

## MINUTES

### BOARD OF TRUSTEES

#### THOMAS EDISON STATE COLLEGE

December 8, 1995

MEMBERS PRESENT: George Fricke, Chairman; Fred Abbate; Richard Arndt; Nicholas Carnevale; Ida Hammond; Carole Nerlino; William Kisby, student; George A. Pruitt, President.

MEMBERS ABSENT: Wendy Logan; Harvey Myers; Thomas O'Neill; Mary Slabicki, student.

ALSO PRESENT: Jerry Ice, Vice President and Provost; Michael Scheiring, Vice President and Treasurer; 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 Chairman George Fricke who noted that the date, time, and location for the meeting had been published in accordance with New Jersey law.

#### MINUTES:

The minutes of the September 8, 1995 meeting were presented for approval. Carole Nerlino moved and Fred Abbate seconded a motion to approve the minutes. Motion carried (6-0).

#### PRESIDENT'S REPORT:

Dr. Pruitt introduced Dr. Patricia Sparks, the new Dean of Academic Programs.

He reported on several recent visits to the White House where he was specifically invited to participate in: 1) a press conference related to the student loan program, and 2) a welcoming ceremony for a South African delegate. He elaborated on changes in the student loan program which present new problems for students and the general public. Dr. Pruitt serves on an advisory committee to the Secretary of Education, Richard W. Riley.

Dr. Pruitt called attention to the recent reaccreditation of the Bachelor of Science in Nursing program and applauded the work of Dr. Brown Hall, Director of the Nursing Program. He also announced that just prior to the meeting, he was advised that the Board of The Fund for New Jersey renewed its \$100,000 grant to the Institute for Public Policy.

Answering questions about the written President's Report, he elaborated on the new advertising campaign, its impact, and the reasons for this new focus. This had to do with changes over the years wherein inquiries-to-enrollment percentage yield had decreased, and that for the first time in college history, the College would have to compete differently in the market place. There was enthusiastic discussion of other aspects of the report, especially regarding the advertising campaign.

George Fricke called particular attention to the annual Gala and the importance of having Trustee support of this event.

Dr. Pruitt then explained the ribbon-cutting ceremony to publicly introduce the College's participation in the international Web Page concept on the Internet. The Web Page will be an on-going project to keep it current and of the highest quality. He commended the Thomas Edison team which developed it: Penny Brouwer, Drew Hopkins, Nina Malone, and Jim Brossoie. The Board then moved to Prudence Hall for the ribbon-cutting ceremony and the demonstration.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE:

Committee Chair Richard Arndt presented the committee report. He stated that the committee met privately with the Peat Marwick auditor representative, Paul Merrill who affirmed that the College once again had an excellent audit report. He then 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 Administration and Finance Committee of the Board, acting as an audit committee and reporting its findings and conclusions to the Board; 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; and**

**WHEREAS: The Board of Trustees adopted a resolution at the September 9, 1995 meeting provisionally accepting the audit for the fiscal year ending June 30, 1995, contingent upon the review of said audit by the Administration and Finance Committee of the Board; and**

**WHEREAS: The Administration and Finance Committee has reviewed the external audit and has affirmed the President's certification; now, therefore, be it**

**RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby receive and accept the final audit report for the fiscal year ending June 30, 1995 as presented and incorporated herein by reference.**

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

He then presented a resolution to authorize sale of property jointly owned by the nine state colleges as follows:

**WHEREAS: Thomas Edison State College is one-ninth owner of property (building and land) located at 3900 Park Avenue, Edison, New Jersey; and**

**WHEREAS: The property, primarily used by state colleges, is now vacant and no longer serves a useful purpose for the nine institutions; and**

**WHEREAS: Since January of 1995, the property has been for sale; and**

**WHEREAS: There are two proposals to buy the property; and**

**WHEREAS: The Park Development Company, Inc. has submitted the highest bid of \$1,280,000 to purchase the property; and**

**WHEREAS: The Administration & Finance Committee of the Board has reviewed and recommends the sale of this property; now, therefore, be it**

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby agree to the sale of the property owned by the state colleges and located at 3900 Park Avenue, Edison, New Jersey, to the Park Development Company, Inc., 23 Totten Drive, Bridgewater, New Jersey, for \$1,280,000.

Richard Arndt moved the resolution seconded by Carole Nerlino. Following general discussion, the motion was carried (6-0).

NEW JERSEY STATE LIBRARY:

Dr. Pruitt then reported on the status of the administration of the New Jersey State Library. He indicated that although there were problems still associated with moving this agency under the aegis of the College, in particular referencing the Secretary of State's interest in managing the State Library, nevertheless, the Board was being asked to declare its willingness to accept responsibility as stated in the following resolution:

**WHEREAS:** Thomas Edison State College was requested to consider serving as the host institution for the New Jersey State Library; and

**WHEREAS:** The President of the College and the Commissioner of Education appointed a joint study group to consider this issue; and

**WHEREAS:** The joint study group has affirmatively recommended that Thomas Edison State College accept such a responsibility; and

**WHEREAS:** The Commissioner of Education and the President of the College have endorsed said recommendation; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College hereby declare its willingness to accept responsibility for the New Jersey State Library on behalf of the people of the State of New Jersey, provided that:

(a) the College and the Library retain their separate identities, organizations, missions, advocacy, autonomy, and appropriations;

**(b) the Board of Trustees have sufficient authority in personnel and policy, commensurate with its accountability and responsibility to the people of the state for the affairs of the Library; and**

**(c) it be apparent that such an affiliation benefit both institutions in their ability to carry out their complementary but distinctive missions, and that neither institution be in any way adversely affected in fulfilling their obligation to the public.**

Dr. Pruitt stated that he has received formal, written support from many legislators, but that the matter was currently in the hands of the Governor.

