

MINUTES

BOARD OF TRUSTEES

THOMAS EDISON STATE COLLEGE

June 14, 1991

MEMBERS PRESENT: George Hanford, Chairman; Christian Yegen, Vice Chairman; John Blossom; Carole Nerlino; George Fricke; Patricia Danielson; Thomas Seessel; Theodore Kessler; George A. Pruitt, President; Kwaku Armah, Chancellor's designee.

MEMBERS ABSENT: Fred Abbate; Harvey Myers.

ALSO PRESENT: Jerry Ice, Vice President for Academic Affairs; James Humphrey, Acting Vice President for Administration and Finance; Norman Crawford, Vice President for Public Affairs; Gerri Collins, Executive Assistant to the President; Fidelia Uzoukwu, Assistant Director, Department of Higher Education.

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

MINUTES:

The minutes of the March 8, 1991 meeting were presented for approval. Christian Yegen moved and Patricia Danielson seconded a motion to adopt the resolution. Motion carried (8-0).

PRESIDENT'S REPORT:

Adding to his previously distributed report, Dr. Pruitt expressed his delight that the College's nursing program had received initial accreditation by the National League for Nursing. He explained that when he came to the College in 1982, the program had just been approved by the Board of Higher Education, but the consulting faculty had not yet been appointed, and no students had enrolled. To watch it develop and to achieve accreditation, marks a significant time in his tenure at the College. The only other program in the country like Thomas Edison's is the New York Regents, and they fought long and hard to receive accreditation by the League. Thomas Edison received its accreditation on the first attempt, thanks to the hard work and dedication of the program director, Dr. Delores Brown-Hall. The College will celebrate the accreditation on June 28 with a reception at the College. Everyone is invited to attend.

He then reported on the most recent problems surrounding finalization of the Hanover Street move. He announced that, once again, the project seemed to be back on track with estimated occupancy sometime in late fall.

With regard to the Trenton Office of Policy Studies (TOPS), he reiterated that this joint venture between the College and the City of Trenton is funded totally by grants. TOPS Director John Thurber is now housed at the College. Other colleges are now calling to express interest in the program. Thomas Edison has not done much about public service in its mission, and participating in TOPS gives the College that opportunity.

Regarding the budget, there continues to be a shortfall in state revenues. Assuming that the turnpike sale goes through, there will still be about a \$700 million problem involved. It is generally understood that the Governor does not plan for any givebacks.

The Unions will not negotiate regarding the salary program, and they have implied that a job action will happen sometime in June. No matter what happens, there is still the \$700 million problem. Layoff predictions are now at about 10,000 people. Newspaper reports indicate that the legislature leadership has pledged itself to restoring the 8% cut. That still seems to be a go.

The College started the year with a 14% cut, and the effect of the salary program cut adds another 12% cut. Thomas Edison and Rutgers University had special opportunities to testify individually before the legislature, where the other eight state colleges testified as one. The Governor states that he will not let the legislature raise the assumptions just to balance the budget. The year ahead will be very tight, but the College expects to weather the storm.

In other matters, Dr. Pruitt told of the Kellogg National Fellowship Program's leadership development program wherein a group of 45 fellows go to Battle Creek for an orientation to the program. Dr. Pruitt was asked to serve as a faculty advisor to the group for the week-long event.

George Hanford represented Dr. Pruitt at the opening of the National Institute on the Assessment of Experiential Learning. There were about 26 participants plus faculty at this year's Institute.

Dr. Pruitt introduced Fidelia Uzoukwu, Assistant Director, Senior Institutions, Department of Higher Education, who is the Department's liaison to the Board, replacing Jean Fitts.

Dr. Pruitt stated that fall will be a very busy time for the College. There will be a Trustee emersion day in which Trustees will go through the life of a student in one day. Also, the self-study report will be ready by fall, and the Board committees will be reviewing it prior to presentation at the December Board meeting. The Middle States site visit will take place in the spring. The College expects to get high marks from this reaccreditation review.

George Hanford called attention to an item in the written President's Report indicating that the College had to rescind a degree. Jerry Ice stated that as far as he knows, this is the first time this has ever happened. The question was raised about whether the student was given an opportunity to appeal his case. Ice responded that the student was given the opportunity, but he did not appear and has not contested it.

