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MINUTES

BOARD OF TRUSTEES MEETING

THOMAS EDISON STATE COLLEGE

June 5, 2009

MEMBERS PRESENT: Marilyn Pearson, Chair; J. Stanley Justice, Vice Chair; Fred Abbate; Richard Arndt; Nicholas Carnevale; George Fricke; Ida Hammond; Eric Lear; E. Harvey Myers; George A. Pruitt; Ritamarie Giosa, Student; and Barbara Hare, Student

MEMBERS ABSENT: None

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; Norma Blake, New Jersey State Librarian; Esther H. Paist, Executive Assistant to the President; Robin A. Walton; and Linda M. Vasbinder

Ms. Hammond, Immediate-Past Chairperson, officially called the meeting to order at 2:15 p.m. in the temporary absence of Ms. Pearson; Vice Chairperson Reverend Justice assumed chairmanship after his arrival and in Ms. Pearson's temporary absence.

SWEARING IN OF TRUSTEE

E. Harvey Myers was duly sworn in as Trustee, to succeed himself for another term, having read and signed the swearing-in document. He expressed his pleasure at serving another term as a member of the Board of Trustees.

CONSIDERATION OF MINUTES

The Minutes of the March 6, 2009, meeting were presented by Ms. Hammond for approval and adoption.

Mr. Carnevale made, and Dr. Abbate seconded, a motion to adopt the Minutes. The motion carried unanimously.

PRESIDENT'S REPORT

Dr. Pruitt explained the current situation with the state budget, the federal stimulus, and other issues affecting funding for higher education. He pointed out that even with the stimulus money there will still be a budget deficit in the State of New Jersey. As a result, the College will need to adjust its operating assumptions for the strategic plan: namely, instead of assuming flat funding from the state, we will need to assume continued reductions in funding and plan to insulate ourselves from the budget crisis as much as possible.

On the other hand, as a result of rules governing the disbursement of money from the federal stimulus package, and despite the waiver New Jersey has gotten for using part of this money to fund TAG, the most recent operating budget cuts to higher education may be restored. In other budget-related developments, Dr. Pruitt reported that the Governor has re-negotiated the contract with the CWA to defer salary increases and impose ten furlough days on their employees. Discussion ensued regarding the impact of this on all College employees, including those who are managers and those who are represented by the AFT. Response and decisions on this matter are forthcoming.

Dr. Pruitt also discussed the problems with the State Library, which, unlike the College, relies only on appropriations. The cuts there have amounted to about \$4 million so far. This is a 14-percent reduction and will cause real change in the ways the Library functions. In response to a question, Norma Blake explained that there will be increasing reliance on federal appropriations.

Dr. Pruitt also explained that despite all of the difficulty, we will end the fiscal year on a very positive note, having been able to maintain a financial surplus. In reporting other good news, he said that the College's School of Nursing has now been accredited by the CCNE, and we are very proud that the site visit team made no recommendations for change. We have also had a TEAC review and self study for our Educational Leadership master's degree program. We do not yet have the results, but the visit was very favorable and we are optimistic. Ours is the first non-classroom-based program TEAC has ever reviewed. He also mentioned Robin Walton's good work in positioning the College so well for getting support from the New Jersey Congressional delegation in Washington. Finally, he pointed out that the College's enrollment continues to grow, and we may soon become the second-largest college in New Jersey.

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE

Mr. Fricke reported on the meeting of the Administration and Finance Committee. The committee was pleased with the third-quarter results, which showed increases in revenues across the board, with much smaller increases in expenditures. He also described the Committee's deliberations on tuition increases, and the resultant three-percent tuition increase recommendation. The Committee also discussed the various bid waiver requests and the bid waiver request for banking services, as well as the SCI investigation. Dr. Pruitt elaborated on this, saying that it is one of five audits or reviews made of the College this year. Nothing has been found in any of these audits, but they have taken time. In the Department of Labor audit, there were questions about our

relationship with our mentors: in a preliminary finding, it has been suggested that we should be paying the unemployment insurance for our mentors. We do not yet know how this will come out and what effect it will have on mentors' being seen as employees rather than consultants.

