

MINUTES

BOARD OF TRUSTEES

THOMAS EDISON STATE COLLEGE

September 8, 2000

MEMBERS PRESENT Fred Abbate; Nicholas Carnevale; Christopher Daggett; George Fricke; Ida Hammond; Lynn Mathews, student; E. Harvey Myers; Carole Nerlino-Cerepak; Thomas O'Neill; George A. Pruitt, President.

MEMBERS ABSENT Richard Arndt.

ALSO PRESENT Jerry Ice, Vice President and Provost; John Thurber, Vice President for Public Affairs; Michael Scheiring, Vice President and Treasurer; Esther Paist, Executive Assistant to the President; Donald Trucksess, Union Representative; Jane Letts, auditor.

Chairman Carole Nerlino-Cerepak, who noted that the date, time, and location for the meeting had been published in accordance with New Jersey law, officially called the public meeting to order at 10:00 a.m.

MINUTES

The Minutes of the June 9, 2000, meeting were presented for approval. Nicholas Carnevale moved and Ida Hammond seconded a motion to adopt the minutes. Motion carried (9-0).

CONSIDERATION OF PROVISIONAL ACCEPTANCE OF THE FY 2000 EXTERNAL AUDIT REPORT

George Fricke presented the auditors' report, which stated that the institution is in good shape. Jane Letts reported on the audit process and promised to have ratios for us in November. Ms. Letts also reported that the College's financial statements are free of any material weaknesses, and the College's financial results for the period were good, given this audit includes the College's fourth year of operation of the New Jersey State Library as an affiliate of the College.

George Fricke 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, 2000, 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.

George Fricke moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (9-0).

PRESIDENT'S REPORT

Commenting on his Annual Report to the Board of Trustees, Dr. Pruitt explained that we are working on correcting the problems in Learner Services and that our June/July/August applicant, enrolled, and continuing-enrolled-student numbers reflect recovery. He stated that our DIAL enrollment has grown; we've been accepted into a partnership with the Navy; we are about to enter into a partnership with Old Dominion University for synchronous learning offerings in Trenton; we will be signing a partnership agreement with the University of South Africa; we've exceeded our \$2.5 million giving campaign goal; and we've received a Robert Wood Johnson grant for the Children's Futures project.

Dr. Pruitt further stated that the Townhouses are complete, and the College is now looking to expand into a new 35,000-square-foot facility. The College has the backing of the State Treasurer for this expansion, and RFPs will be developed for a new building or for remodeling existing spaces in Trenton. After the RFPs are developed, we will have a better idea about how long this whole process will take.

Dr. Pruitt drew the Board's attention to the draft of the College's next Five-Year Plan, presented as a handout at the meeting. He pointed out that the Board would be reviewing and commenting on this draft for final consideration at the December meeting.

Michael Scheiring reported on the College's financial condition and stated that in-state tuition revenues are down. He indicated that the impact of the decline in enrollment and applications might have a negative "pipeline" effect. However, we have done very well at containing costs and expenditures. He commented that the College has been fortunate in our investments and that the Datatel system is now largely installed. That our numbers of personnel (especially faculty consultants) can be pegged to enrollment is very helpful in keeping the College financially efficient. We still had a 16 percent increase in enrollment in DIAL and in our graduate programs. The general enrollment decline should not necessarily be hooked to marketing efforts and their effect (pro or con). Moreover, the current lack of ability to track inquirers also is problematic in that it impedes our ability to directly track marketing effectiveness. Growth in size for its own sake is not necessarily something we seek; but we believe that 10,000 students may be an optimal number as we plan our efforts to increase enrollments. Of course, we will never sacrifice quality for size. The infrastructure for growth is already in place.

The College spent \$1.5 million of our carryforward on marketing, new programs, and other initiatives. However, this year we had a \$2.8 million surplus from which we will generate still more carryforward. Our investments have been very good, and we have much in place to support our new Five-Year Plan. We will budget within our operating budget, not beyond it, and use carryforward to support our own expansion.

Dr. Pruitt discussed the difficult situation of Kuser's deterioration. We've complained about conditions in this building, and the State Utilization Committee must give Treasury authorization to deal with the lease. We now have had the lease extended, and the landlord has been directed to improve the property. However, the College has an objective to acquire the property (with Treasury to pay). This acquisition will give us space we need.

The Library has had a very successful year, having acquired new technology and having successfully managed grants to libraries throughout the state. Its investment income and cost recovery have greatly improved since affiliation with the College. The new structure has also enabled the Library to offer a competitive salary for the new librarian search. This search is going more slowly than we'd like, but ads have been placed, the search committee is in place, and the search consultant is at work. The

successful candidate will be determined by the end of the year. The Library's fund balance is good and appropriate.

CONSIDERATION OF BID WAIVERS

George Fricke presented the following resolution regarding bid waivers:

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$17,700 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 Title 18A of the New Jersey Statutes states that the College may waive the bidding procedures by resolution of the Board of Trustees of the College; and

WHEREAS: The purchasing policies of Thomas Edison State College approved by the Board of Trustees on October 10, 1986, provide for the granting of categorical prior approval and post reporting to the Board of such purchases; and

WHEREAS: Background information on each bid waiver will always be provided in one attached document entitled "Bid Waiver Request," and

WHEREAS: The College is planning to

- Publish a Graduate Prospectus that will present all information on both the MSM and MAPS degrees at a cost not to exceed \$23,000 for a quantity of 10,000;
- Acquire an imaging system to support electronic storage of student official transcripts, other student-related documents, and documents in the Office of Human Resources; and
- Use the services of faculty and course-construction consultants for the College's Distance and Independent Adult Learning and Graduate Studies programs at a cost that might exceed the current bid threshold of \$17,700;

in accordance with the explanation and description of each project as set out in the attached "Bid Waiver Request"; now, therefore be it

RESOLVED: That the Board of Trustees does hereby authorize bid waivers for the College to publish a Graduate Prospectus that will present all information on both the MSM and MAPS degrees at a cost not to exceed \$23,000 for a quantity of 10,000; acquire an imaging

system to support the electronic storage of student official transcripts, other student-related documents, and documents in the Department of Human Resources; and use the services of faculty and course-construction consultants for the College's Distance and Independent Adult Learning and Graduate Studies program at a cost that might exceed the current bid threshold of \$17,700.

