

**MINUTES**  
**BOARD OF TRUSTEES MEETING**  
**THOMAS EDISON STATE UNIVERSITY**  
**June 11, 2021**

**MEMBERS PRESENT:** Kemi Alli, Chair; Gualberto Medina, Vice Chair; Merodie A. Hancock, President; Eric R. Lear; Brian Maloney; Lydia Stockman; Johnnie Whittington; Sanket Shah (student trustee) and Jennifer Hutchinson (student trustee)

**MEMBERS ABSENT:** J. Stanley Justice and Michael Toscani

**ALSO PRESENT:** Cynthia Baum, Provost and Vice President; Dennis Devery, Vice President for Enrollment Management; Jennifer Hoff, General Counsel; Michael Mancini, Chief of Staff/COO and Secretary to the Board; Christopher Stringer, Vice President and Chief Financial Officer; John Thurber, Vice President for Public Affairs; Robin Walton, Vice President for Community and Government Affairs; Jennifer Nelson, State Librarian; and Jamie Adams, Executive Assistant

Dr. Alli officially called the public meeting to order at 10:03 a.m., followed by a statement of public notice pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 to 10:4-21.

**CONSIDERATION OF MINUTES**

Dr. Alli presented minutes of March 12, May 10, May 13, 2021 for approval and adoption. Mr. Whittington made, and Mr. Lear seconded, a motion to approve the minutes. Motion carried unanimously.

**PRESIDENT'S REPORT**

Dr. Hancock introduced Dr. Jasmeial "Jazz" Jackson who has been appointed to a new and expanded role of Chief Student Success, Equity and Inclusion officer. She stated that he reports to the provost serving as a cabinet member and officer of the University. Dr. Hancock added that Dr. Jazz will be the direct advisor to her and all University leadership relating to diversity, equity, and inclusion initiatives.

Dr. Hancock updated the trustees that the University is launching the following projects: the reimplementation of the new ERP that has not been updated since 1998; high-end video conference facilities for the institution; and purchasing new computers that will allow staff to work between home and the office seamlessly. Lastly, she reported that we are waiting for the final numbers on the new graduate class for January and is possible that those numbers will be very close to January 2020

**REPORT OF THE ADMINISTRATION, AUDIT AND FINANCE COMMITTEE**

Dr. Alli introduced Mr. Lear who reviewed the Administration, Audit and Finance Committee report with Board of Trustees, which is attached.

Mr. Lear reviewed the University tuition and fees in comparison to other institutions and recommended to hold the fees flat for the FY2022.

## **CONSIDERATION OF FY2022 TUITION AND FEES**

Mr. Lear 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, Audit and Finance Committee of the Board of Trustees held a public hearing regarding tuition and fee rates for Fiscal Year 2022 at Thomas Edison State University on May 19, 2021, and considered testimony presented; and

**WHEREAS:** The Administration, Audit and Finance Committee of the Board of Trustees has recommended that no tuition and fee changes be made for Fiscal Year 2022; and

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

**RESOLVED:** That the Thomas Edison State University Board of Trustees does hereby approve no change in tuition and fee rates for Fiscal Year 2022

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

## **FY2022 BUDGET**

Mr. Lear provided a brief report on the proposed FY 2022 budget for the University and the Library with the Board of Trustees. He turned the meeting over to Mr. Stringer to elaborate.

Mr. Stringer added that the Governor’s recommended budget included a roughly \$2.2 million increase for the University. \$1.8 million is for the garden state promise which is earmarked for need-based scholarships during fiscal year 2023. He reported that the University will keep these funds segregated. In addition, the University has maintained 323 state-paid fringe benefit positions that was increased by 95 positions on October 1, 2020. The fringe positions represent a net savings of \$525,000 over fiscal year 2021. The tuition and fees budget are \$1.2 million above fiscal year 2021. This is based on a 4% and 2% growth on projected FY 2021 counts for the undergraduate and graduate, respectively. Salary is budgeted at \$32 million, which is \$1.8 million above FY 2021. The budget represents all 323 approved positions and includes collective bargaining increases. Non-salary increases of \$2.1 million is due to increases in mentor, marketing, academic consulting and increases in frozen funds. He noted that the Administration, Audit and Finance Committee agreed with the President’s recommendation to limit utilizing carryforward funds. Reserves up to forty percent of the primary reserve ratio are not available for use based on the prior year audit results. This limit will be included in the fiscal year 2023 budget resolution. Carryforward funds are utilized for one-time investments in the University.

Mr. Lear 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 approve a university’s proposed budget; and

**WHEREAS:** The University’s Chief Financial Officer has prepared a proposed Operating Budget for Fiscal Year 2022 totaling \$59,941,302 of which \$8,344,000 is the anticipated state appropriations; and

**WHEREAS:** The University's Chief Financial Officer has prepared a proposed New Jersey State Library Operating Budget for Fiscal Year 2022 totaling \$5,725,420, of which \$5,422,160 is the anticipated state appropriation; and

**WHEREAS:** The Administration, Audit and Finance Committee of the Board of Trustees has met to discuss the proposed Fiscal Year 2022 Operating Budget and has recommended that the proposed budget be presented to the Board for its consideration; and

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

**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby approve the proposed Fiscal Year 2022 Operating Budget as recommended and incorporated herein as referenced, effective July 1, 2021.

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

### **THIRD QUARTER FINANCIAL RESULTS**

Mr. Lear introduced Mr. Stringer to brief the Board on the third quarter financial results.

Mr. Stringer discussed the third quarter financial results which were strong. Total revenue of \$41,351,834 was 73% of the annual budget through March 31, 2021. This was \$2,060,820 or 5% above the prior year. This was due to increases in both undergraduate and graduate tuition. There has been increases in our undergraduate per credit tuition plan, corporate choice, military, masters, and doctorate tuition, that has been partially offset by decreases in nursing.

Expenses of \$36,206,984 was 66% of the annual budget. Expenses were \$1,783,808 below the prior year. The decrease in expenses was primarily due to decreases in salary, fringe benefits and services.

### **CONSIDERATION OF BID WAIVERS**

Mr. Lear noted there is a large amount of bid waivers, which is typical for this time of year.

Mr. Stringer provided a summary of the proposed bid waivers. Mr. Lear presented the following resolution.

