

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of August 28, 1996 Meeting

A regular meeting of the Board of Trustees of Middlesex County College was held at 7:30 p.m., August 28, 1996, in the Boardroom of the Academic Services Building, on the Middlesex County College campus. Members present were: Mmes. Kurtz and Wike and Messrs. Bellizio, Ciatto, Katcher, Ostrov, Otlowski, Smith and Wernik. Dr. Guidette and Messrs. Bauer and Figg were absent. Also present were President Bakum, Mr. Golum, Mrs. Bevis and several members of the staff.

In compliance with the "Open Public Meetings Act" of the State of New Jersey, adequate notice of this meeting was provided as follows:

- (a) On November 15, 1995, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November, 15, 1995, advance written notice of this meeting was mailed to The Home News & Tribune, 35 Kennedy Boulevard, East Brunswick, New Jersey.
- (c) On November 15, 1995, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On November 15, 1995, a copy of this advance notice was filed with the President of Middlesex County College.
- (e) Any individual who has requested notice of this meeting has been forwarded a copy of the notice of such meeting.

Mr. Bellizio moved, seconded by Mr. Ciatto, that the Minutes of the regular meeting of July 24, 1996 be approved as presented. After discussion, the motion was unanimously carried.

ACADEMIC, STUDENT AND ALUMNI AFFAIRS COMMITTEE

Mrs. Kurtz moved, seconded by Mr. Bellizio, for adoption of the following resolution:

1. WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the National Science Foundation (hereinafter referred to as "NSF") have entered into a contract for the operation of a project entitled, MULTIMEDIA COMMUNICATIONS TECHNOLOGY, for the period commencing 10/1/96 and concluding 9/30/98; and

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WHEREAS, a proposal entitled, MULTIMEDIA COMMUNICATIONS TECHNOLOGY, has been submitted by the College administration and agreed to by NSF in the amount of \$309,983.00; and

WHEREAS, the Board has determined that the operation of a project entitled, MULTIMEDIA COMMUNICATIONS TECHNOLOGY, is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the proposal for the project entitled, MULTIMEDIA COMMUNICATIONS TECHNOLOGY, as submitted by the administration of Middlesex County College to the National Science Foundation for the period 10/1/96 through 9/30/98 in the total amount of \$309,983.00.
2. The Board herein ratifies the contract executed by the College President and the National Science Foundation.

After discussion, the motion was unanimously carried.

Mrs. Kurtz moved, seconded by Mr. Bellizio, for adoption of the following resolution:

2. WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the New Jersey Institute of Technology have entered into a subcontract for the operation of a project entitled, POWER-WEST (1996/97) for the period August 1, 1996 through July 31, 1997; and

WHEREAS, a proposal for the operation of a project entitled, POWER-WEST (1996/97) has been submitted by the College administration and agreed to by New Jersey Institute of Technology in the amount of \$8,000.00; and

WHEREAS, the Board has determined that the operation of a project entitled POWER-WEST (1996/97) is consistent with the philosophy and purpose of the College; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the proposal for a project entitled, POWER-WEST (1996/97) as submitted by the administration of Middlesex County College to the New Jersey Institute of Technology for the period August 1, 1996 through July 31, 1997 in the total amount of \$8,000.00.
2. The Board authorizes the College President and/or his designee to execute the subcontract.

After discussion, the motion was unanimously carried.

FACILITIES COMMITTEE

Mr. Otlowski moved, seconded by Mrs. Wike, for adoption of resolutions 1-14:

1. BE IT RESOLVED that a payment be authorized to the firm of Recon Environmental Corporation for the professional services of an environmental engineering consulting firm to determine air emissions permit compliance for the campus as recommended by the Director of Facilities Engineering, the Executive Director of Facilities Management and the Vice President for Finance in the amount of \$86.46. (This includes a \$35.46 charge for reimbursable expenses which is not part of the contract total.)

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|-----------------------|------------------|
| Contract Amount | \$7,500.00 |
| Previous Payments | 6,995.20 |
| Payment #3 | 51.00 |
| Reimbursable Expenses | <u>35.46</u> |
| Balance | <u>\$ 453.80</u> |

2. BE IT RESOLVED that a payment be authorized to the firm of Hobbie Heat & Power, Inc. for boiler gas conversion work for the Physical Education Center and Maintenance Buildings as recommended by the Director of Facilities Engineering, the Executive Director of Facilities Management and the Vice President for Finance in the amount of \$14,342.15.

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| Contract Amount | \$73,197.00 |
| Previous Payment | 55,195.00 |
| Payment #2 | 14,342.15 |
| Retainage | <u>3,659.85</u> |
| Balance | <u>\$ 3,659.85</u> |

3. BE IT RESOLVED that a payment be authorized to the firm of Renda Roads, Inc. for campus roadway and parking lot paving as recommended by the Director of Facilities Engineering, the Executive Director of Facilities Management and the Vice President for Finance in the amount of \$71,175.00.

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| Contract Amount | \$71,175.00 |
| Payment #1 | <u>71,175.00</u> |
| Balance | <u>\$ -0-</u> |

4. BE IT RESOLVED that a Change Order be approved for Renda Roads, Inc. for additional milling and paving work at the Maintenance Building related to the campus roadway and parking lot paving as recommended by the Director of Facilities Engineering, the Executive Director of Facilities Management and the Vice President for Finance in the amount of (+) \$1,152.00.

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| Contract Amount | \$71,175.00 |
| Change Order No. 1 | <u>1,152.00</u> |
| New Contract Total | <u>\$72,327.00</u> |

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5. BE IT RESOLVED that a payment be authorized to the firm of USA Architects for Phase III professional project management services in conjunction with the replacement of the College Center roof pending receipt of these funds from the insurance carrier of David Anthony Construction Company, Inc. as recommended by the Director of Facilities Engineering, the Executive Director of Facilities Management and the Vice President for Finance in the amount of \$2,113.36.

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| New Contract Amount | \$6,713.36 |
| Previous Payments | 4,140.00 |
| Payment #5 | <u>2,113.36</u> |
| Balance | <u>\$ 460.00</u> |

6. BE IT RESOLVED that a payment be authorized to the firm of TOMCO, Inc. for the construction of the baseball and softball fields portion of the Outdoor Athletic Facility Project as recommended by Kinsey Associates, the Executive Director of Facilities Management and the Vice President for Finance in the amount of \$11,011.32.

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|----------------------------------|---------------------|
| Contract Amount | \$654,339.10 |
| Previous Payments | 614,901.00 |
| Payment #9 | 11,011.32 |
| Architect's Fee Deduction (June) | 640.00 |
| Retainage | <u>12,786.78</u> |
| Balance | <u>\$ 27,786.78</u> |

7. BE IT RESOLVED that a payment be authorized to the firm of Lehrer McGovern Bovis, Inc. for providing Phase I professional construction management services for the new Learning Resources Center Building as recommended by the Executive Director of Facilities Management and the Vice President for Finance in the amount of \$3,944.23. (This includes a \$73.23 charge for reimbursable expenses which is not part of the contract total.)

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|---------------------------|--------------------|
| Contract Amount (Phase I) | \$55,000.00 |
| Previous Payments | 9,172.00 |
| Payment #4 | 3,871.00 |
| Reimbursable Expenses | <u>73.23</u> |
| Balance | <u>\$41,957.00</u> |

8. BE IT RESOLVED that a payment be authorized to the firm of Kinsey Associates for providing Phase III construction management services for the Outdoor Athletic Facility as recommended by the Executive Director of Facilities Management and the Vice President for Finance in the amount of \$640.00.

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| Estimated Contract | \$21,567.00* |
| Previous Payments | 21,380.00 |
| Payment #10 | 640.00 |
| Reimbursable Expenses | <u>0.00</u> |
| Estimated Balance | <u>\$ 187.00</u> |

*Based on fee of 2.0% of construction costs which were estimated at \$1,078,350.00.

NOTE: Funds for this payment have been deducted from payment #9 to TOMCO, Inc.

9. WHEREAS, the College requires a classnet computer system for its academic computer stations, which are exclusively offered by one company; and

WHEREAS, this system is exempt from bidding under provisions of NJSA 18A:64A-25 et seq; and

WHEREAS, the total amount of the contract is funded with monies allocated to Middlesex County College through the Carl D. Perkins Vocational and Applied Technology Education Fund Act P.L. 101-392,

NOW, THEREFORE, BE IT RESOLVED that a contract be awarded to Educational Systems/Service, Inc., Allentown, PA for the amount of \$29,334.00.

10. WHEREAS, the College has solicited a bid, #898 Physical Education Center Renovations - Masonry, as part of the renovation of the Physical Education Center; and

WHEREAS, the firm of Donnelly Industries, Inc. has submitted the lowest bid which fully met College specifications among three bids received on August 1, 1996; and

WHEREAS, Donnelly Industries, Inc. has been recommended by the Director of Purchasing, Executive Director of Facilities Management, and Vice President for Finance,

NOW, THEREFORE, BE IT RESOLVED that a contract be awarded to Donnelly Industries, Inc., Orange, NJ in the amount of \$5,890.00.

Unsuccessful Bidders:

Duall Building Restoration, Inc., Cinnaminson, NJ
Albert Garlatti Construction Co., Inc., New Brunswick, NJ

11. WHEREAS, the College has solicited a bid, #899 Physical Education Center Renovations - Windows, as part of the renovation of the Physical Education Center; and

WHEREAS, the firm of General Glass & Aluminum, Inc. has submitted the lowest bid which fully met College specifications among two bids received on August 1, 1996; and

WHEREAS, General Glass & Aluminum, Inc. has been recommended by the Director of Purchasing, Executive Director of Facilities Management, and Vice President for Finance,

NOW, THEREFORE, BE IT RESOLVED that a contract be awarded to General Glass & Aluminum, Inc., Jersey City, NJ in the amount of \$7,575.00.

Unsuccessful Bidder:

Albert Garlatti Construction Co., Inc., New Brunswick, NJ

12. WHEREAS, the College has solicited a public bid for #900 Physical Education Center Renovations - Sprinkler System; and

WHEREAS, there were not enough submissions of bids by vendors for this project,

NOW, THEREFORE, BE IT RESOLVED that Bid #900 PE Center Renovations - Sprinkler System be cancelled in its entirety and rebid at a later date.

13. WHEREAS, the College has solicited a bid, Bid #901 Packaged Terminal Heat Pump, based on unit pricing to determine the supplier who will supply its facilities with heat pumps, as part of the renovation of the Physical Education Center; and

WHEREAS, the firm of The Trane Company has submitted the lowest bid which fully met College Specifications; and

WHEREAS, The Trane Company has been recommended by the Director of Purchasing, Executive Director of Facilities Management, and Vice President for Finance,

NOW, THEREFORE, BE IT RESOLVED that The Trane Company, Parsippany, NJ, be awarded a contract, pursuant to unit prices, for the amount of \$1,839.00.

14. WHEREAS, the State of New Jersey has cooperative purchasing services available under N.J.S.A. 18A:64A-25.9 of the County College Contracts Law applicable to the College,

NOW, THEREFORE, BE IT RESOLVED that the following contract over \$11,700 be authorized over the provisions of State Contracts currently in effect:

| <u>STATE CONTRACT NUMBER</u> | <u>COMPANY</u> | <u>DESCRIPTION</u> | <u>AWARD</u> |
|--------------------------------------|--------------------------------|---|--------------|
| A-75440* | Dell Marketing | Computer Hardware and Software | \$156,563.45 |
| A-67853 | Garden State Business Mach. | Blanket Order for Ricoh/Savin Supplies | 14,750.00 |

BE IT FURTHER RESOLVED that the following contract under \$11,700 be authorized under the provisions of State Contracts currently in effect:

STATE
CONTRACT

| <u>NUMBER</u> | <u>COMPANY</u> | <u>DESCRIPTION</u> | <u>AWARD</u> |
|---------------|-----------------|--------------------|--------------|
| A-73785 | Carpet Showcase | Floor Supplies | \$1,177.36 |

- * Explanation: The total amount, \$156,563.45, is funded with monies allocated to Middlesex County College through the Carl D. Perkins Vocational and Applied Technology Education Fund Act P.L. 101-392.

After discussion, the motion was unanimously carried.

Mr. Otlowski moved, seconded by Mr. Bellizio, for adoption of the following resolution:

15. BE IT RESOLVED that a payment be authorized to the firm of Mid-Atlantic Mechanical, Inc. for HVAC renovation work for the Academic Services Building as recommended by the Director of Facilities Engineering and the Vice President for Finance in the amount of \$2,865.36.

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|-------------------|-------------------------|
| Contract Amount | \$121,718.00 |
| Previous Payments | 118,352.64 |
| Payment #3 | 2,865.36 |
| Retainage | <u>500.00</u> |
| Balance | \$ <u><u>500.00</u></u> |

After discussion, the motion was unanimously carried.

Mr. Otlowski moved, seconded by Mr. Bellizio, for adoption of the following resolution:

16. BE IT RESOLVED that a payment be authorized to the firm of Active Conditioning Corporation for HVAC work performed at the New Brunswick Center as recommended by the Director of Facilities Engineering and the Vice President for Finance in the amount of \$5,706.00.

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|-----------------|---------------------------|
| Contract Amount | \$7,390.00 |
| Payment #1 | 5,706.00 |
| Retainage | <u>634.00</u> |
| Balance | \$ <u><u>1,684.00</u></u> |

After discussion, the motion was unanimously carried.

Mr. Otlowski moved, seconded by Mr. Bellizio, for adoption of the following resolution:

17. BE IT RESOLVED that an amendment be made to the contract with Van Cleef Engineering Associates for additional surveying services to be provided as required by the architect related to new Learning Resources Center building in the amount of \$1,221.00.

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| Original Contract Amount | 4,950.00 |
| Contract Amendment | +1,221.00 |
| New Contract Amount | <u>\$6,171.00</u> |

After discussion, the motion was unanimously carried.

Mr. Otlowski moved, seconded by Mrs. Kurtz, for adoption of the following resolution:

18. BE IT RESOLVED THAT Stewart M. Hutt, Esq. of the firm of Hutt & Berkow, Woodbridge, New Jersey, be appointed special counsel for review of the proposed development of a freight transfer station on property adjacent to the College, at the rate of \$215 per hour, in an amount not-to-exceed \$4,300, as specified in the letter attached.

After discussion, the motion was unanimously carried.

Mr. Otlowski moved, seconded by Mrs. Wike, for adoption of the following resolution:

19. BE IT RESOLVED that an amendment be made to the contract with USA Architects for additional services required due to storm damage as recommended by the Director of Facilities Engineering and the Vice President for Finance in the amount of \$2,113.36.

After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

Mr. Wernik moved, seconded by Mr. Bellizio, for adoption of the following resolution:

1. That the invoice for services rendered by the firm of Wilentz, Goldman & Spitzer for the period April 1, 1996 through June 30, 1996 be approved for payment in the amount of \$24,321.13.

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| Legal services rendered from April 1, 1996 to June 30, 1996 for contracts and bidding at Middlesex County College | \$ 4,360.00 |
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| Legal services rendered from April 1, 1996 to June 30, 1996 related to the Board of School Estimate | \$ 400.00 |
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| Legal services rendered from April 1, 1996 to June 30, 1996 relating to federal and state regulatory requirements, labor, union and other personnel related matters at Middlesex County College | \$ 7,900.00 |
|---|-------------|

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|---|---------------------|
| Legal services rendered from April 1, 1996 to June 30, 1996 for normal operations of Middlesex County College | \$ 11,000.00 |
| Total disbursement from April 1, 1996 to June 30, 1996 | \$ <u>661.13</u> |
| Total | \$ <u>24,321.13</u> |

After discussion, the motion was unanimously carried.

Mr. Wernik moved, seconded by Mr. Ostrov, for adoption of resolutions 2 and 3:

2. That a progress payment be authorized to the firm of Deloitte & Touche LLP for professional services rendered in connection with the audit of the College's financial statements for the year ended June 30, 1996 in the amount of \$15,000.

