

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

June 9, 1989

MEMBERS PRESENT: Thomas Seessel, Chairman; Robert Taylor; E. Harvey Myers; John Blossom; Antonio Pirone; Richard Sheeran; George A. Pruitt, President; Grey Dimenna, Chancellor's Designee.

MEMBERS ABSENT: Rita Novitt; Patricia Danielson; George Hanford; Fred Abbate; 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; Sonja Eveslage, Interim Vice President for Public Affairs; Gerri Collins, Executive Assistant to the President; and Jean Fitts, Department of Higher Education.

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

Thomas Seessel stated that there was a quorum of the Board and that the meeting could proceed. However, Board policy indicates that a Student Trustee may not vote on personnel actions. Although it was the Chair's judgement that there was a quorum present, to ensure that it would not become an issue, precautions were taken. Thomas Seessel added that Trustee Patricia Danielson would participate in that action by telephone and that the Board would move to agenda item VIII immediately, since Patricia Danielson's call had already come in.

PERSONNEL ACTIONS: Dr. Pruitt presented for approval the following appointment recommendations:

Rita Kolbert	-	Accountant 3
Francine Taylor	-	Secretarial Assistant 3
Cynthia Warwick	-	Principal Clerk Stenographer

Thomas Seessel presented the following resolution:

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

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

Robert Taylor moved and Patricia Danielson seconded (by telephone) a motion to adopt the resolution. Motion carried (5-0).

MINUTES:

The minutes of the March 10, 1989 Board of Trustees meeting were presented for approval. John Blossom moved and Harvey Myers seconded a motion to approve the minutes. Motion carried (5-0).

PRESIDENT'S REPORT:

Dr. Pruitt introduced Dr. Sonja Eveslage who, as of July 1, 1989, will serve as Interim Vice President for Public Affairs until a final candidate is hired. Sonja Eveslage came to the College in 1982 to direct the Center for Corporate and Public Partnerships. She received her education in Minnesota.

Dr. Pruitt also introduced Ellen Carriere, indicating that Local Union President Jim Ratigan could not be present and that Ellen Carriere was there in his place.

Adding to his previously distributed report, Dr. Pruitt stated that the new college video "Opening Doors" has been well received. The College received the silver award from CASE for educational video of the year and is still in the running for video of the decade.

He called attention to the letter from the State Board of Nursing [attached to his report] which specifies continued state accreditation of the nursing program. The College will begin the national accreditation process in FY 1990.

Dr. Pruitt also called attention to the Hyde and Watson Foundation grant of \$25,000 for the satellite downlink, indicating that Alumni President Norma Horton played a key role in this important grant.

Dr. Pruitt then announced that Paul Jacobs, Director of Test Development and Research, will be taking a one-year leave-of-absence as of July 1, 1989. He has been with the College 14 years. The College will fill that position on an acting basis, expecting Paul to return on July 1, 1990.

Regarding the budget, Dr. Pruitt reported that the state budget shortfall is between 500 and 700 million dollars. All discussions regarding how to handle the shortfall include reductions in state appropriations. The College has put on hold the pending long-range plan until the final appropriation has been determined. If the budget is approved as submitted, the College will have about a \$100,000 shortfall, but if other reductions occur regarding the Challenge Grant, the College could have about a 17% budget reduction.

Everything has been done to make Edison's position known. The Governor and the Legislature will make the final decisions.

Antonio Pirone moved and Robert Taylor seconded a motion to accept the President's report. Motion carried (5-0).

MISSION STATEMENT:

Thomas Seessel presented the proposed revised Mission Statement for the College, indicating that there are no changes in the College's mission; the change is in the way the mission is presented.

Dr. Pruitt added that the College has been reviewing the statement with the clear intent not to change the mission but to better state what the College is all about. The current statement describes the College in terms of tasks, whereas it should state philosophy.

Thomas Seessel presented the following resolution:

WHEREAS: The Board of Trustees of Thomas A. Edison State College has the authority to establish college policies and guiding principles; and

WHEREAS: The Mission Statement of the College is its premiere guiding principle; and

WHEREAS: The proposed revised Mission Statement reinforces the College's mandate to provide access for the adult learner as determined in its charter by the Board of Higher Education; and

WHEREAS: The revised Mission Statement has been reviewed and endorsed by the Academic Council; and

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

RESOLVED: That the Board of Trustees of Thomas A. Edison State College does hereby approve and adopt the revised Mission Statement as previously distributed and incorporated herein by reference, effective immediately.

