

MINUTES  
BOARD OF TRUSTEES  
THOMAS EDISON STATE COLLEGE

December 13, 1991

MEMBERS PRESENT: Christian Yegen, Chairman; Fred Abbate, Vice Chairman; John Blossom; George Fricke; George Hanford; Theodore Kessler; Harvey Myers; Carole Nerlino; Marilyn Pearson; Thomas Seessel; Laura Simurda; George A. Pruitt, President; Emelia Timpo, Chancellor's designee.

MEMBERS ABSENT: None.

ALSO PRESENT: Jerry Ice, Vice President for Academic Affairs; James Humphrey, Acting Vice President for Administration and Finance; Nat Caliendo, Vice President for Public Affairs; Gerri Collins, Executive Assistant to the President; Fidelia Uzoukwu, Assistant Director, Department of Higher Education.

The public meeting was officially called to order at 10:00 a.m. by Chairman Christian Yegen who noted that the date, time, and location for the meeting had been published in accordance with New Jersey law.

SWEARING-IN OF NEW BOARD MEMBER:

Christian Yegen introduced Marilyn Pearson, Assistant Vice President, Marketing Manager, Merrill Lynch Business Financial Services in New York City, and new Trustee. He then led Ms. Pearson in the swearing-in ceremony and welcomed her on behalf of the Board.

MINUTES:

The minutes of the September 6, 1991 meeting were presented for approval. Fred Abbate moved and Carole Nerlino seconded a motion to approve the minutes. Motion carried (10-0).

PRESIDENT'S REPORT:

Dr. Pruitt welcomed Marilyn Pearson and reported on the status of other Trustee nominees. He stated that pursuant to the criteria adopted by the Board and at the recommendation of the Board, he had nominated Wendy Logan to replace Thomas Seessel, and Thomas O'Neil who will replace George Hanford.

Turning to fiscal matters, Dr. Pruitt talked about the state revenue shortfall projected at \$700 million for this current year. He called attention to the bar graph in the written President's Report which illustrates the declining trend in net adjusted appropriation for higher education as a percentage of the state budget.

He reported that the Hanover Street project is progressing now, but the townhouse project is at a standstill. He referred to Assembly Bill #4921 which:

**. . . codifies in statute an agreement reached by the State, Thomas A. Edison State College, and the City of Trenton which brought the college to the City of Trenton in 1979. At that time, the State agreed to provide and maintain suitable and appropriate facilities for the College to carry out its academic and administrative functions from a headquarters base in the historic Kelsey Building and adjoining properties.**

**This bill calls for the renovation of certain historic properties for the use by the college when fiscal resources can be identified to accomplish this purpose. Plans for the renovation of these facilities have been developed by the General Services Administration, accepted by Thomas A. Edison State College, recommended by the Capitol Planning and Budget Commission, and accepted by an initial appropriation by the Legislature to begin work on this project. The project was put on hold in light of the State's budget crisis.**

**This bill incorporates commitments already made by the State to Thomas A. Edison State College, and encourages the State to complete and honor these commitments.**

Dr. Pruitt reported that the bill has come out of the Assembly Committee 5-0 and should go to the floor on December 16. The Senate will be doing the same thing, and it is hoped that both houses will pass the bill by the end of December.

Dr. Pruitt then reviewed the controversy regarding the Middle States Association of Colleges and Schools. Dr. Pruitt serves on the committee that advises the Secretary of Education regarding accrediting bodies. The current issue is over Middle States's statement that diversity should be an important consideration for colleges. He stated that the debate has taken on a life of its own and has gone far beyond the facts and the issues. However, he believes that the Middle States Association will be approved and that the issue will be resolved to everyone's satisfaction.

He reported that planning is on target for the Master of Science Degree in Management. The annual Prior Learning Assessment Institute is in June, and the Board will be invited to the opening reception.

Dr. Pruitt then introduced John Thurber, Director of the Trenton Office of Policy Studies (TOPS). He discussed the agreement established with TOPS and John Thurber's subsequent appointment. The offices are temporarily housed in facilities at the Department of Higher Education.

The Trenton Office of Policy Studies has a staff of three. They function like a broker to provide sources to meet specific needs such as the "Weed and Seed" anti-drug program. Other projects in progress include strategic planning and priority-setting, youth economic opportunities and entrepreneurship, housing, hunger, and homelessness. He referred the Board to a handout which elaborates on TOPS projects.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE:

Carole Nerlino, Chairperson of the Committee, presented the report of the Administration and Finance Committee as provided in the Board packet.

Christian Yegen presented the following resolution regarding the audit report:

**WHEREAS:** It is the policy of the Board of Trustees to subject the College's finances and relevant administrative practices to an independent audit; and

**WHEREAS:** It is the practice of the Board of Trustees to have said audit reviewed by the Finance Committee of the Board, acting as an audit committee and reporting its findings and conclusions to the Board; and

**WHEREAS:** In the presence of representatives of the external accounting firm that conducted the audit, the President has certified to the Board of Trustees that said audit contains no significant adverse findings; and

**WHEREAS:** The Board of Trustees adopted a resolution at the September 6, 1991 meeting provisionally accepting the external audit for the fiscal year ending June 30, 1991, contingent upon the review of said audit by the Finance Committee of the Board; and

**WHEREAS:** The Finance Committee has reviewed the external audit and has affirmed the President's certification; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby receive and accept the final audit report for the fiscal year ending June 30, 1991 as presented and incorporated herein by reference.

