

MINUTES  
BOARD OF TRUSTEES  
THOMAS EDISON STATE COLLEGE

June 10, 1994

MEMBERS PRESENT: Fred Abbate, Chairman; George Fricke; John Blossom; Carole Nerlino; Thomas O'Neill; Marilyn Pearson; Drunell Levinson, student; William Kelly, student; Emilia Timpo, Chancellor's Designee; George A. Pruitt, President.

MEMBERS ABSENT: Richard Arndt; 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 2:00 p.m. at the David Sarnoff Research Center in Princeton, New Jersey. Chairman Fred Abbate noted that the date, time, and location for the meeting had been published in accordance with New Jersey law. He added that James Carnes, President and CEO of the David Sarnoff Research Center, and James Clingham, Vice President for Corporate Affairs, sent word expressing their regrets that they could not be present at the reception following the meeting.

A moment of silence was held in memory of Thomas Streckewald and Thomas Eklund, College administrators who died March 26, 1994.

MINUTES:

The minutes of the March 11, 1994 meeting were presented for approval. Carole Nerlino moved and John Blossom seconded a motion to approve the minutes. Motion carried (7-0).

PRESIDENT'S REPORT:

Dr. Pruitt introduced Penny Brouwer, Acting Director of Institutional Research, Planning, and Outcomes Assessment.

Dr. Pruitt noted that the meeting must close at 4:00 p.m. for the High-Definition Television (HDTV) demonstration.

Adding to his report, he commented on three items:

1. The restructuring of higher education is on track. Most of the controversial aspects of the new structure have been resolved.
2. At its May meeting, the Board of Higher Education approved the Master of Science in Management degree as well as an expanded mission statement.

3. The New Jersey Baccalaureate Degree Completion Program is making great progress with several signed agreements and others underway. It is receiving excellent press and response.

The National Institute on Assessment of Experiential Learning opens June 11. This Institute is sponsored jointly by the College and the Council for Adult and Experiential Learning.

Dr. Pruitt then introduced William Seaton, Director of DIAL, who discussed trends in distance education. He stated that the College is one of the pioneers in recorded video tapes for distance learning. All courses require written assignments and an exam. Currently, a student uses telephone and mail to work with the tutors, but this will change in the future when all students in the guided study program will have live, interactive technologies such as computer conferencing, compressed video, audiographics, and microwave TV.

In addition, digital technologies will become available: hypermedia, dial-up video, and interactive animated software. Other options will include computer-managed courses (computer required), especially in the Master of Science in Management and Bachelor of Science in Business Administration degrees; contract learning; and cooperative programs through the New Jersey Intercampus Network, a fiberoptic network working through Bell Atlantic New Jersey.

Dr. Pruitt concluded his report with the announcement that Commencement will be held on October 23, and this year's Gala will be on December 3.

#### ADMINISTRATION AND FINANCE COMMITTEE REPORT:

George Fricke summarized the written report of the Administration and Finance Committee. He moved the following resolution authorizing the College to participate in the Higher Education Equipment Leasing Fund Act:

- |                 |  |
|-----------------|--|
| <b>WHEREAS:</b> | <b>At its December 10, 1993 meeting, the Board of Trustees of Thomas Edison State College authorized the College to participate in the "Higher Education Equipment Leasing Fund Act," Chapter 136, P.L. 1993, to support the purchase of scientific, engineering, technical, computer, communications, or instructional equipment for use by institutions; and</b> |
| <b>WHEREAS:</b> | <b>The Act stipulates that the State will provide for 75 percent of the principal and interest, and that the College will fund the remaining 25 percent; and</b>   |
| <b>WHEREAS:</b> | <b>The Board of Trustees authorized the expenditure of up to \$1 million of the debt service related thereto and committed to funding the institution's share (25%) of the debt service; and</b>   |

