

MINUTES

BOARD OF TRUSTEES

THOMAS EDISON STATE COLLEGE

June 8, 2001

MEMBERS PRESENT Carole Nerlino-Cerepak; Harvey Myers; Richard Arndt; Nicholas Carnevale; Christopher Daggett; Ida Hammond; Thomas O'Neill Kathleen Soucek, Student; George A. Pruitt, President.

MEMBERS ABSENT Fred Abbate; George Fricke; Lynn Mathews.

ALSO PRESENT Jerry Ice, Vice President and Provost; John Thurber, Vice President for Public Affairs; Michael Scheiring, Vice President and Treasurer; Esther Paist, Executive Assistant to the President; Norma Blake, State Librarian, Donald Trucksess, Union Representative.

Chairman Carole Nerlino-Cerepak, 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 March 9, 2001, meeting were presented for approval. Richard Arndt moved and Nicholas Carnevale seconded a motion to adopt the minutes. Motion carried (7-0).

PRESIDENT'S REPORT

Dr. Pruitt expressed regret that we could not meet in Norfolk and explained why the trip was not a good idea. He then reported on the state budget, stating that there is a deficit in the state treasury, not a surplus, that revenues are far below what was projected, and a shortfall is projected for the coming year. However, the College will still make its budget request for such items as \$1million to support our distance education program and our salary funding.

Dr. Pruitt commented that in order to deal with the budget shortfall, we must grow our numbers along with raising tuition. The decline in our continuing enrollments is an effect of our "pipeline" in recent years. Now that our new enrollment numbers are increasing, there should be a positive effect on our continuing enrollment numbers. We have also maintained a good margin via cost containment. Several Board members asked that Dr. Pruitt brief the Board on a contingency plan should there be a serious revenue shortfall. Dr. Pruitt said that he would do this.

Dr. Pruitt stated that our State Library legislation has passed successfully through the Senate and has had good support in the Assembly where it must still be posted. The Governor has indicated that he will sign the bill when it comes to him.

Dr. Pruitt reported that our Navy program is going very well; but our Army program as managed by Pricewaterhouse Coopers (PwC) is problematic due to constraints Pricewaterhouse has placed on us. The College will notify both PwC and the head of education for the Army of these difficulties and propose a meeting to resolve them.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Nicholas Carnevale presented the following resolutions:

CONSIDERATION OF FY 2002 FEE INCREASE

WHEREAS: The "Higher Education Restructuring Act of 1994," Chapter 48 of Title 18A of the New Jersey Statutes requires the governing boards of public institutions to conduct public hearings prior to the date of the adoption of a tuition or fee schedule; and

WHEREAS: The Administration and Finance Committee of the Board of Trustees duly announced and then held a public hearing on May 21, 2001, and received no requests to testify from members of the public on that occasion; and

WHEREAS: The Administration and Finance Committee of the Board of Trustees has recommended the approval of the proposed fee changes to

be effective July 1, 2001, 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 of Thomas Edison State College does hereby approve the proposed schedule of fees as recommended and incorporated herein by reference, effective July 1, 2001.

Dr. Pruitt noted that the new fee structure is more important than the increase. The College will roll the credit transfer fee into the annual enrollment fee.

Ida Hammond moved and Richard Arndt seconded a motion to adopt the resolution. Motion carried (7-0).

CONSIDERATION OF NJEDGE.NET RESOLUTION

WHEREAS: The State of New Jersey enacted the Higher Education Technology Infrastructure Fund to support inter-institutional connectivity and technology infrastructure upgrades at New Jersey colleges and universities; and

WHEREAS: The Commission on Higher Education allocated \$4.4 million from the Higher Education Technology Infrastructure Fund to assist institutions with NJEDge.Net start-up costs and network services; and

WHEREAS: Thomas Edison State College's proportionate allocation of this \$4.4 million is \$51,333, which must be used to support NJEDge.Net start-up costs and network services at the institution; and

WHEREAS: The required institutional match will be met from operating resources for the remaining start-up and network services costs; and

WHEREAS: An institution is eligible to receive this allocation only if it agrees to purchase network services through NJEDge.Net for a three-year term and also to support the annual operating and maintenance costs for equipment and/or network services through this period; now therefore be it

RESOLVED: That the Board of Trustees at Thomas Edison State College authorizes the President or his designee to enter into an individual service agreement under the NJEDge.Net Master Services Agreement for three years to purchase network services; and be it further

RESOLVED: That the Board of Trustees directs the President of the College or his designee to make all necessary submissions and applications to the Commission on Higher Education consistent with the requirements of the Higher Education Technology Infrastructure Grant program to receive the College's share of inter-institutional connectivity fund; and be it further

RESOLVED: That the Board of Trustees commits to supporting the annual operating and maintenance costs for equipment and/or network services through the term of the Master Services Agreement with NJEDge.Net.