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| Total contract | \$ 36,750 |
| Previous Payment | 20,000 |
| Payment #2 | <u>15,000</u> |
| Balance of contract | \$ <u>1,750</u> |

3. WHEREAS, it has been determined that members of the Board of Trustees shall be indemnified in accordance with the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq; and

WHEREAS, it has been determined that a Trustee subject to a civil or criminal action will be indemnified in accordance with and as permitted by the MIDDLESEX COUNTY COLLEGE INDEMNIFICATION POLICY, attached hereto as an exhibit; and

WHEREAS, the MIDDLESEX COUNTY COLLEGE INDEMNIFICATION POLICY has been reviewed and approved by the Finance Committee of the Board of Trustees and by College Counsel; and

WHEREAS, the MIDDLESEX COUNTY COLLEGE INDEMNIFICATION POLICY is being submitted to the Board of Trustees for approval,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County College adopt the MIDDLESEX COUNTY COLLEGE INDEMNIFICATION POLICY.

After discussion, the motion was unanimously carried.

HUMAN RESOURCES COMMITTEE

Mrs. Wike moved, seconded by Mr. Wernik, for adoption of all resolutions, Sections 1-9:

1. That the following actions be approved pursuant to recommendation by the President and to the provisions of Section 18A:64A-12:

SECTION 1 - MANAGEMENT

MANAGEMENT APPOINTMENT

- (a) Darryl Blusnavage be appointed Coordinator, in the Environmental Health and Safety Department (budget code 1-076000-9120-1-00) at an annual salary of \$41,917 prorated to \$33,990, for the time period September 9, 1996 to June 30, 1997.

MANAGEMENT CHANGE OF STATUS

- (a) Dorothy Loper, Director of Advising Services and Open College, Grade 8, in the Open College Department (budget code 1-293000-9120-1-00) at an annual salary of \$74,816, be changed to Director of Advising Services and Open College, Grade 7, in the Open College Department (budget code 1-293000-9120-1-00) at an annual salary of \$74,816, for the time period September 1, 1996 to June 30, 1997.

NOTE: This change is the result of a reorganization in academic support services.

- (b) Ellen Thomas, Grade 5, in the Open College Department (budget code 1-293000-9126-1-00) at an annual salary of \$50,751, be changed to Director of Testing and Tutoring Services, Grade 7, in the Testing Department (budget code 1-650000-9120-1-00) at an annual salary of \$54,621, for the time period September 1, 1996 to June 30, 1997.

NOTE: This change is the result of a reorganization in academic support services.

MANAGEMENT RETIREMENT

- (a) WHEREAS, Richard Carman has been a dedicated member of the administration of Middlesex County College since September 8, 1986; and

WHEREAS, Richard Carman during his employment with the College has made significant contributions to the growth and development of the Maintenance Department; and

WHEREAS, Richard Carman will be retiring from Middlesex County College, effective December 31, 1996,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees extends its appreciation for the years of dedicated service to the College and extends its best wishes to Richard Carman during his retirement.

SECTION 2 - FACULTY

FACULTY APPOINTMENTS

- (a) Nodier Alexis Arauz be appointed Financial Aid Officer, in the Financial Aid Department (budget code 1-117000-9112-1-00) at an annual salary of \$39,674 prorated to \$31,409, based on the effective starting date of September 16, 1996. NOTE: This is a 12-month, 35-hour-per-week position, unranked.
- (b) Ellen Measday be appointed Assistant Department Chairperson in the English As A Second Language Department (budget code 1-228000-9110-1-00) for the Fall 1996 semester, in connection with administrative leave of absence of the Department Chairperson, at a total salary of \$925 prorated to \$462.50, as per Article IX, Section I of the AFT Contract.
- (c) David Tyrrell be appointed Assistant Department Chairperson in the Physics/Electrical Engineering Technology Department (budget code 1-255000-9110-1-00) for the 1996-97 academic year, at a total salary of \$925, as per Article IX, Section I of the AFT Contract.

FACULTY TENURE TRACK APPOINTMENTS

- (a) Jacqueline Abromitis be appointed Instructor in the English Department (budget code 1-221000-9110-1-00) at an annual salary of \$37,222, based on the effective starting date of August 26, 1996.
- (b) Carol Avelsgaard be appointed Instructor in the Mathematics Department (budget code 1-253000-9110-1-00) at an annual salary of \$37,219, based on the effective starting date of August 26, 1996.
- (c) Wilson Class be appointed Instructor in the English Department (budget code 1-221000-9110-1-00) at an annual salary of \$36,683, based on the effective starting date of August 26, 1996.
- (d) Jamie Daley be appointed Instructor in the English Department (budget code 1-221000-9110-1-00) at an annual salary of \$37,683, based on the effective starting date of August 26, 1996.
- (e) Ann Dobshinsky be appointed Instructor in the Mathematics Department (budget code 1-253000-9110-1-00) at an annual salary of \$36,683, based on the effective starting date of August 26, 1996.

- (f) Keith Drumbore be appointed Instructor in the English Department (budget code 1-221000-9110-1-00) at an annual salary of \$38,155, based on the effective starting date of August 26, 1996.
- (g) Dr. Flora Mancuso Edwards be appointed Professor in the English As A Second Language Department (budget code 1-228000-9110-1-00) at an annual salary of \$93,629, based on the effective starting date of September 1, 1996.
- (h) Yvonne Sisko be appointed Instructor in the English Department (budget code 1-221000-9110-1-00) at an annual salary of \$36,922, based on the effective starting date of August 26, 1996.
- (i) Mathew Spano be appointed Instructor in the English Department (budget code 1-221000-9110-1-00) at an annual salary of \$36,922, based on the effective starting date of August 26, 1996.

FACULTY ONE YEAR ONLY APPOINTMENTS

- (a) Richard Bonilla be appointed Instructor in the Mathematics Department (budget code 1-253000-9110-1-00) for the 1996-97 academic year only, at the total salary of \$36,921, based on the effective starting date of August 26, 1996.
- (b) Harvey Braverman be appointed Instructor in the Mathematics Department (budget code 1-253000-9110-1-00) for the 1996-97 academic year only, at the total salary of \$37,921, based on the effective starting date of August 26, 1996.
- (c) Jerald Cilente be appointed Instructor in the Psychology and Learning Development Department (budget code 1-227000-9110-1-00) for the 1996-97 academic year only, at the total salary of \$36,921, based on the effective starting date of August 26, 1996.
- (d) Charles Dolan be appointed Technical Services Librarian in the Learning Resources Department (budget code 1-610000-9112-1-00) for the 1996-97 academic year only, at the total salary of \$44,020 prorated to \$36,683, based on the effective starting date of September 1, 1996.
- (e) Lasantha C. Goonetilleke be appointed Instructor in the Mathematics Department (budget code 1-253000-9110-1-00) for the 1996-97 academic year only, at the total salary of \$37,921, based on the effective starting date of August 26, 1996.

- (f) Dr. Daine Grey be appointed Instructor in the Psychology and Learning Development Department (budget code 1-227000-9110-1-00) for the 1996-97 academic year only, at the total salary of \$37,921, based on the effective starting date of August 26, 1996.
- (g) Gerald Vis be appointed Instructor in the Visual and Performing Arts Department (budget code 1-226000-9110-1-00) for the 1996-97 academic year only, at the total salary of \$36,921, based on the effective starting date of August 26, 1996.

FACULTY ONE SEMESTER ONLY APPOINTMENTS

- (a) Lucille Alfieri be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,611.
- (b) Joseph Bonner be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,341.
- (c) Crystal Cannella be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,461.
- (d) Edward Carmien be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,842.
- (e) Lori Imhof be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,461.
- (f) Walter Jacobsohn be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,342.
- (g) Phyllis Kremen be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,461.
- (h) Susan Leckart be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,342.

- (i) James Paterno be appointed Instructor in the Mathematics Department (budget code 1-253000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,342.
- (j) Janet Port be appointed Instructor in the English Department (budget code 1-221000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,461.
- (k) Georgina Vastola be appointed Instructor in the Mathematics Department (budget code 1-253000-9114-1-00) for the Fall semester only of the 1996-97 academic year, at a total salary of \$18,461.

FACULTY COORDINATOR APPOINTMENT

- (a) Deborah Keenan Lynch be appointed Curriculum Coordinator in the Culinary Arts Certificate Program (budget code 1-234000-9110-1-00) for the 1996-97 academic year, at a total salary of \$850.

FACULTY ADJUNCT APPOINTMENTS

- (a) Martin Abramowitz be appointed Adjunct Instructor in the Business Administration and Management Department (budget code 1-235000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach BUS 101, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$3,510.
- (b) Daniel Baker be appointed Adjunct Instructor in the Chemistry Department (budget code 1-252000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach CHM 123A and CHM 010, for a total of four (4) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,560.
- (c) Ronald Batko be appointed Adjunct Instructor in the History and Social Behavior Department (budget code 1-223000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach POL 204 and CJU 123, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,340.
- (d) Michael Beltranena be appointed Adjunct Instructor in the History and Social Behavior Department (budget code 1-223000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach POL 202, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,170.

- (e) Arnold Bornstein be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach ENG 121, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,340.
- (f) Barbara Brown be appointed Adjunct Instructor in the Health, Physical Education, Recreation and Dance Department (budget code 1-225000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach HED 150, for a total of nine (9) contact hours at the rate of \$385 per contact hour, for a total salary of \$3,465.
- (g) Lillian D. Burke be appointed Adjunct Instructor in the Office Administration Department (budget code 1-233000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach OAD 101, for a total of seven (7) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,730.
- (h) Salvatore Calcaterra be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach ENG 121, for a total of three (3) contact hours at the rate of \$405 per contact hour, for a total salary of \$1,215.
- (i) Leslie Carter be appointed Adjunct Instructor in the Counseling and Placement Services Department (budget code 1-113000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach CPS 031 for a total of three (3) contact hours at the rate of \$670 per contact hour, for a total salary of \$2,010.
- (j) Robert Coe be appointed Adjunct Instructor in the Hotel, Restaurant and Institution Management Department (budget code 1-234000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach HRI 107, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total \$2,340.
- (k) Susan Conlon be appointed Adjunct Instructor in the Counseling and Placement Services Department (budget code 1-113000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach CPS 013, for a total of three (3) contact hours at the rate of \$670 per contact hour, for a total \$2,010.
- (l) Mark Corso be appointed Adjunct Instructor in the Psychology and Learning Development Department (budget code 1-227000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach PSY 222, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,170.

- (m) Ed Cullen be appointed Adjunct Instructor in the History and Social Behavior Department (budget code 1-223000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach POL 201, for a total of three (3) contact hours at the rate of \$405 per contact hour, for a total salary of \$1,215.
- (n) Elaine Weir Daidone be appointed Adjunct Instructor in the Counseling and Placement Services Department (budget code 1-113000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach CPS 031, for a total of three (3) contact hours at the rate of \$670 per contact hour, for a total salary of \$2,010.
- (o) Loretta Chisolm Daniels be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach ENG 121, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,170.
- (p) Adrienne DeAngelis be appointed Adjunct Instructor in the Visual and Performing Arts Department (budget code 1-226000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach ART 123, for a total of three (3) contact hours at the rate of \$385 per contact hour, for a total salary of \$1,155.
- (q) Marianne DiGrado be appointed Adjunct Instructor in the Visual and Performing Arts Department (budget code 1-226000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach Chorus I, II, III and IV, MUS 103, MUS 104, MUS 109 and MUS 110, for a total of five (5) contact hours at the rate of \$400 per contact hour, for a total salary of \$2,000.
- (r) Glenn Duncan be appointed Adjunct Instructor in the Psychology and Learning Development Department (budget code 1-227000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach PSY 123 and PSY 235, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,340.
- (s) Geraldine Fee be appointed Adjunct Instructor in the Psychology and Learning Development Department (budget code 1-227000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach PSY 123, for a total of nine (9) contact hours at the rate of \$405 per contact hour, for a total salary of \$3,645.
- (t) Robert Fenkel be appointed Adjunct Instructor in the History and Social Behavior Department (budget code 1-223000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach POL 202, for a total of three (3) contact hours at the rate of \$395 per contact hour, for a total salary of \$1,185.

- (u) Edward M. Fink be appointed Adjunct Instructor in the Accounting and Legal Studies Department (budget code 1-231000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach BUS 201, for a total of three (3) contact hours at the rate of \$435 per contact hour, for a total salary of \$1,305.
- (v) Daniel Flatt be appointed Adjunct Instructor in the Visual and Performing Arts Department (budget code 1-226000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach COM 131, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,170.
- (w) Fred Hertrich be appointed Adjunct Instructor in the History and Social Behavior Department (budget code 1-223000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach POS 201, for a total of six (6) contact hours at the rate of \$670 per contact hour, for a total salary of \$4,020.
- (x) Ann Houpt be appointed Adjunct Instructor in the Counseling and Placement Services Department (budget code 1-113000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach CPS 031, for a total of three (3) contact hours at the rate of \$670 per contact hour, for a total salary of \$2,010.
- (y) Naomi Karetnick be appointed Adjunct Instructor in the Counseling and Placement Services Department (budget code 1-113000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach CPS 031, for a total of three (3) contact hours at the rate of \$670 per contact hour, for a total salary of \$2,010.
- (z) Roberta Karstadt be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach RDG 009, for a total of nine (9) contact hours at the rate of \$385 per contact hour, for a total salary of \$3,465.
- (aa) Lorraine Koncz be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach ENG 010, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,340.
- (bb) Gary Kulhanjian be appointed Adjunct Instructor in the History and Social Behavior Department (budget code 1-223000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach HIS 122, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,170.

- (cc) Jay Lander be appointed Adjunct Instructor in the Marketing Art and Design Department (budget code 1-237000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach AGD 203 and AGD 215, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,340.
- (dd) Carl Larsen be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach ENG 121, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,340.
- (ee) Mary Pat Maciolek be appointed Adjunct Instructor in the Hotel, Restaurant and Institution Management Department (budget code 1-234000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach DTC 209, for a total of one (1) contact hours at the rate of \$395 per contact hour, for a total salary of \$395.
- (ff) Anita Malootian be appointed Adjunct Instructor in the Biology Department (budget code 1-251000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach BIO 010, for a total of six (6) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,340.
- (gg) Muriel Marash be appointed Adjunct Instructor in the Psychology and Learning Development Department (budget code 1-227000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach PSY 235, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,170.
- (hh) Pat Palanker be appointed Adjunct Instructor in the Biology Department (budget code 1-251000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach BIO 111, for a total of four (4) contact hours at the rate of \$670 per contact hour, for a total salary of \$2,680.
- (ii) Edward Palushock be appointed Adjunct Instructor in the Psychology and Learning Development Department (budget code 1-227000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach EDU 121, for a total of nine (9) contact hours at the rate of \$395 per contact hour, for a total salary of \$3,555.
- (jj) John Poloski be appointed Adjunct Instructor in the Hotel, Restaurant and Institution Management Department (budget code 1-234000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach HRI 103, for a total of four (4) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,560.

- (kk) Roberta Rosen be appointed Adjunct Instructor in the Health, Physical Education, Recreation and Dance Department (budget code 1-225000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach PED 112 and PED 120, for a total of six (6) contact hours at the rate of \$385 per contact hour, for a total salary of \$2,310.
- (ll) Jean Shafranski be appointed Adjunct Instructor in the Office Administration Department (budget code 1-233000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach BUS 010, for a total of three (3) contact hours at the rate of \$435 per contact hour, for a total salary of \$1,305.
- (mm) Joseph Sikoryak be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach ENG 009, for a total of six (6) contact hours at the rate of \$670 per contact hour, for a total salary of \$4,020.
- (nn) Mary Sillup be appointed Adjunct Instructor in the Psychology and Learning Development Department (budget code 1-227000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach PSY 123, for a total of three (3) contact hours at the rate of \$400 per contact hour, for a total salary of \$1,200.
- (oo) Carol Trapp be appointed Adjunct Instructor in the English Department (budget code 1-221000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach RDG 011, for a total of nine (9) contact hours at the rate of \$390 per contact hour, for a total salary of \$3,510.
- (pp) Larry Waxberg be appointed Adjunct Instructor in the Marketing Art and Design Department (budget code 1-237000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach AGD 211, for a total of three (3) contact hours at the rate of \$390 per contact hour, for a total salary of \$1,170.
- (qq) Michael Wilinsky be appointed Adjunct Instructor in the Biology Department (budget code 1-251000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach PHA 101 and to develop the lecture and lab positions of PHA 101, for a total of seven (7) contact hours at the rate of \$390 per contact hour, for a total salary of \$2,730.
- (rr) Margo Wolfson be appointed Adjunct Instructor in the Biology Department (budget code 1-251000-9115-1-00) for the Fall semester only of the 1996-97 academic year, to teach BIO 105, for a total of five (5) contact hours at the rate of \$400 per contact hour, for a total salary of \$2,000.

