MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

September 8, 1989

MEMBERS PRESENT: Thomas Seessel, Chairman; George Hanford, Vice Chairman; Fred Abbate; John Blossom; Patricia Danielson; George Fricke; Harvey Myers; Rita Novitt; Christian Yegen; Richard Sheeran; George A. Pruitt, President; and Grey Dimenna, Chancellor's designee.

MEMBERS ABSENT: None

ALSO PRESENT: Thomas van Arsdale, Student Trustee Elect; Jerry Ice, Vice President for Academic Affairs; Michael Scheiring, Vice President for Administration and Finance; Sonja Eveslage, Interim Vice President for Public Affairs; Gerri Collins, Executive Assistant to the President; Thomas Streckewald, Director of Institutional Research and Outcomes Assessment; and Jean Fitts, Department of Higher Education.

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

INSTALLATION: Thomas Seessel introduced George L. Fricke, former Managing Director, Corporate Training, New Jersey Bell, now retired, and new Trustee on the Board of Trustees at Thomas A. Edison State College. He then led Mr. Fricke in the swearing-in ceremony and welcomed him on behalf of the Board.

STUDENT TRUSTEE: Thomas Seessel introduced Thomas van Arsdale as the Student Trustee Elect. He then presented the following resolution:

WHEREAS: New Jersey state law and the Bylaws of the Board of Trustees of Thomas A. Edison State College provide for student representation on the Board; and

WHEREAS: Said Bylaws specify criteria for the selection of student trustees; and

WHEREAS: The President of the College has certified that Thomas van Arsdale meets said criteria; and

WHEREAS: The President of the College does hereby nominate Thomas van Arsdale as a student trustee alternate in accordance with the procedures of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College does hereby elect Thomas van Arsdale as student trustee alternate effective September 8, 1989 for a term of one year, followed thereby as student trustee for a period of one year, which shall conclude at the June, 1991 meeting of the Board.

Fred Abbate moved and George Fricke seconded a motion to adopt the resolution. Motion carried (10-0). Swearing-in of Thomas van Arsdale was deferred until his arrival.

MINUTES:

The minutes of the June 9, 1989 Board of Trustees meeting were presented for approval. John Blossom moved and Christian Yegen seconded a motion to approve the minutes. Motion carried (10-0).

PRESIDENT'S REPORT:

Dr. Pruitt introduced Richard Hamilton, Vice President of the American Federation of Teacher's Union Local 4277, and welcomed him to the meeting.

With regard to the FY 1990 budget, Dr. Pruitt commented that the college budget was reduced from what had originally been recommended, but the cut is manageable.

Edison's budget cut was about $158,000. The College has a salary deficit projected at around $200,000 which will be accommodated by deferring some hiring appointments. He concluded that the budget is lean but should not adversely affect the College.

Continuing his report, Dr. Pruitt stated that as of July 1, 1989 the College implemented its own payroll system and that lengthy and detailed preparation made the transition very smooth.

The satellite dish has been installed and is working. Part of the project was funded by private contributions. The College anticipates extensive use of this facility for expanded educational program access and conferencing.

Dr. Pruitt announced that a Search Advisory Committee had been appointed to review applications for Vice President for Public Affairs. Gerri Collins, Executive Assistant to the President, chairs the committee which includes David Puddington, Director of Development; Idalie Munoz, Director of Communications and College Relations; Samone Jolly, Coordinator of Liberal Arts degrees; and Philip Sanders, Bursar. The committee screened 160 applications and has reduced the pool to 18 for further consideration. Resumes for this pool are available for Board Review.

In other announcements, he indicated that Guided Study enrollment is at 608 and that student revenues are above target.

With regard to space, he stated that the luncheon following the meeting is to honor three people who have contributed significantly to securing college facilities. Mayor Arthur Holland was instrumental in assuring Edison's move into the Kelsey Building in Trenton in 1979 and has been an ardent supporter of the College. Treasurer Feather O'Connor has been instrumental in securing the Kelsey Building extension and renovations financing. Jean Bogle, former Counsel to Governor Kean, was an advocate of the College in many forms and forums, and was especially supportive with a variety of initiatives taken with the Legislature and the Governor's Office that contributed to increased state support.

Although the $6 million extension and renovation project has been affected by the state budget crisis, the project is still being reviewed as part of the College's necessary expansion program.