John Blossom moved and Antonio Pirone seconded a motion to adopt the resolution. Following general discussion regarding four words but no discussion regarding substance, the motion was called and carried (5-0).

REPORT OF THE ADMINISTRATION AND FINANCE COMMITTEE:

Committee Chair Robert Taylor reported that the meeting on May 25, 1989 was very useful and productive. He summarized the previously distributed report, adding that the degree of harmony and cooperation between the auditors and internal staff was very high. He also reported that the auditors regard this harmony and cooperation as better than many of the other colleges they service.

Dr. Pruitt distributed copies of a letter from Peat Marwick certifying that the College is ready to successfully implement the payroll system July 1, 1989. He briefly reviewed the payroll assumption process in Phase III of autonomy transition, and he commended the Administration and Finance staff for their diligence and dedication in getting the College ready for this final step.

Robert Taylor concluded his report stating that the Committee recommended approval of three actions: to raise the bid threshold from \$8,400 to \$9,200; to adopt a college policy on risk management; and to establish a policy to provide the President with an appropriate vehicle.

Robert Taylor moved acceptance of the Administration and Finance Committee report, seconded by John Blossom. Motion carried (5-0).

The action items were presented as follows:

Public Bidding Threshold

Robert Taylor explained that this action was recommended to keep the College in conformance with the state.

Thomas Seessel presented the following resolution:

WHEREAS: The "State College Contracts Law" Chapter 64 of Title 18A of the New Jersey statutes established the bidding threshold for open competitive bidding at \$8,400, effective July 1, 1987; and

WHEREAS: The Board of Trustees of Thomas A. Edison State College at its September 11, 1987, meeting adjusted the bidding threshold to \$8,400; and

WHEREAS: The Law provides, under Chapter 43, Section B, for an adjustment to the bidding threshold based on the rise or fall of the Consumer Price Index by the Governor; and

WHEREAS: The Governor has adjusted the threshold for competitive bidding to \$9,200 as indicated on the attached memorandum and incorporated here by reference; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College, upon the recommendation of the President, does hereby amend the Purchasing Policy increasing the public bidding threshold from \$8,400 to \$9,200 at which all covered purchases and contracts must be handled through open competitive bidding.

Robert Taylor moved and John Blossom seconded a motion to adopt the resolution. Motion carried (5-0).

Risk Management

Robert Taylor stated that the proposed risk management policy is a necessary step in the final transition phase to full autonomy.

Thomas Seessel presented the following resolution:

WHEREAS: P.L. 1986 Chapter 46, known as the State College Autonomy Law, requires a timetable for implementation of various statutory sections of the autonomy legislation; and

WHEREAS: Appendix C of the State College Autonomy transition document dated July 18, 1986 as adopted by the Board of Higher Education establishes Phase III of transition to be the assumption of authority for a risk management program; and

WHEREAS: The Board of Trustees of Thomas A. Edison State College is requesting that the authority and responsibility for the administration of the risk management program be transferred to the College by the Board of Higher Education; and

WHEREAS: The College has formulated a policy on risk management; and

WHEREAS: The College intends to utilize Department of Treasury's Bureau of Risk Management to administer its risk management program; now, therefore, be it

RESOLVED: That the Board of Trustees does hereby request that the authority and responsibility for risk management be transferred to Thomas A. Edison State College; and be it further

RESOLVED: That the Board of Trustees of Thomas A. Edison State College hereby adopts the risk management policy incorporated herein by reference and authorizes the President or his designee to implement that policy effective July 1, 1989.

Robert Taylor moved and Antonio Pirone seconded a motion to adopt the resolution. General discussion followed, resulting in the recommendation that the final resolve should reflect Board of Higher Education approval as follows:

RESOLVED: That the Board of Trustees of Thomas A. Edison State College hereby adopts the risk management policy incorporated herein by reference and authorizes the President or his designee to implement that policy effective upon approval by the Board of Higher Education.

It was also noted that the public law cited in the first whereas should be Chapter 42 instead of 46.

Robert Taylor moved adoption of the resolution as amended, seconded by Antonio Pirone. Motion carried (5-0).

Dr. Pruitt explained that Edison State College will participate in the state college cooperative effort which enables the College to keep insurance without cost by going through the state risk management service. Only those items unique to Edison will be handled individually at Edison's expense.

President's Automobile Policy

Robert Taylor explained that the College has always provided a car for the President's use. The proposed policy transfers the authority over which a vehicle is provided for the President from the state to the Board of Trustees.

