

MINUTES

BOARD OF TRUSTEES

THOMAS EDISON STATE COLLEGE

September 10, 1993

MEMBERS PRESENT: Fred Abbate, Vice Chairman; John Blossom; George Fricke; Harvey Myers; Carole Nerlino; Marilyn Pearson; Drunell Levinson, student; Emelia Timpo, Chancellor's designee; George A. Pruitt, President.

MEMBERS ABSENT: Richard Arndt; William Kelly, student; Wendy Logan; Thomas O'Neill.

ALSO PRESENT: Jerry Ice, Vice President and Provost; Carron Albert, Director of Human Resources; Nat Caliendo, Vice President for Public Affairs; Gerri Collins, Executive Assistant to the President.

The public meeting was officially called to order at 10:00 a.m. by Vice Chairman Fred Abbate who noted that the date, time, and location for the meeting had been published in accordance with New Jersey law.

John Blossom, Chair of the Nominating Committee, presented the Committee's recommendations for Board officers as follows: Fred Abbate, Chairman, and George Fricke, Vice Chairman. The Board unanimously approved, by secret ballot, election of the proposed officers. Fred Abbate assumed the Chair and proceeded with the meeting.

STUDENT TRUSTEE ELECTION:

Fred Abbate presented the following resolution:

**WHEREAS:** New Jersey state law and the Bylaws of Thomas Edison State College provide for student representation on the Board of Trustees; and

**WHEREAS:** Said Bylaws specify criteria for the selection of student trustees; and

**WHEREAS:** The President of the College has certified that William Kelly meets said criteria; and

**WHEREAS:** The President of the College does hereby nominate William Kelly as a student trustee alternate in accordance with the procedures of the Board; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby elect William Kelly as student trustee alternate effective September 10, 1993 for a term of one year, followed thereby as student trustee for a period of one year, which shall conclude at the annual meeting of the Board to be held in June 1995.

Dr. Pruitt announced that Mr. Kelly would be sworn in at the December meeting.

William R. Kelly enrolled in 1989 transferring in 66 credits from the University of Maryland and Rutgers, and since enrolling, 19 credits from Raritan Valley Community College. He has accumulated 27 credits from TECEP exams and has recently submitted PONSI-evaluated courses taken through AT&T training programs.

Mr. Kelly is currently District Manager of Capacity Planning and Implementation for AT&T, but has worked in various other capacities since 1962. He lives in Annandale, New Jersey with his wife and two sons.

George Fricke moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (7-0).

MINUTES:

The minutes of the June 11, 1993 meeting were presented for approval. John Blossom moved and Drunell Levinson seconded a motion to approve the minutes. Motion carried (7-0).

AUDIT REPORT:

Dr. Pruitt reported on the exit interview with the external auditors, and on the preliminary audit report presented for provisional approval, subject to review by the Finance Committee. He introduced Paul Merrill from the Peat Marwick auditing team. Merrill stated that once again the College has an unqualified audit and that the College is to be commended for its consistency in this regard.

Fred Abbate presented the following resolution:

**WHEREAS:** It is the policy of the Board of Trustees to subject the College's finances and relevant administrative practices to an independent audit; and

**WHEREAS:** It is the practice of the Board of Trustees to have said audit reviewed by the Finance Committee of the Board, acting as an audit committee and reporting its findings and conclusions to the Board; and

**WHEREAS:** Various agencies of state government have expressed a need to receive a copy of the College's audit report prior to the next meeting of the Board of Trustees; and

**WHEREAS:** In the presence of representatives of the external accounting firm that conducted the audit, the President has certified to the Board of Trustees that said audit contains no significant adverse findings; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby provisionally accept the College's external audit for the year ending June 30, 1993, contingent upon the review of said audit by the Finance Committee of the Board; and be it further

**RESOLVED:** That the Finance Committee of the Board shall be directed to report its findings and conclusions to the full Board at the next meeting of the Board of Trustees.

Carole Nerlino moved and Marilyn Pearson seconded a motion to adopt the resolution. Motion carried (7-0).

PRESIDENT'S REPORT:

Dr. Pruitt welcomed Julie Atwood who was representing the AFT local in the absence of the new President, Dan Negron.

Dr. Pruitt then reviewed the FY 1994 budget allocation as detailed in the written report. Half of the salary program monies has been received with the expectation that the remaining half will be forthcoming. This would be a significant change from previous years when the salary program was either funded only in part or not at all.

He reviewed the year-end budget results for FY 1993 which reflects the expenditure restrictions imposed at the beginning of the year and which enabled the College to end the year in the black.

He stated that occupation of the Kuser Mansion took place in August; the townhouse renovations, however, may not start until after the elections in November. Efforts continue to get the townhouse project under construction.

Commenting on several initiatives for the year, he reported that the Master of Science in Management program is being reviewed by an external consultant. Developmental funding is being sought through grant proposals, and the project remains on schedule for implementation in 1994.

The second focus is the county college program initiative which will provide baccalaureate degree completion opportunities at community college sites. The program is designed specifically for associate degree graduates and will be technologically delivered via live, interactive telecourses and Guided Study courses, although all college options will be available as needed. More details will be given as the project progresses.