Christopher Daggett moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (7-0).

CONSIDERATION OF BID WAIVER FOR EXTENDING BANKING SERVICES

WHEREAS: The "State College Contracts Law" Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$17,700 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 professional consulting services; and

WHEREAS: The purchasing policies of Thomas Edison State College approved by the Board of Trustees on October 19, 1986, provide for granting categorical prior approval and post reporting to the Board of all purchases; and

WHEREAS: The College made a formal request for banking services that was approved by the Board of Trustees on March 13, 1992; and

WHEREAS: Extensions of this contract were approved by the Board on June 10, 1994, September 13, 1996; and June 5, 1998;

WHEREAS: First Union (Wachovia) has agreed to provide banking services with no price increase for the next two years, thus offering the College stable banking-service prices for over nine years, and;

WHEREAS: The College is requesting authorization to contract for banking services at a cost which exceeds the bidding threshold of \$17,700 for the College and its affiliate, the New Jersey State Library; and

WHEREAS: The College has determined that First Union continues to meet the specifications for such services; and

WHEREAS: The cost for such services is estimated to be \$100,000; and

WHEREAS: The recommendation has been reviewed by the Administration and Finance Committee the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid

waiver which will enable the College to extend the contract for banking services for the College and, its affiliate, the New Jersey State Library, for a period of two years ending June 30, 2002, at a cost not to exceed \$100,000.

Richard Arndt moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (7-0).

CONSIDERATION OF BID WAIVERS

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$17,700 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 requests bid waivers to

- **engage printing services to print syllabi, manuals and course/study guides for MSM and Guided Study Programs at an anticipated cost not to exceed \$108,000;**
- **engage Palinet to provide four major services to its affiliate, the State Library of New Jersey, including basic cataloging, statewide interlibrary loan, statewide Union List of**

Serials, and Net Lenders, at an anticipated cost not to exceed \$225,000;

- **engage Epixtech (successor company to Ameritech Library Services) to provide hardware and software maintenance for the State Library's Online Library System at an estimated cost not to exceed \$110,000;**
- **engage temporary personnel to assist with projects requiring contract staff with library skills and experience at an anticipated cost not to exceed \$50,000;**
- **purchase technology improvements for specific library-related technology at a cost not to exceed \$400,000;**
- **negotiate statewide contracts with vendors for database licenses to provide access to electronic information to all libraries regardless of size or resources at an anticipated cost of \$1,500,000 for six statewide licenses in FY 2002;**
- **run a pilot project for the Library for the Blind and Handicapped to place ads prepared by The Library of Congress, in radio and television time spots at an anticipated cost not to exceed \$40,000 to cover hiring marketing experts and paying for the placement of ads;**
- **publish a Graduate Prospectus in September 2001 at a cost not to exceed \$24,130 for 10,000 pieces;**
- **continue to use the services of Block Advertising and Marketing to continue the College's image and enrollment advertising campaign at a cost not to exceed \$400,000;**
- **use the services of an expert consultant to facilitate and assist its work on the Heritage Tourism Initiative at a cost not to exceed \$50,000; and**
- **upgrade the current payroll system from DOS to Windows operating environment at a cost not to exceed \$50,000; and**
- **refurbish offices and common spaces on the third and fourth floors of the College's Kelsey Building at a cost not to exceed \$50,000.**

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 a bid waiver for the College to engage printing services to print syllabi, manuals and course/study guides for MSM and Guided Study programs at an anticipated cost not to exceed \$108,000; engage Palinet to provide four major services to its affiliate, the State Library of New Jersey, including basic cataloging, statewide interlibrary loan, statewide Union List of Serials, and Net Lenders, at an anticipated cost not to exceed \$225,000; engage Epixtech (successor company to Ameritech Library Services) to provide hardware and software maintenance for the State Library's Online Library System at an estimated cost not to exceed \$110,000; engage temporary personnel to assist with projects requiring contract staff with library skills and experience at an anticipated cost not to exceed \$50,000; purchase technology improvements for specific library-related technology at a cost not to exceed \$400,000; negotiate statewide contracts with vendors for database licenses to provide access to electronic information to all libraries regardless of size or resources at an anticipated cost \$1,500,000 for six statewide licenses in FY 2002; run a pilot project for the Library for the Blind and Handicapped to place ads prepared by The Library of Congress, in radio and television time spots at an anticipated cost not to exceed \$40,000 to cover hiring marketing experts and paying for the placement of ads; publish a Graduate Prospectus in September 2001 at a cost not to exceed \$24,130 for 10,000 pieces; continue using the services of Block Advertising and Marketing to continue the College's image and

