

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

December 13, 1985

MEMBERS PRESENT: Patricia Danielson, Chairman; George Hanford; E. Harvey Myers; Eleanor Spiegel; Rita Novitt; John Blossom; George A. Pruitt, President.

MEMBERS ABSENT: Thomas Seessel, Vice-Chairman; Robert Taylor; Christian Yegen.

ALSO PRESENT: Jerry Ice, Vice President for Academic Affairs; Richard Hansen, Vice President for Public Affairs; Michael J. Scheiring, Vice President for Administration and Finance; Gerri Collins, Executive Assistant to the President; Linda Mather, Department of Higher Education.

The public meeting was officially called to order at 2:00 p.m. by Patricia Danielson who noted that the date, time, and location for the meeting had been published in accordance with the New Jersey law.

MINUTES APPROVED: The minutes of the October 11, 1985 Board of Trustees meeting were presented for approval. Eleanor Spiegel moved and John Blossom seconded a motion to approve the minutes. Motion carried (6-0).

PRESIDENT'S REPORT: Adding to his report previously distributed, Dr. Pruitt reviewed the College's association with Ron Gordon of TeleLearning (a.k.a. Electronic University Network). Gordon developed the Atari which he sold to the Warner Corporation. He then went into computer designed learning, providing a variety of computer courses some of which are college-level. Gordon then initiated a collaboration with Edison State College. As a result, about six Edison State College students are enrolled in the program; another 400 are taking courses.

At the present time, TeleLearning has affiliated with corporations and 15-20 colleges so that credit-learning courses are available through such colleges as Brown University, Penn State University, Stanford University, and the University of Nebraska.

Dr. Pruitt stated that what TeleLearning wants from Edison State College is the curriculum within a degree program. None of the other colleges offering the credit-bearing computer courses has a complete degree program for the student using this means. Edison State College has the degree program without requiring a student to take Edison courses.

TeleLearning has the product and the network. Edison has the curriculum and the degree program.

Dr. Pruitt then reported that at the recent American Council on Education meeting, Badi Foster, President of Aetna Institute in Hartford, stated that colleges must warranty their products, and that if colleges want to warranty their products, they should model themselves after Thomas A. Edison State College.

Dr. Pruitt added that the College is in the process of developing a cooperative program with Aetna at approximately 300 sites.

Concluding his remarks, Dr. Pruitt announced that the Department of Higher Education tape on New Jersey colleges would be shown at the conclusion of the meeting.

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE:

Jerry Ice called attention to the report of the Academic Affairs Committee previously distributed.

Approval of Graduates

Jerry Ice presented the candidates for degree. There were 9 candidates for the Associate in Arts, 1 candidate for the Associate in Science in Management, 1 candidate for the Associate in Science in Applied Science and Technology, 11 candidates for the Bachelor of Arts, 4 candidates for the Bachelor of Science, and 11 candidates for the Bachelor of Science in Business Administration for a total of 37 candidates.

Adding to this report, he indicated that 33 of the 37 candidates took four years or less to complete. Ten of the 37 took less than one year. Twelve of the 37 completed all credits through transfer. The youngest, age 18, is in the navy; the oldest is 57.

This brings to 5,409 the total number of graduates to date.

Jerry Ice then read the following resolution:

The Academic Affairs Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the approval of candidates meeting all the requirements for the Associate and Baccalaureate degrees by December 1, 1985.

The action herein recommended is pursuant to a recommendation by the President of the College and the requirements set by the Academic Council.

Eleanor Spiegel moved and Rita Novitt seconded a motion to adopt the resolution approving the candidates. Motion carried (6-0).

New Certificate Requirements

Jerry Ice then read the second Committee resolution as follows:

The Academic Affairs Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College that, effective July 1, 1986, all certificates will require 30 semester hours. The Edison requirement will include 18 semester hours of Professional Credit and 12 semester hours of Liberal Arts Credit.

The action herein recommended is pursuant to a recommendation by the President of the College and the recommendation by the Academic Council.

Eleanor Spiegel moved and Rita Novitt seconded a motion to adopt the resolution establishing new certificate requirements. Motion carried (6-0).

REPORT OF THE PUBLIC AFFAIRS COMMITTEE:

Richard Hansen then presented the report of the Public Affairs Committee. Highlighting the report, he indicated that the increase in external dollars has gone from approximately \$23,000 to \$119,000. Several new factors are expected to effect increases in enrollments: 1) the new viewbook, 2) realignment of staff to respond to increased inquiries, and 3) increased alumni efforts.

With regard to the Alumni, he called attention to selected responses from the annual alumni survey attached to the Committee report. He indicated that about 30 alumni are giving information sessions around the state. One alumna from Washington, D.C. comes to New Jersey to do this. Other alumni are doing volunteer work at the College, e.g., secretarial and support work.

John Blossom moved and Rita Novitt seconded a motion to accept the Committee report. Motion carried (6-0).

THE REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE:

Michael Scheiring then presented the report of the Administration and Finance Committee previously distributed.

Summarizing the report, he indicated that the College's first quarter revenue results were 10% ahead of budget targets and that student revenues were 16% ahead of target. He added that expenditures were 4% below the previous year's expenditure rate.

