

MINUTES

BOARD OF TRUSTEES

THOMAS A. EDISON COLLEGE OF NEW JERSEY

December 2, 1977

The Board of Trustees of Thomas A. Edison College of New Jersey held its first meeting of the 1977-78 Academic Year on December 2, 1977 at the Forrestal Center Campus of the College in Princeton, New Jersey. The meeting began at 10:40 a.m.

MEMBERS PRESENT: Richard Pearson, Chairman; Eleanor Spiegel, Vice-Chairman; George Hanford (afternoon session only); Anita Heard; Allison Jackson; Blanche Ried; Jonathan Thiesmeyer; James Douglas Brown, Jr., President

MEMBER ABSENT: Alan Ferguson

ALSO PRESENT: Arnold Fletcher, Vice-President; Thomas McCarthy, Registrar; Matthew Quinn, Department of Higher Education

The meeting was formally opened by Mr. Pearson at 10:40 a.m. The minutes of the meeting of July 22, 1977 were presented for approval. Mr. Thiesmeyer moved that the minutes be approved. Seconded by Mrs. Jackson, the motion was approved. (4-0-1) [Mrs. Spiegel abstained from the voting since she had not attended the meeting.]

RESULTS OF MAIL Mr. Pearson then presented for formal recognition
BALLOTS: the two resolutions which were mailed to each of
the Trustees in September. These resolutions must
be ratified at a public meeting of the Board.

OFFICERS FOR Resolved, that the following individuals, nominated
1977-78 ELECTED: by the Nominating Committee be elected to serve as
the officers of the Board of Trustees for the
1977-78 academic year: Chairman—Richard Pearson, Vice Chairman—
Eleanor Spiegel, Secretary—James Douglas Brown, Jr., President.
(The results of the mail ballot were 7-0-0)

Mr. Thiesmeyer moved that the resolution electing officers for the 1977-78 academic year, which was approved by a majority of the Trustees in a mail ballot, be ratified. Seconded by Mrs. Heard, the motion was approved unanimously. (5-0-0)

GRADUATES
APPROVED:

Resolved, that the College award the Associate in Arts degree to the 66 candidates, numbers 40-105, the Associate in Science degree to the 1 candidate, number 1, the Bachelor of Arts degree to the 55 candidates, numbers 14-68 and the Bachelor of Science in Business Administration degree to the 4 candidates, numbers 1-4, whose names appear on the lists prepared by the Registrar. (The results of the mail ballot were 7-0-0)

Mrs. Spiegel moved that the resolution awarding degrees, which was approved by a majority of the Trustees in a mail ballot, be ratified. Seconded by Mrs. Heard, the motion was approved unanimously. (5-0-0)

DISCUSSION ON THE
PROBLEM OF OBTAIN-
ING A QUORUM:

Mr. Pearson asked that the Trustees consider seriously the problem of having a quorum at meetings of the Trustees so that the official business of the College can be conducted. Mr. Pearson indicated that he would review the attendance records of all trustees. He would also write to Chancellor Hollander and Governor Byrne about appointing a successor to Jonathan Thiesmeyer and a replacement for Robert Kavesh who has resigned.

NEW GRADUATES
APPROVED:

Mr. Pearson then recognized President Brown and Mr. McCarthy who presented 8 candidates for the Bachelor of Arts degree, 1 candidate for the Bachelor of Science in Business Administration degree and 28 candidates for the Associate in Arts degree. A statistical summary giving background information about the candidates was distributed. After a brief discussion about the composition of the group of candidates presented, Mrs. Spiegel moved that the candidates be approved for their degrees. Seconded by Dr. Ried, the motion was passed unanimously. (6-0-0)

PRESIDENT'S
REPORT:

Mr. Pearson then recognized President Brown for his report on the state of the College.

Cooperation with Business and Industry: President Brown reported on communications between Chancellor Hollander and himself on the role the College should play in stimulating educational opportunities within the business community. In light of Chancellor Hollander's desire that the colleges in the State be publically accountable, President Brown pointed out that Thomas A. Edison College has striven from the outset to be accountable to all of its publics. There was some discussion about the role the College is playing vis-a-vis the Tele-College especially in how it relates to the Department of Higher Education's goals. The Office of Vocational Education of the Department

of Education and the Department of Higher Education are working together to see what kind of funding possibilities there might be for Tele-College and how Thomas A. Edison College would be able to be of assistance.

