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Pres. Office*

Report of the President 1982

**HUSSON COLLEGE
BANGOR, MAINE**

. . . Forward with Confidence

ANNUAL REPORT
of the
PRESIDENT



1982

Husson College Bulletin

Bangor, Maine

Issue: *Report of the President*

This edition of the *Report of the President* is being sent to members of the Board of Trustees, the Board of Advisers, the Faculty, and Friends of the College.

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. . . *Forward with Confidence*



REPORT OF THE PRESIDENT

To the Members of the Corporation, the Board of Trustees, the Board of Advisers, the Faculty, and Friends of the College:

The following is a report of events of the College as they occurred from September 1981 to October 1982.

Corporate Officers

Chairman, Board of Trustees

Malcolm S. Stevenson, 1979-

President

Delmont N. Merrill, 1978-

Vice President and Dean for Academic Affairs

Jay L. Fennell, 1978-

Vice President for Financial Affairs and Treasurer

James F. Jaffray, 1977-

Controller

Norman M. Lydick, 1974-

Clerk of the Corporation

John E. Hess, 1967-

The College has institutional affiliations in seventeen professional associations each relevant to a particular segment of administrative responsibility.

Introduction

It is perhaps trite in reviewing a previous academic year to speak of unusual developments. Certainly one of the most exciting aspects of being in higher education is the fact that each year is unique and rarely do things go just as expected.

But the 1981-1982 academic year could certainly be considered one of the most important ones in the history of the institution if for no other reason than that for the first time since 1898 the mission of the College has changed. To the time-honored mission of preparing people for productive careers in business, we have now added a commitment to nursing education. So, in a technical sense, we are now preparing people for business and professional careers.

The report which follows will give you, I trust, a good idea of a year that has been busy and demanding, but equally challenging and rewarding. It has truly been a year in which we stepped forward with confidence.

Academic Affairs

Accreditation by the New England Association of Schools and Colleges, Inc., was granted to Husson in 1974 and renewed in 1978 for a five-year period.

In the fall of 1981, a plan was devised and implemented for preparing the Self-study of the College to be submitted to the New England Association of Schools and Colleges, Inc., for the continuing accreditation of the College by that body in 1983. The plan involved a large cross section of the faculty, administration, and staff in the evaluation of all areas of the College.

Curricula and Programs. A major development in curricula and programs has been in the field of nursing. The 110th State of Maine Legislature authorized the College to confer the Bachelor of Science degree in Nursing, April 6, 1982; the program will begin in the fall of 1983. This authority, together with that given by the 104th State of Maine Legislature, 1970, enables the College to expand its programs in the allied health field. An associate degree in Medical Assisting will be the first program implemented by the College in the allied health field. This will be followed by an associate degree program in Medical Records.

Enrollment for 1981-1982 showed an increase in the Graduate Division and the Continuing Education and Extension Division. (See Table I, p. 14.) One hundred and one students were registered in the Graduate Division for the spring semester.

Enrollment in the Continuing Education and Extension Division (CEED) continues to grow in numbers of students enrolled.

This enrollment is made up of an older adult population, primarily working adults looking for career advancement or career change.