- WHEREAS:** The Chancellor of Higher Education, as specified in N.J.A.C. 9:17-1.5, has made available an additional \$7.5 million for emerging needs programs; and
- WHEREAS:** Thomas Edison State College is requesting up to \$300,000 of the \$7.5 million allocated for emerging needs programs for the leasing of equipment from NJEFA through this Fund; and
- WHEREAS:** The College has identified capital equipment needs of approximately \$300,000; and
- WHEREAS:** The College is requesting authorization to purchase from the equipment list as provided and incorporated herein by reference, up to \$300,000; and
- WHEREAS:** The College intends to purchase this equipment collectively with the institutions which constitute the New Jersey Intercampus Network (NJIN); and
- WHEREAS:** The College fully supports the NJIN proposal to establish a state-of-the-art interactive campus network among the colleges and universities of New Jersey recognizing that the College's interactive multimedia needs exceed the current NJIN proposal; and
- WHEREAS:** The College is requesting a bid waiver consistent with applicable statutes to purchase the equipment as identified; now, therefore, be it
- RESOLVED:** That the Board of Trustees of Thomas Edison State College supports and endorses the NJIN proposal; and be it further
- RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby approve the College's participation in the Higher Education Equipment Leasing Fund Emerging Needs Program and authorizes the expenditure of up to \$300,000 of the debt service related thereto; and be it further
- RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby commit to funding the institution's share (25%) of the debt service; and be it further

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase the proposed equipment; and be it further

**RESOLVED:** That any purchase made pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Dr. Pruitt elaborated on the equipment leasing update, indicating that an additional opportunity had arisen through the Department of Higher Education's Emerging Needs Program which could provide an additional \$300,000 in technical equipment. This program is a part of the New Jersey Intercampus Network (NJIN). The College's actual expense would be \$75,000 of the \$300,000.

Marilyn Pearson seconded the motion to adopt the resolution. Motion carried (7-0).

Dr. Pruitt reviewed the student revenues report indicating that revenues are down in several areas, but expenditures have been contained such that the College is in good financial condition. He emphasized, however, that it is important for the College to grow in student numbers.

FEE INCREASE. Dr. Pruitt reviewed the proposed fee increase as presented in the written materials.

Fred Abbate presented the following resolution:

**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, 1994 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, 1994.

George Fricke moved and John Blossom seconded a motion to adopt the resolution. Motion carried (7-0).

BID WAIVERS. Fred Abbate presented the following bid waiver resolutions:

Banking Services

- 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 for professional consulting services; 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 went through a formal request for banking services which was approved by the Board of Trustees on March 13, 1992; and
- WHEREAS:** The current contract with CoreStates New Jersey National Bank will be concluded on June 30, 1994; and
- WHEREAS:** The College is requesting authorization to contract for banking services at a cost which exceeds the bidding threshold; and
- WHEREAS:** The College has determined that CoreStates New Jersey National Bank meets the specifications for such services; and
- WHEREAS:** The Administration and Finance Committee of the Board of Trustees has recommended to the Board the approval of a bid waiver to allow the College to enter into a two-year contract to extend banking services with CoreStates New Jersey National Bank; 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 a period of two years ending June 30, 1996.

George Fricke moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (7-0).

Reprint of Test Description Book

**WHEREAS:** The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$11,100 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 Test Description Book/DANTES packaging reprint; 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 a Test Description Book/DANTES reprint in August 1994, which will cost over \$11,100; and

**WHEREAS:** The estimated printing cost is approximately \$13,200; 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 a Test Description Book, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

George Fricke moved and Drunell Levinson seconded a motion to adopt the resolution. Motion carried (7-0).

ACADEMIC AFFAIRS COMMITTEE REPORT:

John Blossom summarized the written report. He then presented the resolution to award James E. Carnes an honorary degree.

**WHEREAS:** James E. Carnes, President and Chief Executive Officer of the David Sarnoff Research Center, has distinguished himself as an inventor, author, and leader in consumer electronics and information sciences; 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 Carnes 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 23, 1994.