**WHEREAS:** The "State College Contracts Law, N.J.S.A. 18A:64-52 et seq. requires that contracts be made and awarded by the University, after public advertising, for bids for contracts in excess of the established bid threshold; and

**WHEREAS:** The State College Contracts Law, N.J.S.A. 18A:64-56, permits, in certain specified instances, that contracts may be made, negotiated, or awarded by the University by resolution of its Board of Trustees without public advertising for bids; and

**WHEREAS:** The Board of Trustees approved the "Thomas Edison State University Purchasing and Contracting Policy," which governs purchases and contracts for the University and Library, on June 10, 2016; and

**WHEREAS:** The Board of Trustees finds that the following purchases and contracts have met the criteria for award without public bidding, under the provisions of N.J.S.A. 18A:64-56; now therefore, be it

**RESOLVED:** That the Thomas Edison State University Board of Trustees hereby approves waivers of advertisement for the following purchases and contracts for the purposes designated:

## **BID WAIVER REQUESTS**

The State College Contracts Law requires that contracts be made and awarded by the University only after they are publicly advertised for bids. N.J.S.A. 18A:64-56, a provision of that law, allows the Board of Trustees to waive advertising for bids in certain instances. The Board authorized the Thomas Edison State University Purchasing and Contracting Policy, by resolution dated June 10, 2016. The Policy requires that items exceeding \$3,000 be obtained through some price competition. The following proposed contracts will be processed in accordance with that Policy.

**1. Online Examinations - \$75,000**

The University seeks approval for the ongoing services of Educational Testing Services (ETS) to provide online examinations to University students for the purposes of learning outcomes assessment. Payments to ETS for their service to our students will not exceed \$75,000 during FY 2022. N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract by Board resolution for consulting services involving curriculum.

**2. Smart Catalog Curriculum and Catalog Management System- \$90,000**

The University received approval for a \$90,000 bid waiver on June 5, 2020 to cover use of SmartCatalog, which is a resource system to streamline the University catalog and curriculum processes, through September 2022. The University is seeking approval to increase the bid waiver amount by \$28,500 to account for enhancements/modifications to the catalog. The cost will not exceed \$90,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**3. Student Assistance- \$100,000**

The University seeks approval for a bid waiver to allow for online student assistance services. The services will provide student assistance on emotional support, school-life balance, stress management, tools for daily living, time management etc. The “Madison Holleran Suicide Prevention Act”, P.L.2016, c.18 (C.18A:3B-72 et seq.), requires that each institution of higher education have individuals with training and experience in mental health issues who focus on reducing student suicides and attempted suicides available on campus or remotely for students 24 hours a day, seven days a week. The cost will not exceed \$100,000 for FY 2022. N.J.S.A. 18A: 64-56 (a) (1) permits the University to make, negotiate, or award a contract by Board resolution for professional services.

**4. Educational Services and Course Content - \$175,000**

The University seeks approval for a bid waiver to provide course content associated with certain credit and non-credit courses. The MS degree in Data Science and the graduate certificate in Data Analytics, along with the non-credit Radiation Safety Officer course, will be offered through the Heavin School of Arts, Sciences, and Technology. The University will utilize Statistics.com courses reviewed and approved by the American Council of Education toward completion of the discipline-specific portion of the Data Science and Data Analytics credentials. For the undergraduate degree, Statistics.com will offer the area of study courses (the major) while TESU will offer the general education portion. Statistics.com will offer all of the courses eligible for the graduate certificate. Dade Moller & Associates will provide content for the non-credit Radiation Safety Officer course. Payments to Elder Research and Dade Moeller, calculated on a per-student basis, will not exceed \$175,000 during FY 2022. N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract by Board resolution for consulting services involving curriculum.

**5. VALE - \$100,000**

The University seeks approval for the ongoing services of VALE (NJEdge.net) to provide online database subscriptions through Virtual Academic Library Environment (VALE) for student and mentor use. NJEdge.net is the fiduciary agent for VALE. The amount covers the September 1, 2021 through August 31, 2022 subscription period. Payments to NJEdge.net for their service will not exceed \$100,000 during FY 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology. N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract by Board resolution for consulting services involving curriculum.

**6. Online Proctoring Service - \$600,000**

The University seeks approval for the ongoing services of ProctorU to provide online proctoring services to University students enrolled in a significant amount of courses. Payments to ProctorU for their service to our students will not exceed \$600,000 during FY 2022. 18A: 64-56 (a) (1) permits the University to make, negotiate, or award a contract by Board resolution for professional services.

**7. Online Book Vendor - \$1,500,000**

The University seeks approval to contract with vendors to supply students with books and other prescribed media via online services. Students have the option to obtain textbooks and materials from any source they choose. The University provides all relevant information to students on the Thomas Edison State University website so they are able to secure textbooks and materials from chosen vendors. No funds pass directly from the University to the book vendor, but based on experience the total average annual revenue derived from sales to students is estimated to be \$1.5 million in FY 2022. N.J.S.A. 18A:64-56(a)(6) permits the University to make, negotiate, or award a contract by Board resolution for the purchase of books and other publications.

**8. MyLab Course Resource - \$150,000**

The University requests a bid waiver to use Pearson's MyLab Foundational Skills, which is a course resource customized to meet the University's need to specifically assess student performance in several important learning outcomes. No funds pass directly from the University to the course resource vendor, but based on experience the total average annual transaction value is estimated to be \$150,000 in FY 2022. N.J.S.A. 18A:64(a)(19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**9. Cybersecurity Lab Provider - \$100,000**

The University is seeking a bid waiver to cover costs of expanding custom-built cybersecurity labs for students taking courses within the graduate and undergraduate cybersecurity programs. The platform is integrated into the learning management system, so students have a seamless experience accessing these labs. The cost will not exceed \$100,000 for FY 2022. N.J.S.A. 18A: 64-56 (a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**10. Website Content Management - \$75,000**

The University requests a bid waiver for a vendor to provide website content management services for the University website, supporting ongoing enhancements to the site and supporting the University's lead nurturing program and analytics of the program in FY 2022, at a cost not to exceed \$75,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**11. Barrier Course Evaluation - \$500,000**

A bid waiver of \$500,000 is being sought for consulting services for instructional design and course development services for evaluation and improvement of Barrier courses. These are courses with notable levels of student withdrawals, failures, and dropouts, which subsequently inhibit student retention in degree programs. This will be funded by current and anticipated future grants to aid us in increasing our capacity to meet the growing needs for online degree programs and professional development brought on by the pandemic. N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract by Board resolution for consulting services involving curriculum.

