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## MINUTES

### BOARD OF TRUSTEES MEETING

### THOMAS EDISON STATE COLLEGE

June 4, 2010

**MEMBERS PRESENT:** J. Stanley Justice, Chair; Eric Lear, Vice-Chair; George Pruitt; Fred Abbate; Richard Arndt; George Fricke; Ida Hammond; Gualberto Medina; E. Harvey Myers; Marilyn Pearson; Barbara Hare, Student; and Stacy Slomko, Student.

**MEMBERS ABSENT:** None

**ALSO PRESENT:** William Seaton, Vice President and Provost; Michael Scheiring, Vice President and Treasurer; Penelope Brouwer, Vice President for Planning and Research; John Thurber, Vice President for Public Affairs; Mary Ellen Caro, Vice President of Enrollment Management and Learner Services; Norma Blake, New Jersey State Librarian; Terri Tallon-Hamill; Robin Walton; and Linda Vasbinder.

Reverend Justice officially called the public meeting to order at 2:00 p.m.

### CONSIDERATION OF MINUTES

The Minutes of the June 4, 2010, meeting were presented by Reverend Justice for approval and adoption. Mr. Arndt made, and Ms. Hammond seconded, a motion to adopt the minutes with corrections to the Bid Waiver resolution. The motion carried unanimously (10-0).

### PRESIDENT'S REPORT

Dr. Pruitt provided an update on the proposed merger of Rutgers University and Thomas Edison State College. The College has received strong support from legislators in both houses and from both parties. Governor Christie has appointed a special task force to be lead by former governor Kean, for the purpose of studying and making recommendations on current budget matters specific to higher education. Dr. Pruitt has been appointed to the task force.

Our challenge for next year will be to see that funds are restored and that the College receives the same cuts as other State institutions. New Jersey continues to face significant challenges in the current year. As a financial caveat, the College may have to pick up the cost of its building leases and will also have to give negotiated raises. Dr. Pruitt mentioned that management staff will not receive a salary increase for the next fiscal year. The College will be requesting fee increases to help offset funding cuts in the upcoming year.

Staff updates included the hiring of Dr. Filomela Marshall to assist the School of Nursing with the development of new graduate degree specializations. Dr. Richard Coe has been hired in the School of Applied Science and Technology to help attain certification from the Accreditation Board for Engineering and Technology (ABET). Barbara Kleva, former Deputy Attorney General, will join the staff on a part-time basis as general counsel. Dr. Mary Ellen Caro was introduced to the Board as the new Vice President of Enrollment Management and Learner Services.

#### **REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE**

Committee Chairman George Fricke reported on the Administration and Finance Committee meeting held in May. The current expense budget is 5% less than last year. This was partially due to the one time savings we experienced due to furloughs and the withholding of manager salary increases. Next year's salary increases will be significantly higher due to previously negotiated contracts. The New Jersey State Library is operating on a lean budget. In response to Mr. Arndt's question regarding the reduction of state aid and whether it will erode funding received from the federal government, Norma Blake, New Jersey State Librarian, responded that state aid below a required Maintenance of Effort would directly impact future funding from the federal government.

In other Administration and Finance Committee action, Committee members and the full Board of Trustees discussed tuition and fee increases. It was unanimously agreed that the marketplace could bear the recommended increases. The new rates are within the 4% cap on increases for the state's public colleges and universities as proposed by the Governor, and will provide the revenue needed to maintain the budget. Dr. Pruitt advised the Board that schools could lose more in appropriations if they rise above the 4% cap. Mr. Medina questioned whether there appeared to be any sympathy on behalf of the executive branch to eliminate the cap. Dr. Pruitt added that the executive branch may take it into consideration. A concern was expressed by Mr. Medina that a reduction in state grant funding could have a direct impact on underprivileged students who currently make up 20% of the state's population.

#### **CONSIDERATION OF BID WAIVERS**

Mr. Fricke discussed each bid waiver in detail and solicited questions prior to requesting action.

