

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

March 9, 1990

MEMBERS PRESENT: George Hanford, Chairman; Christian Yegen, Vice Chairman; Rita Novitt; Harvey Myers; Fred Abbate; Patricia Danielson; George Fricke; Richard Sheeran; Thomas van Arsdale; George A. Pruitt, President; and Grey Dimenna, Chancellor's designee.

MEMBERS ABSENT: Thomas Seessel; John Blossom.

ALSO PRESENT: Jerry Ice, Vice President for Academic Affairs; Michael Scheiring, Vice President for Administration and Finance; Norman Crawford, Vice President for Public Affairs; Gerri Collins, Executive Assistant to the President; Jean Fitts, Assistant Director, Department of Higher Education.

The public meeting was officially called to order at 10:00 a.m. by Chairman George Hanford 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 December 8, 1989 Board of Trustees meeting were presented for approval. Fred Abbate moved and Rita Novitt seconded a motion to approve the minutes. Motion carried (8-0).

PRESIDENT'S REPORT:

Adding to the previously distributed report, Dr. Pruitt called attention to the Kelsey Building restoration project indicating that work has begun on exterior cleaning and restoration which will include elimination of the starling and pigeon problem. Protective wiring that will not harm the birds will line the eaves to prevent birds from landing.

In other matters, Dr. Pruitt announced that Fred Abbate is featured in the current issue of Money Magazine.

He then reviewed the progress with the proposed Master of Science in Management degree stating that Edison State College and Cambridge College have coauthored a grant proposal to secure venture capital to do research for the degree program.

Dr. Pruitt announced that Lanse Davis resigned from the College to become the Director of PONSI nationwide for the American Council on Education. Lanse was a member of the search committee when Dr. Pruitt came to the College.

He then stated that Governor Florio had two major campaign promises--one regarding insurance and the other regarding a state audit. Upon election, he established a transition team to look into the audit issue. The team contacted Mike Scheiring for input. One result of the team's investigation was to recommend that a Commission implement the audit process. Governor Florio has asked Mike Scheiring to serve on that Commission. He will be on loan to the Governor for approximately one year beginning March 12. He will be available, however, for certain budget matters during the year. Jim Humphrey will serve as Acting Vice President.

Mike Scheiring commented that he felt honored to be asked to serve on the Commission, but would stay in close contact with Dr. Pruitt and the College.

Dr. Pruitt then introduced Richard Hamilton, Vice President of the AFT Local; Idalie Munoz, Director of Communications and College Relations; and Thomas Streckewald, Director of Institutional Planning, Research, and Outcomes Assessment.

Turning then to fiscal matters, Dr. Pruitt indicated that the state budget assumed a shortfall of \$500 million when, in fact, the shortfall is about \$750 million. Following adjustments in the budget, there still remains a \$250 million shortfall with the current year deficit estimated between \$500-700 million. The state came to agreement with the unions, but there is no money in the budget to cover the indicated costs. A tax increase is probable, since budget cuts cannot accommodate the total problem, which now looks to be over \$2.4 billion when new initiatives are considered. Therefore, it is likely that both cuts and a tax increase will occur. This will effect the College for at least the next 18 months.

Edison State College is the most student fee dependent institution in the state. Others are at about 70:30 (state appropriations:student fees); Edison is closer to 60:40. At this time, the impact on the 60% figure could be manageable depending on what that final figure will be.

It may be necessary to request a special meeting of the Board when the final budget is set, because a new fee schedule will have to be developed and approved before July 1, 1990.

Dr. Pruitt added that every effort will be made to protect staff during the fiscal crisis. Student enrollments are still growing, and that sustains the College. If staff cuts have to be made, new enrollments would have to be limited. Therefore, it is in everyone's best interest that current staffing be maintained.

In response to a question regarding renovations to the Kelsey Building exterior, Dr. Pruitt stated that all capital projects not already underway were put on hold. This will not affect the Hanover Street project, and the College expects to move in by the end of the year.

Capital projects funded by bond issues are also not affected by the freeze if they are already under contract. If not under contract, they will be put on hold.

With regard to the current salary program, Dr. Pruitt explained that there are two sources for covering salary costs. The basic appropriation covers the current costs, but what is negotiated with unions with regard to raises and cost-of-living expenses is covered by what is called the salary program. However, in hard times, the state can say that it cannot afford to give the colleges these extra dollars to cover the salary program. Each state college is still obligated to pay what was negotiated, so it has to make up the difference.

This year (FY 1990) the College was given only 25% of the salary program. That means that by freezing hiring and/or deferring new appointments, the College will make up the difference.

Moving to other matters, Dr. Pruitt commented that Chancellor Hollander's resignation came as a surprise to everyone including his own staff. He has been a friend of the College, and he will be missed very much. He will assume a professorship in accounting at Rutgers.

Patricia Danielson commented that as the Board's representative on the Governing Boards Association, she has been in a position to know of Dr. Pruitt's major contributions to labor negotiations and to other GBA activities, and that he is a great statesman.

