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MINUTES

BOARD OF TRUSTEES MEETING

THOMAS EDISON STATE COLLEGE

March 4, 2011

MEMBERS PRESENT: J. Stanley Justice, Chair; Eric Lear, Vice Chair; George Pruitt; Fred Abbate; Richard Arndt; Ida Hammond; E. Harvey Myers; Gualberto Medina; Marilyn Pearson; Brian Maloney; Stacy Slomko, Student; and Debra Schmelzer, Student.

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; Barbara Kleva, General Counsel; and Terri Tallon-Hamill, Executive Assistant to the President.

Reverend Justice officially called the public meeting to order at 10:00 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.

SWEARING IN OF TRUSTEES

J. Stanley Justice was duly sworn in as a Trustee to succeed himself for another term. Fred Abbate was duly sworn in as a Trustee to succeed himself for another term. Brian A. Maloney was duly sworn in as a new Trustee to fulfill the unexpired term of George Fricke. Having read and signed the swearing-in documents, the three gentlemen individually expressed their pleasure at serving as a member of the Board of Trustees.

CONSIDERATION OF MINUTES

The Minutes of the December 4, 2010, meeting were presented by Reverend Justice for approval and adoption.

Mr. Arndt made, and Dr. Abbate seconded a motion to accept the minutes. The motion carried unanimously.

PRESIDENT'S REPORT

Dr. Pruitt began his report by welcoming the newly elected Board members.

Dr. Pruitt informed the Board that enrollments are continuing to grow. Although revenue is doing well, it is hard to cut costs when the College is growing. He added that the College will end the year in the black with a very shallow financial condition. Another cost driver the College is set to encounter are the contracts with collective bargaining.

In other remarks, Dr. Pruitt reported on our longstanding commitment to keep commencement in Trenton. Although the date for spring commencement had been negotiated and secured, due to unforeseen circumstances, the April 2011 commencement will be moved to the Rutgers University Campus in New Brunswick.

In other news, Dr. Pruitt reported that the agency responsible for administering the Certified Public Accounting (CPA) examination, has identified Thomas Edison State College as the top New Jersey institution for having the highest percentage of graduates passing the examination upon first attempt. Dr. Pruitt added that we are enormously proud to be the number one school in the state.

Dr. Pruitt asked Michael Scheiring to offer an update on the College's financial status in place of the Administration, Audit, and Finance Committee meeting that was postponed due to unforeseen circumstances. Mr. Scheiring updated the Board on the College and Library budgets, by posing a comparative analysis of FY 2010 and FY 2011. In addition, he gave credit to Norma Blake, State Librarian, for making hard decisions when managing the Library budget. Mr. Scheiring discussed each bid waiver. Mr. Lear, chair of the Administration, Audit, and Finance Committee, read through each of the waivers providing detail to the Board.

CONSIDERATION OF BID WAIVERS

Reverend Justice 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:

- continue to use the services of Smarthinking for online tutoring services at a cost of approximately \$40,000;
- continue to use the services of Sigma Group for the College's enrollment advertising at an approximate cost of \$650,000;
- allow The Talking Book & Braille Center to purchase adaptive equipment for clients to participate in the Assistive Technology Loan Program at an approximate cost of \$35,000;
- finance through EFA for the replacement of the current shelving system on Level 1 of the State Library at a cost of approximately \$948,000; and
- use the services of mentors and course-construction consultants for the College's Center for Directed Independent Adult Learning and its courses offered through the various Schools at a cost that may exceed the bid threshold of \$30,100 per contract;

in accordance with the explanation and description of each project as set out in the attached "Bid Waiver Request;" now, therefore, be it

RESOLVED: That the Board of Trustees does hereby authorize bid waivers for the College and its affiliate, the New Jersey State Library, to do the following: continue to use the services of Smarthinking for online tutoring services at a cost of approximately \$40,000; continue to use the services of Sigma Group for the College's image and enrollment advertising at an approximate cost of \$650,000; allow The Talking Book & Braille Center to purchase adaptive equipment for clients to participate in the Assistive Technology Loan Program at an approximate cost of \$35,000; and to finance through EFA the replacement of the current shelving system on Level 1 of the State Library at a cost of approximately \$948,000; and to use the services of mentors and course-construction consultants for the College's Center for Directed Independent Adult Learning and its courses offered through the various Schools at a cost that may exceed the bid threshold of \$30,100 per contract.