Mr. Fricke presented the following resolution:



**WHEREAS:** The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$30,100 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 is requesting bid waivers to do the following:

- purchase online tutoring services for students for a one-year period at a cost of approximately \$70,000;
- use the services of its new advertising agency, Sigma Group, for the College's advertising, at an approximate cost of \$500,000;
- implement a testimonial advertising campaign blitz, at an approximate cost of \$300,000;
- use the services of Sigma Group for Search Engine Marketing, at an approximate cost of \$200,000;
- seek a partner to provide textbooks in electronic format to students, at a cost that may exceed the bid threshold of \$30,100;
- use the services of Auto-Graphics, Inc. to provide a virtual Web-based catalog system allowing the State Library to offer the statewide interlibrary JerseyCat loan service, at a cost of approximately \$311,000;
- use Lyasis, formerly known as Palinet, for cataloging materials purchased for the State Library's collection, at an approximate cost of \$76,000;
- purchase statewide database licenses to provide reference databases and full text scholarly online journals, to provide a web-based, full-text newspaper database, and to provide the first full-text Spanish electronic database Informe!, at an approximate cost of \$1,700,000;
- maintain and support the centralized New Jersey Connect statewide technology system at an approximate cost of \$700,000;
- support the State Library's Knowledge Initiative at an approximate cost of \$1,449,000;

- continue the Consortium of User Libraries software maintenance for the LBH at an approximate cost of \$35,000;
- host a training weekend for New Jersey public library trustees in September 2010 at an approximate cost of \$35,000;
- provide increased broadband access, equipment, and content, at an approximate cost of \$2,948,000, using federal and Gates Foundation grant funding;
- engage the services of the MWW Group to develop a marketing plan for the State Library, at an approximate cost of \$48,000; and
- develop a lead management recruiting pilot at an approximate cost of \$90,000.
- in accord 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 bid waivers for the College and its affiliate, the New Jersey State Library, to do the following: purchase online tutoring services for students for a one-year period at a cost of approximately \$70,000; use the services of its new advertising agency, Sigma Group, for the College's advertising, at an approximate cost of \$500,000; implement a testimonial advertising campaign blitz, at an approximate cost of \$300,000; use the services of Sigma Group for Search Engine Marketing, at an approximate cost of \$200,000; seek a partner to provide textbooks in electronic format to students, at a cost that may exceed the bid threshold of \$30,100; use the services of Auto-Graphics, Inc. to provide a virtual Web-based catalog system allowing the State Library to offer the statewide interlibrary JerseyCat loan service, at a cost of approximately \$311,000; use Lyrasis, formerly known as Palinet, for cataloging materials purchased for the State Library's collection, at an approximate cost of \$76,000; purchase statewide database licenses to provide reference databases and full text scholarly online journals, to provide a web-based, full-text newspaper database, and to provide the first full-text Spanish electronic database Informe!, at an approximate cost of \$1,700,000; maintain and support the centralized New Jersey Connect statewide technology system at an approximate cost of \$700,000; support the State Library's Knowledge Initiative at an approximate cost of \$1,449,000; continue the Consortium of User Libraries software maintenance for the LBH at an approximate cost of \$35,000; host a training weekend for New Jersey public library trustees in September 2010 at an approximate cost of \$35,000; provide increased broadband access, equipment, and content, at an approximate cost of \$2,948,000, using federal and Gates Foundation grant funding; engage the services of the MWW Group to develop a marketing plan for the State Library, at an approximate cost of \$48,000; and develop a lead management recruiting pilot at an approximate cost of \$90,000.



Ms. Pearson made, and Mr. Abbate seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF NEW JERSEY EDUCATIONAL FACILITIES AUTHORITY FINANCING**

Mr. Fricke presented the following resolution:

**WHEREAS:** The Board of Trustees of Thomas Edison State College (the "College") desires to approve the acquisition and installation of certain capital improvements to its Academic Center located at 167 West Hanover Street, consisting of replacement of workstations, and replacing and updating its information technology systems; and

**WHEREAS:** The College has determined that the Project will benefit the College and assist in serving the ongoing needs of its students and the operation of the College; and

**WHEREAS:** The Board of Trustees of the College desires to approve an amount necessary to finance the Project, in an amount not to exceed seven hundred thousand dollars (\$700,000); and

