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MINUTES

BOARD OF TRUSTEES

THOMAS EDISON STATE COLLEGE

March 5, 2004

MEMBERS PRESENT Nicholas Carnevale, George Fricke, Dick Arndt, Margaret Verzella, Marilyn Pearson, Christopher Daggett, Ida Hammond, Fred Abbate, and George Pruitt

MEMBERS ABSENT Tom O'Neill, Harry DiCorcia, E. Harvey Myers

ALSO PRESENT Norma Blake, Paula Witcher, Don Trucksess, William Seaton, Michael Scheiring, John Thurber, Lou Martini, and Esther Paist

Mr. Carnevale, 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 December 5, 2003, meeting were presented by Mr. Carnevale for approval and adoption. Mr. Fricke made, and Ms. Hammond seconded, a motion to adopt the minutes. Motion carried unanimously.

PRESIDENT'S REPORT

The Governor recently gave his budget message, and his budget recommendation leads us to be fairly confident that no further budget cuts to higher education funding will occur this year. This is especially good in the face of increased costs of the salary program, a program that is still underfunded. The state will also need to continue to fund fringe benefits. In his message, the Governor also acknowledged the state's responsibility for funding capital facilities. This does not affect our College, but is good for higher education, in general. The New Jersey President's Council will work to keep the "capacity" issue and the need for a bond issue for capital facilities before the public. Dr. Pruitt will

testify in behalf of the New Jersey President's Council before the Assembly hearings on this.

The New Jersey State Library has received a competitive federal grant award from the Institute of Museum and Library Studies to digitize historical records. The library also received a grant to fund scholarships for the education of library workers in urban areas. Some of these workers will be given the opportunity to complete baccalaureate degrees at Thomas Edison State College. The College has also gotten its first federal "earmark" grant, which amounts to \$49,000 and which will be used to support distance-education initiatives.

Dr Pruitt distributed the National League for Nursing site visit team report, which recommends eight more years of accreditation for the College's Bachelor of Science in Nursing degree program. The College's new master's degree in Human Resources Management has also been approved by the New Jersey Presidents' Council and is being rolled out.

Director of Military Education, Lou Martini, made a presentation on the College's activity with various military programs and partnerships. The College is a major supplier of educational opportunity to service members in the Army, the Navy, and the Coast Guard, and we have ever-increasing numbers of military students.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

George Fricke reported on the meeting of the Administration and Finance committee. He discussed the financial state of the College. We are doing well relative to our budget, even though our enrollment numbers have leveled off slightly.

INCREASE BIDDING THRESHOLD

Mr. Fricke presented a resolution for an increase in the bidding threshold.

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes established the bidding threshold for open competitive bidding at \$7,500; and

WHEREAS: The Board of Trustees of Thomas Edison State College at its October 10, 1986, meeting adopted a Pur-

chasing Policy establishing \$7,500 as the bidding threshold; and

WHEREAS: The Law provides, under Chapter 43, Section B, for the Governor to adjust the bidding threshold based on the rise or fall of the Consumer Price Index; and

WHEREAS: The Governor has adjusted the threshold for competitive bidding to \$19,500, effective July 1, 2004; now, therefore be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby amend the Purchasing Policy increasing the public bidding threshold at which all covered purchases and contracts must be handled through open competitive bidding from \$18,600 to \$19,500.

Mr. Fricke made, and Mr. Arndt seconded, a motion to adopt the resolution. Motion carried unanimously.