RESCIND FACULTY 6-MONTH APPOINTMENT ONLY

- (a) That the following resolution, as approved at the July Board of Trustees meeting, be rescinded:

Lisa Rollins be appointed Assistant Instructor, in the Financial Aid Department (budget code 1-117000-9112-1-00) for the time period September 1, 1996 to February 28, 1997 only, at a total salary of \$19,837.

NOTE: This is a non-ranked six-month only position for thirty-five (35) hours per week.

FACULTY LEAVE OF ABSENCE

- (a) David Reimer, Instructor in the Mathematics Department (budget code 1-253000-9110-1-00) be granted an unpaid leave of absence, pursuant to the AFT Contract, Article V, Section B-3, for the Spring 1997 semester.

FACULTY RESIGNATION

- (a) Seshadri Venugopal, Instructor in the Computer Science Department (budget code 1-257000-9110-1-00) effective June 30, 1996.

SECTION 3 - CONFIDENTIAL STAFF

CONFIDENTIAL MISCELLANEOUS

- (a) That the following Confidential salary ranges be approved for Grades A through D for fiscal year 1996-97:

| <u>GRADE</u> | <u>1996-97 MINIMUM</u> | <u>1996-97 MAXIMUM</u> |
|--------------|----------------------------|----------------------------|
| D | \$25,425 | \$48,189 |
| C | 23,971 | 45,435 |
| B | 22,580 | 42,681 |
| A | 21,188 | 39,927 |

- (b) That the following payroll for the Confidential staff be approved for fiscal year 1996-97, beginning with the name Goldzweig, Phyllis and ending with the name Zagata, Patricia, for a total amount of \$272,672:

MIDDLESEX COUNTY COLLEGE
CONFIDENTIAL STAFF
1996-97 SALARY LISTING

| NAME | GRV | TITLE | B/C | OBJ | DEPT | 1995/96 SALARY | RAISE | \$ AMT | 1996/97 SALARY |
|---------------------|-----|---------------------------|------|-----|-----------------|-------------------|-------|-----------|-------------------|
| GOLDZWEIG,PHYLLIS | C | ADMINISTRATIVE ASST | 0250 | 138 | C E O SERVICES | 23,049 | 576 | 398 | 24,023 |
| HELLER,JEAN | C | ADMINISTRATIVE ASST | 0250 | 138 | C E O SERVICES | 23,049 | 576 | 398 | 24,023 |
| HUTTENBERGER,MARIE | C | ADMINISTRATIVE ASST | 0250 | 138 | C E O SERVICES | 32,055 | 801 | 398 | 33,254 |
| JAMBHEKAR,GUNAWANTI | C | RESEARCH ASST | 1710 | 138 | RESEARCH & PLAN | 27,850 | 696 | 398 | 28,944 |
| KELLY,KATHLEEN | C | ADMINISTRATIVE ASST | 0250 | 138 | C E O SERVICES | 27,692 | 692 | 398 | 28,782 |
| KENNEDY,PATRICIA | C | HUMAN RESOURCE ADMIN ASST | 0230 | 138 | HUMAN RESOURCES | 24,635 | 616 | 398 | 25,649 |
| SEAMAN,JOHN | C | HUMAN RESOURCE ADMIN ASST | 0230 | 138 | HUMAN RESOURCES | 29,107 | 728 | 398 | 30,233 |
| RECCHIA,LYDIA | D | PAYROLL SPEC | 0310 | 138 | BUSINESS OFFICE | 25,766 | 644 | 398 | 26,808 |
| VELEZ,MARTHA | D | PAYROLL SPEC | 0310 | 138 | BUSINESS OFFICE | 22,129 | 553 | 348 | 23,030 |
| ZAGATA,PATRICIA | D | PAYROLL SPEC | 0310 | 138 | BUSINESS OFFICE | 26,855 | 671 | 398 | 27,925 |
| TOTAL | | | | | | 262,187 | 6,555 | 3,930 | 272,672 |

SECTION 4 - NON-ACADEMIC - (unit affiliated)

NON-ACADEMIC APPOINTMENTS

- (a) Albert Day be appointed Custodian in the Custodial Department (budget code 1-720000-9160-1-00) at an annual salary of \$15,495 (\$15,036 + \$459) prorated to \$12,801 (\$12,422 + 379) for the time period September 3, 1996 to June 30, 1997.
- (b) Jennifer Ermler be appointed Lab Coordinator in the Visual and Performing Arts Department (budget code 1-226000-9131-1-00) at an annual salary of \$22,037 prorated to \$18,788, for the time period August 26, 1996 to June 30, 1997.
- (c) Jerome Hampton be appointed Custodian in the Custodial Department (budget code 1-720000-9160-1-00) at an annual salary of \$15,495 (\$15,036 + \$459) prorated to \$12,801 (\$12,422 + 379) for the time period September 3, 1996 to June 30, 1997.
- (d) Necole Milone be appointed Child Care Group Leader in the Child Care Center (budget code 1-544000-9130-1-00) at an annual salary of \$22,037 prorated to \$18,209 for the time period September 3, 1996 to June 30, 1997.
- (e) Ralph Nunez be appointed Warehouseperson II in the Shipping and Receiving Department (budget code 1-760000-9160-1-00) at an annual salary of \$16,190 prorated to \$13,375 for the time period September 3, 1996 to June 30, 1997.
- (f) Joseph Oleszkiewicz be appointed Probationary Police Officer, in the Police Department (budget code 1-070000-9165-1-00) at an annual salary of \$19,570 prorated to \$13,862, for the time period September 16, 1996 to June 30, 1997.
- (g) Gregory Wilson be appointed Facilities Engineering Technician in the Facilities Engineering Department (budget code 1-715000-9130-1-00) at an annual salary of \$24,770 prorated to \$19,610 for the time period September 16, 1996 to June 30, 1997.

NON-ACADEMIC CHANGE OF STATUS

- (a) Gaurang Bhatt, Recreation Room Assistant, Grade 2, in the College Center (budget code 1-180000-9130-1-00) at an annual salary of \$14,596 for thirty-five (35) hours per week, 10 months per year, be changed to Student Records Assistant, Grade 5, in the Registrar's Office, for thirty-five hours per week, 12 months per year (budget code 1-112000-9130-1-00) at an annual salary of \$20,550 prorated to \$17,520, for the time period August 26, 1996 to June 30, 1997.

- (b) Jose Crespo, Financial Aid Assistant, Grade 7, in the Financial Aid Department (budget code 1-117000-9130-1-00) at an annual salary of \$23,285, be changed to Financial Aid Officer in the Financial Aid Department (budget code 1-117000-9112-1-00) at an annual salary of \$39,674 prorated to \$19,837 for the time period September 1, 1996 to February 28, 1997.
NOTE: This is a temporary 6-month appointment.
- (c) Alba Liska, Child Care Cook, Grade 2 in the Child Care Center (budget code 1-544000-9130-1-00) at an annual salary of \$21,734 for twenty-five (25) hours per week, 12 months per year, be changed to Recreation Room Assistant, Grade 2, in the College Center (budget code 1-181000-9130-1-00) at an annual salary of \$25,348 for thirty-five (35) hours per week, 10-months per year, for the time period August 26, 1996 to June 25, 1997.
- (d) Elizabeth McCombs, Child Care Assistant, Grade 5 in the Child Care Center (budget code 1-544000-9130-1-00) at an annual salary of \$21,648, be changed to Child Care Group Leader, Grade 6, in the Child Care Department (budget code 1-544000-9130-1-00) at an annual salary of \$22,947 for the time period September 3, 1996 to June 30, 1997.
- (e) Fran Macechok, Departmental Assistant, Grade 6, in the Child Care Center (budget code 1-544000-9130-1-00) at an annual salary of \$24,110, be changed to Testing/Tutoring Center Specialist, Grade 6, in the Testing Department (budget code 1-650000-9130-1-00) at an annual salary of \$24,110, for the time period September 1, 1996 to June 30, 1997.
NOTE: Due to a notice of a decrease in hours of position, effective 8/30/96, employee utilized Article 11 of the AFSCME Contract and transferred into an open position.

NON-ACADEMIC CORRECTIVE RESOLUTIONS

- (a) Joseph Caracapa, Lab Coordinator in the Marketing Art and Design Department (budget code 1-237000-9131-1-00) at an annual salary of \$17,658 for thirty-five (35) hours per week, 10 months per year, be corrected to an annual salary of \$18,359 for the time period August 15, 1996 to June 14, 1997.
NOTE: The above correction is due to the conclusion of AFSCME negotiations.
- (b) Karen Johnson, Student Records Analyst in the Registrar's Office (budget code 1-112000-9130-1-00) at an annual salary of \$26,281, be corrected to an annual salary of \$26,339 for the time period July 1, 1996 to June 30, 1997.
NOTE: The above correction is due to the conclusion of AFSCME negotiations.

- (c) Patricia Krosnowski, Library Acquisition Coordinator in the Learning Resources Department (budget code 1-610000-9130-1-00) at an annual salary of \$19,278, be corrected to an annual salary of \$20,550 for the time period August 1, 1996 to June 30, 1997.
NOTE: The above correction is due to the conclusion of AFSCME negotiations.
- (d) Nancy Smolder, Counseling Services Assistant in the Counseling and Placement Services Department (budget code 1-113000-9130-1-00) at an annual salary of \$19,760, be corrected to an annual salary of \$20,550 for the time period July 29, 1996 to June 30, 1997.
NOTE: The above correction is due to the conclusion of AFSCME negotiations.
- (e) Jo Ann Whaley, Student Records Evaluator in the Registrar's Office (budget code 1-112000-9130-1-00) at an annual salary of \$22,313 (\$21,494 + \$819) be corrected to an annual salary of \$23,219 for the time period August 1, 1996 to June 30, 1997.
NOTE: The above correction is due to the conclusion of AFSCME negotiations.

NON-ACADEMIC LEAVES OF ABSENCE

- (a) Jose Crespo, Financial Aid Assistant in the Financial Aid Department (budget code 1-117000-9130-1-00) be granted an unpaid leave of absence as per the AFSCME Contract, Article 7, Section B, for the time period September 1, 1996 to February 28, 1997.
- (b) Linda Lange, Child Care Group Leader in the Child Care Center (budget code 1-544000-9130-1-00) be granted a maternity leave of absence as per the AFSCME Contract, Article 7, Section C, for the time period January 17, 1997 to January 16, 1998.
- (c) Michele Pent, Department Secretary in the Physical Education, Recreation and Dance Department (budget code 1-220000-9130-1-00) be granted a maternity leave of absence as per the AFSCME Contract Article 7, Section C, for the time period March 1, 1997 to June 1, 1997.

NON-ACADEMIC RESIGNATIONS

- (a) Phyllis Arthur, Receivable Accounting Coordinator in the Business Office (budget code 1-031000-9130-1-00), effective August 30, 1996
- (b) Mahesh Vyas, Bookkeeping Assistant, in the Business Office (budget code 1-031000-9130-1-00) effective August 30, 1996.

NON-ACADEMIC LEAVE OF ABSENCE

- (a) Charleen Graham, Computer Repair Technician in the Computer Center (budget code 1-172000-9131-1-00) be granted a maternity leave of absence as per the AFSCME Contract, Article 7, Section C, for the time period January 1, 1997 to December 31, 1997.

NON-ACADEMIC RETIREMENT

- (a) WHEREAS, Booker Alexander has faithfully served Middlesex County College from May 21, 1975 to February 28, 1997 as a member of the Chemistry Department; and

WHEREAS, he has performed his duties and responsibilities capably and loyally,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of Booker Alexander as of February 28, 1997; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contribution of Booker Alexander for his years of service at Middlesex County College.

NON-ACADEMIC MISCELLANEOUS

- (a) BE IT RESOLVED that the Agreement between the Board of Trustees of Middlesex County College and the American Federation of State, County and Municipal Employees Union (AFSCME), Local 2269 be approved for the period July 1, 1996 through June 30, 1999 and filed in the Office of the President.
- (b) That the following salary listing be approved for FY 1996-97, for the AFSCME Unit, beginning with the name Alexander, Booker and ending with the name Zuluaga, Gloria, for a grand total of \$3,993,540.