**WHEREAS:** The College has further determined that the financing of the Project and the related costs of issuance should be accomplished by a tax-exempt lease financing (the "Financing") through the New Jersey Educational Facilities Authority (the "Authority") pursuant to a Master Equipment Lease and Sublease Agreement (the "Agreement") and any other documents considered necessary to effectuate the Financing (the "Other Financing Documents") and desires to authorize certain officers to the College to take all action necessary to accomplish the Financing of the Project and the related costs of issuance; now, therefore be it

**RESOLVED:** That the Board of Trustees hereby approves the Project as presented and the Financing of the Project through the Authority in an amount not to exceed seven hundred thousand dollars \$700,000 (including financing costs); the Board of Trustees approves the College's submission to the New Jersey State Legislature for the financing of a non-revenue producing project; the Board of Trustees authorizes any of the authorized officers, as defined herein, to finalize the structure and details of the Financing that will be considered the most advantageous structure to fit within the means of the budget of the College; in order to finance the Project and the related costs of issuance, the Board of Trustees hereby authorizes the entering into of the Agreement and Other Financing Documents to guarantee repayment of the

tax-exempt lease funds borrowed through the Authority to finance the Project and the related costs of issuance; the Agreement, in substantially the form to be provided, with such changes, omissions, insertions, and revisions as shall be approved by the Authority and the hereinafter Authorized Officers of the College are hereby approved. The President and the Vice President of Administration and Finance (the "Authorized Officers") are hereby authorized and directed to approve, execute, and deliver the Agreement and all Other Financing Documents in the name of and on behalf of the Board of Trustees of the College, in as many counterparts as may be necessary, and to affix or impress the official seal of the College thereon and to attest the same. Such execution and attestation to be conclusive evidence of the approval of the form and content of such Agreement and the Other Financing Documents necessary to effectuate the Project, the Financing of the Project, and related costs of issuance by the Authority. The Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which the Authority may deem to be appropriate to implement the purposes of this resolution to consummate the Project and the financing of the Project and the costs related thereto. All resolutions, orders, and other actions of the Board of Trustees of the College in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed, or revoked; and this Resolution shall take effect immediately.

Mr. Fricke moved, and Mr. Arndt seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF OPERATION OF COLLEGE FACILITIES**

Mr. Fricke presented the following resolution:

**WHEREAS:** Thomas Edison State College (the "College") was founded in 1972, and with its founding the State of New Jersey provided for its campus facilities through provision of state-owned and state-leased facilities through the Department of Treasury; and

**WHEREAS:** The College currently has state-owned and College-owned facilities consisting of the Kelsey Building and the adjacent townhouses, the Kuser Mansion with a historic cost recorded on our financial statements of \$19.1 million, and state leased facilities, the Academic Center and the Canal Building, that have an annual cost of \$2.3 million; and

**WHEREAS:** This arrangement has served the College well, but required excessive management attention to insure that facilities were properly provided for to support the College's mission; now, therefore be it



**RESOLVED:** That the Board of Trustees hereby authorizes the College to assume responsibility for the maintenance and support of all state-owned and leased facilities commencing on July 1 of FY 2011 at an estimated cost of \$2.3 million as part of the College's operating budget.

Ms. Hammond moved, and Mr. Myers seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF FEE INCREASE**

Mr. Fricke presented the following resolution:

**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 held a public hearing at Thomas Edison State College on May 19, 2010, and considered testimony presented; and

**WHEREAS:** The Administration and Finance Committee of the Board of Trustees has recommended the approval of the proposed tuition and fee changes to be effective July 1, 2010; 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 tuition and fees as recommended and incorporated herein as referenced, effective July 1, 2010.

Ms. Hammond moved, and Mr. Abbate seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **REPORT OF THE ACADEMIC AFFAIRS COMMITTEE**

Mr. Abbate presented the report of the Academic Affairs Committee. He discussed the new graduate certificate in project management and commented that the program has a good sense of ethical leadership. The program is in conjunction with project management national guidelines. Mr. Seaton briefly discussed the value of the program for students who may already have a master's degree but need the specialization in the project management area. Ms. Hare asserted that many middle level managers are looking for work in this area. The certificate will prepare students for the Project Management Institute—PMI certification.

