

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

February 3, 1984

MEMBERS PRESENT: Alan Ferguson, Chairman; Patricia Danielson, Vice Chairperson; Robert Taylor; George Hanford; Thomas Seessel; E. Harvey Myers; George Pruitt, President.

MEMBERS ABSENT: Rita Novitt; Eleanor Spiegel, Christian Yegen.

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

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

MINUTES APPROVED: The minutes of the December 9, 1983 Board of Trustees meeting were presented for approval. An addition to the minutes was noted by Patricia Danielson. She stated that the Council of State Colleges indicated that the chances were very slim for the Commission to effectively answer the questions cited in the Board minutes page 5.

George Hanford and Thomas Seessel seconded a motion to approve the minutes as amended. Motion carried (6-0).

PRESIDENT'S REPORT: Adding to the report of the President mailed previously, Dr. Pruitt reported that the Wang VS 85 mini-computer has arrived.

With reference to Project LEARN, he explained that teleconferencing is a means by which individuals in different locations may "meet" via computer. One person initiates a conversation, proposal, question, etc., which is pulled up on-site by others. Second and subsequent responses are transmitted as needed and can span a time period of one day or several months.

Regarding TeleLearning, Dr. Pruitt reported that security and academic oversight of courses will not be a problem since Edison students who might participate will be tested by the Edison TECEP method in addition to the actual course, or by portfolio assessment. This keeps Edison in control of security and academic oversight.

In reference to Barbara Scheatzle's decision not to return to work at this time, Dr. Pruitt indicated that the College will honor her at a future date to be announced. The Board indicated that an appropriate resolution will be prepared for the occasion.

At the conclusion of Dr. Pruitt's remarks, Alan Ferguson acknowledged those present who had requested to speak to the President's Report Item XI, Notification of the Nonrenewal of a College Staff Member [Arthur Rosenfeld].

Speaking on behalf of Rosenfeld were:

Marco Lacatena, President, New Jersey Council of State  
College Locals (AFT)

Dr. Joseph Gowaskie, Associate Professor of History,  
Rider College

Dr. Carol Williams, Assistant Professor of Social Work, Kean  
College of New Jersey

Frank Wehr, Director, Leader Nursing Homes, student, Edison  
State College

Susan Friedman, Coordinator Bachelor of Science Degree Programs,  
Edison State College

All five speakers addressed Rosenfeld's performance in his previous positions as Coordinator of Bachelor of Science Human Services and Program Advisor.

Maris Cutting, Assistant to the Director of Testing and Assessment, spoke, and reading a statement by Dennis Bakewicz, Portfolio Advisor, Rosenfeld spoke, both addressing Rosenfeld's performance in his current position as Coordinator of Portfolio Development and Assessment.

Diane Gruenberg, Coordinator, Liberal Arts Degree Programs, Edison State College, spoke not to Rosenfeld's nonrenewal but to the principle of performance evaluation as it relates to the review and value placed on total years of employment.

Thomas Wirth, Staff Representative, New Jersey Council of State College Locals (AFT), concluded the presentations by referencing the Unfair Labor Practices suit filed by the State Union, implying that Rosenfeld's nonrenewal was a result of Union oppression.

Copies of the complete file of materials related to the nonrenewal decision had been mailed previously to all Board members, and copies were available for public review, supplemented by materials distributed by Rosenfeld.

Responding to the presentations, Alan Ferguson thanked the speakers and advised those present that the Board authority in personnel matters

was only in regards to appointments and reappointments, not in matters of nonrenewal. He further indicated that it was not appropriate to discuss litigation issues at that time.

#### APPROVAL OF GRADUATES:

Dr. Ice presented the names of candidates for degree. There were 16 candidates for the Associate in Arts, 4 candidates for the Associate in Science in Management, 22 candidates for the Bachelor of Arts, 9 candidates for the Bachelor of Science, and 10 candidates for the Bachelor of Science in Business Administration, for a total of 61 candidates. He stated that all candidates have met all requirements for their respective degrees.

Patricia Danielson moved and Harvey Myers seconded a motion to approve all candidates as indicated on the list provided by Dr. Ice. Motion carried (6-0).

#### ADMINISTRATION AND FINANCE REPORT:

Robert Taylor, Chairman of the Administration and Finance Committee of the Board, presented the Committee's report, indicating that the Committee reviewed at length the financial statements for the second quarter period ending December 31, 1983, and the six-month status to that date. Noting that the College achieved 75% of its budgeted revenue in the first quarter and 80% in the second quarter, the Committee discussed the progress as well as the problems. Although applications are ahead of target (144%) and subsequent year tuition equivalency fees are just short of target (91%), first year tuition equivalency fees, transcription/evaluation fees, and the Center for Management Education Program are under budget.

