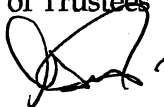


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MEMORANDUM

December 6, 2002

TO: Members, Board of Trustees

FROM: George A. Pruitt 

SUBJ: President's Report to the Board of Trustees

Graduate Studies and New Program Development

Partner Contacts and Contracts

During the past quarter, several activities extended existing relationships with partners, and new relationships were initiated. In support of its relationship with the American Educational Institute, Inc. (AEI), the provider of insurance-related courses in the Master of Science in Management (MSM) program, the College developed a brochure describing the degree opportunities provided by the partnership. AEI distributed the brochure to their clients and graduates. College staff also attended a career day at The Hartford in Hartford, Connecticut, thereby beginning a systematic recruitment campaign for the program.

The College's Office of Graduate Programs also fostered a relationship with the US Department of Agriculture (USDA) Graduate School. At the request of the USDA's Fulbright Teachers' Exchange program, the Office of Graduate Programs submitted a proposal to provide the 400 Fulbright teachers involved each year with the opportunity to earn graduate portfolio credit. The proposal was reviewed and approved by the U.S. Department of State, the agency that funds the Fulbright programs. A relationship with USDA's Government Audit Training Institute (GATI) was also forged. Through a continued collaboration, a curriculum outline was developed for the MSM-Public Sector Auditing (PSA). This degree focus was reviewed and granted conceptual approval by the GATI Advisory Board, the Graduate Policy and Curriculum Committee, and the Academic Council. A Thomas Edison State College program review will be conducted in December 2002 to develop a final recommendation on the credit.

The College submitted two proposals to the New Jersey Education Association (NJEA) Professional Development Committee. The first offered the CDEP program to them, and the second outlined how NJEA members could use the graduate portfolio process to

earn credits for substantive professional development activities that do not carry other credit. Explorations for still other relationships with the New Jersey Principals & Supervisors Association, the Chubb Institute, the British Open University, and consultants from the pharmaceutical industry who were interested in developing a program in clinical trials administration, were also conducted during the quarter.

Graduate Mentors Hired/Trained

Two new graduate mentors were engaged. The new mentors have been oriented by working in tandem with experienced mentors as they are introduced to the program. Scott Snair, a distinguished MSM graduate, is working with the Organizational Theory and Development course and has negotiated book contracts based on his Thesis/Applied project. Mr. Snair has recently been hired as an assistant director of the online MBA program at Seton Hall. Dr. Linda Brown Holt is co-mentoring a course in the College's Master of Arts in Professional Studies (MAPS) program.

Academic Governance

At its recent meeting, the Graduate Policy and Curriculum Committee reviewed and approved the principles underpinning an academic relationship with GATI. They also reviewed academic policies, student assessment instruments, and competency development for the MSM. The Academic Council has also approved the principles underpinning the GATI agreement, as well as the Graduate grading policy and the Academic Integrity policy.

Infrastructure

Staff in the Office of Graduate Programs have begun to monitor and improve the data information system that supports graduate programs. Each report generated has been hand-checked, sources of error identified, and solutions sought. This project will continue until the reports consistently are error free.

During the first quarter sixty-eight students applied for admission to graduate study. Twenty-two of these students were eArmyU students. Sixty new students enrolled, of which 11 were eArmyU. Three hundred fifty-four course equivalencies were generated in the fall semester. That is 44 percent of the total for the 2002 academic year.

Academic Programs

Bachelor of Science in Nursing Program

During this quarter, the Office of Nursing continued to focus on increasing enrollment, development of nursing relationships with the New Jersey hospital community, design and implementation of the revised nursing fee schedule, development and implementation of two additional online courses, curriculum development, recruitment of nursing

mentors, and the preparation for the October 2003 National League for Nursing reaccreditation activities.

The BSN program student enrollment has increased by 60 percent since October 2001, when student enrollment was 96. At present, there are 155 actively enrolled students.