Dr. Pruitt then asked Michael Scheiring to present a summary of FY 1989 financial results.

He reported that the budgeted nonappropriated revenue target for FY 1989 was $1,898,551. Receipts totaled $2,306,500, or 122%, with student revenues at 113%.

The Center for Corporate and Public Partnerships was budgeted at $60,000. It generated $31,200 in revenues and $22,800 in receivables.

Applications realized 110% of budget target; first year tuition realized 100% of target; subsequent year tuition realized 110%; TECEP examinations realized 122%; and Guided Study realized 209% of budget target.

Portfolio per credit fees generated only 45% of its target, but portfolio applications realized 100% of its target. Transcript evaluation fees were at 97% of target.

He concluded his remarks indicating that the College ended FY 1989 achieving excellent revenue results.

Dr. Pruitt interrupted his report for the installation of Thomas van Arsdale who was able to join the meeting.

Thomas Seessel administered the oath of office, and Thomas van Arsdale was duly sworn-in in accordance with state law.

Continuing his report, Dr. Pruitt asked Thomas Streckewald to summarize his report on student demographics and on Outcomes Assessment as illustrated in the Annual Report.

He indicated that males constitute 58.1% of the student body; 66.4% of all students are New Jersey residents; and 11.6% are Black or Hispanic. Current enrollment is 7,202.

The Outcomes Assessment project remains on schedule with the first phase of the Gallup survey completed. Results of the survey are illustrated in the Annual Report Appendix and will be the basis for analysis of student empowerment issues in FY 1990.

Dr. Pruitt added that interpretation of the survey data will help in preparing future publications to assist students in using the College and its services.

Patricia Danielson moved and Rita Novitt seconded a motion to accept the President's report. Motion carried (10-0).

FY 1989 EXTERNAL AUDIT:

Thomas Seessel presented the preliminary audit report for consideration. He explained that the Finance Committee of the Board will review the audit in October, and pending that review, the audit will then be shared with the Department of Higher Education and the Office of Management and Budget.

The following resolution was presented:

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: Various agencies of state government have expressed a need to receive a copy of the College's audit report prior to the next meeting of the Board of Trustees; 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; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College does hereby provisionally accept the College's external audit for the year ending June 30, 1989, contingent upon the review of said audit by the Finance Committee of the Board; and be it further

RESOLVED: That the Finance Committee of the Board shall be directed to report its findings and conclusions to the full Board at the next meeting of the Board of Trustees.

George Hanford moved and Rita Novitt seconded a motion to adopt the resolution.

Dr. Pruitt stated that the Department of Higher Education and the Office of Management Budget want the report by November 1 necessitating this intermediate action. The Finance Committee will review the report before November 1 and report back to the full Board in December.

He then introduced Wayne Frankenfield and Paul Merrill representing Peat, Marwick and Main, the external auditors. In response to a question regarding the term "full scope audit," Wayne Frankenfield indicated that it means that all books and records are open to the auditors.

Question was called on the motion. Motion carried (10-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for associate and baccalaureate degrees as of July 1, 1989. There were 15 candidates for the Associate in Arts; 10 candidates for the Associate in Science in Management; 12 candidates for the Associate in Science in Applied Science and Technology; 1 candidate for the Associate in Science in Public and Social Services; 1 candidate for the Associate in Applied Science in Radiologic Technology; 42 candidates for the Bachelor of Arts; 33 candidates for the Bachelor of Science; 15 candidates for the Bachelor of Science in Business Administration; and 1 candidate for the Bachelor of Science in Nursing, for a total of 130 candidates.

He then presented the candidates as of September 1, 1989. There were 14 candidates for the Associate in Arts; 7 candidates for the Associate in Science in Management; 9 candidates for the Associate in Science in Applied Science and Technology; 2 candidates for the Associate in Science in Public and Social Services; 1 candidate for the Associate in Applied Science in Radiologic Technology; 27 candidates for the Bachelor of Arts; 18 candidates for the Bachelor of Science; 18 candidates for the Bachelor of Science in Business Administration; and 1 candidate for the Bachelor of Science in Nursing, for a total of 97 candidates.

The following resolution was presented:

The Board of Trustees of Thomas A. Edison State College does hereby approve the awarding of the appropriate degrees to those July 1, 1989 and September 1, 1989 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 established by the Board of Trustees.