George Hanford added that the Board wished to go on record commending both Mike Scheiring for his appointment and Dr. Pruitt for his honorary degree recently conferred by Bridgewater State College (MA), and for his appointment to the National Advisory Committee on Accreditation and Institutional Eligibility, United States Department of Education. The Board is extremely proud of the leadership role Dr. Pruitt plays in the state and the nation and is also proud of the positive recognition that he brings to Edison State College.

Patricia Danielson moved and Christian Yegen seconded acceptance of the President's Report and affirmation of the comments made by George Hanford regarding Dr. Pruitt and Mike Scheiring. Motion carried unanimously (8-0).

VIEWBOOK:

George Hanford presented for approval the following resolution authorizing a bid waiver to publish an Admissions Viewbook:

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$9,200 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 printed material; and
- WHEREAS: The purchasing policies of Thomas A. 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 an Admissions Viewbook in June, 1990, which will cost over \$9,200; and
- WHEREAS: The estimated cost is approximately \$36,000 this year; 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 A. Edison State College does hereby authorize a bid waiver for the College to purchase an Admissions Viewbook, and that any purchase pursuant to this authority will be reported to the Board of Trustees in public session at its next scheduled meeting.

Christian Yegen moved and Rita Novitt seconded a motion to adopt the resolution. Motion carried (8-0).

GUIDED STUDY BULLETIN:

George Hanford then presented for approval the following resolution authorizing a bid waiver to publish a Guided Study Course registration bulletin:

- WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$9,200 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 printed material; and

- WHEREAS: The purchasing policies of Thomas A. 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 a Guided Study Course Registration Bulletin in June, 1990, which will cost over \$9,200; and
- WHEREAS: The estimated printing cost is approximately \$13,000; 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 A. Edison State College does hereby authorize a bid waiver for the College to purchase a Guided Study Course Registration Bulletin, and that any purchase pursuant to this authority will be reported to the Board of Trustees in public session at its next scheduled meeting.

Christian Yegen moved and Rita Novitt seconded a motion to adopt the resolution. Motion carried (8-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for associate and baccalaureate degrees as of January 1, 1990. There were 7 Associate in Arts, 3 Associate in Science in Management, 3 Associate in Science in Applied Science and Technology, 1 Associate in Science in Natural Science and Mathematics, 11 Bachelor of Arts, 15 Bachelor of Science, 14 Bachelor of Science in Business Administration, and 1 Bachelor of Science in Nursing, for a total of 55 candidates.

Commenting on this class, he reported that 54.5% are New Jersey residents; 40% are female; 7.2% are Black or Hispanic; 72% between the ages of 31-50; the youngest is 23 and the oldest 65; 9 of the 14 associate candidates completed in less than one year; 4 of the 41 baccalaureate candidates completed in one year or less, but 15 completed in five years or more with 1 candidate taking over 10 years to complete. One candidate completed his entire BSBA degree by assessment methods: 84 credits by testing, 6 by portfolio, and 30 through PONSI credit recommendations. His specialization is Management Information Systems. The cumulative total of graduates to date is 7,367.

George Hanford presented the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby approve the awarding of the appropriate degrees to those January 1, 1990, 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.

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

Rita Novitt commented that the total number of graduates is about the same as the current enrollment. Jerry Ice responded that the figures are comparable to those of Empire State College and Minnesota Metropolitan.

CONTRACT RENEWALS:

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

DIVISION OF ACADEMIC AFFAIRS

CONTRACT RECOMMENDATIONS

Kathleen Adamczyk, Evaluator	1 year 1990 - 1991
Mitchell Bondi, Evaluator	1 year 1990 - 1991
Carla Caputo, Evaluator	1 year 1990 - 1991
Belinda Dalton, Evaluator	1 year 1990 - 1991
Patricia Jackson, Program Advisor	1 year 1990 - 1991
Alma Johnson, Administrative Assistant	1 year 1990 - 1991
Samone Jolly, Coordinator of Degree Programs	1 year 1990 - 1991
Muriel Jones, Evaluator	1 year 1990 - 1991
Maureen Marcus, Administrative Assistant to the Dean	1 year 1990 - 1991
Alice Mencher, Evaluator	1 year 1990 - 1991
Lynda Marie Ricci, Evaluator	1 year 1990 - 1991
Dorothy Sconyers, Program Advisor	1 year 1990 - 1991
Todd Siben, Evaluator	1 year 1990 - 1991
Esther Taitsman, Program Advisor	1 year 1990 - 1991
Donald Trucksess, Administrative Assistant	1 year 1990 - 1991
Donna Watson, Evaluator	1 year 1990 - 1991
Celestine Wynn, Portfolio Advisor	1 year 1990 - 1991

DIVISION OF ADMINISTRATION & FINANCE
RECOMMENDATIONS

CONTRACT

Sedell Bailey, Assistant to the Director, Administrative Services	1 year 1990 - 1991
Anna Benitz, Assistant to the Controller	1 year 1990 - 1991
William Harrison, Systems Researcher	1 year 1990 - 1991
Eunice Lewis, Assistant Administrator Student Fees and Revenues	1 year 1990 - 1991
William Thompkins, Imaging Systems Coordinator	1 year 1990 - 1991

DIVISION OF PUBLIC AFFAIRS
RECOMMENDATIONS

CONTRACT

James Colaizzo, Admissions Representative	1 year 1990 - 1991
Linda Soltis, Program Assistant	1 year 1990 - 1991

George Hanford presented the following resolution:

The Board of Trustees of Thomas A. 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.

