

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of August 23, 1988 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 8:15 p.m., August 23, 1988, in the Boardroom of the Academic Services Building. Members present were: Mmes. Northington and Valenti; Messrs. Ciatto, Coughlin, Marino and Meszaros. Dr. Brinson; Mmes. Muller, Sommer, and Messrs. Fox, Otlowski and Tanzman were absent. Also present were President Edwards, Mr. Hoffman, Mrs. Widis 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 17, 1987, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November 17, 1987, advance written notice of this meeting was mailed to The Home News, 123 How Lane, New Brunswick, New Jersey and The News Tribune, 1 Hoover Way, Woodbridge, New Jersey.
- (c) On November 17, 1987, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On November 17, 1987, 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.

Mrs. Valenti moved, seconded by Mr. Meszaros, that the Minutes of the regular meeting of July 26, 1988 be approved as presented. The motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

Mr. Meszaros moved, seconded by Mr. Ciatto, for adoption of the following resolution:

WHEREAS, the College has solicited a public bid for the demolition of a building no longer required for its use; and

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WHEREAS, the results of said bid would require an expenditure of \$19,375.00 which exceeds budget amounts set aside for said purpose;

NOW, THEREFORE, BE IT RESOLVED, that Bid No 585 - Demolition of North I - be cancelled in its entirety and rebid with revised specifications.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that a contract be awarded to Sound Absorption, Inc., Long Island City, N.Y., for vibration isolation devices in the amount of \$10,940.00, said amount representing the lowest bid price which fully met College specifications from a total of two responses received.

Unsuccessful bidder: Vibranetics, Queens Village, N.Y.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that a contract be awarded to Computer Resources, Princeton, N.J., in the amount of \$11,044.00 for computer peripherals, said amount representing the lowest bid price which fully met College specifications from a total of three responses received.

Unsuccessful bidders: Bits & Bytes, Highlands, N.J.  
Manchester Equipment, Brookline, MA

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, for adoption of the following resolution:

WHEREAS, the State of New Jersey has cooperative purchasing services available under NJSA 18A:64A-25.9 of the County College Contracts Law applicable to the College;

NOW, THEREFORE, BE IT RESOLVED, that the following contracts under \$8,400.00 be ratified under provisions of State Contracts currently in effect:

<u>STATE CONTRACT NUMBER</u>	<u>NAME OF COMPANY</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
A-83294	Levy's, Inc.	Key Control Locks	\$ 122.04
A-83293	Institutional Fitness Products	Athletic Supplies	153.40
A-83291	East Orange Sporting	Athletic Supplies	2,483.60
A-72657	Shipman-Ward, Inc.	Swintec Typewriter	496.00
		Total	<u>\$3,255.04</u>

After discussion, the motion was unanimously carried.

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Mr. Meszaros moved, seconded by Mr. Ciatto, that the following progress payment be authorized to the firm of Salvatore Contracting, Inc., for fascia replacement in connection with roof replacement projects on the College campus, pursuant to the recommendation of the architectural firm of Morton, Russo & Maggio, the Director of Plant Operations, and the Vice President for Finance and Operations in the amount of \$25,859.22.

	<u>Main Hall</u>	<u>Library</u>	<u>Total</u>
Total contract	<u>\$54,878.00</u>	<u>\$22,326.00</u>	<u>\$77,204.00</u>
Payments to date	\$31,769.23	\$ 5,227.41	\$36,996.64
Payment authorized #2	13,469.04	12,390.18	25,859.22
Retainage @ 10%	5,026.47	1,957.52	6,983.99
Balance of Contract	<u>4,613.26</u>	<u>2,750.89</u>	<u>7,364.15</u>
Total	<u>\$54,878.00</u>	<u>\$22,326.00</u>	<u>\$77,204.00</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that the following progress payment be authorized to the firm of S.O.S. International for asbestos abatement in connection with L'Hommedieu Hall, pursuant to the recommendation of the consulting firm of Weston/ATC, the Director of Plant Operations, and the Vice President for Finance and Operations in the amount of \$231,398.59.

Total contract	<u>\$1,694,000.00</u>
Payments to date	\$ 406,192.36
Payment authorized #2	231,398.59
Retainage @ 10%	70,843.45
Balance of Contract	<u>985,565.60</u>
Total	<u>\$1,694,000.00</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that the following progress payment be authorized to the firm of Morton, Russo & Maggio for architectural services rendered in connection with the North Hall elevator installation in the amount of \$5,500.00.

Estimated construction cost	<u>\$220,000.00</u>	
Fee @ 10%	\$ 22,000.00	
Payment to date		\$11,000.00
Payment authorized #2		5,500.00
Balance of contract		<u>5,500.00</u>
Total		<u>\$22,000.00</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, for adoption of the following resolution:

WHEREAS, the College has solicited a public bid for the purchase of a new 1989 vehicle for the Police Department; and

WHEREAS, the results of said bid would require an expenditure of \$12,998.00 and a three-month delivery period; and

WHEREAS, a police-equipped 1988 leftover vehicle can be purchased immediately under the provisions of New Jersey State Cooperative Purchasing Contracts pursuant to N.J.S.A. 18A:64A-25.9,

NOW, THEREFORE, BE IT RESOLVED that Bid #586 be cancelled in its entirety and a contract be awarded in the amount of \$12,941.00 to Warnock Dodge, Livingston, New Jersey for a police-equipped Chevrolet Caprice vehicle under N.J. State Contract #A-81062.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College requested and received authorization for the construction of the Technical Services Center from the Board of Higher Education and the County of Middlesex; and

WHEREAS, the architectural firm of Rothe-Johnson Associates, Edison, N.J. has completed working drawings and the budget for said Technical Services Center; and

WHEREAS, the Facilities Committee has reviewed the working drawings and authorized the Director of Plant Operations to forward said drawings to the Department of Higher Education; and

WHEREAS, the project budget in the amount of \$6,563,605 as based on said working drawings has been submitted to the Vice President for Finance and Operations for his review; and

WHEREAS, said budget is consistent with the concept document and the program document previously approved by the Board of Trustees and the Board of Higher Education,

NOW, THEREFORE, BE IT RESOLVED that the Vice President for Finance and Operations be authorized to seek approval of the working drawings as presented by the Director of Plant Operations to the Department of Higher Education; and

BE IT FURTHER RESOLVED that the budget as provided by the architectural firm of Rothe-Johnson Associates be approved and forwarded to the Department of Higher Education for their consideration; and

BE IT FURTHER RESOLVED that the Board of Trustees of Middlesex County College approves the final working drawings and project budget in the amount of \$6,563,605 as provided for by the project resources as follows:

State of New Jersey	
Jobs Science and Technology Bond Act	\$2,000,000
County of Middlesex	<u>3,400,000</u>
	\$5,400,000
Middlesex County College	<u>1,163,605</u>
	<u>\$6,563,605</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, for adoption of the following resolution:

WHEREAS, the College library requires certain publications and periodicals which are available from a subscription agency; and

WHEREAS, such purchases are classified as exempt from bidding under provisions of NJSA 18A:64A-25 et seq,

NOW, THEREFORE, BE IT RESOLVED that a subscription contract in the amount of \$14,853.00 be awarded to EBSCO, Red Bank, N.J. for the period July 1, 1988 through June 30, 1989.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that a progress payment be authorized to the firm of Weston Associates for consulting services in connection with the asbestos abatement project in L'Hommedieu Hall, pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$59,899.00.