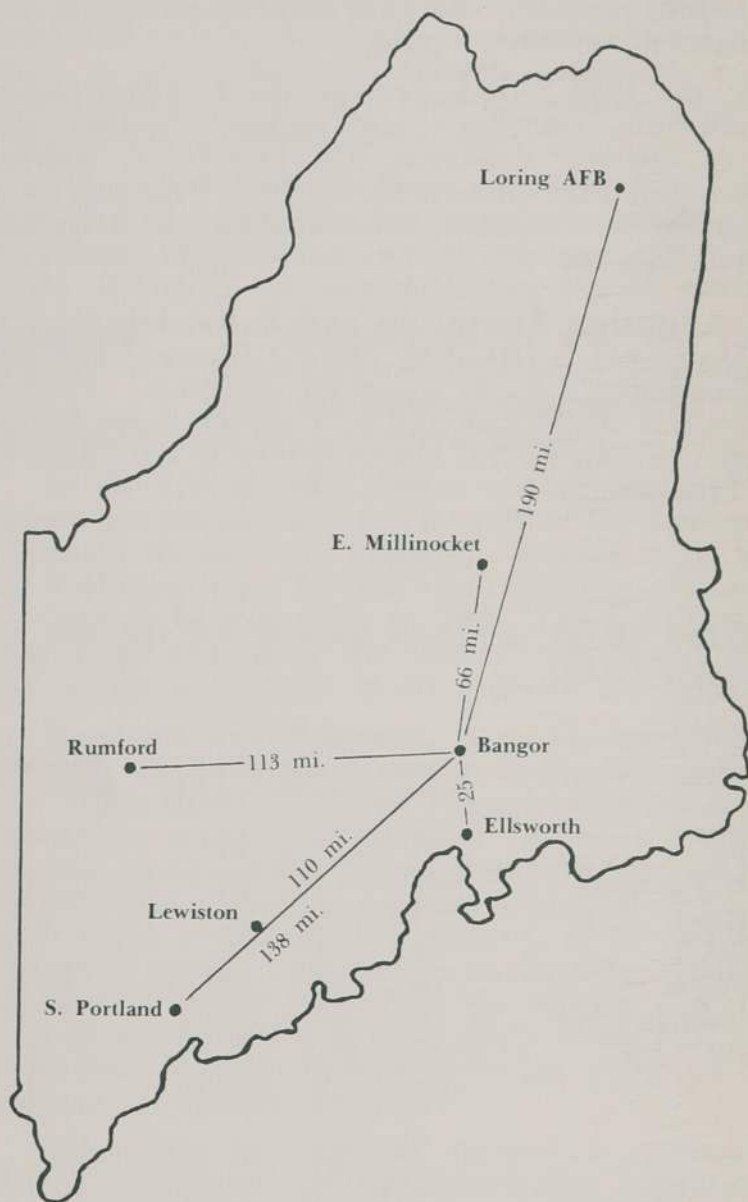
At the 1982 commencement, the College conferred 198 associate, bachelor's and master's degrees, along with 26 one-year diplomas. Mr. Frederic S. Newman, Bangor, and Mr. Edward G. Kaelber, President of the College of the Atlantic, Bar Harbor, were awarded honorary degrees.

Continuing Education and Extension Division (CEED). CEED is served by two Co-Directors and seven site Coordinators, six of whom are part-time. There are 70 part-time instructors and 12 Undergraduate Division Faculty teaching the 107 classes offered in the CEED Fall 1982 Program.

Below is an academic profile for the fall 1982 faculty for CEED.

	Courses Offered	Master's or Bachelor's + CPA	Doctorates or Master's + CPA
Bangor	30	18	9
South Portland	14	12	2
Lewiston	9	6	3
Rumford	9	8	0
Ellsworth	10	7	3
East Millinocket	8	7	0
Loring AFB	27	12	14
	107	70	31

State of Maine CEED Sites
1981-1982



Instructors for six courses hold less than a Master's Degree; however, they have exceptional expertise in their subject areas. One, a controller, will complete the requirements for a Master's Degree in January; another is a public accountant who has passed four of the five parts of the CPA Examination. Others involve an accounting specialist at Loring, a recognized professional writer, and a computer consultant for area businesses. He is also completing requirements for a Master's Degree.

The Division completed its fourth and final CETA Office Assistant classes in September. This program during the past two years had 52 women who completed the course of study and were awarded one-year Husson College diplomas.

The Division also operated the computer camp during the summer of 1982. It served 46 students, age 12 through 18, as well as 38 adults.

