

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

June 6, 1986

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

MEMBERS ABSENT: John Blossom; Christian Yegen.

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

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

MINUTES APPROVED: The minutes of the April 11, 1986 Board of Trustees meeting were presented for approval. George Hanford moved and Robert Taylor seconded a motion to approve the minutes. Motion carried (7-0).

STATEWIDE COMMISSION PROPOSAL: Chairman Patricia Danielson requested that before proceeding with the Agenda, the Board should review a May 28 letter sent by Dr. Pruitt to Chancellor Hollander proposing a statewide gubernatorial task force to address the rebuilding of the social infrastructure which impacts on minority enrollment and aspiration for higher education. General discussion followed.

Dr. Pruitt indicated that he has received positive responses from the Chancellor, the Governor's Office, and others, and initial steps have been taken to determine how to set up such a task force.

The Board stated for the record that it applauded Dr. Pruitt's letter to the Chancellor. George Hanford moved and Robert Taylor seconded a resolution to that effect. Motion carried (7-0).

PRESIDENT'S REMARKS: Dr. Pruitt introduced Angela Fontan, newly elected President of the Thomas A. Edison State College AFT Local 4277. He added that Ms. Fontan was Vice President and assumed leadership following the resignation of Gerard Middlemiss, which ultimately resulted in her official election as President.

Adding to his previously distributed Annual Report, Dr. Pruitt stated that the Autonomy Bills had been passed by both the Assembly and the Senate and were before the Governor for enactment.

With regard to the Governor's Challenge Grant initiative, Dr. Pruitt indicated that Edison's proposal had been submitted to the Department of Higher Education. Many people took part in preparing the initial draft which was then turned over to Thomas Streckewald for final editing and rewriting. Dr. Pruitt applauded this effort indicating that it was a masterful job, and that if the College does not get funded, it will not be because Edison staff did not produce an excellent proposal..

He then elaborated on the focus of the proposal: the CALL Network. He also stated that the same three consultants would be reviewing the document and that an oral presentation would be made to the consultants on June 18.

Regarding the Thomas A. Edison State College Foundation, Dr. Pruitt announced the appointment of four new Directors as follows:

Andrew J. Brown, President and CEO
Opinion Research Corporation

Nicholas L. Carnevale, President
Walter B. Howe, Inc.

Michael H. Moore, President
The Trenton Times Corporation

Ingrid W. Reed, Assistant Dean
Woodrow Wilson School, Princeton University

He also announced that Commencement will be October 10 in the Richardson Auditorium in Princeton. The October Board meeting will be at 10:00 a.m. that same day.

The Trustee reunion and Kelsey Building 75th birthday party will be September 21 to coincide with the annual Trenton State Street Stroll. The reunion brunch will be in the morning followed by an open house in the afternoon. Alumni from the Trenton School of Industrial Arts, Trenton Junior College, and Edison State College will be invited to the open house. Sally Lane of the Trenton Times is writing a history of the building.

The College will also be dedicating an art collection by George Bradshaw given by Raymond L. Steen. Bradshaw is probably the most famous artist Trenton has produced. There are approximately 50 lithographs to be placed on permanent display in Prudence Hall (the large conference room). The collection is being appraised but will be hung prior to the celebration.

With regard to budget matters, Dr. Pruitt reported that efforts are underway to restore \$145,000 to the College's base budget. This amount was deleted by Treasury, restored, and deleted again when the state budget went topsy. The state colleges were all flat-funded, except Edison, which was short the \$145,000. It is expected that this amount will ultimately be restored.

In response to a question regarding the College's admissions inquiry pool, Dr. Pruitt indicated that inquiries average about 30,000 each year. At this time, the College does not plan to increase the pool but intends to increase the inquiry-to-applicant yield.

He added that applications are up 42%, partially a result of the shift in staff to the Admissions Office and to the increased focus on inquiry-to-applicant yield. All-day application day workshops have been successfully implemented. The Admissions staff and the Advisement center staff share efforts to increase the applicant-to-enrollment yield.

Dr. Pruitt concluded his report by indicating that the annual report would be distributed to every member of the staff.

Eleanor Spiegel moved and George Hanford seconded a resolution applauding the annual report. Motion carried (7-0).

REPORT OF THE ACADEMIC AFFAIRS COMMITTEE:

George Hanford, Chairman of the Committee, presented the report of the Academic Affairs Committee meeting May 19, 1986. The Committee reviewed and strongly endorsed the components in Challenge Grant II. Dr. Ice explained the major components represented in the Computer Assisted Lifelong Learning (CALL) Network. They include (1) creating the Infrastructure, (2) Simulated Classroom, and (3) Computer Diagnostic Examinations. The total budget for the proposal is \$1,780,274.

He indicated that the College is preparing for the Middle States Five Year Report due April 1, 1987. Also scheduled for FY '87 is the Bachelor of Arts Degree Program Review. This review will begin the new five-year degree program cycle.

