

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

December 14, 1984

MEMBERS PRESENT: Patricia Danielson, Chair; Thomas Seessel, Vice Chair; Rita Novitt; E. Harvey Myers; Robert Taylor; George Hanford; Eleanor Spiegel; George A. Pruitt, President.

MEMBERS ABSENT: Christian Yegen; Alan Ferguson.

ALSO PRESENT: Jerry Ice, Vice President for Academic Affairs; Richard Hansen, Vice President for Community Affairs; Michael Scheiring, Vice President for Administration & Finance; Gerri Collins, Executive Assistant to the President; Linda Mather, Department of Higher Education.

The public meeting was officially called to order at 2:00 p.m. by Patricia Danielson who noted that the date, time, and location for the meeting had been published in accordance with the New Jersey law.

MINUTES APPROVED: The minutes of the October 5, 1984 Board of Trustees meeting were presented for approval. Eleanor Spiegel moved and Thomas Seessel seconded a motion to approve the minutes. Motion carried (7-0).

PRESIDENT'S REPORT: Adding to his report Dr. Pruitt emphasized the significance of the Distinguished Service Award given annually by the Association of Governing Boards. Trustee Eleanor Spiegel is the public sector recipient. A national press release will go out from AGB, and the award will be presented at the National Conference on Trusteeship to be held in Miami Beach, April 21-23, 1985. All Trustees are invited to attend the ceremony.

George Hanford moved and Rita Novitt seconded a motion to express for the record the Board's congratulations to Eleanor Spiegel for receiving such distinction. Motion carried (7-0).

Regarding the Change Master Award granted to the College by CAEL, Dr. Pruitt indicated that there are some 500 institutions now affiliated with CAEL. CAEL President Morris Keaton appointed a task force to honor the tenth year of the current CAEL structure. This award was part of that celebration. Empire State College and the Regents were also honored.

Regarding the pending Associate in Science Degree programs, Dr. Pruitt emphasized that these degree programs have attracted much interest, especially from the military.

Dr. Pruitt announced that the Commencement date has been set for October 20, 1985 in the War Memorial Building.

Dr. Pruitt welcomed Linda Mather as the Department of Higher Education staff representative to the Board. He announced that John Walters had taken a position with the Connecticut Department of Higher Education. Dr. Pruitt then presented a resolution which read:

The Board of Trustees, President, and staff of Thomas A. Edison State College wish to heartily thank Dr. John Walters for his dedicated service as Department of Higher Education Staff Representative to the Edison State College Board of Trustees.

We will miss him, but we wish him every success as he assumes his responsibilities with the Connecticut Department of Higher Education.

Eleanor Spiegel moved and Rita Novitt seconded a motion to adopt the resolution. Motion carried (7-0).

With regard to long-range planning, Dr. Pruitt stated that the College is in the process of putting a document together. It will be brought to the Board at the February or April meeting. He added that the President's Council had a retreat to begin the process. This will move on down through the various staff levels with final recommendations being made through the President's Office.

Regarding minority outreach, Dr. Pruitt stated that the report will be deferred until the Community Affairs Committee has had a chance to meet. He added that the previous year's data showed black enrollment at about 7%. It is currently at 9%. Data on Hispanics is difficult to obtain since many Hispanics identify themselves as either black or white - not Hispanic.

Regarding the need for remedial courses for certain minorities, Edison State College has no plan to be directly involved in remedial instruction. This is better left to the community colleges and others. Dr. Pruitt added that remedial assistance is only part of the problem related to minority enrollments, and until all aspects are addressed, increases in minority enrollments will not take place.

Dr. Pruitt announced that PSE&G has established a \$10,000 fund to support employees who want to go to Edison State College. A hospital has taken similar steps. The minority report will highlight others like this to indicate what work is being done in that area.

Through CAEL, the College is participating in the Student Potential Program which is designed to provide alternative selection procedures that will accurately assess the potential of learners to successfully complete college work. Approximately 15 institutions are involved in the project, outcomes of which should be of particular benefit to minority students.

Concluding his remarks, Dr. Pruitt stated that the College is trying to increase interest in the historical aspect of the College. When the Board meeting room is renovated, it will include portraits of Thomas A. Edison and of each of the College presidents to date. There will also be a plaque which lists all Board Chairs.

In keeping with this historical emphasis, Dr. Pruitt presented Eleanor Spiegel with a gavel/stand acknowledging her term of office as Board Chair. All former Chairs will receive similar acknowledgements.

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE:

George Hanford, Committee Chair, presented the Committee report mailed previously.

He drew attention to three items as follows:

- 1) The Academic Council's approval to extend the PONSIL-like evaluation completed for the New Jersey Army National Guard Officer Candidate School to OCS programs in other states. In order to do this, an evaluation will be undertaken for the mandated Ft. Benning OCS program.
- 2) New specializations were presented for Political Science, Physics, Philosophy, Environmental Studies, and Communications.
- 3) Discussed the Council's formation of two new Ad Hoc Committees - Committee on Future Directions for the Council, and the Committee on Media Delivered Instruction.

