

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON COLLEGE OF NEW JERSEY

November 22, 1974

The Board of Trustees of Thomas A. Edison College of New Jersey held its second meeting of the 1974-75 Academic Year on November 22, 1974 at the Corporate Education Center of Western Electric, Hopewell, New Jersey. The meeting began at 12:45 p.m.

MEMBERS PRESENT: Jonathan Thiesmeyer, Chairman; Rebecca Butler; Blanche Ried; Eleanor Spiegel; Richard Sweeney; James Douglas Brown, Jr., Secretary

MEMBERS ABSENT: Richard Pearson, Vice Chairman; Robert Kavesh

ALSO PRESENT: Arnold Fletcher, Vice-President for Academic Affairs; Thomas McCarthy, Registrar

MINUTES APPROVED: The minutes of the meeting of September 27, 1974 were presented for approval. They were approved unanimously.

PRESIDENT'S REPORT: Dr. Brown gave a brief report on the status of the External Affairs. Dr. Engeman has left the College. His position will remain open temporarily but will eventually be filled by an administrative assistant for publications and press releases. The current catalog is being reprinted with a new catalog being planned for September.

CANDIDATES FOR A.A. APPROVED: Mr. Thiesmeyer recognized Dr. Brown and Mr. McCarthy for the presentation of the names of 97 candidates for the Associate in Arts Degree. These candidates were recommended to President Brown at the November 8, 1974 meeting of the Academic Council, having completed the requirements for the degree as approved by the N.J. Board of Higher Education.

Mrs. Spiegel moved that the Board of Trustees grant the Associate in Arts Degree to the 97 candidates. The motion was seconded by Mr. Sweeney and passed unanimously. (5-0-0) This brings to 120 the number of graduates since the second commencement in May, 1974.

PLANS FOR A PERMANENT LOCATION: Due to the need for more space, the Counseling and Registrar's Office has been moved to 1780 North Olden Avenue. The location of the main office has been put-up for sale by the owner. These two items necessitate finding a permanent location which will be large enough to handle all of the Trenton-based operation. President Brown discussed several possibilities for relocation. One of these, Drumthwacket, is a state-owned mansion in

Princeton which could be renovated for use as offices for the College. He had met with the President of Mercer County College about the possible use of space at the downtown center being built by the College. President Greenfield of Mercer County College did not think that enough space would be available for all of the College's needs and that whatever space would be available would not be ready for at least 18 months. He did express an interest in having a counseling office located at the downtown center.

CRITERIA FOR A  
PERMANENT LOCATION:

Mr. Thiesmeyer recommended that the Board draw up specific recommendations for a permanent location which would meet the following criteria:

- a) the location provides the College with a distinct identity;
- b) that it be easily accessible by automobile and public transportation;
- c) that adequate and low-cost or free parking be available;
- d) that there be adequate meeting and office space so that all Trenton-based College components could be in one location; and
- e) that the cost be relatively reasonable and that there be a possibility of long-term occupancy.

Mr. Sweeney seconded the motion. There was additional discussion on the criteria. Mrs. Spiegel expressed the hope that the College's office be located in a downtown area, preferably near the Capitol Commons. The motion was called and approved. (4-1-0)

DISCUSSION ON  
DRUMTHWACKET AS A  
PERMANENT LOCATION:

Dr. Butler recommended that the College pursue the possibility of leasing Drumthwacket from the State. Dr. Brown explained the procedures which would have to be followed to obtain the use of Drumthwacket.

He also described in more detail what type building it is.

Dr. Butler moved that the College pursue the leasing of Drumthwacket with the appropriate state officials. Seconded by Mr. Sweeney.  
Approved (4-1-0)

BUDGET FOR FY 1976:

Dr. Brown reported that the Department of Higher Education budget has been approved. A recommendation of \$411,000 for the College was approved. The Board of Higher Education has also stated that the enrollment fee will have to be increased from \$35.00 to \$50.00 effective July 1, 1975. Dr. Brown stated that he will submit an operating budget for FY 1976 to the Trustees in the Spring.

PLANS FOR THE OFFICE OF  
INSTITUTIONAL RESEARCH:

Dr. Brown explained the plan for the proposed Office of Institutional Research. A draft of the proposal was sent to all Board members. Dr. Brown expressed

the hope that the Department of Higher Education would fund the Office for the period January to June. The College would seek foundation support to cover the operation of the office for FY 1976. One function of the Office would be to help in the preparation of the Institutional Self-Study needed for the accreditation process.

PLANS FOR FOUNDATION  
SUPPORT FOR 1976:

Dr. Brown explained that the College is preparing a joint proposal with ETS for the creation of standards for Board of Examiner Testing. Two objectives of the proposal would be the creation of a clearinghouse of examinations and the creation of a handbook of testing techniques to be used by the College.

The College is also looking for foundation support for some of the management proposals. The Manpower Act will provide substantial amounts of money for municipalities for the training of employees.

STATUS OF THE BACHELOR  
OF ARTS DEGREE:

Dr. Fletcher announced that the Liberal Arts Committee will be meeting on December 13 to discuss the implementation of the B.A. Degree. Dr. Fletcher mentioned as topics of discussion the use of the Undergraduate Program (UP), the use of Individual Assessment, the use of standardized tests. Progress reports on the degree will be issued periodically.

RE STUDY OF THE  
BACHELOR OF SCIENCE IN  
BUSINESS ADMINISTRATION  
DEGREE:

Dr. Fletcher announced that the Bachelor of Science in Business Administration Degree Committee is reviewing the requirements for the degree. A copy of a questionnaire to a subcommittee was sent to all Board members. Under discussion are the expansion of the liberal arts areas. It was pointed out that changes within the requirements of the degree can be made by the Trustees and do not need the approval of the Board of Higher Education.

PILOT PROJECTS FOR THE  
ASSOCIATE IN SCIENCE IN  
MANAGEMENT:

Dr. Brown announced that pilot projects are being planned for the implementation of the Associate in Science in Management Degree. Discussions have been held with the Departments of Labor and Industry and Institutions and Agencies; with Martland Hospital; with Ford Motor Company; and, with the statewide Union Council. It was suggested that the College contact Western Electric and AT&T about possible programs.

MEETING ADJOURNED:

There being no additional business, the meeting adjourned at 3:15 p.m.

Submitted by:

Approved by:

  
JAMES DOUGLAS BROWN, JR.  
Secretary

  
JONATHAN L. THIESMEYER  
Chairman of the Board

January 24, 1975  
DATE

Attachment