

5-1-0
November 20, 1967

MEMORANDUM:

TO: Secretary of State

FROM: Governor

To Charles L. Simms
Of Wilmington New Castle
(City or Town) (County)

To be a member of the Board of Trustees of the Delaware Institute
of Technology

Date of Commission Nov. 15, 1967 Term of Office 3 years from Nov. 15, 1967, to
Address 522 North Clayton To Succeed Reappointment
Wilmington expire Nov. 15, 1970.

Sen. Conf. Required X Reference: Title _____

Sen. Conf. Not Required _____ CH. _____

Name to Senate Nov. 13, 1967 Sec. _____

Confirmed 11/15/67 Rejected _____

cc: Asst. Sec. State

November 21, 1967

Dear Mr. Simms:

It gives me great pleasure to send you the enclosed commission officially reappointing you a member of the Board of Trustees of the Delaware Institute of Technology for a three year term, effective November 15, 1967 and to expire November 15, 1970.

I sincerely hope that your continued service to the State in this capacity will be most rewarding and give you much satisfaction. If there is any way I can be helpful, please let me hear from you.

Sincerely,

Charles L. Terry, Jr.
Governor

Mr. Charles L. Simms
522 North Clayton
Wilmington, Delaware

cc: Mr. E. Hall Downes, Chairman

Simms
LAST NAME

Institute of Technology
COMMISSION

3 years from
confirmation
August 2, 1967
EXPIRATION DATE

TO: GOVERNOR'S SECRETARY

PLEASE ISSUE A COMMISSION TO

ADDRESS:

Charles L. Simms
522 N. Clayton
Wilmington

TO BE Member, Board of Trustees of the Delaware Institute of
Technology

TO REPLACE Reappointment

EFFECTIVE DATE OF TERM OF OFFICE Date of confirmation.

EFFECTIVE DATE OF COMMISSION " " "

TERM 3 years from date of confirmation

SENATE CONFIRMATION

yes

no

POLITICAL AFFILIATION

D

Nov. 13, 1967
DATE

Robert Thurston Barall
ADMINISTRATIVE ASSISTANT

HB 320
T, L
C P R

SIMMS
LAST NAME

INSTITUTE OF
TECHNOLOGY
COMMISSION

1 yr. FROM CONF.
EXPIRATION DATE

TO: GOVERNOR'S SECRETARY

PLEASE ISSUE A COMMISSION TO CHARLES L. SIMMS

ADDRESS:

522 No. Clayton
WILMINGTON, DEL.

TO BE MEMBER, BOARD OF TRUSTEES OF THE DELAWARE
TO REPLACE APPOINTMENT (ORIGINAL) INSTITUTE OF TECHNOLOGY

EFFECTIVE DATE ON CONF. TERM 1 yr. FROM CONF.

SENATE CONFIRMATION X yes no POLITICAL AFFILIATION D

7/27/66
DATE

J. Sananton
ADMINISTRATIVE ASSISTANT



File

4-1-0

RECEIVED
NOV 20 1967
OFFICE

DELAWARE TECHNICAL AND COMMUNITY COLLEGE

SOUTHERN BRANCH

GEORGETOWN, DELAWARE 19947

OFFICE OF THE PRESIDENT

November 16, 1967

The Honorable Charles L. Terry, Jr.
Governor of the State of Delaware
Legislative Hall
Dover, Delaware 19901

Dear Governor Terry:

This is a follow up to my letter of November 7, relating to a request for a waiver of the bidding requirements for the repair of our school bus. As you will recall, the College bus has broken down and is currently in the shop for repairs. We have had to make temporary arrangements for the renting of a bus in order to transport some students to the College.

The estimated cost of the repairs to the bus will, in all likelihood, exceed \$1,000 and, therefore, would normally require bidding. We have checked the firms in the State of Delaware able to accomplish this repair, and find the cost differential to be very small. Since the bus is apart and vitally needed, I will appreciate your consideration of this request.

In a conversation with Mr. Davis, I understand that no difficulty is anticipated in receiving a favorable response to this request. Thank you very much for your consideration of this request.

Sincerely yours,

John A. Bivens, Jr.
President

JABjr:YBA

cc: Mr. Ned Davis
Mr. Bob Barnett

NOV 20 1967
GOVERNOR'S OFFICE



DELAWARE TECHNICAL AND COMMUNITY COLLEGE

SOUTHERN BRANCH

GEORGETOWN, DELAWARE 19947

OFFICE OF THE PRESIDENT

November 16, 1967

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Governor of the State of Delaware
Legislative Hall
Dover, Delaware 19901

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In a conversation with Mr. Davis, I understand that no difficulty is anticipated in receiving a favorable response to this request. Thank you very much for your consideration of this request.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "John".

John A. Elvens, Jr.
President

JAEjr:YBA

cc: Mr. Ned Davis ✓
Mr. Bob Barnett

RECEIVED
NOV 20 1967
COMMUNITY OFFICE



DELAWARE TECHNICAL AND COMMUNITY COLLEGE

SOUTHERN BRANCH

GEORGETOWN, DELAWARE 19947

OFFICE OF THE PRESIDENT

November 16, 1967

The Honorable Charles L. Terry, Jr.
Governor of the State of Delaware
Legislative Hall
Dover, Delaware 19901

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In a conversation with Mr. Davis, I understand that no difficulty is anticipated in receiving a favorable response to this request. Thank you very much for your consideration of this request.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "John".

John A. Bivens, Jr.
President

JABjr:YBA

cc: Mr. Ned Davis
Mr. Bob Barnett ✓

4-1-0
November 13, 1967

File
Dear Mr. Bivens:

This will acknowledge and confirm my oral permission given to you on Tuesday, November 7, 1967, allowing you to waive the bid laws with respect to the emergency situation created by the breakdown of a bus used for transporting students to the Delaware Technical and Community College.

As the motor had been dismantled before the full extent of the damage was known, it was virtually a necessity that the repair be completed at the original repair shop. Also, since the school bus is needed every day, it became necessary to rent another bus at considerable and continuous additional expense. In order to avoid this continuing expense, it is imperative that it be repaired as quickly as possible.

As indicated in your letter describing the cost of repairs, the amount is estimated at \$1,100 - \$1,600. Pursuant to Title 29, Delaware Code, Section 6904, therefore, I hereby give my approval to waiving the bid laws per your request.

Sincerely yours,

Charles L. Terry, Jr.
Governor

Mr. John Bivens, President
Delaware Technical and Community College
George, Delaware 19947

a
cc: Mr. F. Earl McGinnes

no correspondence



File

41-0

RECEIVED
NOV 8 1967
GOVERNOR'S OFFICE

DELAWARE TECHNICAL AND COMMUNITY COLLEGE

SOUTHERN BRANCH

GEORGETOWN, DELAWARE 19947

OFFICE OF THE PRESIDENT

November 7, 1967

The Honorable Charles L. Terry, Jr.
Governor of the State of Delaware
Legislative Hall
Dover, Delaware 19901

Dear Governor Terry:

This is to request the waiver of State Bidding laws in order for us to be able to promptly have our school bus repaired.

The bus which was inherited from the Jason School broke down recently and needs extensive repairs. We have contacted all of those in the State of Delaware that we have known of who repairs International motors for trucks and buses. The best estimates we have received range from \$1,100 to \$1,600 for repairs or replacement to the motor of the bus.

We are currently transporting students from the Dover area to our College on a trial basis. In order to continue this operation, it has been necessary for us to rent a bus.

I shall appreciate your consideration of this waiver and a reply at your earliest convenience.

Sincerely yours,

John A. Bivens, Jr.
President

JABjr:yba

cc: Mr. Robert Barnett



4-1-0
File

RECEIVED
NOV 8 1967
GOVERNOR'S OFFICE

DELAWARE TECHNICAL AND COMMUNITY COLLEGE

SOUTHERN BRANCH

GEORGETOWN, DELAWARE 19947
November 7, 1967

OFFICE OF THE PRESIDENT

The Honorable Charles L. Terry, Jr.
Governor of the State of Delaware
Legislative Hall
Dover, Delaware 19901

Dear Governor Terry:

This is to request the waiver of State Bidding laws in order for us to be able to promptly have our school bus repaired.

The bus which was inherited from the Jason School broke down recently and needs extensive repairs. We have contacted all of those in the State of Delaware that we have known of who repairs International motors for trucks and buses. The best estimates we have received range from \$1,100 to \$1,600 for repairs or replacement to the motor of the bus.

We are currently transporting students from the Dover area to our College on a trial basis. In order to continue this operation, it has been necessary for us to rent a bus.

I shall appreciate your consideration of this waiver and a reply at your earliest convenience.

Sincerely yours,

John A. Bivens, Jr.

John A. Bivens, Jr.
President

JABjr:yba

cc: Mr. Robert Barnett

4-1-8

November 20, 1967

MEMORANDUM:

TO: Secretary of State

FROM: Governor

To Dr. Edward W. Comings
Of Newark New Castle
(City or Town) (County)

To be a member of the Board of Trustees of the Delaware Institute of Technology

Date of Commission Nov. 15, 1967 Term of Office 3 years from Nov. 15, 1967, to expire Nov. 15, 1970.
Address 509 Windsor Drive To Succeed Reappointment
Fairfield, Newark, Delaware

Sen. Conf. Required X Reference: Title _____

Sen. Conf. Not Required _____ CH. _____

Name to Senate Nov. 13, 1967 Sec. _____

Confirmed 11/15/67 Rejected _____

cc: Asst. Sec. State

November 21, 1967

Dear Dr. Comings:

It gives me great pleasure to send you the enclosed commission officially reappointing you a member of the Board of Trustees of the Delaware Institute of Technology for a three-year term, effective November 15th and to expire November 15, 1970.

I sincerely hope that your continued service to the State in this capacity will be most rewarding and give you much satisfaction. If there is any way I can be helpful, please let me hear from you.

Sincerely,

Charles L. Terry, Jr.
Governor

Dr. Edward W. Comings
509 Windsor Drive
Fairfield
Newark, Delaware

cc: Mr. E. Hall Downes, Chairman



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
DOVER

CHARLES L. TERRY, JR.
GOVERNOR

November 13, 1967

**To the Senate of the 124th General Assembly
of the State of Delaware:**

**In conformity with the Constitution and Laws of the State of
Delaware, I hereby submit for the consent and confirmation of the
Senate, the following:**

*Confirmed
11-15-67*
**Dr. Edward W. Comings
309 Windsor Drive
Fairfield
Newark, Delaware**

**to be a member of the Board of
Trustees of the Delaware Institute
of Technology for a term of three
years from date of confirmation.
(Reappointment)**

*Confirmed
11-15-67*
**Charles L. Simms
522 North Clayton
Wilmington, Delaware**

**to be a member of the Board of
Trustees of the Delaware Institute
of Technology for a term of three
years from date of confirmation.
(Reappointment)**

Respectfully submitted,

**Charles L. Terry, Jr.
Governor**

Cominas Institute of Technology 3 yrs from
LAST NAME COMMISSION CONFIRMATION
August 2, 1967
EXPIRATION DATE

TO: GOVERNOR'S SECRETARY

PLEASE ISSUE A COMMISSION TO

ADDRESS:

Dr. Edward W. Cominas
509 Wenden Dr
Lanfield, Newark

TO BE Member, Board of Trustees of the Delaware Institute of
Technology

TO REPLACE

Reappointment

EFFECTIVE DATE OF TERM OF OFFICE

Date of Confirmation

EFFECTIVE DATE OF COMMISSION

" " "

TERM

Three years from date of confirmation

SENATE CONFIRMATION

yes

no

POLITICAL AFFILIATION

R

Nov. 13, 1967
DATE

Robert Thurston Parrott
ADMINISTRATIVE ASSISTANT

COMINGS
LAST NAME

INSTITUTE OF
TECHNOLOGY
COMMISSION

1 YR. FROM CONF.
EXPIRATION DATE

TO: GOVERNOR'S SECRETARY

PLEASE ISSUE A COMMISSION TO EDWARD W. COMINGS

ADDRESS:

509 Windsor Ave. Fairfield
NEWARK, DEL.

TO BE MEMBER, BOARD OF TRUSTEES AFTER DELAWARE INSTITUTE
TO REPLACE APPOINTMENT (ORIGINAL) OF TECHNOLOGY

EFFECTIVE DATE ON CONF. TERM 1 YR. FROM CONF.

SENATE CONFIRMATION X yes no POLITICAL AFFILIATION R.

7/27/66
DATE

B. S. S. S.
ADMINISTRATIVE ASSISTANT

368-7937

4-1-0
WBZ-WBZ-TV BOSTON
WINS NEW YORK
KYW-KYW-TV PHILADELPHIA
WJZ-TV BALTIMORE
KDKA-KDKA-TV PITTSBURGH
WOWO FT WAYNE
WIND CHICAGO
KPIX SAN FRANCISCO
KFWB LOS ANGELES

90 PARK AVENUE NEW YORK NY 10016 983-5060

WESTINGHOUSE BROADCASTING COMPANY INC

File
DONALD H. McGANNON
President

November 3, 1967

Mr. Ned Davis
Office of the Governor
State Capitol Building
Dover, Delaware

Dear Ned:

It was a great pleasure being with you in London for our recent "FORECAST: 1968/WORLD IN PERSPECTIVE" trip. I personally found it very exciting and tremendously enjoyed being with you and your associates.