He then presented two resolutions for Board action:

"The Academic Affairs Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the following names for appointment to the College's Academic Council for three-year terms:

Michael Beahan
Director of Media Services
Princeton University

(Learning Resources Category)

Ms. Amelia Hill
Staff Manager for Corporate Learning
and Development Organization
AT&T Communications
Somerset, New Jersey

(Student Representative)

Dr. Edward Rockel
Associate Professor of Biology
Trenton State College

(Liberal Arts Category)

"The action herein recommended is pursuant to a recommendation by the President of the College having been reviewed and endorsed by the Academic Council."

Jerry Ice added that a full Academic Council membership list was included in the Board materials previously mailed.

George Hanford moved and Rita Novitt seconded a motion to approve the appointments. Motion carried (7-0).

"The Academic Affairs Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the approval of candidates meeting all the requirements for the Associate and Baccalaureate degrees by December 1, 1984.

"The action herein recommended is pursuant to a recommendation by the President of the College and the requirements set by the Academic Council."

Calling attention to the list of candidates, Jerry Ice stated that there were 6 candidates for the Associate in Arts, 4 candidates for the Associate in Science in Management, 15 candidates for the Bachelor of Arts, 11 candidates for the Bachelor of Science, and 2 candidates for the Bachelor of Science in Business Administration, for a total of 38 candidates.

He added that with this class the College will have graduated 5004 students. Of this group, the youngest is 21, completing all work through testing; the oldest is 62, a former member of the British Royal Navy in World War II.

George Hanford moved and Rita Novitt seconded a motion to approve all candidates as indicated on the list provided. Motion carried (7-0).

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE:

Robert Taylor, Committee Chair, presented the Committee report mailed previously. He indicated that revenues are still running a little ahead of the seasonal budget and that there is a good chance the College will meet the budget at year's end. The College continues to hold expenses at about 19% below budget in order to be cautious.

Dr. Pruitt stated that the Center for Management Education and Services is not seasonal; in fact, there are receivables on the books that are not reflected in the statement figures. However, since the money is not yet in, it cannot be listed as revenue.

Michael Scheiring added that this was the first time the College was able to report that revenues were either on target or ahead of target.

Regarding the grant from the New Jersey Council for the Humanities, although the finance report indicates that no funds have been expended, this does not reflect the activity to date. The bills are in but not yet paid.

Robert Taylor made note of a correction in the Finance Committee minutes page 1. FY-1985 Budget Status should read FY-1986 Budget Status. This budget is now before the Governor for final consideration.

Taylor then presented a resolution to approve personnel actions and contract renewals as follows:

"The Finance Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the approval of appointments of three new employees upon the recommendation of the President."

Appointments

Dorothy Lloyd	-	Senior Clerk Stenographer
Patricia Capuzzi	-	Evaluator II
Geraldine Hendrickson	-	Clerk Typist
		(from hourly to full time status)

Thomas Seessel moved and George Hanford seconded a motion to adopt the resolution approving personnel actions. Motion carried (7-0).

"The Finance Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the approval of contract renewals for the employees listed in President Pruitt's memorandum of November 29, 1984 to the Board. The action herein recommended is pursuant to an evaluation of the employee's work performance and the recommendation of the President of the College."

Contract Renewals

<u>DIVISION OF ADMINISTRATION AND FINANCE</u>	<u>CONTRACT RECOMMENDATION</u>	
Natalie Huebler, Bursar	1 year	1985-86
Betty Wright, Accountant	1 year	1985-86
David Oakley, Systems Planning Specialist	1 year	1985-86
 <u>DIVISION OF ACADEMIC AFFAIRS</u>		
Sharon Smith, Senior Evaluator	1 year	1985-86
Dennis Bakewicz, Senior Portfolio Advisor	1 year	1985-86
Maris Cutting, Assistant to the Director of Assessment	1 year	1985-86
Gregory Dye, Assistant Registrar	3 years	1985-88
William Seaton, Assistant to the Vice President for Academic Affairs	1 year	1985-86

DIVISION OF ACADEMIC AFFAIRS (CONTINUED)CONTRACT
RECOMMENDATIONS

Jack Phillips, Registrar	1 year	1985-86
Susan Simosko, Director of Testing and Assessment	2 years	1985-87
Joan Fernandez, Administrative Assistant (parttime)	1 year	1985-86
Emily Carone, Assistant for Testing (parttime)	1 year	1985-86
Ellen Carriere, Evaluator (parttime)	1 year	1985-86
Rosa Lee Eickhoff, Evaluator (parttime)	1 year	1985-86

DIVISION OF COMMUNITY AFFAIRS

Richard Hansen, Vice President for Academic Affairs	1 year	1985-86
Thomas Streckewald, Executive Director of Development and Alumni Affairs	2 years	1985-87
Annette Singer, Assistant Director of Development and Alumni Affairs	2 years	1985-87
Sonja Eveslage, Director of Community Programs	1 year	1985-86
Barbara Waters, Director of Public Relations and Publications	1 year	1985-86
Janice Palmer, Academic Counselor (parttime)	1 year	1985-86
Nancy Norville, Director of Admissions	1 year	1985-86
James Ratigan, Assistant Director, Community Programs	5 years	1985-90
Lansing Davis, Corporate Education Specialist	1 year	1985-86

George Hanford moved and Robert Taylor seconded a motion to adopt the resolution approving contract renewals. Motion carried (7-0).