Dr. Gloria Frederick has been recommended for a seat on Academic Council. As Dr. Frederick is the newly elected chair of the curriculum committee for the Watson School, she automatically acquires a seat on Academic Council. Mr. Abbate also elaborated on the relationships of Mr. Richard P. Mills, and Mr. Edward H. Salmon with Thomas Edison State

College. Both gentlemen have been recommended to receive a honorary Doctor of Humane Letters, to be awarded at the commencement ceremony in October, 2010. Mr. Abbate also noted that the list of degree candidates for July 2010 graduation has been the largest cohort ever presented in one quarter.

#### **CONSIDERATION OF GRADUATE CERTIFICATE IN PROJECT MANAGEMENT**

Mr. Abbate 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:** The Academic Affairs Committee of the Board of Trustees recommended approval of the graduate Certificate in Project Management as presented; and

**WHEREAS:** The President of the College has reviewed and concurred with the recommendation as presented; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby approve the graduate Certificate in Project Management as presented and incorporated herein by reference.

Mr. Abbate moved, and Ms. Hare seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF ACADEMIC COUNCIL APPOINTMENT**

Mr. Abbate presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby appoint Dr. Gloria B. Frederick, Co-Founder, Board Member and Executive Director of The Institute of Wonderful Women Working for Empowerment and President and CEO of Timeline Management Group to a three-year term on the Academic Council. The action herein taken is pursuant to a recommendation by the President of the College.

Mr. Abbate moved, and Ms. Hammond seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF HONORARY DEGREE RECIPIENT, RICHARD P. MILLS, Ph.D.**

Mr. Abbate presented the following resolution:

**WHEREAS:** Richard P. Mills, former President of the University of the State of New York, and Commissioner of Education, is a distinguished leader who has affected great change and made significant contributions to higher education; and



**WHEREAS:** He has served the higher education community and students with insight, compassion, dedication, and brilliance over the course of more than forty years; and

**WHEREAS:** His leadership as former Vermont Education Commissioner, special assistant to Governor Thomas H. Kean of New Jersey for more than three years, and his numerous other posts in the New Jersey Department of Education, has resulted in significant positive accomplishments; and

**WHEREAS:** He has been a committed, effective, and consistent advocate for educational opportunity in the best spirit of what Thomas Edison State College stands for; therefore, now be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President does hereby award Richard P. Mills the degree of Doctor of Humane Letters, *honoris causa*; and be it further

**RESOLVED:** That said degree be conferred upon him at the College's Commencement Ceremony, to be held on October 9, 2010.

Mr. Abbate made, and Ms. Hammond seconded, the motion to adopt the resolution. The motion carried unanimously.

**CONSIDERATION OF HONORARY DEGREE RECIPIENT, EDWARD H. SALMON, Ed.D.**

Mr. Abbate presented the following resolution:

**WHEREAS:** Edward H. Salmon, founder and Chairman of Salmon Ventures, Ltd., is a distinguished leader who has affected great change and made significant contributions to higher education, industry, and government; and

**WHEREAS:** He is a philanthropist who has given generously of his time and talents and has provided financial support to worthy endeavors in his community; and

**WHEREAS:** His leadership as a former coach, teacher, school administrator, Director of Public Works, Mayor, Freeholder Director, New Jersey Assemblyman, President of New Jersey Board of Public Utilities, and member of the Governor's Cabinet, has resulted in significant positive accomplishments, accomplishments that have been recognized by such honors as the Founders Award from the Southern New Jersey Development Council, the Liberty Bell Award for community service and civic responsibility from the Cumberland County Bar Association, and 2005 Citizen of the Year by the Southern New Jersey Council of Boy Scouts; and

**WHEREAS:** He served in public office under the administrations of six New Jersey Governors, as member of the National Association of Regulatory Utility Commissioners

(NARUC), and is presently President of NARUC's Commissioners Emeritus;  
and

**WHEREAS:** He has been a committed, effective, and consistent advocate for educational opportunity in the best spirit of what Thomas Edison State College stands for; therefore, now be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President does hereby award Edward H. Salmon the degree of Doctor of Humane Letters, *honoris causa*; and be it further

**RESOLVED:** That said degree be conferred upon him at the College's Commencement Ceremony, to be held on October 9, 2010.