enrollment advertising campaign at a cost not to exceed \$400,000; use the services of an expert consultant to facilitate and assist its work on the Heritage Tourism Initiative at a cost not to exceed \$50,000; upgrade the current payroll system from DOS to Windows operating environment at a cost not to exceed \$50,000; and refurbish offices and common spaces on the third and fourth floors of the College's Kelsey Building at a cost not to exceed \$50,000.

Ida Hammond moved and Richard Arndt seconded a motion to adopt the resolution. Motion carried (7-0).

REVIEW AND RECOMMENDATION FOR APPLIED SCIENCE AND TECHNOLOGY DEGREE PROGRAM

Carole Nerlino-Cerepak presented the following resolution:

WHEREAS: The Board of Trustees of Thomas Edison State College has the authority and the responsibility to determine the educational curriculum and academic policies of the College; and

WHEREAS: A committee of the Academic Council has concluded a five-year review of the Applied Science and Technology Degree Programs; and

WHEREAS: The committee report has been reviewed by an external consultant; and

WHEREAS: The final report has been reviewed and approved by the Academic Council at its May 17, 2001, meeting; and

WHEREAS: The president of the College recommends the changes as presented; and

WHEREAS: The Academic Affairs Committee of the Board of Trustees has reviewed and

concurred with recommendations as presented; now, therefore be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby accept the degree change recommendations as presented and incorporated herein by reference, effective July 1, 2001.

Thomas O'Neill moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (7-0).

CONSIDERATION OF CANDIDATES FOR DEGREE

Jerry Ice presented the candidates for the associate's, baccalaureate, and master's degrees as of January 15 and March 15, 2001, as follows: 21 candidates for the Associate in Arts; 7 candidates for the Associate in Science in Management; 1 candidate for the Associate in Natural Science and Mathematics; 1 candidate for the Associate in Science in Public and Social Services; 12 candidates for the Associate in Science in Applied Science and Technology; 1 candidate for the Associate in Applied Science in Radiologic Technology; 159 candidates for the Bachelor of Arts; 9 candidates for the Bachelor of Science in Human Services; 69 candidates for the Bachelor of Science in Applied Science and Technology; 40 candidates for the Bachelor of Science in Business Administration; 4 candidates for the Bachelor of Science in Nursing; and 8 candidates for the Master of Science in Management, for a total of 332 candidates.

Carole Nerlino-Cerepak presented the following resolution to approve the candidates as indicated:

The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those January 15, 2001, and March 15, 2001, 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.

Richard Arndt moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (7-0).

CONSIDERATION OF HONORARY DEGREE RECIPIENTS

Dr. Pruitt and Carole Nerlino-Cerepak presented the following resolutions:

WHEREAS: Maurice Perilli, Chairman of the Board of Roma Federal Savings Bank, has distinguished himself through his leadership in both business and civic affairs; and

WHEREAS: He has made significant and ongoing contributions to the banking profession, to his community, and to the Thomas Edison State College Foundation Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President and the concurrence of the Academic Affairs Committee, does hereby award Maurice Perilli 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 13, 2001.

Ida Hammond moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (7-0).

WHEREAS: Chief Roy Crazy Horse, Executive Administrative Director of the Powhatan Indians of Delaware Valley and Executive Director, Coalition of Eastern Native Americans, has distinguished himself as a leader of and role model for the Powhatan Renape Nation; and

WHEREAS: He has worked unceasingly to educate his own people and others about the rich cultural heritage of the Powhatan Renape Nation and about Native Americans, in general; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President and the concurrence of the Academic Affairs Committee, does hereby award Chief Roy Crazy Horse 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 13, 2001.

Nicholas Carnevale moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (7-0).

WHEREAS: Deborah T. Poritz, Chief Justice of the Supreme Court of New Jersey, has distinguished herself as an attorney, as a gubernatorial advisor, and as the first female Attorney General for the State of New Jersey; and

WHEREAS: She has served with distinction as the Chief Justice of the Supreme Court of New Jersey since 1996; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President and the concurrence of the Academic Affairs Committee, does hereby award Deborah T. Poritz 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 13, 2001.