Collaborative efforts continue with Trenton Psychiatric Center, where a presentation on the College was given to 25 staff nurses. Recruitment events were attended at the Kimball Medical Center and the New Jersey Hospital Association. Relationship development continues with Robert Wood Johnston University Hospital, and a presentation was made to staff nurses there. Throughout the first quarter, staff worked to implement the new nursing fee structure announced in July 2002. All applicants and enrolled students were notified of the fee changes in writing. Orientation sessions for the new fee schedule were planned with the Registrar's Office and Contact Center.

In July, the fifth online course, Professional Issues in Nursing, was offered and had an enrollment of 11 students. An additional offering of Leadership and Management in Nursing was taken by 10 nursing students. In response to student demand for online nursing courses, two sessions of Nursing Informatics were offered, while Research in Nursing, the sixth online course, was offered in three sessions for the first time. The Associate Dean and Director has recruited and oriented additional mentors for the online nursing courses. Currently 20 nursing mentors have been recruited, and all enrolled in the Certificate in Distance Education Program (CDEP).

Work has begun on the process of re-accreditation by the National League for Nursing Accrediting Commission. Other activities include the following:

- The newly revised Peer Evaluation was implemented and all faculty consultants and Nursing mentors were reviewed.
- All nursing mentor information in the files has been updated.
- The Curriculum Committee is presently working on the overall review of the program and course objectives, graduate, and employer surveys in relation to outcomes assessment and accreditation readiness.
- A summary report on the graduates and MAPAC activities related to the examination program has been developed.
- The Arnold Fletcher Award was given to one graduate of the nursing program, while two other graduates received the Regina Sanchez Porter award for outstanding academic achievement and service to the nursing profession and community.

Human Services Degree Program: Outreach and Partner Contacts

The New Jersey Professional Development Center for Early Care and Education sponsors a statewide committee on the Child Development Associate credential (CDA), and the Associate Dean for Human Services joined this committee. The committee is important to the College because the CDA credential is awarded nine credits by the College and our input into maintaining high standards of training is important to the integrity of the credit award.

The Fire Department of New York (FDNY) is developing individual partnerships with institutions interested in providing educational services to its members and seeks the development of a partnership with Thomas Edison State College. The Associate Dean for Human Services wrote a partnership agreement to be reviewed by the College community and then presented to FDNY for their approval and signature.

The Associate Dean for Human Services also worked with the College's Watson Institute to orient Associate Fellow Dr. Maureen Keller. Dr. Keller is responsible for achieving the aims of a grant that funds the development of a model programs and provides services to Abbott District employees who need to achieve a bachelor's degree by 2004. The Associate Dean attended meetings of the Trenton Paraprofessionals Steering Committee with Dr. Keller to facilitate their understanding of Thomas Edison State College.

The Dean of the College and the Associate Dean for Human Services met with the new Acting Director of the Trenton Police Department. He is interested in continuing our relationship with the department and will be an advocate for the College. Mercer County College, the other partner in this project, has been inactive to date.

The New Jersey Juvenile Justice Commission has contacted the College for an evaluation of their training for Juvenile Justice Corrections Officers. This evaluation is a part of the overall corrections evaluation directed by the Associate Dean for Human Services three years ago. Currently the curriculum is under review to determine a credit award.

The curriculum for an Associate in Science in Public and Social Services degree in Fitness and Wellness Services (ASPSS:FWSV) was approved by the Academic Council at its September meeting. The curriculum comprises academic subject areas that are standard for such a degree. The College has located content experts who will develop the courses for the College who may also serve as mentors for the courses. The American Council on Education office at Thomas Edison State College has also reviewed the training at Curves International to determine whether the training is worthy of college credit.

Corporate and Higher Education Programs

Personnel—The first quarter was marked by a change in leadership for the Corporate and Higher Education Programs office. Jim Ratigan retired in June 2002, and Dan Negrón was appointed the new director in September. The Office's primary focus has been

adjusting to the shortage of staff due to Jim's retirement while maintaining quality of service.

Partnerships—The College has been working with a variety of organizations. Some are current partners, such as Chubb Institute, HoHoKus School of Business and Medical Sciences, and the Mortgage Bankers Association (MBA). Others are new partners including PJA School, National Fire Academy, Commerce Bank, Princeton Center for Teacher Education, and RETS Institute.