| NAME | GR | TITLE | DEPT | B/C | OBJ | MTH/HR | 1995/96 SALARY | FLAT \$ AMT | TOTAL | SHIFT DIFF | 1996/97 GRAND TOTAL |
|--------------------------|----|------------------------------|---------------------|------|-----|---------|----------------|-------------|--------|------------|---------------------|
| ALEXANDER,BOOKER | 8 | SENIOR LAB COOR CHM | CHEMISTRY | 2520 | 131 | 12/35 | 38,883 | 960 | 39,843 | | 39,843 |
| ALLEN,TERESE | 2 | DISPATCHER | POLICE | 0700 | 130 | 12/40 | 20,583 | 1097 | 21,680 | | 21,680 |
| ARTHUR,PHYLLIS | 8 | RECEIVABLE ACCNTNG COOR | BUSINESS OFFICE | 0310 | 130 | 12/35 | 25,129 | 960 | 26,089 | | 26,089 |
| ATCHERSON,VALERIE | 4 | DEPARTMENTAL SECRETARY | N B CAREER PREP CTR | 2830 | 130 | 12/35 | 20,255 | 960 | 21,215 | | 21,215 |
| BAROLIA,LORRAINE | 8 | SENIOR LAB COOR BIOLOGY | BIOLOGY | 2510 | 131 | 12/30 | 22,761 | 823 | 23,584 | | 23,584 |
| BARRA,CAMIELLE | 7 | JOB PLACEMENT/INTER STU ASST | COUNSEL/PLACE | 1130 | 130 | 12/35 | 28,687 | 960 | 29,647 | | 29,647 |
| BARTELS,LYNN | 3 | COPYING & FINISHING SPEC | PRINT/PUB | 0500 | 132 | 12/35 | 18,318 | 960 | 19,278 | | 19,278 |
| BATTAGLIA,RAYMOND | 5 | TEST TECHNICIAN | TESTING | 6500 | 130 | 12/35 | 19,760 | 960 | 20,720 | | 20,720 |
| BELL,CAROL | 4 | DEPARTMENTAL SECRETARY | COMM ED | 5200 | 130 | 12/25 | 13,554 | 686 | 14,240 | | 14,240 |
| BERLS,LILLIAN | 5 | CHILD CARE ASSISTANT | CHILD CARE CTR | 5440 | 130 | 12/27.5 | 16,750 | 754 | 17,504 | | 17,504 |
| BHATT,GAURANG | 2 | RECREATION ROOM ATTEND | COLLEGE CTR | 1810 | 130 | 10/35 | 13,796 | 800 | 14,596 | | 14,596 |
| BIER-WEISMAN,RHODA | 5 | STUDENT RECORDS ASST | REGISTRAR | 1120 | 130 | 12/35 | 28,068 | 960 | 29,028 | | 29,028 |
| BIRD,LINDA | 2 | DISPATCHER | POLICE | 0700 | 130 | 12/40 | 20,203 | 1097 | 21,300 | 1,040 | 22,340 |
| BOYLE,JOSEPH | 4 | MAIL EXPEDITER | PRINT/PUB/MAIL SERV | 0500 | 130 | 12/40 | 23,949 | 1097 | 25,046 | | 25,046 |
| BROWN,CLAIRE | 8 | ADMINISTRATIVE ASSISTANT | SOC SCI & HUMAN | 2200 | 130 | 12/35 | 29,872 | 960 | 30,832 | | 30,832 |
| BROWN,SHIRLEY | 9 | CHILD CARE TEACHER | CHILD CARE CTR | 5440 | 130 | 12/35 | 39,312 | 960 | 40,272 | | 40,272 |
| BUONO,BEVERLY | 6 | CONTINUING STUDIES ASST | DCE | 2810 | 130 | 12/35 | 21,352 | 960 | 22,312 | | 22,312 |
| CALACAT,YOLANDA | 8 | ADMINISTRATIVE ASSISTANT | HEALTH TECH | 2100 | 130 | 12/35 | 27,029 | 960 | 27,989 | | 27,989 |
| CARDINALE,PAT | 7 | FINANCIAL ACCOUNT COOR | BUSINESS OFFICE | 0310 | 130 | 12/35 | 27,991 | 960 | 28,951 | | 28,951 |
| CHALOKA,MARIE | 6 | CASHIER | BUSINESS OFFICE | 0310 | 130 | 12/35 | 22,274 | 960 | 23,234 | | 23,234 |
| CHIARAVELLO,DIANE | 8 | COMM ED SYSTEMS COOR | COMMUNITY ED | 5200 | 130 | 12/35 | 24,751 | 960 | 25,711 | | 25,711 |
| CHRISTMAS,GLORIA | 4 | ACCOUNT CLERK | BUSINESS OFFICE | 0310 | 130 | 12/35 | 27,226 | 960 | 28,186 | | 28,186 |
| CLAFFEY,AMELIA | 6 | DEPARTMENTAL ASSISTANT | LIBRARY SERV | 6100 | 130 | 12/35 | 22,173 | 960 | 23,133 | | 23,133 |
| CLINTON,ADOLPHUS | 8 | SENIOR MEDIA TECHNICIAN | MEDIA/PROD DIST | 6200 | 131 | 12/35 | 25,899 | 960 | 26,859 | 819 | 27,678 |
| COAKLEY,EILEEN | 6 | REGISTRATION ASSISTANT | INSTITUTE | 2850 | 130 | 12/35 | 21,189 | 960 | 22,149 | | 22,149 |
| CORRIGAN,ELIZABETH | 4 | DEPARTMENTAL SECRETARY | VIS/PERF ARTS | 2220 | 130 | 12/35 | 19,336 | 960 | 20,296 | | 20,296 |
| COSENZA,MARY ANN | 7 | STUDENT RECRDS EVALUATOR | REGISTRAR | 1120 | 130 | 12/35 | 24,382 | 960 | 25,342 | | 25,342 |
| COYLE,BARBARA | 6 | INTERNATIONAL ED ASST | MODERN LANG | 2240 | 131 | 12/35 | 23,150 | 960 | 24,110 | | 24,110 |
| CRESPO,JOSE | 7 | FINANCIAL AID ASSISTANT | FINANCIAL AID | 1170 | 130 | 12/35 | 22,325 | 960 | 23,285 | | 23,285 |
| CROWLEY,PAT | 8 | COMPUTER OPERATOR | COMPUTER CENTER | 1720 | 132 | 12/35 | 28,058 | 960 | 29,018 | | 29,018 |
| CUTBURTH,DENNIS | 6 | LAB COOR | COMPUTER SCIENCE | 2570 | 131 | 12/35 | 21,189 | 960 | 22,149 | 819 | 22,968 |
| DALEY,MARJORIE | 4 | MEDIA AIDE | MEDIA/PROD DIST | 6200 | 130 | 12/35 | 21,501 | 960 | 22,461 | 819 | 23,280 |
| DAWSON-TAYLOR,CHRISTIANA | 8 | NB CTR SYSTEMS COOR | N B CAREER PREP CTR | 2830 | 130 | 12/35 | 24,041 | 960 | 25,001 | | 25,001 |
| DE LA CRUZ,ESTELLA | 5 | TEACHER AIDE | P A CAREER CTR | 2820 | 130 | 12/35 | 21,014 | 960 | 21,974 | 819 | 22,793 |
| DE SANTIS,STEPHANIE | 6 | DEPARTMENTAL ASSISTANT | COLLEGE ASSEMBLY | 0800 | 130 | 10/25 | 12,934 | 571 | 13,505 | | 13,505 |
| DESMOND,ADA | 6 | STUDENT ACCOUNTING ASST | BUSINESS OFFICE | 0310 | 130 | 12/35 | 22,017 | 960 | 22,977 | | 22,977 |
| DI FRESCA,ANDREW | 5 | PRINTING SPECIALIST | PRINTING/PUB | 0500 | 132 | 12/35 | 20,534 | 960 | 21,494 | | 21,494 |
| DOLAN,LAURIE | 2 | JR LAB COOR HRI | H R I | 2340 | 131 | 10/35 | 14,329 | 800 | 15,129 | | 15,129 |
| DRYL,HELEN | 5 | TECHNICAL SECRETARY | HEALTH TECH | 2100 | 130 | 12/25 | 15,667 | 686 | 16,353 | | 16,353 |
| DUNNE,MARILYN | 8 | INSTITUTE COORDINATOR | INSTITUTE | 2850 | 130 | 12/35 | 31,905 | 960 | 32,865 | | 32,865 |
| DURLOCK,ROBERT | 5 | COMPUTING SERVICES ASST | COMPUTER CENTER | 1720 | 130 | 12/35 | 20,739 | 960 | 21,699 | | 21,699 |
| EICHERT,MARYLOU | 3 | COPYING & FINISHING SPEC | PRINT/PUB/MAIL SERV | 0500 | 132 | 12/35 | 22,905 | 960 | 23,865 | | 23,865 |
| ESSER,TRACY | 7 | ADMINISTRATIVE SECRETARY | INSTITUTE | 2850 | 130 | 12/35 | 23,201 | 960 | 24,161 | | 24,161 |
| FAIRCLOTH,JANE | 4 | DEPARTMENTAL SECRETARY | COMMUNITY ED | 5200 | 130 | 12/35 | 20,255 | 960 | 21,215 | | 21,215 |
| FAZEKAS,NANCY | 5 | TECHNICAL SECRETARY | GRANT DEV | 5500 | 130 | 12/25 | 14,917 | 686 | 15,603 | | 15,603 |
| FEINBERG,MARSHA | 8 | SENIOR LAB COOR HRI | H R I | 2340 | 131 | 12/35 | 34,233 | 960 | 35,193 | | 35,193 |
| FERRIS,LAZELLE | 8 | ADMINISTRATIVE ASSISTANT | OPEN COLLEGE | 2930 | 130 | 12/35 | 25,356 | 960 | 26,316 | | 26,316 |
| FLANNERY,MARY | 4 | DEPARTMENTAL SECRETARY | BUSINESS TECH | 2300 | 130 | 12/35 | 24,813 | 960 | 25,773 | | 25,773 |
| FOGA,THOMAS | 7 | FINANCIAL AID ASSISTANT | FIN AID | 1170 | 130 | 12/35 | 22,325 | 960 | 23,285 | | 23,285 |
| FOY,VICTORIA | 7 | STUDENT RECRDS EVALUATOR | REGISTRAR | 1120 | 130 | 12/35 | 23,355 | 960 | 24,315 | | 24,315 |
| FRANKEL,KAREN | 5 | TECHNICAL SECRETARY | COMP SCI | 2570 | 130 | 12/35 | 19,760 | 960 | 20,720 | | 20,720 |
| GLAZER,BARRY | 5 | READING-WRITING CTR ASST | ENGLISH | 2210 | 130 | 12/35 | 20,624 | 960 | 21,584 | | 21,584 |
| GONZALEZ,GABRIELLE | 3 | LIBRARY ASST CIRCULATION | LIBRARY SERV | 6100 | 130 | 12/35 | 19,146 | 960 | 20,106 | | 20,106 |

| NAME | GR | TITLE | DEPT | B/C | OBJ | MTH/HR | 1995/96 SALARY | FLAT \$ AMT | TOTAL | SHIFT DIFF | 1996/97 GRAND TOTAL |
|---------------------|----|--------------------------|-----------------------|------|-----|--------|----------------|-------------|--------|------------|---------------------|
| GONZALEZ,ROSIBEL | 4 | DEPARTMENTAL SECRETARY | P A CAREER CTR | 2820 | 130 | 12/35 | 19,752 | 960 | 20,712 | | 20,712 |
| GORMISH,KAREN | 4 | DEPARTMENTAL SECRETARY | PSYCH LEARN DEV | 2270 | 130 | 12/35 | 19,302 | 960 | 20,262 | | 20,262 |
| GRAHAM CHARLEEN | 9 | COMPUTER REPAIR TECH | COMPUTER CENTER | 1720 | 132 | 12/35 | 26,470 | 960 | 27,430 | | 27,430 |
| GRAY,MARTIN | 9 | SENIOR ENG LAB COOR MT | MECH CIVIL ENG | 2560 | 131 | 12/35 | 48,927 | 960 | 49,887 | | 49,887 |
| HAIUK,ANTHONY | 8 | COMPUTER OPERATOR | COMPUTER CENTER | 1720 | 132 | 12/35 | 38,547 | 960 | 39,507 | 819 | 40,326 |
| HARRIS,GWEN | 3 | COPYING & FINISHING SPEC | PRINT/PUB/MAIL SERV | 0500 | 132 | 12/35 | 18,694 | 960 | 19,654 | | 19,654 |
| HARRISON,EVA | 6 | DEPARTMENTAL ASSISTANT | COUNSEL/PLACE | 1130 | 130 | 12/35 | 22,092 | 960 | 23,052 | | 23,052 |
| HILTON,MARGARET | 8 | SENIOR LAB COOR DENT AUX | DENTAL AUX | 2130 | 131 | 12/35 | 30,196 | 960 | 31,156 | | 31,156 |
| HOBBS,TIMOTHY | 9 | SENIOR ENG LAB COOR MT | MECH CIVIL ENG | 2560 | 131 | 12/35 | 26,363 | 960 | 27,323 | | 27,323 |
| HOGUE,KATHY | 6 | EOF ASSISTANT | E O F | 2920 | 130 | 12/35 | 22,224 | 960 | 23,184 | | 23,184 |
| HONEY,EVELYN | 5 | READING-WRITING CTR ASST | ENGLISH | 2210 | 131 | 12/35 | 20,771 | 960 | 21,731 | | 21,731 |
| ILARDI,MARCO | 7 | COMPUTER GRAPHICS OPER | PUB RELATIONS | 0220 | 132 | 12/35 | 38,665 | 960 | 39,625 | | 39,625 |
| IPPOLITTO,GAYLE | 6 | DEPARTMENTAL ASSISTANT | COMMUNITY ED | 5200 | 130 | 12/35 | 22,393 | 960 | 23,353 | | 23,353 |
| JACKSON,RUTH | 3 | SWITCHBOARD OPERATOR | COMMUNICATIONS | 0550 | 130 | 12/35 | 19,351 | 960 | 20,311 | | 20,311 |
| JIN,LI | 7 | STUDENT RECRDS EVALUATOR | REGISTRAR | 1120 | 130 | 12/35 | 23,201 | 960 | 24,161 | 819 | 24,980 |
| JOHN,JO JO | 5 | SENIOR ACCOUNT CLERK | BUSINESS OFF | 0310 | 130 | 12/35 | 20,534 | 960 | 21,494 | | 21,494 |
| JOHNSON,KAREN | 8 | STUDENT RECORDS ANALYST | REGISTRAR | 1120 | 130 | 12/35 | 25,321 | 960 | 26,281 | | 26,281 |
| JOHNSON,SHELAINÉ | 6 | DEPARTMENTAL ASSISTANT | INSTITUTE | 2850 | 130 | 12/35 | 22,020 | 960 | 22,980 | 819 | 23,799 |
| JONES,PATRICIA | 3 | LIBRARY ASST PROCESSING | LIBRARY | 6100 | 130 | 12/35 | 17,969 | 960 | 18,929 | | 18,929 |
| JONES,SHIRLEY | 5 | TELECOMMUNICATIONS COOR | COMMUNICATIONS | 0550 | 130 | 12/35 | 22,012 | 960 | 22,972 | | 22,972 |
| KAMEN,JUDY | 6 | COOPERATIVE ED ASST | COOP ED | 2910 | 130 | 12/30 | 23,266 | 823 | 24,089 | | 24,089 |
| KELLER,JAMES | 5 | WRITING LAB COORDINATOR | ENGLISH | 2210 | 131 | 12/35 | 20,188 | 960 | 21,148 | | 21,148 |
| KELSEY,VICKY | 3 | MEDIA TECHNICIAN | MEDIA/PROD DIST | 6200 | 130 | 12/30 | 16,220 | 823 | 17,043 | | 17,043 |
| KINKHABWALA,RENU | 7 | STUDENT RECRDS EVALUATOR | REGISTRAR | 1120 | 130 | 12/35 | 22,325 | 960 | 23,285 | | 23,285 |
| KLEIN,SHIRLEY | 5 | HEALTH SERVICES ASST | HEALTH SERV | 1150 | 130 | 12/35 | 21,558 | 960 | 22,518 | | 22,518 |
| KNUEPPEL,JOANN | 6 | PUB REL&GRAPH ARTS ASST | PUB REL | 0220 | 130 | 12/35 | 22,020 | 960 | 22,980 | | 22,980 |
| KOPPEL,NANETTE | 4 | DEPARTMENTAL SECRETARY | SOC SCI & HUMAN | 2200 | 130 | 12/35 | 20,992 | 960 | 21,952 | | 21,952 |
| KRAUSER,CHERYL | 6 | CONTINUING ED ASSISTANT | COMM ED | 2810 | 130 | 12/35 | 21,601 | 960 | 22,561 | | 22,561 |
| KROSNOWSKI,PATRICIA | 3 | LIBRARY ASST PURCHASING | LIBRARY SERV | 6100 | 130 | 12/35 | 18,318 | 960 | 19,278 | | 19,278 |
| LAFASO,DAWN | 5 | COLLEGE CENTER ASSISTANT | COLLEGE CENTER | 1810 | 130 | 12/35 | 20,559 | 960 | 21,519 | | 21,519 |
| LAKATOS,STEVE | 8 | SENIOR MEDIA TECHNICIAN | MEDIA/PROD DIST | 6200 | 131 | 12/35 | 35,362 | 960 | 36,322 | | 36,322 |
| LANGE,LYNDA | 6 | CHILD CARE GROUP LEADER | CHILD CARE CTR | 5440 | 130 | 12/35 | 22,430 | 960 | 23,390 | | 23,390 |
| LAWRENCE,JUDI | 8 | SENIOR LAB COOR OAD | OFFICE SYS TECH | 2330 | 131 | 10/35 | 20,626 | 800 | 21,425 | | 21,425 |
| LISKA,ALBA | 2 | CHILD CARE COOK | CHILD CARE CTR | 5440 | 130 | 12/25 | 20,774 | 960 | 21,734 | | 21,734 |
| LISS,MARGARET | 8 | ADMINISTRATIVE ASSISTANT | BUSINESS TECH | 2300 | 130 | 12/35 | 34,307 | 960 | 35,267 | | 35,267 |
| LOGAN,LORETTA | 1 | DEPARTMENTAL AIDE | PHYS ED CENTER | 1920 | 130 | 12/35 | 25,186 | 960 | 26,146 | 819 | 26,965 |
| LOSSO,ADA MAE | 5 | TECHNICAL SECRETARY | ENGINEERING TECH | 2500 | 130 | 12/35 | 28,393 | 960 | 29,353 | | 29,353 |
| LOTZ,MARYLOU | 7 | ADMINISTRATIVE SECRETARY | PLANT OPER | 7100 | 130 | 12/35 | 33,120 | 960 | 34,080 | | 34,080 |
| LUTHER,NIKI | 6 | DEPARTMENTAL ASSISTANT | MEDIA/PROD DIST | 6200 | 130 | 12/35 | 30,129 | 960 | 31,089 | | 31,089 |
| LYKIN,RICHARD | 6 | LAB COOR PHY/EE | PHYSICS/ELEC ENG | 2550 | 131 | 12/35 | 22,482 | 960 | 23,442 | 819 | 24,261 |
| LYNCH,LAURIE | 5 | CHILD CARE ASSISTANT | CHILD CARE CTR | 5440 | 130 | 12/35 | 21,023 | 960 | 21,983 | | 21,983 |
| LYONS,PAT | 7 | COMPUTER GRAPHICS OPER | PUB RELATIONS | 0220 | 132 | 12/35 | 34,510 | 960 | 35,470 | | 35,470 |
| MACECHOK,FRAN | 6 | DEPARTMENTAL ASSISTANT | CHILD CARE CTR | 5440 | 130 | 12/35 | 23,150 | 960 | 24,110 | | 24,110 |
| MARTIR,NALDA | 7 | FINANCIAL AID ASSISTANT | FINANCIAL AID | 1170 | 130 | 12/35 | 23,519 | 960 | 24,479 | | 24,479 |
| McCARTHY,PATRICK | 2 | DISPATCHER | POLICE | 0700 | 130 | 12/40 | 19,561 | 1097 | 20,658 | 1,040 | 21,698 |
| McCOMBS,ELIZABETH | 5 | CHILD CARE ASSISTANT | CHILD CARE CTR | 5440 | 130 | 12/35 | 20,688 | 960 | 21,648 | | 21,648 |
| MESKO,BRIAN | 3 | MEDIA TECHNICIAN | MEDIA/PROD DIST | 6200 | 130 | 12/35 | 22,687 | 960 | 23,647 | | 23,647 |
| MIKHAIEL,MIKE | 8 | SENIOR LAB COOR PHY/EET | PHYSICS/ELEC ENG TECH | 2550 | 131 | 12/35 | 24,751 | 960 | 25,711 | | 25,711 |
| MONTALVO,CAROLINE | 5 | STUDENT RECORDS ASST | ADMISSIONS | 1110 | 130 | 12/35 | 20,535 | 960 | 21,495 | | 21,495 |
| MORRIS,DALE | 8 | SENIOR LAB COOR ESL | E S L | 2280 | 131 | 12/35 | 26,704 | 960 | 27,664 | | 27,664 |
| MUNDOCK,FRAN | 8 | SENIOR LAB COOR CS | COMPUTER SCI | 2570 | 131 | 12/35 | 26,473 | 960 | 27,433 | | 27,433 |
| MUNIZ-PEREZ,EVELYN | 5 | STUDENT RECORDS ASST | ADMISSIONS | 1110 | 130 | 12/35 | 19,760 | 960 | 20,720 | | 20,720 |
| MURPHY,DONNA | 3 | INVENTORY&CONTROL CLERK | POLICE | 0700 | 130 | 12/35 | 18,318 | 960 | 19,278 | | 19,278 |