The College was asked by the Chancellor to take point in organizing and delivering special assessment and counseling services for any state employees affected by the layoffs. In cooperation with other colleges, the program would provide guidance in directing people to appropriate college and/or retraining programs that could benefit their reentry into the workforce. The program will take place over the summer only.

George Fricke moved and Patricia Danielson seconded a motion to receive the report. Motion carried (8-0).

ADMINISTRATION AND FINANCE COMMITTEE REPORT:

Chairman of the Administration and Finance Committee Chris Yegen presented the committee report as previously distributed. He highlighted the two items requiring Board action, indicating that the Committee recommends approval of the updated Personnel Plan and the One-Time Expenditure request.

Dr. Pruitt called attention to the fee increase update, stating that now that assurances have been given that the College will get the 8% restoration, it is able to reduce the fee increase to 8.59%.

He then highlighted sections of the third quarter revenue and expenditure report. Student revenue is lower than last year for this period but is still on target, and expenditures have been held below budget estimates by maintaining a freeze on vacant positions.

With regard to the Personnel Plan revisions, Dr. Pruitt explained that it has been amended primarily to distinguish between managerial and nonmanagerial as a result of the autonomy legislation. There were few, if any, substantive changes.

George Hanford presented the following resolution:

WHEREAS: The Administration and Finance Committee of the Board of Trustees has recommended to the Board of Trustees of Thomas Edison State College the adoption of the revised Personnel Plan as provided; and

WHEREAS: The action herein taken is pursuant to a recommendation by the President of the College and is consistent with relevant state regulations and applicable collective bargaining agreements currently in force; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby approve the Personnel Plan as provided and incorporated herein by reference.

Christian Yegen moved and George Fricke seconded a motion to adopt the resolution. Motion carried (8-0).

Dr. Pruitt added that after autonomy all managers were changed to a spring evaluation with any salary adjustment recommendations, if warranted, made at that time, effective on July 1 of each year. Union members are still on anniversary dates which take place all during the year.

Regarding cash reserves and one-time spending, Christian Yegen gave a brief explanation about additional costs for some expenditures approved last year, but, since the purchases were not made as a result of delays with the Hanover Street facility, Dr. Pruitt wanted to bring it back to the Board to renew that commitment.

George Hanford presented the following resolution:

WHEREAS: The College has anticipated the need to make several large nonrecurring expenditures; and

WHEREAS: The College, in anticipation of the above, has accumulated increased cash reserves for this purpose; and

WHEREAS: The College has traditionally obtained authorization by the Board of Trustees for reducing the College's reserves; and

WHEREAS: The Administration and Finance Committee of the Board of Trustees has reviewed and endorsed the expenditures as presented; and

WHEREAS: The President of the College has certified to the Board the existence of an appropriate level of reserves; now, therefore, be it

RESOLVED: That the Board of Trustees does hereby authorize the College to acquire the materials, equipment, products, and services in the amounts and for the purposes as specified in the attachment to this resolution and hereby incorporated by reference.

Patricia Danielson moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (8-0).

CANDIDATES FOR DEGREE:

Jerry Ice presented the candidates for the associate and baccalaureate degrees as of March 1 and May 1, 1991. There were 26 candidates for the Associate in Arts, 14 candidates for the Associate in Science in Management, 3 candidates for the Associate in Science in Natural Science and Math, 30 candidates for the Associate in Science in Applied Science and Technology, 2 candidates for the Associate in Applied Science in Radiologic Technology, 1 candidate for the Associate in Science in Public and Social Services, 46 candidates for the Bachelor of Arts, 53 candidates for the Bachelor of Science, 24 candidates for the Bachelor of Science in Business Administration, and 6 candidates for the Bachelor of Science in Nursing for a total of 205 candidates - the largest class in the history of the College. The College had 737 graduates this year, compared to 590 last year.

Commenting on this class, he reported that 62% are New Jersey residents; 31% are female; 7% are Black or Hispanic; 62% are between the ages of 31 to 50 with 40% of that percentage in the 31-40 age group; the youngest is 22, and the oldest is 68. The number of years it takes to complete a degree ranges in this class from less than 1 year to 6 years. However, over 90% complete in 3 years or less.

George Hanford presented the following resolution:

The Board of Trustees of Thomas Edison State College does hereby approve the awarding of the appropriate degrees to those March 1, 1991 and May 1, 1991 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.