Patricia Danielson moved and George Hanford seconded a motion to adopt the resolution.

Dr. Pruitt commented that staff member Annie Bowser is one of the Bachelor of Science in Business Administration candidates to be approved.

The Board requested that a letter of congratulations be sent to Annie Bowser from the Board.

Thomas Seessel called the question. Motion carried (10-0),

He then presented the following resolution:

WHEREAS: Badi Foster has been invited to give the address at the seventeenth annual Commencement, and

WHEREAS: Dr. Foster has distinguished himself as a state leader, public servant, and supporter of higher education; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College upon the recommendation of the President does hereby award Badi Foster the degree of Doctor of Humane Letters, Honoris Causa; and be it further

RESOLVED: That said degree be conferred upon him during the proceedings of the Commencement ceremonies to be held on October 15, 1989.

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

Rita Novitt asked how the commencement speakers and honorees are selected. Dr. Pruitt responded that the College tries to select people who have a relationship to the College or to what the College represents, and not just someone who is prominent. He added that staff have approached news commentator Peter Jennings, but he cannot make it. However, he has referred the video "Opening Doors" to Diane Sawyer for a possible educational feature.

ACADEMIC COUNCIL APPOINTMENTS:

Thomas Seessel presented the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby appoint Ms. Mary Ann Johnson, Education Officer, McGuire Air Force Base; Dr. Frederic Goldstein, Chairman, Geosciences Department, Trenton State College; and Dr. Dominick A. Iorio, Dean, School of Liberal Arts and Science and Associate Professor of Philosophy, Rider College, to the College's Academic Council for a three-year term.

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

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

PERSONNEL ACTIONS:

Dr. Pruitt presented for approval the following appointment recommendations:

Rita Kolbert	-	Assistant to the Controller for Payroll
Lansing Davis	-	Interim Director of the Center for Corporate and Public Partnerships
Sonja Eveslage	-	Interim Vice President for Public Affairs
Linda Weisner	-	Marketing Assistant (hourly)
Lynda Ricci	-	Evaluator
Donna Watson	-	Evaluator
Rekha Sharma	-	Clerk Transcriber
Peggy Fisher	-	Assistant to the Director for Corporate Education
Thomas Donlon	-	Interim Director, Office of Test Development and Research
Cha Thompson	-	Senior Clerk Typist
Gloria Alford	-	Secretarial Assistant 3

Thomas Seessel presented the following resolution:

The Board of Trustees of Thomas A. 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.

Rita Novitt moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (10-0).

REPORT OF THE NOMINATING COMMITTEE:

Patricia Danielson, Chairman of the Nominating Committee, stated that in accordance with state law and the Board of Trustees Bylaws, the annual selection of Chair and Vice Chair must be by secret ballot. The Committee proposed the following slate of officers:

George Hanford, Chairman
Christian Yegen, Vice Chairman

As Secretary to the Board, Dr. Pruitt distributed the ballots, collected them upon completion, and reported that the slate of officers were elected unanimously.

As Chairman Elect, George Hanford presented an engraved gavel to Thomas Seessel and read the following resolution:

WHEREAS: Thomas Seessel was elected Vice Chairman of the Board of Trustees of Thomas A. Edison State College and assumed the Chair upon the departure of Chairman Patricia Danielson, and

WHEREAS: He was subsequently elected and served two terms as Chairman of the Board of Trustees, and

WHEREAS: His leadership contributed in significant ways to the advancement of Thomas A. Edison State College, and

WHEREAS: His term as Chairman of the Board of Trustees has concluded; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College does hereby express its gratitude and appreciation for his effective and vigorous leadership; and be it further

RESOLVED: That the Board wishes to express its delight at his continued service as a Trustee of Thomas A. Edison State College.

Patricia Danielson moved and Rita Novitt seconded a motion to adopt the resolution. Motion carried (10-0).

NEW BUSINESS:

Dr. Pruitt distributed the proposed long-range plan and stated that all three Board Committees would meet prior to the December Board meeting to review the 5-year plan. Pending that review, the plan will be adopted at the December meeting.

There being no further business, Christian Yegen moved and Patricia Danielson seconded a motion to adjourn. Motion carried (10-0).

Submitted by,

George A. Pruitt
Secretary to the Board

3/23/90
Date

Approved by,

Thomas Seessel
Chairman of the Board

3/15/90
Date