Estimated project cost @ 15% of abatement contract	<u>\$254,100.00</u>
Payments to date	\$ 74,136.00
Payment authorized #2	59,899.00
Balance of project	<u>120,065.00</u>
Total	<u>\$254,100.00</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that the following progress payment be authorized to the firm of Rothe-Johnson Associates for architectural services rendered for the Technical Services Center in the amount of \$3,744.71, plus reimbursable expenses of \$3,994.75.\*

Architectural budget	<u>\$4,850,000.00</u>
Fee @ 6%	\$ 291,000.00
Payments to date	228,199.35
Payment authorized #9	3,744.71
Balance of project	59,055.94
Total	<u>\$ 291,000.00</u>

*Reimbursable expenses:	
Federal Express	\$ 40.25
Consulting Engineer - Joseph R. Loring	135.40
Consulting Engineer - Cerami Associates	1,154.10
Consulting Engineer - Paulus, Sokolowski, Sartor	2,665.00
Total	<u>\$ 3,994.75</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that the following progress payment be authorized to the firm of Sarbo, Inc. for HVAC in connection with the capital restoration of six buildings on the College campus, pursuant to the approval of the engineering firm of Brownworth, Mosher & Doran, the Vice President for Finance and Operations and the Director of Plant Operations in the amount of \$109,427.40.

Total contract	<u>\$1,342,853.00</u>
Payments to date	\$ 847,889.00
Payment authorized #7	109,427.40
Retainage @ 10%	106,392.30
Balance of contract	279,144.30
Total	<u>\$1,342,853.00</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mrs. Valenti, that the following progress payment be authorized to the firm of Brownworth, Mosher & Doran for design of HVAC projects authorized pursuant to NJSA 18A:64A-22 et seq. and the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$4,723.35.

Total contract	<u>\$ 89,530.00</u>
Payments to date	\$ 66,863.30
Payment authorized #2	4,723.35
Balance of contract	<u>17,943.35</u>
Total	<u>\$ 89,530.00</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that the following changes be approved in the contract between the Board of Trustees and the firm of Sarbo, Inc. for HVAC work in connection with the capital restoration of six buildings on the College campus, pursuant to the recommendation of the engineering firm of Brownworth, Mosher & Doran, the Vice President for Finance and Operations and the Director of Plant Operations in the amount of \$15,387.00.

Total contract authorize	\$1,387,393.00
Add change orders below	<u>15,387.00</u>
New contract total	<u>\$1,402,780.00</u>

Main Hall #4

Replace 2-1/2" chilled water headers from mechanical room to first fan coil unit - east side. Insulate piping with Armaflex. Existing piping to be abandoned in trench - new piping to be run behind existing laboratory furniture. Sarbo to provide access opening in trench cover.

+ \$10,587.00

Main Hall #5

Furnish and install fan coil cabinet extensions to conceal external piping for 24 units in the Science Wing

+ 4,800.00

Total + \$15,387.00

After discussion, the motion was unanimously carried.

HUMAN RESOURCES COMMITTEE

Mrs. Northington moved, seconded by Mrs. Valenti, that the following list of personnel appointments and actions be approved pursuant to recommendation by the President and to the provisions of Section 18A:64A-12.

MANAGEMENT APPOINTMENTS

- (a) Maria Mora be appointed Director of the Perth Amboy Community Career Center, in the Division of Community Education (budget code 19-2962-120) for the 1988-89 fiscal year, based on the effective starting date of September 26, 1988, at an annual salary of \$30,800 prorated to \$23,692 for the designated period.
- (b) Marie Y. Chen be appointed Programmer/Analyst, in the Computer Center (budget code 19-1720-126) for the time period September 1, 1988 to February 28, 1989 only, at an annual salary of \$26,000 prorated to \$13,000 for the designated period.
- (c) Pi-Yu Loh be appointed Programmer/Analyst, in the Computer Center (budget code 19-1720-126) for the time period September 1, 1988 to February 28, 1989 only, at an annual salary of \$26,000 prorated to \$13,000 for the designated period.
- (d) Ming Wong be appointed Programmer/Analyst, in the Computer Center (budget code 19-1720-126) for the time period September 1, 1988 to February 28, 1989 only, at an annual salary of \$26,000 prorated to \$13,000 for the designated period.

MANAGEMENT CHANGE OF STATUS

- (a) Elaine Buscemi, Chairperson, Dental Auxiliaries Education Department, be granted a change of sabbatical leave of absence from the approved 1988 Fall semester to the 1989 Spring semester.

NOTE: The Board of Trustees approved the above sabbatical leave on June 28, 1988.

CONFIDENTIAL CORRECTIVE RESOLUTIONS

- (a) That the job title for Gunwanti Jambhekar, in the Office of Research and Planning, (budget code 19-0250-138), be corrected from a Word Processing Secretary to a Confidential Research Assistant.

NOTE: The incorrect job title was listed on the 1988-89 salary list.



ACADEMIC APPOINTMENTS

- (a) Ricki Jean Cohn be appointed Instructor, in the English Department (budget code 19-2210-110) at an annual salary of \$23,462 for the 1988-89 academic year, based on the effective starting date of August 30, 1988.  
NOTE: This is a tenure line position.
- (b) Kenneth Lusnia be appointed Assistant Instructor, in the Radiography Education Department (budget code 19-2140-110) at an annual salary of \$22,800 for the 1988-89 academic year, based on the effective starting date of August 30, 1988.  
NOTE: This is a tenure line position.
- (c) Ellen Measday be appointed Instructor, in the English As A Second Language Department (budget code 19-2280-110) at an annual salary of \$23,162 for the 1988-89 academic year, based on the effective starting date of August 30, 1988.  
NOTE: This is a tenure line position.
- (d) Renee Price be appointed Instructor, in the English Department (budget code 19-2210-110) at an annual salary of \$23,562 for the 1988-89 academic year, based on the effective starting date of August 30, 1988.  
NOTE: This is a tenure line position.
- (e) David Aarons be appointed Instructor, in the Mathematics Department (budget code 19-2530-114) for the Fall semester only, of the 1988-89 academic year, at a total salary of \$12,000, effective August 30, 1988.
- (f) Angelo Deieso be appointed Assistant Instructor, in the Mechanical and Civil/Construction Engineering Technology Department (budget code 19-2560-110) for the 1988-89 academic year only, at the salary of \$22,500, based on the effective starting date of August 30, 1988.
- (g) Margaret Gorlin be appointed Instructor, in the Mathematics Department (budget code 19-2530-114) for the Fall semester only, of the 1988-89 academic year, at a total salary of \$12,000, effective August 30, 1988.
- (h) Dennis Lick be appointed Assistant Department Chairperson, in the Visual Arts Department (budget code 19-2260-110) for the 1988-89 academic year, at a total salary of \$650, as per the AFT Contract, Article IX, Section I.

