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**MEMORANDUM**  
June 10, 1994

TO: Members, Board of Trustees  
FROM: George A. Pruitt   
SUBJ: President's Report to the Board of Trustees

**Restructuring of Higher Education**

As you are now aware, in her March budget address to a joint session of the legislature, Governor Whitman announced her intention to abolish the Board of Higher Education and the Department of Higher Education. The governor had available to her several appropriate options to improve a system of statewide coordination of higher education which was badly in need of reform. The option she chose, while the most dramatic, carries with it the greatest opportunity for enhancing both the quality and effectiveness of higher education in the state. To be certain, there are risks inherent in any change of this magnitude. Nevertheless, the potential benefits for higher education and the public it serves are enormous.

This college, at several levels, has been actively involved in attempts to support the formulation of responsible public policy in this area. Thus far, we are pleased and encouraged by the reconstruction of the statewide coordination which has taken place to date. It is my view that the initiative promulgated by the governor deserves our involvement, advice, counsel, and support to the extent that the resulting initiatives further the objectives as outlined by the governor and described by the Hartman Commission.

**Master of Science in Management Degree**

I am delighted to report to you that, at its May 25 meeting, the Board of Higher Education passed a resolution which approved "... the expansion of Thomas Edison State College's mission to include the provision of external, competency-based master's-level degree programs; and be it further resolved that the Board expects the first such master's program to be a Master of Science in Management degree program, once the program's development is completed in accordance with operant program approval procedures."

The College is now positioned to proceed with fund-raising efforts to support the developmental stages of this program and to offer the degree when the developmental work has been satisfactorily completed.

### **Bid Waiver Update**

At the June 1993 Board of Trustees meeting, the College was granted a bid waiver to reprint a one-year supply of 2,500 copies of the Test Description Book at a cost of \$13,200.

In order to maximize the use of our reserves for the Test Description Book, new production dates were developed. In addition, this maximization of reserves allowed for a smaller run and smaller cost for FY '94. The print run was 750, for a cost of \$6,228.

The job was awarded to Marketing Graphics, the lowest-bidding printer who met our specifications. The books were delivered on March 2, 1994.

### **Guided Study Bulletin**

At the March 1994 Board of Trustees meeting, the College was granted a bid waiver to reprint 20,000 Guided Study Bulletins, a one-year supply, for a cost of \$19,659.

The job was awarded to John D. Lucas Printing Company, the lowest-bidding printer who met our specifications. The books were delivered in May.

### **New Jersey Baccalaureate Degree Completion Program**

The College has signed agreements for the New Jersey Baccalaureate Degree Completion Program with the following: Atlantic Community College, Camden County College, Cumberland County College, and Gloucester County College. For each institution, the College has developed documents illustrating how community college associate degree programs will transfer into Thomas Edison State College baccalaureate degree programs. In addition, each of Thomas Edison's Degree Coordinators have been assigned as primary liaisons for two community colleges.

Following the signing, each community college has received hundreds of inquiries requesting additional information about the agreement. Thomas Edison is maintaining a computerized data base of inquiries from each college. After a student applies and enrolls, the College will be able to track the number of students from each college and the progress each student makes.

Meetings have been held with the community college promotional teams and with faculty, both on the individual community college campuses as well as at the Academic Center of Thomas Edison.

Preliminary meetings have been held with Mercer County Community College, Ocean County College and County College of Morris, and first step correspondence has been initiated with Burlington County College and Salem Community College.

### **Degree Brochures**

Brochures highlighting degree programs in Aviation, Air Traffic Control, Fire Protection Science, Nuclear Engineering Technology, and Radiation Protection are now being distributed to military sites, corporate sites, fire academies, community colleges, airports, and professional associations. Enrollment of students submitting coupons from these brochures will be counted.

### **Applicant Call Project Status Report**

The Applicant Call Project, designed to make telephone contact with as many as possible of 1,927 applicants, has been completed. This important project was originally coordinated by Tom Eklund and Tom Streckewald. The objective was to create an additional contact with applicants who had not paid their enrollment fee by the 51st day following application to the College.