Kelsey Building: The original estimate of \$800,000 for renovation of the building now seems low. The final figure will be closer to \$900,000. At the present time, funding is expected from both the state building fund and the Department of Higher Education. The architect expects that bids will be advertized for in February with work to begin in March. Since it is anticipated that it will take nine months to complete the renovations, the College should be moved back into Trenton by January, 1979. Extending the lease on the Forrestal Center location should pose no problem. Due to space limitations now existing, the Work, Education and Leisure Council headed by Ray Male will need to relocate until the College moves back to Trenton.

Revised Budget for FY 79: President Brown reviewed the revised FY 79 budget which was sent to the Trustees in November. The revisions reflect the appropriation recommended by the Board of Higher Education, \$85,000 less than the \$866,000 recommended by the Board of Trustees. There is little hope that any of the \$85,000 will be restored, since the amount recommended by the Board of Higher Education reflects a 12% increase over the FY 78 budget approved by the Governor, which is higher than the 6 - 8% increase recommended for the other state colleges. The revised budget is informational; the operating budget will be approved in June.

Report on Noncollegiate Sponsored Instruction (PONSI): The American Council on Education wants to set-up cooperative arrangements with various states to evaluate college-level study available in noncollegiate settings. At the present time, arrangements have been made with Pennsylvania, Tennessee and California.

There was considerable discussion on this topic. Mr. Pearson expressed the concern that this would be a major deviation from the plans approved for 1977-78. Dr. Quinn informed the Trustees that the Department of Higher Education would be unable to do the evaluations but that Thomas A. Edison College already has the expertise to do it. The Department of Higher Education has set aside \$40,000 to set-up a mechanism within New Jersey for evaluating this type of learning.

The Trustees expressed a willingness to cooperate with the Department of Higher Education and the American Council on Education in developing an evaluation program in New Jersey. Mr. Pearson stated that he would like to meet with Chancellor Hollander to discuss the

the Trustees' concerns on this question. It was suggested that Chancellor Hollander be asked to attend the February meeting of the Trustees.

Multi-Year Contracts: President Brown indicated that three staff members are eligible for multi-year contracts under the guidelines published by the Department of Higher Education. Multi-year contracts are to be offered to those professional staff members who do not have faculty rank. Since the President serves at the pleasure of the Board of Trustees, the statutory responsibilities of the Board would take precedence over the guidelines. Thus, only the Registrar, Mr. McCarthy, and the Director of Academic Counseling, Ms. Titterington, will be up for multi-year contracts. While the multi-year contracts could be for two to five years duration, President Brown recommended that the Trustees only approve two-year contracts.

February Meeting: The February meeting must be used to work on personnel questions. The Personnel Plan needs to be reviewed in light of the multi-year contract question. The Personnel Committee should review the materials available prior to the February meeting. Stockton State College has just completed an evaluation process for the President and is implementing one for Trustees. Mrs. Heard will meet with President Richard Bjork of Stockton State College and review their procedures.

Fee Increase: President Brown indicated that an increase in the enrollment fee might be needed if the Governor does not sign the supplemental appropriation bill for \$104,000. He reviewed the present status of the bill. Vice Chancellor Rosser has spoken with the legislative counsel and indicated that Thomas A. Edison College might be able to get by with half the amount approved by the Legislature.

There was some discussion on the effect a change in fees in mid-year would have on enrollments. President Brown indicated that he and Haskell Rhett, the Assistant Chancellor for Financial Aid, have been discussing the question of financial aid for part-time students. After the discussion was over, Mr. Thiesmeyer moved that the fees of the College remain as approved in July, to be in effect until July 1, 1978. Seconded by Mrs. Spiegel, the motion was approved unanimously. (6-0-0)

After President Brown's report, the meeting was adjourned for lunch and resumed at 2:00 p.m. Also present for the afternoon session were Laura Adams, Director of Academic Programs, Paul Jacobs, Director of Test Development and Assessment, and Martin Schram, Associate Director of Academic Programs.