**12. QuickBase - \$80,000**

The University seeks approval for a bid waiver for the QuickBase database platform that provides the framework for our CLT App, which serves as the technological backbone of CLT projects and services. The contract will cover the period through October 31, 2022, at a cost not to exceed \$80,000. N.J.S.A. 18A:64-56 (a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**13. Aqua Outcomes Assessment - \$100,000**

A bid waiver of \$100,000 is requested for the Aqua platform that provides for direct assessment of student work to allow assessment of institutional effectiveness regarding learning outcomes of courses and programs. The bid waiver will allow us to take advantage of the beneficial pricing in a multi-year agreement. The cost of \$100,000 is over a three-year period commencing on July 1, 2021 through June 30, 2024. N.J.S.A. 18A:64(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**14. Technical Support for Nursing Courses - \$100,000**

The University seeks a bid waiver to cover costs associated with technical support services for nursing courses for both mentors and students, at a cost not to exceed \$100,000, for a one-year period from July 1, 2021 through June 30, 2022. N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract, by Board resolution, for consulting services involving information technology.

**15. Nurse Educators - \$650,000**

On behalf of its Accelerated BSN Program, the University seeks a bid waiver to contract with Capital Health System for educational services provided by nurse educators for a one-year period from July 1, 2021 through June 30, 2022. The educational services include the provision of clinical, laboratory and classroom experiences for students. The cost will not exceed \$650,000 for FY 2022. 18A: 64-56 (a) (1) permits the University to make, negotiate, or award a contract by Board resolution for professional services. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract, by Board resolution, for consulting services involving curriculum.

**16. Annual Maintenance & Support Services for the SIMULATIONiQ Platform - \$75,000**

The University seeks approval for a bid waiver with Education Management Solutions (EMS) to cover costs for the TotalCARE Annual Maintenance & Support Services for the SIMULATIONiQ Enterprise Platform, the integrated software and digital audio recording system for the Simulation Laboratory, at a cost not to exceed \$75,000, for a one year period from October 1, 2021 through September 30, 2022. N.J.S.A. 18A 64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**17. Standardized Assessment and Testing Resources for the Accelerated BSN Program - \$100,000**

The University seeks approval for a bid waiver to cover costs for standardized assessments and educational resources through Ascend Learning Holdings, LLC – Assessment Technologies Institute (ATI) for the Accelerated BSN Program, at a cost not to exceed \$100,000, for a one year period from July 1, 2021 through June 30, 2022. N.J.S.A. 18A:64-56 (a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**18. Virtual Clinical Simulation Software - \$100,000**

The University seeks approval for a bid waiver to allow us to contract with Shadow Health for insertion of virtual clinical simulation software into on-line nursing courses. Shadow Health provides a unique virtual simulation in an on-line platform for both the undergraduate and graduate nursing students. The students will pay the vendor, Shadow Health, directly. The cost of \$100,000 is over a three-year period commencing on July 1, 2021 through June 30, 2024. N.J.S.A. 18A 64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**19. Requirements for Nursing Students - \$315,000**

The University seeks approval for a bid waiver to allow us to contract with multiple vendors for background check, licensure, health record, maintenance and other clinical requirements for nursing students. This is a requirement for clinical participation within the BSN, MSN and DNP Programs. The students will pay the vendors directly. The cost of \$315,000 is over a three-year period commencing on July 1, 2021 through June 30, 2024. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract, by Board resolution, for professional consulting services.

**20. Review of credit transfer automation - \$150,000**

The University seeks approval for a bid waiver to allow us to contract with a consultant to review credit transfer automation solutions. The consultant will review potential vendors and solutions currently available. The consultant will provide an estimated budget and provide a scope of work that may be used for a solicitation for formal quotations. The cost will not exceed \$150,000 through June 30, 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology. N.J.S.A. 18A:64-56(a) (25) permits the University to make, negotiate, or award a contract, by Board resolution, for consulting services involving information technology.

**21. Maintenance, enhancement, and expansion of Military and Veteran Portal (MVP) - \$150,000**

The University seeks a bid waiver for the use of Indtai, Inc. to maintain, enhance, and expand the MVP to enable prospective and current military, veterans and dependents to complete computer-based pre-enrollment information with regard to identifying the best degree programs for current university and military credit, as well as employment opportunities currently available to those who earn the identified degrees. MVP includes a self-service electronic job search capability for graduates once they have completed degrees. The Presidential Executive Order 13607 requires institutions using military tuition assistance and/or veterans' benefits to provide students personalized information that covers the total cost of an educational program, including information on program costs, student debt estimates, and Federal financial aid options. Additionally, this order requires institutions to provide pre-enrollment counseling regarding credit award for military and university courses completed prior to enrollment. Institutions also must counsel students on career options the student could expect after completion of the proposed degree. The project will enable the University to meet all requirements in an automated fashion while at the same time providing a platform that can be used by military and veterans' education professionals as a counseling tool. Expansion of this platform will allow all University students access. The cost of this project will not exceed \$150,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**22. Invention Magazine Printing - \$75,000**

The University requests a bid waiver for FY 2022 for a price not to exceed \$75,000 for the printing of the University's Invention magazine, which is distributed to students, both prospective and current, alumni, staff, mentors and other special audiences two times per year. Fulfillment (distribution) of this publication may be included under this bid waiver. The University will engage one or more vendors to provide printing and fulfillment services. N.J.S.A. 18A:64-56(a) (18) permits the University to make, negotiate or award a contract, by Board resolution, for printing services.

**23. Marketing Outreach and Fulfillment Services - \$150,000**

The University seeks approval of a bid waiver for marketing outreach and fulfillment services needed to increase student enrollment. The University will engage one or more vendors to provide direct marketing outreach solutions, including printing, mailing, and warehousing services, in FY 2022. The cost of goods/services will not exceed \$150,000. N.J.S.A. 18A:64-56(a) (18) permits the University to make, negotiate or award a contract, by Board resolution, for printing services. N.J.S.A. 18A:64-56(a) (20) permits the University to make, negotiate, or award a contract by Board resolution for advertisements seeking student enrollment.

