

MINUTES
BOARD OF TRUSTEES
THOMAS EDISON STATE COLLEGE

June 12, 1992

MEMBERS PRESENT: Christian Yegen, Chairman; Fred Abbate, Vice Chairman; John Blossom; George Fricke; George Hanford; Theodore Kessler; Harvey Myers; Marilyn Pearson; Laura Simurda; Emelia Timpo, Chancellor's designee; George A. Pruitt, President.

MEMBERS ABSENT: Carole Nerlino

ALSO PRESENT: Jerry Ice, Vice President for Academic Affairs; James Humphrey, Acting Vice President for Administration and Finance; Nat Caliendo, Vice President for Public Affairs; Gerri Collins, Executive Assistant to the President.

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

MINUTES:

The minutes of the March 13, 1992 meeting were presented for approval. George Fricke moved and Fred Abbate seconded a motion to approve the minutes. Motion carried (8-0).

PRESIDENT'S REPORT:

Supplementing his previously distributed report, Dr. Pruitt reviewed the ongoing state fiscal crisis and how that impacts on the College. He reported that the state has reached a contract settlement with the CWA. There will be no salary increase for this year - i.e., no adjustment in the scale, but in the next two years, there will be a 5% then a 6% increase. These increases are on top of the normal increments which run about 4%. The AFT contract has not been settled yet, but it is expected to be resolved within the next two weeks.

Turning to other matters, Dr. Pruitt called attention to the Ball announcement cards. He stated that the Ball Committee wants Board members to send out save-the-date cards to friends and to let the Committee know who received them.

Dr. Pruitt announced that the College received coverage in USA Today and was referenced in an "answer" on the game show, Jeopardy.

He announced that the alumni and staff volunteers raised \$72,000 in pledges toward the Foundation's annual fund solicitation. This is quite a testament to the participation of the alumni. There were 125 alumni volunteers; pledges increased from 1,500 to 1,646; and the dollar-per-pledge average increased from \$33.00 to \$44.00.

A question was raised about the nuclear examination mentioned in the President's Report. Jerry Ice responded that employment in the nuclear field is classified as confidential; therefore, Thomas Edison students who apply for portfolio assessment of knowledge gained through their employment in the nuclear field are given an individualized exam with generalized questions in lieu of the traditional portfolio where evidence is submitted.

Regarding Thomas Alva Edison's earned degree, staff from the Edison Papers Organization are putting the portfolios together right now. They will be turned over to assessing faculty and will be evaluated on appropriate requirements for the year 1892. Reese Jenkins will be the commencement speaker regardless of the outcome of this activity. His talk will focus on how and why Thomas Edison formally qualifies as a college graduate although he attended only a few years in grade school.

With regard to the proposed Edison symposium, Jerry Ice reported that it was still on. However, Reese Jenkins and staff are less interested in that than the awarding of the degree. Further information will be provided as it becomes available.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE:

In Committee Chair Carole Nerlino's absence, George Fricke gave a summary of the highlights of the May 11, 1992 meeting. Dr. Pruitt reviewed the assumptions upon which the fee increases were made at the time of the Committee meeting.

Revenue projections include student fees, state appropriations, and "revolving" fund account revenues. The \$3,466,140 student fee projection assumes: 1) that average student fee increases are within the recommended 4.5% guidelines, and 2) that anticipated FY '93 enrollment will be equal to FY '92 actual enrollment.

Expenditure projections include two areas: salaries and nonsalary operating budget. Salaries are projected at \$5,946,500 with three assumptions: 1) an increment plus 1% COLA for organized staff, 2) a 5% increase for executive/managerial staff, and 3) five additional positions to accommodate new facilities management.

The nonsalary operating budget projection of \$2,809,000 includes \$75,000 additional for publications, \$82,000 additional for security services, and \$805,000 additional for the revolving fund accounts. In previous years, the catalog and Prospectus were funded out of carry forward monies. It is essential that these items become regularly budgeted items; hence the \$75,000 inclusion. The \$82,000 for additional security services is the projected figure to cover the Hanover Street and Kuser Building security needs.

Total income is projected at \$8,179,140; total expenditures are projected at \$8,755,500 for a projected deficit of \$576,360.

Dr. Pruitt added, however, that not long after the meeting, other factors came into play. There is talk that the Incentive Program could be eliminated and that the Legislature is considering legislation which prohibits the colleges from raising tuition above 4 1/2%. However, this takes the responsibility out of the hands of the Trustees. The outcome would be to decrease enrollments, or more programs would have to be cut. The colleges would go public to explain why this action would be bad for the people.