As I look back upon the last 3 or 4 days, it would seem that while there were many occasions that represented highlights, the overall broad spectrum of current public issues were discussed and covered with, hopefully, a higher level of understanding and perception. It is very difficult for us to assess an understanding of this type with any degree of accuracy, and hence, I would greatly welcome your reaction and even criticism especially insofar as the substance of the program was concerned.

I hope we will have the occasion to see each other often in the future.

Sincerely,



4-1-0

October 24, 1967

Dear Bill:

Is this what we need from Paul Hodgson or do
we have to pursue the matter further?

Very truly yours,

Ned Davis
Press Secretary

Mr. William Osborne
Business Manager
Wesley College
College Square
Dover, Delaware

ND/raw
Enclosure

STATE OF



DELAWARE

DEPARTMENT OF PUBLIC INSTRUCTION

DOVER, DELAWARE 19901

302-734-5711

KENNETH C. MADDEN
STATE SUPERINTENDENT
PUBLIC INSTRUCTION

RECEIVED
OCT 19 1967
GOVERNOR'S OFFICE

ROGER C. MOWREY
PAUL M. HODGSON
HOWARD E. ROW
ASSISTANT SUPERINTENDENTS

October 18, 1967

Mr. Walter J. Gale, Chief
Institutional Eligibility Section
Insured Loans Branch
Division of Student Financial Aid
Department of Health, Education, and Welfare
Office of Education
Washington, D. C. 20202

Dear Mr. Gale:

Please be advised that the Delaware Technical and Community College has received and is eligible for continuing support of its non-college program from funds under the Vocational Education Act of 1963.

Will you please send me copies of any material available on the current status of the vocational scholarship loan program available in Delaware.

I trust the above information may be of value to you in making loans to vocational students in Delaware.

Sincerely yours,

Paul M. Hodgson
Assistant State Superintendent
Vocational-Technical Education
and Extended Services

PMH/nmk

cc: Mr. Robert Trout
✓ Mr. Ned Davis
Mr. Ronald Strumbeck

RECEIVED

SEP 18 1967

GOVERNOR'S OFFICE

4-1-0
file



STUDENT HANDBOOK

**DELAWARE
TECHNICAL & COMMUNITY COLLEGE
SOUTHERN BRANCH**

STUDENT HANDBOOK

1967 - 68

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BOARD OF TRUSTEES
DELAWARE
TECHNICAL AND COMMUNITY COLLEGE

E. HALL DOWNES, CHAIRMAN Dover
WILLIAM A. CARTER Millsboro
EDWARD W. COMINGS Newark
WILLIAM C. KAY Greenville
CLEMENT J. LEMON Wilmington
JOHN H. LONG Greenville
CHARLES L. SIMMS Wilmington

PAUL K. WEATHERLY
Executive Director

PRESIDENT'S MESSAGE

It is certainly a pleasure to welcome you to Delaware Technical & Community College. The Opportunities you will have because of your decision to enroll here are limited only by your abilities, ambitions, level of maturity, desires and drive.

We want you to be successful in your chosen field. The college will do its part by providing you with the instructors, counselors, staff, facilities, equipment and atmosphere for learning. The rest is up to you.

The three major programs of the college – the general studies, the occupational-technical program and the college parallel program – provide an opportunity for a sound and comprehensive educational foundation. The objective of the college is to provide you with the education, training and skills necessary for you to cope with the complex problems of the society into which you are entering as an adult.

The experiences you will have here at the college will be new and exciting. In fact, the college itself is new and exciting. We are enthusiastic about having you as our students. We look forward to working with you individually.

Best wishes for success are extended to you for the coming school year.

Sincerely yours,

John A. Bivens, Jr., President

PEOPLE YOU WILL MEET

Administrative Staff

John A. Bivens, Jr.	President
Jack F. Owens	Dean of Administration
Thomas W. Inter	Dean of Occupational— Technical Division
Otis P. Jefferson	Dean of College-Parallel Division
Ethel L. Lantis	Assistant Dean — Student Personnel
Stephen J. Betze	Director of Evening Division
Mary Lynn	Coordinator, Developmental Laboratory
Charles S. Derrick	Counselor
John R. Kotula	Counselor
Robert W. Trout, Sr.	Counselor
Junius N. Yates	Counselor
John L. Parker	Business Manager
Stephen J. Betze	Coordinator of General Studies Division

University of Delaware College-Parallel Faculty

Otis P. Jefferson	Dean, College-Parallel Division
Charles S. Derrick	Counselor
Harold R. Bruce, Jr.	Instructor, English
Thomas M. Gilmore	Instructor, Chemistry
Carl J. Rees, Ph. D.	Professor, Mathematics
MaryVone Steinback	Instructor, Language and Literature
William H. Williams	Instructor, History

Occupational-Technical Division Faculty

BUSINESS TECHNOLOGY

BUSINESS TECHNOLOGY

Charles S. Kensey..... Business Administration Technology

Thomas P. Luff Data Processing Technology

Manera Constantine Distributive Education

Jeanne Flint Technical Secretary Technology

ENGINEERING TECHNOLOGY

Nicholas F. Silversen..... Civil Engineering Technology

Nicholas F. Silversen..... Drafting & Design Technology

Joe H. Windham Electronics Engineering Technology

David King Industrial Technology

Edward F. Goldmeyer Laboratory Technology

Arthur Crisfield Mechanical Engineering Technology

General Studies & Related Studies Faculty

William Faucett
David Kaigler

Mary Lynn
Ralph Mahan

Sarah Wilson

OFFICE STAFF

Mrs. Yvonne Algier Secretary
to the President

Mrs. Blanche Beckett Secretary,
Business Office

Miss Nancy Callaway Secretary
to Evening Director

Mrs. Donna Esham Secretary
to Dean of Administration

Mrs. Kitty Esham Secretary,
Student Personnel Services

Mrs. Cheryl Hopkins Receptionist

Mrs. Janet Mitchell Secretary,
Student Personnel Services

Miss Alexa Smarte Secretary
to Dean, College-Parallel Division

Mrs. Artisia Stevens Bookkeeper

Mrs. Debythia Waters Secretary,
Student Personnel Services

CUSTODIAL STAFF

Telford Young Kathryn Jones

Clyde Boggs Harry Miller

Marion Ennis Christopher Thompson

Martin Ingram Harry Trammell

WHOM TO SEE FOR WHAT

Admissions Mr. Kotula

Books and Supplies Bookstore Manager

Business and Engineering Technology
Dean Inter

Change of Schedule Faculty Advisor

College-Parallel and Extension Divisions
Dean Jefferson

Counseling
General Studies and Occupational-Technical Division
Dean Lantis

Counseling
General Studies and Occupational-Technical Division
Mr. Kotula

Counseling
General Studies and Occupational-Technical Division
Mr. Trout

Counseling
General Studies and Occupational-Technical Division
Mr. Yates

Counseling
College-Parallel Division Mr. Derrick

Evening Division Mr. Betze

Financial Aid
General Studies and Occupational-Technical Division
Mr. Trout

Financial Aid

College-Parallel Division Mr. Derrick

Lost and Found Student Manager

Registration

General Studies and Occupational-Technical Division

Mr. Yates

Scheduling Faculty Advisor

Selective Service

General Studies and Occupational-Technical Division

Mr. Trout

Selective Service

College-Parallel Division Mr. Derrick

Student Activities Mr. Trout

Mr. Derrick

Student Placement Mr. Trout

Tuition and Fees Mr. Parker

Vehicle Registration Mr. Yates

Veterans Benefits

General Studies and Occupational-Technical Division

Mr. Trout

Veterans Benefits

College-Parallel Division Mr. Derrick

Withdrawal

General Studies and Occupational-Technical Division

Dean Lantis

Withdrawal

College-Parallel Division Dean Jefferson

DIVISIONS OF STUDY

OCCUPATIONAL-TECHNICAL DIVISION

The Occupational-Technical Division provides technical training which is designed to impart profitable skills to the untrained and to increase the knowledge and productivity of those already training. After completing all curriculum requirements in the Occupational-Technical Division a student will be awarded an associate degree in one of the following areas:

Business Administration Technology

Civil Engineering Technology

Data Processing Technology

Distributive Education

Drafting & Design Technology

Electronics Engineering Technology

Laboratory Technology

Mechanical Engineering Technology

Technical Secretarial Technology

COLLEGE-PARALLEL DIVISION

The College Parallel Program is offered under the administration of the University of Delaware and provides the first two years of instruction leading to baccalaureate degrees in:

1. Business Administration

2. Education (Elementary & Secondary)

3. Liberal Arts

Students satisfactorily completing the two-year program will be able to take the last two years at the main campus of the University of Delaware in Newark.

GENERAL STUDIES DIVISION

The Division of General Studies allows students not fully prepared to enter the Occupational-Technical curriculum or the College-Parallel Division to enroll in a one year course of study. Extensive time is offered in the Developmental Laboratory to improve reading skills and make up any deficiencies in subject areas. Course offerings include English, humanities, mathematics, science, social science and work in the developmental laboratory. Ample opportunity will be provided to take courses in the other divisions for orientation purposes.

BACKGROUND OF DELAWARE TECHNICAL AND COMMUNITY COLLEGE SOUTHERN BRANCH

HISTORY

Following passage of House Bill 529 on June 9, 1966, Governor Charles L. Terry, Jr. appointed a Board of Trustees for the Delaware Technical & Community Colleges. The Board was commissioned to develop a practical plan for post-high school programs in the State of Delaware and to make recommendations to the State Legislature by January 3, 1967. The Board of Trustees studied and evaluated the philosophies, objectives, policies, curricula, staffing, procedures and financial management of two-year institutions in other areas of the United States.

Recommendations presented to the 124th General Assembly included the development of the first community college in the State of Delaware in the building formerly housing William C. Jason High School.

LOCATION

The Delaware Technical & Community College, Southern Branch, is located on a 100 acre tract of

land one mile west of Georgetown, Delaware, on Route 18. The College is housed in a modern building comprising approximately 150,000 square feet of space. Included in the building are well-lighted classrooms and excellent facilities to offer liberal arts and sciences, technical and general education programs.

PURPOSE

The Board of Trustees has established "a two-year community college near the homes of students, with minimum tuition fees, offering sound programs of general education, diversified technical instruction and transfer courses, with faculties dedicated to good undergraduate teaching, with admissions standards and instruction for those of varying levels of ability and a varied program of continuing education."

STUDENT PERSONNEL SERVICES

The dean and four counselors are available at all times to provide counsel and information to students in reference to placement, financial aid, admissions, tuition, registration, scheduling, evaluations, selective service system, veterans benefits and personal matters.

FACULTY ADVISORS

Each student will have a faculty advisor who will assist with information on course offerings, scheduling and graduation requirements. The faculty advisor will usually be an instructor in the student's area of study.

ENTRANCE REQUIREMENTS

GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

The applicant must be a high school graduate or its equivalent or 18 years of age. He must be able to understand and apply the basic principles of science and mathematics. He must be in reasonably good health and meet the physical requirements of his selected curriculum. All students should possess the qualities and maturity of high school graduates.

Admissions committees determine eligibility to various college programs through evaluations of aptitude, high school transcripts, counselor recommendations and individual interviews. In addition, students must meet the admission requirements prescribed by the Board of Trustees, Delaware Technical and Community College.

COLLEGE-PARALLEL STUDENTS

College-Parallel Program students must meet the entrance requirements of the University of Delaware. Information regarding admissions, registration, tuition, change of schedule, withdrawal, readmission, grades, financial aid, veterans benefits and selective service may be obtained from the office of the Dean of the College-Parallel Program.

Policies adopted by the Delaware Technical and Community College for students expectations, parking, use of facilities and student activities apply to all students.

ADMISSIONS GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

Application for admission may be made at any time preceding the date of entry. It is recommended

that this be done 30 days prior to such date to allow sufficient time for testing and counseling.