The College has also been working very closely with the USDA Graduate School to help prepare for a Thomas Edison State College programmatic review of their Public Auditor program and Executive Potential program. One new ACE sponsor evaluation was conducted at the Princeton Center for Teacher Education.

Learner Services

Evaluation

During this quarter, the evaluation staff comprising eight learner services representatives. Six of the eight staff are fully trained, and the two newest staff members have been in training since July. They are steadily increasing in their productivity and are producing quality work in the BA degree program.

During this period, there were 1,943 first-time evaluations completed and 1,612 updates completed. This is an increase of 73 percent and 21 percent, respectively, over this same period last year. However, as productivity increased, the volume of evaluations to be completed increased at an even greater rate, due to the ever-increasing military population that we serve. Over the next quarter, it is expected that two additional staff will be hired and the staff currently in training will have completed their training.

Academic Advisement/Portfolio Assessment

When compared to last year, this quarter has shown a marked increase in student communication: the sum of all contact, has increased 15 percent. The medium in which students are now contacting us continues to shift as well. There has been a 10 percent increase in e-mail correspondence and calls to the enrolled student phone center line have increased 17 percent. Perhaps most dramatic is the 74-percent increase in student academic advisement appointments. U.S. mail and fax have seen an 11-percent decrease. The strong increase in academic advisement appointments has resulted in a restructuring of the appointment process. Advisors are now scheduling 7 to 14 appointments a week, whereas in the past they had scheduled a maximum of 7 appointments. In addi-

tion there has been a 23 percent increase portfolio intent forms sent to the Portfolio Office and a 15 percent increase in completed portfolios.

In spite of the increased activity, the average response time for advisement has gone from 5.3 days to 3.1 days. In addition, the implementation of a new appointment scheduling procedure has lessened the overall wait time for an appointment from 7.3 business days to 4.4 business days.

Financial Aid/Veterans' Affairs

The Financial Aid Office has continued its growth trend. We have made awards to 34 percent more students this first quarter than in last year's first quarter. More important, we have had a 37-percent increase in students who used financial aid to register for distance learning courses. We are also proud that our implementation of financial aid processing for the 12-semester year is successful so far. Another highlight was instituting the new financial aid academic progress policy, which meets federal and state regulations. Also in the first quarter, the office took over complete processing of the Student Status Confirmation Report (SSCR), the bi-monthly verification of enrollment of financial aid students.

Office of Students with Disabilities

The Office of Students with Disabilities was responsible this quarter for managing accommodation requests for students and their guests at Commencement. Accommodations were made for 4 students, 1 mentor, and 25 student guests. This required close collaboration with the Registrar's Office, staff volunteers, and the staff of the War Memorial. Staff in the office have also formulated plans to cross-train Learner Services professional and support staff on the procedures of the Office of Students with Disabilities.

Office of the Registrar

Starting July 1, the College offered twelve undergraduate terms a year, in addition to three graduate terms, five CDE terms, and twelve portfolio terms. All of these changes have had an impact on the Office of Registrar.

Student response to the newly instituted Touchnet Web registration (iTESC) has been favorable. Students can now use this real-time Web system to verify and correct their demographic information, check course availability, register and pay for courses, view their course schedules and final course grades, and check their Financial Aid status. Approximately, 50 percent of students are using Web registration technology. Although

iTESC registration has reduced the number of phone, mail, and fax registrations, the staff was challenged to meet performance standards established to accommodate the twelve undergraduate terms and the corresponding increase in course registrations, course extensions, withdrawals, course transfers, and final course grades. Undergraduate course registrations this quarter were eight percent higher than in the first quarter of FY 2002.

The impact of the eArmyU program, with its accompanying increase in applications and registrations, has been significant. The staff continues to be challenged by the requirements of the program and will continue to work with other College offices to develop methods to successfully manage the program requirements.

