

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON COLLEGE OF NEW JERSEY

April 2, 1976

The Board of Trustees of Thomas A. Edison College of New Jersey held its fourth meeting of the 1975-76 Academic Year on April 2, 1976 at the new offices of the College, Forrestal Center, Princeton, New Jersey. The meeting began at 10:35 a.m.

MEMBERS PRESENT: Jonathan Thiesmeyer, Chairman; Richard Pearson, Vice-Chairman; Rebecca Butler; Allison Jackson; Robert Kavesh; Anita Heard; Eleanor Spiegel; Richard Sweeney; James Douglas Brown, Jr., President

MEMBERS ABSENT: Blanche Ried

ALSO PRESENT: Arnold Fletcher, Vice-President for Academic Affairs; Thomas McCarthy, Registrar; Daniel Moury, State College Office, Department of Higher Education

MINUTES APPROVED: The minutes of the January 23, 1976 meeting were presented for approval. Dr. Butler moved that the minutes be accepted as presented; seconded by Mr. Sweeney. Approved unanimously. (8-0-0)

REPORT FROM PERSONNEL COMMITTEE: Mr. Thiesmeyer recognized President Brown for a report from the Personnel Committee on contracts. The Personnel Committee recommended that contracts run from July 1 to June 30; that the College have the option to buy a staff member's contract if necessary; that the President not have a contract; that a sufficient amount of time be given for notification of non-renewal of a contract; that all dates be uniform for contract or notification of non-renewal of contract; that the Board of Trustees meet with the President when he is being evaluated.

There was discussion on the need to have an affirmative action plan for the College and that standardized forms for evaluation be prepared.

Dr. Kavesh moved that the Personnel Plan presented by President Brown be approved; seconded by Mrs. Spiegel. In the discussion that followed, it was stated that the Department of Higher Education was

investigating contract periods longer than one year. Multi-year contracts would not be given unless the individual had proven him/herself.

Also covered in the discussion was the subject of buying an individual's contract. In essence, this is possible within the state system. An individual can have his/her contract terminated, for just cause, without any additional compensation. The American Federation of Teachers (AFT) is now interested in having eligible employees of the College join the union. However, due to the small number of individuals affected, this might not happen.

Mrs. Jackson stated that there be an objective evaluation of the President to be included in the Personnel Committee Report.

The motion presented by Dr. Kavesh was approved unanimously.
(8-0-0)

PRESIDENT'S
REPORT:

Mr. Thiesmeyer asked President Brown to give his report on the state of the College.

Budget: The College is listed in the Governor's Budget for \$501,000. This is \$63,000 less than approved by the Board of Higher Education. The difference may be restored if the legislature approves additional funding. Several items in the FY 76 budget may ultimately change. Enrollments have not been as great as budgeted; the Penn-Jersey Common Market was budgeted for 500 enrollments—the Common Market has not materialized; CETA Unemployed enrollments are not up to what was anticipated. As a result of a smaller number of enrollments, fee income will not be as much as listed in the Budget. There are also several cost items which are still unclear: total cost of the move to the Forrestal Center; the cost of the Middle States Evaluation Team Visit; the cost of Commencement; how the increments approved by the legislature are to be assigned.

CETA: The CETA proposals have been extended for the fifth quarter of the federal FY 76 (through September, 1976). The questions about enrollments were deferred until the afternoon session.

Mr. Thiesmeyer raised a question about the College's commitment to return to Trenton in two years. He distributed copies of a letter from the State Treasurer, Richard C. Leone, and his response to it. President Brown stated that there are two possibilities for a return to Trenton in two years. The Kelsey Building at Willow and State Streets could be remodeled for about \$900,000. The College could also build its own headquarters near the Trent House. President Brown stated that he has spoken with officials at the Department of Higher Education

about the possibility of using unexpended bond money for either of these two projects. The projects could also be financed through private funding. A building program could be tied into a living memorial to Thomas Edison.

Mr. Pearson urged President Brown to go cautiously in formulating any plans for renovating the Kelsey Building. The building has great educational history but is an old building with very high ceilings.

Edison Foundation: President Brown gave an informal report on the status of a non-profit foundation to assist the College in furthering non-traditional education.

Commencement: The Fourth Commencement has been scheduled for Wednesday, June 2, 1976, at 3:30 p.m. at the Edison National Historic Site in West Orange, New Jersey. Mrs. Sloane, daughter of Thomas Edison will be in attendance; former Governor William T. Cahill will be the Commencement speaker.