Graduate Division. Now in its fourth year, the Master of Science in Business program continues to experience solid growth and enjoys a remarkably diverse student body. In the spring semester, 1982, one hundred and one students with undergraduate degrees from forty-four different colleges and universities were enrolled in graduate classes. Graduate students at Husson, for example, hold degrees from Marquette, Depauw, Pennsylvania State, Bowdoin, and all campuses of the University of Maine as well as Husson. These degrees represent twenty-eight different academic disciplines including such diverse fields as anthropology, zoology, foreign languages, pharmacy, engineering, forestry, and business. The average age of graduate students is thirty-four; eighteen percent of those enrolled in the program are women.

After a year of planning, a special program option in health care management, offered in affiliation with Eastern Maine Medical Center, is ready for implementation in the curriculum. Currently, sixteen students intend to complete that option.

The Graduate Division has expanded rapidly since it began in the summer of 1978 with thirteen students. During the past academic year there has been twenty-four percent increase in the size of the student body, and at present one hundred and thirteen students are enrolled in the program. Current enrollments are considered optimum for the immediate future.

Library Attendance statistics have shown a definite increase in the use of the Library for the past year. The circulation figures parallel that growth. The number of books was increased by 881 volumes last year. There are now 32,390 books in the collection. The number of journals received at present is 422. The increase in the number of journals was made necessary, in part, to support demands of the new Word Processing major in Office Administration and the Master's program. Within the past year, books and periodical subscriptions were purchased for the Loring CEED site. In anticipation of the baccalaureate degree program in nursing, it will be necessary to add many medical journals during the next year, and a number of books in the nursing field will be purchased. A considerable amount of space is being allocated to the Library Resource Center for the nursing program. In that area will be housed audio-visual equipment and the software required for independent study and review. Besides serving the immediate college community, the Library filled 128 requests from other libraries to borrow materials. Most of these requests came through the Ohio College Library Network of which the College is a member.

1982 - 1983

ACADEMIC ADMINISTRATIVE PERSONNEL

Undergraduate Division

Philip C. Grant, BS, MBA, PhD

Head, Department of Business Administration

Dolores R. C. Renaud, BS, MEd, CAS

Head, Department of Business Teacher Education

Janet L. Kinney, BS, MEd, CAS, PhD

Head, Department of Office Administration

Robert K. Diebold, BS, MA, PhD

Head, Division of Liberal Studies

Robert H. Thomas, BS, MEd, CAGS

Director, Cooperative Education

Continuing Education and Extension Division (CEED)

Lindon E. Christie, Jr., AB, MEd, CAS

Co-Director

Harold L. Mailman, BS, MEd

Co-Director

Graduate Division

Robert M. Smith, AB, AM, PhD

Dean

FACULTY

Undergraduate Division

Accounting Department

Thomas F. Largay, BS, MARE, CPA

Dewey W. Martin, BS, MS, CPA

Margaret M. Zoldi, BA, MS, CPA

Business Administration Department

Russell C. Eustice, BA, MBA

Robert G. Goodwin, BS, CDE, MEd

Pamala S. Hennessey, BS, MEd, CAS

Edmond J. Lebrun, BS, MS

D. Bruce MacGregor, BS, MEd, CAS

Curtis S. Morse, BS, MS, PhD

William B. Read, Jr., BS, MA
John A. Slomback, Jr., BS, MEd
Charles M. Sullivan, BA, MA, PhD, JD

Business Teacher Education Department
Kenneth G. Hallgren, BA, MS, EdD

Office Administration Department
Bonnie M. Bunch, BS, MEd
Jane M. Goodwin, BS
Cynthia W. Hermida, AAS
Madalyn A. Jordan, BS, MEd, CAS
Marlene A. Lloyd, BS, MA
Karl B. McGaw, BS, MEd, CAS
Thelma S. Vining, BS, MSB

