

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

February 5, 1982

MEMBERS PRESENT: Eleanor Spiegel, Chairman; Alan Ferguson, Vice-Chairman
Rita Novitt; Robert H. Taylor; George Hanford; Thomas
Seessel; Christian Yegen; Allison Jackson; and
Lorraine R. Matusak, President.

MEMBER ABSENT: Patricia Danielson

ALSO PRESENT: Arnold Fletcher, Vice President for Academic Affairs;
John Bernard, Vice President for Administration and
Finance; Richard Hansen, Vice President for Community
Affairs; Thomas McCarthy, Registrar; Thomas Streckewald,
Acting Director of Development; John Walters,
representing the Department of Higher Education; and
John E. Pinkard, Executive Assistant to the President.

The meeting was officially called to order at 9:50 a.m. following Personnel
Committee and Executive Session meetings. The time and location for the meeting
had been published in accordance with New Jersey law.

GENERAL
ANNOUNCEMENTS: It was noted that the Institutional Self-Study was
completed and each Board member received a copy.

Mr. Christian Yegen, a TAESC new Board member was welcomed by
Ms. Eleanor Spiegel. Dr. Matusak requested that Board members submit
updated resumes for our records.

MINUTES APPROVED: The minutes of the meeting of December 11, 1981 were
presented and approved as written. The vote was 8-0.
Alan Ferguson moved that the minutes be accepted and Allison Jackson
seconded the motion.

APPROVAL OF
GRADUATES: Total numbers and breakdown of students completing
their requirements since the last Board meeting are:

47 Candidates for the Associate in Arts
10 Candidates for the Associate in Science
46 Candidates for the Bachelor of Arts
10 Candidates for the Bachelor of Science
22 Candidates for the Bachelor of Science in Business
Administration

Total 135

The candidates' files were reviewed and certified to have met all
requirements for the respective degrees as set down by the Academic Council
and approved by the Board of Trustees.

A motion was made by Alan Ferguson and seconded by George Hanford to accept the graduates. The motion passed unanimously (8-0).

PRESIDENT'S REPORT:

ACE/HEMI Grant Award -

The HEMI Award the college was to receive for \$9,500 was turned down by the college because: the costs would have been exorbitant (a matching \$9,500) based on the benefits able to be derived and vagueness of purpose of the grant.

Title III Letter to the Department of Education -

Michael B. Goldstein, attorney representing Edison State College, has written Dr. Patrick Melady, Assistant Secretary for Postsecondary Education, to inform him of the error in the administration of awards for the current round of Title III Institutional Support Programs as it pertains to TAESC. This is a final alternative inasmuch as previous efforts to have our proposal reconsidered have been unsuccessful.

Publicity Efforts -

As a result of the President's appearance on CBS "Denenberg Reports" (a T.V. program viewed mostly in South or Central New Jersey), we have received more than 875 inquiries to date.

We are scheduled for a Cable T.V. taping in South Jersey on February 11, 1982 and another one in Somerset County on February 24, 1982.

Phonathon -

A fund raising phonathon was held for TAESC. The phonathon exceeded our goal by 25% by receiving \$15,180 in pledges. The phonathon had a total of 59 volunteer callers over a period of five nights. The average pledge was \$20.00 and the average caller raised \$257.29 per night. Forty-two per cent of those contacted pledged and 27% of all the alumni contacted pledged.

An additional by-product of the phonathon may be the acquisition of a mini-computer, hopefully by this summer. The college expects to realize 60-75% of the money pledged.

MSA Re-accreditation Visit -

An MSA team has been appointed for the colleges re-accreditation evaluation which begins March 28, 1982. On March 28, 1982 the President will have dinner with the MSA team at the Eagle Tavern and all Board members are invited to attend. Specifics of time, a map and persons attending will be forwarded during the next few weeks.

On March 30, 1982 the team will offer an exit report at 4 p.m. The President asks all Board members to be present again at that time. Dr. Matusak indicated that her office will be contacting each of you prior to these dates for confirmation and with details.