He then presented the following resolution for Board approval:

WHEREAS: General Charles E. Yeager has been invited to give the address at the 14th Annual Commencement, and

WHEREAS: General Yeager has distinguished himself as a pilot, war hero, statesman, and teacher; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College does hereby award General Yeager the degree of Doctor of Aeronautics and Space Science 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 10, 1986.

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

The Committee Chairman then presented the following Admissions Policy Statement:

Thomas A. Edison State College was created for, and serves, self-directed adult learners by offering the opportunity to qualified persons to earn college degrees and credit. Those students best served by this institution are strongly self-motivated adult learners who have generally, though not exclusively, acquired or are acquiring college-level learning in noncollegiate settings and/or in previous college courses. The majority of our students are able to earn credit through various assessment methods for prior learning. These prior learning experiences include competencies developed through jobs, professions, or careers; through previous noncollegiate postsecondary education; through formal learning experiences acquired in business, labor, military, and leisure activities; and through special credentials. Thomas A. Edison State College students are expected to enter the institution with sufficient preparation to benefit from and successfully participate in collegiate-level learning opportunities and college courses.

The College reserves the right to withhold admissions from those applicants not fitting the above profile. The College maintains sole discretion for determining those students who would not benefit appropriately from the learning and educational processes of this institution.

Thomas A. Edison State College is an Equal Opportunity/ Affirmative Action institution in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and other applicable laws and regulations.

The following resolution was read:

The Academic Affairs Committee of the Board of Trustees does hereby recommend to the Board of Trustees of Thomas A. Edison State College the adoption of the Admissions Policy.

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

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

Dr. Pruitt elaborated on the rationale behind the policy, indicating that the College needed an institutional policy statement that defines its clientele and describes those persons who best benefit from its services. The College also needed a policy reference when and if students present themselves who are clearly inappropriate.

Dr. Pruitt added that this is a policy area that needed definitive treatment. Admissions to the College should not be based on a series of default judgements but rather on an affirmative statement by the College as to whom should be admitted to its programs and by what criteria.

Dr. Pruitt then asked the Board for authorization to confer an honorary degree on Governor Thomas H. Kean if he attends Commencement.

Following a brief discussion, Patricia Danielson called for a motion to grant such authority to the President. George Hanford moved and Eleanor Spiegel seconded the motion. Motion carried (7-0).

Eleanor Spiegel suggested that at some future time, the Trustees might consider granting an honorary degree to New Jersey Senator Matthew Feldman.

Dr. Pruitt responded that the College tries to select people of national stature and people who support the College or represent what the College is about. There are many others who should be considered, and in the future, the Academic Affairs Committee will be looking at those people.

George Hanford added that an alternative to an honorary degree might be a Thomas A. Edison State College medal.

APPROVAL OF GRADUATES:

Jerry Ice presented the candidates for degree as of June 1, 1986. There were 17 candidates for the Associate in Arts, 1 candidate for the Associate in Science in Management, 2 candidates for the Associate in Science in Applied Science & Technology, 1 candidate for the Associate in Applied Science & Radiologic Technology, 17 candidates for the Bachelor of Arts, 14 candidates for the Bachelor of Science, and 14 candidates for the Bachelor of Science in Business Administration, for a total of 66 candidates. This brings the fiscal year total to 407.

Adding to this report, he indicated that the Academic Affairs Committee will be considering a change in graduation dates to better accommodate processing times.

In the June 1 group, 35 of the 45 baccalaureate candidates completed in 4 years or less; 25 completed in 2 years or less; 42% of the total (28) used a wide variety of methods for degree completion. Fifty-one portfolios were completed for the 66 candidates. One of the portfolios was by a Russian emigrant who completed 34 credits towards a Bachelor of Science degree with a specialization in engineering graphics.

The oldest in the class is 64; the youngest is 20. This class brings the cumulative total to 5,607.

Patricia Danielson read the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby approve all candidates for degrees as presented in the lists provided, said candidates having met all the requirements for the Associate or Baccalaureate degrees by June 1, 1986.

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

Eleanor Spiegel moved and Thomas Seessel seconded a motion to adopt the resolution approving the candidates. Motion carried (7-0).

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE:

Committee Chairman Robert Taylor gave a brief overview of FY '86 revenues and expenditures as previously distributed.

Dr. Pruitt added that last October the College celebrated achieving 100% of its revenue target, and that it is about to happen again. The College hopes that this will become routine.

The FY '88 budget target given by Treasury is at 98% of the current base.

All of these things were included in last year's Challenge Grant proposal, and some are in this year's proposal.

The FY '88 priority package requests are as follows:

\$78,000 to provide an internal audit capacity and to provide much needed administrative support personnel to maintain the College's continuing enrollment growth that cannot be addressed through automation.

\$241,000 to upgrade the College's data processing capacity.

\$103,000 to expand the College's guided study courses that use video recorders to include computer simulated classroom instruction.

