

MINUTES

BOARD OF TRUSTEES

THOMAS EDISON STATE COLLEGE

June 9, 2000

MEMBERS PRESENT

Fred Abbate (by phone); George Fricke; Tina Greco, Student; Ida Hammond; Carole Nerlino-Cerepak; Thomas O'Neill; George A. Pruitt, President.

MEMBERS ABSENT

Richard Arndt; Nicholas Carnevale; Christopher Daggett; Lynn Mathews; E. Harvey Myers.

ALSO PRESENT

Jerry Ice, Vice President and Provost; John Thurber, Vice President for Public Affairs; Michael Scheiring, Vice President and Treasurer; Esther Paist, Executive Assistant to the President; Jack Livingstone, New Jersey State Librarian; Alicia Smith, Union Representative.

Vice Chairman Carole Nerlino, 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.

EXECUTIVE SESSION

An Executive Session was held prior to the public meeting to discuss various personnel and staffing matters. The specifics of this session will not be made public.

SWEARING IN OF TRUSTEE

Carole Nerlino-Cerepak was duly sworn in for another six-year term.

MINUTES

The Minutes of the March 10, 2000, meeting were presented for approval. Thomas O'Neill moved and Ida Hammond seconded a motion to adopt the minutes. Motion carried (6-0).

PRESIDENT'S REPORT

Dr. Pruitt presented a Powerpoint slide show detailing enrollment, application, and continuing enrollment numbers last year and this year, and comparing them to five-year averages. He pointed out that although we are experiencing negative trends at present, we are working to address our internal problems.

Dr. Pruitt explained our proposed tuition/fee increase in terms of average (i.e., 5.18% for an aggregate of all fees) and specifics (i.e., 7% increase for the annual enrollment fee), in discussion of the resolution for fee increase. He stated that although we are fiscally stable at present, we need to turn the numbers around. On a more positive note, Dr. Pruitt also stated that the College has had an 18% increase in DIAL enrollments.

Dr. Pruitt commented that the College will be signing an agreement with UNISA (University of South Africa) in October, and the Board Chair will attend. Other Board members are also invited to attend. He stated that the advantages to our partnership with UNISA would be acquisition of high quality courseware and joint programming. UNISA will receive advice and training from us in prior learning assessment and ACECCR (formerly ACE/PONSI).

Dr. Pruitt reported that although Old Dominion University approached community colleges in New Jersey about offering their courses there, the State of New Jersey has blocked this move. However, consistent with Thomas Edison State College's desire to function as a degree-completion source for community colleges in South Jersey, the College is exploring the possibility of our providing Old Dominion courses for Thomas Edison State College degrees, via licensing ODU courses. Further updates on this will be provided.

Dr. Pruitt then reported that an alumnus has offered a \$1 million gift to the College as part of his will. John Thurber will be meeting with this person, who wishes to remain anonymous.

Dr. Pruitt commented that State Librarian Jack Livingstone has announced his intention to retire, after having done an extraordinary job in transforming the New Jersey State Library community into a group that is influential and held in high esteem. A Search Advisory Committee has been appointed to identify candidates to fill the State Librarian position, with Michael Scheiring serving as Chair. Other members of the committee are Alyce Bowers, Director, Atlantic County Library; Dr. Alex Boyd, Director, Newark Public Library; Mary Joyce Doyle, Retired Director, Bergenfield Public Library; Renee Becker Swartz, Chair, NJ State Library Advisory Council; Patricia Tumulty, Executive director, NJ Library Association; and Dr. Betty Turock, Professor, School of Communication, Information and Library Studies, Rutgers University, and Past President of the American Library Association. The search will be as expeditious as possible. The Board will be the appointing authority for this position.

Dr. Pruitt reported that the state colleges are working to oppose the Open Records legislation bill currently under consideration. He said this opposition is not to block reasonable openness; rather, it is to keep the press from having access to e-mail and information on research, gifts, and other types of sensitive materials. Passage would be especially destructive to higher education. The College is hoping that enforcement of *current* law (rather than a law granting press entitlement to *all* information) will achieve the openness to the public that is desirable. At the moment, it is thought that the proposed bill will not pass.

Dr. Pruitt reported that Dick Barnett, former NY Knicks star and successful adult student and philanthropist, may join us at Commencement to receive an honorary degree.

CONSIDERATION OF FY 2001 FEE INCREASE

George 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 the American Cancer Society North Brunswick, New Jersey on May 16, 2000, 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, 2000, 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 by reference, effective July 1, 2000.

Thomas O'Neill moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (6-0).