Dr. Pruitt explained that the number of years granted in contract renewal is based on AFT Unit Status, Management Status, and number of years in service. For example, Gregory Dye supervises Unit members and, therefore, is considered management. However, he is still listed in the bargaining unit until his status is reviewed by the Public Employment Relations Commission (PERC). Therefore, Dye received a 3 year contract as an AFT Unit member going into his first multi-year contract.

Regarding the Personnel Plan, Robert Taylor reported that the Committee discussed at length the College Personnel Plan and concluded that traditionally the Board has not been involved in nonrenewal issues. The Board does hire or fire the College President, but it only approves all other appointments. It is not involved with evaluations of other employees, and, therefore, plays no role in nonrenewals. It approves appointments and renewals because of budgetary impact.

Dr. Pruitt explained that this discussion was prompted by a non-reappointment last year which was contested. The College has researched with the Department of Higher Education, the Office of Employee Relations, and appropriate legislation. All sources verify that the Board has no

authority in nonrenewals. Since this agrees with College practice, the recommended word changes will bring the Personnel Plan text in keeping with practice and with the law. However, he added that the Board will continue to be informed regarding staff leaving the institution.

In light of all this, the Committee presented a resolution to amend the Personnel Plan so as to delete the phrase regarding Board approval of nonreappointments. (Resolution is attached).

Robert Taylor moved and Rita Novitt seconded a motion to adopt the resolution as presented. Motion carried (7-0).

STATE COLLEGE AUTONOMY

Dr. Pruitt reviewed the history of legislation since 1967 which dealt with this issue. He stated that the nine state colleges are the only colleges that are considered state agencies. Because the Commission on the Future of State Colleges believed that autonomy would be accepted, it recommended a University of New Jersey. However, the current bills as presented have gained unprecedented consensus and support by the higher education community, the Governor, and significant bipartisan leadership in the legislature. The bills were introduced by Senators Feldman and Dumont and were passed unanimously by the Senate Education Committee.

Dr. Pruitt added that the State AFT has mounted a campaign against the bills. One of their concerns was that the bill provided a place for the college presidents in the collective bargaining process. The colleges proposed that the Governor continue to be the bargaining agent, but that the Presidents should be represented in the process.

The other area of controversy, and probably more important, is the relationship with Civil Service. The legislation proposes a relationship similar to that of the University of Medicine and Dentistry of New Jersey. The parameters would still exist, but the colleges could better operate within the parameters if the Civil Service aspect were not so highly controlled.

Civil Service has consistently for 12 years held Edison State College back from obtaining appropriate classifications for Edison employees, to the disadvantage of the employees. Where the State AFT suggests that colleges would downgrade positions, Edison's experience has been that Civil Service has not granted the levels requested. Therefore, Civil Service has not served Edison's needs.

It is the intent of the legislation to not effect the CWA in any way.

There have been good faith efforts made to resolve issues with the AFT. This was unsuccessful, so both sides are mounting support.

Dr. Pruitt requested that if Board members wished to assist by contacting the legislature, they should let him know. Sample letters were prepared for the Board, and interested members were asked to rewrite their own accordingly. The President's staff would assist with typing as needed.

Regarding the impact of autonomy for the College, Dr. Pruitt stated that the College would have the authority to pay its own bills, collect its own revenues, and revise its own position classifications as needed. He added that autonomy has a double edged sword. If the College did not achieve its own revenue goals, it would have to cut expenditures. Treasury may be moving to net funding whether or not the legislation passes

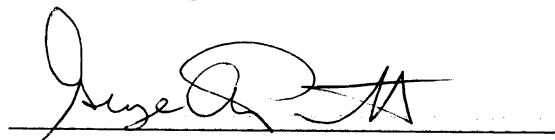
Dr. Pruitt added that there is a clause in the legislation to allow Edison State College to receive its state appropriation on a quarterly basis, since the College does not have the same schedule as the other colleges.

REMARKS FROM THE CHAIR

Patricia Danielson reported that she received a letter from Board of Higher Education Chair Tom Gassert recommending that the Trustee Chairs meet with the Board of Higher Education to discuss autonomy issues. She indicated that she and Thomas Seessel, Vice Chair, would attend such a meeting.

Thomas Seessel moved and Eleanor Spiegel seconded a motion to adjourn. Motion carried (7-0).

Submitted by,



George A. Pruitt
Secretary to the Board

10/11/85
Date

Approved by,



Patricia Danielson
Chairman of the Board

10/11/85
Date