After March 26, Dean McKeefery assumed responsibility for completion of the project with assistance from Janice Toliver and Barbara Losty. College staff called applicants on eight evenings, two Saturdays, and during normal working hours. Seventy-six staff participated in the project as callers and assistants.

Summaries are being prepared on the outcome of day, evening and Saturday calls and on the most frequent questions, referrals, and requests for information by those contacted. Monthly data on enrollment is being tallied for this applicant pool. Comparison data for a sample of applicants from fiscal year 1992-93 is being generated. Later reports will contain information on the method, the number of staff participants, outcomes of the project, and recommendations based on these outcomes.

### **Americans with Disabilities Act**

The College is developing in-house policies, procedures, and student forms to be used in conjunction with the Americans with Disabilities Act. When completed, the College will be in compliance with the requirements set forth in the Americans with Disabilities Act legislation.

Prior to April 1, 1994, Tom Eklund had identified and worked with 20 students who had indicated and verified a disability. Each student has been provided with appropriate accommodations, if requested.

### **Guided Study**

Enrollment for Guided Study courses offered during the 1994 summer session is 1099 course-equivalent enrollments. This represents essentially the same level of enrollment for the 1993 summer session (1098). It is interesting to note that while total enrollment was flat, the number of students enrolling in courses increased by 10% from 837 to 921. This would seem to indicate that more students are taking fewer courses this summer.

New courses available for the summer session include: Asian Studies, Organic Chemistry, and Modern Latin America and the Caribbean. This brings the total number of courses available to 78.

New faculty joining Guided Study as mentors include: Dr. Yadong Liu, Asian Studies, Columbia University; Dr. Paul Stoecker, Survey of Chemistry, Rutgers, the State University; J. Wade Farrior, Organic Chemistry, Gwynedd-Mercy College; Sister Ellen Dauwer, Computer Literacy, College of St. Elizabeth; and Robert Quade, Introduction to Marketing, Centenary College.

### **Statewide Testing and Assessment Center (STAC)**

Caldwell College hosted the spring meeting of the Statewide Testing and Assessment Center. Fourteen higher education institutions were represented and 29 guests were present. The focus was on recent research regarding adult students. Three panel members participated: Sonja Eveslage, Associate Vice President for Public Services at Thomas Edison State College, shared her research on "Learning Connections: Feedback from the Workplace about Graduate Performance"; Denise Hart, Director of External Degree Programs at Fairleigh Dickinson University, presented her research on "Student and Faculty Perceptions of the Portfolio Process"; and Iris Saltiel, Director of Corporate Programs at Thomas Edison State College, presented her research on "Support Systems: A Comparison of Factors That Influence Adult Doctoral and Undergraduate Students Who Are Employed Full-Time."

### **The National Institute on the Assessment of Experiential Learning**

There are 22 registrants to date for this year's National Institute on the Assessment of Experiential Learning. Four registrants are from New York, and two each from Connecticut, Ohio, Arkansas and Canada (Montreal and Abbotsford, BC). Only one person is attending this year from Puerto Rico, and one each from Maine, Vermont, New Jersey, West Virginia, Illinois, Iowa, Missouri, Michigan, and South Dakota. Three registrants are alums of the Institute: Michelle Rourke from Upper Iowa University, Susan Werner from Pace University (NY), and Dr. Marthe Sansregret from Montreal. At least five more are from institutions that sent someone else in the past.

This June the Institute will feature two concurrent electronic conferences. Institute staff will offer ample training and time for individuals who wish to participate. The topics for the E-conferences are provocative, one having to do with the issue of subjectivity in experiential learning assessment, the other with currency of student learning. Both topics should generate thoughtful and spirited electronic discussions.