- (i) Elliot Ramer be appointed Assistant Department Chairperson, in the Modern Languages Department (budget code 19-2240-110) for the 1988 Fall semester only of the 1988-89 academic year, at a total salary of \$325, as per the AFT Contract, Article IX, Section I.
- (j) Dympna Ugwu-Oju be appointed Instructor, in the English Department (budget code 19-2210-110) at an annual salary of \$23,162 for the 1988-89 academic year, based on the effective starting date of August 30, 1988.  
NOTE: This is a tenure line position.
- (k) That the following be appointed Curriculum Coordinators, in the Nurse Education Department (budget code 19-2110-110) for the Fall semester only, of the 1988-89 academic year, at the approved amounts, beginning with the name Jean Buckley and ending with the name Alicia Ylagan.

<u>Name</u>	<u>Course</u>	<u>Amount</u>
Jean Buckley	Nursing 123	\$275
Sharon Ferrante	Nursing 124	275
Phoebe Andes	Nursing 227-O	275
Zelia Brown	Nursing 227-P	275
Alicia Ylagan	Nursing 228	275

ACADEMIC ADJUNCT APPOINTMENTS

- (a) Susan Kusic be appointed Adjunct Instructor, in the Medical Laboratory Technology Department (budget code 19-2160-115) for the Fall semester, of the 1988-89 academic year, to lecture MED 211, for a total of twenty-four (24) clock hours, at the rate of \$21.00 per clock hour, for a total salary of \$504.
- (b) Stephen P. Larkin III be appointed Adjunct Instructor, in the Medical Laboratory Technology Department (budget code 19-2160-115) for the Fall semester, of the 1988-89 academic year, to lecture MED 211, for a total of twenty-eight (28) clock hours, at the rate of \$21.00 per clock hour, for a total salary of \$588.
- (c) Dr. Henry Schriever be appointed Adjunct Instructor, in the Medical Laboratory Technology Department (budget code 19-2160-115) for the Fall semester, of the 1988-89 academic year, to lecture MED 211, for a total of eight (8) clock hours, at the rate of \$23.00 per clock hour, for a total salary of \$184.

ACADEMIC COMPENSATION

- (a) Larry Cohen be compensated the equivalent of three (3) contact hours, at the rate of \$510 per contact hour, for preparing six (6) grant proposals during July 1988, for a total salary of \$1,530 (budget code 19-2500-150) in the Division of Engineering Technologies and Science.

NON-ACADEMIC APPOINTMENTS

- (a) Carol Ann Evans be appointed College Center Assistant, in the College Center (budget code 19-1810-130) for the fiscal year July 1, 1988 to June 30, 1989, at an annual salary of \$14,275 prorated to \$12,225, based on the effective starting date of August 24, 1988.
- (b) Jeanette Gonzalez be appointed Student Records Assistant, in the Admissions and Financial Aid Office (budget code 19-1110-130) for the fiscal year July 1, 1988 to June 30, 1989, at an annual salary of \$14,275 prorated to \$12,225, based on the effective starting date of August 24, 1988.
- (c) Lynn Livingston be appointed Departmental Secretary, in the History and Social Behavior Department (budget code 19-2200-130) for the fiscal year July 1, 1988 to June 30, 1989, at an annual salary of \$12,700 prorated to \$10,876, based on the effective starting date of August 24, 1988.
- (d) Mamie Wilkins be appointed Student Activities Assistant, in the Student Activities Department (budget code 19-1140-130) for the fiscal year July 1, 1988 to June 30, 1989, at an annual salary of \$15,335 prorated to \$13,133, based on the effective starting date of August 24, 1988.
- (e) Mary Silva be appointed Word Processing Specialist, in the Correspondence Center (budget code 19-0560-130) for the fiscal year July 1, 1988 to June 30, 1989, at an annual salary of \$14,275 prorated to \$11,896, based on the effective starting date of September 1, 1988.
- (f) Gregory Mekilo be appointed Mechanic I, in the Maintenance Department (budget code 19-7300-160) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$27,590 prorated to \$23,292, based on the effective starting date of August 29, 1988.

NON-ACADEMIC TEMPORARY PERSONNEL

- (a) Robert Dribbon, at the rate of \$6.50 per hour.
- (b) Lauren Zifchak, at the rate of \$5.75 per hour.
- (c) Michael Klufas, at the rate of \$6.00 per hour.
- (d) Elinor Murphy, at the rate of \$7.25 per hour.
- (e) Lynn Livingston, at the rate of \$6.98 per hour.
- (f) Chava Granett, at the rate of \$6.00 per hour.
- (g) Yasotha Thillainathan, at the rate of \$7.00 per hour.
- (h) Nilesh Bhatti, at the rate of \$6.25 per hour.
- (i) Susan Petrunyak, at the rate of \$5.50 per hour.
- (j) Kwamena Gelot, at the rate of \$7.84 per hour.

NON-ACADEMIC CHANGE OF STATUS

- (a) Patricia Flannery, Public Relations Assistant, in the Public Relations and Communications Department (budget code 19-0220-130) at an annual salary of \$16,629, be changed to Departmental Secretary, in the Accounting Department (budget code 19-2300-130) at an annual salary of \$16,528 prorated to \$15,151, effective August 1, 1988, as per the AFSCME Contract, Article IX, Section A-3.
- (b) Sue Shah, Student Accounting Assistant, in the Business Office (budget code 19-0310-130) at an annual salary of \$14,445, be changed to Inventory Control Clerk, in the Purchasing Department (budget code 19-0320-130) at an annual salary of \$14,445, effective September 5, 1988.