Liberal Studies Division
Kenneth M. Johnson, BA, MA, PhD
Lambros Karris, BA, MA, EdD
Diane E. May, BSc, MA, PhD
Sylvia G. Noyes, BA, MA
James H. Parker, Jr., BA, MA, PhD
Kathleen A. Wall, BS, MS, PhD
Sally C. Webster, BA, MA
Wayne W. Westbrook, BA, MA, PhD
Albert E. Weymouth, BS, MEd

Part-time Faculty
William J. Curran, Jr., BS, MEd, CLU
Eileen M. Foley, BA, MA
Robert F. Fortier, BA, MA
Paul F. Goss, BS, MEd, EdD
Michael A. Robbins, BA
Gordon R. Manuel, Medica Communications Specialist

Graduate Division

William B. Eisenhardt, BS, MEd, PhD
*Kenneth G. Hallgren, BA, MS, EdD
*Ruth Hopkins, BS, MBA, CPA
*Lambros, Karris, BA, MA, EdD
*Curtis S. Morse, BS, MS, PhD
Michael Pagnozzi, BA, JD
*James H. Parker, Jr., BA, MA, PhD
Charles M. Sullivan, BA, MA, PhD, JD
*Wayne W. Westbrook, BA, MA, PhD

*Regular Faculty, Undergraduate Division

Librarians

Amy Averre, BS, MLS

Vicky Erker, BA

Berneice Thompson, BS, MEd, MLS, Head Librarian

RESIGNATIONS

Accounting Department

Ruth Hopkins, BS, MBA, CPA

Below is an academic profile of the full-time faculty, Undergraduate Division, 1982-1983:

Doctoral degrees	36.4%
Master degrees	57.6%
Bachelor degree	3.0%
Associate degree	3.0%

Distribution in rank:

Professors	10
Associate professors	11
Assistant professors	10
Instructors	2

There are five members holding Certificates of Advanced Study (CAS) and three, Certified Public Accountant (CPA).

Except for members of the Graduate Division who are also identified with the undergraduate Division faculty, all other members of the Graduate Division faculty are part-time faculty.

Admissions The Admissions Staff participated in college fairs on the national, regional, and local levels and made visits to more than 600 high schools. The College introduced extensive use of color in all promotional materials; a view-book, posters, the catalog. These pieces have been effective in presenting the College.

New students and transfer students continue to enter the College on the semester and the summer term. During

the past academic year there were 327 students in September; 45, in January; 16 in June. Although approximately 81 percent of the entering class, fall 1982, are from the State of Maine, ten other states are represented as well. They are Massachusetts, Vermont, New York, Rhode Island, New Hampshire, Connecticut, Pennsylvania, Illinois, Virginia, Florida. Students from eight foreign countries — Brazil, Canada, Hong Kong, Mexico, Nigeria, Trinidad, Turkey, Venezuela — lend an international air to the College community.

TABLE I
STUDENT ENROLLMENT AND GRADUATES
1981-1982

Year	Enrollment			Graduates ^a		
	Day Division ^b	CEED Division ^b	Graduate Division ^b	ABS Degree	BS Degree	MSB Degree
1972-1973	902	109	—	44	225	—
1973-1974	741	141	—	51	141	—
1974-1975	708	203	—	66	160	—
1975-1976	665	357	—	66	139	—
1976-1977	719	269	—	92	61	—
1977-1978	756	269	—	136	90	—
1978-1979	738	262	18	103	123	—
1979-1980	811	427	54	111	105	9
1980-1981	743	570	88	145	81	20
1981-1982	730	750	90	76	102	20
1982-1983 ^c	688	688	113			

- a. Twenty, one-year diplomas were awarded during 1972-1980. Seventeen, one-year diplomas were awarded during 1980-1981. Twenty-six, one year diplomas were awarded during 1981-1982.
- b. Total student enrollment.
- c. Enrollment as of September 15, 1982.