During the first quarter of FY2003, there were 606 degrees awarded. Seven and ½ percent of the degrees awarded were associate's degrees, 91 percent were baccalaureate degrees, and 1.5 percent was master's degrees. Thirty-five and ½ percent of the graduates were enrolled at Thomas Edison State College for one year or less before completing a degree.

In an effort to successfully manage the increasing responsibilities and workload in the Office of the Registrar, the staff completed a needs analysis. New positions were recommended to address the additional responsibilities brought about by the increase in special programs, applications, enrollments, and course registrations.

Distance & Independent Adult Learning (DIAL)

Activity for the Quarter

During the past quarter, the following tasks were completed: 30 courses were revised; 73 new course exams were produced; 33 existing course exams were revised; and 2 new ePacks were initiated in development.

The past quarter was also the proving ground for the switch to offering twelve semesters. Starting in July, 2002, students are able to enroll for courses that would start on the first day of each month. This move greatly enhances our flexibility of service to students. DIAL also moved several steps closer towards integrating the online experience into everyday tasks related to studying at a distance: students are now able to download Guided Study course manuals and syllabi directly from the College Web site, the TECEP test description booklet has been replaced by test descriptions on the Web, and students taking tests at the College are now able to schedule their tests on the Web. In addition, the number of courses available online has more than doubled from last year, and student enrollments in online courses have increased as well. Similarly, the number of courses available to students in the eArmyU program continues to increase, as do en-

rollments. The year-to-date number of enrollments in DIAL offerings is up by 38 percent, when compared to the year-to-date numbers for this time on year ago.

College Relations

Web Site

Working in tandem with the Office of Test Administration, the Marketing team completed a large-scale project to increase the amount of TECEP® information available on the College's Web site. Students are now able to access detailed information about the TECEP® tests, including registration information, a listing of examinations, and information on the bi-annual test preparation workshops, and tips on how to prepare for examinations. Work was also completed this quarter on the expansion of the eArmyU Education Partner Web Site Standards Initiative.

E-Mail Outreach

During this quarter, work continued on refining the content of the College's e-mail outreach project, consisting of separate databases for the following categories: prospective students; prospective and current students who used the Cost Calculator tool on the College Web site; applicants; and enrolled students. Each group is sent an e-mail on a monthly basis, highlighting the College's programs and services that are of interest. After a year of enrollment, the students receive a flash communication (tentatively called "NewsFlash") highlighting announcements, new course offerings, deadline reminders, and other relevant information.

Public Relations

The College authored journal ads, submitted advertising copy, and made direct contact with the following media: *The Times*; *The Trentonian*; News 12 – TV; *The Star Ledger*; WZBN-TV; *NJ Biz*; *New Jersey Business*; *US News and World Report*; *People Magazine*; NBC News "Today"; *Chronicle of Higher Education*; *Advance for Respiratory Care*; *Bucks County*; *Courier-Times*; *New York Times*; *US-1*; *Philadelphia Magazine*; *Newsweek*; and the *Wall Street Journal*.

In addition, College staff prepared feature articles for the organizational newsletters of the New Jersey Association of School Business Officials and the Government Audit Training Institute.

Media Releases

Media releases distributed this quarter include the following:

- Announcement of recipients of Thomas Edison State College degrees
- Leadership Trenton Program Accepting Applications for its Class of 2003
- Announcement of Rummel Scholarship Recipients

- Appointment of the President to the National Advisory Committee on Institutional Quality and Integrity
- Thirtieth Annual Commencement announcements
- A feature on Sigmund Selowentchich (the College's oldest [82 years old] graduate at this year's Commencement)
- Partnership Agreement between Thomas Edison State College and The Chubb Institute
- Board Room Suite re-naming in memory of Carole Nerlino-Cerepak, former Thomas Edison State College Board of Trustees chairperson
- H. Gary Heavin, founder and owner of Curves for Women®, receives degree from Thomas Edison State College and gives "Response for Graduates" speech at Commencement
- Foundation Gala information and community calendar listing
- Representative Chris Smith speaks at Thomas Edison State College about the newly amended Montgomery G.I. Bill, which increases veterans' educational benefits
- Commencement "Letters-to-Editors" to graduates' local media.