### **Off-Campus Portfolio Workshops**

The College has attracted two new groups. Marine engineers, graduates of the Calhoon MEBA Engineering School, a nonregionally accredited technical school in Easton, Maryland, comprise the first group. The College has recently provided this group with information and an intensive portfolio workshop. Calhoon MEBA currently functions as an instructional site that provides continuing education and license upgrading for those still employed and working in the industry. In the past they offered a full-time training program toward licensure, but that program has not been offered in more than ten years.

The students who are affiliated with Calhoon MEBA are merchant marine union members. Many have completed the three year training program at the school, served an apprenticeship at sea, and obtained various marine licenses. Interest in obtaining college credit and eventually a degree has been sparked by uncertain economic trends in the merchant marine industry.

The second group is from the U.S. Department of the Interior, the U.S. Geological Survey in Reston, Virginia. Two days of intensive portfolio workshops have been planned for late June at their facilities in Virginia, along with an additional workshop to follow at their site in Denver, Colorado. The College will be receiving \$900 for the three workshops, plus travel expenses for the portfolio advisor.

### **NRRT TECEP Test in ALARA Principles**

Work on this project for test development, supported by the National Registry of Radiation Protection Technologists, has focused on preparation of a TECEP examination in ALARA Principles. A faculty committee, presently chaired by Dr. Norman Cohen of New York University, has defined an appropriate content outline for the course.

It has proved unusually difficult to define a set of materials that could be offered to students who wish to prepare for the projected test. No single work, such as a textbook, is available, although several such comprehensive summaries are projected by educators in this field, including individual members of the project's functioning committees. A packet of materials is being developed from literature in the field.

Dr. Susan Friedman, Coordinator of Degree Programs, is co-director of the project. A field test of trial materials is projected in conjunction with the semi-annual meeting of the Health Physics Society and the NRRT in January of 1995.

Additionally, Ohio University has submitted a draft for the Radiation Biophysics Course Construction Project. The course should be ready for enrollment in the fall through the Guided Study program. One of our faculty consultants, Dr. Frank Haughey, and Degree Coordinator Dr. Susan Friedman are working with the Ohio University faculty to ensure that the course meets the needs of the NRRT.

### **Test Questionnaire Activity**

Since 1991, students testing within the TECEP program have been asked to complete two related questionnaires in connection with their testing. One questionnaire requests information on preparation activity and on the appropriateness of the administrative procedures and setting. The second invites student comment on the questions in the test, or on the answers provided by the student. (Perceived ambiguity, assumptions made, etc.)

The College has provided reports on this activity in two recent contexts: The Director of Test Development and Research, acting as a Research Fellow of the Project for the Study of Adult Learning (PSAL), and in a paper presented at the annual meeting of the National Council on Measurement in Education (NCME). The PSAL paper reported on the implications of the information concerning preparation for long-standing assumptions concerning credit-by-examination as primarily assessing prior experiential learning. The NCME paper described the use of student comments on questions and answers in the process of scoring and evaluation.

The NCME report has led to contact with other testing programs that use a variation of the practice. The program will be continued and modified. The results of the program have reduced the incidence of errors in the tests and have guarded against errors in assignment for students whose work is near or at the critical passing level.

### **TECEP Revision/Development**

Work is underway for reviewing and revising the TECEP examinations in Database Management and Word Processing Fundamentals. These examinations require frequent updating. Revisions were recently completed for three other TECEP examinations: Introduction to Transactional Analysis, Introduction to Shakespeare, and Tax Accounting. The Tax Accounting examination requires annual changes as tax codes are modified, and frequent within-year modifications as well. Variant forms for Introduction to Social Psychology and Industrial Psychology have been implemented in the wake of problem administrations concerning these tests.

### **Computer Predictor Test Evaluations**

Staff presented papers at the Northeast Educational Research Association (NERA) in October 1993, and at the New England Educational Research Organization (NEERO), in April 1994. This work is part of a series of analyses of the efficacy of the computer adaptive tests developed under the Challenge Grant project of 1986. The present studies evaluated the correlation between the computer tests and the "parent" TECEP tests (NERA) and the difficulty of the individual items within the adaptive test (NEERO).