CONSIDERATION OF BID WAIVERS

After Mr. Fricke discussed the bid waivers and reviewed the rationale for each, he presented the following resolution:

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$18,600 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 requesting bid waivers to do the following:

- use the service of mentors and course-construction consultants for the College's Distance and Independent Adult Learning and Graduate Studies programs at a cost that may well exceed the current bid threshold of \$18,600;
- publish a College Catalog for the period of 2004 – 2005 at a cost that is approximately \$20,800 for 10,000 pieces;
- publish a Registration Bulletin for 2004 – 2005 at a cost that is approximately \$31,750 for 25,000 pieces;
- publish an Undergraduate Prospectus for 2004 – 2005 at a cost that is approximately \$60,375 for 50,000 pieces;
- host a weekend for trustee training for approximately 100 to 150 New Jersey public library trustees at an approximate cost of \$30,000;
- use Parker and Partners marketing firm for a statewide marketing campaign for public libraries at an approximate cost of \$50,000; and
- purchase various Americans with Disabilities Act (ADA) compliance services and equipment for the Library for the Blind and Handicapped at a cost of approximately \$150,000

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 and its affiliate, the New Jersey State Library, to do the following: use the service of mentors and course-construction con-

sultants for the College's Distance and Independent Adult Learning and Graduate Studies programs at a cost that may well exceed the current bid threshold of \$18,600; publish a College Catalog for the period of 2004 – 2005 at a cost that is approximately \$20,800 for 10,000 pieces; publish a Registration Bulletin for 2004 – 2005 at a cost that is approximately \$31,750 for 25,000 pieces; publish an Undergraduate Prospectus for 2004 – 2005 at a cost that is approximately \$60,375 for 50,000 pieces; host a weekend for trustee training for approximately 100 to 150 New Jersey public library trustees at an approximate cost of \$30,000; use Parker and Partners marketing firm for a statewide marketing campaign for public libraries at an approximate cost of \$50,000; and purchase various Americans with Disabilities Act (ADA) compliance projects and services for the Library for the Blind and Handicapped at a cost of approximately \$150,000.

Mr. Fricke made, and Mr. Abbate seconded, a motion to adopt the resolution. Motion carried unanimously.

CONSIDERATIONS OF CANDIDATES FOR DEGREE

Mr. Seaton pointed out that there are 412 degree candidates for consideration at this meeting. The candidates for the associate's, baccalaureate, and master's degrees as of March 5, 2004, are as follows: 19 candidates for Associate in Applied Science; 15 candidates for Associate in Arts; 7 candidates for Associate in Science in Applied Science and Technology; 6 candidates for Associate in Science in Management; 1 candidate for Associate in Natural Sciences and Mathematics; 4 candidates for Associate in Science in Public and Social Services; 223 candidates for Bachelor of Arts; 86 candidates for Bachelor of Science in Applied Science and Technology; 31 candidates for Bachelor of Science in Business Administration; 2 candidates for Bachelor of Science in Health Science; 7 candidates for Bachelor of Science in Human Services; 2 candidates for Bachelor of Science in Nursing; 1 candidate for Master of Arts in Professional Studies; and 8 candidates for Master of Science in Management.

Mr. Seaton presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those March

5, 2004, 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.

Mr. Abbate made, and Mr. Arndt seconded, a motion to adopt the resolution. Motion carried unanimously.

CONSIDERATION OF CANDIDATE FOR HONORARY DEGREE

Dr. Pruitt presented the following resolution:

WHEREAS: Gary Heavin, Founder and Chief Executive Officer of Curves, International, is a distinguished alumnus of Thomas Edison State College; and

WHEREAS: He has distinguished himself both as an entrepreneur and philanthropist; and

WHEREAS: His efforts have enhanced the health and well-being of thousands of women throughout the United States and around the world; and

WHEREAS: He has proven to be a committed and effective advocate for his alma mater; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby award Gary Heavin the degree of Doctor of Humane Letters, *honoris causa*.

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

CONSIDERATION OF CONTRACT RENEWALS

Dr. Pruitt presented a resolution for contract renewals as follows:

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.

Mr. Daggett made, and Mr. Arndt seconded, a motion to adopt the resolution. Motion carried unanimously.

CONSIDERATION OF PERSONNEL ACTIONS


Dr. Pruitt presented a resolution for personnel actions as follows:

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.

Mr. Daggett made, and Mr. Fricke seconded, a motion to adopt the resolution. Motion carried unanimously.

The meeting was adjourned at 11:30 a.m.

Submitted by,



George A. Pruitt
Secretary to the Board

Approved by,



Nicholas L. Carnevale
Chairman