**24. Institutional and Targeted Marketing and Advertising - \$3,400,000**

The University seeks approval of a bid waiver to continue deployment of its integrated marketing strategy, which utilizes both traditional and digital advertising tactics. Multiple vendors will be engaged to plan, place, produce, monitor, and evaluate paid media, and to undertake other relevant activities pertaining to the execution of marketing and advertising campaigns in FY 2022. The cost of goods/services will not exceed \$3,400,000. N.J.S.A. 18A:64-56(a) (18) permits the University to make, negotiate or award a contract, by Board resolution, for printing services. N.J.S.A. 18A:64-56(a) (20) permits the University to make, negotiate, or award a contract by Board resolution for advertisements seeking student enrollment.

**25. MWW Group - \$80,000**

The University seeks approval for a bid waiver to maintain its contract with MWWPRGroup, a Washington, DC – based government relations firm that specializes in providing clients with a broad base of federal liaison services, to tailor a program specific to the University that will maximize our impact on Congressional and executive branch activities. MWW Group will also work with coalitions, special task forces and organizations to build support for the University's issues in order to offer the University a broader set of information sources on federal legislation, funding programs, regulations and policy developments. This project will not exceed \$80,000 during FY 2022. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution for professional consulting services.

**26. Janitorial Services - \$120,000**

The University seeks a bid waiver to engage a vendor to provide janitorial services for the Center for Learning and Technology and George A. Pruitt Hall. The cost will not exceed \$120,000. N.J.S.A. 18A:64-56(a) (23) permits the University to make, negotiate, or award a contract by Board resolution for services at cost below state contract pricing for the same service.

**27. Leasing of Parking Spaces - \$45,000**

The University requests a bid waiver to lease parking spaces at a cost not to exceed \$45,000. N.J.S.A. 18A:64-6(q) permits the University to make, negotiate, or award a contract by Board resolution, to lease and purchase real property which is necessary or desirable for University purposes.



**28. Public Utility Service - \$400,000**

The University requests a bid waiver for utility service for University facilities and properties. Payments to public utility companies for these services in FY 2022 will not exceed \$400,000. N.J.S.A. 18A:64-56(a) (8) permits the University to make, negotiate, or award a contract by Board resolution for public utility service.

**29. Payroll and Self-Service System - \$300,000**

The University seeks approval for a bid waiver for a three-year extension for ADP, the University's and State Library's payroll and employee self-service system. The hosted system will provide biweekly payroll processing and tax filing, along with employee self-service choices. The system also includes employee recruitment, performance, human resources, on boarding, and attendance tracking modules. ADP provides the University and State Library with customized programming for state-mandated pension payments and union dues, along with year-end W-2s and 1095s. The cost will not exceed \$300,000 through FY 2024. N.J.S.A. 18A: 64-56 (a) (19) permits the University to make, negotiate or award a contract, by Board resolution, for information technology.

**30. Board and University Consulting - \$75,000**

The requested waiver will allow the University to continue using the services of the Association of Governing Boards (AGB) to provide board development and strategic planning services. This project will not exceed \$75,000 during FY 2022. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution for professional consulting services.

**31. Communications and Marketing Firm - \$80,000**

The requested waiver will allow the University to engage a consultant for communications for our 50th anniversary and marketing/branding refresh. This project will not exceed \$80,000 during FY 2022. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution for professional consulting services.

**32. Course Evaluation Platform - \$80,000**

Seeking a bid waiver in the amount of \$80,000 for a multi-year contract for a Course Evaluation Platform. We are seeking to ensure that we are using the most efficient and effective course evaluation platform that is straightforward to administer to our students (given our 12 semester terms), has user-friendly reporting features, and integrates with the University's Learning Management System. The cost of \$80,000 for a three-year period and will be completed by December 31, 2024. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**33. Ellucian Recruit - \$500,000**

This requested waiver, not to exceed \$500,000, will be utilized to cover the University's annual system maintenance costs of Ellucian Recruit in the current SAAS (Software-as-a-Service) model. Direct benefits include an SLA (Service Level Agreement) of 99.5% or better, continual server right-sizing, security monitoring and patching, scheduled application upgrades, and server performance monitoring and resolution. The contract is for the period from July 1, 2021 through June 30, 2026. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution for information technology.

**34. Cabling and Fiber Upgrades - \$150,000**

The requested waiver will be utilized to cover expenses for upgrading the cabling infrastructure of Kelsey Townhouse Complex and CLT. The waiver will also cover costs to complete a campus fiber update to improve network resiliency (re-terminations and new connections). Vendor to be determined. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**35. Enterprise Content Management System - \$300,000**

The University requests a bid waiver to cover the annual support for the University's ECM (enterprise content management) system. This system allows for scanning, storage and retrieval of documents, along with advanced workflow processing. The request also accommodates additional consulting and implementation engagements from July 1, 2021-June 30, 2022 N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**36. Network Equipment Maintenance- \$100,000**

The University seeks a bid waiver to cover the cost of annual maintenance for the University's network infrastructure equipment (Cisco and Meraki). Vendor to be determined. The contract will be one year from July 1, 2021 – June 30, 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**37. Microsoft Product Maintenance - \$250,000**

The requested waiver is to cover the annual maintenance for all Microsoft applications in use at the University. These include SQL database, MS Office, MS Exchange, D365, etc. Vendor to be determined. The contract will be from July 1, 2021 – June 30, 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**38. Microsoft Support Hours - \$75,000**

The requested waiver will be utilized to cover an annual support agreement with Microsoft for applications in use at the University. These include SQL databases, MS Office 365 and Server operating systems. The contract term will be from July 1, 2021 – June 30, 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**39. Secondary Internet Connection - \$75,000**

The University is seeking a waiver to cover the annual support contract with NJEdge who provides a secondary internet connection. The contract will be for one year from July 1, 2021 – June 30, 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**40. Online Testing System - \$75,000**

The University seeks a bid waiver that will cover the costs associated with hosting the University's online testing system, supplied by Perception. This system will be fully hosted and available 24/7. The contract will cover one year, from July 1, 2021 through June 30, 2022, at a cost not to exceed \$75,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**41. Floor Switch Upgrades - \$150,000**