The studies show that the basic developmental work by the test advisory committees for the adaptive tests was sound. Sizable correlations were attained for five of the nine tests studied, and only one test appeared to lack useful relationship with the corresponding TECEP. Studies of the efficiency of the individual questions showed somewhat less appropriateness, a finding which would be anticipated in view of the lack of empirical information at the time of the developmental work.

While the predictive accuracy cannot support a strongly directive guidance activity, negotiations are underway with the College's MIS office to introduce the tests on the CALL Network in two formats: the present adaptive test structure; and a more conventional structure that treats the 50-item test pools as a straight test, with all students taking the same items. Such a straight test would require more time than an adaptive test, but could better serve the function of informing about the parent test by providing a greater exposure to the item domains from which the tests are drawn.

### **Test Description Book**

The nature of the materials that define the Test Description Book has been reviewed in an experiment that involved the direct use of materials provided by the DANTES program through the Educational Testing Service. The experiment has provided students with summary packages of DANTES materials, instead of reformatted descriptions within the Test Description Book itself.



The experiment was more limited than initially projected, since the Test Description Book for 1993-94 was, for budgetary reasons, essentially a reprint of its predecessor. However, students received partial packages of the type envisioned, and found these useful. The use of unbound materials did not constitute a problem. The cooperation of ETS/DANTES is essential for this work, and negotiations are under way. The shift to the new practices will expand the space within the Test Description Book that is available to describe the TECÉP tests. This space will be used to provide more sample material, a move which is frequently requested by students.

### **BSN Program**

The Academic Council has approved an assessment option for students completing the Clinical Performance in Nursing Examination. A professional nursing portfolio will be used as an option for the hospital based nursing examination. For the most part, the design of the Professional Nursing Portfolio is very similar to that of the Clinical Performance in Nursing Examination. The expected major outcome of preparing a nursing care plan is the source for both assessment methods. The Professional Nursing Portfolio will be reviewed by nursing faculty assessors since they are the experts in the nursing content areas. To date, the Nursing Office has received 36 requests for this option. The requests come from currently enrolled students, students on hold, and individuals who had withdrawn from the Nursing program.

### **Staff Activities**

Carla Colburn, Program Advisor, presented an Aviation Education Opportunity Workshop at the Otis Air National Guard Base in Massachusetts to members of the Coast Guard and Air Force.

Dr. Debra Dagavarian, Director of Testing and Assessment, participated in an accreditation visit to the College of Saint Rose in Albany, New York, for the Middle States Association of Colleges and Schools, Commission on Institutions of Higher Education.

Dr. Susan Friedman, Coordinator, presented a paper titled "Degree Completion Without Classroom Attendance at the American Technical Education Association National Conferences. She also served on the Program Committee for the conference. Dr. Friedman also presented an overview of the College and degree programs to servicemen at the Nuclear Power Training Unit at Ballston Spa, New York.

Dr. Jerry Ice, Vice President and Provost, was elected to the Governmental Relations Committee for the National University Continuing Education Association at the recent national conference held in Atlanta, Georgia. Dr. Ice also served as a keynote speaker at the Distant Education and Training Council annual conference held in Coronado, California.

Dr. Barbara Losty, Coordinator, was invited to Little Rock, Arkansas to attend a meeting of Arkansas Colleges and of police, fire, and emergency management personnel interested in associate and baccalaureate degrees. Interest in Thomas Edison was very strong.

William Seaton, Director, Center for DIAL, participated in the annual NUCEA conference in Atlanta, "Distance Learning Degree Completion Programs: A Focal Point for Collaboration Between Two and Four Year Institutions." Additionally, he was a presenter at the annual International University Consortium conference in College Park, Maryland presenting "Statewide Models of Telecommunications Delivery Systems." Finally, the Director was elected to the national administrative body of NUCEA's Independent Study Division.

