

MINUTES
BOARD OF TRUSTEES
THOMAS EDISON STATE COLLEGE

June 5, 1998

MEMBERS PRESENT: Richard Arndt, Chairman; Fred Abbate; Nicholas Carnevale; Christopher Daggett; George Fricke; Carole Nerlino; George A. Pruitt, President.

MEMBERS ABSENT: Ida Hammond; E. Harvey Myers; Thomas O'Neill; Cordell Trotman, student; Heidi Troy, student.

ALSO PRESENT: Jerry Ice, Vice President and Provost; Michael Scheiring, Vice President and Treasurer; John Thurber, Vice President for Public Affairs; Penelope Stohn Brouwer, Executive Assistant to the President; Jack Livingstone, State Librarian; Donald Trucksess, Union Representative.

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

MINUTES:

The minutes of the March 13, 1998 meeting were presented for approval. Fred Abbate moved and Carole Nerlino seconded a motion to adopt the minutes. Motion carried (6-0).

PRESIDENT'S REPORT:

Adding to his written report, Dr. Pruitt commented on the budget process, stating that the numbers are not problematic, but concerns are grounded in three policy areas: the salary program; fringe benefits; and, the performance assessment process. He stated that the College is confident that the legislative leadership is trying to improve the situation with the incentive program. He said that the nature of the incentive program is problematic, not the assessment issue itself. He said that the College will be going forward with developing measures based on our own criteria, and will then bring them to the Board. He then stated that principles are important and that we will lay out measures that will describe our way of participating. He further stated that most of the senior publics are coming to the same conclusion.

Dr. Pruitt then commented on the College's intent to increase managerial salaries by 5%, stating that the negotiated contracts call for a 4% compounded increase which brings the figure closer to 5%.

Regarding the financial aid issue raised by the United States Department of Education, Dr. Pruitt said that he is confident that the College will be successful in making its case. He noted that Congress is working on changes to the reauthorization act that, if passed, will be advantageous to our position regarding distance learning. Dr. Pruitt said that he will be having informal conversations in Washington on this issue.

Commenting on State Library issues, Dr. Pruitt stated that the state budget discussions are going well; we are working on an increase in per capita aid, and there has been some progress in improvements and renovations to the library building. He stated his optimism that it will be a good year for the Library. He further noted Summit Bank's contribution to the Camden Library renovation, and thanked the Bank and Jack Livingstone for their good work in this endeavor.

Dr. Pruitt then remarked on the College's new student/financial system software recently purchased from Datatel. He gave an overview of the work the College has done to get to this point, and noted the corollary benefits of the needs assessment stage in building interrelationships among and between offices. He then introduced Farouk Hassieb, who is engaged in an aggressive schedule to implement the financial modules of the new system. The College's Director of Management Information Systems, Drew Hopkins, and Neal Bond then made a presentation on the elements of and timetable for the conversion to the Datatel system.

REPORT OF THE ADMINISTRATION & FINANCE COMMITTEE:

George Fricke gave an overview of the May 20, 1998 Committee meeting, noting the budget situation, the third quarter financial results, fee increase, revised recruitment procedures, and federal financial aid. He reported that no one attended the public hearing. Michael Scheiring noted the sale of the ECN building and the EFA loan covered in the President's Report. Further, Fred Abbate asked a generic question regarding College policy giving preference to New Jersey firms in bid waivers. Dr. Pruitt responded that this was neither the policy nor the direction.

Commenting on the Charter Schools initiative, John Thurber noted that next week the Institute for School Innovation would be revealing the results on their Teacher's College study, which will be far more detailed. Christopher Daggett emphasized that this needs to be done in a coordinated way, and John Thurber assured the Board that this is the case. Fred Abbate asked if any of this approach addresses the political issue of charter schools taking money away from traditional public schools. John Thurber responded that the focus of the College's effort is the students. Dr. Pruitt stated that the College needs to be able to defend the research and to do objective work.

Richard Arndt remarked on the number of bid waivers considered by the Board, and raised the question about whether we should reconsider the bid waiver level threshold. Dr. Pruitt responded that we might want a different threshold and that we consider a modified reporting format to the Board. Dr. Pruitt said that this issue would be considered at the next Administration & Finance Committee meeting.