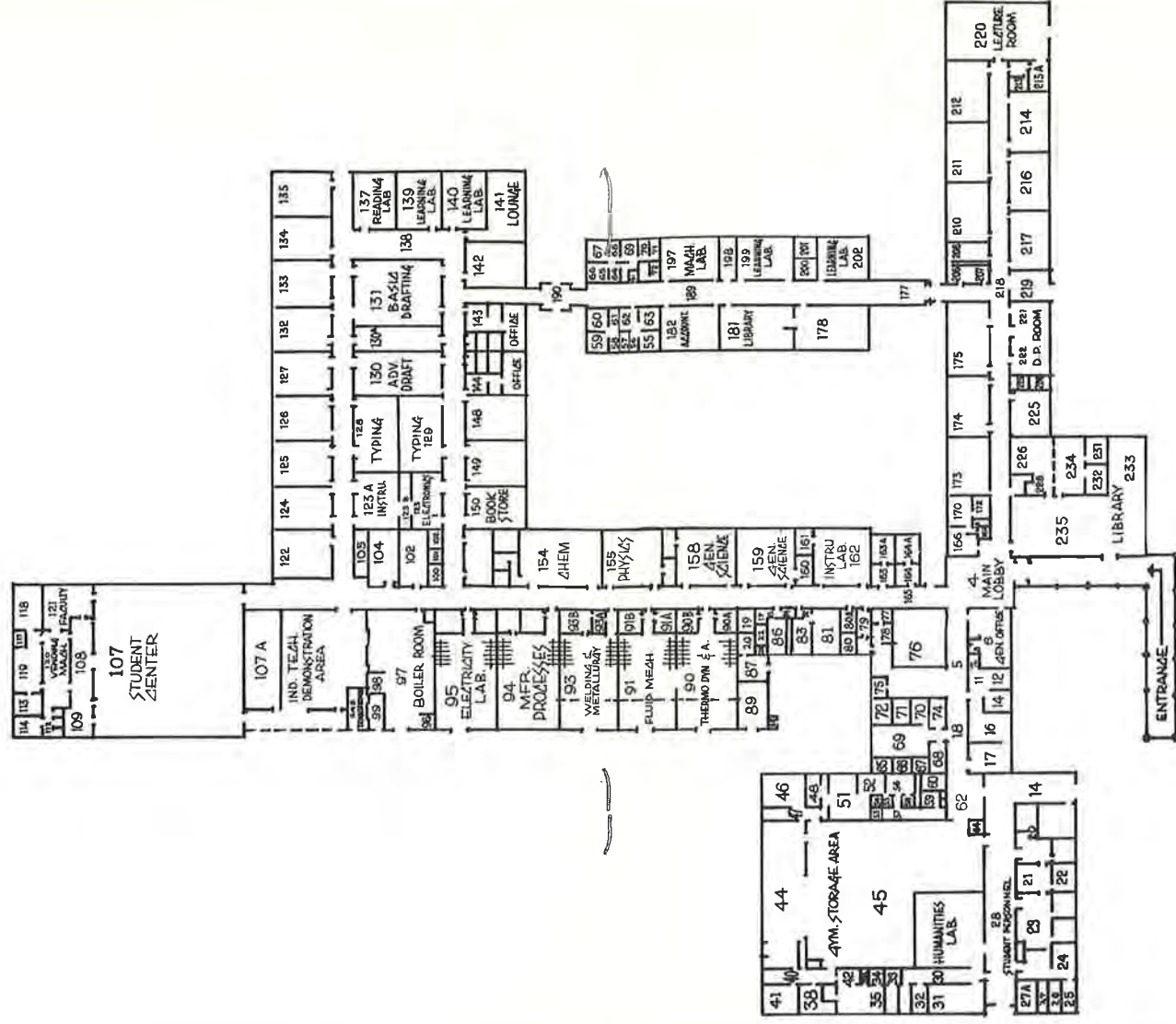
Application forms may be secured in person from the College or from the high school counselor; otherwise they will be mailed on request. After the applicant has completed the application he should return it directly to the College and arrange to participate in an Aptitude Evaluation Program.

REGISTRATION

Registration must be completed prior to attending classes for each quarter. All tuition is due on day of registration.

TUITION GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

Tuition for full-time students is \$350.00 per year for Delaware residents and \$750.00 per year for out-of-state students. Tuition for evening and part-time students is \$25.00 per course. Tuition payments are made quarterly and are due on day of registration.



DEL. TECHNICAL & COMMUNITY COLLEGE
SCALE 1/32" = 1'-0"

**CHANGE OF SCHEDULE
GENERAL STUDIES &
OCCUPATIONAL-TECHNICAL DIVISION**

All schedule changes must first be approved by faculty advisors. Mr. Yates, Student Personnel Services Office, will authorize and complete the schedule change.

**WITHDRAWALS
GENERAL STUDIES &
OCCUPATIONAL-TECHNICAL DIVISION**

- A. Course - All withdrawals from a course must be approved by your Faculty Advisor and Mr. Yates in the Student Personnel Services Office.
- B. College - Any student who wishes to withdraw from the College should consult a College counselor. Official withdrawal is important since it may affect any recommendations for future enrollment, employment or military obligation.
- C. Refund Policy - No refunds on a quarter's tuition will be made after four weeks from the date classes begin. A minimum of \$25.00 will be retained by the College for all students who withdraw during their first quarter of full-time study.

Refunds for periods of attendance of four weeks or less during a quarter shall be made on the following basis:

one week or less	80%
more than one but not more than two	60%
more than two but not more than three	40%
more than three but not more than four	20%
more than four weeks	no refund

The student must present a receipt for refund. Refunds will be made only to full-time students.

**RE-ADMISSION
GENERAL STUDIES &
OCCUPATIONAL-TECHNICAL DIVISION**

Any student who has withdrawn from the College must complete the admissions process before being considered for re-admission. This process includes completion of a request for re-admission, an interview to review previously filed application and records as well as the student's current status.

EVALUATION GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

All students are urged to maintain satisfactory progress. Unsatisfactory progress usually indicates lack of effort, incomplete assignments or inability to accept responsibility and will result in delaying completion of your course or degree requirements.

FINANCIAL AID GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

Students who feel that it will be necessary to receive financial aid in order to attend College should contact Mr. Robert Trout in the Student Personnel Services Office prior to registration. Financial aid is available through work scholarships and Tuition Loans.

STUDENT RECORDS

Student personal and academic records are considered "personal confidential." Information contained therein will not be released without written consent of the concerned student.

Exceptions to the above policy, unless prior

notification in writing by a student, are as follows:

1. Prospective employers just prior to graduation.
2. Background investigations on ex-students for security clearances, requested by an employer or the military.
3. Progress reports on currently enrolled students to their respective high schools for follow-up educational purposes.

LOCKERS

Lockers are available to students if desired. Only locks purchased at the College Bookstore may be used. Lockers must be cleared at the end of the Spring Quarter.

PLACEMENT GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

Employment opportunities, on a part-time basis, are available within the College and in the community. A student who wishes to be considered for part-time employment should complete a Student Placement Application, available in the Student Personnel Services Office. Information concerning employment opportunities, on a full-time basis, will become available as it is received.

VETERANS BENEFITS GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

Delaware Technical & Community College has been approved by the Veterans Administration and those students who qualify are eligible to receive veterans benefits. See Mr. Trout in the Student Personnel Services Office for applications and information.

SELECTIVE SERVICE

The College will verify enrollment and attendance to your local Selective Service Board ONLY at your request.

STUDENT EXPECTATIONS

- A. ATTENDANCE – All students are expected to attend classes regularly. If you anticipate an absence or an extended absence, notify your instructors and make appropriate arrangements.
- B. CONDUCT – The College assumes that students are mature individuals and that students will conduct themselves as ladies and gentlemen at all times.

C. PLANNING YOUR TIME – A student should plan to spend at least as much time on outside study as spent in the classroom and laboratory work. Effective use of time will provide conditions for maximum learning.

D. CLOTHING – Clothing worn on campus may be casual, but appropriate. For men, slacks, sport shirts and sweaters are appropriate. For women, skirts, blouses, and sweaters are appropriate. For men and women, dress should reflect the apparel worn by those in the occupational field in which the student is studying. No shorts, bermudas or extreme sports dress is permitted. Any counselor will answer questions regarding appropriate clothing.

E. PERSONAL GROOMING – Since we will be working closely with business and industry, it is extremely important that we practice good grooming. Your appearance will project your image as a future employee. Unusual or extreme hair styles are not permitted. Men should be clean shaven. Any counselor will answer questions concerning personal grooming.

F. SMOKING – Students are permitted to smoke

only in the Student Center, the foyer adjacent to room 217, the foyer in the Student Personnel Services area and the area adjacent to rooms 142 and 143. Receptacles are provided to extinguish all tobacco. When smoking outside, be sure to use receptacles and to thoroughly extinguish all tobacco.

G. ALCOHOLIC BEVERAGES AND DRUGS - The use or possession of alcoholic beverages or drugs on campus is prohibited and violators will be subject to dismissal from the College.

MOTOR VEHICLES

All students with a valid drivers license are permitted to operate motor vehicles on campus. The speed limit within the boundaries of the campus is 10 m.p.h. All State motor vehicle laws apply to driving on campus.

Parking space is provided for student vehicles on the lot adjacent to the athletic field. Students are not permitted to park in the front of the College. The lot adjacent to the tennis courts is reserved for faculty parking.

All vehicles must be registered in the Student Personnel Services Office. A parking sticker will be issued and must be affixed to the vehicle and

displayed on the RIGHT SIDE OF THE REAR BUMPER.

FOOD

Food, snacks and beverages are dispensed in the Student Center by vending machines while the College is in session. No food or beverages may be consumed outside the Student Center.

TELEPHONES

A public telephone is located in the lobby adjacent to the Student Personnel Services area. All students are expected to use public telephones. College telephones are for the use of College business and may be used only by authorized personnel.

BOOKSTORE

Students may purchase textbooks and supplies at the College Bookstore. The terms of all purchases will be cash or check. The hours of operation for the College Bookstore will be posted.

LIBRARY

The library will be open for use by students according to posted hours. Identification cards are

required to withdraw books from the library.

All materials will be classified under the Library of Congress system. The librarian will assist with the location of materials and explanation of the use of this classification system.

In addition to reference and research materials, the library has recreational reading materials, including current magazines and periodicals.

BULLETIN BOARDS

Bulletin boards are used to post information for students. Check bulletin boards frequently to keep aware of campus activities, administrative announcements and departmental information.

Students may utilize only those bulletin boards designated "For Student Use." Only 3" x 5" cards may be used for request for riders, sale of personal items, job information, etc. Notices are to be dated as of the day they are posted and will be displayed for a maximum of two weeks.

COLLEGE CALENDAR GENERAL STUDIES & OCCUPATIONAL-TECHNICAL DIVISION

Fall Quarter - 1967

Thurs., Aug. 31	Summer School ends
Tues., - Thurs., Sept. 5, 6, 7	Re-evaluation of Summer School students
Mon. & Tues., Sept. 11 & 12	Registration for Day Students
Thurs., Sept. 14	Late registration for Day Students
Mon., Sept. 18	Day classes begin
Thurs., Sept. 21	Change Day
Tues., & Wed., Sept. 26 & 27	Evening registration
Mon., Oct. 2	Evening classes begin
Fri., Oct. 13	Last date to withdraw from Day classes without penalty
Fri., Oct. 20	Last date to withdraw from Evening classes without penalty
Wed., Nov. 22	Thanksgiving recess begins after last class
Mon., Nov. 27	Classes resume
Wed., Dec. 6	Late registration for Day students - Winter Quarter
Tues., Dec. 12	Classes End

Winter Quarter - 1967

Thurs., Dec. 14	Classes begin
Fri., Dec. 22	Christmas recess begins
	after last class
Wed., Jan. 3	Classes resume
Wed., Jan. 10	Last date
	to withdraw from Day Classes without penalty
Fri., Mar. 8	Late registration
	for Day students - Spring Quarter
Fri., Mar. 15	Classes End

Spring Quarter - 1968

Tues., Mar. 19	Classes begin
Thurs., Apr. 11	Easter recess
	begins after last class
Tues., Apr. 16	Classes resume; last day
	to withdraw from classes without penalty
Wed., May 29	Memorial Day recess
	begins after last class
Mon., June 3	Classes resume
Fri., June 14	Classes end

Summer Quarter - 1968

Wed., June 19	Registration
Mon., June 24	Classes begin

Wed., July 3

4th of July recess
begins after last class

Mon., July 8

Classes resume

Tues., Aug. 20

Classes end

Fall Quarter - 1968

Mon., & Tues., Sept. 9 & 10

Registration

for Fall Quarter - 1968

Thurs., Sept. 12

Late registration

Mon., Sept. 16

Fall Quarter 1968 begins

**UNIVERSITY OF DELAWARE
COLLEGE-PARALLEL DIVISION CALENDAR
First Semester**

September 11	Monday Registration for fall extension courses; 6:30-8:30 p.m.
September 18	Monday First day of classes College Convocation; 9:00 a.m.
September 29	Friday Final Day for late registration and changes in registration (undergraduates)
October 28	Saturday First Marking Period Ends Courses dropped after this date normally may be dropped with grade "F"
November 22	Wednesday Thanksgiving recess begins (at close of classes)
November 27	Monday Classes resume after Thanks- giving recess
November 28	Tuesday A student who withdraws from the University after this date

December 11	Monday Advanced registration for sec- ond semester begins
December 15	Friday Advanced registration for sec- ond semester ends
December 20	Wednesday Christmas recess begins (at close of classes)
January 4	Thursday Classes resume after Christmas recess
January 15	Monday Thursday classes meet
January 16	Tuesday Friday classes meet
January 17	Wednesday Saturday classes meet Regular classes end
January 20	Saturday Final Exams begin
January 26	Friday Final Exams end

will receive a final semester
grade of "F" for those courses
in which he is failing at the
time of withdrawal

January 28 Sunday
 Grades due in Records Office
 by noon
 (January 18 and 19 are scheduled as reading days
 but may be required as make-up days in the event
 of cancellation of classes due to inclement weather).