The requested waiver will be utilized to cover expenses for replacing outdated end-of-life campus floor network switches. Vendor to be determined. Cost to not exceed \$150,000 for FY 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**42. Hardware Support Maintenance - \$100,000**

The requested waiver will be utilized to cover the annual maintenance costs of the University's server and data storage infrastructure. Vendor to be determined. Term will be from July 1, 2021 – June 30, 2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**43. Managed Security Partner - \$100,000**

The requested waiver will be utilized to cover the expense of engaging with a security partner to assist with monitoring and defending the TESU network against attacks. The partner will also assist with security incident response. Vendor to be determined. Term will be from July 1, 2021 – June 30, 2022. N.J.S.A. 18A: 64-56 (a) (1) permits the University to make, negotiate, or award a contract by Board resolution for professional services. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**44. New Campus Core Switch -\$210,000**

Upgraded switching capability is needed in our data center to fully support 10Gig networking. Costs will be contained by replacing the current switch with a new model. A Vendor is to be determined. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**45. New Staff Help Desk System - \$75,000**

The requested waiver will be utilized to cover the expense of implementing a new staff help desk (case management) system. Vendor to be determined. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**46. Data Center Improvements-\$100,000**

The requested waiver will cover the acquisition and installation of a redundant air cooling system in the University datacenter. The new HVAC system will provide adequate redundant cooling of the datacenter should the primary until fail. Vendor to be determined. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology.

**47. Penetration Testing - \$75,000**

The requested waiver will be utilized to cover the expense of engaging with a security partner to test the University's network defenses. Vendor to be determined. Cost will not exceed \$75,000 for FY 2022. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution for professional consulting services. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution for professional consulting services.

**48. SQL Security Enhancements - \$50,000**

The requested waiver will be utilized to cover the cost of engaging with a SQL security partner to assure adherence to best SQL security practices. Vendor to be determined. Term will be July 1, 2021 – June 30, 2022. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution for professional consulting services. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution for professional consulting services.

**49. WiFi Enhancements - \$125,000**

The requested waiver will be utilized to cover expenses for upgrading campus WiFi services to enable higher capacity and easier staff and guest access. Vendor to be determined. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology

**50. Statewide Virtual Catalog, Interlibrary Loan System and Authentication - \$375,000**

Since FY 2003 Auto-Graphics Inc. has been providing a virtual web-based catalog system that enables the State Library to offer and maintain a statewide interlibrary loan service, commonly referred to as JerseyCAT. This service allows New Jersey residents to locate, borrow and receive books and other library materials from throughout the State and nationally quickly and easily. The total cost will not exceed \$375,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**51. Adaptive Equipment for TBBC's Assistive Technology Program - \$200,000**

The Talking Book & Braille Center, through a grant from the Commission for the Blind and Visually Impaired (CBVI), operates the Assistive Technology Loan Program to serve CBVI clients throughout the State. This waiver will permit TBBC to purchase adaptive equipment to loan to CBVI clients who participate in the program in FY 2022, as well as expand the computer equipment that is placed in partner public libraries should CBVI wish to continue this project in FY 2022 for an amount not to exceed \$200,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**52. Statewide Electronic Resources Licenses - \$2,200,000**

This waiver reflects the estimated costs for FY 2022 electronic resource licenses with EBSCO Publishing, Infogroup and ProQuest. EBSCO's database package includes access to 20 separate resources including Academic Search Premier, Business Source Elite, Job and Career Accelerator, Novelist and Novelist K-8 and Rosetta Stone. Infogroup's license includes access to the suite of ReferenceUSA electronic resources, and the ProQuest license includes access to HeritageQuest Online. FY 2022 represents the third year of three-year contracts with each vendor. The total cost will not exceed \$2,200,000. N.J.S.A. 18A:73-35.1 permits the State Library to purchase library materials without advertising for bids.

**53. Cold Storage Site for University System Backups - \$40,000**

The requested waiver will cover the annual cost for the University to use Equinix as a cold storage site for system backups as part of the University's Business Continuity Plan. Servers that are backed up locally in Trenton are replicated off-site to Equinix and in the event of disaster data stored at Equinix would be restored to new equipment to bring the University services back online. Equinix is also used by the State Library to provide backup services for the JerseyConnect program. The annual cost for the incremental service to the University in FY 2022 will not exceed \$40,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**54. E-rate Support - \$100,000**

The State Library will continue to use the services of a vendor to provide E-Rate consulting and application support for public libraries in FY 2022. Through the services provided by an E-Rate consultant, participating libraries can apply for discounted rates for network services and wireless equipment, providing them with a way to sustain the cost of connectivity. The State Library will solicit proposals from E-Rate vendors and will select the one that provides the best value for services rendered. The cost will not exceed \$100,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**55. Jersey Connect Statewide Technology System - \$700,000**

The State Library maintains and supports the centralized JerseyConnect statewide technology system that provides internet access, email hosting, firewall protection, and other services to almost 300 libraries statewide. This waiver will permit the State Library to support Internet Service Providers, purchase hardware and software computer components, rent collocation space, continue to support the core network service from communications service providers, purchase consultative services, as needed, and support ongoing maintenance expenses to manage the Infrastructure Network System. The State Library will periodically review alternative pricing from competitors for services such as Internet Service Providers, co-location services, and/or core network services providers in an effort to obtain the best possible pricing. The cost will not exceed \$700,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**56. Library Materials - \$2,000,000**

The Library requests the approval to spend \$2,000,000 for the purchase of library materials in both print and electronic formats to add to the collections housed at the State Library Information Center (SLIC), the Talking Book and Braille Center (TBBC), and at branch library locations within various state agencies. The Library will use multiple vendors for the purchase of books, periodicals, journals, electronic databases, online resources, and other formats to update and enhance the holdings of the State Library. The FY 2022 costs will not exceed \$2,000,000. N.J.S.A. 18A:64-56(a)(6) and N.J.S.A. 18A:73.35.1 permit the University to make, negotiate, or award a contract by Board resolution, for the purchase of library materials.

