

STATE OF MAINE

Inter-Departmental Memorandum Date November 6, 1973

To Asa Gordon, Deputy Commissioner Dept. Educational and Cultural Services
From Wayne Ross, Director, Higher Ed. Services Dept. Educational and Cultural Services
Subject St. Francis College granting the Associate of Arts Degree

St. Francis College is considering the awarding of an Associate degree in Arts in the near future. State of Maine Laws, Title 20, Revised Statutes of 1964, as amended, Section 2202, Item 4, reads as follows:

4. Exception. This section shall not apply to institutions authorized by the Legislature to grant degrees. This section shall not apply to any person, school, board, association or corporation which was using any said term or terms in connection with any educational institution operated prior to January 1, 1957.

An Act approved in 1953, authorized St. Francis College to grant and confer the academic degrees of Bachelor of Arts and Bachelor of Science. The Act further states, "and to the students in said institution such certificate of proficiency and attainments in any special study as the faculty of said institution may see fit and proper to confer."

From my interpretation of the law and the act authorizing the powers of degree granting status to St. Francis College, it seems that it would be the institution's decision to confer the Associate degree of Arts. Could I please have your reaction? Thank you.

WHR:jf

*Discussed with Asa Gordon Nov. 12, 1973 - agrees that
An Associate Degree would be within the Institution's
Authority to confer a certificate of Proficiency -*

Written by hand above: Discussed with Asa Gordon Nov. 12, 1973 - agrees that
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Authority to confer a certificate of Proficiency -

Question 2: Specific Faculty Needs?

In conversations with Dr. Spavins and Dr. Bane of our faculty we have determined the following staffing pattern:

1976-77

Three faculty members assigned full-time to the College of Osteopathic Medicine.

Anatomist
Biochemist
Physiologist

1977-78

Joining the above-mentioned scientists in the College of Osteopathic Medicine will be:

Microbiologist
Pharmacologist

Question 3: Means of Providing Basic Science Faculty?

The faculty of the Center for Life Sciences (in our undergraduate college) will assist the full-time faculty of the Osteopathic College meet the educational needs of the medical students. By 1976-77 we expect to have on our science faculty the following specialists who would be available on a shared basis with the College of Osteopathic Medicine.

Physiologist
Biochemist
Anatomist
Invertebrate Zoologist
Microbiologist

Question 4: Costs of Hiring Faculty?

We estimate that the average compensation for the full-time faculty members in the College of Osteopathic Medicine would be \$18,000. Therefore, by 1977-78 we would be talking about a salary budget of approximately \$90,000 (not including benefits).

QUESTION 5: Specifics on Student Housing

a. Present capacity - by unit and collectively

<u>DORMITORY</u>	<u>NO. OF ROOMS</u>	<u>NO. OF STUDENTS</u>	<u>SQUARE FEET</u>
Assisi	37	74	5,661
Avila	54	108	8,262
Padua	39	78	5,967
Siena	39	78	5,967
Frederick A	18	32	3,230
Frederick B	20	36	3,424
Decary 4th	9	13	1,395
Stella Maris 4th	9	15	2,000
Housing Park	20 houses @ 4-6 people	<u>120</u>	16,000
TOTAL		554	

NB - Single room accommodations have been provided in Stella Maris 4th floor and Decary 4th floor. A more realistic figure of capacity resident enrollment on campus is 500, providing for single room accommodations.

- b. Accommodations for married students would best be achieved by making internal adjustments to the present units in the Housing Park. All other areas on campus were not built for easy adjustment, i.e., water, electricity availability, for married student apartments.

There are 12 one-story units with 800 square feet of floor space and 8 two-story units with 400 square feet per floor space. Each unit has its own toilet and shower facility. In each of the one-floor units, if two married couples shared the toilet facilities, kitchen facilities could be set up at each end. Overall, this arrangement could accommodate 24 couples. The eight two-story units could accommodate 16 couples.

Partition walls and doors, kitchen facilities, furnishings, study furniture, floor coverings, with labor, the cost would be \$2,500. to \$3,000. per unit. If fully furnished, the charge could be \$30./wk. or \$1,560./yr./couple.

Total income from units, \$62,400./yr. It probably would be cheaper to renovate all 40 apts. at once instead of preparing 24 for the first year and 16 the second.

QUESTION 5 - Continued

- c. Preliminary data for off-campus housing for married students for nine months of the year, from September (after Labor Day) until June 1st, range from \$150./month to \$300./month, in surrounding areas, i.e., Hills Beach, Biddeford Pool, Fortunes Rocks, Goose Rocks and Granite Point.