George Fricke moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (5-0, Nicholas Carnevale had to leave).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of September 1 and November 1, 1995. There were 22 candidates for the Associate in Arts, 12 candidates for the Associate in Science in Management, 1 candidate for the Associate in Science in Natural Science and Mathematics, 3 candidates for the Associate in Science in Public and Social Services, 31 candidates for the Associate in Science in Applied Science and Technology, 1 candidate for the Associate in Applied Science in Radiologic Technology; 112 candidates for the Bachelor of Arts, 8 candidates for the Bachelor of Science in Human Services, 76 candidates for the Bachelor of Science in Applied Science and Technology, 43 candidates for the Bachelor of Science in Business Administration, and 7 candidates for the Bachelor of Science in Nursing, for a total of 316 candidates.

He commented that 49% are in-state residents; 39% are female; 5% are African-American; and 65% are between the ages of 31 and 50.

George Fricke presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those September 1 and November 1, 1995 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.**

Carole Nerlino moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (5-0).

CONTRACT RENEWALS:

George Fricke presented the recommendations for contract renewals as follows:

DIVISION OF ACADEMIC AFFAIRS

CONTRACT RECOMMENDATIONS

Rebecca Austin, Evaluator	1 Year 1996 - 1997
Irene Bentz, Program Advisor	1 Year 1996 - 1997
Mitchell Bondi, Evaluator	4 Years 1996 - 2000
Catharine Bunn, Evaluator	1 Year 1996 - 1997
Emily Carone, Asst. Dir. of Test Dev. & Research (part-time)	1 Year 1996 - 1997
Carla Colburn, Program Advisor	4 Years 1996 - 2000
Edward Foris, Program Assistant	3 Years 1996 - 1999
Robert Herbster, Program Advisor	5 Years 1996 - 2001
Patricia Jackson, Program Advisor	4 Years 1996 - 2000
Mary-Jo Kamin, Evaluator	3 Years 1996 - 1999
Alma Johnson-Laster, Administrative Asst.	4 Years 1996 - 2000
Maureen O'Dowd, Test Administrator	1 Year 1996 - 1997
Eleanor Robertson, Evaluator	1 Year 1996 - 1997
Dorothy Sconyers, Program Advisor	4 Years 1996 - 2000
Todd Siben, Portfolio Advisor	4 Years 1996 - 2000
Doris Simmons, Evaluator	3 Years 1996 - 1999
Nancy Spencer, Evaluator	1 Year 1996 - 1997
Mona Spera, Program Assistant	1 Year 1996 - 1997
Alicia Smith, Evaluator	1 Year 1996 - 1997
Richard Strauss, Evaluator	1 Year 1996 - 1997
Esther Taitsman, Program Advisor	4 Years 1996 - 2000
Donald Trucksess, Asst. Dir. Course Administrator	4 Years 1996 - 2000
Donna Watson, Senior Evaluator	4 Years 1996 - 2000
Mary Sue Williams, Senior Evaluator	3 Years 1996 - 1999
Celestine Wynn, Portfolio Advisor	4 Years 1996 - 2000

DIVISION OF ADMINISTRATION  
AND FINANCE

CONTRACT RECOMMENDATIONS

Charles Johnstone, Systems Researcher	1 Year 1996 - 1997
Eunice Lewis, Asst. Adm. Student Fees & Revenues	4 Years 1996 - 2000
Debbie McCoy, Systems Coordinator	3 Years 1996 - 1999

DIVISION OF PUBLIC AFFAIRS

CONTRACT RECOMMENDATIONS

Peggy Allan, Program Assistant	1 Year 1996 - 1997
Mercedes Diaz, Admissions Rep. - Bi-lingual	3 Years 1996 - 1999
Linda Soltis, College Relations Specialist	1 Year 1996 - 1997

George Fricke presented the following resolution:

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

**The action taken herein is pursuant to an evaluation of each employee's work performance and the recommendation of the President.**

Fred Abbate moved and Richard Arndt seconded a motion to adopt the resolution. Motion carried (5-0).

PERSONNEL ACTIONS:

George Fricke presented the following resolution:

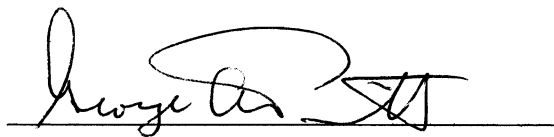
**The Board of Trustees of Thomas Edison State College does hereby approve all appointments as indicated on the lists provided and incorporated herein by reference.**

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

Carole Nerlino moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (5-0).

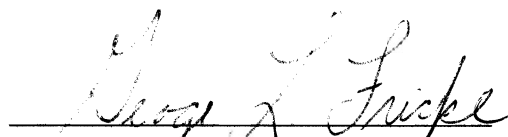
There being no further business, Richard Arndt moved and Fred Abbate seconded a motion to adjourn. Motion carried (5-0).

Submitted by,

A handwritten signature in black ink, appearing to read "George A. Pruitt", written over a horizontal line.

George A. Pruitt  
Secretary to the Board

Approved by,

A handwritten signature in black ink, appearing to read "George L. Fricke", written over a horizontal line.

George L. Fricke  
Chairman