the owners of said Property, which terms will be memorialized in a certain document, "Agreement for Purchase of Property," the "Agreement," which Agreement is not yet executed and is subject to and conditioned upon approval of the Board of Trustees; now, therefore, be it

**RESOLVED:** That the Board of Trustees hereby approves the purchase of said Property, in accordance with the terms and conditions set forth in the Agreement, for a purchase price not to exceed \$25,000; and be it further

**RESOLVED:** That the Board of Trustees hereby authorizes and directs the President, or her designee, to execute and deliver said Agreement, and any and all reasonable and necessary amendments thereto, and any other agreements or documents as may be necessary to

**purchase the Property, in accordance with the terms of the Agreement, and to take such actions and execute such documents, and pay such related costs, as are necessary or appropriate to consummate the closing of said purchase of the Property, in accordance with the terms of the Agreement and any amendments thereto.**

Mr. Medina made, and Mr. Maloney seconded, a motion to adopt the resolution. Motion carried unanimously.

#### **ACADEMIC AFFAIRS COMMITTEE REPORT**

Dr. Alli reported that the committee met by teleconference on November 15, 2018. Three appointment proposals for the University Council were considered as well as a Master of Science in Cybersecurity and a Graduate Certificate in Cybersecurity were discussed.

Dr. Alli presented the following resolution:

**The Board of Trustees of Thomas Edison State University does hereby appoint Michelle Herrera, Heavin School of Arts and Sciences Learning Outcomes Assessment Committee Co-Chair, to a three-year term on the University Academic Council for Thomas Edison State University. The action herein taken is pursuant to a recommendation by the President of the University.**

Reverend Justice made, and Mr. Clyburn seconded, a motion to adopt the resolution. Motion carried unanimously.

Dr. Alli presented the following resolution:

**The Board of Trustees of Thomas Edison State University does hereby appoint Randall Otto, Heavin School of Arts and Sciences Curriculum Committee Chair, to a three-year term on the University Academic Council for Thomas Edison State University. The action herein taken is pursuant to a recommendation by the President of the University.**

Reverend Justice made, and Mr. Clyburn seconded, a motion to adopt the resolution. Motion carried unanimously.

Dr. Alli presented the following resolution:

**The Board of Trustees of Thomas Edison State University does hereby appoint William Jenaway, John S. Watson School Curriculum Committee Chair, to a three-year term on the University Academic**

**Council for Thomas Edison State University. The action herein taken is pursuant to a recommendation by the President of the University.**

Reverend Justice made, and Mr. Clyburn seconded, a motion to adopt the resolution. Motion carried unanimously.

Dr. Alli presented the following resolution:

**WHEREAS: The Board of Trustees of Thomas Edison State University has the authority and the responsibility for oversight of academic governance; and**

**WHEREAS: The University Academic Council has reviewed and recommended the Master of Science in Cybersecurity degree program as presented; and**

**WHEREAS: The Academic Affairs Committee of the Board of Trustees has reviewed and concurred with the recommendation as presented; and**

**WHEREAS: The President of the University recommends the proposal as presented; now, therefore, be it**

**RESOLVED: That the Board of Trustees of Thomas Edison State University does hereby approve the Master of Science in Cybersecurity degree program as presented and incorporated herein by reference.**

Dr. Alli made, and Ms. Pearson seconded, a motion to adopt the resolution. Motion carried unanimously.

Dr. Alli presented the following resolution:

**WHEREAS: The Board of Trustees of Thomas Edison State University has the authority and the responsibility for oversight of academic governance; and**

**WHEREAS: The University Academic Council has reviewed and recommended the Graduate Certificate in Cybersecurity as presented; and**

**WHEREAS: The Academic Affairs Committee of the Board of Trustees has reviewed and concurred with the recommendation as presented; and**

**WHEREAS: The President of the University recommends the proposal as presented; now, therefore, be it**

**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby approve the Graduate Certificate in Cybersecurity as presented and incorporated herein by reference.

Dr. Alli made, and Ms. Pearson seconded, a motion to adopt the resolution. Motion carried unanimously.

#### **CANDIDATES FOR DEGREE**

Dr. Alli presented the candidates for degree and invited Mr. Seaton to add additional comments. Mr. Seaton called the Board's attention to one additional graduate who was added on to the list the day before, but had no other comments.

Dr. Alli presented the following resolution:

**The Board of Trustees of Thomas Edison State University does hereby approve the awarding of the appropriate degrees to those December 14, 2018, candidates cited on the lists provided and incorporated herein by reference.**

**The action herein taken is pursuant to a certification by the President that the aforementioned candidates have satisfied all relevant degree requirements as recommended by the Academic Council and as established by the Board of Trustees.**

Mr. Clyburn made and Mr. Maloney seconded, a motion to adopt the resolution. Motion carried unanimously.

#### **CONTRACT RENEWALS**

Mr. Clyburn asked Dr. Hancock for any additional information of note for the contract renewals. There were no additional comments.

Mr. Clyburn presented the following resolution:

**WHEREAS:** The Board of Trustees of Thomas Edison State University is authorized to approve and act on contract renewal recommendations for employees of the University, pursuant to N.J.S.A. 18A: 64-6(h) and (i), as well as for State Library employees, pursuant to N.J.S.A. 18A: 73-34; and

**WHEREAS:** The President has made the contract recommendations as indicated on the lists provided and incorporated herein by reference; and

**WHEREAS:** The action taken herein is pursuant to an evaluation of each employee's work performance; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby approve the contract recommendations as indicated on the lists provided and incorporated herein by reference.

Mr. Medina made, and Dr. Alli seconded, the motion to adopt the resolution. Motion carried unanimously.

**PERSONNEL ACTIONS**

Mr. Clyburn presented the following resolution:

**WHEREAS:** The Board of Trustees of Thomas Edison State University is authorized to approve and act on employee-appointment recommendations for employees of the University, pursuant to N.J.S.A. 18A: 64-6(h) and (i), as well as for the State Library, pursuant to N.J.S.A. 18A: 73-34; and

**WHEREAS:** The President has made the employee-appointment recommendations as indicated on the lists attached and incorporated herein by reference; now, therefore, be it

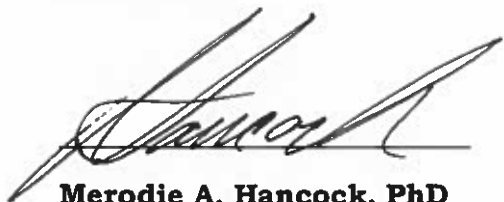
**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby accept the President's recommendations and approves the appointment of employees as indicated on the lists attached and incorporated herein by reference.

Mr. Maloney made, and Reverend Justice seconded, a motion to adopt the resolution. Motion carried unanimously.

**NEW BUSINESS**

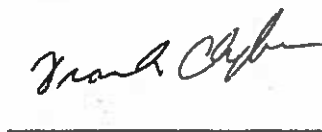
There being no further business, the meeting adjourned at 11:42 a.m.

**Submitted by,**



**Merodie A. Hancock, PhD  
Secretary of the Board**

**Approved by,**



**Frank Clyburn  
Chair**