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

CONSIDERATION OF HONORARY DEGREE RECIPIENT

Dr. Pruitt discussed the awarding of an honorary degree proposing that the degree be awarded to an extraordinary individual—Buzz Aldrin, who has agreed to speak at the April 16, 2011, commencement ceremony. Dr. Abbate expanded on the courage and exploratory spirit of Dr. Aldrin regarding his Apollo missions.

Reverend Justice presented the following resolution:

- WHEREAS:** Buzz Aldrin, former USAF Colonel and NASA Astronaut, has ensured a leading role for the United States of America in manned space exploration, has made significant contributions to America's future in space, and remains in the forefront of efforts to ensure America's continued leadership in human space exploration; and
- WHEREAS:** His leadership as an astronaut, jet fighter pilot, flight commander, and dean of faculty at the Air Force Academy has resulted in significant positive accomplishments that have been recognized by such honors as being decorated with the Distinguished Flying Cross; receiving the Presidential Medal for Freedom, the highest American peacetime award; The Robert J. Collier Trophy for greatest achievement in aeronautics or astronautics in America; the Robert H. Goddard memorial Trophy for the most impact on space activities; the Harmon International Trophy for the world's outstanding aviator and aeronaut; and as a Presidential appointee on the Commission of the Future of the U.S. Aerospace industry; and
- WHEREAS:** He was born and raised in Montclair, New Jersey, and graduated third in his class at the U.S. Military Academy at West Point, earning a Bachelor of Science in Mechanical Engineering, and went on to earn his Doctorate of Science in Astronautics at the Massachusetts Institute of Technology, and continues to reach out to today's youth in the best spirit of what Thomas Edison State College stands for as an author and speaker on spacecraft transportation; therefore, now be it
- RESOLVED:** That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President does hereby award Buzz Aldrin 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 April 16, 2011.

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

CONSIDERATION OF CANDIDATES FOR DEGREE

Dr. Pruitt pointed out that a posthumous degree will be awarded to Samantha Dawson, for a Bachelor of Science in Applied Science and Technology in Clinical Laboratory Science. A member of the Armed Forces, Ms. Dawson was a casualty of war.

Dr. 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 March 4, 2011, 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. Medina made, and Mr. Lear seconded a motion to adopt the resolution. The motion carried unanimously.

CONSIDERATION OF CONTRACT RENEWALS

Reverend Justice presented the following resolution for contract renewals:

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.

Dr. Abbate made, and Mr. Maloney seconded a motion to accept the resolution. The motion carried unanimously.

CONSIDERATION OF PERSONNEL ACTIONS

Dr. Pruitt presented the following resolution for personnel actions:

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.

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

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.

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

NEW BUSINESS

There was no new business to be discussed.

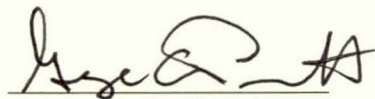
ADJOURNMENT

There being no further business, Dr. Abbate made, and Mr. Lear seconded, a motion to adopt a resolution to adjourn. The motion carried unanimously. The meeting was adjourned at 11:25 a.m.

EXECUTIVE SESSION

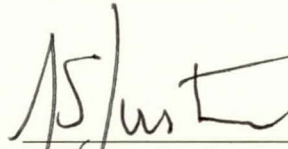
The Board of Trustees met in executive session immediately following the open public meeting, for the purpose of discussing collective bargaining.

Submitted by,



George A. Pruitt
Secretary of the Board

Approved by,



J. Stanley Justice
Chairperson