John Blossom moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (7-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of March 1 and May 1, 1994. There were 13 candidates for the Associate in Arts, 16 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 Science in Public and Social Services, 26 candidates for the Associate in Applied Science and Technology, 95 candidates for the Bachelor of Arts, 10 candidates for the Bachelor of Science in Human Services, 59 candidates for the Bachelor of Science in Applied Science and Technology, 35 candidates for the Bachelor of Science in Business Administration, and 3 candidates for the Bachelor of Science in Nursing, for a total of 261 candidates.

He commented that 51% are in-state residents; 35% are female; 2% are African-Americans; and 70% are between the ages of 31 and 50.

He called attention to two degrees which were rescinded. One person had falsified documents in a portfolio to be used toward a second degree. Upon investigating, it was discovered that documents had been falsified for the first degree as well, which was rescinded.

The second student submitted a completely false transcript from Pennsylvania State University.

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 January 1, 1994 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.**

Carole Nerlino moved and John Blossom seconded a motion to adopt the resolution. Motion carried (7-0).

CONTRACT RENEWALS:

Dr. Pruitt presented the contract renewal recommendations as follows:

PRESIDENT'S OFFICE

Gerri Collins, Executive Assistant to the President

DIVISION OF ACADEMIC AFFAIRS

Debra Dagavarian-Bonar, Director Office of Testing & Assessment  
Thomas Donlon, Director, Office of Test Development & Research  
Gregory Dye, Assistant Registrar  
Charlene Glascock, Associate Director for Directed Independent  
Adult Learning  
Dolores Brown-Hall, Director, Nursing Program  
Jerry Ice, Vice President and Provost  
Evette Jackson, Managing Administrative Assistant 3  
Ruth McKeefery, Dean of the College  
Jack Phillips, Registrar  
William Seaton, Director, Center for Directed Independent Adult Learning  
Sharon Smith, Associate Registrar

DIVISION OF ADMINISTRATION AND FINANCE

Carron M. Albert, Director, Office of Human Resources  
Anna Benitz, Assistant Controller  
James Brossoie, Assistant Director, Office of Management  
Information Systems  
Gloria Y. Dienes, Assistant Director, Office of Human Resources  
Edward George, Director, Shipping and Receiving  
Mark Gordon, Director of Special Studies  
Frank Haggerty, Assistant Director, Office of Administrative Services  
Farouk Hassieb, Controller  
Drew Hopkins, Director, Office of Management Information Systems  
Michael J. Scheiring, Vice President and Treasurer  
Philip Sanders, Administrator, Student Fees and Revenues  
Evelyn Spradley, Assistant Director, Educational Technology



DIVISION OF PUBLIC AFFAIRS

Nat Caliendo, Vice President for Public Affairs  
Sonja Eveslage, Associate Vice President for Public Service  
Linda Holt, Director, Office of Communications & College Relations  
Jules Kahn, Director of Financial Aid and Veterans' Affairs  
Nina Malone, Assistant Director of Communications and College  
Relations for Publications  
Norma Manigan, Director of College Development  
James Ratigan, Director, PONSI  
Iris Saltiel, Director, Corporate Programs  
Annette Singer, Director, Alumni Affairs  
John Thurber, Director, Trenton Office of Policy Studies  
Janice Toliver, Director of Admissions Services

Fred Abbate 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.**

George Fricke moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (7-0).

PERSONNEL ACTIONS:

Dr. Pruitt presented the following personnel actions for approval:

Kenya Kornegay	-	Clerical (hourly)
Annie McKithen	-	Senior Clerk Typist
Anna Krum	-	Secretarial Assistant III
Kathleen Dukes	-	Secretarial Assistant III
Kim Rinz	-	Accounting Assistant
Judy Lucas	-	Secretarial Assistant III
Penny Brouwer	-	Acting Director, Institutional Planning, Research, and Outcomes Assessment

Fred Abbate 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.**

John Blossom moved and George Fricke seconded a motion to adopt the resolution. Motion carried (7-0).

