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**MEMORANDUM**  
March 13, 1992

TO: Members, Board of Trustees  
FROM: George A. Pruitt   
SUBJ: President's Report to the Board of Trustees

**Middle States Association Institutional Self-Study**

The two-year-long process of institutional self-study for reaccreditation culminated on March 8-11 with the visit of the review team from the Middle States Association of Colleges and Schools. The team, chaired by Dr. Jane A. Altes, Vice President for Academic Affairs at Empire State College, thoroughly examined all aspects of college operations using our comprehensive self-study report as the foundation for its review.

During the visit, the team met with Board members, college staff, and representatives of the Academic Council, the consulting faculty, the student body, and the Alumni Association.

The team will forward its report to the Middle States Association for review and action. We anticipate formal notification of the results of the visit by June or July of this year.

**Assessment of Thomas Alva Edison for an Earned Degree**

Dr. Jerry Ice, Dr. Ruth McKeefery, Dr. Thomas Donlon, and Dr. Debra Dagavarian met in January, 1992 with Dr. Reese Jenkins, Director of The Edison Papers Project at Rutgers University regarding a process for evaluating Thomas Alva Edison's credentials for a bachelors degree. Through Dr. Jenkins, the College has access to the professional scholars and historical editors associated with The Edison Papers Project. Dr. Jenkins has expressed enthusiasm and support for assisting the College in determining Edison's qualifications for an earned degree.

The College has provided Dr. Jenkins and his staff with an outline of the basic elements of the baccalaureate degree with categories of learning. This outline provides the degree parameters from which assessments will be made against the

state of knowledge in Edison's era. For example, the area of physics was commonly known as natural philosophy in Edison's time. Early consideration has indicated that Thomas Alva Edison could be assessed for a Bachelor of Science degree in Applied Science and Technology with a specialization in Electrical Technology.

If Thomas Alva Edison is successful in meeting all baccalaureate degree requirements, a symposium on the assessment project, led by the consulting faculty, is tentatively planned for Friday, October 23, 1992.

The College is exploring an associate sponsorship of The Edison Papers Project as part of the College's 20th year anniversary. Currently, the fifteen year project has four long-standing sponsors: National Park Service, New Jersey Historical Commission, Rutgers University, and The Smithsonian Institute.

### **Guided Study Courses**

Enrollment for Guided Study courses offered during the winter, 1992 semester is 1050 course equivalent enrollments. This represents a 75% increase over the winter semester, 1991. This semester became the second semester in which enrollments exceeded 1000 and the first time consecutive 1000-plus enrollments have been recorded. Forty-two courses were offered, and all forty-two drew sufficient enrollments.

Three new Guided Study courses were included in the winter semester enrollments: Business Law, College Algebra, and Physics II. Two new faculty mentors joined the DIAL Guided Study program: Dr. Thomas McCoy, Chairman of the Accounting and Legal Studies Department, Middlesex County College, and Dr. Mel Moyer, Professor of Psychology, Glassboro State College. This brings the total number of faculty mentors to 47.

### **New Portfolio Assessment Handbook**

The new 1992-94 Portfolio Assessment Handbook has incorporated suggestions from students and now incorporates a greater number of exercises the student can do on his/her own, a variety of examples of portfolio evidence, and several sample narratives. Early feedback indicates that it is even more useful and better-organized than the previous handbook. Copies of the new handbook, along with other samples of print materials made available to the Middle States team, will be on display during lunch following the Board meeting.

### **Presentations by Academic Affairs Staff**

Dr. Debra Dagavarian, Director of Testing and Assessment, was invited by the New Jersey Community College Counselors Association to give a presentation at their conference on December 6, 1991. Her session was titled "Engendering Self-Esteem in the Adult Student Through Nontraditional Education." It centered on a practical approach to effecting change in adult students with low self-esteem.

