

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON COLLEGE OF NEW JERSEY

July 22, 1977

The Board of Trustees of Thomas A. Edison College held a special meeting on July 22, 1977 at the Forrestal Center Campus of the College in Princeton, New Jersey. The meeting began at 11:15 a.m.

MEMBERS PRESENT: Richard Pearson, Chairman; Alan Ferguson; George Hanford (late); Allison Jackson; Blanche Ried; Jonathan Thiesmeyer; James Douglas Brown, Jr., President

MEMBERS ABSENT: F. Anita Heard; Robert Kavesh, Vice Chairman; Eleanor Spiegel

ALSO PRESENT: Laura Adams, Director of Academic Programs; Robert Herbster, Assistant Registrar; Paul Jacobs, Director of Test Development and Assessment; Matthew Quinn, Acting Director, State College Office; Jean Titterington, Director of Academic Counseling

The meeting was formally opened by Mr. Pearson at 11:15 a.m. The minutes of the meeting of March 25, 1977 were presented for approval. Mr. Thiesmeyer moved that the minutes be approved. Seconded by Dr. Ried, the motion was approved unanimously.

RESULTS OF MAIL Mr. Pearson then presented the two resolutions  
BALLOT: which were mailed to each of the Trustees in June for formal recognition. These resolutions must be ratified at a public meeting of the Board.

GRADUATES APPROVED: Resolved, that the College award the Associate in Arts degree to the 78 candidates, numbered 155-232, the Associate in Science degree to one candidate, number 4, the Bachelor of Arts degree to 34 candidates, numbers 62-95, and the Bachelor of Science in Business Administration degree to 2 candidates, numbers 10-11, whose names appear on the lists prepared by the Registrar. (The results of the mail ballot were 6-0-3)

Mr. Ferguson moved that the resolution awarding degrees, which was approved by a majority of the Trustees in a mail ballot, be ratified. Seconded by Dr. Ried, the motion was approved unanimously. (5-0-0)

NEW FEES  
APPROVED:

Resolved, that the Board of Trustees approve the schedule of fees attached, to be in effect for the 1977-78 academic year beginning July 1, 1977, except as noted in the schedule. (The results of the mail ballot were 7-0-2.)

After a brief discussion on the implementation of the new fees, Mr. Ferguson moved that the resolution approving the 1977-78 fee schedule, which was approved by a majority of the Trustees in a mail ballot, be ratified. Seconded by Mr. Thiesmeyer, the motion was approved unanimously. (5-0-0)

NEW GRADUATES  
APPROVED:

Mr. Pearson then recognized President Brown and Mr. Herbster who presented 13 candidates for the Bachelor of Arts degree and 39 candidates for the Associate in Arts degree. A statistical summary giving background information about the candidates was distributed. After a brief discussion about the composition of the group of candidates presented, Dr. Ried moved that the candidates be approved for their degrees. Seconded by Mr. Ferguson, the motion was passed unanimously. (5-0-0)

CHAIRMAN'S  
REPORT:

Mr. Pearson spoke about a meeting he had with James Rosser, the Acting Chancellor, relative to the role of the Trustees. Dr. Rosser expressed the concern that the Trustees should act as a fiscal monitor for the College. He felt that the Trustees should become more active in this regard, that trustees from the other state colleges attend the budget hearings. Mr. Pearson indicated that he and the Chairman of the Finance Committee would attend the preliminary budget hearing at the Department of Higher Education. Dr. Rosser also expressed a concern that the fees paid by the students were not as high a percentage of the total expenditure of the College as they should be. Mr. Pearson noted that with the new fees approved by the Trustees earlier in the meeting, 40 percent of all income would be from student fees.

Other points raised in the meeting with Dr. Rosser included the need to cover the cost of TECEP by student fees. (President Brown indicated that this is one of the goals of the College over the next three years but that it is the administrative costs, not developmental costs that can be covered. There should not be any major new test development over the next several years.) Dr. Rosser also indicated that the College should develop special programs for minorities, that is, blacks and spanish speaking. President Brown noted that from the statistics that have been collected, about 11 percent of the actively enrolled students are black. This compares favorably with the other state colleges.