George Fricke then presented the following resolutions:

Fee Increase

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 and Finance Committee of the Board of Trustees held a public hearing at the American Cancer Society North Brunswick, New Jersey on May 20, 1998 and considered testimony presented; and

WHEREAS: The Administration and Finance Committee of the Board of Trustees has recommended the approval of the proposed fee changes to be effective July, 1 1998 as indicated on the schedule provided; and

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

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby approve the proposed schedule of fees as recommended and incorporated herein as referenced, effective July 1, 1998.

Fred Abbate moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (6-0).

Revised Recruitment Procedures

WHEREAS: The College has proposed recruitment procedures for unclassified professional staff and managerial positions and classified staff positions; and

WHEREAS: The procedures have been reviewed by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon recommendation of the President and concurrence by the Administration and Finance Committee does hereby authorize the approval of the Recruitment Procedures for Unclassified Professional Staff and Managerial Positions and Classified Staff Positions

Nicholas Carnevale moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (6-0).

Bid Waivers. George Fricke presented the following bid waiver resolutions:

Extended Banking Services

WHEREAS: The “State College Contracts Law” Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS Section 5A of the additional article to Chapter 64 of 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 for professional consulting services; and

WHEREAS: The purchasing policies of Thomas Edison State College approved by the Board of Trustees on October 19, 1986 provide for granting categorical prior approval and post reporting to the Board of all purchases; and

WHEREAS: The College went through a formal request for bank services which was approved by the Board of Trustees on March 13, 1992; and

WHEREAS: Extensions of this contract were approved by the Board on June 10, 1994, and September 13, 1996; and

WHEREAS: The current contract with CoreStates New Jersey National Bank (First Union) concludes on June 30, 1998; and

WHEREAS: The College is requesting authorization to contract for banking services at a cost which exceeds the bidding threshold of \$12,300 for the College and its affiliate, the New Jersey State Library; and

WHEREAS: The College has determined that CoreStates New Jersey National Bank continues to meet the specifications for such services; and

WHEREAS: The cost for such services is estimated to be \$95,000; and

WHEREAS: The recommendation has been reviewed by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver which will enable the College to extend the contract for banking services for the College and the New Jersey State Library, for a period of two years ending June 30, 2000 at a cost not to exceed \$95,000.

Carole Nerlino moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (6-0).

Magazine Advertising

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for news magazine advertising; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to purchase news magazine advertising through Media Networks, Inc., which will cost over \$12,300; and

WHEREAS: The estimated advertising cost is approximately \$15,000; and

WHEREAS: The College will be going to a sole source vendor; and

WHEREAS: The request for bid waiver has been reviewed by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase news magazine advertising at a cost not to exceed \$15,000, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Fred Abbate moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (6-0).

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for marketing assessments; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to purchase marketing assessment services this year, which will cost over \$12,300; and

WHEREAS: The estimated cost will be approximately \$25,000; and

WHEREAS: The College will not be going to a sole source, but will seek proposals from a list of qualified consultants; and

WHEREAS: The request for bid waiver has been approved by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase marketing assessment services at a cost not to exceed \$25,000, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Carole Nerlino moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (6-0).

Print Test Description and DANTES Books

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for the printing of the Test Description and DANTES Books; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to print Test Description and DANTES Books in August 1998, which will cost over \$12,300; and

WHEREAS: The estimated printing cost is approximately \$14,500; and

WHEREAS: The College will not be going to a sole source vendor, but will seek proposals from a list of printers; and

WHEREAS: The request for bid waiver has been reviewed by the Administration and Finance Committee of the Board; now, therefore be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase Test Description and DANTES Books at a cost not to exceed \$14,500, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Nicholas Carnevale moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (6-0).

Produce CD-ROM

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for marketing assessments; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to purchase CD-ROM services in FY 1999, which will cost over \$12,300; and

WHEREAS: The estimated cost will be approximately \$50,000; and

WHEREAS: The College will not be going to a sole source vendor, but will seek proposals from a list of vendors; and

WHEREAS: The requested bid waiver has been reviewed by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase CD-ROM services at a cost not to exceed \$50,000, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Fred Abbate moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (6-0).