ACADEMIC COUNCIL
APPOINTMENTS
APPROVED:

Mr. Pearson recognized Dr. Fletcher for a report from the Academic Council. Dr. Fletcher first presented the names of two individuals who are being recommended by the administration for two vacancies on the Academic Council. Grace L. Singer was selected to replace Linda L. Hackett as a student member of the Academic Council and Herbert M. Groce, Jr. was selected to replace David C. Love in the professional disciplines (allied health). Both Mrs. Hackett and Mr. Love have moved from the State.

Mrs. Spiegel moved that Grace L. Singer and Herbert M. Groce, Jr., be appointed to fill the unexpired terms of Linda L. Hackett and David C. Love on the Academic Council, both terms to run through August, 1978. Seconded by Mrs. Jackson, the motion passed unanimously. (7-0-0)

REVISIONS IN
BUSINESS DEGREE
APPROVED:

Dr. Fletcher asked Mr. Schram to review the changes proposed for the two business degrees, the Associate in Science (Management) and the Bachelor of Science in Business Administration. There was a brief period of discussion after Mr. Schram completed his explanation of the changes. After the discussion, Mrs. Spiegel moved that the revisions to the degrees be approved with implementation set for July 1, 1978. Seconded by Dr. Ried, the motion passed unanimously. (7-0-0) [A copy of the revised degree requirements is appended to the minutes.]

LIMITS ON CREDITS
TO BE EARNED AT
COMMUNITY OR JUNIOR
COLLEGES AND CLEP
GENERAL EXAMINA-
TIONS:

Dr. Fletcher then presented a resolution limiting the numbers of credits a student can use for a baccalaureate degree that are completed through a community or junior college and the CLEP General Examinations to 80 semester hours. There was a brief period of discussion on the resolution. After the discussion on the resolution, Mr. Hanford moved that a limit of 80 semester hours earned through community or junior colleges and the CLEP General Examinations be set as the maximum number a student can present for a baccalaureate degree. Seconded by Mr. Thiesmeyer, the motion was approved unanimously. (6-0-0) [Due to a previous appointment, Mrs. Jackson had to leave the meeting before the vote was taken.]

CETA YOUTH
EMPLOYMENT ACT:

President Brown reviewed the background to the proposal requesting funding for a project under CETA Title III-C-Youth Employment and Training Programs. A copy of the Request for Proposals publication of the New Jersey Department of Labor and Industry and President Brown's response of November 2, 1977 were distributed to the Trustees.

Mrs. Spiegel voiced a concern that the time period for the grant was too short to have any effect. She was also concerned that the salaries were extremely high. President Brown indicated that the College has already been working with the Prime Sponsors for over two years and has developed some of the competencies needed for the success of the project. The salaries have been placed where they are due to the risks individuals might be taking if accepting the position for such a short period of time.

Mrs. Heard stated that the training not be restricted to college equivalency but incorporate other aspects of postsecondary education such as vocational education.

After considerable discussion on this topic, Mr. Thiesmeyer moved that the Trustees voice their support of the proposal as submitted by the President. Seconded by Mrs. Heard, the motion was approved. (4-1-1) [Opposed -- Mrs. Spiegel, Abstained -- Dr. Ried.]

EDUCATION
INFORMATION
CENTER:

President Brown reviewed with the Trustees a proposal for establishing a hotline center for disseminating information on postsecondary opportunities to residents of the State. Thomas A. Edison College would assist in the development of the information center. The Department of Higher Education would act as the supervisory agency. This type of center may expand the demand for the College's counseling services. There was a brief period of discussion on this topic.

Mr. Pearson requested that the Office of Test Development and Assessment prepare a mid-year report on its activities for the next meeting of the Trustees. He also asked the Trustees if they felt that membership in the Association of Governing Boards would be helpful. (Information on the Association was circulated at the beginning of the meeting.) It was the consensus of the Board that membership would not be of significant benefit at this time.

There being no further business, the meeting adjourned at 3:40 p.m. The next meeting is scheduled for Friday, February 24, 1978.

Submitted by,

Approved by,



JAMES DOUGLAS BROWN, JR.
Secretary



RICHARD PEARSON
Chairman of the Board

March 3, 1978

Date

March 3, 1978

Date