

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON COLLEGE OF NEW JERSEY

July 11, 1975

The Board of Trustees of Thomas A. Edison College of New Jersey held a special meeting on July 11, 1975, at the College's headquarters in Ewing Township, New Jersey. The meeting began at 11:00 a.m.

MEMBERS PRESENT: Jonathan Thiesmeyer, Chairman; Richard Pearson, Vice-Chairman; Rebecca Butler; F. Anita Heard; Robert Kavesh; Blanche Ried; James Douglas Brown, Jr., President

MEMBERS ABSENT: Eleanor Spiegel; Richard Sweeney

ALSO PRESENT: Thomas McCarthy, Registrar

MINUTES APPROVED: The minutes of the meeting of May 23, 1975 were presented for approval. It was noted that the reference to termination of services of College employees referred to the senior administrative staff. It was also noted that the recommendation for a grievance procedure was introduced by Dr. Butler. The corrections will be incorporated in the approved minutes.

Mr. Pearson moved that the minutes, as corrected, be approved. Seconded by Dr. Ried, they were approved unanimously.

PRESIDENT'S REPORT: Mr. Thiesmeyer recognized President Brown for his report on the current status of the College.

State Financial Crisis as Related to the College:

President Brown attended a special meeting of the State College Presidents held at the Department of Higher Education on June 30, 1975. At that meeting, the Department of Higher Education announced the cuts to be made within the State College System; there were to be no budgetary cuts for Thomas A. Edison College. However, on July 9, President Brown was informed that the College's budget would be cut by 5% (\$20,000.00). This cut must be handled by laying off two professional staff members. He protested the request to lay off two professional staff members at a time when the College was hiring new staff. He was ordered to submit the names of two staff members to be laid off by July 11, 1975. President Brown then informed the Trustees that he would submit the names of Dr. George Engeman and Mrs. Kay Zufall, two staff members whose services were terminated during the preceding months.

The Trustees spent a considerable amount of time discussing this situation and all were in agreement with Mr. Thiesmeyer and Dr. Kavesh that firm action of the Board was needed in supporting the President's action. All also agreed with Dr. Ried that the Trustees must stand firm behind the President and fight for the institution's integrity.

Layoff Notices for Clerical Employees:

The President informed the Trustees that all clerical employees of the College were issued a general notice of dismissal, a 45 day notice, stating that their services may be terminated at the end of the 45 day period. This would allow for Civil Service bumping procedures. The general notices of dismissal were sent to all clerical employees of the State.

Mr. Thiesmeyer referred to correspondence he has had with the State Attorney General concerning the responsibility of the Trustees with regard to the termination of employees. He distributed copies of the New Jersey State Statutes which delineate the responsibility of the Board of Trustees.

Motion on Support of the President's Actions:

Mr. Thiesmeyer then requested a motion to show the position of the Board of Trustees. The following motion was presented: Be it resolved that the Board of Trustees of Thomas A. Edison College places itself on record as supporting the actions of the College's President in not laying off currently employed professional staff members. The responsibility of hiring and terminating the services of College employees is the responsibility of the Trustees of the College and not the Department of Higher Education. The resolution was approved. (6-0-0)

New Appointments to the College's Staff:

President Brown presented the following appointments to the College's staff for approval:

- a) Thomas W. Abrams, Director of Publications and Information, \$15,500.00
- b) Eusebio S. Inocencio, Jr., Director of Business and Professional Programs, \$18,000.00
- c) Paul I. Jacobs, Director of Test Development and Assessment, \$23,000.00
- d) Catherine T. McNamee, CSJ, Director of Liberal Arts Programs, \$18,000.00

The appointments were approved unanimously.

REPORT OF THE  
FINANCE COMMITTEE:

Mr. Thiesmeyer recognized Mr. Pearson for a report on the finance committee. The Committee met on July 9, 1975 to discuss the budget prepared by President Brown for Fiscal Year 1977. Several questions were considered by the Committee, including: what was the strategy being used in the budget request for state funding; was the budget as submitted faithful to the strategy in light of the current fiscal problems of the state; was it a responsible budget.

The committee recognized that the major increase in state funding would go to increase the counseling function of the College. It also recognized that the budget represents a modest growth of the College in a direction the Trustees wants the College to go. The committee also recognized that the student contribution through fees had risen from 7 1/2% in FY 73 to 21% in FY 1975.

The Finance Committee recommended the approval of the budget.

There was discussion on the need for growth in the area of counseling. After discussion, Dr. Kavesh moved that the budget be approved. Seconded by Mrs. Heard, the motion passed. (6-0-0)

It was agreed that the President should have some flexibility in negotiating changes within the budget when it is discussed at the Department of Higher Education.

The meeting adjourned for lunch at 12:40 p.m. and reconvened at 2:00 p.m. Dennis Smith, Director of Institutional Research, joined the meeting at that time.

NEXT MEETING OF  
THE TRUSTEES  
SEPTEMBER 26, 1975:

Dr. Kavesh moved that Section 1.1 of the Bylaws of the Board of Trustees be suspended for the 1975-76 Academic Year. The first meeting of the academic year would be the fourth Friday of September (September 26, 1975) and not the second Wednesday (September 10, 1975). At the first meeting, the officers of the Board are to be elected. Seconded by Dr. Ried. Passed unanimously. (6-0-0)

INSTITUTIONAL  
SELF-STUDY:

Mr. Thiesmeyer recognized Dr. Brown and Mr. Smith for discussion of the Institutional Self-Study. Dr. Brown noted that the meeting of the Trustees scheduled for December 12, 1975 (Friday) will be a very important meeting. It will be a joint meeting of the Trustees with the Academic Council and the Self-Study Steering Committee to go over the draft of the Self-Study. Mr. Smith distributed information about the studies being planned. Studies would be made on the Enrolled Students, the Graduates, the Individuals Counseled by the College, as well as those faculty involved with the College.

Dr. Ried emphasized that great attention should be paid to the evaluation techniques used by the College and the quality of the degrees awarded.

President Brown gave the Trustees the tentative roster of the Middle States Association Evaluation Team:

- a) Clarence Mondale, George Washington University, Chairman
- b) Paul Dressel, University of Michigan
- c) Brenda Wilson, Harvard University
- d) M.J. Kincaid, City University of New York
- e) William Ludlow, Empire State College of SUNY

President Brown stated that the concerns of the Trustees would be sent to the Steering Committee and that at least one member of the Trustees would be on the Steering Committee. He also stated that the Readiness Meeting has been scheduled for January 26, 1976 with the evaluation set for April 11-14, 1976.

There being no additional business, the meeting adjourned at 2:55 p.m.

Submitted by:

  
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JAMES DOUGLAS BROWN, JR.  
Secretary

September 26, 1975  
Date

Approved by:

  
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JONATHAN L. THIESMEYER  
Chairman of the Board

September 26, 1975  
Date