CONSIDERATION OF BID WAIVERS

George Fricke presented the following bid waiver:

WHEREAS: The "State College Contracts Law," Chapter 64 of Title 18A of the New Jersey Statutes requires that any purchase exceeding \$17,700 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 planning to

- continue to engage and use the services of Oxford Communications to implement the College's image and enrollment advertising campaigns at an anticipated cost not to exceed \$400,000;
- engage Palinet to provide four major services to its affiliate, the State Library of New Jersey, including basic cataloging, statewide interlibrary loan, statewide Union List of Serials, and Net Lenders at an anticipated cost not to exceed \$225,000;
- engage Epixtech (successor company to Ameritech Library Services) to provide hardware and software maintenance for the State Library's Integrated Online Library System at an estimated cost not to exceed \$110,000;
- engage architectural/land use consultants to support the management of a \$45 million public library construction bond issue in FY 2001 at an anticipated cost not to exceed \$50,000;
- engage temporary personnel to assist with projects requiring contract staff with library skills and experience at an anticipated cost not to exceed \$50,000;

- solicit proposals to upgrade the State Library's Integrated Online Library System and purchase specialized databases with the necessary licenses to make information available statewide via our website or through the statewide hub network at an anticipated cost not to exceed \$400,000;
- purchase technology equipment developed to assist the blind and visually impaired at an anticipated cost not to exceed \$150,000; and
- engage the services of a consultant to assist in the search to fill the position of State Librarian at an anticipated cost of between \$25,000 and \$35,000

in accordance 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 a bid waiver for the College to continue to engage and use the services of Oxford Communications to implement the College's image and enrollment advertising campaigns at an anticipated cost not to exceed \$400,000; engage Palinet to provide four major services to its affiliate, the State Library of New Jersey, including: basic cataloging, statewide interlibrary loan, statewide Union List of Serials, and Net Lenders at an anticipated cost not to exceed \$225,000; engage Epixtech (successor company to Ameritech Library Services) to provide hardware and software maintenance for the State Library's Integrated Online Library System at an estimated cost not to exceed \$110,000; engage architectural/land use consultants to support the management of a \$45 million public library construction bond issue in FY 2001 at an anticipated cost not to exceed \$50,000; engage temporary personnel to assist with projects requiring contract staff with library skills and experience at an anticipated cost not to exceed \$50,000; solicit proposals to upgrade the State Library's Integrated Online Library System and purchase specialized databases with the necessary licenses to make information available statewide via our website or through the statewide hub network at an anticipated cost not to exceed \$400,000; purchase technology equipment developed to assist the blind and visually impaired at an anticipated cost not to exceed \$150,000; and engage the services of a consultant to assist in the search to fill the position of State Librarian at an anticipated cost of \$25,000 and \$35,000.

Discussion:

A question was asked if the timing of the advertising campaign will be aligned with the correction of fulfillment problems with Hibbert. Dr. Pruitt explained that this will not be an issue, since Hibbert will be dropped and fulfillment will be brought in-house by September.

Thomas O'Neill moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (6-0).

CONSIDERATION OF CANDIDATES FOR DEGREE

Jerry Ice pointed out that there are 220 graduates, 8% of whom had been with the College for eight years, and that this is a slightly higher number of graduates than usual. He then presented the candidates for the associate, baccalaureate, and master's degrees as of March 15, 2000, as follows: 8 candidates for the Associate in Arts; 4 candidates for the Associate in Science in Management; 2 candidates for the Associate in Science in Public and Social Services; 8 candidates for the Associate in Science in Applied Science and Technology; 98 candidates for the Bachelor of Arts; 13 candidates for the Bachelor of Science in Human Services; 45 candidates for the Bachelor of Science in Applied Science and Technology; 27 candidates for the Bachelor of Science in Business Administration; 5 candidates for the Bachelor of Science in Nursing; and 10 candidates for the Master of Science in Management, for a total of 220 candidates.

Carole Nerlino 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, 2000, candidates indicated on the lists provided and incorporated herein by reference.

The action herein taken is pursuant to a certification by the President that the aforementioned candidates have satisfied all relevant degree requirements as recommended by the Academic Council and as established by the Board of Trustees.

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

CONSIDERATION OF CONTRACT RENEWALS

Dr. Pruitt presented the recommendation for contract renewals as follows:

PRESIDENT'S OFFICECONTRACT RECOMMENDATIONS

Esther Paist, Executive Assistant to the President and Director of Institutional Planning	1 year 2000 - 2001
Ann Marie Senior, Director of Institutional Research and Outcomes Assessment	1 year 2000 - 2001
Anne Tither, Confidential Assistant	1 year 2000 - 2001