### **Admissions Services**

Inquiries number 30,783, a 7% increase in the number of inquiries over the same period last year. FY 1994 applications total 3,862 compared with 4,085 applications last fiscal year. New enrollments stand at 2,125 for FY 1994 and 2,512 for FY 1993. Application Day programs, Pre-Enrollment Workshops, and applicant follow-up telephone calls have been implemented to reverse the decline in applications and new enrollments.

Inquiries from prospective students are increasing due to the College's media campaign. Since March, the Office of Admissions Services has received an average of 806 inquiries a week. During one week, 924 inquiries were processed.

There were 213 prospective students at the regional Application Day programs held in March and April; 103 applications were submitted on-the-spot.

As of May 9, minorities represented over 16% of the application pool and 15% of all new enrollments. The target for total minority enrollments is 18%. Currently, minority enrollment is 14.6%.

As part of the New Jersey Baccalaureate Degree Completion Program, group information sessions were scheduled for Gloucester County College and Cumberland County College. One-hundred prospective students were invited to the session at Gloucester County College and 85 students to the program at Cumberland County College. An additional group session may be offered this fiscal year at Atlantic County College.

### **Alumni Affairs**

The next in the series of regional breakfast meetings will be held on Saturday, June 25, 1994 at RJR Nabisco Food Services Headquarters in East Hanover, New Jersey. At least 75 alumni and students are expected to attend. Dr. Pruitt and Dr. Ice will be the featured speakers. Following the program, guests will be invited to receive information about career changes.

The spring '94 Alumni Annual Fund Phonathon was successfully completed. There were 100 alumni, 8 students and 31 staff volunteers. The phonathon was launched with \$17,080 in gifts from alumni who responded to the direct mail appeal and from matching gifts; this was a modest increase over last year.

After examining the results of prior phonathons, it was decided to target calls to previous donors and to recent graduates ('92-'94) while focusing on increasing giving levels. Total pledges in 1994 are 1,164 (same in '93); the average pledge increased from \$41.41 in '93 to \$44.52; \$100+ pledges increased from 77 to 98; dollars raised during the phonathon were \$51,707, an increase of \$3,500 over 1993.



## **Communications and College Relations**

**Media Relations:** Some of the best publicity the College has ever received occurred since the last report in March. The College received front page (Metro section) coverage in The New York Times, Philadelphia Inquirer and Star-Ledger between Feb. 28 and March 9 regarding the CALL Network and the New Jersey Baccalaureate Degree Completion Program (NJBDGP) project. Major stories appeared in several South Jersey dailies, including the Atlantic City Press, Camden Courier-Post, Gloucester County Times and the Millville, Bridgeton and Vineland dailies, as well as South Jersey radio stations and Ch. 40 (NBC affiliate) 6 p.m. news in Atlantic County (all regarding NJBDGP). NJBDGP publicity followed signings of agreements at Cumberland, Gloucester and Atlantic County Colleges in March and April.

The New York Times article on CALL was carried on the newspaper's wire service across the nation. A TV crew from a company preparing news features for Korean National Television visited the College in March; a news feature on our CALL Network has aired in Korea and will soon be shown on cable in this country. The Korean Times also carried a major article on CALL in Korea.

Most productive in terms of generating inquiries to the College was a nationally syndicated "Careers" column by Joyce Lain Kennedy which was published in hundreds of newspapers April 10 and 17. It appears that the column, on the CALL Network, was responsible to a large degree for the greatest number of inquiries ever received in one week by the College: 924.

The New York Daily News also carried a major article on Prior Learning Assessment as provided by the College.

**Awards:** The College received two Gold Awards (best in the nation) for the Corporate Brochure and for the Foundation Gala from the National University Continuing Education Association.

**Transitional Marketing Campaign:** Response has been positive to the radio commercial on WKXW 101.5 FM aired from March 28 through May 13. The commercial also appeared on WDAS AM and FM, an African-American station in Philadelphia, from mid-April to mid-May. By the date of the June board meeting, billboards for the College will be displayed on I-95 N and S just north of Philadelphia. A series of ads in the Newark Star-Ledger also ran for 10 weeks in the spring, two days a week. The results of this marketing campaign will be used to strategize next year's information-sharing effort.

