

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

December 12, 1986

MEMBERS PRESENT: Patricia Danielson, Chairman; Christian Yegen; Robert Taylor; E. Harvey Myers; Eleanor Spiegel; George A. Pruitt, President; Chancellor Hollander.

MEMBERS ABSENT: Thomas Seessel; John Blossom; George Hanford; Rita Novitt.

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 10, 1986 Board of Trustees meeting were presented for approval. Eleanor Spiegel moved and Robert Taylor seconded a motion to approve the minutes. Motion carried (5-0).

PRESIDENT'S REPORT: Adding to his previously distributed report, Dr. Pruitt reported that Assembly Bill A-1803 (the student trustee bill) as it relates to Edison State College was discussed with Assemblyman Baer, and the decision made that the College would not take a stand on it or object to it. The bill was modified to allow the College to prescribe its own process for student selection.

He added that the bill presents a problem for the College because the student body is not in residence. There were to have been further discussions with the sponsor of the bill, but the bill went through before this could be accomplished. However, he would explore possibilities for modifications through the regulations process. Discussions have been initiated with the Chancellor's Office in this regard.

Dr. Pruitt then called attention to the recent faculty training sessions, indicating that for the first time, the College is conducting such workshops for faculty consultants.

Continuing his report, Dr. Pruitt stated that he was honored to be invited to attend the Republican Governors' Conference held in New Jersey and to serve on a panel with Secretary of Education William Bennett and David Kearns, Chief Executive Officer, Xerox Corporation.

Patricia Danielson added that Dr. Pruitt was further honored by a recent Exxon Foundation study which identified him as one of "the most effective college presidents in America."

Responding to a question by Robert Taylor regarding the CASE/CFAE survey report, Dr. Pruitt stated that this report identifies sources of income to the Thomas A. Edison State College Foundation and dollar amounts for the last five years. All Foundation income is from outside sources not from student fees. He added that the annual Foundation audit report would be given to the Board of Trustees when available.

Eleanor Spiegel commended the President for his report and suggested that these reports might be sent to former trustees.

She also commented on the recent Academic Council recommendation that the College accept physical education activity credits as free electives, indicating that the College might consider allowing prior learning assessment of such courses as appropriate.

Dr. Pruitt responded that this might be possible in the future but that it is not available at this time.

Dr. Pruitt then discussed recent federal regulations which attempt to define a college as an institution that provides instruction. These regulations are intended to address the problem with diploma mills and certain institutions which provide questionable prior learning assessment. He added that the language in the regulations should not have an effect on the College.

Concluding his remarks, Dr. Pruitt called upon Jerry Ice for his presentation. Jerry Ice reported that the Computer Assisted Lifelong Learning (CALL) Network will establish a fourth dimension of interactive computer access to the current delivery system of phone, mail, and personal contact. These services will be accessible both at the student's home and in the work place.

The project has three components: 1) Creating the Infrastructure, 2) the Simulated Classroom, and 3) Computer Diagnostic Examinations. All three components will establish a new operational mode for the College with new products to serve the distant learner. The CALL Network will not only enhance student programs, but will increase the efficiency of our staff.

Specifically, CALL will expand computer capability; provide a fully integrated, interactive data base for evaluation and advising; provide a telecommunications network; automate routine tasks such as admissions information, student accounts, advisement, and evaluations; offer simulated classroom courses and on-site learning centers with four organizations and two

libraries; enhance distant learning; provide adaptive diagnostic examinations; and increase the use of test taking.

Jerry Ice then introduced Drew Hopkins, Director of Management Information Systems; William Seaton, Director of the Center for Learning Through Telecommunications; and Paul Jacobs, Director of Testing and Institutional Research, who presented an overview of the Challenge Grant CALL Network project.

APPROVAL OF GRADUATES:

Jerry Ice presented the candidates for degree as of December 1, 1986. There were 7 candidates for the Associate in Arts, 6 candidates for the Associate in Science in Management, 4 candidates for the Associate in Science in Applied Science and Technology; 1 candidate for the Associate in Science in Public and Social Services, 11 candidates for the Bachelor of Arts, 5 candidates for the Bachelor of Science, 9 candidates for the Bachelor of Science in Business Administration, and 1 candidate for the Bachelor of Science in Nursing for a total of 44 candidates, bringing the cumulative total to 5,827.

Commenting on the graduating class, he indicated that 4 candidates took 8-10 years to complete their degrees. Thirty-two of the 44 used methods other than collegiate classroom courses in transfer to Edison, while 593 credits out of the 1,067 credits completed after enrolling at Edison were done using alternative methods.

Patricia Danielson presented the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby recommend the approval of candidates meeting all the requirements for the Associate and Baccalaureate degrees by December 1, 1986.

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

Eleanor Spiegel moved and Christian Yegen seconded a motion to adopt the resolution. Motion carried (5-0).

FINANCE COMMITTEE REPORT:

Robert Taylor, Chairman of the Finance Committee, presented the Committee report as previously distributed which reaffirmed the actions of the Board regarding Policies and Procedures under Autonomy. No substantive changes were recommended, but several editorial changes in language were recommended as indicated in the report.

Dr. Pruitt commented that the Finance Committee review was forwarded to the Transition Team. The auditor's letter was amended as requested at the October Board meeting.