Patricia Danielson moved and Chris Yegen seconded a motion to adopt the resolution. Motion carried (8-0).

ACADEMIC COUNCIL APPOINTMENTS:

George Hanford presented the following resolution for the appointment of four new and five reappointed members to the Academic Council. He commented that the appointees are very well-trained, high-ranking individuals.

The Board of Trustees does hereby appoint the following college staff members to a two-year term on the Academic Council: Dorothy Sconyers, Program Advisor; Donna Watson, Transcript Evaluator; Celestine Wynn, Portfolio Advisor; and staff alternate Julie Anderson Atwood, Transcript Evaluator.

The Board of Trustees of Thomas Edison State College does hereby appoint the following to a three-year term on the Academic Council: Beverly Dunston, Associate Professor, Urban Planning, Rutgers University; Reza Shahrokh, Associate Professor, Health Professions, Montclair State College; Joseph B. Sanborn, Jr., Assistant Professor and Chairperson, Law/Justice Studies, Glassboro State College; and Lorraine Cavaliere, Director, Continuing Education Center, Rutgers University.

The Board of Trustees of Thomas Edison State College does hereby reappoint the following to an additional three-year term on the Academic Council: Bernard Sless, Professor, Management Division, Stockton State College; Harry Hoitsma, Professor, Health Professions, Montclair State College; Parthasarathy Iyengar, Professor, School of Liberal Arts and Sciences, County College of Morris; Jack Waintraub, Chairman, Electrical Engineering Technology Department, Middlesex County College; and Richard Sandhusen, Lecturer, Marketing Department, Rutgers University.

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

The College now has only three staff members on the Council. Staff members serve on committees, however, and there are approximately 12-15 staff serving on committees.

Patricia Danielson moved and Chris Yegen seconded a motion to adopt the resolution. Motion carried (8-0).

CONTRACT RENEWALS:

Dr. Pruitt presented the contract renewal recommendations as follows:

PRESIDENT'S OFFICE

Gerri Collins, Executive Assistant
to the President
Thomas Streckewald, Director,
Institutional Planning, Research,
and Outcomes Assessment

CONTRACT RECOMMENDATIONS

1 year 1991 - 1992

1 year 1991 - 1992

DIVISION OF ACADEMIC AFFAIRS

CONTRACT RECOMMENDATIONS

Debra Dagavarian-Bonar, Director Office of Testing & Assessment	1 year 1991 - 1992
Thomas Donlon, Director, Office of Test Development & Research	1 year 1991 - 1992
Gregory Dye, Assistant Registrar	1 year 1991 - 1992
Dolores Brown-Hall, Director, Nursing Program	1 year 1991 - 1992
Jerry Ice, Vice President for Academic Affairs	1 year 1991 - 1992
Ruth McKeefery, Dean of the College	1 year 1991 - 1992
Jack Phillips, Registrar	1 year 1991 - 1992
William Seaton, Director, Center for Directed Independent Adult Learning	1 year 1991 - 1992
Sharon Smith, Assistant Registrar	1 year 1991 - 1992

DIVISION OF ADMINISTRATION & FINANCE

CONTRACT RECOMMENDATIONS

Carron M. Albert, Director, Office of Human Resources	1 year 1991 - 1992
Anna Benitz, Assistant Controller	1 year 1991 - 1992
James Brossoie, Assistant Director, Office of Management Information Systems	1 year 1991 - 1992
Gloria Y. Dienes, Assistant Director, Office of Human Resources	1 year 1991 - 1992
Edward George, Acting Director, Office of Administrative Services	1 year 1991 - 1992
Farouk Hassieb, Controller	1 year 1991 - 1992
Drew Hopkins, Director, Office of Management Information Systems	1 year 1991 - 1992
James C. Humphrey, Acting Vice President for Administration and Finance	1 year 1991 - 1992
Philip Sanders, Administrator, Student Fees and Revenues	1 year 1991 - 1992
Michael Scheiring, Vice President for Administration & Finance (on loan)	1 year 1991 - 1992
Evelyn Spradley, Assistant Director, Educational Technology	1 year 1991 - 1992

