

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON STATE COLLEGE

April 6, 1984

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

MEMBERS ABSENT: Eleanor Spiegel

ALSO PRESENT: Jerry Ice, Vice President for Academic Affairs; Richard Hansen, Vice President for Community Affairs; Michael Scheiring, Vice President for Administration and Finance; 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 the New Jersey law.

MINUTES APPROVED: The minutes of the February 3, 1984 Board of Trustees meeting were presented for approval. Alan Ferguson reported that Arthur Rosenfeld had indicated by memo that a correction in the remarks by Thomas Wirth, Staff Representative, New Jersey Council of State College Locals (AFT), were as follows:

Correction of the phrase - implying that Rosenfeld's nonrenewal was a result of Union oppression; to:

Indicating that Rosenfeld's nonrenewal was one of several alleged 'anti-union' actions as cited in the Unfair Labor Practices Charge.

George Hanford moved and Thomas Seessel seconded a motion to amend the minutes. Motion carried (8-0).

Alan Ferguson also cited a correction in the minutes, last paragraph page two, as follows:

Responding . . . that the Board authority in regards to appointments and reappointments was limited to the approval or disapproval of recommendations made by the President, that the Board could not make recommendations for appointment or reappointment, and should the President not recommend appointment or reappointment, the Board had no authority to override this. He further indicated that it was not appropriate to discuss litigation issues at that time.

George Hanford moved and Rita Novitt seconded a motion to amend the minutes as indicated. Motion carried (8-0).

George Hanford moved and Patricia Danielson seconded a motion to approve the minutes as amended. Motion carried (8-0).

PRESIDENT'S REPORT: Adding to the previously mailed President's Report, Dr. Pruitt called attention to the news and article clipping display in the conference room, indicating that the selected items were just a sampling of the increased press the College has received in recent months.

With regard to budget issues, he added that although the College has achieved 93% of its budgeted target to date, on the troublesome side, the College expects to lose one budgeted position next year by order of the Governor. Governor Kean has instituted an attrition program which states that 2,000 State positions must be cut from the State payroll. Of that 2,000, 350 must come from higher education. Edison State College will lose one clerical position. However, since the College cannot afford to lose the position, efforts will be made to retain it by funding it through the 440 account.

Dr. Pruitt also indicated that Chancellor Hollander has vigorously opposed the higher education attrition quota. Implementation of this Executive order is pending resolution of the Governor's budget finalization.

It was noted, however, that Edison State College is the only institution that has had authorized new positions, i.e. the BSN program.

Dr. Pruitt further reported that the budget before the legislature is a status quo budget. However, a coalition, of the higher education community, is attempting to lobby for preservation of the proposed budget. He cited the Report of the Commission on the Future of State College's recommendation that New Jersey be brought up to the national average, an increase of almost \$20 million. The coalition is recommending that this be done over the next five year period.

In determining the need for fee increases, Dr. Pruitt stated that the College will assess the revenue requirements needed to meet budget projections. The Governor's budget does not call for a fee increase, but it implies that fee increases would be necessary.

Edison will probably need a fee increase to maintain the appropriate relationship between college generated and state provided revenues.

With regard to Management Information Systems, Dr. Pruitt indicated that Discover and Encore software will be coming soon. For the time being,

students will have access to these software packages on an appointment basis at three college sites: Trenton, East Orange, and the Cherry Hill library. When the electronic college is in place, students will have access at many sites including home use if they have a modem.

Discover is a career guidance package owned by ACT. CAEL's Encore is a step-by-step process for preparing a portfolio.

The FIPSE proposal is designed to assist students in determining their probability for successfully passing exams.

Regarding TELELEARN, Dr. Pruitt stated that Ron Gordon, owner, is the man who invented Atari, which he later sold. He now works exclusively with computerized educational programs, which were primarily noncredit. After hearing Dr. Pruitt's keynote address on telecommunications in San Diego, Gordon contacted the College to pursue possibilities for developing courses which would lead to credit-bearing examinations.

At the present time, six colleges including the University of Nebraska and Ohio University are pursuing similar avenues with TeleLEARN. Edison State College's use of this system, for now, will be mainly to serve TeleLEARN students who wish to go through portfolio assessment or credit-by-examination. Other colleges will be designing their own credit courses.

TeleLEARN will be promoting Edison State College via Edison materials included in each of their course packages.

The College is probably a year away from total electronic hookup to computer driven credit courses.

Regarding Cablereach, Dr. Pruitt reported that at the initial stage the project will not necessarily be for a credit course, although it could become one at a later date.