NON-ACADEMIC LEAVES OF ABSENCE

- (a) Dora Lewis, Departmental Secretary, in the Performing Arts Department (budget code 19-2200-130) be granted a disability leave of absence, pursuant to the AFSCME Contract, Article VI, Section G, for the time period July 31, 1988 to September 11, 1988.  
NOTE: This is an extension of a current disability leave of absence.
- (b) Mary Perri, Custodian, in the Custodial Department (budget code 19-7200-160) be granted a disability leave of absence, pursuant to the Teamsters Contract, Article XIII, Section G, for the time period July 18, 1988 to September 1, 1988.
- (c) Vendel Gastgeber, Mechanic II, in the Maintenance Department (budget code 19-7300-160) be granted a disability leave of absence, pursuant to the Teamsters Contract, Article XIII, Section G, for the time period July 24, 1988 to September 12, 1988.

CHANGE IN NON-ACADEMIC LEAVE OF ABSENCE

- (a) That the unpaid leave of absence for Anna Washko, Student Records Assistant, in the Registrar's Office (budget code 19-1120-130) which was approved at the April meeting of the Board of Trustees, for the time period June 1, 1988 to September 9, 1988, be changed to the time period June 1, 1988 to July 29, 1988.

NON-ACADEMIC RESIGNATIONS

- (a) Agnes Forman, Departmental Assistant, in the Office of Admissions and Financial Aid (budget code 19-1110-130) effective August 18, 1988.
- (b) Debra Nowikow, Departmental Aide, in the Police Department, (budget code 19-0700-130) effective September 6, 1988.
- (c) Ricardo Rodriguez, Student Records Assistant, in the Office of Admissions and Financial Aid (budget code 19-1110-130) effective August 26, 1988.
- (d) Carole Bowen, Departmental Secretary, in the Hotel, Restaurant and Institution Management Department (budget code 19-2340-130) effective August 12, 1988.

NON-ACADEMIC TERMINATIONS

- (a) Linda Reina, Student Records Assistant, in the Admissions and Financial Aid Office (budget code 19-1110-130), effective July 15, 1988.
- (b) Hazel Tillery, Departmental Secretary, in the Division of Community Education (budget code 19-5200-130), effective August 12, 1988.

GRANTS AND SPECIAL PROJECTS PERSONNEL

Appointments

- (a) Janet Bolds be appointed Coordinator/Teacher, Project AOS, in the Division of Community Education (budget code 19-5200-131) for the time period August 24, 1988 to June 30, 1989, at an annual salary of \$21,000 prorated to \$18,013.94.
- (b) Marianne Komek be appointed Teacher Aide, Project LOGRO, in the Division of Community Education (budget code 59-3805 CJ-130) for the time period September 1, 1988 to June 30, 1989, at an annual salary of \$14,275 prorated to \$11,908.96.

- (c) Michael Nigro, Employment Recruitment Specialist, Project Resources, in the Division of Community Education (budget code 59-3294 EJ-126) for the time period September 1, 1988 to August 31, 1989, at the annual salary of \$14,840 prorated to \$14,775.95.
- (d) Darlene Yoseloff, Coordinator, Project Resources, in the Division of Community Education (budget code 59-3294 EJ-126) for the time period September 1, 1988 to August 31, 1989, at the annual salary of \$19,280 prorated to \$19,199.67.
- (e) Joan Brady be appointed Acting Director of Perth Amboy Community Career Center, in the Division of Community Education (budget code 19-2962-120) for the time period September 16, 1988 to September 30, 1988 only, at a monthly salary of \$2,500 prorated to \$1,250.  
NOTE: This is an extension of a current temporary appointment.
- (f) Judy Kuperstein be appointed Director, Learning Disabilities Programs, Project Central Connections, in the Office of Counseling and Placement (budget code 59-3726 FJ-126), for the time period August 1, 1988 through June 30, 1989, at an annual salary of \$29,998 prorated to \$27,686.

Part-Time Appointments

- (a) Jack Hendrickson be appointed Technical Lab Coordinator, Project Logro III, in the Division of Community Education (budget code 59-3805 CJ-130) for the time period July 13, 1988 to June 30, 1989, at an hourly salary of \$7.50 for fifteen (15) hours per week, not to exceed \$5,873.
- (b) Dorothy Bruecher, Training Specialist, Project Resources, in the Division of Community Education (budget code 59-3294 EJ-150) for the time period September 1, 1988 to August 31, 1989, at an hourly salary of \$7.42, for twenty-five (25) hours per week, not to exceed \$9,683.
- (c) Frances Thomas, Project Assistant, Project Resources, in the Division of Community Education (budget code 59-3294 EJ-150) for the time period September 1, 1988 to August 31, 1989, at an hourly salary of \$7.00, for twenty-five (25) hours per week, not to exceed \$9,135.

- (d) Carol Zicklin be appointed Learning Disabilities Specialist, in the Counseling and Placement Department (budget code 59-3729 FJ-115) for the time period August 29, 1988 to June 30, 1989, at an hourly salary of \$12.00 for twenty (20) hours per week, not to exceed \$10,560.
- (e) Maris Chaven be appointed Job Placement Assistant, Job Locator Program, in the Counseling and Placement Department (budget code 59-3731 FU-150) for the time period August 25, 1988 to June 30, 1989, at an hourly salary of \$9.00 for twenty-five (25) hours per week, not to exceed \$9,990.

Part-Time Appointment Rescinded

- (a) Leslie Vaccarino, Learning Disabilities Specialist, Project Central Connections, in the Counseling and Placement Department (budget code 59-3729 FJ-112) for the time period July 1, 1988 to July 31, 1988, be rescinded.  
NOTE: The above appointment was approved by the Board of Trustees on June 28, 1988.

Change of Status

- (a) Juanita Toledo Hall, Peer Advisor, in the Division of Community Education (budget code 19-2980-150) at an hourly salary of \$7.84 for twelve (12) hours per week, be increased to fifteen (15) hours per week, for the time period September 6, 1988 to June 30, 1989, not to exceed \$5,056.80.
- (b) Claudia Yurecko, Coordinator, Project SPAN, in the Division of Community Education, (budget code 59-3802 DJ-126) at an annual salary of \$23,815 for the time period July 1, 1988 to June 30, 1989, be changed to an annual salary of \$25,482 prorated to \$21,266, for the time period September 1, 1988 to June 30, 1989.  
NOTE: The above change in salary reflects a 7% annual increase.

Change in Leave of Absence

- (a) That the leave of absence granted to Priscilla Walsh, Technical Resource Center Coordinator, in the Institute for Management and Technical Development (budget code 59-3419 BJ-126) on June 28, 1988, be changed to return to work part-time effective August 1, 1988 (17.5 hours per week) and full-time effective August 8, 1988.