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

PERSONNEL ACTIONS:

Dr. Pruitt presented for approval the following appointment recommendations:

Suzan Nagib	- Automation Specialist
Virginia Alexander	- Assistant to the Director of Testing and Assessment
Mindi Shalita	- Assistant to the Controller for Payroll
Kerry Gilbert	- Senior Clerk Transcriber

George Hanford presented the following resolution:

The Board of Trustees of Thomas A. 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.

Dr. Pruitt indicted that the limited number of appointments is a reflection of the College's hiring restraint. There are a large number of vacancies that the College hopes to fill by June 30 when the salary figure is set for FY 1991.

Patricia Danielson moved and Christian Yegen seconded a motion to adopt the resolution. Motion carried (8-0).

FY 1991 MEETING DATES:

Dr. Pruitt presented the proposed meeting dates for FY 1991 to be acted upon at the June meeting. He recommended that the June meeting be in the afternoon so that a reception may follow. This reception would replace the one traditionally held in December which has been cancelled several times due to inclement weather. He further recommended that the June 8, 1990 meeting begin with lunch at 12:00 p.m., followed by an Executive Session for the President's annual evaluation, and then followed by the public session at approximately 2:00 p.m.

The recommended changes in meeting time were so moved by Christian Yegen and seconded by Rita Novitt. Motion carried (8-0).

With regard to the proposed meeting dates, it was noted that the June, 1991 meeting should be the second Friday--June 14, 1991. The proposed dates are:

September 14, 1990	-	10:00 a.m.
December 14, 1990	-	10:00 a.m.
March 8, 1991	-	10:00 a.m.
June 14, 1991	-	2:00 p.m.

EXECUTIVE SESSION:

George Hanford distributed the following resolution:

WHEREAS: The responsibility and authority to "appoint and fix the compensation of a President of the College, who shall be the executive officer of the College", is vested with the Board of Trustees (N.J.S.A. 18A:64-6g); and

WHEREAS: The Board of Trustees understands its obligation to value its leadership in a manner so as to be competitive in attracting and retaining individuals with appropriate talent and experience as its executive officer; and

WHEREAS: The compensation of the President should additionally be in consideration of the President's performance, the fiscal circumstances of the College, and the financial climate of the state; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College, pursuant to N.J.S.A. 10:4-13 and 10:4-12, will meet in Executive Session on June 8, immediately prior to its public meeting of that date, for the purpose of considering the evaluation of the President, the compensation of the President, and the implementation of any salary action in light of potential adverse fiscal consequences occasioned by the state's fiscal circumstances; and be it further

RESOLVED: That any salary action taken by the Board in consideration of the above shall be made a part of the public record by inclusion in the Minutes of the June 8, 1990 meeting of the Board of Trustees.

Christian Yegen moved and Rita Novitt seconded a motion to adopt the resolution. Motion carried (8-0).

George Hanford then presented the following resolution for 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 A. Edison State College hold a closed session at 12:00 noon or immediately following the public meeting of March 9, 1990 for the purpose of discussing a personnel matter and contract negotiations.

It is expected that the discussion undertaken in closed session will not be made public due to the confidentiality of personnel matters and contract negotiations.

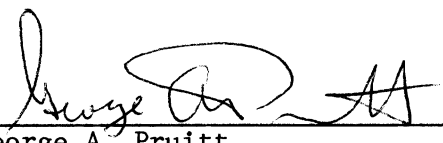
Fred Abbate moved and George Fricke seconded a motion to adopt the resolution, effective immediately following the new college video previewing. Motion carried (8-0).

Dr. Pruitt reiterated the relationship between AEtna Institute and the College, indicating that additional collaboration has produced an orientation video which is different from "Opening Doors."

He announced a satellite downlink teleconference March 15, 1990 from 12:00 p.m. - 2:00 p.m. This teleconference will be the first one on-site to include Edison staff. He added that funding for the satellite downlink equipment has come from the Hyde & Watson Foundation (\$25,000) and from Bell Atlantic Charitable Foundation (\$10,000).

Following the video preview, George Hanford declared the public meeting adjourned.

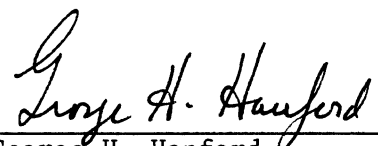
Submitted by,



George A. Pruitt
Secretary to the Board

8/14/90
Date

Approved by,



George H. Hanford
Chairman

8/14/90
Date