DIVISION OF ACADEMIC AFFAIRSCONTRACT RECOMMENDATIONS

Dolores Brown Hall, Associate Dean/ Director Nursing Program	1 year 2000 - 2001
Debra Dagavarian Bonar, Deputy Vice Provost	1 year 2000 - 2001
Susan Davenport, Acting Director Learner Services	1 year 2000 - 2001
Gregory Dye, Coordinator of Graduate Advisement	1 year 2000 - 2001
Sonja Eveslage, Assistant Vice President for New Program Development	1 year 2000 - 2001
Susan Friedman, Associate Dean, Applied Science	1 year 2000 - 2001
Jerry Ice, Vice President and Provost	1 year 2000 - 2001
Evette Jackson, Office Manager, DIAL	1 year 2000 - 2001
Samone Jolly, Associate Dean for Liberal Arts	1 year 2000 - 2001
Judith Krom, Associate Dean for Human Services	1 year 2000 - 2001
James Lehman, Director of Test Development and Research	1 year 2000 - 2001
Carmen Panlilio, Director of Financial Aid	1 year 2000 - 2001
Catherine Peck, Director, Instructional Services	1 year 2000 - 2001
James Ratigan, Director of Corporate Higher Education Programs	1 year 2000 - 2001
William Seaton, Associate Vice President for Distance & Independent Adult Learning	1 year 2000 - 2001
Patricia Sparks, Vice Provost and Academic Dean	1 year 2000 - 2001
Ronald Sukovich, Associate Dean for Business Administration	1 year 2000 - 2001
Esther Taitsman, Associate Dean/Director of MSM	1 year 2000 - 2001
Janice Toliver, ADA Coordinator	1 year 2000 - 2001
P.Henry R. van Zyl, Director Distance Education Programs	1 year 2000 - 2001

DIVISION OF ADMINISTRATION
AND FINANCECONTRACT RECOMMENDATIONS

Carron Albert, Associate Vice President for Administration & Finance	1 year 2000 - 2001
Anna Benitz, Assistant Controller	1 year 2000 - 2001
James Brossoie, Assistant Director of Management Information Systems	1 year 2000 - 2001

Gloria Dienes, Assistant Director of Human Resources	1 year 2000 - 2001
Edward George, Director of Shipping and Receiving	1 year 2000 - 2001
Frank Haggerty, Director of Administrative Services	1 year 2000 - 2001
Farouk Hassieb, Controller	1 year 2000 - 2001
Drew Hopkins, Chief Information Officer	1 year 2000 - 2001
Alan Jacobowitz, Assistant Director of Management and Info. Services	1 year 2000 - 2001
Philip Sanders, Administrator, Student Fees and Revenues	1 year 2000 - 2001
Michael Scheiring, Vice President and Treasurer	1 year 2000 - 2001
Christopher Stringer, Assistant Controller	1 year 2000 - 2001
M. Jay Williams, Director of Budget and Analysis	1 year 2000 - 2001
Vincent Zicoello, Assistant Director for Administrative Computing	1 year 2000 - 2001

DIVISION OF PUBLIC AFFAIRS**CONTRACT RECOMMENDATIONS**

Kristine Brown, Director of Communications	1 year 2000 - 2001
Jessica DeKoninck, Research Director	1 year 2000 - 2001
Janet Eickhoff, Marketing Relationship Manager	1 year 2000 - 2001
Mark Gordon, Director of Special Studies	1 year 2000 - 2001
Gordon Holly, Director of Admissions	1 year 2000 - 2001
Karen Hume, Director of Publications	1 year 2000 - 2001
Elizabeth Johnson, Senior Fellow	1 year 2000 - 2001
Louis Martini, Marketing Relationship Manager	1 year 2000 - 2001
Marie R. Power-Barnes, Director of Marketing and College Relations	1 year 2000 - 2001
Juliette Punchello, Marketing Relationship Manager	1 year 2000 - 2001
John Thurber, Vice President for Public Affairs	1 year 2000 - 2001
Stanley Van Ness, Executive Fellow	1 year 2000 - 2001
William Watson, Executive Director, The John S. Watson Institute for Public Policy	1 year 2000 - 2001

Carole Nerlino presented the following resolution:

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

George Fricke moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (5-0, student abstention).

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 list provided and incorporated herein by reference.

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

Ida Hammond moved and George Fricke seconded a motion to adopt the resolution. Motion carried (5-0, student abstention).

APPOINTMENT OF NOMINATING COMMITTEE

Carole Nerlino asked Fred Abbate to chair the Nominating Committee, and George Fricke and Ida Hammond to serve on the committee.

NEW BUSINESS

Consideration of FY 2001 Meeting Dates:

Carole Nerlino presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve the following meeting dates for FY 2001:

September 8, 2000	-	10:00 a.m.
December 8, 2000	-	10:00 a.m.
March 9, 2001	-	10:00 a.m.
June 8, 2001	-	2:00 p.m.

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

Geroge Fricke moved and Ida Hammond seconded a motion to adopt the resolution. Motion carried (6-0).

Recognition of Student Trustee:

Dr. Pruitt presented the following resolution:

The Board of Trustees, President, and staff of Thomas Edison State College wish to heartily thank Ms. Tina Greco 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. Greco's accomplishments and commend her continued interest in the College, and we look forward to a continuing relationship with her.

George Fricke moved and Fred Abbate seconded a motion to adopt the resolution. Motion carried (5-0).

There being no further business, Thomas O'Neill moved and George Fricke seconded a motion to adjourn. Motion carried (6-0).

Submitted by,



George A. Pruitt
Secretary to the Board

Approved by,



Carole Nerlino-Cerepak
Chairman