Mr. Abbate made, and Mr. Arndt seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF CANDIDATES FOR DEGREE**

Mr. Seaton pointed out that this is the largest single cohort in the history of the College. He also indicated that a posthumous degree will be awarded to Robin Davis.

Mr. 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 June 4, 2010, 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.**

Mr. Abbate made, and Mr. Myers seconded, the motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF CONTRACT RENEWALS**

Reverend Justice presented a resolution for contract renewals as follows:

**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.**

Mr. Medina made, and Ms. Hammond seconded, a motion to adopt the resolution. The motion carried unanimously.

#### **CONSIDERATION OF PERSONNEL ACTIONS**



Reverend Justice 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.**

Ms. Pearson made, and Mr. Lear seconded, a motion to adopt the resolution. The motion carried unanimously.

#### **NEW BUSINESS**

The Board expressed appreciation and gratitude via resolution to outgoing student Trustee Barbara M. Hare for her service. Ms. Hare expressed her pleasure in serving on the Board, and indicated that she would continue to be an ambassador and advocate for the College.

#### **CONSIDERATION OF FY 2011 MEETING DATES**

Reverend Justice presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve the following meeting dates for FY 2011:**

September 10, 2010	-	10:00 a.m.
December 10, 2010	-	10:00 a.m.
March 4, 2011	-	10:00 a.m.
June 3, 2011	-	2:00 p.m.

Ms. Pearson made, and Mr. Medina seconded, a motion to adopt the resolution. The motion carried unanimously.

#### **APPOINTMENT OF NOMINATING COMMITTEE**

Ms. Hammond, Mr. Abbate, and Mr. Arndt were appointed to serve on the Nominating Committee.

#### **CONSIDERATION OF W. CARY EDWARDS RESOLUTION**

Dr. Pruitt discussed Mr. Edwards' remarkable commitment to public service and his personal commitment to Thomas Edison State College. Mr. Edwards was instrumental in securing funds to develop the School of Nursing and was a strong supporter of the College. Members of the Board of Trustees publicly announced their special thanks on behalf of Thomas Edison State College to Mr. Edwards.

Dr. Pruitt presented the following resolution:

**WHEREAS:** W. Cary Edwards has distinguished himself as a community leader and public servant, having served as Attorney General of the State of New Jersey, Chairman of the State Commission on Investigation, member of the New Jersey State Assembly, Chief Legal Counsel to Governor Thomas H. Kean, Trustee of Monmouth University, and on numerous other Boards and Commissions; and

**WHEREAS:** W. Cary Edwards has received numerous honors, awards and commendations, including an honorary degree from Thomas Edison State College; and

**WHEREAS:** As Counsel to Governor Thomas H. Kean he was instrumental in securing the initial public funding to begin nursing education at Thomas Edison State College; and

**WHEREAS:** As a result of his seminal support, Thomas Edison State College now educates more nurses than any college or university in New Jersey; and

**WHEREAS:** Thomas Edison State College wishes to honor and memorialize his many outstanding contributions to the people of New Jersey and to this institution; therefore, now be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby name its School of Nursing the W. Cary Edwards School of Nursing; and be it further

**RESOLVED:** That the Board of Trustees of Thomas Edison State College on behalf of its students, staff, alumni, and friends express its gratitude to W. Cary Edwards for his extraordinary career and contributions to public service.

Resolution passed by the  
Board of Trustees of  
Thomas Edison State College  
June 4, 2010  
George A. Pruitt  
President

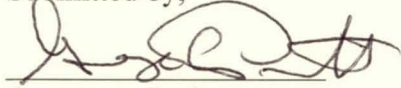
Mr. Medina made, and Mr. Abbate seconded, the motion to adopt the resolution. The motion carried unanimously.



## ADJOURNMENT

Mr. Abbate made, and Mr. Arndt seconded, the motion to adjourn. The motion carried unanimously, and the meeting was adjourned at 3:35 p.m.

Submitted by,



George A. Pruitt  
Secretary of the Board

Approved by,

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Reverend J. Stanley Justice  
Chairperson