Dr. Kavesh moved that the May meeting of the Board of Trustees be rescheduled for Wednesday, June 2. Seconded by Mrs. Spiegel; it was approved unanimously. (8-0-0)

President Brown stated that it is traditional for the Board of Trustees to have a Commencement Committee to select the Commencement Speaker and select candidates for honorary degrees.

Caps and gowns will be used by Trustees, Academic Council members and College staff. There will be a reception for the graduates before the Commencement; there will also be a reception for the Trustees, Academic Council members and College staff after the Commencement.

Evening Meetings: The question of evening meetings for the Trustees was raised by President Brown. The consensus was that the meetings should remain as day meetings.

Contract Learning Approach: President Brown reviewed a proposal to study a Contract Learning Model to see if this would be valid for the College to introduce. This raised the question of a paid faculty for the College. President Brown pointed out that a contract learning mode would be an extension of the Individual Assessment mode. President Brown stressed that the proposal was to study the possibility of introducing contract learning but not to actually introduce it at this time. The sense of the meeting was that the administration proceed with the study keeping the Trustees advised.

REPORT FROM THE
ACADEMIC COUNCIL:

Mr. Thiesmeyer recognized Dr. Fletcher for a report from the Academic Council.

Bachelor of Science Degree in Human Services and Technology:
The proposal submitted to the Department of Higher Education was discussed. The degree is an alternative to those students who want neither a Bachelor of Arts nor a business administration degree. Mrs. Spiegel moved that the Trustees approve the plans for this degree. Seconded by Dr. Kavesh, the motion was approved unanimously. (8-0-0)

Externally Prepared Tests: Dr. Fletcher presented the rationale for using externally prepared examinations that would be reviewed by the College as a supplement to the TECEP examinations. Mr. Sweeney moved that the Trustees approve the use of externally prepared examinations as a supplement to TECEP. Seconded by Dr. Kavesh the resolution was approved unanimously. (8-0-0)

The Trustees adjourned for lunch at 12:30 p.m. and reconvened at 2:00 p.m. Raymond Male, Vice-President for External Affairs, was present for the afternoon session.

REPORT ON
ENROLLMENTS:

Mr. Thiesmeyer asked Mr. Male to give his report on the status of enrollments for 1975-76. Mr. Male referred to his prepared report distributed to the Trustees.

In the discussion of the report, the question of projections was raised. Mr. Pearson asked whether the projections were realistic. The CETA program took longer to get started than had been expected since the College had to work through 23 different sponsoring agencies. Mr. Male stated that most of the problems with CETA have been ironed out and that enrollments are increasing.

There was also discussion on the need for additional aid in obtaining publicity about the College. Publicity should be through the electronic media as well as the print media. Since the College doesn't have the traditional publicity tools, e.g., basketball or football teams, it will need to spend more for publicity.

MIDDLE STATES
EVALUATION:

President Brown announced that the Middle States Evaluation Team will visit the College from April 11 through April 14. When accreditation is received, the Self-Study will be printed for distribution with the Middle States report included with it. The Trustees are invited to the dinner on Sunday, April 11, along with the Self-Study Steering Committee. The Team would also like to meet with several Trustees on

Monday, April 12. Mr. Thiesmeyer, Mr. Pearson, Mrs. Heard and Dr. Butler indicated that they would be available for the Monday meeting.

On Monday, the Team will meet with members of the Academic Council and its Committees, Individual Assessment evaluators, Test Development consultants, and about 25 students. The Team will give an oral report to the President on Wednesday morning. The draft of the report will come to President Brown for clarification. The final report with a response from the President will be sent to the Commission at the June meeting of the Middle States Association.

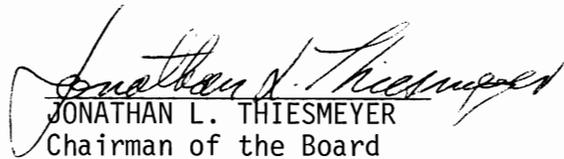
After a short discussion on the need for long-range planning by the Trustees, the meeting was adjourned at 3:30 p.m.

Submitted by:


JAMES DOUGLAS BROWN, JR.
Secretary

June 2, 1976
Date

Approved by:


JONATHAN L. THIESMEYER
Chairman of the Board

June 2, 1976
Date