| NAME | GR | TITLE | DEPT | B/C | OBJ | MTH/HR | 1995/96 SALARY | FLAT \$ AMT | TOTAL | SHIFT DIFF | 1996/97 GRAND TOTAL |
|-----------------------------|----|--------------------------|----------------------|------|-----|---------|-------------------|----------------|--------|---------------|---------------------------|
| NUZZO, ANN | 8 | STUDENT RECORDS ANALYST | REGISTRAR | 1120 | 130 | 12/35 | 33,566 | 960 | 34,526 | | 34,526 |
| NYE, WILLIAM | 5 | THEATER ASSISTANT | PERF ARTS | 2220 | 131 | 10/35 | 17,563 | 800 | 18,362 | | 18,362 |
| ONYSCHAK, ED | 9 | COMPUTER REPAIR TECH | COMPUTER CENTER | 1720 | 132 | 12/35 | 31,314 | 960 | 32,274 | | 32,274 |
| PAJAK, ELIZABETH | 3 | LIBRARY ASST CIRCULATION | LIBRARY | 6100 | 130 | 12/35 | 18,327 | 960 | 19,287 | | 19,287 |
| PAJAUIS, ELIZABETH | 9 | COUNSELING & TRANS ASST | COUNSEL/PLACE | 1130 | 130 | 12/35 | 40,640 | 960 | 41,600 | | 41,600 |
| PALANKER, PAT | 8 | SENIOR LAB COOR BIOLOGY | BIOLOGY | 2510 | 131 | 12/35 | 39,534 | 960 | 40,494 | | 40,494 |
| PASTERNAK, CAROL | 4 | DEPARTMENTAL SECRETARY | BIOLOGY | 2500 | 130 | 12/35 | 19,336 | 960 | 20,296 | | 20,296 |
| PAULINO, ANNA | 6 | COMMUNITY ACT ASSISTANT | P A CAREER CTR | 2820 | 130 | 12/35 | 27,684 | 960 | 28,644 | | 28,644 |
| PENT, MICHELLE | 4 | DEPARTMENTAL SECRETARY | HEALTH/PHYS ED/REC | 2200 | 130 | 12/35 | 18,967 | 960 | 19,927 | | 19,927 |
| PLANKO, GEORGIANA | 4 | DEPARTMENTAL SECRETARY | SOC SCI & HUMAN | 2200 | 130 | 10/30 | 14,423 | 686 | 15,108 | | 15,108 |
| POVOLO, LINDA | 5 | STUDENT RECORDS ASST | REGISTRAR | 1120 | 130 | 12/35 | 21,456 | 960 | 22,416 | | 22,416 |
| QUICK, MARY ANN | 4 | DEPARTMENTAL SECRETARY | TESTING | 6500 | 130 | 12/35 | 19,336 | 960 | 20,296 | | 20,296 |
| REINA, LINDA | 2 | DISPATCHER | POLICE | 0700 | 130 | 12/40 | 19,905 | 1097 | 21,002 | 1,040 | 22,042 |
| REYES, LUIS | 3 | STUDENT SERVICES ASST | ADMISSIONS | 1110 | 130 | 12/25 | 12,504 | 686 | 13,190 | | 13,190 |
| RODRIGUEZ, LISA | 4 | DEPARTMENTAL SECRETARY | STUDENT ACT | 1140 | 130 | 12/35 | 19,139 | 960 | 20,099 | | 20,099 |
| ROSEN, PHYLLIS | 4 | DEPARTMENTAL SECRETARY | BUSINESS TECH | 2300 | 130 | 12/35 | 20,256 | 960 | 21,216 | | 21,216 |
| ROSS, ANTHONY | 8 | THEATER TECHNICIAN | PERF ARTS | 2220 | 131 | 12/35 | 25,847 | 960 | 26,807 | | 26,807 |
| RUBINO, SADIE MARIE | 4 | DEPARTMENTAL SECRETARY | PERF ARTS | 2220 | 130 | 12/35 | 19,335 | 960 | 20,295 | | 20,295 |
| RUSSELL, PAMELA | 3 | LIBRARY ASST CIRCULATION | LIBRARY | 6100 | 130 | 12/25 | 12,584 | 686 | 13,270 | | 13,270 |
| SALLEY, JOHN | 4 | MAIL EXPEDITER | PRINT/PUB/MAIL SERV | 0500 | 130 | 12/40 | 22,760 | 1097 | 23,857 | | 23,857 |
| SANDERS, EVELYN | 4 | DEPARTMENTAL SECRETARY | MAINTENANCE | 7300 | 130 | 12/35 | 19,336 | 960 | 20,296 | | 20,296 |
| SANDERS, MARTHA | 4 | DEPARTMENTAL SECRETARY | COUNSELING/PLACE | 1130 | 130 | 12/35 | 19,360 | 960 | 20,320 | | 20,320 |
| SCHMIDT, DOUGLAS | 9 | SENIOR ENG LAB COOR EE | PHYSICS/ELEC ENG | 2550 | 131 | 12/35 | 45,997 | 960 | 46,957 | | 46,957 |
| SCHRECK, EILEEN | 6 | DEPARTMENTAL ASSISTANT | ENGINEERING TECH | 2500 | 130 | 12/35 | 25,364 | 960 | 26,324 | | 26,324 |
| SERRANO, BLANCA | 6 | DEPARTMENTAL ASSISTANT | ENGINEERING TECH | 2500 | 130 | 12/35 | 23,337 | 960 | 24,297 | | 24,297 |
| SHAH, SUE | 3 | PURCH/INVENTORY CTRL CLK | PURCH & INVENTORY | 0320 | 130 | 12/35 | 21,609 | 960 | 22,569 | | 22,569 |
| SIEGEL, MARTIN | 3 | MAIL CARRIER | PRINT/PUB/MAIL SERV | 0500 | 130 | 12/40 | 20,865 | 1097 | 21,962 | | 21,962 |
| SIEGEL, SONDRA | 9 | DIV OPERATIONS COOR | CONT ED/INSTR RES | 2800 | 130 | 12/35 | 37,670 | 960 | 38,630 | | 38,630 |
| SIEHL, REGINA | 6 | ATHL/PE CTR ASSISTANT | PHYS ED CENTER | 1920 | 130 | 12/35 | 27,006 | 960 | 27,966 | | 27,966 |
| SIGNORELLI, ROSEMARY | 5 | TECHNICAL SECRETARY | ENGINEERING TECH | 2500 | 130 | 12/35 | 27,180 | 960 | 28,140 | | 28,140 |
| SLOBODIAN, SONIA | 6 | DEPARTMENTAL ASSISTANT | SOC SCI & HUMAN | 2200 | 130 | 12/35 | 22,020 | 960 | 22,980 | | 22,980 |
| SMITH, JEANNE | 6 | DEPARTMENTAL ASSISTANT | HEALTH TECH | 2100 | 130 | 12/35 | 26,040 | 960 | 27,000 | | 27,000 |
| STUART, PAT | 6 | DEPARTMENTAL ASSISTANT | B A M | 2300 | 130 | 12/35 | 35,238 | 960 | 36,198 | | 36,198 |
| SULLIVAN, JESSIE | 5 | STUDENT RECORDS ASST | NB CENTER | 2830 | 130 | 12/35 | 20,143 | 960 | 21,103 | 819 | 21,922 |
| SUPKO, CHARLOTTE | 4 | DEPARTMENTAL SECRETARY | BUSINESS TECH | 2300 | 130 | 12/35 | 20,306 | 960 | 21,266 | | 21,266 |
| TARNOFSKY, BEATRICE | 7 | SENIOR STUDENT REC ASST | REGISTRAR | 1120 | 130 | 12/35 | 23,885 | 960 | 24,845 | | 24,845 |
| TOHLMAN, REGINA | 4 | ACCOUNT CLERK | BUSINESS OFFICE | 0310 | 130 | 12/35 | 23,329 | 960 | 24,289 | | 24,289 |
| TORRES, MARTA | 5 | CHILD CARE ASSISTANT | CHILD CARE CTR | 5440 | 130 | 12/27.5 | 16,422 | 754 | 17,176 | | 17,176 |
| TRAMUTA, JEANETTE | 6 | EOF ASSISTANT | E O F | 2920 | 130 | 12/35 | 22,534 | 960 | 23,494 | | 23,494 |
| UDDIN, SHANAZ | 3 | LIBRARY ASST CIRCULATION | LIBRARY | 6100 | 130 | 12/35 | 18,509 | 960 | 19,469 | 819 | 20,288 |
| UTRECHT, JOAN | 6 | WORD PROCESSING SPEC | CORRESPOND/TELE SERV | 0560 | 130 | 12/35 | 28,272 | 960 | 29,232 | | 29,232 |
| VYAS, MAHESH | 5 | BOOKKEEPING ASSISTANT | BUSINESS OFF | 0310 | 130 | 12/35 | 20,581 | 960 | 21,541 | | 21,541 |
| WARGO, ED | 6 | LAB COOR MAD | M A D | 2370 | 131 | 10/35 | 19,427 | 800 | 20,227 | | 20,227 |
| WEISSMAN, LORI | 5 | PRINTING SPECIALIST | PRINT/PUB/MAIL SERV | 0500 | 132 | 12/35 | 21,491 | 960 | 22,451 | | 22,451 |
| WEITZNER, MARCIA | 8 | STUDENT RECORDS ANALYST | REGISTRAR | 1120 | 130 | 12/35 | 37,934 | 960 | 38,894 | | 38,894 |
| WHALEY, JOANN | 5 | STUDENT RECORDS ASST | REGISTRAR | 1120 | 130 | 12/35 | 20,534 | 960 | 21,494 | 819 | 22,313 |
| WIGGINS, PAMELA | 4 | MEDIA AIDE | MEDIA/PROD DIST | 6200 | 130 | 12/35 | 19,752 | 960 | 20,712 | | 20,712 |
| WILINSKY, NANCY | 8 | ADMINISTRATIVE ASSISTANT | ENGINEERING TECH | 2500 | 130 | 12/35 | 31,137 | 960 | 32,097 | | 32,097 |
| WILKINS, MAMIE | 6 | STUDENT ACTIVITIES ASST | STUDENT ACTIVITIES | 1140 | 130 | 12/35 | 22,686 | 960 | 23,646 | | 23,646 |
| WILLIAMS, DENISE | 2 | DISPATCHER | POLICE DEPT | 0700 | 130 | 12/40 | 19,561 | 1097 | 20,658 | | 20,658 |
| WILLIAMS, SHANNON | 2 | EQUIPMENT AIDE | HEALTH/PHYS ED/REC | 2250 | 131 | 12/40 | 23,024 | 1097 | 24,121 | | 24,121 |
| WILLIAMS - THOMAS, TOLEATHE | 8 | STUDENT RECORDS ANALYST | FINANCIAL AID | 1170 | 130 | 12/35 | 26,330 | 960 | 27,290 | | 27,290 |

1996/97 SALARY LIST

| NAME | GR | TITLE | DEPT | B/C | OBJ | MTH/HR | 1995/96 SALARY | FLAT \$ AMT | TOTAL | SHIFT DIFF | 1996/97 GRAND TOTAL |
|-----------------|-----|---------------------|---------------------|------|-----|--------|-------------------|----------------|-----------|---------------|---------------------------|
| WOLAN, JOYCE | 6 | WORD PROC/COMM SPEC | CORRESPOND/TELE SER | 0560 | 130 | 12/35 | 24,688 | 960 | 25,648 | | 25,648 |
| YOUNG, WANDA | 5 | TECHNICAL SECRETARY | RADIOGRAPHY | 2140 | 130 | 12/35 | 20,212 | 960 | 21,172 | | 21,172 |
| ZULUAGA, GLORIA | 5 | JR LAB COOR ESL | E S L | 2280 | 131 | 12/35 | 20,535 | 960 | 21,495 | | 21,495 |
| | 162 | TOTALS | | | | | 3,827,496 | 153,095 | 3,980,592 | 12,948 | 3,993,540 |

SECTION 5 - NON-ACADEMIC (non-affiliated)

NON-ACADEMIC APPOINTMENT

- (a) Janet Gorman be compensated for teaching nine (9) clock hours of "CPR for the Professional Rescuer Course" on August 13 and 20, 1996, at the rate of \$25.34 per hour and a total payment of \$228.06 (budget code 1-192000-9330-1-00).

NON-ACADEMIC PART-TIME APPOINTMENTS

Marcos Achazimo, at the rate of \$10.00 per hour.
Robert Adornati, at the rate of \$11.50 per hour.
Juana Basilio, at the rate of \$6.50 per hour.
Simone Bell, at the rate of \$6.75 per hour.
Erica Brown, at the rate of \$6.00 per hour.
William Brown, at the rate of \$14.00 per hour.
Erica Burton, at the rate of \$6.00 per hour.
Jacqueline Byrd, at the rate of \$6.75 per hour.
Thomas Daly, at the rate of \$9.00 per hour.
Judi Dimaio, at the rate of \$10.25 per hour.
Louis Gonzales, at the rate of \$10.00 per hour.
Anila Kardhashi, at the rate of \$6.50 per hour.
Wan-Man Lee, at the rate of \$6.50 per hour.
Robert Miller, at the rate of \$17.00 per hour.
David Palus, at the rate of \$8.00 per hour.
Mercedes Ramirez, at the rate of \$7.00 per hour.
Milissa Rebeck, at the rate of \$6.25 per hour.
Gary Risha, at the rate of \$6.50 per hour.
Paul Sauers, at the rate of \$13.00 per hour.
Geoffrey Vaccarelli, at the rate of \$10.33 per hour.
Dana Vallely, at the rate of \$6.00 per hour.
John Wachter, at the rate of \$8.75 per hour.
Gert Winship, at the rate of \$9.25 per hour.
Aharon Zbaida, at the rate of \$6.50 per hour.
Valerie Zuluaga, at the rate of \$6.50 per hour.

SECTION 6 - SPONSORED AND SPECIAL PROJECTS PERSONNEL

SPONSORED AND SPECIAL PROJECTS APPOINTMENTS

- (a) Ed Bonin be appointed Teacher Aide in the Perth Amboy Center (budget code 5-520015-9130-1-33) for the time period January 1, 1997 to June 30, 1997, for thirty-five (35) hours per week, at an hourly salary of \$11.07, not to exceed \$9,996.21.
- (b) Susan Conlon be appointed Coordinator in the Counseling and Placement Services Department (budget code 5-113029-9126-1-65) for the time period September 1, 1996 to June 30, 1997, for thirty-five (35) hours per week, at an hourly salary of \$17.22, not to exceed \$26,036.64.

