

MINUTES

BOARD OF TRUSTEES

THOMAS EDISON STATE COLLEGE

September 8, 1995

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

MEMBERS ABSENT: Wendy Logan; Harvey Myers.

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 Fred Abbate who noted that the date, time, and location for the meeting had been published in accordance with New Jersey law.

SWEARING-IN OF NEW TRUSTEES:

Fred Abbate introduced Mr. Nicholas Carnevale and Mrs. Ida Hammond as new trustees and conducted the swearing-in ceremony for each.

He then introduced Mr. William Kisby, new student trustee, and presented the following resolution:

WHEREAS: New Jersey state law and the Bylaws of Thomas Edison State College provide for student representation on the Board of Trustees; and

WHEREAS: Said bylaws specify criteria for the selection of student trustees; and

WHEREAS: The President of the College has certified that Lieutenant William Kisby meets said criteria; and

WHEREAS: The President of the College does hereby nominate Lieutenant William Kisby as a student trustee alternate in accordance with the procedures of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby elect Lieutenant William Kisby as student trustee alternate effective September 8, 1995 for a term of one year, followed thereby as student trustee for a period of one year, which shall conclude at the annual meeting of the Board to be held in June 1997.

Thomas O'Neill moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (8-0).

MINUTES:

The minutes of the June 9, 1995 meeting were presented for approval. Richard Arndt moved and George Fricke seconded a motion to approve the minutes. Motion carried (8-0).

PRELIMINARY AUDIT REPORT:

George Fricke moved and Richard Arndt seconded a motion to adopt 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, 1995, 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.

Dr. Pruitt explained the need for provisional acceptance of the audit report. It will subsequently be reviewed by the Administration & Finance Committee of the Board and presented for final approval at the December meeting.

Paul Merrill of the Peat Marwick accounting firm reported that the College was in good financial condition and that there were no materials weaknesses to report.

There being no further discussion, the motion on the table was called. Motion carried (8-0).

PRESIDENT'S REPORT:

Dr. Pruitt reported on his trip to south Africa. He served as a consultant to the University of Transkei as part of an American Council on Education program in cooperation with the Ford Foundation to assist in development and stabilization program for higher education in the homestead region.

Dr. Pruitt then briefed the Board on the discussions regarding the potential relationship with the State Library. He indicated that negotiations continue in a positive manner.

He reported that work continues on the townhouse renovations project. The asbestos removal aspect is on hold until decisions are reached regarding historical considerations which could make asbestos removal imperative or a moot point.

Dr. Pruitt then reported that the new federal legislation regarding financial aid has been thoroughly reviewed and special consideration being addressed to assure Thomas Edison students access to federal financial aid.

With regard to the Web Page now available on the computer but still under design, he stated that by the December meeting all Board members should be signed up on Prodigy for interaction, meetings, and other educational benefits.

He then called upon Vice President and Treasurer Michael Scheiring who gave an overview of FY 1995 year-end financial results as presented in the written annual report.

Penny Brouwer, Director of Institutional Planning, Research, and Outcomes Assessment, then presented student demographics and enrollment statistics.

BID WAIVERS:

Fred Abbate presented two bid waivers for consideration as follows:

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$11,700 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for the printing of the Prospectus; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to redesign and print a new Prospectus, which will cost over \$11,700; and

WHEREAS: The estimated costs are \$19,000 for design and rewrite and \$70,000 for printing; and

WHEREAS: The College will not be going to sole sources, but will seek proposals from vendors capable of design work and of printing; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase a new Prospectus, at a cost not to exceed \$19,000 for design and rewrite and \$70,000 for printing, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Richard Arndt moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (8-0).

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$11,700 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for the printing of three Program Planning Handbooks (Business, Science & Technology, and Nursing); 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to purchase three Program Planning Handbooks (Business, Science & Technology, and Nursing) in September 1995, which will cost over \$11,700; and

WHEREAS: The estimated printing cost is approximately \$25,614; and

WHEREAS: The College will not be going to a sole source, but will seek proposals from a list of printers; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase three Program Planning Handbooks (Business, Science & Technology, and Nursing) at a cost not to exceed \$25,614, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Richard Arndt moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (8-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of May 1 and July 1, 1995. There were 23 candidates for the Associate in Arts, 17 candidates for the Associate in Science in Management, 1 candidate for the Associate in Science in Natural Science and Mathematics, 5 candidates for the Associate in Science in Public and Social Services, 34 candidates for the Associate in Science in Applied Science and Technology, 137 candidates for the Bachelor of Arts, 17 candidates for the Bachelor of Science in Human Services, 98 candidates for the Bachelor of Science in Applied Science and Technology, 45 candidates for the Bachelor of Science in Business Administration, and 5 candidates for the Bachelor of Science in Nursing, for a total of 382 candidates.