The Director and a Senior Portfolio Advisor have had a proposal accepted for presentation at a conference on NonElitist Leadership and Social Responsibility, sponsored by Monmouth College. The topic of their paper is "Fostering Self-Esteem in Women Through the Use of Nontraditional Programs and Services in Higher Education."

Dr. Dagavarian will be presenting a paper at the National Conference on Outcomes Assessment in March, 1992. The research is a collaboration between Dr. Dagavarian and Dr. William Walters of Cambridge College. Their topic is "Outcomes Assessment of Prior Learning Assessment Programs," and focuses on desired outcomes for students, faculty, and the institution; it then explores the measurement of such outcomes.

Dr. Tom Donlon, Director of Test Development and Research, presented a paper, "Self-Directed Learning in the Context of the Nontraditional Degree," at Palm Beach Atlantic College on January 26, 1992, in the context of the Sixth Annual Conference on the Self-Directed Learner.

A paper by Dr. Donlon presented in October, 1991 at the annual meeting of the Northeast Educational Research Association, "The Once and Future Thing: Credit-by-Examination in Adult Education," has been directed to the ERIC Center on Adult Education for evaluation regarding acceptance by the ERIC repository. Another paper by the Director has been accepted for the forthcoming Third Annual Montclair Conference on Assessment, at Montclair State College, in March.

### **Test Preparation Workshops**

The first offerings of a new service to students - a series of test preparation workshops - were initiated last November. Scheduled for Saturday mornings, the four-hour workshops are presently led by Dr. Paul Jacobs, formerly Director of the Office of Test Development and Research.

So far, about 32 participants have been guided through the intricacies of successfully preparing for and passing credit-by-examination tests. The workshops focus on how to learn material as much as on the specifics of how to proceed during the actual testing. They offer advice on the frequently encountered problem of test anxiety. They are student-centered and encourage participation and exchange.

Students give the sessions high marks, frequently expressing pleased surprise at a by-product of the participation that they had not anticipated: they learn a great deal from each other. All participants have a fair amount of experience taking tests, and each has something to offer to the group.

It is recognized that the needs of only a very few students among the thousands enrolled in the College can be met in this way. Accordingly, the present workshops are being videotaped and evaluated as a potential way to serve more students. If advisable, a professional videotape would be developed to simulate the workshop setting. The next workshop is planned for May 3.

### **Test Development Advisory Committee**

The first meeting of an important new faculty/student advisory group, the Test Development Advisory Committee was held on November 25, 1991 at the College. The five-member panel will assist the Office in establishing policy and practice in the area of credit by examination, not only the College's own TECEP program, but the major national programs, such as the College Board's CLEP tests, as well.

The faculty members include Dr. James Cline, of Jersey City State College, Dr. Richard Sandhusen, recently of Rutgers University and Bloomfield State College, and Ms. Lana Browne, of Raritan Valley Community College. They are joined by Dr. Sonja Eveslage, Director of the Center for Corporate and Public Partnerships, and by Mr. Edward Matlack, a businessman and himself a graduate of the College who earned significant amounts of credit by means of TECEP and other tests.

The group will advise on a variety of problems, such as how to offer the standard TECEPs to test-takers at a distance via desk-top computer and modem.

To facilitate its work, the Committee has asked for data on the role of the examinations in the academic progress of the students: who takes what tests, and for what purposes. A first report is scheduled for the next meeting of the group in May.

### **Student Questionnaire Program**

The student questionnaire program introduced in September, 1991, has been successful. Student responses are consistently positive, including one person who essentially wrote: "I don't have anything to say, but thank you for asking, for if I did, no one would ever know unless they asked."

One questionnaire, the Supplemental Comment Sheet, permits remarks about the student's specific answers, or about the questions that were asked. It has been useful in identifying problem questions and in interpreting student responses. The second questionnaire, the TECEP Questionnaire for Students, gathers information on student activity in preparation for the examinations, as well as student comment on or suggestion concerning the TECEP program in general. All student comment to date has been mature and helpful.