He reported that several scenarios were considered in recalibrating the revised fee increase proposal as represented in the materials distributed at the meeting. This revised plan stays within the 4 1/2% guidelines and includes a projected enrollment of 9,225 for next year, with an average cost of \$393 per student.

The College will end this fiscal year with a deficit. This was planned in order to cover costs for physical expansion which must be done; it also reduces reserves to about \$500,000, the minimum amount set aside by the Board in December, 1987.

Christian Yegen presented the following resolution:

WHEREAS: The Administration and Finance Committee of the Board of Trustees has recommended to the Board of Trustees of Thomas Edison State College the approval of the proposed schedule of fees for FY 1993 as indicated on the schedule provided; and

WHEREAS: The action herein taken is pursuant to a recommendation by the President; now, therefore, be it

RESOLVED: That the Board of Trustees does hereby approve the proposed schedule of fees as recommended and incorporated herein by reference, effective July 1, 1992.

George Fricke moved and George Hanford seconded a motion to adopt the fee increase resolution. Motion carried (8-0).

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE:

Master of Science in Management

Fred Abbate, Chair, summarized the written report. Dr. Pruitt commented that the College is not authorized to offer the Master of Science in Management Degree until the Board of Higher Education approves it, and it cannot be offered unless the Board of Trustees has approved it. Therefore, the College is asking Board of Trustees approval even though it does not have the Board of Higher Education's final approval, yet. Fred Abbate added that it is a remarkable program, and that the Committee strongly recommends approval of the following resolution:

WHEREAS: A Blueprint Panel of educators, corporation and nonprofit executives, and college staff have completed the curriculum design and implementation plan for a Master of Science in Management Degree Program at Thomas Edison State College; and

WHEREAS: The Program Approval Document for the degree program has been reviewed by the Academic Council; and

WHEREAS: Upon the recommendation of the President, the Academic Affairs Committee of the Board of Trustees has reviewed and endorsed the Program Approval Document; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College authorize the College to offer a program leading to a Master of Science in Management Degree. The action herein taken is subject to the approval of the New Jersey Board of Higher Education.

Fred Abbate moved and John Blossom seconded a motion to adopt the resolution.

George Hanford moved adoption of an amendment to change the word Blueprint to Blueribbon. George Fricke seconded the motion. Motion defeated (1-7).

The original motion was called. Motion carried (8-0).

Academic Council Appointments

Christian Yegen presented the following Academic Council appointments resolution:

The Board of Trustees of Thomas Edison State College does hereby appoint Israel Rubin, Professor of Economics, Jersey City State College to a three-year term on the Academic Council and does hereby reappoint MaryAnn Whittemore, Education Services Officer, McGuire Air Force Base; Fredric Goldstein, Professor, Physics Department, Trenton State College; Dominick Iorio, Professor, School of Liberal Arts and Sciences, Rider College; and Eileen Lehman, Thomas Edison Student Representative to a second 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.

John Blossom moved and Marilyn Pearson seconded a motion to adopt the resolution. Motion carried (8-0).

Regarding the Academic Council and faculty makeup, African-American representation is about 9%, and the Hispanic representation is about 2%. Although these percentages are good, efforts will be made, where possible, to increase them.

Middle States Association Visit

Fred Abbate reported that the Committee reviewed the Team's report and the College's responses to recommendations and suggestions. Dr. Pruitt added that the Commission will consider the report this month, and the College will know by the end of the month or early July.

Christian Yegen congratulated everyone for the Middle States Association Team's report.

CANDIDATES FOR DEGREE:

Undergraduate Degrees

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of March 1, 1992 and May 1, 1992. In the two classes, there were 30 candidates for the Associate in Arts, 25 candidates for the Associate in Science in Management, 2 candidates for the Associate in Science in Natural Science and Mathematics, 2 candidates for the Associate in Public and Social Service, 30 candidates for the Associate in Science in Applied Science and Technology, 2 candidates for the Associate in Applied Science in Radiologic Technology, 55 candidates for the Bachelor of Arts, 10 candidates for the Bachelor of Science in Human Services, 46 candidates for the Bachelor of Science in Applied Science and Technology, 36 candidates for the Bachelor of Science in Business Administration, and 2 candidates for the Bachelor of Science in Nursing, for a total of 240.

Commenting on the two classes, he reported that 53% are New Jersey residents; 34% are female; 5% are Black; 1% are Hispanic; 72% are between the ages of 31 to 50 with 42% of that group in the 31-40 age group; the youngest is 23, and the oldest is 75. The number of years it took to complete a degree ranged from less than 1 year to over 5 years. However, 53% completed in 3 years or less.