\$50,000 to renew and upgrade 50 of the College's TECEP exams to maintain their quality and content validity.

\$101,000 to provide mid-size and small companies with the same ability as a major corporation in providing human resource development services at an office or industrial park site or through a corporate association to its employees.

\$32,000 to provide a targeted public information and outreach campaign to minority populations.

Michael Scheiring reported that due to excellent revenue results during the first three quarters, the full fourth quarter target of \$217,497.00 was no longer needed to achieve budget.

He added that state auditors were at the College for four weeks. Their audit report indicates that there were no material weaknesses or findings. This is significant because this was the first audit since automating the accounting system. That portion of the audit found not even minor infractions.

In summarizing the committee's report, Robert Taylor commended the College on its clean record, not only in financial matters but in programmatic matters as well.

Personnel Actions - He then presented the list of appointments for approval as follows:

May Jones - Clerk Typist
Sharon Kasey - Clerk Transcriber
Andrene Montgomery - Clerk Transcriber
Iris Saltiel - Administrator, Corporate Education
Daniel Negron - Senior Portfolio Advisor
Kimberly Erni - Clerk Transcriber (hourly)
Sonia Zidzik - Senior Operator Automated
Typewriter (hourly)
Carolyn Etter - Clerk Typist
Kathleen Maloney - Clerk Transcriber

The following resolution was read:

The Board of Trustees of Thomas A. Edison State College does hereby approve all appointments as indicated on the lists provided.

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

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

The Committee Chairman then presented contract renewal recommendations as follows:

Division of Administration
and Finance

Contract
Recommendation

Philip M. Sanders, Bursar
Edward A. George, Administrative
Assistant, Personnel

1 year, 1986-1987
1 year, 1986-1987

The following resolution was presented:

The Board of Trustees of Thomas A. Edison State College does hereby approve the contract recommendations as indicated on the lists provided.

The action herein recommended is pursuant to an evaluation of the employees' work performance and the recommendation of the President.

Robert Taylor moved and Thomas Seessel seconded a motion to adopt the resolution approving contract recommendations as presented. Motion carried (7-0).

Dr. Pruitt reported that as of June 6, Diane Gruenberg had received word from the People's Republic of China that she had again been granted a one-year teaching appointment. Therefore, she was requesting a one-year leave-of-absence to return to China to complete her dissertation research. Dr. Pruitt requested Board approval to grant the leave-of-absence effective September 1, 1986 through August 31, 1987.

George Hanford so moved, seconded by Eleanor Spiegel. Motion carried (7-0).

BOARD MEETING DATES:

Patricia Danielson then presented the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby approve the following meeting dates for FY 1986:

October 10, 1986
December 12, 1986
February 13, 1987
April 10, 1987
June 12, 1987

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

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

REPORT OF THE NOMINATING COMMITTEE:

George Hanford, Chairman, reported the recommendations for Board officers as follows:

Patricia Danielson, Chairman
Thomas Seessel, Vice Chairman

George Hanford moved and Eleanor Spiegel seconded a motion to approve the nominations. Motion carried (7-0).

Members of the Nominating Committee were George Hanford, Chairman; Eleanor Spiegel; and Robert Taylor.

REMARKS FROM THE CHAIR:

Patricia Danielson commended Dr. Pruitt, Richard Hansen, Christian Yegen, and Michael Scheiring for their efforts to effect the growth of the Foundation Board membership.

She reported that she attended part of the first Alumni Weekend but plans to attend the whole weekend next year. She commended Annette Singer, Director of Alumni Affairs, and the Alumni Committee for the fine work they did in making it a success.

She concluded her remarks by reporting that the state Treasurer recently toured the Kelsey Building. Upon completing the tour, the Treasurer stated, "It is a classical building on the outside, and it is a class act on the inside."

EXECUTIVE SESSION:

Patricia Danielson presented the following resolution:

BE IT HEREBY RESOLVED pursuant to N.J.S.A. 10:4-13 and 10:4-12 that the Board of Trustees of Thomas A. Edison State College hold a closed session at 12:00 noon or immediately following the public meeting of June 6, 1986 for the purpose of discussing the annual evaluation of the President, Dr. George A. Pruitt.

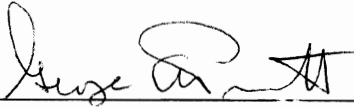
It is expected that the discussion undertaken in closed session will not be made public due to the confidentiality of personnel evaluations.

Harvey Myers moved and George Hanford seconded a motion to approve the resolution. Motion carried (7-0).

The open meeting recessed for closed session at 11:30 and resumed at 12:15. There being no further business, Harvey Myers moved and Robert Taylor seconded a motion to adjourn. Motion carried (7-0).

0170p

Submitted by,



George A. Pruitt
Secretary to the Board

12/12/86

Date

Approved by,



Patricia R.F. Danielson
Chairman of the Board

12/12/86

Date