Corrective Resolutions

- (a) That Richard Alston, Counselor, in the Division of Community Education, Project SITT (budget code 59-3298 CM-112) at an hourly salary of \$8.33 prorated to \$1,166, for the time period July 25, 1988 to August 19, 1988, be corrected to the time period July 25, 1988 to August 26, 1988, at an hourly salary of \$8.33 prorated to \$1,457.75.

NOTE: The above appointment was approved at the July 26, 1988 meeting of the Board of Trustees.

- (b) That Karen Cooper, Coordinator, in the Division of Community Education, Project SITT (budget code 59-3298 CM-126) at a total salary of \$3,569 for the time period June 27, 1988 to August 19, 1988, be corrected to the time period July 5, 1988 to August 26, 1988, at a total salary of \$3,569.

NOTE: The above appointment was approved at the May 31, 1988 meeting of the Board of Trustees.

- (c) That Patricia Evans, Coordinator/Teacher, in the Division of Community Education, in the Automated Accounts Clerk Training Program (budget code 59-3299 CM-126) at an annual salary of \$21,500 prorated to \$20,006, be corrected to an annual salary of \$21,500 prorated to \$20,088.81, for the time period July 27, 1988 to June 30, 1989.

- (d) That Wilfredo Perez, Counselor, in the Division of Community Education, Project SITT (budget code 59-3298 CM-112) at a total salary of \$2,332 for the time period June 27, 1988 to August 19, 1988, be corrected to the time period July 5, 1988 to August 26, 1988, at a total salary of \$2,332.

NOTE: The above appointment was approved at the May 31, 1988 meeting of the Board of Trustees.

Terminations

- (a) Richard Alston, Counselor, Project SITT, in the Division of Community Education (budget code 59-3298 CM-112), effective August 26, 1988.
- (b) Karen Cooper, Coordinator, Project SITT, in the Division of Community Education (budget code 59-3298 CM-126), effective August 26, 1988.
- (c) Rosalyn Martin, Peer Advisor, Project Pre-Employment Network, in the Division of Community Education (budget code 59-3295 CM-112), effective August 31, 1988.



- (d) Wilfredo Perez, Counselor, Project SITT, in the Division of Community Education (budget code 59-3298 CM-112), effective August 26, 1988.
- (e) Sharon Varnado, Lab Coordinator, Automated Office Skills, in the Division of Community Education (budget code 19-5200-150), effective August 31, 1988.

Stipend

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the State of New Jersey entitled, "Project Central Connections;" and

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

WHEREAS, Mr. James Bernarducci, Ms. Renee Price, Mr. Clarence Taylor and Ms. Odessa Peoples-Davis of the faculty and staff of Middlesex County College have been so identified to provide expertise in the development and implementation of the Orientation Program designed for students served under Project Central Connections,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Mr. James Bernarducci, Ms. Renee Price, Mr. Clarence Taylor and Ms. Odessa Peoples-Davis as consultants to provide expertise in the development and implementation of the Orientation Program designed for students served under Project Central Connections for a total fee as follows: (budget code 59-3729 FJ-255).

James Bernarducci	\$500.00
Renee Price	500.00
Clarence Taylor	500.00
Odessa Peoples-Davis	250.00

Stipend

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the State of New Jersey entitled, "Project Central Connections;" and

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

WHEREAS, Professor Norman Poppel and Mr. Jerome Olson of the faculty of Middlesex County College have been so identified to provide expertise in the writing of a faculty guidebook for use with students served under Project Central Connections,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Professor Norman Poppel and Mr. Jerome Olson as consultants to provide expertise in the writing of a faculty guidebook for use with students served under Project Central Connections for a total fee of \$300 each. (budget code 59-3729 FJ-255).

After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mrs. Valenti, that the payroll for consulting services for the Institute for Management and Technical Development (budget code 19-2990-116) approved at the July 26, 1988 Board Meeting, be corrected to delete the last two names (Frank Waintraub/Frank Waintraub) and add the following:

Frank Rubino	\$500.00
Frank Rubino	260.00
Jack Waintraub	620.00

The corrected total is \$7,565.00. After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mr. Meszaros, that the invoice for services rendered by the firm of Jackson, Lewis, Schnitzler and Krupman, in accordance with the Board resolution of November 17, 1987, for the period July 1, 1987 through June 30, 1988, be approved in the amount of \$7,749.02.

Legal services rendered from 7/1/87 through 6/30/88 relating to preparation for contract negotiations, EEO and other personnel considerations	\$7,749.02
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After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mr. Coughlin, for adoption of the following resolution:

WHEREAS, the New Jersey Division of Pensions requires that the Board designate certifying agents for the three approved pension systems, i.e. Public Employees Retirement System, Teachers Pension and Annuity Fund and Alternate Benefit Program; and

8/23/88

WHEREAS, Paul Hilf, Vice President for Finance and Plant Operations, and Mr. Harold W. Meskers, Controller, had been approved previously to provide said certifications; and

WHEREAS, Mr. Meskers retired from Middlesex County College; and

WHEREAS, Mary E. Trickel had been appointed Controller of the College commencing February 1, 1988; and

WHEREAS, it is appropriate that the Controller continue to have authority for said certifications to the New Jersey Division of Pensions,

NOW, THEREFORE, BE IT RESOLVED that the certifying agents to the Division of Pensions for the Public Employees Retirement System, Teachers Pension and Annuity Fund and Alternate Benefit Program be as follows:

Paul Hilf, Vice President for Finance and Operations  
Mary E. Trickel, Controller

After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mrs. Valenti, that the following personnel actions in the Division of Continuing Education and Instructional Resources for Summer 1988 semester be approved:

Appointments:

<u>Name</u>	<u>Assignment</u>	<u>Compensation</u>
Balabkins, Xenia	Advisement	\$ 51.00
Kline, Jay	SOC 131-952	1,095.00

Adjustments:

<u>Name</u>	<u>Assignment</u>	<u>Previously Authorized Compensation</u>	<u>Adjusted Compensation</u>
Apaza, Martha	Lab Coordinator	\$ 806.00	\$1,222.00*
Schwarzkopf, Elaine	Lab Coordinator	416.00	520.00*
Shafranski, Jean	OST 103-905	1,300.00	1,625.00*

\*Adjusted Assignment

After discussion, the motion was unanimously carried.

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Mrs. Northington moved, seconded by Mrs. Valenti, that the following list of individuals beginning with the name Joe Anania and ending with the group name PC Consultants, who have successfully completed assignments for the Institute and are entitled to payment from Institute accounts (budget code 19-2990-116), be approved for payment of the indicated amounts.