There was considerable discussion on the types of programs that could be offered by Thomas A. Edison College and the possibilities for funding that exist, especially Titles IX and VI. One area where Title XX funds would assist would be in early childhood education. Individuals that could be served through our proposed early childhood education program would be older women, many of whom are minorities. Other possible agents would be adult education programs and unions.

Mr. Pearson indicated to Dr. Rosser that the College's mission as a nonteaching institution should not change. The Department of Higher Education should be sensitive to the constraints placed on the College by its mission.

PRESIDENT'S  
REPORT:

Mr. Pearson then recognized President Brown for his report on the state of the College.

Status of FY 77 Budget: There will probably be a \$25,000 carry forward. Student fees are down since enrollments amounted to 1800, not 2500. A 20 percent growth rate seems to be the figure the College should budget. Mr. Quinn asked why none of the funds allocated for branch offices were spent. President Brown indicated that the state paid the rent from a central rent account and the College was not charged.

Accreditation: The College was fully accredited by the Middle States Association at its June 25, 1977 meeting. Accreditation status will be reviewed in the 1981-82 academic year. Mr. Thiesmeyer recommended that the Board of Trustees go on record as commending the staff of the College for the work that went into the self-study and the ultimate accreditation by the Middle States Association. Mr. Ferguson and Mr. Pearson concurred. President Brown indicated that the extra year spent in self-scrutiny was good for the College since it forced the staff and the Trustees to develop an organized set of plans and goals.

Permanent Location: Two questions need to be resolved: the identity of the building and parking. Acting Chancellor Rosser has written to the State Treasurer seeking a clarification of these two items. Once these are resolved, the request for approval of funds will be submitted to the Board of Higher Education, hopefully in time for the September meeting of the Board. If approved, bids for renovation could be advertised for January 1, 1978 with a completion date of September, 1978. The lease on the current space expires in March, 1978 but Princeton University may extend the lease if the College has a definite date for relocation.

Bachelor of Science Degree: The degree was approved by the Board of Higher Education. At the staff retreat held earlier in the month, the staff mapped out the implementation schedule. A pilot program in human services will be undertaken for enrolled students. The Human Services option will be fully implemented in November and the Technical Services option in February.

Ms. Jackson asked if the various policies of the College have been codified. This hasn't been done as yet. She recommended that this be done soon since lack of codification of policies has caused problems within other agencies.

Public Relations: Copies of press clippings were distributed. At the time of the College's accreditation, no one was serving as Public Relations Director. Ms. Pat Butterfield was employed as a consultant to coordinate the announcement of the accreditation. Mr. Jack Stockton has recently been hired to head the Public Relations/Publications Office. He will be developing a one-year plan for the office to be presented to the Board of Trustees in September. Dr. Ried pointed out that her cousin saw an article about the accreditation in Switzerland.

ACADEMIC COUNCIL  
APPOINTMENTS AND  
RESTRUCTURE:

Mr. Pearson then recognized Dr. Adams who presented three proposals concerning a partial restructure of the Academic Council, limit on terms, and appointments.

Partial Committee Reorganization: The Administration of the College, after a careful review of the needs of the College, recommended that the Committees on the Associate in Applied Science degree in Radiologic Technology and on the Bachelor of Science degree be replaced by a single committee charged with all professional degrees. Membership would contain appropriate representation from liberal arts and professional disciplines.