- (c) **Evette Gonzales** be appointed Work Experience Aide in the Perth Amboy Center (budget code 5-282004-9130-3-42) for the time period August 5, 1996 to December 31, 1996, for thirty-five hours (35) per week, at an hourly salary of \$10.86, not to exceed \$8,134.14.
- (d) **Joan Ikle** be appointed Director in the Counseling and Placement Services Department (budget code 5-113029-9120-1-65) for the time period September 1, 1996 to June 30, 1997, for thirty-five (35) hours per week, at an hourly salary of \$22.59, not to exceed \$34,156.08.
- (e) **Stan Johnson** be appointed Teacher, in the Perth Amboy Center (budget code 5-282005-9150-3-33) for the time period July 29, 1996 to July 31, 1996 for thirty-five (35) hours per week, at an hourly salary of \$15.30, not to exceed \$321.30.
- (f) **Willie Mae Jordan** be appointed Teacher Aide in the New Brunswick Center (budget code 5-520015-9130-1-33) for the time period January 1, 1997 to June 30, 1997, for thirty-five (35) hours per week, at an hourly salary of \$11.10, not to exceed \$10,023.30.
- (g) **Agnes McLean** be appointed Pre-Health Coordinator, in the Division of Health Technologies (budget code 5-210001-9120-1-34) for the time period August 1, 1996 to May 31, 1997, for twenty-five (25) hours per week, at an hourly salary of \$17.90 not to exceed \$19,242.50.
- (h) **Elizabeth Lowe** be appointed Professional Tutor in the Counseling and Placement Services Department (budget code 5-113029-9116-1-65) for the time period September 1, 1996 to May 15, 1997, for fourteen (14) hours per week, at an hourly salary of \$15.30, not to exceed \$7,925.40.
- (i) **Alexander Maisonet** be appointed Teacher, in the Perth Amboy Center (budget code 5-282005-9150-3-33) for the time period August 12, 1996 to October 12, 1996, for thirty-five (35) hours per week, at an hourly salary of \$15.30, not to exceed \$4,819.50.
- (j) **Diane Manatch** be appointed Administrative Assistant in the Counseling and Placement Services Department (budget code 5-113029-9130-1-65) for the time period September 1, 1996 to June 30, 1997, for thirty-five (35) hours per week, at an hourly salary of \$11.57, not to exceed \$17,493.84.
- (k) **Marcia McMillon** be appointed Learning Specialist in the Counseling and Placement Services Department (budget code 5-113029-9116-1-65) for the time period September 1, 1996 to May 15, 1997, for thirty-five (35) hours per week, at an hourly salary of \$18.91, not to exceed \$24,356.08.

- (l) Arthur Okwemba be appointed Coordinator/Teacher in the New Brunswick Center (budget code 5-520015-9126-1-33) for the time period January 1, 1997 to June 30, 1997, for thirty-five (35) hours per week, at an hourly salary of \$16.77, not to exceed \$15,143.31.
- (m) Kimberly Spillane be appointed Learning Specialist in the Counseling and Placement Services Department (budget code 5-113029-9116-1-65) for the time period September 1, 1996 to May 15, 1997, for thirty-five (35) hours per week, at an hourly salary of \$16.81, not to exceed \$21,651.28.
- (n) Nick Trasente be appointed Professional Tutor in the Counseling and Placement Services Department (budget code 5-113029-9116-1-65) for the time period September 1, 1996 to May 15, 1997, for fourteen (14) hours per week, at an hourly salary of \$16.08, not to exceed \$8,329.44.

SPONSORED AND SPECIAL PROJECTS CHANGE OF STATUS

- (a) That Elizabeth Nunez, Teacher Aide in the Perth Amboy Center (budget code 5-282004-9150-2-42) at an hourly salary of \$10.86, for thirty-five (35) hours per week, be changed to Work Experience Aide (budget code 5-282004-9130-3-42) at an hourly salary of \$10.86, for thirty-five (35) hours per week prorated to \$8,514.24 for the time period July 29, 1996 to December 31, 1996.

SPONSORED AND SPECIAL PROJECTS RESIGNATION

- (a) Wilson Class, Retention Specialist, in the Minority Student Affairs Department (budget code 5-116024-9126-1-62) effective August 25, 1996.

SPONSORED AND SPECIAL PROJECTS STIPENDS

1. WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the State of New Jersey entitled project CENTRAL REGIONAL CONNECTIONS 1996/97; and

WHEREAS, as a provision of said grant, recognized consultants are to be employed to prepare particular expertise to the students and regional faculty serviced as a result of the grant; and

WHEREAS, Ms. Alice Picardo of Atlantic Highlands, NJ is so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Ms. Alice Picardo of Atlantic Highlands, NJ as a consultant to provide specialized career training

for students serviced through project CENTRAL REGIONAL CONNECTIONS 1996/97 for the period September 1, 1996 through June 30, 1997 for a fee of \$25.00 per hour (budget code 5-113027-9225-1-62).

2. WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the State of New Jersey entitled project CENTRAL REGIONAL CONNECTIONS 1996/97; and

WHEREAS, as a provision of said grant, recognized consultants are to be employed to prepare particular expertise to the students and regional faculty serviced as a result of the grant; and

WHEREAS, Ms. Janet Jones of North Plainfield, NJ, Ms. Patricia Frawley of Kean College, Ms. Eileen Sanchez of Rutgers - The State University and Mr. Ramon Perez of Somerset, NJ, are so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Ms. Janet Jones of North Plainfield, NJ, Ms. Patricia Frawley of Kean College, Ms. Eileen Sanchez of Rutgers - The State University and Mr. Ramon Perez of Somerset, NJ, as consultants to provide educational evaluations for students serviced through project CENTRAL REGIONAL CONNECTIONS 1996/97 for the period September 1, 1996 through June 30, 1997 for a fee of \$35.00 per hour, not to exceed \$12,600.00 each (budget code 5-113027-9225-1-62).

3. WHEREAS, the Board of Trustees of Middlesex County College has received notification of a grant from the State of New Jersey entitled, CENTRAL REGIONAL CONNECTIONS - 1996/97; and

WHEREAS, as a provision of said grant, recognized consultants are to be employed to prepare particular expertise to the students and regional faculty serviced as a result of the grant; and

WHEREAS, Mr. Jerry Jaffe of Somerville, NJ and Dr. Carol Rohman of Belle Meade, NJ are so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Mr. Jerry Jaffe of Somerville, NJ and Dr. Carol Rohman of Belle Meade, NJ as consultants to conduct psychological evaluations for students serviced through CENTRAL REGIONAL CONNECTIONS - 1996/97 for the period September 1, 1996 through June 30, 1997 for a fee of \$35.00 per hour each, not to exceed a total of \$12,600.00 each budget code 5-113027-9225-1-62).

4. WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from Rutgers - The State University entitled, NEW JERSEY STATEWIDE SYSTEMIC INITIATIVE - WOODBRIDGE; and

WHEREAS, as a provision of said grant, recognized consultants are to be employed to provide particular expertise to the project; and

WHEREAS, Dr. Reginald Luke of Middlesex County College is so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Dr. Reginald Luke of Middlesex County College as a consultant to direct the planning and development of activities in association with the project NEW JERSEY STATEWIDE SYSTEMIC INITIATIVE - WOODBRIDGE during the period September 1, 1995 through August 31, 1996 and to be compensated in the total amount of \$601.50 (budget code 5-253007-9126-1-52).

5. WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from Rutgers - The State University entitled, NEW JERSEY STATEWIDE SYSTEMIC INITIATIVE - WOODBRIDGE; and

WHEREAS, as a provision of said grant, recognized consultants are to be employed to provide particular expertise to the project; and

WHEREAS, Mr. Richard Klein, Ms. Barbara Bogner, Ms. Kathleen Shay, Ms. Maria DeLucia and Ms. Ann Dubshinsky of Middlesex County College are so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint, in full accordance with the provisions of Article IX-M of the current labor agreement between Middlesex County College and Local 1940 of the American Federation of Teachers, Mr. Richard Klein, Ms. Barbara Bogner, Ms. Kathleen Shay, Ms. Maria DeLucia and Ms. Ann Dubshinsky of Middlesex County College as consultants to participate in the planning and development of activities in association with the project NEW JERSEY STATEWIDE SYSTEMIC INITIATIVE - WOODBRIDGE during the period September 1, 1995 through August 31, 1996 and to be compensated as follows (budget code 5-253007-9116-1-52):

| | |
|--------------------|----------|
| Mr. Richard Klein | \$336.00 |
| Ms. Barbara Bogner | \$607.80 |
| Ms. Kathleen Shay | \$854.80 |
| Ms. Maria DeLucia | \$774.00 |
| Ms. Ann Dubshinsky | \$186.00 |

SECTION 7 - PAYROLLSCOMMUNITY EDUCATION

- (a) That the following proposed Board payroll for the Department of Community Education (budget code 1-520000-9116-1-00) for August 1996 be approved, beginning with the name Allridge, April and ending with the name Zifchak, Robert, for a total amount of \$39,931.07:

| <u>COURSE</u> | <u>NAME</u> | <u>DATE</u> | <u>SALARY</u> |
|---|---------------------|-------------|---------------|
| The Beginning Writer Writing For Stage | Allridge, April | 9/3-9/17 | \$ 168.00 |
| & Screen | Allridge, April | 9/24-11/26 | 840.00 |
| Soccer Camp III | Almeida, Cassiomo | 8/5-8/9 | 300.00 |
| Birdwatching Weekend Trip | Aquila, Christopher | 8/3-8/4 | 400.00 |
| Basketball Camp II | Aronson, David | 7/22-7/26 | 300.00 |
| Basketball Camp III | Aronson, David | 8/12-8/16 | 300.00 |
| Birdwatching Weekend Trip | Bisignano, Michael | 8/3-8/4 | 100.00 |
| LaFille Mal Gardee Opera Series | Bogeinsky, Lillian | 9/21 | 65.00 |
| Treemonisha-An Opera by Scott Joplin- Opera Series | Bogeinsky, Lillian | 9/28 | 65.00 |
| Opera Series | Bogeinsky, Lillian | 9/21-10/05 | 195.00 |
| Writing the Commercial Novel | Bond, Christopher | 9/12-11/21 | 810.00 |
| Computers Fundamentals | Bonnin, Edward | 10/3-12/12 | 690.00 |
| Intro to Travel & Tourism-Sec. 1 | Brommer, Verna | 9/16-10/28 | 336.00 |
| Golf I-Sec. I | Brown, Fred | 9/17-10/22 | 660.00 |
| Golf I-Sec. II | Brown, Fred | 9/19-10/24 | 660.00 |
| International Terms of Payment, Financing & Export Insurance | Burian, William | 10/15-11/5 | 400.00 |
| International Letters of Credit | Burian, William | 11/12-12/3 | 400.00 |
| Dental Office Infection Update | Buscemi, Elaine | 6/25 | 4.02 |
| Introduction to International Trade | Carone, Joseph | 9/10-10/8 | 300.00 |

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| | | | |
|--|----------------------|-------------|--------|
| International Transportation | Carone, Joseph | 11/7-12/12 | 300.00 |
| Humor Seminar | Cardone, Joseph | 9/12-9/19 | 140.00 |
| Soccer Camp II | Cheetham, Paul | 7/29-8/2 | 300.00 |
| Intro to Windows 3.1 | Cholmondeley, Andre | 9/19-10/24 | 486.00 |
| Classical Music Appreciation | Cholmondeley, Andre | 10/1-11/5 | 324.00 |
| Chinese Shaolin Kung-Fu Beg. | Chung, William | 9/18-10/23 | 252.00 |
| Summer Extended Program | Ciantar, Michelle | 7/8-8/9 | 100.00 |
| Sealant Application Update | Claire-Holbeck, Hope | 5/14 | 4.02 |
| Softball Camp | Cohen, Ilene | 7/15-7/19 | 40.20 |
| Writing The Perfect Query Letter | Cohen, Jeffrey | 9/12-9/19 | 100.00 |
| Magazine Article Writing From Home | Cohen, Jeffrey | 9/25-12/04 | 750.00 |
| Introduction to Computers-Sec. I | DeCesare, Lawrence | 9/19-10/17 | 250.00 |
| Math & Science Technology-K-12 | DeLucia, Maria | 6/8 | 225.00 |
| Professional Sales Techniques: How to Master Basic Salesmanship | Facendo, Ann | 9/21-11/02 | 900.00 |
| Excel 5.0 | Fisher, Brenda | 9/18-10/09 | 276.00 |
| Clinical Expanded Functions | Frier, Audrey | 5/13-6/10 | 16.08 |
| Diabetes Mellitus: Its Relationship to Peridodntal Disease | Frier, Audrey | 9/18 | 89.34 |
| Creative Myths & Monsters | Gainsburg, Sharon | 10/3 | 69.00 |
| Sales Fundamentals: Selling Skills 101 | Granda, William | 9/21-11/02 | 900.00 |
| Effective Telephone Techniques | Gross, Madison | 10/1-10/22 | 200.00 |
| Math Review For Standardized Tests | Greenberg, William | 9/18-10/23 | 336.00 |
| SAT Preparation- Section 01 | Greenberg, William | 10/26-11/23 | 280.00 |
| Tennis Camp III | Gromek, Melissa | 8/12-8/16 | 320.00 |
| Stenoscript ABC Shorthand | Hannon, Dorothy | 9/18-12/11 | 780.00 |
| Soccer Camp III | Hilarczyk, Andrew | 8/5-8/9 | 310.00 |
| Beginning Beadwork | Hye, Suzanne | 10/1-10/22 | 152.00 |
| English Grammar | Jarocki, Veronica | 9/17-11/19 | 650.00 |
| Intro to Practical Chinese Language | Jin, Lin | 9/18-12/4 | 528.00 |
| Summer Sports Camps | Kahora, James | 7/8-8/16 | 201.00 |
| Conversational French I | Karger, Rachelle | 9/17-11/05 | 432.00 |
| Conversational | | | |

| | | | |
|---|----------------------|------------|---------|
| Spanish I Conversational | Karger, Rachelle | 9/17-11/05 | 432.00 |
| German | Karger, Rachelle | 9/18-11/06 | 432.00 |
| Soccer Camp II | Kerr, Matthew | 7/29-8/2 | 300.00 |
| Intro to Russian Language & The Nation of Russia | Khaitova, Svetlana | 9/12-12/5 | 528.00 |
| Geography | Kilinski, Charlene | 9/17-10/29 | 280.00 |
| Ticketing & Other Hand Written Documents | Kilinski, Charlene | 9/18-11/06 | 320.00 |
| Basic Automation I | Kilinski, Charlene | 9/19-11/21 | 400.00 |
| Intro to Travel & Tourism Business Section 40 | Kilinski, William | 9/18-10/23 | 336.00 |
| Comprehensive Med Tech | Larkin, Stephen | 5/28-7/16 | 60.00 |
| Bookkeeping Fundamentals | Levitan, Florence | 9/17-10/17 | 650.00 |
| Medical Office Procedures | LoCascio, BettyJayne | 9/17-10/29 | 336.00 |
| Tennis Camp III | Manley, Mary | 8/12-8/16 | 330.00 |
| Overview of Charitable Non- Profit Management | McLean, Margaret | 9/16-10/28 | 600.00 |
| Ballroom Dancing I | Mikolai, Marie | 9/17-11/05 | 264.00 |
| Making It In Soap Opera & TV Commercials | Millkie, Ron | 9/21-9/22 | 1200.00 |
| Balancing Family & Work In The 90's | Molinari, Josephine | 9/17-10/15 | 190.00 |
| Self Awareness | Molinari, Josephine | 9/19-10/24 | 285.00 |
| Responsible Assertiveness Train | Molinari, Josephine | 10/2-12/18 | 570.00 |
| Tenants Know Your Rights | Orlowski, Gwen | 9/17 | 62.50 |
| Legal Office Procedures | Ostberg, Karen | 9/18-10/30 | 350.00 |
| Kids Law School | Payne, Patricia | 7/15-7/19 | 20.10 |
| Dental Radiology | Pean, Claire | 5/7-6/15 | 40.20 |
| Medical History Update | Pean, Claire | 9/26 | 134.01 |
| Public Speaking | Petersen, Ingo | 10/2-10/9 | 88.00 |
| How to Find More For Saving & Investing Without Changing Your Monthly Budget | Philbin, James | 9/25 | 36.00 |
| Computer Confidence | Picioccio, Nicholas | 9/17-10/08 | 536.04 |
| Microsoft Word For Windows | Reid, Ethel | 6/9-7/9 | 24.12 |
| Microsoft Word For Windows | Reid, Ethel | 9/21-11/02 | 804.06 |
| Powerpoint | Reid, Ethel | 10/2-10/30 | 670.00 |