Christopher Daggett moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (7-0).

WHEREAS: Dr. Urban Whittaker has distinguished himself as a noted authority on experiential learning and the assessment of career-transferable skills; and

WHEREAS: He has served with distinction as a charter member of the faculty of Thomas Edison State College's Institute on the Assessment of Experiential Learning, as an Institute faculty member for many years after its founding, and as a leading member of CAEL (Council for Adult and Experiential Learning); now therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President and the concurrence of the Academic Affairs Committee, does hereby award Dr. Urban Whittaker the degree of Doctor of Humane Letters, *Honoris Causa*; and be it further

RESOLVED: That said degree be conferred upon him at a ceremony to be held later in the year.

Christopher Daggett moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (7-0).

WHEREAS: The Reverend Richard W. Jones, Pastor of Tabernacle Baptist Church, has, through compassionate and uplifting ministry to the less fortunate and deprived people of his community, effected transforming change for the better; and

WHEREAS: He has devoted some forty years of his life to humanitarian service and the leadership of his church; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President and the concurrence of the Academic Affairs Committee, does hereby award the Reverend Richard W. Jones the degree of Doctor of Humane Letters, *Honoris Causa*; and be it further

RESOLVED: That said degree be conferred upon him at a ceremony to be held later in the year.

Richard Arndt moved and Thomas O'Neill seconded a motion to adopt the resolution. Motion carried (7-0).

Dr. Pruitt stated that Dr. Whitaker's degree will be presented at the CAEL National Conference, and Dr. Jones' degree will be presented at a community event in October.

CONSIDERATION OF CONTRACT RENEWALS

Carole Nerlino-Cerepak presented the recommendation for contract renewals as follows:

PRESIDENT'S OFFICE

CONTRACT RECOMMENDATIONS

Jerry Ice, Vice President and Provost, Academic Affairs	1 year 2001 - 2002
Esther Paist, Executive Assistant to the President and Director of Institutional Planning	1 year 2001 - 2002
Michael Scheiring, Vice President and Treasurer	1 year 2001 - 2002
Ann Marie Senior, Director of Institutional Research and Outcomes Assessment	1 year 2001 - 2002
John Thurber, Vice President, Public Affairs	1 year 2001 - 2002
Anne Tither, Confidential Assistant	1 year 2001 - 2002

DIVISION OF ACADEMIC AFFAIRS

CONTRACT RECOMMENDATIONS

Debra Dagavarian Bonar, Deputy Vice Provost	1 year 2001 - 2002
Susan Davenport, Director, Learner Services	1 year 2001 - 2002
Gregory Dye, Coordinator of Graduate Advisement	1 year 2001 - 2002
Sonja Eveslage, Associate Vice President and Dean of Graduate Studies and New Program Development	1 year 2001 - 2002
Susan Friedman, Associate Dean, Applied Science	1 year 2001 - 2002
Donald Hart, Assistant Director, Faculty Development	1 year 2001 - 2002

Evette Jackson, Office Manager, DIAL	1 year 2001 - 2002
Samone Jolly, Associate Dean for Liberal Arts	1 year 2001 - 2002
Judith Krom, Associate Dean for Human Services	1 year 2001 - 2002
James Lehman, Director of Test Development and Independent Study	1 year 2001 - 2002
Catherine Peck, Director, Instructional Services	1 year 2001 - 2002
James Ratigan, Director of Corporate Higher Education Programs	1 year 2001 - 2002
William Seaton, Associate Vice President for Distance & Independent Adult Learning	1 year 2001 - 2002
Ronald Sukovich, Associate Dean for Business Degrees	1 year 2001 - 2002
Esther Taitsman, Associate Dean/Director of Graduate Studies	1 year 2001 - 2002
Janice Toliver, ADA Coordinator	1 year 2001 - 2002
P.Henry R. van Zyl, Director, Instructional Design Development	1 year 2001 - 2002
Donna Watson, Assistant Director, Evaluations	1 year 2001 - 2002