**57. Library Public Awareness Campaigns - \$100,000**

The New Jersey State Library will continue to sponsor public awareness campaigns to promote the value of public libraries and the services that libraries are providing for NJ residents in areas of continuing need such as workforce development and small business, digital literacy, e-government, education, high school completion and diversity. The public awareness plan will include traditional print and online media advertising, the use of the social media agency DJC Communications, Inc. to maintain existing Twitter, Facebook, Instagram, YouTube, Tumblr and LinkedIn accounts; and the use of Curious Light to maintain the Library's website. Marketing collateral pieces will be developed for individual libraries that will include pull-up banners, posters, brochures, rack cards, lawn signs, window decals and appropriate promotional give-a-ways. In response to COVID-19, there has been an increased need for digital marketing, which requires video production costs. Additionally, the State Library will contract with a marketing services agency to develop a statewide marketing campaign to promote and support CARES Act and American Rescue Plan Act of 2021 (ARPA) activities. Additional costs may include those associated with the development and maintenance of strategic partnerships through various promotional events and related advertising fees. The total cost will not exceed \$100,000. N.J.S.A. 18A:64-56(a) (15) permits the University to make, negotiate, or award a contract by Board resolution, for professional consulting, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**58. Cataloging Library Materials - \$180,000**

The State Library will continue to use the services of OCLC, a worldwide library technology cooperative, for services such as basic cataloging, statewide interlibrary loan, and statewide Union List of Serials. For all of these projects, the State Library holdings are maintained on a single worldwide database to be made available to all OCLC members. In FY 2017 the State Library moved to OCLC's hosted environment as identified in the Library's Business Continuity Plan. OCLC is the sole source for external cataloging, interlibrary loan and all associated projects. The total cost will not exceed \$180,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**59. SLIC Integrated Library System - \$60,000**

Since the automation of library catalogs, SirsiDynix, and its predecessor companies, has been the provider of the State Library's automated integrated library system (ILS) called Horizon. The Horizon system is the entire cataloged database of library materials and holdings plus purchasing, receipt, borrower and checkout records, all contained in various modules. In FY 2017 The State Library moved to a hosted environment that provides the security and redundancy identified in the Library's Business Continuity Plan. This bid waiver is for all services that SirsiDynix will provide to the State Library in FY 2022, at a cost not to exceed \$60,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**60. TBBC Integrated Library System - \$60,000**

The Talking Book & Braille Center (TBBC) migrated to WebReads, an integrated library catalog system specific to the population served by TBBC, in FY 2019. WebReads is a remote web-hosted environment that provides the security and redundancy identified in the Library's Business Continuity Plan and was provided to TBBC at no cost by the Library of Congress. Software maintenance and support is provided exclusively by Data Management Associates of Melbourne, Florida. This bid waiver is for all services that Data Management will provide to the State Library in FY 2022, at a cost not to exceed \$60,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**61. Temporary Library Staffing Services - \$50,000**

The requested waiver will cover the estimated annual cost of utilizing Pro Libra Associates, Inc., a staffing firm specializing in library personnel, to provide temporary librarian staffing at the new branch library to be located at the New Jersey Department of Law and Public Safety (LPS) in FY 2022. The State Library is entering into a Memorandum of Understanding with LPS to set up, staff and run a branch library at LPS's downtown Trenton location. While the plan is to hire and staff the branch with full time State Library personnel, sufficient lead time is necessary to hire and train employees and utilizing temporary staff in the interim may be necessary. The annual cost for these services will not exceed \$50,000 in FY 2022. N.J.S.A. 18A:64-56(a) (1) permits the University to make, negotiate, or award a contract by Board resolution, for professional services, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**62. Grants Management System - \$75,000**

In order to facilitate the administration of future subgrant programs, the State Library wishes to obtain a grants management system which would include such features as an applicant portal for submission, automated tracking of application status, collaboration across internal and external users for the review process, generation of award letters and grant agreements, set up of award payment schedules, and acceptance of grantee reports. The Library will review alternative pricing from competitors in an effort to obtain the best possible pricing. The cost will not exceed \$75,000 in the first year for licensing and implementation. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**63. LSTA Evaluation and Development of Five-Year Plan - \$80,000**

The Institute of Museum and Library Services (IMLS), through its Library Services and Technology Act (LSTA) Grants to States program, distributes funds to the State Library on an annual basis. As a condition of funding, the State Library is required to independently evaluate activities performed under its current five-year (2018-2022) LSTA plan and also develop its new five-year LSTA plan for 2023-2027. The evaluation provides NJSL with the opportunity to measure the impact of efforts undertaken to improve library services to the libraries and residents of New Jersey. The State Library therefore wishes to hire one or more consultants to evaluate the current five-year plan and develop the next five-year plan. The State Library will solicit multiple quotations in order to obtain the best value for dollars spent, in an amount not to exceed \$80,000. N.J.S.A. 18A:64-56(a) (1) permits the University to make, negotiate, or award a contract by Board resolution for professional services, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**64. LSStatewide eBook Platform - \$100,000**

The State Library wishes to engage Lyris to continue provide a statewide eBook platform to public libraries through their SimplyE product. SimplyE is the only open-source eBook platform available to public libraries that is compatible with the Digital Public Library of America (DPLA), a national repository that makes millions of materials from libraries, archives, museums and other cultural institutions across the country available in a “one stop” location. The cost of this initiative will not exceed \$100,000. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**65. Online Tutoring Subscription - \$500,000**

The State Library requests approval to spend \$500,000 for the purchase of Brainfuse LLC, an online, on-demand subscription for K-12 students, including college admissions test preparation, for all New Jersey public libraries. This service is the continuation of a Federal stimulus initiative started in FY2021 and will be available seven days per week, ten hours per day, to all NJ K-12 students through their public libraries. In FY2021 the State Library reviewed the platforms and training offered by the two companies nationwide who provide this service through public libraries and determined that Brainfuse is the superior product. The cost of this initiative will not exceed \$500,000 in FY2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**66. Videoconferencing Software - \$100,000**

The State Library will continue to use the services of Zoom Video Communications, Inc. to provide a statewide, enterprise-level license for videoconferencing capabilities for each public library in New Jersey. Zoom allows libraries to record meetings, provides for unlimited storage and meetings, and has the ability to host up to 500 attendees per meeting. The State Library reviewed multiple videoconferencing products in FY2021 and Zoom provided the most comprehensive service that met the needs of both the State Library and NJ’s public libraries. The cost of this initiative will not exceed \$100,000 in FY2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

**67. Homelessness Training for Public Libraries - \$40,000**

The State Library wishes to engage the Homeless Training Institute, an organization that specializes in teaching public service staff to confidently and compassionately solve problem behaviors of troubled individuals they may encounter. The State Library would purchase an annual subscription to online training courses that would be available to staff from public, school and academic libraries statewide at a cost not to exceed \$40,000 in FY2022. N.J.S.A. 18A:64-56(a) (19) permits the University to make, negotiate, or award a contract by Board resolution, for information technology, and N.J.S.A. 18A:73-43.4(d) extends this exception to the State Library.