In Biddeford, rents range from \$25. to \$30. per week, utilities not included; with utilities, \$35. to \$45. per week. No research data is immediately available on number of available housing units off campus. However, with proper planning and enough lead time, a substantial list of available rents could be available (estimate 60-75 units).

FACILITIES OTHER THAN HOUSING:

<u>Type</u>	<u>Location</u>	<u>Rooms</u>	<u>Square feet</u>	
Classrooms -	Decary Hall, second floor	10	6,732	
	" " third floor	7	2,451	9,183
	Stella Maris, second floor	1	1,928	
	" " third floor	1	777	2,705
Labs	Decary Hall, second floor	4	1,489	
	" " third floor	4	1,280	2,769
Faculty Offices -	Decary Hall, first floor	4	918	
	" " second floor	4	748	
	third floor	24	4,680	
	Stella Maris, 3rd & 4th	4	991	7,337
Administrative Offices -	Decary Hall, first floor	16	3,701	
	Stella Maris, first floor (Business Offices)	8	1,551	
	Stella Maris, second floor (Pres., PR, etc.)		2,491	7,743
Media Center -	Decary Hall, first floor		1,441	
Cafeteria -	Decary Hall Seating capacity - 240			
Gymnasium -	Decary Hall		4,500	

QUESTION 7: Condition of Buildings

Decary Hall - In the last 24 months, all rooms and hallways have been painted. We have replaced with Aluminum windows all wooden frame windows on the northeast side of the building.

All labs have been carpeted and refurbished. Lighting in all faculty offices have been replaced with cheaper-to-operate fluorescent fixtures. All faculty offices on the third floor have office furniture and necessary shelf space.

Cafeteria facilities have been either replaced or upgraded for better service.

College Spa - This was refurbished for Knights' Castle facilities.

Stella Maris - Faculty offices, Francophone Center, Classrooms, Photography Development room, Student Club Activities Rooms, Administrative Offices, Ross Conference Room, Changeover from Friary to Girls' Special Dormitory facilities.

All necessary furniture installed and painting done to the above facilities where needed.

Frederick A & B - Walls and corridors were painted. Spring locks replaced doorknob locks for existing metal doors. Bathrooms were repainted and window fans were installed for proper ventilation.

Assisi, Avila, Padua & Siena Halls - Stairwells, corridors and over half the rooms were painted. Ric-well pipes (heating) were installed underground from Assisi to Padua and Siena.

Carpeted one lounge on each second floor of Assisi, Padua and Siena (size of regular student room).

Gregory Hall - (Infirmary) New roof and siding done. Internal painting of walls also done.

Housing Park - We are in the process of installing new showers (stainless steel) and new floor coverings in all units, two new roofs for two-story units, and painting of all exterior units.

QUESTION 7 - Continued

SUMMARY:

In the late 60's, early 70's, we did not support our maintenance program with the necessary resources to stay above our needs. As a result, we got behind and it has cost more to catch up. But, I feel that we did catch up. We worked out with Casco Bank a special Deferred Maintenance account in 1972-73, up to \$175,000., payable in five years. We are well on our way to catching up with our needs as long as we continue to support the program with sufficient resources. We feel that an allocation of between 40 and 60,000 dollars per year will allow us to stay on top of our physical plant needs in the coming years.

Question 8:

Legality of degree-granting
status?

STATE OF MAINE

In The Year of Our Lord Nineteen Hundred Fifty-Three

H.P. 836 - L.D. 875

An Act Granting Powers to the Franciscan Fathers of Maine.

Sec. 1. Corporate powers. The trustees, their associates and successors of the Franciscan Fathers of Maine, a corporation organized under chapter 50 of the revised statutes, are constituted a body politic and corporate by the name of Franciscan Fathers of Maine, with power to sue and be sued, plead and be impleaded, and to have perpetual succession; to acquire, take by devise, bequest, or otherwise, hold, purchase, encumber and convey such real and personal estate as shall be required for the purpose of its incorporation; to make and use a common seal, and the same to alter at pleasure.

Sec. 2. Institution of higher learning; degrees. Said corporation is further empowered and authorized to establish, maintain and conduct at Biddeford, within this state, an institution of higher learning to be known as the St. Francis College; and to provide in said St. Francis College instruction in such languages and in the liberal and useful arts and sciences, including, but not limited to, courses in the humanities, mathematics, the natural and social sciences, philosophy, theology and the sacred sciences, as the said trustees of said corporation shall from time to time determine; and to grant and confer at and through said St. Francis College the academic degrees of Bachelor of Arts and Bachelor of Science, and to the students in said institution such certificate of proficiency and attainments in any special study as the Faculty of said institution may see fit and proper to confer.