Print MSM and Guided Study Course Manuals

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for the printing of the MSM and the Guided Study Course Manuals; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to print the MSM and the Guided Study Course Manuals in June 1998, which will cost over \$12,300; and

WHEREAS: The printing cost is estimated at \$65,000; and

WHEREAS: The College will not be going to a sole source vendor, but will seek proposals from a list of printers; and

WHEREAS: The request for bid waiver has been reviewed by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to print the MSM and the Guided Study Course Manuals at a cost not to exceed \$65,000, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Fred Abbate moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (6-0).

Reprint Prospectus

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for the reprinting of the Prospectus; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to reprint the Prospectus in August 1998, which will cost over \$12,300; and

WHEREAS: The estimated printing cost is approximately \$29,580; and

WHEREAS: The College will not be going to a sole source, but will seek proposals from a list of printers; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to reprint the Prospectus, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Carole Nerlino moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (6-0).

Integrated Library System

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers, and

WHEREAS: Section 5a of the additional article to Chapter 64 of Title 18A of the New Jersey Statutes states that the College may forego the bidding procedures by resolution of the Board of Trustees of the College and sole source a service, and

WHEREAS: The affiliation of the New Jersey State Library with the College effective July 1, 1996 places the State Library under the purchasing policies of the college; and

WHEREAS: The State Library annually purchases hardware and software maintenance services from Ameritech Library Services, the proprietary software vendor for the State Library's Integrated Library System, and

WHEREAS: The projected cost for these services for Fiscal Year 1999 is \$55,000; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a waiver of bidding for the State Library to purchase hardware and software maintenance for the library's Integrated Library System from Ameritech Library Services as a sole source vendor at an estimated cost of \$55,000 for Fiscal Year 1999, and that any purchase pursuant to this authority will be reported to the Board of Trustees in public session at its next scheduled meeting.

Fred Abbate moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (6-0).

Database Management Services for State Library

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers, and

WHEREAS: Section 5a of the additional article to Chapter 64 of Title 18A of the New Jersey Statutes states that the College may forego the bidding procedures by resolution of the Board of Trustees of the College and sole source a service, and

WHEREAS: The affiliation of the New Jersey State Library with the College effective July 1, 1996 places the State Library under the purchasing policies of the college; and

WHEREAS: The State Library annually purchases data base management services to support cataloging and interlibrary loan programs from Palinet, a sole source vendor providing highly specialized library services; and

WHEREAS: The anticipated cost of these data base management services for Fiscal Year 1999 is \$220,000, now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a waiver of bidding for the State Library to purchase data base management services from Palinet as a sole source vendor in the amount of \$220,000 for Fiscal Year 1999, and that any purchase pursuant to this authority will be reported to the Board of Trustees in public session at its next scheduled meeting.

Carole Nerlino moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (6-0).

Conduct Study of Charter Schools

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for the purchase of consulting services; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to purchase consulting services to conduct a charter school study which will cost over \$12,300; and

WHEREAS: The estimated cost is approximately \$35,000; and

WHEREAS: The College will not be going to a sole source, but will seek proposals from a list of vendors; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to purchase consulting services for a charter school study at a cost not to exceed \$35,000, and that any expenditure pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Carole Nerlino moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (6-0).

Health Consulting Services

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; 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 postreporting to the Board of such purchases; and

WHEREAS: The Board of Trustees of Thomas Edison State College has the authority to enter into contracts and agreements for the purchase of services; and

WHEREAS: The College is planning to enter into a contract on behalf of the Department of Health and Senior Services for a data intermediary vendor at an estimated cost not to exceed \$4.1 million; and

WHEREAS: The College provided specifications, publicly advertised the data intermediary RFP, and then distributed approximately 90 RFP's to leading healthcare vendors; and

WHEREAS: The College is currently reviewing vendor proposals with the Department of Health and Senior Services from four finalist firms; and

WHEREAS: The process for selecting the final vendor has been reviewed by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: The Board of Trustees of Thomas Edison State College does hereby authorize the College to enter into a contract on behalf of the Department for the purchase of data intermediary design and implementation services at a cost not to exceed \$4.1 million, and that any purchase pursuant to this authority will be reported to the Board of Trustees at its next scheduled meeting.