Dr. Pruitt proposed that one name be added to the list for consideration. A student trustee, Theodore Kessler, has now met all requirements and the Board would like to have his name added to this list while he is still on the Board.

With Theodore Kessler's name added, Christian Yegen 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 1, 1992 and May 1, 1992 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.

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

Honorary Degrees

Dr. Pruitt stated that this is a very special year, the 20th anniversary, and the College proposes to honor several very special people. Dr. Deborah Wolfe has been on the Board of Higher Education since it was founded, and she has been a strong supporter of the College. This anniversary year provides the opportunity to honor Dr. Wolfe.

The other person is Dr. James Hall who is the founding President of Empire State College which was founded just several months before Thomas Edison State College. This is the only other college that is close to Thomas Edison in mission and philosophy even with the differences. Dr. Hall's leadership in higher education for adults is nationally recognized. Neither honoree will be giving an address.

Christian Yegen presented the following resolutions:

WHEREAS: Deborah Wolfe has been a member of the Board of Higher Education since its inception; and

WHEREAS: Ms. Wolfe has distinguished herself as a vigorous advocate of higher education; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby award Ms. Deborah P. Wolfe the degree of Doctor of Humane Letters, Honoris Causa; and, be it further

RESOLVED: That said degree be conferred upon her during the proceedings of the Commencement ceremonies to be held on October 25, 1992.

WHEREAS: James W. Hall, President of Empire State College, has distinguished himself as an educator and a leader in higher education for adult learners; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby award Mr. James W. Hall 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 25, 1992.

John Blossom moved and Harvey Myers seconded a motion to adopt both resolutions. Motion carried (8-0).

CONTRACT RENEWALS:

Dr. Pruitt presented the contract renewal recommendations for all managers as follows:

<u>PRESIDENT'S OFFICE</u>	<u>CONTRACT RECOMMENDATIONS</u>
Gerri Collins, Executive Assistant to the President	1 year 1992 - 1993
Thomas Streckewald, Director, Institutional Planning, Research, and Outcomes Assessment	1 year 1992 - 1993
<u>DIVISION OF ACADEMIC AFFAIRS</u>	
Debra Dagavarian-Bonar, Director Office of Testing & Assessment	1 year 1992 - 1993
Thomas Donlon, Director, Office of Test Development & Research	1 year 1992 - 1993
Gregory Dye, Assistant Registrar	1 year 1992 - 1993
Thomas Eklund, Assistant Dean for Academic Advisement	1 year 1992 - 1993
Dolores Brown-Hall, Director, Nursing Program	1 year 1992 - 1993
Jerry Ice, Vice President for Academic Affairs	1 year 1992 - 1993
Ruth McKeefery, Dean of the College	1 year 1992 - 1993
Jack Phillips, Registrar	1 year 1992 - 1993
William Seaton, Director, Center for Directed Independent Adult Learning	1 year 1992 - 1993
Sharon Smith, Associate Registrar	1 year 1992 - 1993

**DIVISION OF
ADMINISTRATION & FINANCE**

**CONTRACT
RECOMMENDATIONS**

Carron M. Albert, Director, Office of Human Resources	1 year 1992 - 1993
Anna Benitz, Assistant Controller	1 year 1992 - 1993
James Brossoie, Assistant Director, Office of Management Information Systems	1 year 1992 - 1993
Gloria Y. Dienes, Assistant Director, Office of Human Resources	1 year 1992 - 1993
Edward George, Acting Director, Office of Administrative Services	1 year 1992 - 1993
Farouk Hassieb, Controller	1 year 1992 - 1993
Drew Hopkins, Director, Office of Management Information Systems	1 year 1992 - 1993
James C. Humphrey, Acting Vice President for Administration and Finance	1 year 1992 - 1993
Philip Sanders, Administrator, Student Fees and Revenues	1 year 1992 - 1993
Michael Scheiring, Vice President for Administration and Finance (on loan)	1 year 1992 - 1993
Evelyn Spradley, Assistant Director, Educational Technology	1 year 1992 - 1993

DIVISION OF PUBLIC AFFAIRS

Nat Caliendo, Vice President for Public Affairs	1 year 1992 - 1993
Sonja Eveslage, Dean, Center for Corporate and Public Partnerships	1 year 1992 - 1993
Linda Holt, Director, Office of Communications & College Relations	1 year 1992 - 1993
Jules Kahn, Assistant Director of Admissions Services and Financial Aid	1 year 1992 - 1993
Nina Malone, Assistant Director of Communications and College Relations for Publications	1 year 1992 - 1993
James Ratigan, Director, PONSI	1 year 1992 - 1993
Iris Saltiel, Director, Corporate Programs	1 year 1992 - 1993
Annette Singer, Director, Alumni Affairs	1 year 1992 - 1993
John Thurber, Director, Trenton Office of Policy Studies	1 year 1992 - 1993
Janice Toliver, Associate Director of Admissions Services	1 year 1992 - 1993

Christian Yegen presented the following resolution:

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.