The College has taken actions to increase revenue by further refining the Admissions/Enrollment turn-around time from 120 to 30 days. Faster turn-around will increase cash flow. The College has also initiated second and subsequent billing which has already begun to increase cash flow.

The Committee noted that the College continues to maintain an expenditure freeze such that expenditures and obligations are at 44% mid-point.

Reviewing other administrative activities, the Committee noted that:

- \* The Wang VS 85 mini-computer has been delivered.
- \* staff development has increased over the last 2 1/2 years through conferences, seminars, workshops, the Governor's Certified Public Managers Program, tuition assistance, and Civil Service training courses
- \* carry forward in the 440 account increased to \$42,232, and in the 100 account, \$3,890.

The Committee reviewed Personnel Actions including contract renewals, noting that Dr. Dolores Brown Hall has accepted the offer of employment.

The Committee was introduced to the Administration and Finance staff and was given a demonstration of the word processing and computing capabilities.

Finally, the Committee recommends approval of the Personnel Actions Report and the contract recommendations as listed in Agenda Item V.

Therefore, Robert Taylor moved and Patricia Danielson seconded a motion for the approval. Motion carried (6-0).

APPOINTMENTS:

Theresa Bowman	- Program Advisor
Loretta Bolger	- Marketing Assistant
Dolores Brown Hall	- Director, Nursing Program

CONTRACT RECOMMENDATIONS:

Division of Community Affairs

Title

Sonja Eveslage	Director of Community Programs
Barbara Waters	Director of Public Relations & Publications
Nancy Norville	Director of Admissions
Lansing Davis	Corporate Education Specialist

Division of Administration  
and Finance

Title

Michael Scheiring	Vice President for Administration & Finance
David Oakley	Systems Planning Specialist
Anna Mottola	Personnel Officer

Division of Academic Affairs

Title

Jerry Ice	Vice President for Academic Affairs
William Seaton	Assistant to Vice President for Academic Affairs
Jack Phillips	Registrar
Susan Simosko	Director of Testing and Assessment
Susan Reardon	Evaluator
Maris Cutting	Administrative Assistant (pending Civil Service review)
Joan Fernandez	Administrative Assistant
Ellen Carriere	Evaluator
Dennis Bakewicz	Senior Portfolio Advisor
Theresa Bowman	Program Advisor
Marian Stone	Program Advisor, BSN Degree

Robert Taylor commended the Administration and Finance staff for improving reporting and control of financial data.

Dr. Pruitt stated that later on he would present to the Board a new plan for staffing needs in the Administration and Finance Division, the only Division which has not undergone a staffing analysis and/or reorganization process.

ACADEMIC AFFAIRS COMMITTEE REPORT:

George Hanford, Chairman of the Academic Affairs Committee of the Board, reported that the Committee reviewed the historical development and justification for the realignment of academic services as recommended by the Task Force. Outcomes to this date in the implementation of the recommendations were reviewed.

Endorsement was given by the Committee in the development of a College position paper on the electronic college which is to be reviewed by the Department of Higher Education.

Finally, the Committee recommended for Board approval the Academic Council reappointment of Carol DuBois, Special Assistant to the State Librarian. George Hanford moved and Harvey Myers seconded a motion for the approval. Motion carried (6-0).

NEW BUSINESS:

Department of Higher Education representative John Walters stated that the Report of the Commission of the Future of State Colleges would be discussed at the February 17 meeting of the Board of Higher Education.

CONSIDERATION OF RESOLUTION FOR EXECUTIVE SESSION:

Alan Ferguson 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 February 3, 1984 for the purpose of discussing the unfair labor practice charge which has been filed by the Council of New Jersey Locals, NJSFT-AFT/AFL-CIO.

It is expected that the discussion undertaken in closed session may be made public at such time as the litigation is concluded.

George Hanford moved and Thomas Seessel seconded a motion to adopt the resolution. Motion carried (6-0).

There being no further agenda items for discussion, Alan Ferguson declared the public meeting adjourned, and the Board went into Executive session.

Submitted by,



George A. Pruitt  
Secretary

6/8/84

Date

Approved by,



Alan Ferguson  
Chairman

6/8/84

Date