Robert Taylor then presented the first quarter revenue and expenditure results indicating that the College had exceeded its revenue target by 156% and has realized 33% of its total budgeted revenue of \$1,287,712 at the end of the first quarter. It was further reported that the results for October were excellent in that the College had reached its six-month revenue target at the end of October. On the expenditure side, management reported that \$602,010, or 17% of the College's FY 1987 expenditure budget of \$3,495,439 had been expended or committed.

Dr. Pruitt added that the financial strength of the College at the present time is creating a service stress which will have to be closely monitored. As was stated in the Finance report, Dr. Pruitt informed and consulted the Committee as to the College's intention of establishing the position of Controller. The President indicated the need to strengthen management in the finance area as a result of the growth in size and complexity of the institution and made urgent by autonomy. The position will be added during the current fiscal year and be funded through the reallocation of resources within the existing budget. The Committee formally and unanimously concurred with the establishment of the position of Controller as well as attendant organizational shifts associated with this position.

Robert Taylor moved that the full Board endorse management's intention to establish a controller position funded through reallocation of resources. Christian Yegen seconded the motion. Motion carried (5-0).

PERSONNEL ACTIONS:

Dr. Pruitt presented the list of appointments for approval as follows:

Christine Allen, Senior Clerk Typist  
Frances Smith, Principal Clerk Stenographer  
Linda Soltis, Senior Clerk Transcriber  
Hope Gillico, Data Processing Input/Output Specialist  
Evelyn Spradley, Senior Programmer  
Janet Heirigs, Administrative Assistant  
Barbara Aikens, Administrative Assistant

He added that the Director of Admissions, Nancy Norville, had taken a position with William Paterson College. She was an excellent person and employee, and the College was sorry to see her leave.

Patricia Danielson read the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby approve all appointments as indicated on the lists provided.

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

Christian Yegen moved and Eleanor Spiegel seconded a motion to adopt the resolution. Motion carried (5-0).

CONTRACT RENEWALS:

Dr. Pruitt presented the names of those eligible for contract renewal as follows:

<u>OFFICE OF THE PRESIDENT</u>	<u>CONTRACT RECOMMENDATION</u>
Michael J. Scheiring, Vice President for Administration and Finance	1 year, 1987 - 1988
Jerry Ice, Vice President for Academic Affairs	1 year, 1987 - 1988
Richard Hansen, Vice President for Public Affairs	1 year, 1987 - 1988
<u>DIVISION OF ADMINISTRATION AND FINANCE</u>	
Carron M. Albert, Personnel Officer	1 year, 1987 - 1988
James Brossoie, Assistant Director Management Information Systems	1 year, 1987 - 1988
Drew Hopkins, Director Management, Information Systems	2 years, 1987 - 1989
<u>DIVISION OF ACADEMIC AFFAIRS</u>	
Bernard Bomba, Transcript Evaluator	1 year, 1987 - 1988
Theresa Bowman, Senior Program Advisor	1 year, 1987 - 1988
Dolores Brown-Hall, Director of Nursing Programs	1 year, 1987 - 1988
Emily Carone, Assistant to the Director of Testing (part-time)	1 year, 1987 - 1988
Ellen Carriere, Transcript Evaluator	1 year, 1987 - 1988
Maris Cutting, Program Assistant Student Assessment (part-time)	1 year, 1987 - 1988
Rosa Lee Eickhoff, Transcript Evaluator (part-time)	1 year, 1987 - 1988
Susan Friedman, Coordinator of Degree Programs	4 years, 1987 - 1991
Timothy Mott, Coordinator of Degree Programs	1 year, 1987 - 1988
Janice Palmer, Portfolio Advisor (part-time)	1 year, 1987 - 1988
Marian Stone, Senior Program Advisor	1 year, 1987 - 1988

DIVISION OF PUBLIC AFFAIRS

CONTRACT RECOMMENDATION

Sonja Eveslage, Director Corporate Programs	2 years, 1987 - 1989
Jules Kahn, Director Military Affairs/ Financial Aid	2 years, 1987 - 1989
Annette Singer, Director Alumni Affairs	2 years, 1987 - 1989
Thomas Streckewald, Executive Director of Development	2 years, 1987 - 1989
Janice Toliver, Coordinator of Recruitment Services	4 years, 1987 - 1991

Patricia Danielson read the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby approve the contract recommendations as indicated on the lists provided.

The action herein recommended is pursuant to an evaluation of the employees' work performance and the recommendation by the President.

Robert Taylor moved and Eleanor Spiegel seconded a motion to adopt the resolution. Motion carried (5-0).

Concluding the meeting, Dr. Pruitt stated that space needs have become a problem at the College and that the long-term plan is to expand into adjacent facilities. The College has received favorable response to this plan so far; however, the adjacent facilities are in very poor condition and will need major improvement. In the interim, the College will be using available facilities at 108 West State Street.

There being no further business, Robert Taylor moved and Harvey Myers seconded a motion to adjourn. Motion carried (5-0).

Submitted by,

  
\_\_\_\_\_  
George A. Pruitt  
Secretary to the Board

4/10/87  
Date

Approved by,

  
\_\_\_\_\_  
Patricia R.F. Danielson  
Chairman of the Board

4/10/87  
Date