| | | | |
|--|-------------------------|-------------|-----------|
| Dental Radiology Clinical Expanded Functions | Reilly, Catherine | 5/7-6/15 | 40.20 |
| Feng Shui | Reilly, Catherine | 5/13-6/10 | 16.08 |
| Access 2.0 Intro- Section 20 | Ryan, Judith | 9/19-10/3 | 156.00 |
| Excel 6.0-Advanced Section 20 | Santiago, Fernando | 9/17-11/5 | 400.00 |
| American Sign Language I | Santiago, Fernando | 11/19-12/17 | 250.00 |
| Exercise With A Difference | Sarnouski, Darlene | 9/16-11/18 | 432.00 |
| Dance Dynamics | Schrager, Lilly | 10/1-11/19 | 216.00 |
| Intro to the Disk Operating System | Schrager, Lilly | 10/1-11/19 | 324.00 |
| Indian Culture & Hindi | Scott-Bey, Ron | 9/18-10/16 | 260.00 |
| Calligraphy-Basic | Shah, Gary | 9/14-2/14 | 792.00 |
| Springboard Diving | Siegel, Estelle | 9/17-11/19 | 360.00 |
| Hatha Yoga | Simon, DeBra | 9/9-12/18 | 720.00 |
| Extended Day Program | Small, Loan Anh | 9/20-12/06 | 460.00 |
| Exporting & Importing Techniques | Smisko, RoseAnn | 7/8-8/9 | 700.00 |
| Soccer Camp III | Stanislawczyk, Andrew | 9/19-10/31 | 420.00 |
| Springboard Diving | Thompson, Jeremy | 8/5-8/9 | 300.00 |
| Short Story Writing | Tighe, Thomas | 9/9-12/18 | 1140.00 |
| Immigration Law | Togneri, Elaine | 9/12-11/21 | 600.00 |
| Technical Writing Fundamentals | Traylor, Stephen | 9/19-9/26 | 108.00 |
| Business Writing Techniques | Vassallo, Phillip | 9/18-10/16 | 405.00 |
| Egyptian Hieroglphs | Vassallo, Phillip | 9/28 | 162.00 |
| Writing The Romance Novel | Vega, Victor | 9/16-12/02 | 1340.10 |
| Getting Your Act Together | White, Rayczek, Barbara | 9/17-11/19 | 690.00 |
| Tai Chi Chuan | Wiley, Charles | 9/21 | 154.00 |
| Tennis Camp III | Zalcman, Andrea | 9/23-12/16 | 264.00 |
| | Zifchak, Robert | 8/12-8/16 | 1340.00 |
| | Total | | 39,931.07 |

(b) That the following proposed Board payroll for the Department of Community Education (Grant budget code 5-297001-9150-2-44) for August 1996 be approved, beginning with the name Jordan, Willie Mae and ending with the name Jordan, Willie Mae, for a total amount of \$900.00:

| <u>COURSE</u> | <u>NAME</u> | <u>DATE</u> | <u>SALARY</u> |
|----------------|--------------------|-------------|---------------|
| A-Step Program | Jordan, Willie Mae | 7/8-8/23 | \$900.00 |
| | Total | | \$900.00 |

- (c) That the following proposed Board payroll for the Department of Community Education (Grant budget code 50520051-9116-1-33) for August 1996 be approved, beginning with the name Colburn, Robert and ending with the name Colburn, Robert, for a total amount of \$273.36:

| <u>COURSE</u> | <u>NAME</u> | <u>DATE</u> | <u>SALARY</u> |
|---------------------------------|-----------------|-------------|---------------|
| Project SITT- Marine Biology | Colburn, Robert | 7/1-8/16 | \$ 273.36 |
| | | Total | \$ 273.36 |

- (d) That the following proposed Board payroll for the Department of Community Education (Grant budget code 5-520015-9116-1-33) for August 1996 be approved, beginning with the name Talati, Tejal and ending with the name Talati, Tejal, for a total amount of \$1,598.42:

| <u>COURSE</u> | <u>NAME</u> | <u>DATE</u> | <u>SALARY</u> |
|--|---------------|-------------|---------------|
| Automated Accounts Clerk-Teacher Aide | Talati, Tejal | 9/3-9/30 | \$1598.42 |
| | | Total | \$1598.42 |

CONTINUING STUDIES

- (a) BE IT RESOLVED that the following personnel actions in the Department of Continuing Studies for SUMMER 1996 be approved:

Appointments:

| <u>Name</u> | <u>Assignment</u> | <u>Compensation</u> |
|------------------|-------------------|---------------------|
| Migden, Barbara | RDG 009-R1/R2 | \$ 977.00 |
| Thompson, Selina | MAT 009-W2 | 670.00 |

Adjustments:

| <u>Name</u> | <u>Assignment</u> | <u>Previously Authorized Compensation</u> | <u>Adjusted Compensation</u> |
|------------------|-------------------|---|------------------------------|
| Vigilante, Donna | RDG 009-R1/R2 | \$ 1,110.00 | \$ 159.00 * |
| Wargo, Edward | Lab Coordinator | 307.00 | 615.00 * |

* Adjusted Assignment

THE INSTITUTE

- (a) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the INSTITUTE and are entitled to payment from the INSTITUTE accounts be approved for the indicated amounts listed below beginning with the name Arcieri, Diane and ending with the name Shipman, Michael for the total amount of \$18,610.50 from (budget code 1-285000-9116-4-00):

| <u>Name</u> | <u>Cont. No.</u> | <u>Amount</u> |
|--------------------|------------------|---------------------|
| Arcieri, Diane | 96-97:58 | \$ 1,620.00 |
| Czarnecki, Paul | 96-97:62 | 225.00 |
| di Maio, Rudolphe | 96-97:49 | 6,310.50 |
| Doherty, Grace | 96-97:61 | 175.00 |
| Frank, Barry | 95-96:336 | 1,120.00 |
| Gabrielson, Marie | 95-96:353 | 2,400.00 |
| Kirbos, Steve | 96-97:60 | 1,280.00 |
| Ostberg, Karen | 96-97:57 | 675.00 |
| Payne, Robert | 96-97:69 | 2,550.00 |
| Peters, Arnie | 96-97:58A | 100.00 |
| Rawnicki, Bernardo | 96-97:59 | 640.00 |
| Reineke, Hank | 96-97:46 | 500.00 |
| Shipman, Michael | 96-97:55 | 1,015.00 |
| | | <u>\$ 18,610.50</u> |

- (b) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the INSTITUTE and are entitled to payment from the INSTITUTE accounts be approved for the indicated amounts listed below beginning with the name Shipman, Michael and ending with the name Shipman, Michael for the total amount of \$795.00 from (budget code 1-285000-9225-4-00):

| <u>Name</u> | <u>Cont. No</u> | <u>Amount</u> |
|------------------|-----------------|---------------|
| Shipman, Michael | 96-97:56 | \$ 795.00 |

SECTION 8 - POLICIES - No actions

SECTION 9 - MISCELLANEOUS

- (a) That the invoice for services rendered by the firm of Jackson, Lewis, Schnitzler and Krupman be approved in the amount of \$6,013.06 for the period May 1, 1996 through May 31, 1996, for services rendered relating to labor relations, EEO and other personnel matters.

After discussion, the motion was unanimously carried.

GENERAL

Mrs. Wike moved, seconded by Mr. Bellizio, for adoption of the following resolution:

1. WHEREAS, the aim of Professional Development Day Conference on August 27, 1996 is to develop and improve faculty performance; and

WHEREAS, an objective of the Conference is to present information to enhance faculty and staff excellence and improve student success; and

WHEREAS, Salome Heyward of Heyward, Lawton & Associates and Carol Schnitzler of WIDERVIEWS have been identified as presenters at this Conference,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby select Salome Heyward of Heyward, Lawton & Associates and Carol Schnitzler of WIDERVIEWS as presenters at the August 27, 1996 Professional Development Day program, to be compensated as follows and charged to budget code 1-024000-9255-1-00:

| | |
|------------------|------------------------|
| Salome Heyward | \$500.00 plus expenses |
| Carol Schnitzler | \$550.00 |

After discussion, the motion was unnamously carried.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Dr. Bakum noted that his report for this month is the "State of the College Address," which was delivered at the Fall Semester Opening Meeting on the morning of August 26 (copy attached to Minutes). He thanked Dr. Dimun for organizing an excellent program for Professional Development Day, which took place on August 27.

AUDIENCE

Ms. Pat Crowley, First Vice President of AFSCME Local #2269, expressed gratitude to the Board for ratifying the Union's new contract.

There being no further business, the meeting was adjourned at 7:40 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on Wednesday, September 25, 1996.

DR. MARY JEAN GUIDETTE
Secretary

LAW OFFICES
HUTT & BERKOW

A PROFESSIONAL CORPORATION

459 AMBOY AVENUE
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GORDON BERKOW
STEWART M. HUTT *
RONALD L. SHIMANOWITZ
DAVID M. HUTT+

JANICE K. SCHERER #
BEN D. SHIRIAK #
SUSAN R. KAPLAN #
PHILIP A. MACHLIN

* ALSO ADMITTED DC BAR
ALSO ADMITTED NY BAR
+ ALSO ADMITTED FLA BAR
OF COUNSEL

OUR FILE NO.

August 21, 1996

Via Fax (908) 906-4165) and Regular Mail

Middlesex County College
155 Mill Road
P.O. Box 3050
Edison, NJ 08818-3050

Attention: Ms. Mary E. Trickel
Vice President for Finance

Re: **Application of Edison Property Associates, L.P.**
Nixon Lane
Edison, NJ

Dear Mary:

In regard to your letter of August 15th, concerning the above captioned matter, we have reviewed the materials that accompanied same, and made very preliminary inquiries into the matter.

First, this appears to be an application that does not involve a use zoning variance. This means that off-site traffic, as a matter of law, cannot be the basis for objection to the proposal. On-site traffic circulation and ingress/egress from the site are the only traffic issues with which the Planning Board can be concerned.

Apparently, the Applicant seeks to subdivide the property into three lots; the original Application states that one of the proposed lots will not front on a public street and will be accessed solely by a private road. The foregoing, if our preliminary information is correct, may constitute the basis for valid objections to the Application.

The Applicant has also filed for preliminary and final site plan approvals. One of the lots will be retained by the present property owner; the remaining lots will be used for an industrial park. Two buildings are proposed: one for a freight transfer center and offices, and the other for a maintenance building.

HUTT & BERKOW

A PROFESSIONAL CORPORATION

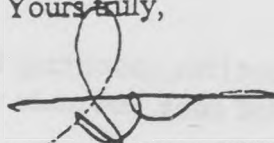
Middlesex County College
Attn.: Ms. Mary E. Trickel
August 21, 1996
Page 2.

We are advised that the meeting on September 3rd is only before the Site Plan Committee, and public participation is not permitted. A public hearing will be scheduled at that time or thereafter. It is essential that full study of the Application, and consideration of retaining expert witnesses, be done without delay. This is particularly urgent since, we are advised that the Applicant, recently has submitted a revised plan, which may alter some of the above information.

We are prepared to undertake legal representation at the rate of \$215.00 per hour. While it is impossible to accurately predict the investigation and preparation time or the length of the public hearing or hearings before the Board, we estimate that 20 hours time can be expected through the hearing(s) before the Board on this Application. The time may well be less. In addition to our fees, the College would be billed for actual costs and disbursements.

We thank you for considering us, and await your advice.

Yours truly,



STEWART M. HUTT
For the Firm

SMH:r

**Middlesex County College Indemnification Policy
For Members of the Board of Trustees**

Whenever a member of the Board of Trustees of Middlesex County College is subject to a civil or criminal action the College will defend and/or indemnify the Trustee in accordance with this policy.

A. Indemnification.

In accordance with the New Jersey Tort Claims Act N.J.S.A. 59:1-1 et seq., Middlesex County College will, upon application for indemnification, defend and indemnify the Trustee for any act or omission arising out of and in the course of the performance of his or her duties as a member of the Board of Trustees provided such act or omission does not constitute actual fraud, actual malice, willful misconduct or intentional wrong. The Board of Trustees shall defray all costs of defending such action, including reasonable attorneys fees and expenses, together with costs of appeal, if any, and shall save harmless and protect such member of the Board of Trustees from any financial loss resulting therefrom as permitted by the New Jersey Tort Claims Act.

B. Notice.

1. In order to be eligible for indemnification, a Trustee seeking indemnification must notify the President of Middlesex County College in writing of an impending civil or

criminal action which may be taken against him/her as a Trustee of Middlesex County College as soon as notice is received by the Trustee. The Trustee shall furnish any documents (including, for example, subpoena or complaint) that have been received to the President and shall cooperate in the defense of the matter.

2. The President shall notify the Director of Contract Management in the Finance Division and the Executive Director of Human Resources in Administrative Services after receipt of any notice referred to in the preceding paragraph.

3. The Director of Contract Management shall notify the Middlesex County College Insurance Commission and any other insurer, if any, of the notice received pursuant to the preceding paragraph.

C. Legal Fees and Disbursements.

1. The College may defend a civil claim through counsel appointed by the Commission or through independent counsel selected by the College, or both.

2. Notwithstanding the above, the College shall retain the option to not appoint an attorney to defend the Trustee but may elect to reimburse the Trustee for reasonable attorney's fees and disbursements expended directly by the Trustee in defense of the Trustee. If the Trustee is permitted by the College to retain his/her own attorney to defend the claim then the Trustee shall ask the College to review the terms and conditions of the

legal agreement in respect to the fees and disbursements prior to concluding the legal agreement if the Trustee desires the College to reimburse the Trustee for fees and disbursements. Approval of the proposed legal agreement shall require a resolution by the Board of Trustees of the College. Bills for legal fees and disbursements shall be submitted to the College periodically at the time and in the form requested by the College.

D. Criminal Matters.

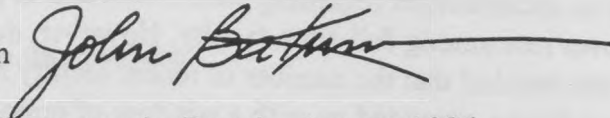
Should any criminal action be instituted against any Trustee for any act or omission arising out of and in the course of performance of his/her duties as Trustee, and should such proceeding be dismissed or result in a final disposition in favor of such person, the College shall reimburse him/her for the cost of defending such proceeding, including reasonable counsel fees and expenses of the proceeding and all appeals provided, however, that the act or omission does not constitute actual fraud, actual malice, willful misconduct or an intentional wrong.

Middlesex County College
Edison, New Jersey 08818

Date: August 28, 1996

To: Board of Trustees

From: John Bakum

A handwritten signature in black ink, appearing to read "John Bakum", with a long horizontal flourish extending to the right.

Subject: President's Report to the Board – August, 1996

Rather than prepare a separate report this month, I have, instead, attached a copy of the *State of the College Address* that I presented to the campus community on August 26, 1996. It is somewhat more comprehensive than my usual monthly report, but it does summarize the status of a number of campus initiatives.

State of the College Address – August 26, 1996

Prepared by John Bakum, President

We have a number of new faculty and staff to welcome to the College this fall, in particular – this year -- tenure track faculty.

Over the past decade or so, we have hired comparatively few faculty on tenure track lines. In part this was due to uncertainties regarding enrollment and in part it was due to the relatively low turnover rate among full-time faculty. However, during the development of this year's budget, we decided that the number of recent faculty retirements and those projected for the near future, provided us with a window of opportunity for the College to begin a process of renewal. The result of that decision is that this year we have 14 tenure track faculty coming on board. Thus I'd like to welcome:

English Department

Jacqueline Abromitis
Wilson Class
Dr. Jamie Daley
Keith Drumbore
Yvonne Sisko
Matthew Spano

Chemistry Department

Dr. Richard Conley

History and Social Behavior Department

Patrick Donahue
Dr. Brenda Gray

Radiography Education Department

Ellen Dikun

English as a Second Language Department

Neil Storm
and, new as a full time faculty member, Dr. Flora Mancuso Edwards

Marketing Art and Design Department

Thomas Wood

Mathematics Department

Carol Avelsgaard
Ann Dobshinsky

New to the administration this year are

Dr. Clifford Mintz, Chair of the Biology Department, and Joyce Heavy, our new Associate Director of Financial Aid. Joyce is replacing Larry Eadie. Larry resigned this summer to assume a director's position with Kean College.