### **Feedback on Essay Performances**

Dr. Bernard Sless, a member of the Academic Council and formerly a faculty member at Glassboro State College, suggested during a recent test development committee meeting that students could receive useful feedback from faculty graders regarding the basis of their failing performances on such tests. This was evaluated for the Office by other faculty, and a trial program will be introduced during the spring. The introduction of such a program is consistent with the fundamental educational purpose of the examination programs.

### **Graduation**

Through January 1, 1992, graduation totals continue to be ahead of last year's graduation rate. Within the degrees granted for the January 1, 1992 graduation group, the following graduates are noteworthy in respect to credits earned through testing, Guided Study Courses, and portfolio.

Ronald Jones, AA, 30 s.h. (half the degree) via Guided Study  
Lee Keating, ASM, entire degree via testing and assessment  
Kevin Mulvey, ASAST, 30 s.h. (half the degree) via portfolio  
James Glunt, ASAST, entire degree via testing and assessment  
Brian Paul, ASAST, entire degree via testing and assessment  
Delores Cristella, BA, 42 s.h. via portfolio  
Thomas Moyer, BA, 50 s.h. via portfolio  
Jennifer Steinberg, BA, entire degree via testing and assessment  
Ann Fetterolf, BA, 36 s.h. via Guided Study (all A's)  
Cecilia Matthews, BSHS, 30 s.h. via Guided Study

### **Nursing Faculty Consultant**

Gloria Essoka, a nursing faculty consultant and a member of the Faculty Committee on Nursing is on a two-year visiting professorship at Kamazku College of Nursing, Malawi, in central Africa.

### **Master of Science in Management Degree Program Development**

As a result of the Blueprint Planning Conference held in November, 1991, important input has been received from the academic and business communities on the development of the Master of Science in Management Degree Program. Dr. Jerry Ice has been working closely with Dr. Charles Nanry of Rutgers University (and Thomas Edison faculty consultant) on the development of critical elements needed for the submission of the program.

You may recall that the College is proposing a competency-based program targeted for experienced managers. It is anticipated that students will complete the proposed 42 semester hours of credit through Guided Independent Study, examinations, projects, and consultant work with both a professional work/site mentor and a faculty mentor. The proposed program is designed to have broad appeal to those not served by conventional programs. The program will integrate the theory and practice of management as it applies to diverse organizations, educational institutions, and other nonprofit agencies. The proposed program emphasizes theory and practice in the management of organizations and the development of analytical, problem-solving, and decision-making abilities and the application of those abilities to actual and simulated management situations.

### **Emergency Management Institute**

Dr. Ruth M. McKeefery has been elected to serve as the Chairperson for the Board of Visitors for the Emergency Management Institute, Emmitsburg, Maryland. The Emergency Management Institute is operated and funded by the Federal Emergency Management Agency (FEMA), and has the responsibility for providing training that encompasses the entire spectrum of disasters and emergencies in the

United States. The Institute plays a key role in helping state and local organizations prepare for, respond to, and recover from emergencies. This serves to forge a partnership that enables local organizations to reduce the loss of life and property caused by such calamities. The Institute offers both volunteer and paid professionals access to quality emergency management training. Over 5000 individuals attend the Institute each year.

The National Coordinating Council on Emergency Management has been working for the past three years to develop the requirements for a national certification program for Emergency Managers. Thomas Edison State College is one of only three institutions in the United States awarding a baccalaureate degree with an emphasis in emergency management. The College has been actively involved with the Council on this program. Theresa Bowman, Richard Hamilton, and Ruth McKeefery have each served on the Council during the past three years. The certification program is being implemented on a gradual basis over the next three years. By 1996, to be eligible for the degree, individuals must complete or provide the following:

1. a four-year degree with an appropriate area of study,
2. three years of emergency management experience,
3. one hundred classroom hours, within the last five years, of emergency management training,
4. one hundred credit hours, within the last five years, of general management training,
5. three references, and
6. a questionnaire on emergency management.