Thomas Seessel presented the following resolution:

WHEREAS: It is customary for institutions of higher education to provide an automobile for the professional and personal support of the President; and

WHEREAS: Relevant policies of the State of New Jersey have historically provided the use of a vehicle for the College's President; and

WHEREAS: Under the "autonomy statutes," authority for many state regulations have been transferred and vested in the Board of Trustees; and

WHEREAS: The Board of Trustees is empowered to provide for the compensation and support of the College's President; now, therefore, be it

RESOLVED: That it is the policy of Thomas A. Edison State College to provide an appropriate vehicle, with associated maintenance and support, for professional and personal use by the President of the College.

Robert Taylor moved and Harvey Myers seconded a motion to adopt the resolution.

General discussion ensued regarding the words "appropriate vehicle." Robert Taylor stated that the college President determines what is meant by an "appropriate vehicle." This judgment on the President's part is evaluated by the Board along with the President's judgment on all issues related to the College. The current practice is to lease a car.

The question was called, and the motion carried (5-0).

ACADEMIC COUNCIL APPOINTMENTS AND REAPPOINTMENTS:

Thomas Seessel presented the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby appoint Mrs. Eileen Lehman, student representative, to the College's Academic Council for a three-year term. In addition, the Board of Trustees reappoints Dr. Mariagnes Lattimer, Assistant Professor, School of Social Work, Rutgers University to the College's Academic Council for a three-year term.

The Board of Trustees of Thomas A. Edison State College does hereby appoint Ms. Carla Caputo, Evaluator; Dr. Samone Jolly, Coordinator, Bachelor of Arts Degree Program; and Mr. Daniel Negron Jr., Portfolio Advisor, from the staff at Thomas A. Edison State College for a two-year term.

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

John Blossom moved and Richard Sheeran seconded a motion to adopt the resolution. Motion carried (5-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for associate and baccalaureate degrees as of May 1, 1989. There were 8 candidates for the Associate in Arts; 5 candidates for the Associate in Science in Management; 4 candidates for the Associate in Science in Applied Science and Technology; 21 candidates for the Bachelor of Arts; 14 candidates for the Bachelor of Science; 10 candidates for the Bachelor of Science in Business Administration; and 2 candidates for the Bachelor of Science in Nursing, for a total of 64 candidates.

He added that the total for FY 1989 was 539 compared to 454 for FY 1988. Of the 539, 64% are New Jersey residents; 58% male; 6% Black and 4% Hispanic; 29% in the 21-30 age group, 36% in the 31-40 age group, and 24% in the 41 and over age group. One student in the associate degree program used portfolio assessment only to complete the degree; one student in the baccalaureate degree program used testing only to complete the degree. Total cumulative number of graduates is now 6,980.

Thomas Seessel presented the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby approve the awarding of the appropriate degrees to those May 1, 1989 candidates indicated on the lists provided and incorporated herein by reference.

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

John Blossom moved and Harvey Myers seconded a motion to adopt the resolution. Motion carried (5-0).

BOARD MEETING DATES:

Thomas Seessel presented the following resolution:

The Board of Trustees of Thomas A. Edison State College does hereby approve the following meeting dates for FY 1990:

Friday, September 8, 1989

Friday, December 8, 1989

Friday, March 9, 1990

Friday, June 8, 1990

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

Richard Sheeran moved and John Blossom seconded a motion to adopt the resolution. Motion carried (5-0).

NOMINATING COMMITTEE:

Thomas Seessel appointed the nominating committee as follows:

Patricia Danielson, Chair

Rita Novitt

Christian Yegen

The Committee will present its slate of officers at the annual meeting, September 8, 1989.

SPECIAL RECOGNITION:

Thomas Seessel expressed regrets that the following resolutions were being presented since they represent the departure of three valued colleagues and friends.

The first resolution acknowledges Student Trustee Antonio Pirone as follows:

The Board of Trustees, President, and staff of Thomas A. Edison State College wish to heartily thank Mr. Antonio D. Pirone for his dedicated service as the first "Byron Baer Trustee" and for his specific and special interest in the growth and development of Thomas A. Edison State College.

We applaud his accomplishments and commend his continued interest in the College, and we look forward to welcoming him into the ranks of the College alumni.

Thomas Seessel thanked Antonio for his cooperation and contributions to the Board and for his willingness to participate. He added that the Board was stronger because of Antonio Pirone's representation.

Antonio Pirone thanked the College and the Board for the opportunity to serve and indicated that it had greatly enriched his life.