Second Semester

January 29 Monday
 Registration for day classes;
 2 - 4 p.m. (for those not ad-
 vanced registered) Registration
 for spring extension courses;
 6:30 - 8:30 p.m.
 February 5 Monday
 First day of regular classes
 February 16 Friday
 Final day for late registration
 and changes in registration
 (undergraduates)
 March 16 Saturday
 First Marking Period Ends
 Courses dropped after this
 date normally may be dropped
 only with grade "F"
 March 30 Saturday
 Spring recess begins
 (at close of classes)

April 8 Monday
 Classes resume after spring
 recess
 April 9 Tuesday
 A student who withdraws from
 the University after this date
 will receive a final semester
 grade of "F" for those courses
 in which he is failing at the
 time of withdrawal
 May 6 Monday
 Advanced registration for
 fall semester begins
 May 10 Friday
 Advanced registration for fall
 semester ends
 May 25 Saturday
 Last day of regular classes
 May 27 Monday
 Reading day or make-up day
 in event of cancellation of
 classes due to inclement weather
 May 28 Tuesday
 Final Exams begin
 May 30 Thursday; Memorial Day
 Final Exams WILL BE held
 on this date
 June 3 Monday
 Final Exams end

June 5

Wednesday

Grades due in Records Office
by noon

June 9

Sunday

Commencement Exercises



DELAWARE TECHNICAL & COMMUNITY COLLEGE

EVENING DIVISION

Fall Quarter - 1967

DELAWARE TECHNICAL &
COMMUNITY COLLEGE
GEORGETOWN, DELAWARE 19947
PHONE 856-6338 OR 856-7711

DELAWARE TECHNICAL AND COMMUNITY COLLEGE

EVENING DIVISION COURSES - FALL QUARTER - 1967

ENGINEERING TECHNOLOGY

Electronics
Engineering Drawing
Basic Measurements
Tech Math I
Tech Math II

BUSINESS TECHNOLOGY

Accounting I
Business Math I
Communications I
Secretarial Procedures
Basic Shorthand
Advanced Shorthand
Basic Typing
Advanced Typing
Unit Record Equipment
(Data Processing)

GENERAL STUDIES

Basic Chemistry I
Basic Physics I
Developmental Reading Lab
English
Math
Humanities I

UNIVERSITY OF DELAWARE EXTENSION

Principles of Composition
Basic College Math
Elementary French I
European Civilization
Mathematical Concepts
(for Elementary Teachers)

GENERAL INFORMATION

Registration

Registration for evening classes will be held on Tuesday, September 26, and Wednesday, September 27, at 6:30 P.M. in the Student Center. Students who register after September 27 will report to the Administrative Office to begin the registration procedure.

Fees

Cost per course will be \$25.00. Fees will be collected on the night of registration. No Partial Payments Will Be Accepted.

Course Cancellation

When the enrollment of a course is below the required number, we reserve the right to cancel the course. This applies to all courses.

Admission Requirements

High school graduate or the equivalent, or 18 years of age and be able to benefit from instruction.

Veterans

Delaware Technical and Community College has been approved by the Veterans Administration. Contact your local Veterans Administration Office for further information.

For Further Information Contact:

Delaware Technical and Community College
Georgetown, Delaware - Phone: 856-6338 or 856-7711



Delaware Technical & Community College

Southern Branch

ROUTE 2, BOX 122 • GEORGETOWN, DELAWARE 19947 • 856-2571, ext. 292

BOARD OF TRUSTEES

E. Hall Downes
Chairman - Dover
William A. Carter
Millsboro

Edward W. Comings
Newark

William C. Kay
Greenville

Clement J. Lemon
Wilmington

John H. Long
Greenville

Charles L. Simms
Wilmington

CONTACT: DAVID KAIGLER

FOR RELEASE AFTER 10 AM, MON. DEPT. 18, 1967

DELAWARE TECH(NICAL AND COMMUNITY COLLEGE) OPENS DOORS

The state's newest educational institution became alive today as the first branch of Delaware Technical and Community College welcomed 350 day students within its halls in Georgetown.

The school is the first in a series of two-year technical and community colleges planned for the state. The second college is scheduled to get underway in New Castle county in September, 1968.

Commenting on the school's opening, its president, John A. Bivens, Jr., said, "It's miraculous that this college has been planned, staffed, organized and opened within a period of one year. I am most gratified at the response and reception the public has given us in our developing and planning phase. We look forward to years of service to the entire community of southern Delaware."

EVENING CLASSES START OCTOBER 2.

The 350 students who started school today fall into three major divisions of the college: Occupational-Technical, College Parallel, and General Studies. An additional 350 students are expected to be registered in time to start evening classes on October 2.



Delaware Technical & Community College

Southern Branch

ROUTE 2, BOX 122 • GEORGETOWN, DELAWARE 19947 • 856-2571, ext. 292

BOARD OF TRUSTEES

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Wilmington

John H. Long
Greenville

Charles L. Simms
Wilmington

-2-

Bivens, who is the former chief state planning officer, emphasized the school's "open door policy" by saying that the basic philosophy of the college is to offer a practical education to anyone who's 18 years or older who may or may not be a high school graduate, as long as he or she has the desire and interest to further their education.

The new school is located in the facilities formerly occupied by the William Jason High School in Georgetown, and is undergoing physical alterations, including complete air-conditioning, concurrent with present school operations. It is governed by a board of trustees appointed by Governor Terry and chaired by E. Hall Downes of Dover. Paul K. Weatherly serves as executive director of the college system. Weatherly, a veteran in the field of two-year technical and community colleges, comes to the state from a similar post in South Carolina.

In addressing the faculty and staff of the college several days ago, Governor Terry re-emphasized his personal interest and pride in the school's beginning and asked the staff to make it "the best college of its type in the entire United States."



DELAWARE
COLLEGE



4-1-0

September 14, 1967

Dear Mrs. Lynn:

Thank you very much for your kind note of September 2, 1967. It was certainly a pleasure for me to visit with you and other members of the Administration and Faculty at the Delaware Technical and Community College, and I hope to get down as often as I can during the school year.

If I may be of any assistance to you in any respect, please feel free to be in touch with me.

Sincerely yours,

Charles L. Terry, Jr.
Governor

Mrs. Mary A. Lynn
504 West 40th Street
Wilmington, Delaware

a

504 N. 40th Street
Wilmington, Delaware 19801

September 2, 1967

Dear Governor Terry,

Sharing your time and ideas with us at Georgetown on Tuesday, August 29, was most thoughtful and generous of you and helpful to us.

It is very heartening, when beginning a new venture, to know that one has such whole-hearted support from his Governor.

With the confidence you have expressed in the staff, and the help promised when needed, there is every reason to assume that students, teachers, and administrators will strive to do everything in their power to make the Delaware Technical and Community College's first year a successful one.

Sincerely yours,
Harry A. Lynn
Reading Laboratory

RECEIVED
SEP 4 1967
GOVERNOR'S OFFICE

DELAWARE TECHNICAL & COMMUNITY COLLEGE

EVENING DIVISION

Fall Quarter - 1967

DELAWARE TECHNICAL &
COMMUNITY COLLEGE
GEORGETOWN, DELAWARE 19947
PHONE 856-6338 OR 856-7711

*Governor Charles L. Terry, Jr.
Legislative Hall
Dover, Delaware 19901*

RECEIVED
SEP 12 1967
GOVERNOR'S OFFICE



DELAWARE TECHNICAL AND COMMUNITY COLLEGE

EVENING DIVISION COURSES - FALL QUARTER - 1967

ENGINEERING TECHNOLOGY

Electronics
Engineering Drawing
Basic Measurements
Tech Math I
Tech Math II

BUSINESS TECHNOLOGY

Accounting I
Business Math I
Communications I
Secretarial Procedures
Basic Shorthand
Advanced Shorthand
Basic Typing
Advanced Typing
Unit Record Equipment
(Data Processing)

GENERAL STUDIES

Basic Chemistry I
Basic Physics I
Developmental Reading Lab
English
Math
Humanities I

UNIVERSITY OF DELAWARE EXTENSION

Principles of Composition
Basic College Math
Elementary French I
European Civilization
Mathematical Concepts
(for Elementary Teachers)

GENERAL INFORMATION

Registration

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Fees

Cost per course will be \$25.00. Fees will be collected on the night of registration. No Partial Payments Will Be Accepted.

Course Cancellation

When the enrollment of a course is below the required number, we reserve the right to cancel the course. This applies to all courses.

Admission Requirements

High school graduate or the equivalent, or 18 years of age and be able to benefit from instruction.

Veterans

Delaware Technical and Community College has been approved by the Veterans Administration. Contact your local Veterans Administration Office for further information.

For Further Information Contact:

Delaware Technical and Community College
Georgetown, Delaware - Phone: 856-6338 or 856-7711

Registration for University of Delaware
Extension courses will be held on
September 11, 1967 from 7:00 - 8:30 p.m.
at the Technical and Community College.
Tuition is \$45 per course for Delaware
residents, \$105 for non-residents.

Delaware Technical & Community College
EVENING DIVISION COURSES - FALL QUARTER 1967

Engineering Technology

- ☐ Electronics
- ☐ Engineering Drawing
- ☐ Basic Measurements
- ☐ Tech Math I
- ☐ Tech Math II

Business Technology

- ☐ Accounting I
- ☐ Business Math I
- ☐ Communications I
- ☐ Secretarial Procedures
- ☐ Basic Shorthand
- ☐ Advanced Shorthand
- ☐ Basic Typing
- ☐ Advanced Typing
- ☐ Unit Record Equipment (Data Processing)

General Studies

- ☐ Basic Chemistry I
- ☐ Basic Physics I
- ☐ Developmental Reading Lab
- ☐ English
- ☐ Math
- ☐ Humanities I

University of Delaware Extension

- ☐ Principles of Composition
- ☐ Basic College Math
- ☐ Elementary French I
- ☐ European Civilization
- ☐ Mathematical Concepts for Elementary Teachers

Name _____

Address _____

Phone No. _____

I Checked The Courses That I'm Interested In.

4-1-0

**Director, Evening Division
Delaware Technical and Community College
Box 610
Georgetown, Delaware 19947**

4-1-0
September 1, 1967

Dear John:

Thank you very much for your letter of August 25, 1967.

It was received in my office on August 29, 1967, the very day I was fortunate enough to have a tour of your fine facilities and to meet your first-rate personnel. I was most impressed.

It is my view now that the Delaware Technical and Community College is undoubtedly one of the finest educational achievements our State has made in many, many years. I know that you and the team you have assembled are going to do an outstanding job, and I look forward to watching the beneficial results of your efforts for many years to come.

Please convey my good wishes to all the members of your staff and faculty who were so kind to me during my recent visit. I certainly hope that I will have the opportunity to return frequently in the future.

With kindest personal regards.

Sincerely,

Charles L. Terry, Jr.
Governor

Mr. John A. Bivens, Jr., President
Delaware Technical and Community
College
Georgetown, Delaware 19947

CLT:d



DELAWARE TECHNICAL AND COMMUNITY COLLEGE

SOUTHERN BRANCH

GEORGETOWN, DELAWARE 19947

OFFICE OF THE PRESIDENT

RECEIVED
AUG 29 1967
GOVERNOR'S OFFICE

August 25, 1967

The Honorable Charles L. Terry, Jr.
Governor of the State of Delaware
Legislative Hall
Dover, Delaware 19901

Dear Governor Terry:

Thank you very much for the opportunity of briefing you on the progress we are making in the establishment of the Delaware Technical and Community College, Southern Branch.

We sincerely appreciate the leadership and support you continue to give this program. We will do everything in our power to make it one of the outstanding colleges of this type within the nation.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "John".

John A. Bivens, Jr.
President

JAB:yba



4-1-0

CONSTRUCTION INDUSTRIES
OF DELAWARE, INC.

13 Millside Drive, Wilmington, Delaware
Olympia 5-6580

August 30, 1967

File

Board of Trustees
Delaware Technical and Community College
Georgetown, Delaware

Re: Proposals for the Construction of Alts. and Addns. to
the William C. Jason High School, Georgetown, Delaware

Gentlemen:

Members of this Association have expressed concern over the fact that the apparent low bidder (\$632,600 to \$639,728) on the above named project is an out-of-state general contractor whose list of subcontractors contains a minimal number of Delaware firms.

Upon checking the general contractors' proposals, we note that the second lowest bidder lists a total of seven more Delaware subcontracting firms than does the apparent low general contractor.

In light of recent successful legislation (S.B.205) which makes citizens of the State of Delaware financially responsible through taxes for the fine Technical and Community College, it appears that \$7,128 (about 1% of the base bid) would be a small amount to pay in order that many additional Delaware taxpayers could be employed on this tax-supported project.

Your attention is also directed to Title 29, Section 2906 of the Delaware Code which states, "In the construction of all public works for city, county, or the State, or by persons contracting with a city, county, or the State, preference in employment of laborers, workmen, or mechanics shall be given to bonafide, legal citizens of the State....." This Association has advocated the enforcement of this paragraph whenever possible and feels

Board of Trustees, D.T.C.C. - 2 -

August 30, 1967

it should be applied to the business community as well. Therefore, the members of Allied Construction Industries of Delaware, Inc., respectfully appeal to you as members of the Board of Trustees to consider the above points before awarding the contract for this project.

Yours very truly,

George L. Frick

George L. Frick
Executive Secretary
and Manager

GLF/cw

cc The Honorable Charles L. Terry, Jr. ✓
The Honorable Sherman W. Tribbitt
The Honorable George C. Hering, III

will

4-1-0

April 24, 1967

Ladies and Gentlemen:

It is my understanding that Mr. E. Hall Downes, Chairman of the Board for the Delaware Technical and Community College, spoke recently in Milford and that the presentation he made was completely satisfactory to all who heard it.