Student Affairs

The concerns and activities for the Office of Student Affairs covered a wide spectrum of the College life prominently among which were these: reorganization of the functions of the former Office of Student Life to reflect the elimination of federal funding; the development of a statement of goals and objectives for the intercollegiate sports program; the development of a new policy statement on "satisfactory academic progress" as it affects financial aid; the development of a proposal to upgrade student life particularly in the residence halls, and a new off-campus housing policy; initial development of the student Job Bank; resolution of problems within the security system of the College; involvement in discussions of the prospective nursing program and the future of radio station WHSN; the selection and employment of personnel; coordinator of Residential Services; coach for Women's Basketball, Supervisor for Student Health Services.

Career Counseling. Despite the depressed job market nationally, Husson graduates continued to enjoy an extraordinarily high placement rate. Survey results indicated approximately 90 percent of the class of '81 employed with only about 5 percent seeking employment. Comparable figures for the class of '77 were 85 percent and 2 percent. The Job Bank program—part-time employment for currently enrolled students—was begun and placed 36 students in both on- and off-campus positions. The demand for career counseling services for alumni and from CEED students continued to increase.

Financial Aid. 1981-1982 was a significant watershed year for financial aid. For the first time in recent history the College began to encounter individual students for whom the total of all sources of financial aid, including maximum utilization of loan programs, was not adequate to meet need. The projected cutbacks in federal funds became reality (for 1982-1983) and forced the College to adopt a financial aid rationing plan. In addition, the College adopted a new posture which will limit all campus-based financial aid to only those students recog-





nized as making "satisfactory academic progress." These efforts, plus the infusion of almost \$100,000 in new institutional funds, enabled the College to maintain approximately level funding from 1981-1982 into 1982-1983 for students who are performing satisfactorily.

Intramurals, Recreation and Sports. Ten intramural activities during 1981-1982 involved a total of 1,340 participants. Recreational activities were expanded to include a highly successful racquetball program. Internal reorganization continued to reflect dual membership in the N.C.A.A. and the N.A.I.A. Again this year, four of the seven intercollegiate teams were asked to participate in post season tournaments. In addition to the ongoing programs, significant cosmetic improvements were made in the Newman Physical Education Complex.

Security. 1981-1982 was a difficult year for security. The relationship between the College and its security contractor deteriorated significantly as the year progressed resulting, finally, in the cancelling of the contract and the identification of a new contractor, East Coast Security Services. Installed initially as an interim service, the East Coast organization has now been confirmed as the regular contractor for the College, 1982-1983.

Special Services. The Special Services area continued its significant contribution to the College through services for the learning disabled, professional and peer tutoring, counseling services, subject-matter specialist services, remedial services, and services to the physically disabled. The Title III funded aspects of this program will draw to a close at the end of the current fiscal year; a new proposal incorporating some new directions has been prepared and is currently under consideration.

Student Health Services. The Student Health Service continued to offer basic nursing services with on-campus physician consultation and referral for other services as needed. In addition, the purview of the service was expanded to include more educational programs in the residence halls, classroom presentations, and arranging for outside speakers. The student health

insurance package was renegotiated with a new carrier and with no increase in premium.

Student Affairs. The former Office for Student Life was incorporated into the Dean's office under the leadership of the Associate Dean for Student Affairs. The major functions of this area continued to be residence hall management and programming, the College judicial system, student activities, and leadership development. The termination of Title III funding for the old "student development" program proved to be a boon in disguise as it freed this staff to work in areas more in line with the needs of the student population and the priorities of the College. The Undergraduate Judicial Board was increasingly successful in dealing with rule infractions and related concerns. Progress was also made in stimulating a sense of collegiality within the student population and between the students and the administration.

Development The year saw substantially increased levels of support for the College. The annual fund increased 22% from \$46,350 to \$56,348. More gratifying, however, was the increase in participation. Overall, the number of contributors increased 82%, and the number of alumni contributors increased 126%.