Richard Sheeran moved and Robert Taylor seconded a motion to adopt the resolution. Motion carried (5-0).

The second resolution acknowledged Vice President for Public Affairs Richard Hansen as follows:

The Board of Trustees and Thomas A. Edison State College wish to heartily thank Dr. Richard S. Hansen for his outstanding performance as the Vice President for Public Affairs and for his years of service from 1981 to 1989.

Dr. Hansen came to the College during a time of dramatic change and reorganization. The department known then as the Academic Counseling Office was expanded to include the Special Programs Office, forming the Division of Community Affairs. Dr. Hansen became the new Division's first Vice President.

Under his leadership, the Division further expanded to its current configuration: the Center for Corporate and Public Partnerships, the Development Office, the Communications and College Relations Office, the Admissions Office, the PONSI Program Office, the Offices of Financial Aid and Veterans Affairs, and the Office of Alumni Affairs. The Division name changed to reflect the expansion, and Dr. Hansen assumed the broader responsibilities of Vice President for Public Affairs.

As the College enrollment grew, it became increasingly important to secure additional staff and, therefore, stronger state support, both philosophically and financially. Dr. Hansen served as the primary liaison with the state and federal government officials, assisting the President in appropriations negotiations. Through his efforts, significant contacts were also made in the corporate and private sectors resulting ultimately in Foundation grants, new Board of Trustees members, new Thomas A. Edison State College Foundation Directors, and increased inroads into the corporate education environment.

Dr. Hansen's community and public service activities are numerous. He currently serves on the New Jersey Bell Training and Advisory Board; the New Jersey Education and Training Advisory Committee; the Trenton Area Family YMCA Board of Directors; the Delaware Valley United Way Corporate Campaign Committee; the Mercer County Employer Legislative Council; and Treasurer and Vice President-Elect, Rotary Club of Trenton.

These attributes of leadership, dedication, and effective human relations skills contributed greatly to the growth and quality of services here at Thomas A. Edison State College. We will miss him, but we wish him every success as he assumes his new responsibilities at Vermont College of Norwich University.

Thomas Seessel made special note of his appreciation for Richard Hansen's work at the College and for the great advances made in the Public Affairs division. He cited the growth in alumni activity, in development, and many other areas, and he concluded that he had mixed feelings about Richard Hansen's leaving but wished him well.

Richard Hansen responded that it was hard to leave friends. He thanked the Board and the committees which supported his area. He especially thanked the President for his leadership, support, and friendship.

Antonio Pirone moved and Robert Taylor seconded a motion to adopt the resolution. Motion carried (5-0).

The third and final resolution acknowledged Trustee Robert Taylor as follows:

WHEREAS: Mr. Robert H. Taylor has been a member of the Board of Trustees of Thomas A. Edison State College since June, 1978; and

WHEREAS: Mr. Taylor has demonstrated rare and special leadership and devotion to the growth and development of the College; and

WHEREAS: Through his exemplary leadership of the Finance Committee, he has earned the respect and affection of his colleagues; and

WHEREAS: His term as a member of the Board of Trustees is concluding; and

WHEREAS: Mr. Taylor is deserving of an extraordinary and distinctive honor as he leaves the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas A. Edison State College does hereby award Mr. Robert H. Taylor the "Distinguished Service Award"; and be it further

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

Thomas Seessel stated that he wished that the Board could make Robert Taylor a lifetime member, because he taught new members so much and was a Board member worthy of emulation. His service as Chairman of the Administration and Finance committee was invaluable.

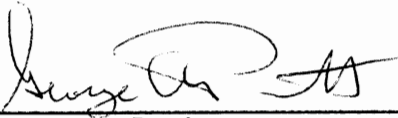
Robert Taylor responded that he comes to the end of this term with a deep sense of satisfaction. He has been with the College for about 2/3 of its development. Working with the Trustees has been most satisfying, including those who have gone before. He stated that the most important thing the Trustees do is to select the right college leadership. He has been there for the selection of two of the three Presidents, and he takes great pride in the choices made.

He concluded that his only regret was that he did not give the College as much time as he would have liked, and that he looks forward to remaining a friend of the College so as to watch its growth through the years.

John Blossom moved and Antonio Pirone seconded a motion to adopt the resolution. Motion carried (5-0).

There being no further business, John Blossom moved adjournment. Motion carried (5-0).

Submitted by,



George A. Pruitt
Secretary to the Board

2/22/90
Date

Approved by,



Thomas Seessel
Chairman of the Board

3/15/90
Date