In the event that you were unable to hear his report, I am forwarding a copy of your letter of March 16, 1967, to him for action and consideration as he might see fit.

Sincerely yours,

Charles L. Terry, Jr.
Governor

Milford Teachers Association
Milford
Delaware 19963

LA

cc: Mr. E. Hall Downes

RECEIVED
MAR 21 1967

GOVERNOR'S OFFICE

MILFORD TEACHERS ASSOCIATION
MILFORD, DELAWARE 19963

March 16, 1967

AN OPEN LETTER TO:

HIS EXCELLENCY, THE GOVERNOR, CHARLES L. TERRY, JR.,
MR. E. HALL DOWNES, CHAIRMAN, BOARD OF TRUSTEES OF
DELAWARE TECHNICAL AND COMMUNITY COLLEGE, GEORGETOWN,
THE MEMBERS OF THE BOARD OF TRUSTEES, AND
MR. PAUL K. WEATHERLY, DIRECTOR OF DELAWARE TECHNICAL
AND COMMUNITY COLLEGE

Gentlemen:

Re: Delaware Technical and Community College, Georgetown.

Last fall educators and citizens of Kent and Sussex County concerned about the plans for the proposed "Delaware Institute of Technology" joined forces in presenting Resolutions recommending that the new school include

- (1) broad-based and other educational and cultural programs in addition to BUT NOT OVERSHADOWED BY THE TECHNOLOGICAL PROGRAM, and that
- (2) the name of the school be changed to remove the restrictive connotation of "Institute of Technology", and that
- (3) the Board of Trustees explain the proposed changes in the present facilities and that such explanation be in a definitive form for the information of the general public.

Resolutions by the Milford Teachers Association, the Board of Education at Georgetown, the Delaware State Education Association and the Sussex County Industrial Arts Association were forwarded to Mr. E. Hall Downes.

Mr. Downes in a letter dated November 16th agreed that there should be a balanced curriculum and advised that the Board was exploring with the University of Delaware the possibilities of contracting with them the college parallel program which would probably include (A) Liberal Arts, (B) Education and (C) Business Administration. Mr. Downes said

"...we want to give what's best for the young men and young women, what's best for the community and what's best for Delaware."

SO FAR, SO GOOD! AND NOW TO THE PRESENT:

How do you "balance" a curriculum when, as reported in the WILMINGTON MORNING NEWS, February 22, 1967, Dean Edward W. Comings, one of the members of the Board, stated that

March 16, 1967

"...the new college is aimed primarily at the 85 per cent of Delaware children who will not get college degrees. Only a small part of its program will be academic and transferable to four-year institutions..."

To date we have not had notice of any specific offerings in the college parallel program to be offered at Georgetown.

On March 10, 1967 at the Kent County Education Association meeting at Dover it was stated that it was expected that a contract with the University of Delaware would be ready on March 15th.

That was good news and we looked forward to the issuance of a brochure or other information detailing the college parallel courses. There would yet be time for us to advise Kent and Sussex students as to what was being offered, aside from the technological courses.

To our dismay we read, again in the WILMINGTON MORNING NEWS, March 15, that the Board of Trustees decided to ask the Attorney General to rule on whether it (the Board) has the authority to execute a contract with the University of Delaware. Mr. Paul K. Weatherly stated that the university's lawyers have challenged the board's authority to execute contracts and to make lump-sum payments for services rendered to it.

Appreciating the concentration of effort by all involved to make the phased out Jason school an "Institute of Technology", we now question whether the request for a ruling by the Attorney General may be a diversion tactic on the part of either the University or the Board which may delay, or even exclude, an academic transfer program at the new school in September?

We are not opposed to a technical program per se. All we are asking is "Equal time" in the academic field. If, as so often reported, the Board and Mr. Weatherly want to meet the needs of the community, then let us have a balanced program and the prospectus for the academic program. Our students want to know NOW what academic transfer courses will be offered at Georgetown in September.

Respectfully submitted,

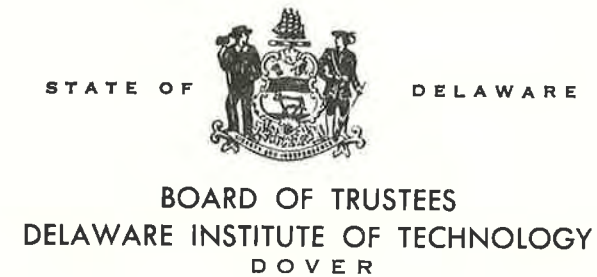
MILFORD TEACHERS ASSOCIATION
COMMUNITY COLLEGE PROGRAM.

4-1-0

**DELAWARE TECHNICAL AND COMMUNITY COLLEGES
FIRST REPORT
BY THE
BOARD OF TRUSTEES**

DECEMBER 27, 1966

BOARD OF TRUSTEES
E. HALL DOWNES, CHAIRMAN
DOVER
WILLIAM A. CARTER, TREASURER
MILLSBORO
EDWARD W. COMINGS, NEWARK
WILLIAM C. KAY, GREENVILLE
CLEMENT J. LEMON, WILMINGTON
JOHN H. LONG, GREENVILLE
CHARLES L. SIMMS, WILMINGTON



December 27, 1966

TO: The Honorable Charles L. Terry, Jr.
Governor of the State of Delaware

Members of the General Assembly

Pursuant to Title 14, Delaware Code, Chapter 91, the Board of Trustees of the Delaware Institute of Technology submits this first report on its progress and recommendations.

The Board agrees that there is an urgent need for a two-year post-high school comprehensive educational system in the State of Delaware. The Board proposes to name this system the Delaware Technical and Community College.

At this time, the Board advocates the establishment of a Southern Branch to serve Sussex County and the southern portion of Kent County, utilizing the William C. Jason Comprehensive High School at Georgetown. Plans are well advanced for the Southern Branch, and specific recommendations are given in this report for a college to be opened in September 1967, accommodating 500 students the first year and 800 students in the second year. To achieve this objective, the Board requests that the General Assembly appropriate:

- (a) \$1,363,000 to convert the William C. Jason Comprehensive High School facility to a technical and community college center. If this amount is appropriated prior to February 15, 1967, Federal Grants of \$294,000 can be obtained to reduce the State cost to \$1,069,000.
- (b) \$1,062,000 for operating expenses of the college during the fiscal year beginning July 1, 1967. Federal funds and tuition in the total amount of \$300,000 should be forthcoming to reduce the cost to the State by that amount.

Governor Charles L. Terry, Jr.
Members of the General Assembly

The Board envisions the establishment of a Northern Branch to serve New Castle County and the northern portion of Kent County. Studies on this Branch are under way and are expected to be completed by June 1967. At that time, a separate report, including recommendations, will be submitted.

Respectfully submitted,

E. Hall Downes

E. Hall Downes, Chairman

Wm. A. Carter

William A. Carter

Edward W. Comings

Edward W. Comings

William C. Kay

William C. Kay

Clement J. Lemon

Clement J. Lemon

John H. Long

John H. Long

Charles L. Simms

Charles L. Simms

FOREWORD

Following passage of legislation to establish the Delaware Institute of Technology (see Appendix page V. for a copy of House Bill 529), Governor Terry appointed a Board of Trustees, who were commissioned on August 2, 1966. Since that time, the Board has worked diligently in response to the requirement of the law requesting that a report and recommendations be submitted to the Legislature by January 3, 1967. (See Activities of the Board, p. 1.)

Of five consultants, the Board asked two - Dr. Michael Brick, Associate Director, Community College Center, Teachers College, Columbia University, and Mr. Paul K. Weatherly, Director, Division of Technical Education Centers, State Commission for Technical Education, Columbia, South Carolina - to prepare comprehensive reports.

Based on these reports, studies made at the University of Delaware, the Delaware Department of Public Instruction and by the boards of technical and community colleges in a number of areas, the Board has reached conclusions presented in this report. (See p.4.)

A Plan of Action has been developed (p.8.) and an appropriation request for capital and operating expenses has been presented. (p.9.)

Justifications for proceeding with the proposed plans also are covered. (p.10.)

ACTIVITIES OF THE BOARD IN 1966

In developing a practical plan for post-high school programs, the Board members studied and evaluated the philosophies, objectives, policies, curriculum, staffing problems, procedures, and financial management of two-year institutions elsewhere. This was accomplished as follows:

- (1) The Board met in Washington, D.C. with officers of both the American Association of Junior Colleges and the Vocational-Technical Division of the Office of Education of the Department of Health, Education and Welfare to obtain their general advice and counsel and their specific recommendations on institutions to be visited and consultants to be interviewed.
- (2) Meetings were held with the following five consultants, all of whom are recognized nationally for their successes in planning and starting new technical and community colleges:
 - (a) Michael Brick, Associate Director, Center for Community Colleges, Teachers College, Columbia University.
 - (b) A. Wade Martin, Executive Director, State Committee for Technical Education, Columbia, South Carolina.
 - (c) Robert McKee, President, Northern Virginia Community College.
 - (d) Joseph T. Nerden, Professor of Industrial Education, North Carolina State College.
 - (e) Paul K. Weatherly, Director, Division of Technical Education Centers, State Committee for Technical Education, Columbia, South Carolina.

Of the above, Michael Brick and Paul K. Weatherly were retained to make in-depth studies of the conditions in Delaware. Their findings and recommendations are covered in two independent reports to the Board.

- (3) The Board members individually or collectively visited two-year post-high school technical and community colleges in Connecticut, Florida, Massachusetts, New Jersey and South Carolina. In addition, three national conferences on community college matters were attended.
- (4) Following its formation in August 1966, the Board has held two regular meetings each month and twenty special meetings.

The Board has discussed its findings and plans with the following groups:

- (1) The Administration and Board of Trustees of the University of Delaware and Delaware State College.
- (2) The Delaware School Boards Association.
- (3) The Delaware State Board of Education.
- (4) The American Society of Engineering Technicians, Delaware Chapter.
- (5) Guidance Counsellors from high schools throughout the State, and particularly those from Kent and Sussex Counties.
- (6) The Greater Wilmington Development Council, as well as its Educational Committee.
- (7) The Sussex County Education Association.
- (8) Various interested citizen groups in Sussex County.

The Board also sponsored a visit by twenty Guidance Counsellors from Kent and Sussex high schools, five representatives from the University of Delaware and one representative each from Delaware State College and the Delaware School Boards Association to a representative community college offering technical and college parallel programs. The consensus of this group was that a similar institution would fill a vital need in Delaware.

CONCLUSIONS

As a result of its studies, the Board has reached the following conclusions:

- (1) Delaware needs a system of two- year open-door comprehensive community colleges.

"Open-door" means that admission is open to anyone having a high school education or its equivalent. It presupposes a variety of curricula to match the interests and abilities of a variety of students. An open-door policy, however, does not mean an open-door curriculum. While students need not choose courses which are outside their interests, they cannot be admitted to those which lie beyond their abilities.

"Comprehensive" means a spectrum of activities covering:

A. Educational Programs for:

1. Semi-professional employment which means two-year programs which will qualify the students for an associate degree or a certificate in the following areas:
 - (a) Business Services
 - (b) Engineering Technology
 - (c) Health Services
 - (d) Special Services
2. Transfer to four year colleges or universities which means a well-rounded academic program for students who desire to continue their college education and to receive credits for courses which they have completed successfully at the two-year post-high school institution.

Conclusions (Continued)

3. General education which means development of the individual as a citizen and as an effective member of the community.

B. Supporting Programs and Services:

1. Guidance which means the interpretation of the educational programs of the college to the students; the encouragement of the students to select goals and undertake programs consistent with their abilities; and the provision of opportunities for students to receive assistance with their educational or personal problems.
2. Developmental education which means remedial and high school equivalent courses for students who possess insufficient academic preparation to pursue the semi-professional or college transfer programs.
3. Community services which means that the college should work cooperatively with industry, professional people, government, and the community to plan and develop educational programs for which there is a need, and which appears economically and educationally feasible.

The "community college" concept arises from the need for post-high school educational facilities within commuting distance of Delaware citizens, and responsive to the State-wide needs of commerce, industry and government.

Conclusions (Continued)

- (11) The cost of operating a college to serve the Sussex County and southern Kent County area is estimated at \$1,062,000 for the fiscal year beginning July 1, 1967. Federal matching funds amounting to \$160,000 may become available to apply to the above cost. Tuition fees, approximating \$140,000 in fiscal 1968, will be returned to the State.
- (12) In order to obtain a faculty, procure equipment, register students, and convert the Jason facility, funds to cover capital and operating expenses will have to be appropriated prior to February 15, 1967. This will permit opening a branch of the college in Georgetown in September, 1967.
- (13) A branch of the college to serve New Castle County and the northern part of Kent County is urgently needed. The Board is being assisted by the Greater Wilmington Development Council in its studies of site selection, building requirements, potential student enrollment, occupational needs, curricula to be offered and other matters affecting the Board's recommendations. These will be the subject of a separate report which will be submitted in June 1967.