Concluding his remarks, Dr. Pruitt clarified that the 4,112 enrollment figure listed in item XIV is an unduplicated head count for FY '83. It is not an average or division of credits to equal a person. An unduplicated head count is a count of: a) the enrollment on June 30, and; b) the addition of all new enrollments served throughout the next year to June 30. The accumulated total of "a" and "b" determines the head count.

The Board requested that if possible the College might prepare data on this for the past three years. Dr. Pruitt indicated that this will be reflected in the annual report.

ACADEMIC AFFAIRS:

George Hanford, Chairman of the Academic Affairs Committee of the Board, reported that the Committee met to review many of the items mentioned

in the President's Report. Also, the Committee reviewed the actions of the March 16 meeting of the Academic Council and recommends approval of the following:

1. Approval of the new requirement of one three-semester hour computer science course within the degree program. This new requirement is intended to be a course to familiarize the graduate in the area of computer literacy.
2. Approval of a change in the "Demonstration of Currency" requirement. The revised requirement will indicate to students in the Bachelor of Science degree program with a specialization in Applied Science and Technology that if 50% or more of the concentration coursework is older than five years (this would mean 16 semester hours or more), then the students must complete a Demonstration of Currency.
3. Approval of a new laboratory requirement in both the six semester hours Physics and six semester hours Chemistry course requirements in the Applied Science and Technology program.
4. Approval of a new requirement for a three semester hour course titled "Introduction to Human Services," or "Introduction to Social Services," or its equivalent as a course for all Human Service majors with the BS degree program.

George Hanford moved and Patricia Danielson seconded a motion to approve the four recommendations. Motion carried (8-0).

Dr. Pruitt explained that these four changes resulted from the Academic Council review of the Bachelor of Science degree program, and that the changes were an important quality assurance step.

George Hanford then presented for approval the policy statement concerning transfer of credits as follows:

TRANSFER CREDITS

Transfer from U.S. Colleges Accredited by the Six U.S. Regional Accrediting Commissions

Thomas A. Edison State College of New Jersey may accept in direct transfer credits earned at institutions accredited by the six regional accrediting commissions, as well as from institutions which are candidates for accreditation by a regional accrediting commission.

The six commissions are:

1. Middle States Association of Colleges and Schools
2. New England Association of Schools and Colleges
3. North Central Association of Colleges and Schools

4. Northwest Association of Schools and Colleges
5. Southern Association of Colleges and Schools
6. Western Association of Schools and Colleges

Transfer from Other U.S. Institutions

Thomas A. Edison State College will not accept in transfer credits earned at institutions accredited by other associations such as: Association of Independent Colleges and Schools, American Association of Bible Colleges, National Association of Trade and Technical Schools, National Home Study Council and COPA approved Professional Schools which are outside regionally accredited colleges. Students requesting the acceptance of credit from these institutions will be advised to apply for credit through Portfolio Assessment.

Transfer from Foreign Colleges and Institutions

Thomas A. Edison State College may accept in direct transfer credits earned at Foreign Colleges which are identified as the equivalent to U.S. Colleges and listed in:

- "The International Handbook of Universities" published by the International Association of Universities,
- "World Education Series" book on various countries, published by the American Association of Collegiate Registrars and Admissions Officers (AACRAO),
- "Commonwealth Universities Yearbook.

Previous Credit Awards from NATTS, AICS, and AABS schools

Edison State College will honor the transfer of credit for specific courses from NATTS, AICS, and AABC schools, from evaluations made by the Office of Academic Programs prior to July 1, 1984. Only the specific courses, from the same program and the same year, will be honored. Any new courses, not previously evaluated and accepted, will not be accepted. Students will be advised to apply for credit through Portfolio Assessment.

In discussion, Dr. Pruitt explained that these changes in policy will safeguard the Americanization and quality assurance of all Edison State College degrees.

George Hanford moved and Harvey Myers seconded a motion to approve the transfer credit policy statement. Motion carried (8-0).

Concluding the Committee's Report, George Hanford commended the College for the position paper for the development of an electronic college. Dr. Pruitt responded that the position paper has been reviewed by Department of Higher Education staff, and the College has been given full encouragement

to proceed with the development of a comprehensive plan. The Department will support this effort by jointly funding a team of consultants secured to help with the design for implementation.

APPROVAL OF GRADUATES:

Vice President Jerry Ice then presented the names of candidates for degree. There were 17 candidates for the Associate in Arts, 4 candidates for the Associate in Science in Management, 17 candidates for the Bachelor of Arts, 13 candidates for the Bachelor of Science, and 11 candidates for the Bachelor of Science in Business Administration, for a total of 62 candidates. He stated that all candidates have met all requirements for their respective degrees.