Fred Abbate moved and Christopher Daggett seconded a motion to adopt the resolution. Motion carried (6-0).

Duplication of Video Tapes for Guided Study Courses

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$12,300 must be publicly advertised for sealed bids in the local newspapers; and

WHEREAS: Section 5a of the additional article to Chapter 64 of 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 for marketing assessments; 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 postreporting to the Board of such purchases; and

WHEREAS: The College is planning to purchase duplicated video tapes for Guided Study Courses in June 1998, which will cost over \$12,300; and

WHEREAS: The estimated duplication cost is approximately \$40,000; and

WHEREAS: The College will not be going to a sole source vendor, but will seek proposals from a list of vendors; and

WHEREAS: The recommendation has been reviewed by the Administration and Finance Committee of the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby authorize a bid waiver for the College to outsource the duplication of video tapes for Guided Study Courses at a cost not to exceed \$40,000, and that any purchase pursuant to this authority is reported to the Board of Trustees in public session at its next scheduled meeting.

Carole Nerlino moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (6-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of March 15, 1998 and May 15, 1998 as follows: 19 candidates for the Associate in Arts; 7 candidates for the Associate in Science in Management; 2 candidates for the Associate in Science in Public & Social Services; 21 candidates for the Associate in Science in Applied Science and Technology; 1 candidate for the Associate in Applied Science in Radiologic Technology; 160 candidates for the Bachelor of Arts; 16 candidates for the Bachelor of Science in Human Services; 69 candidates for the Bachelor of Science in Applied Science and Technology; 41 candidates for the Bachelor of Science in Business Administration; 11 candidates for the Bachelor of Science in Nursing, and 9 candidates for the Master of Science in Management; for a total of 356 candidates.

Richard Arndt presented the following resolution to approve the candidates as indicated:

The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those March 15, 1998, and May 15, 1998 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.

Christopher Daggett moved and George Fricke seconded a motion to adopt the resolution. Motion carried (6-0).

CONTRACT RENEWALS:

Richard Arndt presented the recommendations for contract renewals as follows:

PRESIDENT'S OFFICE

CONTRACT RECOMMENDATIONS

Penelope Brouwer, Executive Assistant to the President and Director of Institutional Planning	1 year 1998 - 1999
Ann Marie Senior, Director of Institutional Research and Outcomes Assessment	1 year 1998 - 1999

DIVISION OF ACADEMIC AFFAIRS

CONTRACT RECOMMENDATIONS

Dolores Brown Hall, Associate Dean/ Director Nursing Program	1 year 1998 - 1999
Debra Dagavarian Bonar, Deputy Vice Provost	1 year 1998 - 1999
Gregory Dye, Registrar	1 year 1998 - 1999
Sonja Eveslage, Assistant Vice President for Program Development	1 year 1998 - 1999
Susan Friedman, Associate Dean, Applied Science	1 year 1998 - 1999
Charlene Glascock, Director of Instructional Services	1 year 1998 - 1999
Jerry Ice, Vice President and Provost	1 year 1998 - 1999
Evette Jackson, Office Manager, DIAL	1 year 1998 - 1999
Samone Jolly, Associate Dean for Liberal Arts	1 year 1998 - 1999
Jules Kahn, Director of Financial Aid	1 year 1998 - 1999
Judith Krom, Associate Dean for Human Services	1 year 1998 - 1999
James Lehman, Director of Test Development and Research	1 year 1998 - 1999
Devorah Namm, Assistant Vice President of Learner Services	1 year 1998 - 1999
Esther Paist, Director of Distance Education	1 year 1998 - 1999
James Ratigan, Director of Corporate	1 year 1998 - 1999