PLAN OF ACTION

In accordance with the powers granted by Section 9105, Chapter 91, Title 14, Delaware Code and contingent on the appropriation of funds by the General Assembly as recommended in this report, the Board will proceed as follows:

1. Change the name of the institution from the Delaware Institute of Technology to the Delaware Technical and Community College.
 2. Establish a Southern Branch to serve Sussex County and the southern portion of Kent County, utilizing the William C. Jason High School at Georgetown. This branch will open in September 1967 for accommodating approximately 500 students the first year and 800 students during the second year.
 3. Offer, at the above branch as soon as feasible a comprehensive program consisting of:
 - A. Educational Programs for:
 1. Semi-professional employment
 2. Transfer to four year colleges
 3. General education
 - B. Supporting Programs and Services:
 1. Guidance
 2. Developmental education
 3. Community services
- Note: See pages 4 and 5 for definitions of the above programs and supporting services.
4. Appoint suitable committees to advise the Board and the administration of the college.
 5. Establish a Northern Branch to serve New Castle County and the northern portion of Kent County opening probably in September 1968. Studies on this Branch are under way and are expected to be completed by June 1967. At that time a separate report, including recommendations, will be submitted.
 6. Prepare a plan for the future. This will include criteria for justifying educational programs, capital requirements, and projected operating expenses. Federal funds will also be sought to cover capital and operating expense to the extent these are available.

RECOMMENDED DELAWARE TECHNICAL AND COMMUNITY COLLEGE
OPERATIONAL BUDGET REQUEST FY-68

(1) Salaries and Wages	\$887,300
Administrative & Instructional (49 full-time, 103 part-time)	\$795,900
Bookkeeping & Clerical (13)	54,800
Maintenance (9)	36,600
(2) Personal Services	8,600
(3) Travel	6,400
(4) Contractual Services	86,000
(5) Supplies and Materials	59,800
(6) Capital Outlay	13,900
TOTAL	\$1,062,000

Anticipated Federal Grants and student tuition should reduce the total cost to the State by approximately \$300,000.

CAPITAL BUDGET REQUEST FOR
DELAWARE TECHNICAL AND COMMUNITY COLLEGE

Phase I

I. Remodeling of Jason School

Air Conditioning	525,000	
Removing walls, converting classrooms to labs., etc. adding utilities. Includes lab furniture	225,000	
Architects Fee	<u>45,000</u>	795,000

II. Library Books

10,000 Volumes @ 7.00	70,000
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III. Equipment

A. Office Equipment for additional offices (Instructors)	9,822	
B. Visual aids & Reproduction Equip.	14,728	
C. Additional Library Equipment	8,660	
D. Physics Lab (2)	22,754	
E. Chemistry Lab (3)	31,572	
F. Biology - Zoology (1)	22,861	
G. Electronics Labs (3)	54,087	
H. Secretarial Labs (2)	21,262	
I. Basic Accounting Room	1,989	
J. Mechanical Lab	56,744	
K. Civil Technology Lab	17,600	
L. Materials Testing Lab	57,283	
M. Metalurgical & Welding Lab	18,115	
N. Refrigeration Lab	27,770	
O. Drafting & Design Labs (2)	12,464	
P. Soils Testing Lab	16,480	
Q. Industrial Technology Lab	26,200	
R. Instrumentation, Hydraulics & Pneumatics	61,350	
S. Learning & Language Labs (2)	<u>16,259</u>	
Total Labs & Shops		498,000

TOTAL CAPITAL FUNDS	\$1,363,000
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Anticipated Federal Grants should reduce the total cost to the State by \$294,000.

JUSTIFICATIONS

The proposed Plan of Action is justified by the following considerations:

- (1) In 1967 Delaware high schools will graduate about 5,944. Of these 2,912 (49%) probably will not enroll for post-high school education under current conditions.

In Sussex County and the lower part of Kent County there will be about 1,764 graduates, 987 (56%) who probably will not enroll in post-high school education. It is predicted that a technical and community college in this area will attract between 800 and 1,000 students after it becomes established.

- (2) There is no public post-high school system in Delaware below the baccalaureate degree-granting level offering courses which would prepare students adequately for positions with business, industry or public service. This is a gap or void in Delaware's present educational institutions. The Delaware Technical and Community College is designed to fill this gap.
- (3) Delaware's high school graduates are facing a changing and more demanding world of work. Technological changes are occurring at a faster pace each year. The Department of Labor tells us that in the present decade the fastest growth will occur among professional and technical occupations; there will be particular need for engineers, scientists, and technicians. The largest increases will occur in occupations requiring the most education and training.
- (4) Delaware employers are forced to look outside the state for trained technicians because Delaware youth, intelligent as they may be, lack the necessary training.
- (5) The lower counties need additional selectively chosen industries with sophisticated jobs and higher salaries for its people. Delaware is handicapped in attracting this type of industry in its lower section by the lack of highly skilled technicians and the inability to rapidly train a specialized work force.

Justifications (Continued)

- (6) The Delaware Technical and Community College will meet the needs of those students who are capable and who wish a quality education but who cannot afford the tuition and living expenses of state or private universities and colleges. Community colleges with high quality arts and science programs for transfer students would enable a considerable number of this group to commence their college careers in an economical fashion, one they could afford.
- (7) In addition, the Delaware Technical and Community College will encourage those students who might not otherwise attend college. Studies of students who do and do not enroll in college in general have revealed several primary areas of influence. One of these is academic ability and interest. Students who do well in school tend to be encouraged to go on; those who do poorly, tend not to continue. There are, however, individuals who vary from the general pattern: late developers whose grades do not reflect the full extent of their ultimate capacity; individualistic persons who do not fit into the mold; persons with unaroused or untapped abilities.
- (8) The Delaware Technical and Community College will also meet the needs of students who lack the ability for professional education or the interest to undertake four years of collegiate arts and sciences, yet who could qualify for one of the semi-professions with two years of community college education focused on career preparation and accompanied by general education adjusted to their interests.
- (9) The Delaware Technical and Community College will satisfy the needs of adults who require readily accessible opportunities for continuing education as a means of advancing in their callings or to prepare themselves for new occupations because of the changes which are occurring with increasing rapidity in our economic life.

Justifications (Continued)

- (10) The two-year technical and community college concept has developed elsewhere in the nation over the last 25 to 30 years to meet these educational requirements, which now are well recognized and defined. Prior to the advent of this concept, higher education was for a relatively small proportion of high school graduates. Today community colleges accessible geographically and financially to all who can qualify, have already proliferated through at least 42 states. Enrollment in institutions of this kind has grown from 800,000 in 1956 to over 1,500,000 students in 1966.
- (11) As has been the case throughout the nation, Delaware likewise needs a system of two-year community colleges near the homes of students, with minimum tuition fees, offering sound programs of general education, diversified technical instruction and transfer courses, with faculties dedicated to good undergraduate teaching, with admission standards and instruction for those of varying levels of ability, and a varied program of continuing education. In these areas lie the future of technical and community colleges in Delaware.

APPENDIX

- I. ANALYSIS BY STATES OF THE NUMBERS OF TWO YEAR COLLEGES, THEIR ENROLLMENTS AND TYPES OF CURRICULUM OFFERINGS.
- II. PROGRAM PERSPECTIVES FOR A COMMUNITY COLLEGE IN DELAWARE BY DR. RUTH M. LAWS, DELAWARE DEPARTMENT OF PUBLIC INSTRUCTION.
- III. RESULTS OF A STATE-WIDE SURVEY OF STUDENTS' OPINIONS, INTERESTS AND PLANS FOR POST HIGH SCHOOL EDUCATION BY DR. HOBART M. CORNING.
- IV. POTENTIAL COMMUNITY COLLEGE ENROLLMENTS - A PRIVATE COMMUNICATION BY OTIS JEFFERSON.
- V. LAW CREATING DELAWARE INSTITUTE OF TECHNOLOGY - HOUSE BILL NO. 529 AS AMENDED BY HOUSE AMENDMENT NO. I.

SOURCES OF INFORMATION USED BY THE BOARD

- (1) A Guide for the Development of the Delaware Institute of Technology by Michael Brick. November 1966.
- (2) Report of Findings and a Suggested Plan to Implement the Legislative Charter of the Delaware Institute of Technology by Paul K. Weatherly. November 1966.
- (3) Results of a State-Wide Survey of Students Opinions, Interests and Plans for Post High School Education by Dr. Hobart M. Corning. 1966.
- (4) Private communication from Otis Jefferson, University of Delaware, on Community College Needs in Delaware. Prepared 1965.
- (5) Program Perspectives for a Community College in Delaware by Dr. Ruth M. Laws, Delaware Department of Public Instruction.
- (6) "Manpower Challenge of the 60's", U.S. Department of Labor.
- (7) Whereabouts of 1965 Graduates State of Delaware, Department of Public Instruction by Marion B. Miller. March 1966.
- (8) Present Location of June 1965 Graduates, Wilmington Public Schools. January 1966.
- (9) Private communications from six private and parochial high schools in Delaware.
- (10) United States Census of Population 1960.
- (11) Delaware Occupational Research Coordinating Unit, October 26, 1966. Delaware Employment, March 1966. Delaware Technical Services Program.
- (12) Delaware Employment Security Commission and Urban Affairs Survey.
- (13) The Delaware Economy Division of Urban Affairs, University of Delaware. April 1965.
- (14) "Feasibility Study of a Technical Institute at the University of Delaware", James I. Clower, Chairman. 1963.

Sources of Information (Continued)

- (15) From Junior to Senior College: A National Study of the Transfer Student by Dorothy M. Knoell and Leland L. Medsker, Center for the Study of Higher Education, University of California, Berkeley, 1965. Joint Committee on Junior and Senior Colleges by American Council on Education.
- (16) Final Report of the Summer Study on Occupational, Vocational and Technical Education, July 6 to August 13, 1965, Massachusetts Institute of Technology.
- (17) The Technical Institute in America, G. Ross Henninger, Director ASEE National Survey of Technical Institute Education. McGraw-Hill Book Co., Inc. 1959.
- (18) Characteristics of Excellence in Engineering Technology Education, American Society for Engineering Education. James L. McGraw. 1962.
- (19) Junior Colleges: 20 States 1966. American Association of Junior Colleges.
- (20) Starting A Community Junior College by B. Lamar Johnson. 1964. American Association of Junior Colleges.
- (21) Education of the Engineering Technician. Journal of Engineering Education, American Society for Engineering Education. Vol. 57, No. 3. November 1966.

ANALYSIS BY STATES OF THE NUMBERS OF TWO YEAR COLLEGES,
THEIR ENROLLMENTS AND TYPES OF CURRICULUM OFFERINGS

Source of information:
1966 Junior College Directory
American Association of Junior Colleges

State	Total Number	Curricular Offerings			Enrollments October 1965
		Transfer and Occupational	Transfer Only	Occupational Only	
Alabama	20	12	8	0	8,003
Alaska	7	7	0	0	2,630
Arizona	6	6	0	0	23,235
Arkansas	6	2	4	0	3,016
California	80	76	2	2	488,718
Colorado	6	6	0	0	7,236
Connecticut	15	8	4	3	14,349
Delaware	1	1	0	0	808
Dist. of Columbia	3	2	1	0	670
Florida	27	21	6	0	61,667
Georgia	18	10	7	1	13,053
Hawaii	1	0	1	0	227
Idaho	4	4	0	0	7,765
Illinois	40	30	9	1	71,892
Indiana	2	1	1	0	1,227
Iowa	21	18	2	1	13,821
Kansas	21	15	6	0	11,852
Kentucky	18	12	6	0	8,287
Louisiana	1	0	1	0	75
Maine	1	1	0	0	474
Maryland	18	13	5	0	15,698
Massachusetts	27	22	4	1	26,771
Michigan	23	21	2	0	60,651
Minnesota	17	13	3	1	9,070
Mississippi	28	23	5	0	17,638
Missouri	17	8	9	0	21,474
Montana	2	2	0	0	709
Nebraska	6	4	2	0	2,460
New Hampshire	3	2	0	1	1,164
New Jersey	12	4	8	0	7,533
New Mexico	5	4	1	0	2,375
New York	67	40	22	5	116,928
North Carolina	22	18	2	2	21,325
North Dakota	6	4	2	0	4,290
Ohio	10	5	3	2	20,332
Oklahoma	16	11	5	0	10,706

APPENDIX I.

State	Total Number	Curricular Offerings			Enrollments
		Transfer and Occupational	Transfer Only	Occupational Only	
Oregon	12	10	1	1	21,854
Pennsylvania	43	31	7	5	37,717
Rhode Island	3	3	0	0	3,704
South Carolina	6	4	0	2	3,304
South Dakota	2	1	1	0	327
Tennessee	7	4	3	0	3,499
Texas	47	32	15	0	61,938
Utah	3	3	0	0	2,390
Vermont	4	2	0	2	1,649
Virginia	23	18	4	1	11,746
Washington	17	16	1	0	40,206
West Virginia	4	3	1	0	2,822
Wisconsin	12	2	10	0	15,041
Wyoming	5	5	0	0	3,645
Canal Zone	1	1	0	0	1,314
Puerto Rico	2	2	0	0	2,731
Virgin Island	1	1	0	0	737
TOTALS	769	564	174	31	1,292,753

COMMENTS ON THE ABOVE STATISTICAL DATA

1. Of the 769 institutions reporting, 564-73.3%-provide a comprehensive program including both transfer and occupational courses.
2. 174 institutions-22.6%-provide transfer courses only.
3. 31 institutions-4%-limit the curriculum to occupational courses.
4. 738 colleges-95.9%-offer transfer courses either exclusively (174) or in a comprehensive program which includes also occupational courses (564).
5. 595-77.3%-offer occupational courses within a comprehensive program (564) or in a program restricted to occupational training (31).