DIVISION OF ADMINISTRATION & FINANCE**CONTRACT RECOMMENDATIONS**

Carron Albert, Associate Vice President for Administration & Finance	1 year 2001 - 2002
Anna Benitz, Assistant Controller	1 year 2001 - 2002
James Brossoie, Assistant Director of Management Information Systems	1 year 2001 - 2002
Edward George, Director of Shipping and Receiving	1 year 2001 - 2002
Mark Gordon, Director of Special Services	1 year 2001 - 2002
Farouk Hassieb, Controller	1 year 2001 - 2002
Drew Hopkins, Chief Information Officer	1 year 2001 - 2002
Philip Sanders, Administrator, Student Fees and Revenues	1 year 2001 - 2002
Mindi Shalita, Associate Director, Benefits & Payroll	1 year 2001 - 2002
Christopher Stringer, Deputy Controller	1 year 2001 - 2002
M. Jay Williams, Director of Budget and Analysis	1 year 2001 - 2002
Vincent Zicoello, Assistant Director for Administrative Computing	1 year 2001 - 2002

DIVISION OF PUBLIC AFFAIRS**CONTRACT RECOMMENDATIONS**

Maria Abbamont, Associate Fellow	1 year 2001 - 2002
Kristine Brown, Director of Communications	1 year 2001 - 2002
Jessica DeKoninck, Research Director	1 year 2001 - 2002
Janet Eickhoff, Marketing Relationship Manager	1 year 2001 - 2002
Kimberly Eresia, Marketing Relationship Manager	1 year 2001 - 2002
Gordon Holly, Director of Admissions	1 year 2001 - 2002
Karen Hume, Director of Publications	1 year 2001 - 2002
Elizabeth Johnson, Senior Fellow	1 year 2001 - 2002
Stephanie McLemore, Director of College Development	1 year 2001 - 2002
Louis Martini, Director, Military Education	1 year 2001 - 2002
Patricia Memminger, Director of Alumni Affairs	1 year 2001 - 2002
Marie R. Power-Barnes, Director of Marketing	1 year 2001 - 2002

and College Relations
Juliette Punchello, Marketing Relationship Manager 1 year 2001 -2002
Stanley Van-Ness, Executive Fellow 1 year 2001 - 2002
William Watson, Executive Director, The John S. Watson 1 year 2001 - 2002
Institute for Public Policy

NEW JERSEY STATE LIBRARY

CONTRACT RECOMMENDATIONS

Colleen Daze, Associate State Librarian 1 year 2001 – 2002
Brian Goldsmith, Associate State Librarian 1 year 2001 - 2002

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.

Christopher Daggett moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (7-0).

CONSIDERATION OF PERSONNEL ACTIONS

Carole Nerlino-Cerepak presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve all appointments as indicated on the list provided and incorporated herein by reference.

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

Ida Hammond moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (7-0).

Dr. Pruitt presented the following resolution:

The Board of Trustees, President, and staff of Thomas Edison State College wish to heartily thank Ms. Lynn Mathews for her dedicated service as Student Trustee and for her specific and special interest in the growth and development of Thomas Edison State College.

We applaud Ms. Mathews' accomplishments and commend her continued interest in the College, and we look forward to a continuing relationship with her.

Christopher Daggett moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (7-0).

APPOINTMENT OF THE NOMINATING COMMITTEE

Carole Nerlino-Cerepak appointed the following Board members to the Nominating Committee:

Richard Arndt
George Fricke
Ida Hammond

CONSIDERATION OF FY 2002 MEETING DATES

Dr. Pruitt presented the following resolution, but indicated there is a possibility that Carole Nerlino-Cerepak will not be able to attend the September 14 meeting. The Board will be poled to determine if the September meeting can be held on the 7th.

The Board of Trustees of Thomas Edison State College does hereby approve the following meeting dates for FY 2002:

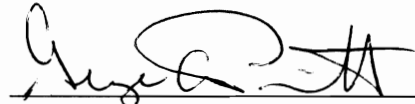
September 14, 2001	-	10:00 a.m.
December 7, 2001	-	10:00 a.m.
March 8, 2002	-	10:00 a.m.
June 7, 2002	-	2:00 p.m.

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

Nicholas Carnevale moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (7-0).

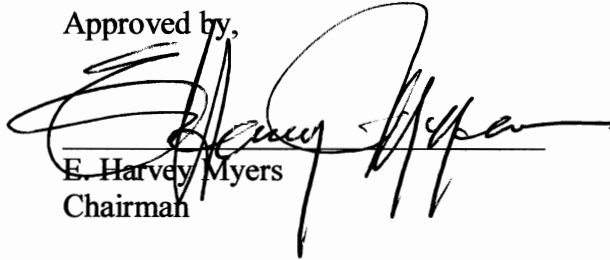
There being no further business, Nicholas Carnevale moved and Richard Arndt seconded a motion to adjourn. Motion carried (7-0).

Submitted by,



George A. Pruitt
Secretary to the Board

Approved by,



E. Harvey Myers
Chairman