

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON COLLEGE OF NEW JERSEY

December 3, 1976

The Board of Trustees of Thomas A. Edison College of New Jersey held its second meeting of the 1976-77 Academic Year on December 3, 1976 at the Forrestal Center Campus of the College in Princeton, New Jersey. The meeting began at 10:05 a.m.

MEMBERS PRESENT: Richard Pearson, Chairman; Robert Kavesh, Vice-Chairman; Alan Ferguson; Anita Heard; Allison Jackson; Blanche Ried; Jonathan Thiesmeyer; James Douglas Brown, Jr., President

MEMBER ABSENT: Eleanor Spiegel

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

The meeting was formally opened by Mr. Pearson at 10:05 a.m. The minutes of the meeting of September 24, 1976 were presented for approval. Dr. Kavesh moved that the minutes be approved; seconded by Dr. Ried, the motion was approved unanimously. (7-0-0)

Mr. Pearson recognized Mr. Thiesmeyer who read a letter from Board member Eleanor Spiegel who is at present in Africa. Mr. Pearson then acknowledged the return of Allison Jackson and welcomed Alan Ferguson to the Board.

DEGREE CANDIDATES APPROVED: Mr. Pearson then recognized President Brown and Mr. McCarthy who presented 28 candidates for the Bachelor of Arts degree, 2 for the Bachelor of Science in Business Administration degree, 56 for the Associate in Arts degree and 1 for the Associate in Science degree. After a brief period of discussion on the backgrounds of the candidates, Dr. Kavesh moved that the candidates be approved for their degrees, upon their formal request for the degree. Seconded by Mrs. Heard, the motion was passed unanimously. (7-0-0)

PRESIDENT'S REPORT: Mr. Pearson then recognized President Brown for his report on the state of the College.

Budget: The Committee on the Budget of the Board of Higher Education approved all but \$15,000 requested by the College for FY 78. There was discussion on contingency plans for making up cuts in funding. A new federal law to fund statewide counseling has not been implemented

by Washington. The College is working closely with the State's lobbyist in Washington so that the College would be in line for part of the funding when appropriated.

There was also some discussion on the possibility of financial aid for our students. There is little funding available for financial aid to part-time students. President Brown agreed that it might be a good idea for the College to work with the State's Washington Office on obtaining financial grants for external degree students.

There will be some savings realized by not appointing people on the date budgeted. Also, Ray Male has been asked to chair a statewide commission on the use of leisure time. His salary and that of his secretary may be picked-up by CETA.

Inquiries: The College's Public Relations Office and Institutional Research Office are conducting a survey to see if our promotional materials are adequate. Results of the survey are not yet available.

Permanent Location: President Brown showed the Trustees the architects' plans for the Kelsey Building. This is looking more like the best location for the College. The Department of Higher Education would join the College in taking over the building. Surplus bond issue funds may be available for the renovations. The College would have first choice on the space; the Department of Higher Education would use the remaining space. A concept letter must be sent to the Department of Higher Education so that they can begin work on the building.

Dr. Kavesh moved that the Board of Trustees of the College approve in principle the use of the Kelsey Building as the permanent location of the College, consistent with agreements made with the State and with the City of Trenton to provide renovations to the building for suitable use and adequate parking. Seconded by Mr. Thiesmeyer, the motion passed unanimously. (7-0-0)

NEW APPOINTMENTS: President Brown informed the Trustees that the College has recently hired two Program Advisors to work with upper-level baccalaureate students. No Board action is necessary on these appointments.

REPORT ON PROGRAM ADVISORS: Mr. Pearson then recognized Dr. Fletcher and Dr. Laura Adams, Director of Liberal Arts Programs (who joined the meeting at this point) for a report on the Academic Council and the Program Advisors.

Dr. Fletcher reported on the activities of the Academic Council and noted some small changes approved in degree programs and in the

Pre-Graduation Conference. He also described some of the new services being provided to enrolled students. Dr. Adams gave a description of the services being provided the enrolled students by the Program Advisors.

President Brown and Dr. Fletcher then introduced a proposal for reorganizing the Office of Academic Affairs, eliminating the Offices of Academic Programs with a Director and an Associate Director. A job description for the Director of Academic Programs was distributed.

The Trustees recessed for lunch at 12:30 p.m. The meeting resumed at 1:30 p.m. Jean Titterington, Director of Academic Counseling, and Paul Jacobs, Director of Test Development, joined the meeting for the afternoon session.

Mr. Pearson again recognized Dr. Adams for further discussion of the services for enrolled students. The Program Advisors are working with baccalaureate students. Approximately one-third of their time is spent on Individual Assessment, two-thirds of advising. They are helping students select courses, examinations or assessments which will fill-in weaker areas. There should be a better job of monitoring the progress of students.

Dr. Kavesh moved that the position of Director of Academic Programs be established. Seconded by Dr. Ried, the motion passed unanimously.
(7-0-0)

MIDDLE STATES
ACCREDITATION:

Mr. Pearson reported on his meeting with the Executive Director of the Middle States Association, Robert Kirkwood. Mr. Kirkwood made three points about the College's plans for accreditation: The Association is serious about the need for stated institutional plans and priorities; the College's planning was now under just one person but should reflect involvement of senior staff and Trustees; it would be extremely rash to apply for reevaluation before June.

PLANNING AND
PRIORITIES:

President Brown distributed a summary of the responses made by the senior staff and Trustees to the questionnaire sent to them. Mrs. Jackson observed that there should be community input to priority planning. Mr. Pearson reflected that as the priority planning evolves, there will probably be student input in future planning.

Dr. Moury observed that there are no master plans at the other state colleges. Plans created in the Sixties are no longer relevant. He also observed that several questions of the Middle States Evaluation Team still have not been addressed: Is the College a national institution or a New Jersey institution; is it going to be business oriented? He observed that the Team did not see the College addressing the questions of who it is, what it is, how it is?

Discussion then centered on the responses to the questionnaire. Where is there polarization between the staff and the Trustees? Dr. Moury pointed out that the Trustees and the staff must have a clear picture of what the College is, who is its clientele, what is its thrust to be, etc.

Mr. Thiesmeyer pointed out that there is a need to get a response from all Trustees. He suggested making a list of statements to which the Trustees could respond: Yes-No-Maybe. Dr. Ried pointed out that the Middle States Association wants to see a five- or six-year projected plan.

Mr. Pearson suggested that the staff prepare a list of statements of where the College is and what its goals and objectives should be.

NEW BUSINESS: President Brown announced that the College's Alumni have established an association which held its first meeting at the Princeton Holiday Inn.

It was agreed that the Trustees will review the results of the questionnaire at its next meeting.


There being no additional new business, Dr. Ried moved that the meeting be adjourned. Seconded by Dr. Kavesh. The meeting adjourned at 3:20 p.m.

Submitted by:


JAMES DOUGLAS BROWN, JR.
Secretary

Jan. 28, 1977
Date

Approved by:


RICHARD PEARSON
Chairman of the Board

Jan. 28, 1977
Date