In addition to the 769 two year colleges presently operating, 39 additional institutions in 18 states are scheduled to open in 1966.

APPENDIX Ia.

PROGRAM PERSPECTIVES
FOR A COMMUNITY COLLEGE
IN DELAWARE

by
Dr. Ruth Laws
Delaware Department of Public Instruction

Projection of enrollments may be based on one or a combination of possible figures. One possibility is to project on the basis of a reliably established percentage of those in a given age group in the population who would be expected to enroll in the program. A second method of projection is to establish the number of high school graduates in the attendance area for a given year and project enrollment according to a reliable percentage of those high school graduates who would attend a publicly supported post high school.

In light of the experience of the State of North Carolina who has established that 25 percent of its high school graduates in a given year attend Community College academic programs, another 25 percent attend Vocational-Technical Community College programs and still another 25 percent go on to four year colleges, we consider this a logical system of projection and have, therefore, chosen to use their percentages. They maintain that the community college motivates many more students to continue their education.

Additional sources of student population would be those who have been graduated for more than a year, those who drop out from college and those employed persons who are anxious to develop new skills or upgrade through retraining. No attempt has been made here to project the number of such persons who would enroll. Rather, it is felt that this group might tend to round out the numbers in the recent graduates projection.

Based on the percentage of attendance established by North Carolina and on their established 60 percent yearly retention rate, we project the following

APPENDIX II.

enrollments for the first two years.

High School Graduates - Kent and Sussex Counties - 1964	1,571
High School Graduates - Kent and Sussex Counties - 1965	1,875
Enrollees -- Community College Vocational-Technical Program the first year (25% of 1,571)	393
Enrollees -- Community College Academic Program the first year (25% of 1,571)	393
TOTAL Enrollees -- First Year (393 + 393)	786
First Year enrollees who continue the second year (60% of 786)	471
Enrollees -- Community College Vocational-Technical Program the second year (25% of 1,875)	469
Enrollees -- Community College Academic Program the second year (25% of 1,875)	469
TOTAL New Enrollees -- Second Year (469 + 469)	938
TOTAL Enrollees at commencement of second year (471 + 938)	1,409

APPENDIX IIa.

A P P E N D I X - I I I .

RESULTS OF A STATE-WIDE SURVEY OF STUDENTS' OPINIONS, INTERESTS AND PLANS FOR POST HIGH SCHOOL EDUCATION

The survey was conducted in Sussex County Delaware early in the school year 1965-66. The specific purposes of the survey were (1) to determine whether students with definite interests in post high school education would be available in sufficient number to justify the establishment of a community college to serve Sussex County and lower Delaware and (2) to determine the kind of education students of the area would be interested in. The results of the Sussex survey indicated that an adequate college enrollment could be expected and that both academic transfer and technical curriculum are needed and desired.

The same survey was later conducted in Kent County and New Castle County at the request of Dr. Richard P. Gousha, Delaware State Superintendent of Public Instruction. The results of the survey in the three counties are herewith reported.

The replies of the students are important to them as individuals and will help the state educational authorities and the communities at large to determine whether community colleges should be established within commuting distance of students' homes. The replies also indicate what types of courses are needed and desired by the youth of Delaware.

KENT COUNTY

	Juniors	Seniors	Total	Percent Of Total
Number of students participating	588	348	936	
Expect to continue formal education after graduation? YES	404	269	673	71.9
High School program designed for admission to school of choice? YES	399	273	672	71.7
Type of Curriculum desired				
A. Academic-Transfer	261	169	430	45.9
B. Technical training terminal or transfer	186	112	298	31.8
C. General education-terminal	62	30	92	9.8
D. Flexible program allowing students to hold part time jobs while attending College	189	92	281	30.0
Would you consider enrolling in such an institution? YES	209	100	309	33.0
PROBABLY	163	112	275	28.3
NOT LIKELY	208	171	379	40.5

The survey was conducted so late in the school year that many seniors were not available and not as many juniors participated as would have, had the survey been conducted earlier. Due also to the late timing so few students were able to consult their parents that the results on that point are not statistically significant.

SUSSEX COUNTY

	Juniors	Seniors	Total	Percent of Total
Number of students participating	1057	910	1967	100.0
Expect to continue formal education after graduation? YES	776	600	1376	70.0
High School program designed for admission to school of choice? YES	809	640	1449	73.6
Type of Curriculum desired				
A. Academic-Transfer	422	366	788	40.0
B. Technical training terminal or transfer	443	436	879	44.6
C. General education-terminal	160	104	264	13.4
D. Flexible program allowing students to hold part time jobs while attending College	283	261	544	27.6
Would you consider enrolling in such an institution? YES	300	263	563	28.6
PROBABLY	400	311	711	36.1
NOT LIKELY	333	278	611	31.0

APPENDIX IIib.

NEW CASTLE COUNTY

	Juniors	Seniors	Total	Percent Of Total
Number of students participating	3416	181	3597	
Expect to continue formal education after graduation? YES	2550	88	2638	73.3
High School program designed for admission to school of choice YES	2442	100	2542	70.6
Type of Curriculum desired				
A. Academic-Transfer	1488	41	1529	42.5
B. Technical training terminal or transfer	1272	58	1330	36.9
C. General education-terminal	306	31	337	9.3
D. Flexible program allowing students to hold part time jobs while attending College	978	51	1029	28.6
Would you consider enrolling in such an institution? YES	771	39	810	22.5
PROBABLY	1078	46	1124	31.2
NOT LIKELY	1306	44	1350	37.5

The survey was conducted so late in the school year that in general seniors were not available, - only one school reported answers from seniors. Fewer juniors participated than would have had the survey been conducted earlier in the school year. Due also to the late timing very few students could consult their parents about their responses.

APPENDIX IIic.

ALL COUNTIES

	Juniors	Seniors	Total	Percent Of Total
Number of students participating	5061	1439	6500	100.0
Expect to continue formal education after graduation? YES	3730	957	4687	72.1
High School program designed for admission to school of choice? YES	3650	1013	4663	71.8
Type of Curriculum desired				
A. Academic-Transfer	2171	576	2747	42.2
B. Technical training terminal or transfer	1901	606	2507	38.2
C. General education-terminal	528	175	693	10.6
D. Flexible program allowing students to hold part time jobs while attending College	1450	404	1854	28.5
Would you consider enrolling in such an institution?				
YES	1280	402	1682	25.9
PROBABLY	1641	469	2110	32.4
NOT LIKELY	1847	493	2340	36.0

PERCENTAGE LISTING *

Number participating:	Sussex (1967)	Kent (936)	New Castle (3597)	Total (6500)
Expect to continue formal education after high school	70.0 %	71.9 %	73.3 %	72.1 %
High School program designed for admission to school of choice	73.6	71.7	70.6	71.8
Type of curriculum desired				
A. Academic-transfer	40.0	45.9	42.5	42.2
B. Technical-terminal or transfer	44.6	31.8	36.9	38.2
C. General education-terminal	13.4	9.8	9.3	10.6
D. Flexible program, job possibilities	27.6	30.0	28.6	28.5
Would you consider enrolling?				
YES	28.6	33.0	22.5	25.9
PROBABLY	36.1	28.3	31.2	32.4
NOT LIKELY	31.0	40.5	37.5	36.0

Note: The following yes plus probably responses indicate greatest potential for college registration.

Sussex County	1274	64.7
Kent County	584	62.3
New Castle County	1934	53.7
Total:	3792	58.3

*Some totals exceed 100% due to multiple choice answers.

POTENTIAL COMMUNITY COLLEGE ENROLLMENTS

There are several methods commonly used to estimate the potential full-time enrollment of community colleges:

Formula 1: "The potential enrollment of a newly established community college may be estimated by using the ratio of one potential college student for every three pupils enrolled in high school grades 10, 11, and 12." This formula was developed by the state of Florida.

Formula 2: "The potential enrollment of a newly established community college may be estimated by computing 20% of the total high school enrollment in grades 9, 10, 11, and 12." This formula was developed by the state of Iowa.

Formula 3: "The potential enrollment of a newly established community college may be estimated by computing 25% of the total high school enrollment in grades 9, 10, 11, and 12." This formula was developed by the state of New Mexico.

Formula 4: "The potential enrollment of a newly established community college may be estimated by computing 40% of the high school graduates in the county (or area to be served) for the two preceding years." This formula was developed by the state of California.

Formula 5: "The potential enrollment of a newly established community college may be estimated by computing 30% of the total number of 18 and 19 year olds living in the county (or area to be served)." This formula was developed by the state of Michigan.

Formula 6: "The potential enrollment of a newly established community college may be estimated by computing the mean of the other five formulae." This formula has been adopted by the state of New Jersey.

For the purpose of verifying the very conservative nature of the projec-

tions presented in the white paper "Community College Needs in Delaware" each formula, except No. 5, which has been estimated, is developed. Statistics on the number of 18 and 19 year olds in each section of Delaware is not readily available. However, Formula 4 (the number of high school graduates in the two preceding years) and Formula 5 (the number of 18 and 19 year olds) arrive at nearly identical figures in other states. The 10% difference in computation of the two formulae takes into account the rather sizeable number of drop-outs found in the 18 to 19 year old category.

Current High School Enrollments (September, 1965)

	<u>New Castle</u>	<u>Kent</u>	<u>Sussex</u>	<u>Sussex Regional</u>
Grade 12	5,565	931	985	1,208
Grade 11	5,943	1,082	1,145	1,439
Grade 10	6,219	1,145	1,302	1,592
Subtotal	17,727	3,158	3,432	4,239
Grade 9	6,052	1,447	1,450	1,794
total	<u>23,779</u>	<u>4,605</u>	<u>4,882</u>	<u>6,033</u>
<u>Graduates</u>				
June, 1964	4,300	774	859	1,056
June, 1965	<u>5,178</u>	<u>902</u>	<u>960</u>	<u>1,213</u>
Total	<u>9,478</u>	<u>1,676</u>	<u>1,819</u>	<u>2,269</u>

Enrollment Projections (Colleges Opening September, 1965)

	<u>New Castle</u>	<u>Kent</u>	<u>Sussex</u>	<u>Sussex Regional</u>
Formula I	5,909	1,053	1,143	1,413
Formula II	4,756	921	976	1,207
Formula III	5,945	1,151	1,220	1,508
Formula IV*	3,791	670	728	908
Formula V**	<u>3,791</u>	<u>670</u>	<u>728</u>	<u>908</u>
Formula VI (mean)	<u>4,838</u>	<u>893</u>	<u>959</u>	<u>1,189</u>

* Formula 4's lower figures result from the much smaller graduating classes in 1964-1965.

** Formula 5 has been estimated at the same as Formula 4.

High School Enrollment Statistics (September, 1967)

(Drop-out Rate Excluded)

	<u>New Castle</u>	<u>Kent</u>	<u>Sussex</u>	<u>Sussex Regional</u>
Grade 12	6,219	1,145	1,302	1,592
Grade 11	6,052	1,447	1,383	1,794
Grade 10	<u>6,447</u>	<u>1,438</u>	<u>1,450</u>	<u>1,780</u>
Subtotal	18,718	4,030	4,135	5,166
Grade 9	<u>6,768</u>	<u>1,696</u>	<u>1,402</u>	<u>1,807</u>
Total	<u>25,486</u>	<u>5,726</u>	<u>5,537</u>	<u>6,973</u>
<u>Graduates</u>				
June, 1966	5,454	913	961	1,178
June, 1967	<u>5,715</u>	<u>1,022</u>	<u>1,075</u>	<u>1,354</u>
Total	<u>11,169</u>	<u>1,935</u>	<u>2,036</u>	<u>2,532</u>

Community College Enrollment Projections

(Colleges Opening September, 1967)

	<u>New Castle</u>	<u>Kent</u>	<u>Sussex</u>	<u>Sussex Regional</u>
Formula I	6,239	1,343	1,378	1,722
Formula II	5,097	1,145	1,107	1,395
Formula III	6,372	1,432	1,384	1,743
Formula IV	4,458	774	814	1,013
Formula V	4,468	774	814	1,013
Formula VI (mean)	<u>5,329</u>	<u>1,094</u>	<u>1,099</u>	<u>1,377</u>

APPENDIX V

HOUSE BILL NO. 529

AS AMENDED BY

HOUSE AMENDMENT NO. 1

AN ACT TO CREATE THE BOARD OF TRUSTEES OF THE DELAWARE INSTITUTE OF TECHNOLOGY, TO EMPOWER THE BOARD TO OPERATE LEARNING INSTITUTIONS AND TO MAKE A SUPPLEMENTARY APPROPRIATION THEREFOR.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF DELAWARE:

Section 1. Title 14, Delaware Code, is amended by adding thereto a new Part to read:

PART VI. DELAWARE INSTITUTE OF TECHNOLOGY

CHAPTER 91. DELAWARE INSTITUTE OF TECHNOLOGY

§ 9101. Definitions

As used in this chapter -

"Board" means the Board of Trustees of the Delaware Institute of Technology.