Carole Nerlino moved and George Hanford seconded a motion to accept the audit report. Motion carried (10-0).

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE:

Fred Abbate, Chairman of the Academic Affairs Committee, presented the Committee report as distributed in the Board packet. He commended the work done on the Self-Study Report and moved adoption of the following resolution:.

**WHEREAS:** The Board of Trustees of Thomas Edison State College is committed to the concept of voluntary accreditation and peer review; and

**WHEREAS:** The College has undergone an extensive one and one-half year self-study culminating in a Self-Study Report using the Middle States Association of Colleges and Schools' Characteristics of Excellence in Higher Education as the standard for accreditation; and

**WHEREAS:** The Self-Study Report has been reviewed and accepted by the Academic Council and all three committees of the Board of Trustees; and

**WHEREAS:** All three Board Committees recommend endorsement of the document for submission to the Middle States Association of Colleges and Schools in accordance with the reaccrediting process; now, therefore, be it

**RESOLVED:** That the Board of Trustees of Thomas Edison State College does hereby endorse the Self-Study Report as presented and incorporated herein by reference.

George Hanford seconded the motion to adopt the resolution. Motion carried (10-0).

REPORT OF THE PUBLIC AFFAIRS COMMITTEE:

Harvey Myers, Chairman of the Committee, indicated that the meeting of the Public Affairs Committee was held in the College's new offices in Newark. He presented the Committee report as previously distributed, stating that the primary agenda items were the review of the Annual Report and the Self-Study Report. The Committee commended the College for the excellent reports.

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of September 1, 1991. There were 23 candidates for the Associate in Arts, 11 candidates for the Associate in Science in Management, 3 candidates for the Associate in Science in Natural Science and Math, 2 candidates for the Associate in Public and Social Service, 14 candidates for the Associate in Science in Applied Science and Technology, 31 candidates for the Bachelor of Arts, 5 candidates for the Bachelor of Science in Human Services, 22 candidates for the Bachelor of Science in Applied Science and Technology, 29 candidates for the Bachelor of Science in Business Administration, and 6 candidates for the Bachelor of Science in Nursing, for a total of 146.

He then presented the candidates for the associate and baccalaureate degrees as of November 1, 1991. There were 19 candidates for the Associate in Arts, 7 candidates for the Associate in Science in Management, 1 candidate for the Associate in Science in Natural Science and Math, 2 candidates for the Associate in Science in Public and Social Service, 10 candidates for the Associate in Science in Applied Science and Technology, 1 candidate for the Associate in Applied Science in Radiologic Technology, 36 candidates for the Bachelor of Arts, 4 candidates for the Bachelor of Science in Human Services, 25 candidates for the Bachelor of Science in Applied Science and Technology, and 15 candidates for the Bachelor of Science in Business Administration, for a total of 120.

Commenting on both classes, he reported that 62% are New Jersey residents; 43% are female; 3% are Black; 5% are Hispanic; 67% are between the ages of 31 to 50 with 41% of that group in the 31-40 age group; the youngest is 24, and the oldest is 54. The number of years it took to complete a degree ranged from less than 1 year to over 10 years. However, 73% completed in 3 years or less.

Christian Yegen presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those September 1, 1991 and November 1, 1991 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.**

George Fricke moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (10-0).

CONTRACT RENEWALS:

Dr. Pruitt presented the contract renewal recommendations as follows:

<u>DIVISION OF ACADEMIC AFFAIRS</u>	<u>CONTRACT RECOMMENDATIONS</u>
L. Ann Bielawski, Program Advisor	5 years 1992 - 1997
Mitchell Bondi, Evaluator	1 year 1992 - 1993
Howard Bueschel, Program Advisor	3 years 1992 - 1995
Emily Carone, Assistant to the Director of Testing and Assessment (part time)	1 year 1992 - 1993
Carla Colburn, Evaluator	1 year 1992 - 1993
Belinda Dalton, Evaluator	1 year 1992 - 1993
Rosa Lee Eickhoff, Program Advisor	3 years 1992 - 1995
Patricia Jackson, Program Advisor	1 year 1992 - 1993
Alma Johnson Laster, Administrative Assistant (Nursing)	1 year 1992 - 1993
Samone Jolly, Coordinator of Degree Programs	1 year 1992 - 1993
Maureen Marcus, Administrative Assistant to the Dean	1 year 1992 - 1993
Lynda Marie Ricci, Evaluator	1 year 1992 - 1993
Dorothy Sconyers, Program Advisor	1 year 1992 - 1993
Todd Siben, Evaluator	1 year 1992 - 1993
Esther Taitzman, Program Advisor	1 year 1992 - 1993
Donald Trucksess, Administrative Assistant	1 year 1992 - 1993
Donna Watson, Evaluator	1 year 1992 - 1993
Celestine Wynn, Portfolio Advisor	1 year 1992 - 1993
<u>DIVISION OF ADMINISTRATION AND FINANCE</u>	
Sedell Bailey, Assistant to the Director of Administrative Services	1 year 1992 - 1993
Rebecca Barton, Fiscal Administrator	3 years 1992 - 1995
Jonathan Davis, Systems Coordinator	3 years 1992 - 1995
Eunice Lewis, Assistant Administrator, Student Fees and Revenues	1 year 1992 - 1993
William Thompson, Imaging Specialist	1 year 1992 - 1993
<u>DIVISION OF PUBLIC AFFAIRS</u>	
James Colaizzo, Admissions Representative	1 year 1992 - 1993
Louis Martini, Admissions Representative	3 years 1992 - 1995
Daniel Negrón, Program Manager	3 years 1992 - 1995
Linda Soltis, Program Assistant	1 year 1992 - 1993