After a brief discussion, Mr. Ferguson moved that the reorganization of committee structure as presented be approved. Seconded by Dr. Ried, the motion was approved unanimously. (6-0-0)

Two Term Limit for Academic Council Members: After considerable review by the Administration, a recommendation that members of the Academic Council serve no more than two regular (3 year) terms of office, whether served consecutively or at different periods of time. In the discussion that followed, it was pointed out that over 500 individuals have been used as consultants. By placing a limit on the length of time a member would serve, the Academic Council could be opened to a wider range of individuals who have already served as consultants or as committee members. Former Council members would be eligible to continue to serve as committee members and/or consultants.

After a brief discussion, Mr. Thiesmeyer moved that a limit of two regular (3 year) terms of office, whether served consecutively or at different periods of time be established for the Academic Council. Seconded by Mr. Ferguson, the motion passed unanimously. (6-0-0) The Trustees subsequently expressed their willingness to entertain individual exceptions should the need arise.

Appointments: After a review by the Administration of the record of contribution of the nine Academic Council members whose terms were expiring, President Brown recommended the reappointment of three members to the Council for additional three year terms: Mary Ellen Capek, Peter Helff and John Valley. (One additional member, Mary West, would have been recommended for reappointment but she will be living in England for the next two years.) In addition to these three members, President Brown recommended five individuals for full three-year terms: Margaret Dunn, Olney England, Joseph Kopf, Marian McNulty and Herbert Weinstein (student). One individual was recommended for a one-year appointment to complete an unexpired term: Catherine East.

The discussion that followed centered on the constitution of the membership of the Council with regard to women and minorities. In order that more information could be presented by Dr. Adams, the discussion was tabled until after the luncheon break.

OPERATING BUDGET  
FOR FY 78:

Mr. Pearson then recognized President Brown for a report on the operating budget for FY 78.

President Brown referred to his memorandum to the Trustees dated July 14, 1977 in which he outlined the steps he recommended to overcome the \$104,000.00 cut in the budget made by the Governor.

In the discussion that followed, President Brown indicated that the \$104,000.00 may be reinstated by a supplemental grant. Several legislators were going to introduce legislation to restore the amount. Indications were that the Governor would sign the supplemental legislation. However, at this time, the College must assume that the \$104,000.00 will not be allocated and an operating budget without this amount must be approved by the Trustees.

The discussion that followed centered on the reasons for the cut in the budget and the President's actions on trying to have the cut restored. After a period of discussion, the meeting adjourned for lunch at 1:05 p.m.

The afternoon session of the meeting began at 2:00 p.m. Mr. Pearson recommended that the Trustees reopen the discussion on the appointments to the Academic Council.

ACADEMIC COUNCIL  
APPOINTMENTS  
APPROVED:

Dr. Adams informed the Trustees that out of a total membership of 25, three (12%) Council members are black and 13 (52%) are women. Mr. Pearson noted that these percentages are greater than those of college faculties statewide. There being no additional discussion, Mr. Thiesmeyer moved that the three individuals recommended by the President for reappointment to the Academic Council and the six individuals recommended for a new appointment to the Council be approved. Seconded by Dr. Ried, the motion was approved unanimously. (6-0-0)

OPERATING BUDGET  
FOR FY 78  
APPROVED:

Mr. Pearson and Mr. Ferguson reported that the Finance Committee had reviewed the operating budget and endorsed the modification in the fee schedule. The main difference between the approved budget (approved July 1978) and the operating budget to be approved, is the fee income. Assessment fees were not included in the approved budget but by showing these in the operating budget, student fees are seen as a higher percentage of the overall budget of the College.

After another brief period of discussion, Mr. Ferguson moved that the Board of Trustees approve the operating budget for FY 78 as presented by the President. Seconded by Mr. Thiesmeyer, the motion was approved unanimously. (6-0-0)

PROPOSED BUDGET  
FOR FY 79:

President Brown presented his proposed budget for FY 79. This budget must be sent to the Department of Higher Education in August. There will be a departmental budget review in September with the recommendations of the Department of Higher Education being forwarded to the Board of Higher Education in October.