"The Institute" means the Delaware Institute of Technology.

"Institution" means such institutions of higher learning as may be from time to time established by the Board.

§ 9102. Creation of Board

There shall be a Board of Trustees of the Delaware Institute of Technology which shall be a state agency.

§ 9103. Composition; qualifications; chairman; appointment; term; compensation; vacancy; quorum

(a) The Board of Trustees shall consist of 7 Trustees.

(b) The Trustees shall be appointed by the Governor by and with the consent of a majority of the members elected to the Senate.

(c) Six Trustees shall be appointed for terms of 3 years each, commencing, in each case, from the date of ap-

pointment. The 6 Trustees appointed for a term of 3 years shall reside: 1 in the City of Wilmington, 1 in the remainder of New Castle County, 1 in Kent County and 1 in Sussex County. The other 2 members may reside anywhere in the state. The seventh member may reside anywhere in the state; shall serve at the pleasure of the Governor and shall be Chairman of the Board. He may be removed at any time by the Governor and shall serve until he is removed by the Governor.

(d) No more than 4 Trustees shall be members of same political party.

(e) Each Trustee shall be a citizen of the United States, a qualified voter of this state and a resident of this state for at least 3 years preceding his appointment.

(f) A Trustee shall continue to reside in the political subdivision of which he was a resident at the time of his appointment.

(g) In case of a vacancy on the Board for any reason other than expiration of the term of office, the Governor shall fill such vacancy for the unexpired term by and with the consent of a majority of the members elected to the Senate.

(h) No member of the Board shall receive any compensation for his duties except that he may receive his actual travel expenses.

(i) Four members of the Board shall constitute a quorum. A majority of the members present at any meeting and constituting a quorum shall be sufficient for any action by the Board

§ 9104. Purpose and object

The purpose of The Institute shall be to operate public institutions of learning for persons who have graduated from high school or who are unable to attend public high schools.

§ 9105. Powers and duties of Board

(a) The Board may establish such institutions

of learning throughout the State as may be necessary to effectuate the purposes of this chapter.

(b) The Board shall have custody of and be responsible for the property of the Institutions and shall be responsible for the management and control of said Institutions.

(c) For the effectuation of the purposes of this chapter, the Board, in addition to such other powers expressly granted to it by this chapter, shall have the following powers:

(1) To select such officers, except the Chairman, as it may deem desirable, from among its own membership

(2) To adopt or change the name of the Institutions established by it

(3) To adopt and use a seal

(4) To sue and be sued

(5) To determine the educational program of the Institutions.

(6) To appoint members of the administrative and teaching staffs of the Institutions and to fix their compensation and terms of employment

(7) To appoint or employ such other officers of the Institutions, agents and employees as may be required to carry out the provisions of this chapter and to fix and determine their qualifications, duties, compensation, terms of office or employment and all other terms and conditions of employment.

(8) To fix schedules of tuition rates and fees for educational services at the Institutions

(9) To grant diplomas, certificate or degrees

(10) To enter into contracts

(11) To accept from any government or governmental agency, or from any other public or private body, or from any other source, grants or contributions of money or property (conditional or otherwise) which the Board may use for or in aid of any of its purposes

(12) To acquire (by gift, purchase, condemnation or otherwise), own, lease, use and operate property, whether real, personal or mixed, or any interest therein, which is necessary or desirable for educational purposes

(13) To determine that any property owned by the Institute is no longer necessary for educational purposes and to dispose of the same in such manner and upon such terms and conditions as shall be established by it

(14) To make and promulgate such rules and regulations, not inconsistent with the provision of this chapter, that are necessary and proper for the administration and operation of The Institutions and for the conduct of the business of the Board

(15) To exercise all other powers not inconsistent with the provisions of this chapter, which may be reasonable necessary or incidental to the establishment, maintenance and operation of higher learning institutions.

(16) To employ such persons as deemed desirable.

§ 9106. Transfer of property

Within applicable provisions of law, any department or agency of the state government, and any subdivision of the state may sell, give, lease, or otherwise make available any of its property to, or for use by the Board.

§ 1907. Donations; misnomer

Devises, bequests, grants and gifts to The Institute or any of its Institutions shall not be avoided by any misnomer, if the description can be understood with reason-

able certainty.

§ 1908. Treasurer's bond

The Treasurer of the Board shall give bond with good and sufficient security to the State in the sum of \$10,000, conditioned for the faithful application of all the monies received. The bond shall be approved by the Trustees and shall be deposited in the office of the Secretary of State.

Section 2. The original appointments of the members of the Board authorized to be appointed by this act for a fixed term shall be staggered so that 2 Trustees shall be appointed for a term of 1 year, 2 Trustees shall be appointed for a term of 2 years and 2 Trustees shall be appointed for a term of 3 years as provided in this act.

Section 3. The Board appointed pursuant to this act shall report to the Governor and to the General Assembly before January 3, 1967 of its progress and of its recommendations for the establishment of institutions of higher education.

Section 4. The sum of \$50,000 is appropriated to the Board of Trustees of the Delaware Institute of Technology for the fiscal year ending June 30, 1967, for effectuating the purposes of this act.

Section 5. This Act is a supplementary appropriation and the money appropriated shall be paid by the State Treasurer out of funds in the General Fund of the State of Delaware, not otherwise appropriated.



BOARD OF TRUSTEES

E. HALL DOWNES, CHAIRMAN
DOVER

WILLIAM A. CARTER, TREASURER
MILLSBORO

EDWARD W. COMINGS, NEWARK

WILLIAM C. KAY, GREENVILLE

CLEMENT J. LEMON, WILMINGTON

JOHN H. LONG, GREENVILLE

CHARLES L. SIMMS, WILMINGTON

STATE OF



DELAWARE

BOARD OF TRUSTEES
DELAWARE INSTITUTE OF TECHNOLOGY
DOVER

July 10, 1967

Dear Governor Terry:

The Board of Trustees of the Delaware Institute of Technology estimates that the cost of operation for the fiscal year beginning July 1, 1967 and ending June 30, 1968 will be \$1,062,000.

Senate Bill 129 provides this amount for the cost of operation. Furthermore, funds from student tuition and federal funds for Vocational-Technical purposes are anticipated.

If Senate Bill 129 is signed by the Governor the Board of Trustees of the Delaware Institute of Technology agrees:

- a. To deposit all monies received from student tuition to the account of the Treasurer of the State of Delaware for the General Fund.
- b. To reduce the expenditures of the funds provided in Senate Bill 129 by the amount received from the Vocational Education department which emanates from federal funds provided by the 1963 Vocational Education Act for operational costs.

The Board further agrees not to expend any contingency funds provided by the Senate Bill 129 without the written approval of the State Budget Commission for such expenditures.

The Board also agrees to turn back to the Treasurer of the State of Delaware funds provided by Senate Bill 129 not expended or encumbered on June 30, 1968.

Respectfully yours,

E. Hall Downes

E. Hall Downes
Chairman

The Honorable Charles L. Terry, Jr.
Governor of the State of Delaware
Dover, Delaware 19901

yba

4-1-0

BOARD OF TRUSTEES
E. HALL DOWNES, CHAIRMAN
DOVER
WILLIAM A. CARTER, TREASURER
MILLSBORO
EDWARD W. COMINGS, NEWARK
WILLIAM C. KAY, GREENVILLE
CLEMENT J. LEMON, WILMINGTON
JOHN H. LONG, GREENVILLE
CHARLES L. SIMMS, WILMINGTON

STATE OF



DELAWARE

BOARD OF TRUSTEES
DELAWARE INSTITUTE OF TECHNOLOGY
DOVER

July 5, 1967

Dear Governor Terry:

For the cost of operation of the Delaware Technical and Community College for the fiscal year 1967-68, the General Assembly in Senate Bill 129 appropriated \$1,062,000.

It is anticipated that federal funds for the cost of operation and fees from the students attending the Delaware Technical and Community College will be received by the College.

The \$1,062,000 also includes contingency funds of \$166,000.

The Board of Trustees of the Delaware Institute of Technology agrees that:

1. All federal funds and all student fees received by the Delaware Technical and Community College will be deposited to the Treasurer of the State of Delaware for the general fund of the State.

2. That no expenditures from the contingency fund included in the appropriation will be made until the Budget Commission has approved the request for such an expenditure.

3. That if on June 30, 1968 any part of the original appropriation of \$1,062,000 is not expended, these monies will revert back to the general fund of the State of Delaware.

Respectfully yours,

A handwritten signature in blue ink that reads "E. Hall Downes".

E. Hall Downes
Chairman of the Board of Trustees

The Honorable Charles L. Terry, Jr.
Dover, Delaware

EHD:d



DELAWARE STATE PLANNING OFFICE
45 THE GREEN
DOVER, DELAWARE

JOHN A. BIVENS, JR.
DIRECTOR

February 23, 1967

Mr. Paul K. Weatherly
Executive Director
Delaware Institute of Technology
Old State House Annex
Dover, Delaware 19901

Dear Paul:

This is in reply to your letter dated January 26, 1967 in which you forward a copy of the resolution passed by the Board of Trustees of the Delaware Institute of Technology on January 25, 1967. As I understand your request, the State Planning Office is being asked to make a study, in cooperation with the consultants employed by the Greater Wilmington Development Council, of the Delcastle Farm property in New Castle County as one of the several sites to be considered for the northern branch of the Delaware Technical and Community Colleges.

As you may know, the General Assembly passed an act which would provide for the transfer of this property from the State of Delaware to New Castle County primarily for use as recreational area. Legislation calls for the transfer to take place on or before January 2, 1968. The Board of Correction has been approached by New Castle County asking for an early transfer of this property.

I have discussed this matter with Governor Terry and through me he has asked Dr. Nardini not to proceed with the transfer of the property until the Governor has had an opportunity to meet with Dr. Nardini concerning it. I shall keep you informed about this situation.

Sincerely yours,

John A. Bivens, Jr.
Director
State Planning

JAB/mem

cc: The Honorable Charles L. Terry, Jr. ✓

copy

BOARD OF TRUSTEES

E. HALL DOWNES, CHAIRMAN
DOVER

WILLIAM A. CARTER, TREASURER
MILLSBORO

EDWARD W. COMINGS, NEWARK

WILLIAM C. KAY, GREENVILLE

CLEMENT J. LEMON, WILMINGTON

JOHN H. LONG, GREENVILLE

CHARLES L. SIMMS, WILMINGTON

STATE OF



DELAWARE

BOARD OF TRUSTEES
DELAWARE INSTITUTE OF TECHNOLOGY
DOVER

January 26, 1967

Mr. John Bivens, Jr.
Delaware State Planning Office
Dover, Delaware 19901

Dear Mr. Bivens:

Listed below is a copy of a resolution passed by the Board of Trustees of the Delaware Institute of Technology on January 25, 1967:

"That the Board of Trustees of the Delaware Institute of Technology requests the State Planning Office to survey, in cooperation with the consultants employed by the Greater Wilmington Development Council, the former prison farm property located in New Castle County as one of the several sites to be considered for the Northern Branch of the Delaware Technical and Community Colleges."

Certified as being a true excerpt from minutes of the board meeting of the Delaware Institute of Technology Board of Trustees of January 25, 1967.

Sincerely yours,

A handwritten signature in cursive script that reads "Paul K. Weatherly".

Paul K. Weatherly
Executive Director

PKW/hp

JAN 31 1967

File
4-1-0
January 6, 1967

Dear Mr. Coraor:

Thank you very much for writing to me on December 10, 1966, requesting my support of the broader curriculum including liberal arts by the new Delaware Institute of Technology.

Generally speaking, I am in favor of those matters mentioned in your letter concerning the curriculum. It should be pointed out, however, that the emphasis to be stressed by the new two-year college will be on the technical. In my mind this is primary and should receive the greatest emphasis in the setting up of any curriculum. However, this is not to say that there should not be any liberal arts curriculum. I do support the inclusion of liberal arts courses whose credits would be transferrable, for example, to the University of Delaware. It is my understanding that this approach is already being carried out and should be noted when the new curriculum is published.

The time and trouble you have taken to express your views to me on this most vital aspect of education is very much appreciated.

Sincerely yours,

Charles L. Terry, Jr.
Governor

Mr. George R. Coraor
Council President
Alfred I. duPont Council
of Parent-Teacher Associations
29 Paxon Drive, Penarth
Wilmington, Delaware 19803

Alfred I. du Pont Council
Of Parent-Teacher Associations
Wilmington, Delaware



December 10, 1966

29 Paxon Drive
Penarth
Wilmington, Delaware 19803

The Hon. Charles L. Terry, Jr.
Dover, Delaware

Dear Governor:

I am taking the liberty of writing you on a matter of educational policy because your actions have shown your sincere interest in education.

Our concern is that Delaware's forthcoming two-year college should include a liberal arts curriculum which, if completed permits transfer of students to four-year colleges. Including this course of study seems important for two reasons: 1) Delaware needs more liberal arts college capacity and 2) maximum flexibility is especially desirable for two-year college students because this group is frequently less certain of its goals and capabilities than regular college students. Uncertainty can stem from limited guidance, maturity or opportunity.

I hope that you find it possible to support the broader curriculum. I am confident you will consider it most carefully.

Very truly yours,

George R. Coraor, Council President

GRC/ksa