Nicholas Carnevale moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (9-0).

CONSIDERATION OF CANDIDATES FOR DEGREE

Jerry Ice pointed out that there are 443 graduates, which is an unusually large group, and that many are moving through their degree programs very quickly. He then presented the candidates for the associate, baccalaureate, and master's degrees as of May 15, 2000, and July 15, 2000, as follows: 25 candidates for the Associate in Arts; 4 candidates for the Associate in Science in Management; 1 candidate for the Associate in Science in Natural Science and Mathematics; 2 candidates for the Associate in Science in Public and Social Services; 13 candidates for the Associate in Science in Applied Science and Technology; 2 candidates for the Associate in Applied Science in Radiologic Technology; 187 candidates for the Bachelor of Arts; 27 candidates for the Bachelor of Science in Human Services; 94 candidates for the Bachelor of Science in Applied Science and Technology; 65 candidates for the Bachelor of Science in Business Administration; 12 candidates for the Bachelor of Science in Nursing; and 11 candidates for the Master of Science in Management, for a total of 443 candidates.

Carole Nerlino presented the following resolution to approve the candidates as indicated:

The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those May 15, 2000, and July 15, 2000, 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.

Fred Abbate moved and George Fricke seconded a motion to adopt the resolution. Motion carried (9-0).

Candidates for Honorary Degree

Dr. Pruitt presented the following resolutions for candidates for Honorary Degree:

WHEREAS: William Henry Philipp, Vice President for Lifelong Learning with the PBS Adult Learning Service (ALS), has distinguished himself as an educator and leader in higher education; and

WHEREAS: Under his leadership the PBS Adult Learning Service has become a major producer of high-quality media for use in distance-delivered education for adult students; now therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President and the concurrence of the Academic Affairs Committee, does hereby award William Henry Philipp 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 7, 2000.

George Fricke moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (9-0).

WHEREAS: Richard Barnett, Founder and President of the Athletic Role Model Educational Institute, has used his background and stature as a very successful player for the New York Knicks, NBA, in service to at-risk students, and has distinguished himself as an educator in higher education, and as a role model for today's youth; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President and the concurrence of the Academic Affairs Committee, does hereby award Richard Barnett 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 7, 2000.

Ida Hammond moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (9-0).

CONSIDERATION OF ACADEMIC COUNCIL APPOINTMENTS

Dr. Pruitt presented the following resolutions for appointments and reappointments to the Academic Council:

The Board of Trustees of Thomas Edison State College does hereby appoint Marian Leerburger, Associate Professor at the University of Maryland; Linda Mather, President of Beacon Enterprises; and W. Renee Walker, Coordinator of Business Education at Mercer Community College, to three-year terms on the Academic Council.

The action herein taken is pursuant to a recommendation by the President of the College, having been reviewed and endorsed by the Academic Council.

Thomas O'Neill moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (9-0).

The Board of Trustees of Thomas Edison State College does hereby reappoint William Boll, Head of the Criminal Justice Department, Warren County Community College; Dominick Iorio, Professor Emeritus at Rider University; Linda Knezevich, Faculty Consultant for Thomas Edison State College; and Ann Washburn Tucker, Associate Dean/Chairperson, Interdisciplinary Studies at the University of Medicine & Dentistry of New Jersey to second three-year terms on the Academic Council.

The action herein taken is pursuant to a recommendation by the President of the College, having been reviewed and endorsed by the Academic Council.

Fred Abbate moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (9-0).

CONSIDERATION OF PERSONNEL ACTIONS

Dr. Pruitt presented the following resolution:

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

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

George Fricke moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (8-0, student abstention).

NEW BUSINESS

Election of Officers

Fred Abbate, Chairman of the Nominating Committee, presented the recommendation for Board officers as follows: Carole Nerlino-Cerepak, Chair, and Harvey Myers, Vice Chair. He then asked for nominations from the floor. There being no nominations from the floor, Fred Abbate made a motion to close the nominations. Ida Hammond seconded. Motion carried (8-0).

In accordance with public law, a ballot was distributed for secret written vote, the results of which confirmed unanimously the election of the recommended officers.

George Fricke gave a report as the Board's representative to the New Jersey State Association of Colleges and Universities. He described a new initiative by the Association called "NJ College Bound 2008," which highlights a vision and action plan to prepare the state for the influx of 20,000 more college-bound students in 2008 than we currently have enrolled in New Jersey state colleges and universities. If no action is taken on this initiative now, there will not be any room for these additional students. He asked the Trustees to support this initiative in their own spheres of influence in any way they can.

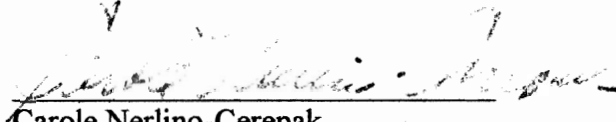
There being no further business, Harvey Myers moved and George Fricke seconded a motion to adjourn. Motion carried (8-0).

Submitted by,



George A. Pruitt
Secretary to the Board

Approved by,



Carole Nerlino-Cerepak
Chairman