## **Development Office**

Planning for the third annual gala has begun with the identification of additional gala committee members. The dinner ad journal will be produced again and offers yet another giving opportunity for individuals, corporations and small businesses. The date is December 3.

Memorial funds within the Foundation have been established for both Thomas C. Streckewald and Thomas M. Eklund. As of May 19, pledges and contributions totalling \$4,868 have been received.

### **Financial Aid & Veterans' Services**

As of May 1, 1994, 296 students applied for aid, and 104 awards totaling \$108,973 in federal and state financial aid were made. Fifty-seven veterans applied for benefits, and 40 students were certified and will be reimbursed by the Veterans Administration for their educational expenses.

### **Office of Public Service**

The Office of Public Service has been working to expand the number and kind of opportunities available to corporate clients and to the policy-makers and citizens of Trenton.

Significant energy has been devoted to developing proposals for external grant funding. A proposal was submitted in cooperation with DIAL to the Fund for the Improvement of Postsecondary Education (FIPSE). If funded, the grant will provide support for the development of an Institute on Teaching and Technology. The proposed Institute will assist faculty in developing the tools they need to use emerging technologies as teaching tools. A proposal was developed in cooperation with the Laborers/Associated General Contractors to support developing educational opportunities for their 650,000 members. A multi-institutional, multi-pronged approach to community development was facilitated in the City of Trenton.

At the same time, each program has taken significant strides to advance the leadership role of the College in bringing educational resources to bear on the needs of organizations and individuals.

**PONSI** has begun advance planning for the 1994 Corporate - Higher Education Colloquium to be held on Friday, October 7. The Colloquium remains one of very few opportunities for decision-makers from two sectors to come together in dialogue about a common issue. This year's program will focus on the interface between higher education and the economy, exploring relationships among learning, employment, and economic growth. The Colloquium will address topics such as: "What do employers need from higher education? What can employers contribute to higher education? In these difficult economic times, are there sufficient quality jobs for qualified persons? Does increased learning really lead to economic growth and new jobs?" The host location will be the state-of-the-art AT&T corporate education facility in Somerset, New Jersey.

This year's Colloquium will add the new feature of presenting awards in four categories. Awards will be given for Excellence and Effectiveness in the cause of postsecondary learning. Nominations will be solicited from a wide array of corporate and educational professionals and are expected to include: a regional PONSI sponsor organization; a regional college or university; a business or educational institution, not restricted to geography; and an individual award.

Evaluation activity is focusing on five-year reviews. PONSI guidelines require that, after five years, sponsoring organizations complete an extensive on-site faculty review of their courses to remain active. This five-year event is a significant indicator that a sponsoring organization is pleased with the service they have been receiving from the PONSI program.

Currently, the Thomas Edison PONSi office is working with eight organizations which will be completing the five-year re-evaluation over the coming months. The sponsors are: Christopher Academy, The Chubb Institute, Metropolitan Technical Institute, National Academy for Paralegal Studies, National Association of Radiation Protection Technologists, Technical Training Project, Ultrasound Diagnostic Schools, and PSE&G.

**The Office of Corporate Programs** has been building and testing one-day workshops as a strategy to serve client needs and provide short-term service alternatives to clients. A new workshop, **Degrees of Success** was developed to serve the needs of the AT&T School of Business. The workshop has been offered twice (March and April) and is scheduled twice more before the end of the fiscal year. The workshop has been highly successful, and the company has had a waiting list for each session. Next steps may include a generic workshop on portfolio assessment.

On-going services were delivered to PSE&G Nuclear Training Center, AT&T Network Services, AT&T School of Business, Omaha Power Public District, TKR Cable Company, and the National Registry of Radiation Protection Technologists.

**The Trenton Office of Policy Studies (TOPS)** has been completing a variety of research projects, beginning work in partnership with the City on a community-wide planning process, and submitting a major grant proposal.