CONSIDERATION OF BID WAIVERS

Mr. Fricke briefly explained the nature of the items to be funded through bid waivers. Our total advertising budget is \$1.3 million, as John Thurber explained in response to a question from a Trustee. Mr. Fricke asked Ms. Blake to elaborate on the bid waivers related to the Library. All of these involve meeting recurring expenses, for example, for database subscriptions. A Trustee asked about the online tutoring bid waiver. Mr. Seaton responded that online tutoring services are related to writing and computation and are available to all enrolled students.

Mr. Fricke 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 \$28,300 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:

- purchase online tutoring services for students for a one-year period at a cost of approximately \$60,000;
- acquire database project management services to assist the College with a successful conversion and implementation of its new alumni and donor database, at an approximate cost of \$60,000;
- use the services of Princeton Partners, Inc., for the College's advertising, at an approximate cost of \$300,000;
- use the services of TMP Directional Marketing for Search Engine Marketing, at an approximate cost of \$200,000;
- engage the services of Caxy Consulting, Inc., to redesign its online application and enrollment forms, at an approximate cost of \$75,000;

- engage a vendor to provide a virtual Web-based catalog system allowing the State Library to offer the statewide interlibrary JerseyCat loan service, at a cost of approximately \$500,000;
- use Syrsi/Dynix to provide hardware and software maintenance for the State Library's Integrated On-line Library System, at a cost of approximately \$30,000;
- use Palinet for cataloging materials purchased for the State Library's collection, at an approximate cost of \$151,000;
- purchase statewide database licenses to provide reference databases and full-text scholarly online journals, to provide a Web-based, full-text newspaper database, and to provide the first full-text Spanish electronic database, Informe!, at an approximate cost of \$1,600,000;
- purchase adaptive equipment for visually impaired clients served by the Library for the Blind, at an approximate cost of \$35,000;
- maintain and support the centralized JerseyConnect statewide technology system at an approximate cost of \$650,000;
- support the State Library's Knowledge Initiative at an approximate cost of \$1,149,000;
- continue the Consortium of User Libraries software maintenance for the LBH at an approximate cost of \$35,000; and
- conduct a study of how library services are delivered across New Jersey, at an approximate cost of \$50,000

in accord 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: purchase online tutoring services for students for a one-year period at a cost of approximately \$60,000; acquire database project management services to assist the College with a successful conversion and implementation of its new alumni and donor database, at an approximate cost of \$60,000; use the services of Princeton Partners, Inc., for the College's advertising, at an approximate cost of \$300,000; use the services of TMP Directional Marketing for Search Engine Marketing, at an approximate cost of \$200,000; engage the services of Caxy Consulting, Inc., to redesign its online application and enrollment forms, at an approximate cost of \$75,000; engage a vendor to provide a virtual Web-based catalog system allowing the State Library to offer the statewide interlibrary JerseyCat loan service, at a cost of approximately \$500,000; use Syrsi/Dynix to provide hardware and software maintenance for the State Library's Integrated On-line Library System, at a cost of approximately \$30,000; use Palinet for cataloging materials purchased for the State Library's collection, at an approximate cost of \$151,000; purchase statewide database licenses to provide reference databases and

full-text scholarly online journals, to provide a Web-based, full-text newspaper database, and to provide the first full-text Spanish electronic database, Informe!, at an approximate cost of \$1,600,000; purchase adaptive equipment for visually impaired clients served by the Library for the Blind, at an approximate cost of \$35,000; maintain and support the centralized JerseyConnect statewide technology system at an approximate cost of \$650,000; support the State Library's Knowledge Initiative at an approximate cost of \$1,149,000; continue the Consortium of User Libraries software maintenance for the LBH at an approximate cost of \$35,000; conduct a study of how library services are delivered across New Jersey, at an approximate cost of \$50,000.

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

CONSIDERATION OF BID WAIVER FOR BANKING SERVICES

Mr. Scheiring explained that the service under consideration will, we hope, provide us with an optimal rate of return, though the returns will not be large, given the current state of the economy.

Mr. Fricke 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 \$28,300 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; 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: Bank of America has prepared the banking services contracts for the years 2004-2008 and has provided the College and its affiliate, the New Jersey State Library, with quality services; and

WHEREAS: Bank of America services will be provided at the same lower service cost for FY 2009 through FY 2011 over the life of the contract; and

WHEREAS: The College has determined that Bank of America continues to meet the specifications for such services; 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 to Bank of America for the College and its affiliate, the New Jersey State Library, for a period of three years.

Mr. Fricke made, and Mr. Arndt seconded, the motion to adopt the resolution. The motion carried unanimously.