Mr. Whittington made, and Mr. Maloney seconded, a motion to adopt the resolution. The motion was unanimously carried.

### **FEDERAL STIMULUS FUNDS**

Mr. Stringer reviewed the current status of each of the federal awards that are related to the pandemic response. It was noted that the University has received over \$9 million in federal funds. The CRF and FIPSE grants have been completed and all reports have been submitted. The GEERF grant has been partially expended and must be fully expended by 9/30/21. HEERF funds that will be used for student scholarships must be fully expended by May 2022.

### **A-133 AUDIT**

Mr. Lear noted this is a final version of the audit. Mr. Stringer discussed the audit and the one finding within Financial Aid, which one student out of 40 sampled had financial aid disbursement reported in more than the 15-day requirement. Overall, it was a very clean audit and the committee was pleased with the results.

### **INTERNAL AUDITS**

Mr. Lear reviewed the findings of the following internal audit reports: Disability Support Services Assessment; Marketing and Website Management; and the Bachelor of Science in Nursing and Financial Awarding report.

### **CONSIDERATION OF LEASE STORAGE SPACE**

Mr. Stringer explained the need for storage space that will be procured with a month-to-month lease that will not exceed \$1,500 per month.

**WHEREAS:** New Jersey law, N.J.S.A. 18A:64-6(q), authorizes the Board of Trustees of Thomas Edison State University to lease real property which is necessary or desirable for University purposes; and

**WHEREAS:** A certain property, located on the first floor of 171 Jersey Street, Building 9, in the City of Trenton, County of Mercer, State of New Jersey, hereinafter "Property," is available for lease; and

**WHEREAS:** It is in the best interest of the University to enter into a lease of this Property for the storage of University property, consistent with the University's mission; and

**WHEREAS:** The proposed lease is for up to 2,500 square feet of space at a cost not to exceed \$1,500 per month, effective July 1, 2021, on a month-to month basis, which will take the place of the arrangement that the Board had previously approved on December 14, 2018, now, therefore, be it



**RESOLVED:** That the Board of Trustees hereby approves the lease of said Property in accordance with this Resolution and the terms and conditions set forth in the lease; and be it further

**RESOLVED:** That the Board of Trustees hereby authorizes and directs the President, or her designee, to execute and deliver said lease, and any and all reasonable and necessary amendments thereto, and any other agreements or documents as may be necessary to enter into the lease of the Property.

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

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

Dr. Alli introduced Mr. Maloney who provided a brief report of the Academic Affairs Committee before turning the meeting over to Dr. Baum. The formal report is attached.

#### **CONSIDERATION OF CHANGES TO THE GENERAL EDUCATION PROPOSAL TO REDISTRIBUTE ASSOCIATE AND BACCALAUREATE CREDIT**

Dr. Baum discussed changes to the General Education Proposal to Redistribute Associate and Baccalaureate Credit.

Mr. Maloney presented the following resolution:

**WHEREAS:** The Board of Trustees of Thomas Edison State University has the authority and the responsibility for oversight of academic governance; and;

**WHEREAS:** The University Academic Council of Thomas Edison State University has the authority and the responsibility to determine the educational curriculum and academic policies of the University;

**WHEREAS:** The General Education Committee, under the University Academic Council Bylaws of the University, facilitates the strategy and cycle of assessment for the University's General Education program to ensure high standards of academic quality and integrity;

**WHEREAS:** The General Education Committee's program review and corresponding recommendations advance a revised General Education structure at Thomas Edison State University to uphold the University's commitment to providing an educational experience that is transformative and that broadens perspectives in a global, technologically sophisticated and diverse society by exposing students to multiple disciplines and to form the basis for developing essential intellectual, civic, and practical capacities;

**WHEREAS:** General Education at the University encompasses an integrated foundation grounded in the liberal arts and emphasizes the development of ethical leadership to equip our adult students with the aptitude needed in a complex and constantly evolving world;

**WHEREAS:** The proposed restructure reduces the baccalaureate programs' total credit requirements from 60 to 45 credit hours and redistributes the general education component of associate degree programs from 21-42 to 21-45 credits. Both changes provide for a greater distribution of credits that is more consistent with accreditation standards, bring the University General Education program into greater alignment with the academic conventions of peer institutions, provide greater transparency and clarity for prospect and current students, improve flexibility and transferability for students, and present opportunities for the institution to further strengthen the academic integrity of degree programs across the University;

- WHEREAS:** The Provost's Cabinet reviewed the proposed General Education program changes and recommended the newly proposed structure be presented to the University Academic Council;
- WHEREAS:** The Provost and Vice President of the University reviewed the revised General Education Structure and concurred with the recommendation from the Provost's Cabinet, as referenced, to present such to the University Academic Council;
- WHEREAS:** The University Academic Council has reviewed the revised General Education Structure, as presented to the Provost and Vice President of the University, and recommends that the Board of Trustees adopt and affirm the changes as presented and incorporated herein; now, therefore, be it
- RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby adopt and affirm the revised General Education Program as presented and incorporated herein by reference.

Mr. Medina moved, and Mr. Lear seconded, a motion to adopt the resolution. Motion carried unanimously.

**CONSIDERATION TO APPOINT MEMBER TO UNIVERSITY ACADEMIC COUNCIL – DR. CLIFF BUTLER**

Dr. Baum reviewed the background and qualifications of Dr. Cliff Butler as a member to the University Academic Council.

Mr. Maloney presented the following resolution:

The Board of Trustees of Thomas Edison State University does hereby appoint Dr. Cliff Butler, School of Business and Management mentor and Curriculum Committee chair, as a member of the University Academic Council for Thomas Edison State University during his term of service as Chair of the Curriculum Committee. The action herein taken is pursuant to a recommendation by the Provost of the University.