Christian Yegen presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those September 1, 1991 and November 1, 1991 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.**

Marilyn Pearson moved and George Fricke seconded a motion to approve the contract recommendations. Motion carried (10-0).

PERSONNEL ACTIONS:

Dr. Pruitt presented the following personnel actions for approval:

Leslie Williams	-	Clerk Transcriber
Rebecca Hull	-	Portfolio Advisor
Shirley Nichols	-	Secretarial Assistant III
Deborah McCloud	-	Systems Coordinator
Edward Foris	-	Program Assistant
Kenya Kornegay	-	Clerical (hourly)
Mercedes Diaz	-	Admissions Services Representative (bilingual)
Gary Barton	-	Clerk (hourly)

The Chair presented the following resolution:

**The Board of Trustees of Thomas Edison State College does hereby approve all appointments as indicated on the lists provided and incorporated herein by reference.**

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

John Blossom moved and Thomas Seessel seconded a motion to adopt the resolution. Motion carried (10-0).

NEW BUSINESS:

Christian Yegen presented Thomas Seessel with an Outstanding Service Award plaque to thank him for serving on the Board of Trustees for over 12 years.

EXECUTIVE SESSION:

Christian Yegen presented the following resolution:

**BE IT HEREBY RESOLVED** pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Board of Trustees of Thomas Edison State College hold a closed session at 12:00 noon or immediately following the public meeting of December 13, 1991 for the purpose of discussing the compensation of the president.

**It is expected that the discussion undertaken in closed session will be made public in the minutes of the December 13, 1991 Board meeting.**

George Hanford moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (10-0).

Christian Yegen stated that since there would be no further business following the executive session, the meeting was adjourned.

Pursuant to the above, the following was adopted by the Board of Trustees in Executive Session December 13, 1991:

**At its March 9, 1990 meeting, the Board of Trustees adopted a resolution acknowledging the Trustees' authority and obligation to "...value its leadership in a manner so as to be competitive in attracting and retaining individuals with appropriate talent and experience as its executive officer."**

**At its June 8, 1990 meeting, the Board of Trustees set the compensation of the President at \$99,500, effective July 1, 1990 for the '90-91 fiscal year. At its June 14, 1991 meeting, the Board deferred consideration of the President's compensation pending an analysis of the College's fiscal circumstances as well as the availability of salary funds for the College's various staff components. The President has reported to the Board that the average increase given to College employees covered by collective bargaining agreements for FY '92 was 9.3%. The average increase awarded to the College's executive staff pursuant to guidelines adopted by the Board of Higher Education in September, 1991 was 7%, retroactive to July 1, 1991.**

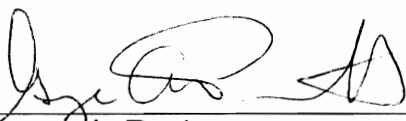
**The compensation for the position of President at Thomas Edison State College, if the same standards had been applied by the Board of Trustees as called for in collective bargaining agreements as set forth in the state compensation schedule,**



would have fixed the salary at \$111,085 (State Compensation Schedule Employee Relations Group D, Range 41, Step 10). However, the President has continually urged restraint in light of the College's fiscal uncertainties caused by state government's funding shortfalls. Therefore, the Board has approached the compensation of the President using a similar criterion as applied to the executive staff of the College in granting an increase of 7%, rounded to \$106,500, effective July 1, 1991.

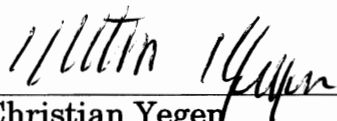
The Board wishes to express its on-going concern that the economic environment in which the College finds itself has not permitted the Board to compensate this position adequately in light of the responsibilities of the office and the performance of the incumbent. We fully recognize and accept our obligations to act with restraint in times of fiscal stress. However, we also take seriously our obligation to value our leadership in a manner so as to be competitive in attracting and retaining individuals of appropriate talent and experience.

Submitted by,

  
George A. Pruitt  
Secretary to the Board

6/2/92  
Date

Approved by,

  
Christian Yegen  
Chairman of the Board

9/11/92  
Date