Regarding the MIS move from the fifth to the second floor, contracts have been let, and the renovations will begin within the month.

The Higher Education Equipment Leasing Fund project is progressing on schedule. College staff are reviewing current and future technological needs, and recommendations are expected to be presented at the December Board meeting.

With regard to the printed report, Dr. Pruitt stated that Frank Hawrylo's name was incorrectly listed as the parasitologist being honored. The parasitologist is Owen Ravino.

Thomas Streckewald presented an overview of FY 1993 student demographics. He reported that enrollment reached 8,768 students, an increase of 1.8% over FY 1992. Enrollment of African-American and Latino students increased by 6.1% during the year and now stands at 1,034, representing 11.8% of the student body. The students reside in all 50 states, 3 U.S. territories, and 67 foreign countries. He noted the continuing trend in the increasing percentage of credits graduates earned through Thomas Edison methods.

HUMAN RESOURCES DEVELOPMENT POLICY:

Fred Abbate presented the Human Resources Development Policy and following resolution for approval:

- WHEREAS:** Thomas Edison State College has a strong and continuing commitment to staff development; and
- WHEREAS:** The College provides financial and/or administrative assistance to all staff members eligible for such assistance; and
- WHEREAS:** The Human Resources and Development Policy has been revised to reflect relevant state regulations and applicable collective bargaining agreements currently in force; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby approve the Human Resources and Development Policy as provided and incorporated herein by reference.

Carole Nerlino moved and George Fricke seconded a motion to adopt the resolution. Motion carried (7-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of July 1, 1993. This class of 238 graduates is the largest ever in one group. There were 13 candidates for the Associate in Arts, 11 candidates for the Associate in Science in Management, 2 candidates for the Associate in Science in Natural Science and Mathematics, 2 candidates for the Associate in Science in Public and Social Services, 23 candidates for the Associate in Applied Science and Technology, 1 candidate for the Associate in Applied Science in Radiologic Technology, 67 candidates for the Bachelor of Arts, 16 candidates for the Bachelor of Science in Human Services, 55 candidates for the Bachelor of Science in Applied Science and Technology, 43 candidates for the Bachelor of Science in Business Administration, and 5 candidates for the Bachelor of Science in Nursing, for a total of 238 candidates.

He commented that 57% are in-state residents; 36% are female; 4.6% are African-Americans; and 72% are between the ages of 31 and 50.

Fred Abbate presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those July 1, 1993 candidates indicated 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.**

John Blossom moved and George Fricke seconded a motion to adopt the resolution. Motion carried (7-0).

Fred Abbate presented the following resolution for the awarding of an honorary degree:

**WHEREAS: Frank Newman, President, Education Commission of the States, has distinguished himself as an educator and a leader in higher education for adult learners; now, therefore, be it**

**RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby award Mr. Frank Newman the degree of Doctor of Humane Letters, Honoris Causa; and be it further**

**RESOLVED: That said degree be conferred upon him during the proceedings of the Commencement ceremonies to be held on October 10, 1993.**

Carole Nerlino moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (7-0).

PERSONNEL ACTIONS:

Dr. Pruitt presented the following personnel actions for approval:

Lucille Schnoering	-	Principal Clerk Stenographer
Irene Skricki	-	TOPS Intern
Dawn Lagano	-	Clerical (hourly)
Rebecca Fernandez	-	Transcript Evaluator
Richard Strauss	-	Transcript Evaluator
Nancy Spencer	-	Program Manager-80% (Increase from 60%)
Charles Johnstone	-	Systems Researcher

Fred Abbate presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve all appointments as indicated on the lists provided and incorporated herein by reference.**

**The action herein taken is pursuant to a recommendation by the President of the College.**

Carole Nerlino moved and John Blossom seconded a motion to adopt the resolution. Motion carried (6-0).

BOARD COMMITTEES:

Committee assignments for FY 1994-1996 were made as follows:

Academic Affairs

John Blossom, Chair  
Tom O'Neill  
Marilyn Pearson

Administration & Finance

George Fricke, Chair  
Richard Arndt  
Wendy Logan

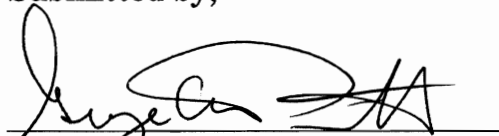
Public Affairs

Harvey Myers, Chair  
Fred Abbate  
Carole Nerlino

Representative to the New Jersey State Colleges  
Governing Boards Association Board - George Fricke

There being no further business, Carole Nerlino moved and Drunell Levinson seconded a motion to adjourn. Motion carried (7-0).

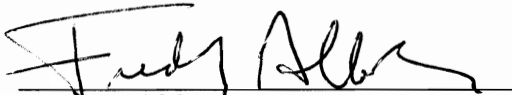
Submitted by,



George A. Pruitt  
Secretary to the Board

3-11-94  
Date

Approved by,



Fred J. Abbate  
Chairman of the Board

3-11-94  
Date