The projects completed include a report on urban environmental coordination conducted as part of a research contract with the New Jersey Department of Environmental Protection and Energy (DEPE). This report includes (a) an inventory of environmental groups, government agencies, and other organizations that are involved in environmental issues and related activities in Trenton and Newark, (b) a matrix of their activities and programs, (c) an assessment of the extent to which the work of each such group is coordinated with that of other groups and the DEPE, and (d) recommendations to the DEPE concerning the development of coordinated approaches to be used in addressing urban environmental problems. In a second area, TOPS is working in conjunction with CoreStates/New Jersey National Bank to complete a study of check cashing needs among low income residents in Trenton. TOPS is also continuing its work with the City of Trenton and representatives of the private sector as part of a comprehensive economic development initiative.

In March, TOPS began its close involvement in Trenton's federally-sponsored "Empowerment Zone/Enterprise Community" community-wide planning process. Through this planning process, Trenton is seeking ways to renew its neighborhoods and expand economic opportunities for its residents. In particular, the community is designing a strategy to revitalize its target neighborhoods through partnerships embracing community-based groups, "anchor" institutions (including higher education, hospitals and others), civic organizations, businesses, and government.

Finally, TOPS recently submitted a grant application to the U.S. Department of Housing and Urban Development under the new Community Outreach and Partnership Center program. The application seeks a grant of \$1.5 million for two years of support for the proposed Trenton Partnership Center, which would be a community-collegiate partnership hosted by Thomas Edison State College and also

involving Princeton University, Rutgers, Mercer County Community College, and the City of Trenton. If funded, the Trenton Partnership Center will demonstrate the vital contributions that can be made through a collegiate-community partnership that addresses urban problems in a comprehensive and neighborhood-focused manner. This undertaking will serve as a national model of a highly effective community-collegiate partnership that enlists the resources of colleges and universities in support of neighborhood-based community development.

### **Healthcare Information Networks and Technologies (HINT)**

Thomas Edison has been the host for four HINT Advisory Council meetings. The HINT Advisory Council is a cross-section of key New Jersey public and private sector representatives who can assist in building partnerships in New Jersey to reduce administrative healthcare costs. The HINT Advisory Council will also assist in developing strategies to overcome and eliminate barriers in moving from paper to automated technologies in New Jersey. With national healthcare expenditures estimated to be over 1 trillion dollars and New Jersey healthcare expenditures estimated to be over 30 billion dollars, administrative efficiencies are crucial, regardless of the type of healthcare reform adopted at the national and state level. Nationally, it has been estimated that approximately 17% of healthcare expenditures are administrative costs. Hospital administrative costs have been estimated to be 20-30% of hospital expenditures.

It is estimated that there are 4.6 billion healthcare claims filed nationally each year, of which 85% were being filed by paper and 15% filed electronically. Based on the national statistics, Mark Gordon, Director of Special Studies, has estimated that there are 147 million claims filed in New Jersey annually. Filing healthcare claims electronically instead of mailing paper claims could save payers from \$4-6 a claim, and physicians as much as \$2 a claim. Moving New Jersey to participation in the development and adoption of national standards for electronic claim processing, clinical information transmission, and medical records retrieval will create increased administrative efficiencies in New Jersey for insurance companies, physicians, hospitals, and consumers.

A mail survey being conducted by Response Analysis on behalf of the HINT project team will provide the first statewide information on the current technology practices and costs associated with medical information and claims processing in New Jersey. The survey questionnaire has been developed by the HINT project team with the assistance of Response Analysis. The survey has been sent to 1,248 potential respondents in New Jersey. Response Analysis will present the survey results and written report at the end of May to the HINT project team.

Michael Scheiring and Mark Gordon have appeared on the Capitol District Forum program which was broadcast in May on Comcast Cabel TV. Mark and Mike discussed the HINT project with Senator Dick LaRossa who was the program host and represents the 15th legislative district in New Jersey.

### **Resignations**

The following have resigned from the College:

Gary Barton	-	Office of Administrative Services
Virginia Alexander	-	Office of Testing and Assessment