The Office of Development was restructured in the summer, 1981. A full-time director was appointed and given the responsibility of setting up guidelines for office procedures, including revamping Alumni Affairs. Its primary responsibility is to build a strong base of private financial support through the Alumni Fund, by providing an opportunity for alumni, business, foundations, employees, trustees, and friends to contribute annually to the College.

Likewise, a Trustee Fund-Raising Committee has been established to supplement the Annual Fund Drive. The Office uses direct mail, personal calls, phon-a-thons, proposal presentations, research, public relations,

committee development and fund-raising accountability as vehicles for reaching these ends.

In an effort to revitalize the Alumni Association, Presidential Dinners were held in Aroostook (Caribou) and Cumberland (Portland) Counties. The College president, the Alumni Association president, and members of the administration presented the alumni with progress reports on the institution.

An Alumni hospitality room was opened at the Newman Physical Education Center for all home basketball games. An Alumni Class Agents' Dinner was held in Bangor in March.

With the refinement of a case statement, the Office has established a long-range development program. It is building a strong base for alumni support.

College Relations and Grants Established in July 1981, the Office of College Relations and Grants was assigned the responsibilities for the coordination of Title III and the supervision of all other federal grants, public relations and affairs, publications, advertising, external relations, and the internal support of other major offices.

Federal Funds. Federal grants, exclusive of student financial aid awards totaled \$297,227 for the fiscal year, 1981-1982. They were allotted as follows: Title III, \$193,000; Special Services for Disadvantaged Students (SSDS), \$73,622; the Cooperative Education Program, \$27,000; the Library, \$1,200; Veterans Cost-of-Instruction Payments, \$2,405.

Public Relations. News releases were expanded to include "home town" notices concerning students. The coverage rate was 75%. There were eight Business Breakfasts during the year with average attendance well up over previous years. The list of speakers was notable and included the following: Guy Dufresne, Vice President, Consolidated Bathurst in Montreal; Robert Smith, Vice President, Bath Iron Works; Gordon Weil, Director, State Energy Office; Dr. Barbara Sanford, Director, Jackson Laboratory; Governor Brennan; James Ambrose,

Under-secretary of the Army; Thomas McGillicuddy, Director, Small Business Administration for Maine; and Timothy Mellon, Chairman, Maine Central Railroad.

Publications. This year, for the first time, this office has managed to establish an inventory control system for publications as well as reducing the cost of publications through competitive bidding. Major publications this office has been responsible for are the general catalog, *President's Report*, a viewbook, and a promotional piece for the Continuing Education and Extension Division (CEED) program and input in the publishing of the *Husson College Handbook*.

Advertising. The Office of College Relations and Grants has developed a capability to provide camera-ready copy which reduces appreciably the cost of advertising. It has designed special-purpose brochures for several segments of the College and cover titles for other publications. The office continues to contribute positively to the demands involved in communications.

Data Processing Data Processing at Husson College serves both the administrative and instructional needs of the institution.

Administrative Data Processing. The conversion from the Digital system to the IBM System/34 has brought about the need for rewriting and developing software applicable to the needs of the Husson Community. The data processing department is designed to build a foundation of information flow by integrating multiple on-line systems.

Holistically, the first function in developing such a system is to associate like data and to eliminate redundancy.

The Admission Applicant File has already been automated, allowing for the building of the individual student history record. Parts of that history information automatically follow the students as they become part of the registration process. The software for the registration

system has been reconstructed to serve better the needs of Husson, providing automatic on-line billing statements. The alumni system, which will fulfill a long-range goal of tracking a student from admission through the individual's collegiate years to becoming an alumnus, is in the process of development. This primary goal is now becoming a reality.

Other non-student systems, such as accounts payable and budget processing, will be instituted over the next year. This process will allow the Financial Administrators access to information by computer terminal.

The fact that the computer is now used solely for administrative needs has allowed the staff to develop more efficient and sophisticated systems. This necessity, coupled with a modern, professional data processing center built at the College this past year, will aid the data processing staff in serving the long-term needs of the Husson Community.