He commented that 52% are in-state residents; 39% are female; 8% are African-American; and 66% are between the ages of 31 and 50.

Fred Abbate presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those May 1 and July 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.

Thomas O'Neill moved and Richard Arndt seconded a motion to adopt the resolution. Motion carried (8-0).

ACADEMIC COUNCIL APPOINTMENTS:

Fred Abbate then presented a resolution to appoint a new Academic Council member as follows:

The Board of Trustees of Thomas Edison State College does hereby appoint Thomas Grites, Professor and Assistant to the Vice President for Academic Affairs at The Richard Stockton College of New Jersey, to a three-year term 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.

George Fricke moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (8-0).

PERSONNEL ACTIONS:

The Chairman presented the list of appointments to the College as indicated in the written report. He 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 George Fricke seconded a motion to adopt the resolution. Motion carried (7-0) [student abstention].

NEW BUSINESS:

Fred Abbate presented a resolution to award an honorary degree to Dr. Shirley Chater, Commissioner of the Social Security Administration.

WHEREAS: Dr. Shirley Chater, Commissioner of the Social Security Administration, has distinguished herself as a citizen, educator, and public servant; now therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby award Dr. Shirley Chater the degree 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 22, 1995.

Carole Nerlino moved and Thomas O'Neill seconded a motion to adopt the resolution. Motion carried (8-0).

BID WAIVER:

Fred Abbate 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 the bidding threshold must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5A of the additional article to Chapter 64 of 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 granting categorical prior approval and postreporting to the Board of all purchases; and

WHEREAS: The College has been specifically designated by the State legislature, with the concurrence of the Governor, in the State of New Jersey Fiscal Year 1996 Appropriation Act to receive a grant of \$250,000; and

WHEREAS: This grant is to facilitate and assist in the implementation of the Healthcare Information Networks and Technologies (HINT) report's recommendations; and

WHEREAS: The College has determined that consulting services will be necessary to assist the College in completing its grant responsibilities; and

WHEREAS: The College is requesting authorization to contract for these consulting services at an estimated cost of \$100,000, which exceeds the bidding threshold of \$11,700; and

WHEREAS: The College will not go to a sole source, but will consider a list of consultants capable of fulfilling the contractual specifications; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase consulting services in an amount not to exceed \$100,000, and that any purchase pursuant to this authority will be reported to the Board of Trustees in public session at its next scheduled meeting.

George Fricke moved and Richard Arndt seconded a motion to adopt the resolution. Motion carried (8-0).

REPORT OF THE NOMINATING COMMITTEE:

Carole Nerlino, Chair of the Nominating Committee, presented the recommendations for Board officers as follows: George Fricke, Chair, and Richard Arndt, Vice Chair. Fred Abbate asked for nominations from the floor. There being no nominations, Thomas O'Neill made a motion to close the nominations. Carole Nerlino 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.

As new Chair, George Fricke expressed appreciation for the opportunity and honor to serve as Board Chair, and his first action as Chair was to present outgoing Chair, Fred Abbate, with a mounted gavel appropriately inscribed with his term of office.

As his second action, he presented the following resolution to go into executive session:

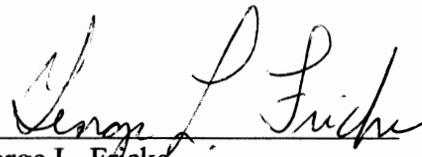
BE IT HEREBY RESOLVED pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Board of Trustees of Thomas Edison State College hold a closed session at 12:00 noon or immediately following the public meeting of September 8, 1995 for the purpose of discussing various facility issues and personnel matters.

Since the Board would not be reconvening, Fred Abbate moved and Carole Nerlino seconded a motion to adjourn to executive session, thereby adopting the resolution and concluding the meeting with one motion. Motion carried (8-0).

Submitted by,

Approved by,


George A. Pruitt
Secretary to the Board


George L. Fricke
Chairman