DIVISION OF PUBLIC AFFAIRS

CONTRACT RECOMMENDATIONS

Sonja Eveslage, Dean, Center for Corporate and Public Partnerships	1 year 1991 - 1992
Wenrich Green, Director of Admissions	1 year 1991 - 1992
Linda Holt, Director of College Relations and Communications	1 year 1991 - 1992
Ida Julian, Director of Development	1 year 1991 - 1992
Jules Kahn, Director of Financial Aid and Veteran's Affairs	1 year 1991 - 1992
James Ratigan, Director, PONSI	1 year 1991 - 1992
Iris Saltiel, Director of Corporate Programs	1 year 1991 - 1992
Annette Singer, Director of Alumni Affairs	1 year 1991 - 1992

There have been no salary adjustments made this year for managers due to the state's fiscal crisis. There may be salary adjustments later if the crisis is resolved.

Patricia Danielson moved and John Blossom seconded a motion to adopt the resolution. Motion carried (8-0).

PERSONNEL ACTIONS:

Dr. Pruitt presented the new-hire personnel actions as follows:

David Wright	- Senior Clerk Transcriber (hourly)
Cynthia Williams	- Senior Clerk Typist
Barbara Waters-Eklund	- Project Specialist (hourly)
John Thurber	- Executive Director, Trenton Office of Policy Studies

John Thurber comes to the College from the Public Advocate's office, and is an attorney by training. His wife was teacher of the year.

George Hanford 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.

George Fricke moved and Patricia Danielson seconded a motion to adopt the resolution. Motion carried (8-0).

MEETING DATES:

George Hanford presented the proposed FY 1992 meeting dates as follows:

The Board of Trustees of Thomas Edison State College does hereby approve the following meeting dates for FY 1992:

Friday, September 6, 1991	- 10:00 a.m.
Friday, December 13, 1991	- 10:00 a.m.
Friday, March 13, 1992	- 10:00 a.m.
Friday, June 12, 1992	- 2:00 p.m.

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

The date of the September meeting had to be changed because Dr. Pruitt has to be with the Kellogg Fellows in Colorado. The Board may be able to hold a conference call to meet statute requirements.

Chris Yegen moved and Carole Nerlino seconded a motion to adopt the resolution. Motion carried (8-0).

NOMINATING COMMITTEE:

George Hanford stated that at the annual meeting in September, 1990 he appointed a nominating committee consisting of Thomas Seessel, Patricia Danielson, and Fred Abbate. He has now rescinded those appointments and made new appoints for Thomas Seessel, Patricia Danielson, and himself. The new committee has met and now proposes the slate of officers as follows:

Christian Yegen - Chair
Fred Abbate - Vice Chair

Action on these nominations will take place at the September meeting.

OTHER RESOLUTIONS:

George Hanford presented the following resolutions:

WHEREAS: Ms. Patricia Danielson has been a member of the Board of Trustees of Thomas Edison State College since July, 1979; and

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

WHEREAS: Through her exemplary leadership as Chairman of the Board and Chair of the Public Affairs Committee, she has earned the respect and affection of her colleagues; and

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

WHEREAS: Ms. Danielson is deserving of an extraordinary and distinctive honor as she leaves the Board; now, therefore, be it

RESOLVED: That the Board of Trustees of Thomas Edison State College does hereby award Ms. Danielson the "Distinguished Service Award"; and be it further

RESOLVED: That this award be conferred upon her during the proceedings of the Commencement ceremonies to be held October 20, 1991.

* * * * *

WHEREAS: Mr. Thomas Seessel has been a member of the Board of Trustees of Thomas Edison State College since July, 1979; and

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

WHEREAS: Through his exemplary leadership as Chairman of the Board and membership on the Public Affairs and Administration & Finance Committees, 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. Seessel 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 Edison State College does hereby award Mr. Seessel 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 October 20, 1991.

Both responded in appreciation, and the motion was declared by affirmation.

There being no further business, Thomas Seessel moved and Patricia Danielson seconded a motion to adjourn. Motion carried (8-0).

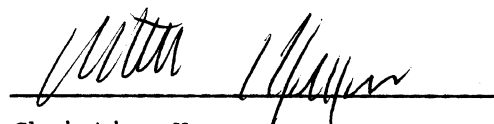
Submitted by,



George A. Pruitt
Secretary of the Board

12/13/91
Date

Approved by,



Christian Yegen
Chairman of the Board

12/13/91
Date