<u>Name</u>	<u>Amount</u>
Joe Anania	\$ 967.00
Harold Gladstone	210.00
Reginald Luke	630.00
Susan Martin	400.00
George Popel	210.00
Margaret Pryzgodá	1,000.00
Kathleen Shay	210.00
JoAnn Taurus	600.00
Robert Urbanski	420.00
Jack Waintraub	500.00
Management Development Assoc.	1,000.00
PC Consultants	450.00

After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mrs. Valenti, for adoption of the following resolution:

WHEREAS, the appointed College physician, Dr. Joseph A. Lieberman, has received a Robert Wood Johnson Health Policy Fellowship; and

WHEREAS, as a condition to this Fellowship, Dr. Lieberman will be temporarily relocated to Washington, D.C.; and

WHEREAS, during Dr. Lieberman's absence, Dr. Dorothy Quail of the Robert Wood Johnson Medical School and the Rutgers Family Practice Center has been recommended to serve as College physician; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the County College Contracts Law (NJSA 18A:64A-25.1 et seq.) requires that the resolution authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Middlesex County College as follows:

1. The Board of Trustees hereby appoints Dr. Dorothy Quail to provide medical services for the period extending from September 1, 1988 to June 30, 1989, and Dr. Quail has agreed to serve and be compensated for the reasonable value of \$55 per hour for her services.
2. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the County College Contracts Law because Dr. Quail is a physician of the State of New Jersey and the practice of the profession of medicine is regulated by the laws of the State of New Jersey.
3. The Vice President for Finance and Operations is hereby directed to publish a copy of this resolution once in the official newspapers of the Board of Trustees of Middlesex County College, such publication to occur within ten (10) days from date of adoption.

After discussion, the motion was unanimously carried.

ACADEMIC STIPEND

Mrs. Northington moved, seconded by Mrs. Valenti, that Albert Nicolai be appointed Divisional Coordinator for the Honors Program for the 1988-89 academic year (budget code 19-2210-110) in the amount of \$550. After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mrs. Valenti, for adoption of the following resolution:

WHEREAS, Article V-E of the Labor contract between the Board of Trustees and Local 2269, AFSCME, provides that a member of the bargaining unit shall receive an additional \$15.00 per credit hour in annual salary for each approved College credit of course work directly related to job function and \$8.00 per approved credit hour for course work required in achieving a degree in a related field; and

WHEREAS, the contract further provides that the Supervisor and Personnel Manager shall approve the completed course College credit before payment; and

WHEREAS, the Supervisor and Manager of Personnel Services have approved course work for the individuals listed below,

NOW, THEREFORE, BE IT RESOLVED that the following individuals' annual salaries be increased based upon completed credit work, by stated amounts, effective September 1, 1988.

<u>Name</u>	<u>Credits</u>	<u>Amount</u>	<u>1988-89 Salary</u>	<u>1988-89 Salary with E.I.P.</u>
Margaret Hilton	2	\$30	\$19,100	\$19,130

After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mrs. Valenti, that the following be compensated for their participation in this summer's Project Gifted Program, for the indicated amounts listed below, beginning with the name Prof. Steve Foster, and ending with the name Dr. Reginald Luke, (budget code 59-3420 FO-999).

<u>Name</u>	<u>Workshop</u>	<u>Hours (Con- tact Hr. Eq.)</u>	<u>Amount*</u>
Prof. Steve Foster	Electronics	12 (4/5)	\$ 408.00
Prof. Jack Waintraub	Electronics	20 (4/3)	608.00
Prof. Fred Montana	Physics	16 (16/15)	544.00
Prof. George Popel	Mathematics	16 (16/15)	544.00
Prof. Trace Gerow	Biology	16 (16/15)	544.00
Prof. Harold Gladstone	Chemistry	16 (16/15)	544.00
Prof. Frank Rubino	Computer Graphics	32 (32/15)	1,088.00
Dr. Reginald Luke	Administration		2,100.00

\*Amount is based on the full-time faculty DEC rate of \$510.00 per contact hour.

After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mrs. Valenti, that the attached list of proposed courses be approved for August 1988, in the Division of Community Education, beginning with the name Berkowitz, Irv, and ending with the name Reid, Ethel, for a total amount of \$32,240.00. After discussion, the motion was unanimously carried.

Mrs. Northington moved, seconded by Mrs. Valenti, for adoption of the following resolution:

WHEREAS, an agreement was reached during the 1987 negotiations between Middlesex County College and AFSCME Local 2269; and

WHEREAS, pursuant to such agreement, a committee was set up and each position was reviewed within the jurisdiction of AFSCME Local 2269; and

WHEREAS, as a result thereof, Middlesex County College will be more competitive in its ability to attract personnel,

NOW, THEREFORE, BE IT RESOLVED that the attached list of job titles and assigned personnel be approved; and

BE IT FURTHER RESOLVED that the attached list of retroactive salary adjustments for the period April 1, 1988 through June 30, 1988 be approved in the amount of \$30,482.

BE IT FURTHER RESOLVED that the attached list of employees' titles and salaries for the period July 1, 1988 through June 30, 1989 be approved.

After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

Mr. Coughlin moved, seconded by Mr. Ciatto, that a progress payment be authorized to the firm of Coopers and Lybrand for examination of the accounts and records of the Board of Trustees of Middlesex County College for the fiscal year ended June 30, 1988, including Current Unrestricted Fund, Current Restricted Fund (Special Projects) and Plant Fund in the amount of \$10,000.00.

Total contract	<u>\$37,100.00</u>
Payment authorized #1	10,000.00
Balance of contract	<u>27,100.00</u>
Total	<u>\$37,100.00</u>

After discussion, the motion was unanimously carried.

Mr. Coughlin moved, seconded by Mr. Ciatto, that the Vice President for Finance and Operations be authorized to pay salaries to members of Teamsters, Local 11, AFT, Local 1940, the President and Vice Presidents of the College; and the Assistant to the President for Employee Relations, Personnel and Administrative Services, for September and October. After discussion, the motion was unanimously carried.

EDUCATION COMMITTEE

Mrs. Valenti moved, seconded by Mrs. Northington, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College and the Department of Higher Education, State of New Jersey, have previously approved the terms of a master contract for vocational education projects funded through the Department of Higher Education, pursuant to Title IIA(1) of the Carl D. Perkins Vocational Education Act; and

WHEREAS, a proposal entitled Project ENABLE II has been submitted by the College administration to the Department of Higher Education in the amount of \$17,126.00; and

WHEREAS, the Department of Higher Education has accepted said proposal, addending budget and program specifications for the program entitled Project ENABLE II to the master contract; and

WHEREAS, the terms of the program addenda have been jointly developed by the College and the Department of Higher Education; and

WHEREAS, the Board has determined that the operation of the program, Project ENABLE II, is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board reaffirms its acceptance of the terms of the master contract for vocational education projects funded through the Department of Higher Education pursuant to Title IIA(1) of the Carl D. Perkins Vocational Education Act.
2. The Board approves the program entitled Project ENABLE II for the period July 1, 1988 through June 30, 1989, in the amount of \$17,126.00.
3. The Board authorizes Dr. Flora Mancuso Edwards, the College President, to execute the contract addenda and, herein, ratifies said addenda.