The action taken herein is pursuant to an evaluation of each employee's work performance and the recommendation of the President.

Fred Abbate moved and George Fricke seconded a motion to approve the contract recommendations. Motion carried (8-0).

PERSONNEL ACTIONS:

Dr. Pruitt presented the following personnel actions for approval:

Cheryl Dienes	-	Clerical (hourly)
Alicia Smith	-	Transcript Evaluator
Maureen O'Dowd	-	Transcript Evaluator
Eleanor Robertson	-	Transcript evaluator
Patricia Martin	-	Temporary Clerical (hourly)
Jayne Ulmer	-	Secretarial Assistant I
Margaret Allan	-	Program Assistant for Academic Information Services
Barbara Losty	-	Coordinator, Bachelor of Science in Human Services Degree Program
Chandra Caples	-	Transcript Evaluator
Charles Johnstone	-	Systems Researcher (hourly)

The Chair 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.

Marilyn Pearson moved and John Blossom seconded a motion to adopt the resolution. Motion carried (8-0).

MEETING DATES:

Christian Yegen presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve the meeting dates for FY 1993:

September 11, 1992	-	10:00 a.m.
December 11, 1992	-	10:00 a.m.
March 12, 1993	-	10:00 a.m.
June 11, 1993	-	2:00 p.m.

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

John Blossom moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (8-0).

OTHER RESOLUTIONS:

Christian Yegen presented the following resolution:

The Board of Trustees, President, and staff of Thomas Edison State College wish to heartily thank Mr. Theodore Kessler for his dedicated service as Student Trustee and for his specific and special interest in the growth and development of Thomas Edison State College.

We applaud his accomplishments and commend his continued interest in the College, and we look forward to welcoming him into the ranks of the college alumni.

The Board expressed personal appreciation for Theodore Kessler's service to the Board. George Fricke moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (8-0).

Christian Yegen presented the final resolution as follows:

WHEREAS: Mr. George H. Hanford has distinguished himself as an educator, leader, standard bearer, and spokesperson for education at all levels, and higher education in particular; and

WHEREAS: For nearly four decades, Mr. Hanford provided outstanding service and leadership to the College Board toward the advancement of alternative educational opportunities, especially testing and assessment methods; and

WHEREAS: His community activities and special interest projects led to long-time service as a policy advisor on many national boards including the National Council of Churches, the National Scholarship Service and Fund for Negro Students, the American Council of Education, and the Interassociational Presidents' Committee on Collegiate Athletics; and

WHEREAS: Mr. Hanford has given fifteen years of dedicated service as a Trustee of Thomas Edison State College, including his leadership as Chairman of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby award Mr. Hanford the degree of Doctor of Education, 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 25, 1992.

The Board extended personal congratulations to George Hanford who acknowledged that perhaps for the first time, he was speechless.

Fred Abbate moved and George Fricke seconded a motion to approve the resolution. Motion carried (8-0).

APPOINTMENT OF THE NOMINATING COMMITTEE:

Christian Yegen appointed the Nominating Committee as follows:

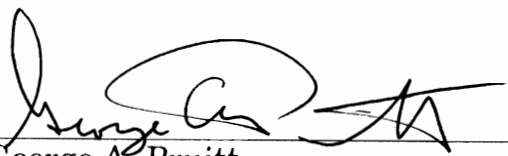
Carole Nerlino, Chair
John Blossom
George Fricke

OTHER BUSINESS:

George Fricke gave a brief report of his representation at the New Jersey Association of Colleges and Universities' Annual Conference which was held at Rutgers University. He stated that he appreciated meeting other presidents and the guest speaker who gave such a down to earth talk. He added that this organization began about 18 months ago to bring together not just presidents and their staffs, but also trustees of all the colleges.

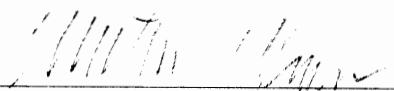
There being no further business, Theodore Kessler moved and George Fricke seconded a motion to adjourn. Motion carried (8-0).

Submitted by,


George A. Pruitt
Secretary to the Board

6/11/93
Date

Approved by,


Christian Yegen
Chairman of the Board

6/11/93
Date