The proposed budget for FY 79 reflects the goals approved by the Trustees, namely a 20 percent growth in enrollments and a 30 percent growth in the number of individuals counseled. To serve this growth, additional counselors, Program Advisors and evaluators as well as support staff are requested.

There was considerable discussion about the nature of the counseling network, its relationship to the College and the enrollment growth and the cost of the network. It was pointed out that the Department of Higher Education should be reminded of its previous recommendations for expansion of the network. The College is actively seeking additional funding for counseling. The Department of Higher Education saw the link of a statewide counseling network with an alternative college to be extremely vital.

Mr. Pearson observed that it was his impression that if the budget recommended by the Department of Higher Education is reduced from that approved by the Trustees, then the Trustees would have an opportunity to adjust the budget.

President Brown pointed out that as the number of baccalaureate students increase, the amount of specialized counseling increases dramatically. Mr. Thiesmeyer observed that counseling should have a separate budget from the rest of the College. That it should have an opportunity to grow at its own rate using other funds if available. Mr. Pearson stated that the Trustees should note Mr. Thiesmeyer's concern but should continue with the current system of budgeting. This should be reviewed in a year together with whatever changes might occur as a result of a change in Chancellors.

It was pointed out that Table IX of the proposed budget indicates an increase in consultant costs due to the increase in Individual Assessments. Fee income will grow to cover about 40 percent of the budget.

PROPOSED BUDGET  
FOR FY 79  
APPROVED:

After this discussion, Mr. Ferguson moved that the Trustees approve the proposed budget for FY 79. Seconded by Dr. Ried.

In the discussion that followed, Mr. Hanford asked if there was an ultimate size to the College. President Brown indicated that the projected growth rate is 20 percent each year for the next three years. Mr. Pearson indicated that the growth is theoretically boundless. Dr. Ried pointed out that the College's recent accreditation may alter the picture dramatically. There being no further discussion, the motion was passed unanimously.  
(5-0-0)

REVIEW OF GOALS  
AND PLANS:

The Trustees reviewed the Institutional Goals for 1980 and Implementation Plans for 1977-78. President Brown pointed out that new college enrollment projections have been included; the new figures are 2200 in FY 78, 2700 in FY 79 and 3300 in FY 80. While no new degrees are contemplated, there will be an increase in the number of assessments carried out as a result of the Bachelor of Science degree. With an increase in upper-division baccalaureate students, more program advisement will be needed.

There was considerable discussion on the question of standards imposed by the College in testing and assessing the knowledge of its students. The consensus was that the high standards developed by the College should be maintained.

GOALS AND  
PLANS  
APPROVED:

Dr. Ried moved that the Trustees approve the Goals for 1980 and the College's Plans for Implementation for the 1977-78 academic year. Seconded by Mr. Ferguson, the motion passed unanimously.

REPORT ON ACADEMIC  
AFFAIRS:

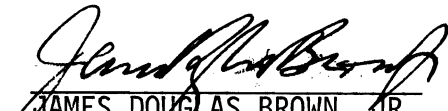
Due to the late hour, it was recommended that the report on Academic Affairs be postponed to the September meeting. The next meeting is scheduled for September 23, 1977.

NEW BUSINESS:

The Commencement is scheduled for Sunday, Oct. 2., at the Edison National Historic Site in West Orange, New Jersey. There may be an Alumni Association sponsored reception after the Commencement. The Commencement Speaker has not yet been selected. Suggested names are the new Chancellor, T. Edward Hollander, Vice President Mondale, and Senator Williams. Mr. Hanford asked if honorary degrees would be awarded. President Brown stated that he is reviewing the situation. At some point in the future, it would be good to award honorary degrees to individuals in the Thomas A. Edison pattern--self-taught successes.


There being no additional new business, the meeting was adjourned at 3:20 p.m.

Submitted by:

  
JAMES DOUGLAS BROWN, JR.  
Secretary

December 2, 1977  
Date

Approved by:

  
RICHARD PEARSON  
Chairman of the Board

December 2, 1977  
Date