Special Projects

College staff participated in a children's book drive to help support early childhood literacy in conjunction with the New Jersey State Library, the Governor's Office on Volunteerism, and several corporate sponsors. College staff contributed 118 books to be delivered to the community and school libraries throughout the State.

During the quarter College staff initiated or updated the following:

- AOL Online Campus (*search.aol.com*)
- Princeton area Chamber of Commerce listing of area colleges
- Chamber of Commerce of the Princeton Area's *2003 Membership and Business Directory*
- "Best Distance Learning Graduate Schools: Business & Management 2003" (*geteducated.com*) and listing at the Virtual University Gazette
- Department of Defense Worldwide Education Symposium 2003 "Lifelong Learning: Enhanced Readiness for the Nation" (<http://www.ww-003.com>)
- State of New Jersey Higher Education Student Assistance Authority's "Going to College in New Jersey"
- Crain Communications' Business Insurance Directory survey for its online 2002 Risk Management and/or Insurance (RMI) Degree Programs "Top of the Class: Insurance/Risk Management Education" (www.businessinsurance.com)
- Peterson's *In-Depth Description in Four-Year College Guide Peterson's 2004*.

Publications

The College's publications completed during this quarter include the following:

- The NEWS

- Curves for Women® Brochure
- Gala Ad Journal
- Graduate Prospectus
- GATI Flyer and Brochure
- Commencement Program
- Navy Brochure
- Program Planning Handbooks (all five versions)
- Foundation donation request envelopes

Outreach to Target Markets

Military Markets—The College hired ad hoc military base representatives in the Hampton Roads, Virginia and San Diego, California regions to provide better service to potential and current students, and establish a stronger College presence in these high-density military areas.

College staff participated in special programs held for eArmyU students at Fort Lewis, Washington, and Fort Drum, New York. These programs give current students a chance to meet College representatives, as well as invite potential students to learn about the College's programs. College staff also participated in Navy College-sponsored programs on naval bases in New Orleans, Louisiana; the Naval Training Center in Great Lakes, Illinois; and Jacksonville, Florida. In addition, College staff continued to provide monthly visits to the Hampton Roads, Virginia, area. To provide information sessions and counseling to students and education staff. Staff also attended the Florida Advisory Council on Military Education held in St. Augustine, Florida.

An extension to the eArmyU Subcontract Agreement with IBM Global Consulting was granted to Thomas Edison State College. The agreement is now valid through December 15, 2003. The eArmyU program placed a hold on all new applicants this quarter as the program prepares to expand world-wide on January 1, 2003. A pilot expansion to soldiers stationed in Korea and Germany was successful and demonstrated that students in the program can succeed whether or not they are stationed stateside.

College staff provided training to Coast Guard Institute employees in Oklahoma City, Oklahoma, regarding the College's program plans and the Coast Guard's new automated evaluation system. This training is part of the College's and Coast Guard's Memorandum of Understanding.

College representatives attended two education fairs held at the Naval Nuclear Training Center in Charleston, South Carolina. This base is home to Sailors who are training in Naval Nuclear areas, and, as such, are good candidates for the College's Bachelor of Science in Applied Science and Technology degree.

Community Colleges—College staff visited each of the 19 community colleges, and attended 22 transfer fairs and information sessions in New Jersey this quarter. College staff continued to serve the relationships with Montgomery County College and Bucks County Community College, both in Pennsylvania, and Edison Community College in Florida.

College representatives attended a forum on articulation programs for pre-school teachers and paraprofessionals who must respond to the Abbott School District regulations. The forum was held in Prudence Hall at Thomas Edison State College, and was hosted by the Articulation Committee of the New Jersey Professional Development Center for Early Care and Education. College staff also attended a meeting sponsored by the Two-year/Four-year Transfer Counselor Association hosted by The College of New Jersey. This bi-annual event provides an opportunity to discuss issues of concern to the local community.