After discussion, the motion was unanimously carried.

Mrs. Valenti moved, seconded by Mrs. Northington, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College and the Department of Higher Education, State of New Jersey, have previously approved the terms of a master contract for vocational education projects funded through the Department of Higher Education, pursuant to Title IIA(1) of the Carl D. Perkins Vocational Education Act; and

WHEREAS, a proposal entitled Project LOGRO II has been submitted by the College administration to the Department of Higher Education in the amount of \$76,041.00; and

WHEREAS, the Department of Higher Education has accepted said proposal, addending budget and program specifications for the program entitled Project LOGRO II to the master contract; and

WHEREAS, the terms of the program addenda have been jointly developed by the College and the Department of Higher Education; and

WHEREAS, the Board has determined that the operation of the program, Project LOGRO II, is consistent with the philosophy and purpose of the College,



NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board reaffirms its acceptance of the terms of the master contract for vocational education projects funded through the Department of Higher Education pursuant to Title IIA(1) of the Carl D. Perkins Vocational Education Act.
2. The Board approves the program entitled Project LOGRO II for the period July 1, 1988 through June 30, 1989, in the amount of \$76,041.00.
3. The Board authorizes Dr. Flora Mancuso Edwards, the College President, to execute the contract addenda and, herein, ratifies said addenda.

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Northington, for adoption of the following resolution:

WHEREAS, Federal Storage Warehouses commenced operations in Newark, New Jersey in 1938 and relocated to the Township of Edison, County of Middlesex, in 1964; and

WHEREAS, the principals of the firm, under the leadership of Mr. Frank Visceglia, Sr. have contributed to the substantial growth of the Township of Edison and the County of Middlesex through the realization of his vision for a major business park at the new location; and

WHEREAS, the officers of the firm have been dedicated to the furthering of education and the community college concept through specific actions and financial commitments; and

WHEREAS, Federal Storage Warehouses is about to celebrate its 50th anniversary year of operation in the State of New Jersey,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County College wishes to express its most sincere congratulations to Federal Storage Warehouses, 300 Raritan Parkway, Edison, New Jersey and to its President, Mr. Frank Visceglia, Sr., Executive Vice President, Mr. Frank D. Visceglia, and Secretary, Mr. Peter Visceglia, on its 50th year of operations in the State of New Jersey;

BE IT FURTHER RESOLVED that the Board of Trustees wishes to thank the officers of Federal Storage Warehouses for their continued commitment to the community college concept and specifically for their dedication and support of Middlesex County College; and

BE IT FURTHER RESOLVED that the Board wishes to extend its expressions for continued success for the operations of Federal Storage Warehouses located in the Township of Edison, Middlesex County, New Jersey.

After discussion, the motion was unanimously carried.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

President Edwards reviewed her report, July 27 to August 23, 1988, which was provided to Board members. (Copy attached to Minutes.)

AUDIENCE

Mrs. Elizabeth Pajauis, President of the AFSCME Union, commended the Board for its approval of the AFSCME reclassification of job titles, assigned personnel and retroactive salary adjustments, and thanked the College committee members for their work in developing the project.

The next regular meeting of the Board of Trustees will be September 27, 1988.

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There being no further business, the meeting was adjourned at 8:50 p.m.

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VALENTINE S. MESZAROS  
Secretary

MIDDLESEX COUNTY COLLEGE  
 DIVISION OF COMMUNITY EDUCATION  
 PROPOSED BOARD PAYROLL  
 AUGUST 1988

COURSE	NAME	DATE	HOURLY/ CONTACT	SALARY
			RATE	
Hypnotherapy	Berkowitz, Irv	9/12-10/24	16.	\$128.00
Audience Development	Bond, Gwen	9/1-12/31	410.cont.	3690.00
Training & Development	Brady, Joan	10/22	22.	132.00
Communication Skills/Managers	Brady, Joan	10/6-12/8	22.	396.00
Tennis Camp	Chalfa, George	8/8-8/12	Fixed	175.00
Housing Law/Tenants-Landlords	Chavana, Felipe	9/29-10/17	15.	180.00
Stress Reduction/Body Awareness	Cloughly, Angel	10/11-11/1	14.	112.00
Chiropractic Office Assistant	Cretz, Mary Beth	10/13	Fixed	75.00
Management-an Overview	Cullinane, Daniel	10/1	34.	204.00
Word Processing-Beginning	Davis, Odessa	9/21-11/2	24.	504.00
Celtic & Ceili Dancing	Day, Sue	10/18-11/15	15,	150.00
Race Walking	DeAngelis, Karen	9/28-10/5	34.	136.00
Softball Camp	Emery, Debra	8/2	Fixed	75.00
Chiropractic Office Assistant	Fenster, Honni	7/20-12/1	Fixed	1400.00
Basketball Camp II	Francfort, Brian	7/11-7/15	Fixed	175.00
Chiropractic Office Assistant	Freedman, Kenneth	9/22	Fixed	75.00
Dental Radiology	Freir, Audrey	10/15-10/29	34.	612.00
Into to Parapsychology	Golden, Carol Lei-Sands	9/15-10/27	18.	45.00
SAT Preparation	Gordon, Bernice	9/10-10/1	19.	190.00
Color yourself Beautiful	Gorran, Gail	10/3	Fixed	200.00
Color for Men	Gorran, Gail	10/4	Fixed	200.00
GRE Preparation	Greenberg, William	9/15-10/6	18.	180.00
GMAT Preparation	Greenberg, William	9/12-10/3	18.	180.00
Writers Certificate Program	Greenfield, Irving	9/1-12/31	315.cont.	1890.00
How to Start your own Cleaning Business	Gregus, Suzanne	10/19	18.	36.00
Parents Guide to Speech/ Language Development	Gruber, Ellen	10/12	14.	21.00