CONSIDERATION OF TUITION AND FEE INCREASE

Mr. Fricke presented the following resolution:

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 Thomas Edison State College on May 19, 2009, and considered testimony presented; and

WHEREAS: The Administration and Finance Committee of the Board of Trustees has recommended the approval of 3-percent-on-average tuition and fee increase to be effective July 1, 2009; 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 3-percent-on-average tuition and fee increase as recommended, effective July 1, 2009.

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

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE

Mr. Seaton pointed out that the number of graduates continues to grow: six percent more this year than last year. The relatively new bachelor's degree in applied science has been especially popular. He pointed out that one of our graduates has been recently ordained as a priest, a first among Thomas Edison State College alumni.

CONSIDERATION OF CANDIDATES FOR DEGREE

Dr. Abbate presented on the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those June 5, 2009, 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.

Dr. Abbate made, and Mr. Arndt seconded, the motion to adopt the resolution. The motion carried unanimously.

CONSIDERATION OF HONORARY DEGREE RECIPIENT, HAROLD T. SHAPIRO, PH.D

Dr. Pruitt described Dr. Shapiro's background, including his presidencies of the University of Michigan and Princeton University, and also his chairmanship of the Board of Trustees of DeVry Institute. He said that the latter engagement affirms Dr. Shapiro's ongoing interest in higher education for adults.

Dr. Abbate presented the following resolution:

WHEREAS: Harold T. Shapiro, President Emeritus of Princeton University, and President Emeritus of the University of Michigan, is an untiring practitioner in and advocate for higher education; and

WHEREAS: He is a distinguished elected member of the Institute of Medicine of the National Academy of Sciences, the American Philosophical Society, the American Academy of Arts and Sciences, and the College of Physicians of Philadelphia; and

WHEREAS: He has served with distinction on boards of directors, including those of the Alfred P. Sloan Foundation, the University of Medicine and Dentistry of New Jersey, the Robert Wood Johnson Medical School, and DeVry Institute; and

WHEREAS: He is an internationally respected scholar in the fields of Economics, Econometrics, and Public Policy; and

WHEREAS: His work has resulted in significant and tangible benefits to higher education and to his community; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College, upon the recommendation of the President, does hereby award Harold T. Shapiro 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 October 10, 2009.

Dr. Abbate made, and Mr. Carnevale seconded, the motion to adopt the resolution. The motion carried unanimously.

CONSIDERATION OF CERTIFICATE IN ORGANIZATIONAL LEADERSHIP PROGRAM

Dr. Abbate explained that certificate programs often act as feeder programs for students who eventually enroll in a college degree program. Or they may be sought by those who are looking for a stand-alone qualification to improve their positions in the work place.

Dr. Abbate presented on the following resolution:

WHEREAS: The Board of Trustees of Thomas Edison State College has the authority and the responsibility to determine the educational curricula and academic policies of the College; and

WHEREAS: The Academic Council reviewed and recommended for approval the Certificate in Organizational Leadership program as presented; and

WHEREAS: The Academic Affairs Committee of the Board of Trustees has reviewed and concurred with the recommendation as presented; and

WHEREAS: The President of the College recommends the proposal as presented; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby approve the Certificate in Organizational Leadership program as presented and incorporated herein by reference.

Dr. Abbate made, and Mr. Fricke seconded, the motion to adopt the resolution. The motion carried unanimously.

CONSIDERATION OF POST-MASTER'S NURSE EDUCATOR CERTIFICATE

Dr. Abbate presented the following resolution:

WHEREAS: The Board of Trustees of Thomas Edison State College has the authority and the responsibility to determine the educational curricula and academic policies of the College; and

WHEREAS: The Academic Council reviewed and recommended for approval the Post-Master's Nurse Educator Certificate program as presented; and

WHEREAS: The Academic Affairs Committee of the Board of Trustees has reviewed and concurred with the recommendation as presented; and

WHEREAS: The President of the College recommends the proposal as presented; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby approve the Post-Master's Nurse Educator Certificate program as presented and incorporated herein by reference.