College staff met with a representative from Mortgage Bankers Association (MBA), headquartered in Washington, D.C. Extensive discussions centered on the articulation agreement between the College and MBA. The MBA's catalog, which is distributed to 20,000 people, will appear with a full-page ad about Thomas Edison State College. In addition, MBA has information about the College prominently placed on its education partner Web site. College staff also began collaborations with the New York/New Jersey Port Authority, based in New York. The Port Authority's new education Web site now features information about Thomas Edison State College.

College representatives participated in two AT&T education fairs in Parsippany, New Jersey this quarter. The College was one of nine participating institutions; other institutions included New Jersey Institute of Technology, Columbia University, Penn State University, and University of Phoenix. College staff attended the Fire Department of the City of New York's second College Fair at the E.M.S. Academy at Fort Totten, Bayside, Queens, New York.

College staff made a presentation and distributed materials at "Job Connection," in Pleasantville, New Jersey, which was funded in part by the New Jersey Department of Labor.

Community Markets—An articulation agreement between the College and Cumberland County Technical Education Center has now been signed.

College staff attended the University Aviation Association's Fall Conference in Orlando, Florida, and became members of the Distance Learning Committee, joining college and university staff across the United States, as well as representatives from the aviation industry.

College staff organized and hosted a Community Leader Outreach Seminar to inform leaders of non-profit organizations on the College's methods of earning credit, financial aid processes, and the degrees offered at the College. College staff also attended the 2002 Excellence in Hispanic Leadership Awards Reception in Princeton, New Jersey. In addition, the Center for Hispanic Policies at the Division of Community Affairs was recently added to the College's list of Latino contacts.

During this quarter, College staff made presentations to more than 260 New Jersey Department of Corrections officers in New Jersey and introduced them to the College's Bachelor of Science in Human Services degree. The staff received very positive feedback from the officers, who are required to earn a college degree in order to advance in their profession.

College representatives continue to attend monthly meetings of the "Paving the Way Faith-Based Task Force." The Task Force works with low-income individuals and families educating them on money management and home-buying issues. College staff also met with local business owners and community leaders while attending the Metropolitan African American Chamber of Commerce and Trenton Chamber of Commerce's networking events.

Contact Center

The staffs of the Office of Admissions, the Office of Financial Aid, Relationship Managers, and Academic Advisors were all, on hand to hold "College Day" for prospective students to visit the College and receive information on its various degree programs. College staff also researched ways to improve the College's Contact and Advisement Centers. They recently met with representatives of the Avaya Corporation to identify ways in which to enhance communication between the Centers' representatives and enrolled and prospective students. Finally, this quarter had the highest calls-answered volume to date: 8,472 average calls per month compared to 7,396 in the previous quarter.

Development

Foundation Board

The Foundation Board of Directors elected two new members to the Board. Raman Kapur, CEO of Warrick Pharmaceuticals and President of Schering-Plough's Consumer Products Division, and Marge Smith, President of Marge Smith Associates, a non-profit consulting firm.

Foundation Revenue

The Foundation's preliminary combined fund balance as of September 30, 2002, totaled \$1,694,478, compared to \$1,712,632 for the same quarter last year. The Foundation's operating fund totaled \$411,484, including Annual Fund revenue of \$37,685. The Endowment fund balance totaled \$583,454, and the Quasi-endowment fund balance was

\$699,540. Current investments total \$1,689,747 at book value, compared to \$1,622,950 at book value in FY 2001.

Golf Classic

The 8th Annual Thomas C. Streckewald Golf Classic was held in June at the Olde York Country Club in Columbus, New Jersey. First Union National Bank was the major sponsor of this year's event. One hundred golfers participated in the golf outing, which raised over \$43,000 to benefit the Thomas C. Streckewald Endowment Fund.

Alumni Affairs

Annual Fund

Total Annual Fund revenue as of September 30, 2002, was \$89,567.97. This total included gifts from alumni, staff, and friends of the College. The 2002 Annual Alumni Fund has raised over \$94,000 in gifts and pledges to date. Alumni participation has increased by 9 percent over last year, exceeding the goal to increase participation by 5 percent. The Alumni Fund is on course to raise \$100,000 in gifts by the end of 2002.