Paul Hilf retired this year as Executive Director of the Middlesex County College Foundation. Joining us this morning is the new Executive Director of the Foundation

Nancy Yusko Peters

Also in the Foundation, Associate Director, Michael McGarry has announced his resignation.

Two long time faculty members will be retiring at the conclusion of the Fall, 1996 semester. Best wishes to John Kenny of the History and Social Behavior Department and Charles Tornatore of the Accounting and Legal Studies Department. Also best wishes to Anita Sagarese of the Marketing Art and Design Department. Anita retired this past June.

Patsy Celeste, who is well known to most of the campus, retired from the Warehouse staff in July.

And finally best wishes to Dympna Ugwu Oju of the English Department, Adriana Pesci of the Physics/Electrical Engineering Technology Department and Wil Casaine of Financial Aid, all of whom have resigned from the College staff.

I am pleased to congratulate the following faculty members who were promoted at the June meeting of the Board of Trustees:

To the rank of Professor

Zoraida Calvo-Scott of the Counseling and Placement Services Department

To the rank of Associate Professor

Audrey Frier of the Dental Auxiliaries Department
Ellen Measday of the English as a Second Language Department
Patricia Payne of the History and Social Behavior Department
Claire Pean of the Dental Auxiliaries Department
David Pearce of the Mechanical and Civil/Construction Engineering Technology
Department
Beverly Simon of the Computer Science Department
Jean Volk of the Accounting and Legal Studies Department

To the rank of Assistant Professor

Elisabeth Altruda of the English Department
Janet Baker and Barbara Bogner of the Biology Department
Joseph Roach of the English Department

Congratulations to all of you.

We have a number of faculty returning from sabbatical leave: welcome back to Robert Colburn, Thomas Feehan, Andrew Kistulentz, Francine Krinsky, Dr. Ralph Manogue, Roseanne Morgan and Patricia Payne. A special welcome back to the faculty member who traveled the greatest distance on her sabbatical, Jackie DeMarzio. Jackie spent her leave, on a Fullbright Fellowship, in South Africa. She sent me a letter this summer and it is clear her adventures and experiences will create some interesting conversations.

A major concern this summer, as in most summers past, was and continues to be enrollment. The latest figures for the Fall, 1996 semester put us within 5% of our enrollment goal. Earlier this summer we were running behind as much as 20%, which – to put it mildly -- was a source of great concern. While there may be some solace in knowing that most of the other New Jersey community colleges were experiencing similar, and in many cases even greater enrollment shortfalls, many of our goals for the future as identified by the MCC 2000 planning process, as well as our fiscal stability depend on strong and predictable enrollment levels, not only for the coming year, but for the foreseeable future.

In light of the enrollment situation, registration will continue this week on Wednesday and Thursday for late admits and returning students. Also, the deadline for applications was extended beyond August 1. Placement testing is scheduled for later this week, including a session on Saturday. Those students will have an opportunity to register next Tuesday. They have been forewarned that making a full time schedule may be difficult.

While it is difficult to state with certainty, there appear to be a number of external factors influencing enrollment levels:

The demise of the New Jersey Department of Higher Education opened the door for more aggressive competition from the State colleges. Our telephone surveys have indicated that some potential students with profiles that in the past would have led them to a community college are instead opting for enrollment in a State college. We have also noted increased recruiting efforts by private, out-of-state schools, and New Jersey is still a college student exporting state. Proprietary schools are also competing effectively for students, particularly in highly specialized programs. And, finally, as we have noted over the years, an improving economy is generally followed by a decrease in part-time enrollment.

Early this summer, in order to address these and other enrollment issues on a structured and systematic basis, I re-established the Enrollment Management Council, appointed Dean Goffe as chair, and charged the Council with the development of an *Enrollment Management Plan*. In addition to the long range planning effort outlined in its charge, I asked the Council to focus initially on recommendations and initiatives designed to improve the Fall, 1996 enrollment levels.

This summer's enrollment related initiatives included:

1. Intensive telephone campaigns designed to reach admitted and returning students and discuss their testing and/or registration status with them;
2. A much closer coordination of testing, advising and registration schedules;
3. Additional registration dates scheduled in late July to accommodate students who tested late; and
4. The implementation of an optional deferred payment designed by Bursar Mark Banyacski. This plan allows students to spread their tuition and fee payments out over the semester.

Coupled with intensified advertising, these efforts produced a significant change in our enrollment picture, changing it from a critical state to a manageable one. The success of this summer's efforts were due, in no small part, to the cooperative spirit exhibited by offices across the campus. Through such cooperative efforts we better serve our students, and, of course, improve the enrollment picture, both in terms of new and continuing students.

As I mentioned earlier, the Council has been charged with the development of an institutional Enrollment Management Plan; a critical component of that plan will be a marketing plan complete with implementation strategies. Fortunately, through the generous efforts of Gerald Ostrov a member of the Board of Trustees, Johnson & Johnson marketing expertise will be made available to us as we work on the marketing plan.

An essential first step in enrollment planning is knowing who our students are. All of us come in contact with students and can claim some knowledge of them. But knowing

individual students is not the same as having detailed knowledge about the personal characteristics, views, objectives and preparation of students as a whole and how these characteristics have changed over the years. Indeed, significant changes in the makeup of our students body, and the Middlesex County community, are taking place. In order to inform the college community about our students, their needs and background, the Office of Research and Planning is preparing a comprehensive profile of our students. The Enrollment Management Council has had a preview of this information, and the Planning Office will distribute the final version of the report at the end of September.

Beginning the process of long range enrollment planning the Enrollment Management Council reviewed the demographics of Middlesex County and our student profile at its August meeting. That information will be shared with you in September. This fall the Enrollment Management Council will create work groups to develop the component parts of the *Enrollment Management Plan*. These work groups will provide you with an avenue to bring forward ideas that will strengthen the College as we move into the next century. I encourage all of you to participate in this important aspect of our institutional planning process.

The work of the Enrollment Management Council is one element in ensuring the future of the College. Even more important to our future, however, is that we continue to offer an array of educational programs that meet the needs of our various constituencies. We must strive to ensure that our programming is current and delivered in a manner that promotes learning. Curriculum changes and innovations require adequate resources, and at a time when funding from our traditional sources is level or declining, the efforts of the Office of Grants is a critical factor in determining our ability to innovate and adapt. Fortunately the track record of the Grants Office continues to be exemplary.

We begin the 1996-97 academic year with over \$1.9 million in external funding for a variety of projects, with an additional \$300,000 in applications still pending. These figures are exclusive of JTPA and REACH projects.

Some of these projects are continuations: the second year of the New Jersey Center for Advanced Technology Education and the Single Parent CAD program, for example. Some are exciting new initiatives, of which the most recently received is a National Science Foundation grant in support of the creation of a new Multimedia Communications Technology program within the Physics/Electrical Engineering Technology Department. This two-year project is funded at \$310,000 and under the terms of the grant, department faculty will be working with representatives of the telecommunications industry in the development of the AAS degree program. My congratulations to David Beyer and Steven Foster who assumed leadership roles in the preparation of the successful proposal. Congratulations also to Jack Waintraub and, of course, Camille Mahon.

As we plan for the 21st century, it is clear that technology will pervasively and profoundly influence the College's operation both in and outside the classroom. Utilizing technology

in the instructional process is one of the challenges we will be dealing with in the immediate and foreseeable future. One can scarcely skim the pages of any education publication these days without reading about how one institution or another is incorporating the INTERNET into its instructional methodology, or initiating distance learning via interactive TV, or creating its own multimedia instructional packages. Indeed the Maricopa Community College District recently announced the availability of an associate degree program in its entirety on the INTERNET.

It is certainly true that our reputation has been built on maintaining high academic standards and offering quality instruction in a traditional educational environment. That has served us well for many years, and I'm sure will continue to serve us well in the future.

However, we must adapt to the evolving world around us. We must constantly seek to improve, using every tool, technology based or otherwise, available to us. We must do that to maintain our competitive edge in the educational marketplace, a marketplace that will be less and less defined by geography. Our position as a leader in community college education will depend on our ability and willingness to continue to move forward. To do that, we need the tools and the resources. Let me share some of the progress we have achieved recently.

Our initial access to the INTERNET was provided through the New Jersey Intercampus Network by means of a system known as PILOT. As provided by NJIN, PILOT simply did not have the capability we needed to fully exploit the emerging educational and informational possibilities of the World Wide Web. This summer we developed our own dedicated INTERNET service, with the initial access point located in the College Library. We are connecting the INTERNET service to our existing campus Ethernet network, which is the existing cabling by which campus buildings are provided with access to COLLEAGUE and E-mail. The micro computers and terminals used for COLLEAGUE and E-mail require additional equipment and/or software to enable INTERNET access. Some initial stations have already been afforded INTERNET capability, and provisions for the rest are in progress. I would like to acknowledge the efforts of Ed Reid and Eddie Onyshak of the Computer Repair Center in moving us forward with this important project.

By the time classes begin next week, one of the Computer Science Laboratories in JLC will provide students with access to the INTERNET, and during the first month of classes an additional JLC computer laboratory will be connected to the INTERNET, as will the main network in the Library. Additional campus access to the INTERNET will have to wait for the installation of a fiber optic backbone, but fortunately that installation is not far off.

Our existing campus Ethernet cable network is copper wire based. This older technology has many limitations, not the least of which are its vulnerability to lightning and its inherent restrictions in capacity. The more modern technology is fiber optic based. Thus

we are planning to replace the current copper based system with a fiber optic campuswide backbone. The fiber optic cabling has virtually limitless capacity compared to the copper wire system it will replace, it is impervious to lightning, and it will allow the transfer of information across the campus in a variety of modes, including: voice, video or data. Most of the design work for the installation of the fiber optic system has been completed. Bid specifications are being prepared, the funding is largely in place, and we expect the RFP to go out this fall, with installation planned for the winter.

While I am on the subject of technology, there are some developments regarding the COLLEAGUE system I should mention. By and large COLLEAGUE has served us well, but the latest release of COLLEAGUE, release 14, promises to provide the college and our students with a very desirable array of additional features and useful capabilities. Implementing Release 14, however, will require a new hardware system. Fortunately the cost of computer systems has dropped drastically in recent years, so this project should not unduly strain our always limited resources. The installation of the new equipment is planned for March of 1997, with the change over to Release 14 scheduled for July, 1997. From that date the complete implementation of Release 14 will likely take a full year. This project is deliberately timed to coincide with similar projects at the other New Jersey colleges on COLLEAGUE, so that we can share training expenses as well as the expected "challenges" of transition.

At the last State of the College address I announced that we had established a Home Page on the World Wide Web. Actually it went on-line the morning of my speech. Wayne Reynolds cut it rather close.

Over the course of the summer, the Middlesex County College Home Page on our web site has been dramatically enhanced from its initial version. This was accomplished through the efforts of Tom Wood of the Marketing Art and Design Department, Emmi Schatz of the Computer Science Department and a local web development company, E-Presence. Both the CEO of E-Presence and his project consultant are MCC graduates. E-Presence has made a corporate commitment to our site. Several departments, Cooperative Education and Counseling and Placement Services, also have websites to provide information to assist students with job and college transfer searches. Our plans are to incorporate those pages into the college's site and provide links to additional sites. The continuing development and improvement of the Home Page will entail broad involvement from across the campus community, and we have tentative plans this semester to offer a course in "Web Authoring"

The establishment and revision of the Home Page is being coordinated by the Home Page Committee. The Committee's first priority in enhancing the information available at our web site will be given to enrollment related areas such as admissions and registration. The next priority will be given to instructional support functions, such as library information and class assignments. The third phase of the website project will involve professional and management functions, probably as an intranet system. You will shortly receive information from the Home Page Committee outlining the plan for the project

with an associated time table. Our progress with the Home Page owes a lot to the contributions of Wayne Reynolds and Michelle Goffe.

At the conclusion of my remarks today, assuming the technology is cooperative, we will demonstrate the revised Home Page for you.

We will also be using technology to provide students with information by means of three computerized information kiosks which will be activated on campus this November. The College On-Line Transaction Network (The acronym is COLT-Net) will allow students to:

1. View their class, billing and financial aid status;
2. Request transcripts;
3. Check map and directory information; and
4. Contact department offices.

The system features include touch-screen technology, print capability and telephone access. In addition to the specific information available to students, the kiosks will also provide general information to college faculty and staff and campus visitors.

A final technology note. Frank O'Connor informs me that as of September 3, voice mail will be available to all faculty. Frank is finishing up a voice mail instructional handbook which will be distributed this week. If you have any questions, the handbook will contain a "Help Line" number, and Frank will be pleased to assist you in initiating this new service.

In the area of facilities, the design work for the new Learning Resources complex is nearing completion. The next step in the process is the issuance of the bid documents and we still anticipate ground breaking this fall, with occupancy projected for the Fall, 1998 semester.

Although we will not occupy the new building until the Fall of 1998, the interactive television classroom is a reality; and it is temporarily located in Room 136 of the Johnson Learning Center. The ITV classroom was funded primarily by the New Jersey Intercampus Network. The Media Department will schedule demonstrations of the two-way video technology at the request of faculty.

At tomorrow's luncheon which is part of the staff development program, the latest renderings of the Learning Resource Center will be on display. Which brings me to an update on the Capital Campaign, the campaign that will close the \$1.25 million gap between State and County funding and the total project cost.

We are doing quite well with the staff portion of the fund raising campaign. To date we have a \$118,000 in pledges, or 78% of our \$150,000 goal. The other sectors in the campaign are also doing well. Pledges totaling approximately \$222,000 have been

received from a variety of sources, including the Board of Trustees, the Foundation Board members, alumni, corporations and friends of the College. In addition, tentative commitments are in place for an additional \$350,000 from the corporate sector. I encourage you to join the 227 staff members who have already pledged support. To make it easy for you, there will be a campaign table, with staff volunteers, set up at tomorrow's luncheon.

Also in terms of new facilities, on August 21st we conducted a ribbon cutting ceremony to mark the completion of the baseball and softball fields and the new tennis courts. Our keynote speaker that morning was Robert Mulcahy, III the president and CEO of the New Jersey Sports and Exposition Authority, the agency that operates the Meadowlands sports complex. As you may recall, the major portion of the funding for this project was obtained by a grant from the Sports and Exposition Authority. If you have not seen the new facilities, I urge you to do so. They are first rate. And if you have been with the College long enough to remember what the area behind the Physical Education Center looked like before the Army Corps of Engineers cordoned off the area, you will be impressed.

In closing, two announcements.

First, the position of Vice President for Academic Affairs will be posted and advertised during the second week in September. Patricia Payne, Chair of the College Assembly has agreed to chair the Screening Committee. The search will be conducted through the Fall semester, with a target date of January 1, 1997 for the successful candidate to take office, depending, of course, on his or her availability.

Second, Dr. Frank Spano, Dean of the Division of Engineering Technologies and Science, has resigned his position as dean, effective January 15, 1998. Frank will commence a sabbatical leave in January, 1997 with the intention of resuming his position as a faculty member upon his return. Frank has made it explicitly clear, underline explicitly, that he wants no fuss or fanfare. However, I cannot let so long a career marked with so many contributions to the College go totally without comment. I would like to quote one paragraph from Frank's letter to me. A paragraph I believe rather succinctly sums up Frank's relationship with Middlesex County College.

Middlesex County College has been my second family for more than 30 years; it has been a love affair which shall remain timeless. It has filled my life with great joy and a sense of accomplishment. I am grateful to all who have contributed to making my career as Dean one which gives me great pride. I thank all: Board of Trustee members, Chairs, Faculty, Staff and most of all students who have so enriched my life.

Frank, I think it is altogether appropriate that you look back at the last thirty years with pride; and on behalf of the campus communities, from 1966 until today, thank you for your contributions and your dedication.