The Administrative Data Processing Computer Center includes the following hardware:

- 1 IBM System/34 with 128 KB or memory and 64 MB of disk storage
- 1 5211 300 line-per-minute printer
- 8 5251 work stations
- 1 Qume Sprint 5/45 letter-quality printer
- 1 Black Box Protocol Converter PQ

Academic Data-Processing. The computer system installed in 1981 was not large enough to support both administrative and academic data processing. The addition of a second system was completed in July 1982, allowing each area to operate independently of the other and has proved beneficial to all users.

The student terminal room was remodeled to allow the installation of the new system. It is now known as the Academic Computer Center. In addition to having more terminals, the students now have the ability to use diskettes and to have hands-on experience in computer operations, a situation which augments the education

received in data processing course offerings. The system is servicing 275 users in 11 data processing classes during the fall semester, 1982-1983.

A study is being conducted to determine the feasibility of upgrading portions of the equipment to support computer-assisted instruction primarily for the nursing program. It would also be accessible to any other discipline.

Software packages are being studied to provide a statistical package for student use on the system.

Arrangements are in process to copy media to diskette so that programs and packages from textbook publishers and software houses can be implemented on the system.

A computer advisory committee has been formed consisting of local computer users and vendors to assist in keeping the course content of the data processing curriculum in line with the state of the art.

The Academic Computer Center includes the following hardware components:

- 1 IBM System/34 with 256 KB of memory and 27.1 MB of disk storage
- 1 5225 120 character-per-second printer
(to be replaced by a 5224 240-line-per-minute printer in November)
- 14 5251 work stations

These two systems fulfill sufficiently the needs of the College at the present time.

Financial Affairs

Fiscal year 1981-82 was a significant one for Husson College.

The College completed the third successive year of excellent operating results. Revenues passed \$7,000,000 for the first time, and after expenditures there was a meaningful increase in the fund balances or net worth of the institution.

In addition, two important developments occurred. One was the acceptance by the United States Department of Education of our proposals for revised repayment schedules on our HUD and HEW indebtedness, placing the loans on a completely current basis. The College is now meeting the annual debt service on these bonds as well as amortizing a portion of the arrearage of principal and interest each year. The loans will be fully retired on the original maturity dates.

The second development was the consummation of a new bank term loan. Proceeds were used to augment working capital.

At the present time the College is in the strongest financial condition in many years.

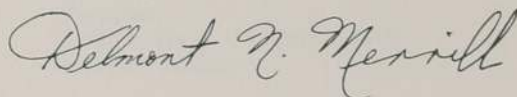
The outlook for fiscal 1982-83 continues favorable. Revenues are expected to reach a new high in the area of \$7,250,000 and with careful control of expenditures it is anticipated that the final results will again be satisfactory.

Efforts are now underway to lay the groundwork for an endowment fund drive in the near future. Such a fund will give added financial strength and stability to Husson College.

**Husson
Today**

I am occasionally asked about what it is that gives me the greatest pride in our College. I answer without hesitation that it is the people in our community. We have many constituencies here, trustees, faculty, administration, staff, alumni, and students. All play an equally important role in the educative process. It is, therefore, my pleasure to conclude this report with my sincere thanks to all of the men and women here who teach and learn, who make decisions and implement them, who plow the roads and cut the grass and prepare the meals, who keep our buildings clean and prepare our correspondence. Yours has been a job "well done"! We move forward with confidence.

Respectfully submitted,

A handwritten signature in cursive script, reading "Belmont N. Merrill". The signature is written in dark ink and is positioned above the printed name and title.

Husson College
President

October, 1982



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MR. LLOYD E. WILLEY	President Canteen Service Company Bangor, Maine
MR. ROBERT T. WINSKOWICZ	President, Student Government, 1982-1983 Husson College Bangor, Maine

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