Personnel Actions:

Michael Scheiring presented the new hires personnel actions as follows:

Sandra Eastmead, Senior Operated Automated Typewriter
Richard Hamilton, Senior Portfolio Advisor

Shirley James, Senior Operated Automated Typewriter
Cynthia Prisco, Senior Operated Automated Typewriter
Sharon Spencer, Senior Clerk Typist

He then read the following resolution:

The Finance Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the approval of the newly hired employees listed in Section 2.0 of the Finance Committee Report at the recommendation of the President.

Rita Novitt moved and Eleanor Spiegel seconded a motion to approve the personnel actions as presented. Motion carried (6-0).

Dr. Pruitt then presented the names for contract renewal, adding that the number of years for Gerri Collins needed to be changed from 2 years to 1 year. He explained that although Gerri Collins was eligible for a two-year contract according to college practice, in order for all senior management contracts to be consistent, and held at one-year intervals, her recommendation would have to be amended. With that change in mind, the contract recommendations were presented as follows:

| <u>OFFICE OF THE PRESIDENT</u> | <u>CONTRACT RECOMMENDATION</u> |
|---|--------------------------------|
| Gerri I. Collins, Executive Assistant to the President | 1 year, 1986-87 |
| <u>DIVISION OF PUBLIC AFFAIRS</u> | |
| Richard S. Hansen, Vice President for Public Affairs | 1 year, 1986-87 |
| Sonja A. Eveslage, Director of Corporate Programs | 1 year, 1986-87 |
| Nancy Norville, Director of Admissions | 2 years, 1986-88 |
| Barbara J. Waters, Director of Public Relations | 2 years, 1986-88 |
| Lansing J. Davis, Corporate Education Specialist | 3 years, 1986-89 |
| <u>DIVISION OF ADMINISTRATION AND FINANCE</u> | |
| James C. Humphrey, Director of Administrative Services | 2 years, 1986-88 |
| Betty A. Wright, Accountant | 3 years, 1986-89 |
| David C. Oakley, System Planning Specialist | 1 year, 1986-87 |
| <u>DIVISION OF ACADEMIC AFFAIRS</u> | |
| Ruth M. McKeefery, Dean, Academic Programs | 2 years, 1986-88 |
| Paul I. Jacobs, Director of Test Development & Research | 2 years, 1986-88 |
| Jack Phillips, Registrar | 2 years, 1986-88 |
| William J. Seaton, Assistant to the Vice President for Academic Affairs/Dir. Center for Learning & Telecommunications | 2 years, 1986-88 |
| L. Ann Bielawski, Director of Career Planning & Placement | 2 years, 1986-88 |

DIVISION OF ACADEMIC AFFAIRS (cont'd)

CONTRACT
RECOMMENDATION

| | |
|---|------------------|
| Ronald W. Sukovich, Coordinator of Degree Programs | 4 years, 1986-90 |
| Diane Gruenberg, Coordinator of Degree Programs | 4 years, 1986-90 |
| Thomas M. Eklund, Coordinator of Advisement Center | 4 years, 1986-90 |
| Robert D. Herbster, Senior Program Advisor | 5 years, 1986-91 |
| Sharon E. Smith, Senior Evaluator | 3 years, 1986-89 |
| Ellen H. Carriere, Evaluator (Part-Time) | 1 year, 1986-87 |
| Patricia Capuzzi, Evaluator | 1 year, 1986-87 |
| Rosa L. Eickhoff, Evaluator (Part-Time) | 1 year, 1986-87 |
| Maris Cutting, Program Assistant, Student Assessment (PT) | 1 year, 1986-87 |
| Emily J. Carone, Assistant for Testing (Part-Time) | 1 year, 1986-87 |
| Janice Palmer, Academic Counselor (Part-Time) | 1 year, 1986-87 |

Michael Scheiring read the following resolution:

The Finance Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the approval of contract renewals for the employees listed in Section 2.2 of the Finance Committee Report. The action herein recommended is pursuant to an evaluation of the employee's work performance and the recommendation of the President.

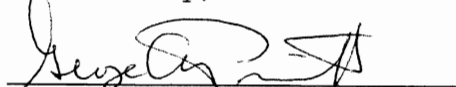
Harvey Myers moved and John Blossom seconded a motion to adopt the resolution to approve the contract renewals as amended. Motion carried (6-0).

NEW BUSINESS:

Dr. Pruitt announced that the New Jersey State College Governing Boards Association has offered the Executive Director position to Dr. Darryl G. Greer, currently the Director of Government Relations at the College Board in Washington, D.C.

There being no further business, Harvey Myers moved and John Blossom seconded a motion to adjourn. Motion carried (6-0).

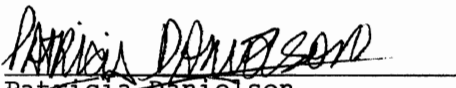
Submitted by,



George A. Pruitt
Secretary to the Board

4/11/86
Date

Approved by,



Patricia Danielson
Chairman of the Board

April 11, 1986
Date