FY 1995 MEETING DATES:

Fred Abbate presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve the following meeting dates for FY 1995:**

<b>September 9, 1994</b>	-	<b>10:00 a.m.</b>
<b>December 9, 1994</b>	-	<b>10:00 a.m.</b>
<b>March 17, 1995</b>	-	<b>10:00 a.m.</b>
<b>June 9, 1995</b>	-	<b>2:00 p.m.</b>

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

Marilyn Pearson moved and John Blossom a motion to adopt the resolution. Motion carried (7-0).

NEW BUSINESS:

Fred Abbate presented the following resolutions:

1. **WHEREAS:** Thomas C. Streckewald was a valued employee and administrator at Thomas Edison State College since January, 1978; and
- WHEREAS:** Mr. Streckewald demonstrated rare and special leadership and devotion to the growth and development of the College; and
- WHEREAS:** Through his exemplary leadership as Director of Institutional Planning, Research, and Outcomes Assessment he earned the respect and affection of his colleagues and of the Board of Trustees; now, therefore, be it
- RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby express its appreciation posthumously to Thomas C. Streckewald for his exceptional contributions to the College, for his years of service, and for his friendship. He will be sorely missed.

Carole Nerlino moved and George Fricke seconded a motion to adopt the resolution. Motion carried (7-0).

2.       **WHEREAS:**       **Thomas M. Eklund was a valued employee and administrator since July, 1978; and**
- WHEREAS:**       **Mr. Eklund demonstrated rare and special leadership and devotion to the growth and development of the College; and**
- WHEREAS:**       **Through his exemplary leadership as Dean, Academic Advisement he earned the respect and affection of his colleagues and of the Board of Trustees; now, therefore, be it**
- RESOLVED:**       **That the Board of Trustees of Thomas Edison State College does hereby express its appreciation posthumously to Thomas M. Eklund for his exceptional contributions to the College, for his years of service, and for his friendship. He will be sorely missed.**

George Fricke moved and John Blossom seconded a motion to adopt the resolution. Motion carried (7-0).

3.       **The Board of Trustees, President, and staff of Thomas Edison State College wish to heartily thank Dr. Emilia Timpo for her dedicated service as Chancellor's designee to the Board and for her specific and special interest in the growth and development of Thomas Edison State College.**

**We will miss her, but we wish her every success in her future endeavors.**

Carole Nerlino moved and Tom O'Neill seconded a motion to adopt the resolution. Motion carried (7-0).

4.       **The Board of Trustees, President, and staff of Thomas Edison State College wish to heartily thank Ms. Drunell Levinson 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 her accomplishments and commend her continued interest in the College, and we look forward to a continuing relationship with her through the Alumni Association.**

John Blossom moved and Tom O'Neill seconded a motion to adopt the resolution. Motion carried (7-0).

APPOINTMENT OF THE NOMINATING COMMITTEE:

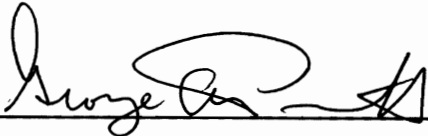
Fred Abbate appointed the Nominating Committee as follows:

Harvey Myers, Chair  
Tom O'Neill  
Carole Nerlino

There being no further business, Thomas O'Neill moved and John Blossom seconded a motion to adjourn. Motion carried (7-0).

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Submitted by,

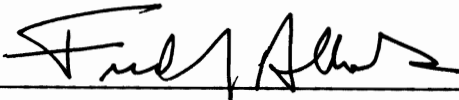


George A. Pruitt  
Secretary to the Board

12-9-94

Date

Approved by,



Fred J. Abbate  
Chairman of the Board

12-9-94

Date