When the above credentials have been submitted, individuals may sit for the certification examination. The program will be governed by a certification commission made up of representatives from allied fields, academia, and colleagues within the profession. It is anticipated that Thomas Edison State College staff may be invited to be members of the Commission.

### **DANTES Regional Meeting**

Dr. McKeefery gave the keynote address on "The Adult Learner" and presented two sessions on Thomas Edison State College and the CALL Network at the regional DANTES conference in Albuquerque, New Mexico in November. Associate Deans from five states and educational officers from military bases in the region attended the conference.

### **American Council on Education - National Identification Program (ACE/NIP)**

Sixteen staff from the College attended the New Jersey state meeting of ACE/NIP on November 11 at Scanticon, Princeton, NJ. The National Identification Program provides women in higher education the opportunity to network and to address current education issues. The topic for the November meeting was "Restructuring Higher Education For The New Family." Dorothy Sconyers, Senior Program Advisor is the official liaison to ACE/NIP for Thomas Edison State College. She served as a facilitator for one of the afternoon interest groups.

### **Counseling Techniques**

Rosalee Eickhoff, Senior Program Advisor and Dr. Samone Jolly, Coordinator, Bachelor of Arts degree attended a seminar on "How To Handle Difficult People" at the Ramada Inn, Princeton, New Jersey in January.

### **New Jersey Organization for Human Services Educators**

Theresa Bowman, Senior Program Advisor, attended a meeting at Brookdale Community College for the purpose of developing the New Jersey Organization for Human Services educators. With the growth of human service professions, this new organization is seen to be a very timely and appropriate group.

### **Statewide Testing and Assessment Center (STAC)**

The Statewide Testing and Assessment Center has had an outstanding year with activity from 39 member institutions. The winter meeting for the Center was held at Rutgers, The State University with 64 individuals in attendance. An outstanding program was presented by three faculty members from the Rutgers Graduate School of Education. The presentations were based on recent research conducted by the presentors. Dr. Hal Beder shared his research on, "Pre College Adult Education;" Dr. Richard Novak presented his research on, "Adult Students in the College Classroom;" and Gordon Darkenwald presented his findings on "Educational Outcomes for Adult Students." Dr. Mark Mappen, the liaison for Rutgers University to the Statewide Testing and Assessment Center, moderated the panel.

### **Office of Communications and College Relations**

Ms. Nina Malone joined the staff of the Office of Communications and College Relations as Assistant Director, and is responsible for publications. Prior to coming to Thomas Edison State College, Ms. Malone was Director of Public Relations at Delaware County Memorial Hospital in Drexel Hill, Pennsylvania.

### **Annual Fund Update**

As of 2/11/92, approximately \$20,000 in gifts and pledges has been received toward the 1991-1992 Annual Fund goal of \$72,000.

### **Admissions Services Activity**

Current application and enrollment activity continues to run ahead of last year; applications are up 26%, and first-time enrollments are up 42% over FY 1991.

A major priority of Admissions Services during this year is the enrollment of African American students. The current enrollment of 150 is double where we were at this time last year, and concerted efforts are being made not only to continue that trend, but to determine what controllable factors, if any, contribute to enrollment increase or decrease.

**PONSI Activity**

The Program on Noncollegiate Sponsored Instruction (PONSI) has facilitated evaluations at three companies since January 1, 1992. Courses have been evaluated at Digital Equipment Corporation, Showboat Hotel and Casino, and the Public Education Institute. Work is proceeding on evaluations for Dow-Jones, Inc. and Dover Business School.

**Resignations**

The following people have resigned from the College:

Michael Klebanoff	-	Registrar's Office
Joan Fernandez	-	Academic Programs
Catharine Punchello	-	DIAL
Lynda Ricci	-	Registrar's Office