Higher Education Programs	
William Seaton, Associate Vice President for Distance & Independent Adult Learning	1 year 1998 - 1999
Patricia Sparks, Vice Provost and Academic Dean	1 year 1998 - 1999
Ronald Sukovich, Associate Dean for Business Administration	1 year 1998 - 1999
Esther Taitsman, Associate Dean/Director of MSM	1 year 1998 - 1999

<u>DIVISION OF ADMIN. & FINANCE</u>	<u>CONTRACT RECOMMENDATIONS</u>
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Carron Albert, Associate Vice President for Human Resources	1 year 1998 - 1999
Anna Benitz, Assistant Controller	1 year 1998 - 1999
James Brossoie, Assistant Director of Management Information Systems	1 year 1998 - 1999
Gloria Dienes, Assistant Director of Human Resources	1 year 1998 - 1999
Edward George, Director of Shipping and Receiving	1 year 1998 - 1999
Frank Haggerty, Director of Administrative Services	1 year 1998 - 1999
Farouk Hassieb, Controller	1 year 1998 - 1999
Drew Hopkins, Director of Management Information Systems and Educational Technology	1 year 1998 - 1999
Philip Sanders, Administrator, Student Fees and Revenues	1 year 1998 - 1999
Michael Scheiring, Vice President and Treasurer	1 year 1998 - 1999
Christopher Stringer, Assistant Controller	1 year 1998 - 1999
Mark Williams, Director of Budget and Analysis	1 year 1998 - 1999
Vincent Zicoello, Assistant Director for Administrative Computing	1 year 1998 - 1999

<u>DIVISION OF PUBLIC AFFAIRS</u>	<u>CONTRACT RECOMMENDATIONS</u>
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Janet Eickhoff, Director of Alumni Affairs	1 year 1998 - 1999
Mark Gordon, Director of Special Studies	1 year 1998 - 1999
Judith Hain, Executive Fellow	1 year 1998 - 1999
Linda Holt, Associate Vice President for College Relations	1 year 1998 - 1999
Elizabeth Johnson, Senior Fellow	1 year 1998 - 1999
Nina Malone, Assistant Director of Communications and College Relations for Publications	1 year 1998 - 1999
Maureen McGuire, Director of College Development	1 year 1998 - 1999
John Thurber, Vice President for Public Affairs	1 year 1998 - 1999
Janice Toliver, Marketing Relationship Manager	1 year 1998 - 1999
William Watson, Executive Director, The John S. Watson Institute for Public Policy	1 year 1998 - 1999

Fred Abbate moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (6-0).

PERSONNEL ACTIONS:

Richard Arndt presented the following resolution:

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

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

Christopher Daggett moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (6-0).

FY 1998 MEETING DATES:

Richard Arndt presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve the following meeting dates for FY 1998:

**September 11, 1998 - 10:00 a.m.
December 11, 1998 - 10:00 a.m.
March 19, 1999 - 10:00 a.m.
June 11, 1999 - 2:00 p.m.**

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

Christopher Daggett moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (6-0).

APPOINTMENT OF NOMINATING COMMITTEE:

Richard Arndt appointed the Nominating Committee as follows:

Fred Abbate, Chair
Harvey Myers
Carole Nerlino

NEW BUSINESS:

Dr. Pruitt presented the following resolution for Student Trustee, Cordell Trotman upon the expiration of her term of service on the Board.

The Board of Trustees, President, and staff of Thomas Edison State College wish to heartily thank Ms. Cordell Trotman for her dedicated service as Trustee and for her specific and special interest in the growth and development of Thomas Edison State College.

We applaud Ms. Trotman's accomplishments and commend her continued interest in the College, and we look forward to a continuing relationship with her.

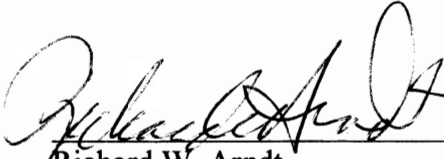
Carole Nerlino moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (6-0).

There being no further business, Fred Abbate moved and Nicholas Carnevale seconded a motion to adopt the resolution. Motion carried (6-0).

Submitted by,

Approved by,


George A. Pruitt
Secretary to the Board


Richard W. Arndt
Chairman