Rita Novitt moved and Thomas Seessel seconded a motion to approve all candidates as indicated on the list provided. Motion carried (8-0).

The Board requested that future lists might show candidate ages rather than social security numbers.

COMMUNITY AFFAIRS:

Christian Yegen, Chairman of the Community Affairs Committee of the Board, reported that the Committee met to review the impact of the Division reorganization as constituted in February, 1983. The Committee noted that:

- * a proactive public relations activity program has resulted in an increased public awareness of the institution.
- * as a result of the increased public relations activity, in combination with an aggressive recruitment effort, 1,665 applications for admission had been received as of March 20, 1984, exceeding the goal to date by approximately 20%.
- * a major shift in activity of the Division is identified in outreach being centered upon organizations rather than individuals.
- * the Center for Management Education and Services (Center) was initiated as a framework within which to market Edison State College academic services.
- * as a reference point was not available for the FY '84 revenue projection resulting from Center for Management Education and Services activity and Program on Noncollegiate Sponsored Instruction (PONSI) evaluations, a more realistic revenue projection from these two sources has been set for FY '85.
- * for the first time in the history of the College, an organized Annual Fund that encompasses alumni, foundations, corporations, and significant other individuals has been developed and launched.

* also for the first time in the history of the College, a well-planned and executed program to reach alumni is in place. To date, twenty-eight organized alumni activities have occurred.

The Committee reviewed the progress made to date in relation to the 1984 Annual Fund, Profiles in Partnership. The Alumni Phonathon phase of the campaign is complete with 1,048 alumni pledging \$26,538 which represents a 60% increase over the amount pledged in 1983. Corporate and individual solicitation will begin in April and continue throughout the year. For the first time, a CASE statement is being prepared with the assistance of Barnes and Roche, a professional fundraising consulting firm. This is a very important step in approaching external organizations and corporations. A draft of the CASE statement will be presented to the President's Council on April 17.

With regard to the Foundation Board, Christian Yegen reported that four invitations for Board membership would be made in April. Appointments have been set, and the candidates have been advised as to the nature of the appointment. Results of these meetings will be reported at the next Board meeting.

Following discussion of the Committee report, a request was made that the College suggest to the American Council on Education that consideration be given to changing the name of the PONSI program. The name PONSI is too similar to PENSI, a name given to scams in industry. College staff will pursue the request.

Christian Yegen moved and Thomas Seessel seconded a motion to accept the Committee report. Motion carried (8-0).

PERSONNEL ACTIONS:

Dr. Pruitt then asked Vice President Michael Scheiring to present personnel actions for approval. Scheiring reported as follows:

Appointments: Diane Diaz, Senior Clerk Typist

Resignations: Gloria Davila, Senior Clerk Stenographer

Carmenita Clyde, Senior Clerk Typist

Anna Mottola, Personnel Officer

George Hanford moved and Harvey Myers seconded a motion to approve the personnel actions. Motion carried (8-0).

BOARD MEETING DATES:

Alan Ferguson presented for approval the Board meeting dates for FY 1985 as follows:

June 8, 1984
October 5, 1984
December 7, 1984
February 1, 1985
April 5, 1985
June 7, 1985

The June meeting will be devoted primarily to the annual report for the evaluation of the President, and to the goals and objectives for the coming year.

Christian Yegen moved and Robert Taylor seconded a motion to approve the meeting dates as presented. Motion carried (8-0).

The Board recessed for lunch and reconvened at 1:30 p.m..

REPORT OF THE COMMISSION ON THE FUTURE OF STATE COLLEGES:

Dr. Pruitt announced the dates for public hearings on the Commission report as follows:

April 26 - Jersey City State College
May 7 - Trenton State College
May 8 - Stockton State College

Following discussion of the Commission report, the Board concluded that it applauded the goals and thrust of the concept of a University of New Jersey. However, Board members differed on the governance issue and the implementation plan, several members indicating that they were concerned that the addition of another governing board would be adding an unnecessary layer in the governance structure. The Board agreed that it is very important that the Legislature provide economic support for whatever approach they take.

Alan Ferguson, Thomas Seessel, and George Hanford agreed to prepare a statement acceptable to all members to be presented at the public hearings.

RESOLUTION FOR BARBARA SCHEATZLE:

The Board approved a resolution in appreciation and tribute to Barbara Scheatzle, former secretary to all three Presidents of Edison State College.

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

Submitted by,



George A. Pruitt
Secretary

10/5/84

Date

Approved by,



Alan Ferguson
Chairman

10/5/84

Date