Mr. Lear moved, and Ms. Stockman seconded, a motion to adopt the resolution. Motion carried unanimously.

**CONSIDERATION TO APPOINT MEMBER TO UNIVERSITY ACADEMIC COUNCIL – DR. MARY ELLEN COCKERHAM**

Dr. Baum reviewed the background and qualifications of Dr. Mary Ellen Cockerham as a member to the University Academic Council.

Mr. Maloney presented the following resolution:

The Board of Trustees of Thomas Edison State University does hereby appoint Dr. Mary Ellen Cockerham, W. Cary Edwards School of Nursing and Health Professions mentor and Curriculum Committee chair, as a member of the University Academic Council for Thomas Edison State University during her term of service as Chair of the Curriculum Committee. The action herein taken is pursuant to a recommendation by the Provost of the University.

Ms. Stockman moved, and Mr. Whittington seconded, a motion to adopt the resolution. Motion carried unanimously.

## **CONSIDERATION OF CANDIDATES FOR DEGREE**

Mr. Maloney presented the following resolution:

The Board of Trustees of Thomas Edison State University does hereby approve the awarding of the appropriate degrees to those June 11, 2021 candidates cited 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. Lear moved, and Dr. Alli seconded, a motion to adopt the resolution. Motion carried unanimously.

## **REPORT OF THE NOMINATION AND GOVERNANCE COMMITTEE**

Mr. Medina summarized the report of the Nomination and Governance Committee, which is attached. He reported the three topics of discussion. The first he mentioned was creating a standardized process for the president's annual review. The second was integrating new board members in leadership roles in the organization by established deputy chairs for each committee. Mr. Medina said that the committee asked if Dr. Toscani serve as the deputy chair of the Nominations and Governance Committee. Dr. Toscani has been assigned to establish standard operating procedures. The third item Mr. Medina discussed was the proposal to allow the current chair and vice chair to renew their position for one additional year. This is to create a stable work environment due to the circumstances during the past year. A resolution is being presented to renew the positions for one additional year; not to re-elect.

**WHEREAS:** The Thomas Edison State University Board of Trustees has the authority, through its bylaws, to elect chairs at the annual organization meeting; and

**WHEREAS:** Dr. Kemi Alli was first elected Chair of the Board in September 2019, and is currently serving an additional term that started in September 2020 and is anticipated to end in September 2021; and

**WHEREAS:** Gualberto Medina was first elected Vice Chair of the Board in September 2019, and is currently serving an additional term that started in September 2020 and is anticipated to end in September 2021; and

**WHEREAS:** The Board of Trustee bylaws allow for the Chair and Vice Chair to serve two one-year terms; and

**WHEREAS:** The 2019-2020 and 2020-2021 Academic Years have presented unprecedented challenges both throughout the world and in the Thomas Edison State University community; and

**WHEREAS:** Chair Alli and Vice Chair Medina have provided expert guidance during this time since 2019; and

**WHEREAS:** Consistency in leadership is recognized as being important during these challenging times;

**WHEREAS:** It would therefore be beneficial to the Thomas Edison State University and the Board of Trustees that Chair Alli and Vice Chair Medina be eligible to be reelected to serve as Chair and Vice Chair, respectively, for an additional year starting in September 2021; and be it

**RESOLVED,** that the Board of Trustees of Thomas Edison State University does hereby allow that Chair Alli, and Vice Chair Medina be eligible to be reelected to serve in their current positions for one additional year-long-term starting in September 2021.

Mr. Whittington made, and Mr. Lear seconded, the motion to adopt the resolution. Motion carried unanimously.

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

Dr. Alli presented the following resolution:

**WHEREAS:** The Board of Trustees of Thomas Edison State University is authorized to approve and act on contract renewal recommendations for employees of the University, pursuant to N.J.S.A. 18A: 64-6(h) and (i), as well as for State Library employees, pursuant to N.J.S.A. 18A: 73-34; and

**WHEREAS:** The President has made the contract recommendations as indicated on the lists provided and incorporated herein by reference; and

**WHEREAS:** The action taken herein is pursuant to an evaluation of each employee's work performance; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby approve the contract recommendations as indicated on the lists provided and incorporated herein by reference.

Dr. Alli made, and Mr. Medina seconded, the motion to adopt the resolution. Motion carried unanimously.

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

Dr. Hancock reported the appointments were routine and presented the following resolution:

**WHEREAS:** The Board of Trustees of Thomas Edison State University is authorized to approve and act on contract renewal recommendations for employees of the University, pursuant to N.J.S.A. 18A: 64-6(h) and (i), as well as for State Library employees, pursuant to N.J.S.A. 18A: 73-34; and

**WHEREAS:** The President has made the contract recommendations as indicated on the lists provided and incorporated herein by reference; and

**WHEREAS:** The action taken herein is pursuant to an evaluation of each employee's work performance; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State University does hereby approve the contract recommendations as indicated on the lists provided and incorporated herein by reference.

Dr. Alli made, and Mr. Lear seconded, the motion to adopt the resolution. Motion carried unanimously.

## **NEW BUSINESS**

### **CONSIDERATION OF FY 2022 BOARD MEETING DATES**

Dr. Hancock presented the following resolution:

**The Board of Trustees of Thomas Edison State University does hereby approve the following meeting dates for FY2022**

September 17, 2021	-	10:00 a.m.
December 10, 2021	-	10:00 a.m.
March 11, 2022	-	10:00 a.m.
June 10, 2022	-	10:00 a.m.

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

Mr. Whittington made, and Mr. Lear seconded, the motion to adopt the resolution. Motion carried unanimously.

### **CONSIDERATION OF DEDICATED SERVICE**

Dr. Hancock thanked Mr. Sanket Shah for his service as a Student Trustee. Dr. Alli presented the following resolution:

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

**We applaud and commend Mr. Shah's accomplishments and look forward to his continued interest in the University.**

Mr. Shah thanked the Board for the opportunity to serve as a Student Trustee.

Mr. Medina made, and Mr. Lear seconded, the motion to adopt the resolution. Motion carried unanimously.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 11:04 a.m.

Submitted by,



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Merodie A. Hancock, PhD  
Secretary of the Board

Approved by,



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Kemi Alli  
Chair