Review of the Bachelor of Science in Nursing Proposal -

The BSN program has been reviewed by HPEAC and was submitted to the Department of Higher Education for final approval. The Chancellor tabled the resolution until budgetary implications were clarified before placing it on the agenda for a vote. The President noted how very helpful Larry Marcus has been in getting this proposal developed and processed. We expect passage in February.

WELI -

Although we have not received written verification, the WELI incident seems to be resolved. All criminal charges are being dropped according to current information.

COMMITTEE
REPORTS:

Allison Jackson has been appointed to the Planning Committee, and George Hanford was appointed to the Personnel Committee of the Board.

Alan Ferguson presented contract recommendations and proposed personnel actions for the period 12/1/81-1/22/82 to the Board for their approval. The motion was seconded by Rita Novitt and was unanimously accepted. The vote was 8-0.

The Chairman of the Finance Committee, Mr. Taylor, explained the purpose and operation of the College's general operating budget (100 Account) and the special services budget (440 Account) and how revenues are generated and distributed to each. The general operating expense budget is State supported and fixed in amount by the legislature. The special services expense budget is based on estimated annual revenues.

The Vice President for Administration and Finance reported that whereas expenditures to date are in line with the amounts budgeted, there is a shortfall in special services revenue which will necessitate expenditure reductions for the second half of the year. In this connection, Dr. Matusak stated that the College has filled certain vacant positions in order to accomplish the objectives of the College and hopefully preclude the elimination of these much needed positions in the future. Any over-expenditures will necessitate the use of College reserves which are held aside for the purchase of new equipment.

A subcommittee on Fund raising for TAESC has been established by the Board. The committee will consist of Rita Novitt, one other Board member yet to be named, two Foundation Board members, Dr. Matusak, and Thomas Streckewald, Acting Director of Development.

John Bernard reported that his research on the possibility of arranging to have students pay fees through Master Charge or Visa indicates that we can do this at an interest rate of 2.75%. It is estimated that this would cost the college approximately \$8,000 per year and would therefore probably have to go out on bid.

An advantage to using a charge system is that students could register by telephone. Disadvantages are that credit card costs will increase annually and once such a system is begun, it is difficult to stop.

It was noted that the Board appreciated Rita Novitt for her participation in producing our new mini-catalog.

COMMUNITY AFFAIRS: Our PONSI program revenue statement to date is \$25,600.00. Expenses have not been completely tabulated as yet. Evaluation costs thus far have been \$5,600.00.

Enrollment figures to date indicate an increase of 23.1% in enrollments over this same period of time last year. Admission inquiries are up 19% over last year.

Jules Kahn reported that the Newcombe Scholarship has been completely allocated. It is a scholarship for women over 25 years of age beginning new careers. The population to whom we distributed these funds were an average age of 39, with an average income of \$15,000. The awards ranged from \$50 to \$500. Thirty-nine people applied for these funds, and we gave fifteen of them an award. Of those that applied, total need requests was \$20,000. Based on this data, we have applied for \$20,000 in Newcombe Scholarship funds for next year.

CHAIRPERSON'S REPORT: Eleanor Spiegel announced that members of the Board of Higher Education are considering organizing a Blue Ribbon committee to move toward autonomy of State Colleges. This committee would be charged with reviewing the mission, finance, and governance of state colleges and offer recommendations to the Governor based on this review.

It was suggested that the TAESC Board should meet to discuss the mission of such a committee as it pertains to the college.

A motion was made to adjourn by Alan Ferguson and seconded by Robert Taylor. The motion carried 8-0.

The meeting was adjourned at 12:30 p.m. The next meeting is scheduled for April 23, 1982.

submitted by,


Lorraine R. Matusak
Secretary to the Board

April 23, 1982
Date

Approved by,


Eleanor Spiegel
Chairman of the Board

April 23, 1982
Date