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

CONSIDERATION OF POST-BACCALAUREATE CERTIFICATE IN NURSING INFORMATICS

Dr. Abbate presented the following resolution:

WHEREAS: The Board of Trustees of Thomas Edison State College has the authority and the responsibility to determine the educational curricula and academic policies of the College; and

WHEREAS: The Academic Council reviewed and recommended for approval the Post-Baccalaureate Certificate in Nursing Informatics program as presented; and

WHEREAS: The Academic Affairs Committee of the Board of Trustees has reviewed and concurred with the recommendation as presented; and

WHEREAS: The President of the College recommends the proposal as presented; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby approve the Post-Baccalaureate Certificate in Nursing Informatics program as presented and incorporated herein by reference.

Dr. Abbate made, and Mr. Myers seconded, the motion to adopt the resolution. The motion carried unanimously.

CONSIDERATION OF POST-BACCALAUREATE CERTIFICATE IN NURSING ADMINISTRATION

Dr. Abbate presented the following resolution:

WHEREAS: The Board of Trustees of Thomas Edison State College has the authority and the responsibility to determine the educational curricula and academic policies of the College; and

WHEREAS: The Academic Council reviewed and recommended for approval the Post Baccalaureate Certificate in Nursing Administration program as presented; and

WHEREAS: The Academic Affairs Committee of the Board of Trustees has reviewed and concurred with the recommendation as presented; and

WHEREAS: The President of the College recommends the proposal as presented; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby approve the Post-Baccalaureate Certificate in Nursing Administration program as presented and incorporated herein by reference.

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

CONSIDERATION OF CONTRACT RENEWALS

Dr. Pruitt presented a resolution for contract renewals as follows:

The Board of Trustees of Thomas Edison State College does hereby approve the contract recommendation 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.

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

CONSIDERATION OF PERSONNEL ACTIONS

Dr. Pruitt 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.

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

NEW BUSINESS

CONSIDERATION OF RECOGNITION OF LIFETIME AWARD RECIPIENT, MORRIS T. KEETON

Dr. Abbate presented the following resolution:

WHEREAS: Dr. Morris T. Keeton has been a pioneering advocate for higher-education opportunities for adults; and

WHEREAS: He has demonstrated rare and special leadership and devotion to the growth and development of the concept and practice of the assessment of experiential learning; and

WHEREAS: Through his exemplary leadership, he has set the highest standards for practicing the assessment of adult learners; and

WHEREAS: Dr. Keeton is deserving of extraordinary and distinctive honors; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby recognize the awarding of the Lifetime Achievement Award to Morris T. Keeton; and be it further

RESOLVED: That this award be conferred upon him during the proceedings of the National Institute for the Assessment of Adult Learning to be held June 10-12, 2009.

Dr. Abbate made, and Ms. Hammond seconded, a motion to adopt this resolution. The motion was carried unanimously.

In discussion, Dr. Pruitt pointed out that Morris Keeton is the "father of modern higher education for adults." He is a well respected scholar in this field and has had a longstanding relationship with Thomas Edison State College.

CONSIDERATION OF FY 2010 MEETING DATES

Ms. Pearson presented on the following resolution:

The Board of Trustees at Thomas Edison State College does hereby approve the following meeting dates for FY 2010:

September 11, 2009	- 10:00 a.m.
December 11, 2009	- 10:00 a.m.
March 5, 2010	- 10:00 a.m.
June 4, 2010	- 2:00 p.m.

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

APPOINTMENT OF NOMINATING COMMITTEE

Ms. Hammond, Mr. Arndt, and Dr. Abbate were appointed to serve on the Nominating Committee.

CONSIDERATION OF RESOLUTION TO THANK STUDENT TRUSTEE

Dr. Pruitt expressed heartfelt thanks to Ms. Ritamarie Giosa for her contributions and dedication during her service as a student trustee.

Ms. Pearson then presented the following resolution:

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

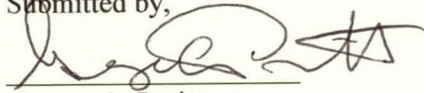
We applaud Ms. Giosa's accomplishments and commend her continued interest in the College, and we look forward to a continuing relationship with her.

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

ADJOURNMENT

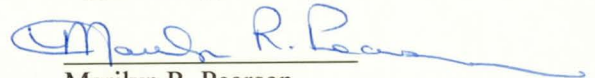
There being no further business, Mr. Carnevale made, and Dr. Abbate seconded, a motion to adjourn. The motion carried unanimously.

Submitted by,



George A. Pruitt
Secretary of the Board

Approved by,



Marilyn R. Pearson
Chairperson