Alumni News

The alumni e-mail newsletter, @ *Thomas Edison State College*, has increased its circulation to nearly 3,000 alumni, compared to 1,300 last quarter. The electronic newsletter is sent out via e-mail on a monthly basis, and features articles and information about alumni and the College. The responses from alumni continue to be positive.

John S. Watson Institute for Public Policy

Leadership Trenton

Seminars—The seminars held this quarter focused on Community and Economic Development issues and included a session with Trenton's Mayor, Douglas Palmer. The Fellows discussed future development plans for the hotel/downtown district, spoke to developers and county staff about the Arena and Waterfront Park, and discussed plans for Roebling and South Broad Street Village. They also visited the planned site for the new Twilight High School, an example of coordinated smart growth planning with the city, the school district, and Mercer County Community College.

Recruitment for 2003—Recruitment activities for the Class of 2003 are coming to a close. Approximately 50 applications have been received. Staff will be compiling new applicant data and coordinating review packets for the 15-member Selection Committee.

Grant Fund-Raising Activities—The Fund for New Jersey has renewed its grant commitment in the amount of \$50,000 for the 2003 class. Leadership Trenton also received a \$5,000 grant from First Union National Bank, and the College has been approved to receive a grant of \$25,000 through the New Jersey Department of Community Affairs.

Grant proposals have been submitted to the Princeton Area Community Foundation and the Schumann Fund for New Jersey. Proposals for grant renewal will be submitted to The Bunbury Company, the Mary Owen Borden Foundation, and the Robert Wood Johnson Foundation.

New Jersey Urban Mayors' Association

The New Jersey Urban Mayors' Association held its quarterly meeting at Thomas Edison State College. James P. Fox, Commissioner of the New Jersey Department of Transportation (NJ DOT), led the group in a discussion about urban transportation issues. The meeting provided an opportunity for open dialogue between NJ DOT and the urban mayors, with Commissioner Fox detailing available programs, projects, and plans for the future. NJ DOT representatives provided the mayors with valuable information on transportation needs and outlook. In addition, the Director of the Institute spoke briefly about ground water remediation standards for brown fields. The mayors were presented with a memorandum discussing the pros and cons of competing proposals for ground water remediation standards, and were encouraged to formulate a policy response and catalyze additional debate. United States Congressman Charles Rangel (New York), Donald Payne (New Jersey), and Rush Holt (New Jersey) addressed the mayors and engaged in a discussion with them on such critical issues as the possible war in Iraq, homeland security, and other domestic programs.

Early Childhood Education

Staff continued to provide advisement services to preschool teachers who must obtain P-3 certificates by September 2004, and met with the Trenton District's Early Childhood Supervisor, the Directors of the Trenton area community centers, the State Head Start Director, and staff from the State Department of Education Office of Licensing, to identify key issues to assure an adequate pool of certified preschool teachers in Abbott districts.

Institute staff met on a regular basis with members of the Trenton Paraprofessional Association to identify higher education programs and services which district staff could begin accessing this fall, and to assist in the planning of a College Fair. At the Fair, which was attended by over 200 District staff, two presentations were made by Institute staff on how the College could help paraprofessionals meet the new higher education requirements being mandated by the federal "No Child Left Behind" legislation.

Current HINT Initiatives

The Department of Health and Senior Services (DHSS) has requested the College's assistance in obtaining professional consulting services for two healthcare initiatives: desktop support services for the DHSS electronic healthcare networks enhancement, and the DHSS Infrastructure Electronic Data Base Development.

The College hosted the initial organizational meeting of the New Jersey Strategic HIPAA/Healthcare Organization and Regional Effort (NJSHORE). The purpose of this or-

ganization is to have New Jersey healthcare entities plan for the implementation of the federal HIPAA law regulations and coordinate the New Jersey HINT law requirements. The College received funding in the amount of \$250,000 from the Department of Health and Senior Services for FY 2003 for continued work on the HINT initiatives.

Resignations

The following staff resigned from the College:

Nathaniel DelValle	-	Administrative Services
Shavon Coleman	-	DIAL
Constance South	-	President's Office

GAP/lmv

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