Read three times and passed to be enacted in House of Representatives,
April 23, 1953.

Read twice and passed to be enacted, in Senate, April 24, 1953.

Approved, April 27, 1953.

Burton M. Cross, Governor.

Question 13: Who among the current faculty will be of substantive value?

Bane, Gilbert W., Professor of Biology

B.S., San Jose State College; M.S., Cornell University; Ph.D., Cornell University
Dr. Bane is an outstanding scientist who will be available to play a major role in recruiting additional faculty and in creating the kind of atmosphere necessary for the serious pursuit of scientific study and investigation. He has taught at Long Island University, the University of California (Irvine) and the University of Puerto Rico. In addition, he has authored over 35 publications.

Vogt, Judith C., Assistant Professor of Biology

B.S., Kansas State University; M.S., Washington State University; Ph.D., Oregon State University.
Dr. Vogt is a person with a fascinating background. In addition to several teaching assignments in this country, she has worked in Malaysia, Australia and West Africa. She is registered with the American Society of Clinical Pathologists and has taught such courses as Medical Microbiology, Food Microbiology, and Contamination Control.

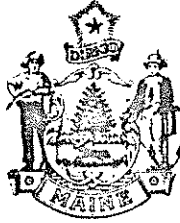
Cavanagh, Eugene J., Associate Professor of Psychology

B.A., Fordham University; M.A., Fordham University; Ph.D., University of Alberta.
Dr. Cavanagh is presently charged with developing the human services program at the college. He has had extensive experience as a counselling psychology at such places as the Hathorne Regional Center for Retardation, (Danvers, Mass.), Family Education Service--Model City (Manchester, N.H.), and the North Shore Family Institute (Danvers, Mass.).

See, Joel Assistant Professor of Sociology

B.A., St. John's University; M.A., Florida State University; Ph.D., Florida State University.

Dr. See is by training a social psychologist. He has published research on indicators of mental health, insanity proceedings, and metropolitan migration. He teaches courses on the Sociology of Health, Sociology of Insanity as well as other general sociology courses.



STATE OF MAINE

Department of
Educational and Cultural Services

AUGUSTA, MAINE 04330

September 3, 1974

Dean David A. De Turk
St. Francis College
Biddeford, Maine 04005

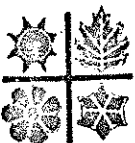
Dear Dean De Turk:

After reviewing your request with Wayne Ross for degree-granting status in the area of Teacher Education, and as Director of the Division of Teacher Education/Higher Education, permit me to provide you with the following information pertaining to the Teacher Education Program Approval process.

First, inasmuch as your requested degree is in the area of teacher education, your institution is required by Maine Public Law, Title 20, to undergo a Teacher Education Program Approval (TEPA) process. The TEPA process is not intended for purposes of institutional accreditation or degree-granting approval as such. It is intended for the purpose of helping the Department to meet its obligation under Title 20, i.e., assuring that professional personnel serving in Maine public education do in fact meet state certification requirements. Since yours is a new program and is still in the process of "self-study", we will be very happy to apply in your case the Department's recently drafted Teacher Education Program Approval Guidelines (a copy of which is herewith attached.)

These guidelines are still subject to final review by the Maine Professional Standards Advisory Commission which was established by the Commissioner a year ago to make recommendations for change in the area of Maine teacher education and certification standards. The Department is committed to the TEPA route; if it is agreeable with you, we will be happy to bring the matter of your program's eligibility for Teacher Education Program Approval before the Professional Standards Advisory Commission. It would then take a position on your request for certification approval in those five areas on the M. Ed. level outlined in your letter of July 19, 1974.

Secondly, we would like to address ourselves to your institution's intent to go before the 107th Legislature for degree-granting approval in the area of Master of Education (M. Ed.) covering the following:



Four seasons for Me.

1. Open Education
2. Mathematics Specialist
3. Science Teaching Specialist
4. Day Care Teaching
5. Day Care Administration and Supervision

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"4. Exception. This section shall not apply to institutions authorized by the Legislature to grant degrees. This section shall not apply to any person, school, board, association or corporation which was using any said term or terms in connection with any educational institution operated prior to January 1, 1957."

Based on this technicality, therefore, your institution is exempt from having to go through the legislative route in requesting for additional degree-granting approval. Please be aware, however, that when your institution is reviewed for accreditation renewal in the future; all existing degree-granting programs then have to be reviewed en toto by the New England Association of Schools and Colleges (NEASC).

Sincerely,



Robert P. Ho
Director
Division of Teacher Education
and Higher Education

RPH:kpl

Enclosures: Draft TEPA Rationale
and Guidelines

cc: Carroll R. McGary
Wayne H. Ross