COMMUNITY EDUCATION  
 PROPOSED AUGUST 1988 BOARD PAYROLL  
 Page 2

Overeating/Dieting	Gutwill, Susan	10/12-10/19	16.	48.00
Sign Language I	Jacobson, Marianne	9/28-11/23	17.	272.00
Sign Language II	Jacobson, Marianne	9/28-11/23	17.	272.00
Chiropractic Office Assistant	Kahora, Donna	9/20-12/1	Fixed	1400.00
Chiropractic Office Assistant	Kahora, James	10/25	Fixed	75.00
Senior Program Development	Kane, Eileen	9/1-12/31	340.cont.	3060.00
Springboard Diving Beginning	Krysiak, Vicki	9/17-12/10	16.	320.00
Competitive Springboard Diving	Krysiak, Vicki	9/19-12/5	16.	320.00
Competitive Springboard Diving 11	Krysiak, Vicki	9/21-12/7	16.	320.00
Competitive Springboard Diving 111	Krysiak, Vicki	9/23-12/16	16.	320.00
Fire Inspector RCS	Lamkie, Albert	9/6-12/13	23.	1035.00
Building Inspector RCS	Lee, Robert	9/7-12/14	20.	900.00
Just in Time	Mulligan, Joseph	9/13-10/25	25.	525.00
Plumbing Inspector ICS	Nickel, William	9/6-12/22	20.	1800.00
Subcode Official	Nickel, William	9/7-12/14	20.	900.00
Construction Official	Nickel, William	9/12-12/19	20.	900.00
History of Irish Language	O'Brien, Ken	9/29	12.	30.00
Dance Therapy	Orleans, Florette	10/4	14.	28.00
Dental Radiology	Pean, Claire	10/1-10/8	34.	408.00
Medical History Update	Pean, Claire	10/11	34.	68.00
Infant Massage Therapy	Pederson, Carol	9/19-9/26	14.	56.00
Chiropractic Office Assistant	Rebarber, Wayne	10/20	Fixed	75.00
Word Perfect	Reid, Ethel	7/19-8/4	34.	408.00
Effective Home Dental Care	Reilly, Catherine	10/18	34.	68.00
Wise Dental Consumer	Reilly, Catherine	10/11	34.	68.00
Building a Positive Self Image	Schwartz, Lila	9/22-10/6	18.	270.00

COMMUNITY EDUCATION  
 PROPOSED AUGUST 1988 BOARD PAYROLL  
 Page 3.

Electrical Inspector	Shaw, Nat	9/6-11/10	21.	1260.00
Capacity Requirement CRP	Simon, John	9/12-10/31	20.	420.00
Planning	Stoop, Richard	10/8	23.	138.00
Children of Divorce	Tashman, Martin	10/12	16.	24.00
Employer Sanctions/New Immigration Laws	Traylor, Stephen	10/19	20.	50.00
Building Inspector HHS	Vastola, Neal	9/10-1/7	23.	2070.00
Hypnosis: Unique Pattern of Communication	Wiernasz, Michael	10/5-11/16	16.	128.00
Strength Fitness through Weights	Williams, Michelle	10/5-11/16	17.	238.00
DentalRadiology	Zacune, Harmon	9/27-10/29	34.	2040.00
<u>PROJECT SITT</u>				
Word Processing	Reid, Ethel	8/1-8/5	34.	765.00

BUDGET SOURCES AND TOTALS:

COMMUNITY EDUCATION	\$31,475.00	
PROJECT SITT	765.00	
GRAND TOTAL		\$32,240.00

The Effects of the A.F.S.C.M.E. Reclassification Project on the Unit  
August 23, 1988

			effective april 1, 1988 reclassification results		1988-89 salary
Aimesbury, M	2540-131 Physics 12/35	8	Lab Coord I	16350	
		8	Sr Lab Coord	16350	17495
Alexander, B	2520-131 Chemistry 12/35	8	Lab Coord I	24382	
		8	Sr Lab Coord	24382	26089
Alfaro, V	0220-131 Pub Rel 12/35	9	Grph Arts Pro Asst	18000	
		9	Grph Arts Pro Asst	18000	19286
Allen, T	0700-130 Police 12/40	1	Dispatcher	11877	
		2	Dispatcher	12800	13696
Alonso, V	1720-131 Comp Crt 12/35	9	Comp Repair Tech	22493	
		9	Comp Repair Tech	22493	24068
Aswani, P	0310-130 Bus Off 12/35	3	Acct Clk II	12000	
		1	Jr Acct Clerk	12000	12866
Atcherson, V	2970-130 N.B. Ctr 12/35	3	Secretary II	12000	
		4	Departmental Sec	12720	13610
Barolia, L	2510-131 Biology 12/30	8	Lab Coord I	14248	
		8	Sr Lab Coord	14248	15245
Barra, C	1130-130 Coun/Place 12/35	5	A A I	15936	
		6	Job Placement Asst	16892	18074
Barretto, C	2550-130 Health & PE 12/40	4	Equip Aide	14518	
		2	Equip Aide	14518	15534
Baumley, E	2100-130 Rad Tech 12/35	3	Secretary II	17812	
		5	Technical Sec	18981	20310
Bier-Weissman, R	1120-130 Registrar 12/35	5	S R A II	17363	
		7	Stu Rec Evaluator	18505	19800
Bird, L	0700-130 Police 12/35	1	A A III	10400	
		1	Departmental Aide	10400	11128
Borden, H	6100-130 Library 12/35	3	Sr Library Asst	14400	
		3	Library Acquis Asst	14400	15408
Bowen, C	2340-130 H.R.I. 12/35	3	Secretary II	12000	
		4	Departmental Sec	12720	13610
Boyle, J	0500-130 Print/Mail 12/40	3	Mach/Mail Proc	14138	
		3	Mail Expediter	14138	15128
Brown, C	6200-130 Media 12/35	5	A A I	17300	
		6	Departmental Asst	18338	19622
Brown, S	5440-130 Day Care 12/35	5	Day Care Group Ld	22950	
		9	Child Care Teacher	24627	26351

Euck, A	5200-130	Comm Ed 12/35	5	A A I	20937	23961
			8	Stu Rec Analyst	22393	
Calacat, Y	1130-130	Place/Coun 12/35	5	A A I Ld	14991	17002
			6	Departmental Asst	15890	
Canale, R	7300-130	Maintenance 12/35	1	A A III	10400	13589
			4	Departmental Sec	12700	
Cardinale, P	0310-130	Bus Off 12/35	5	Acct Clerk I	15513	17595
			6	Financ Acct Coord	16444	
Catalfano, A	0310-130	Bus Off 12/35	5	Acct Clerk I	14263	15351
			5	Senior Acct Clerk	14263	
Chaloka, M	0310-130	Bus Off 12/30	3	Acct Clerk II	10280	11651
			4	Acct Clerk	10889	
Chianese, A	2970-130	N.B. Ctr 12/35	5	Teacher Aide	13500	14445
			5	Teacher Aide	13500	
Chiaravello, D	5200-130	Comm Ed 12/35	5	Word Proc Sec	13500	14445
			4	Departmental Sec	13500	
Chomicki, P	5440-130	Day Care 12/27.5	4	Day Care Asst	10293	11675
			5	Child Care Asst	10911	
Christiansen, E	6200-130	Media 12/35	2	Media Aide II	12469	13342
			1	Departmental Aide	12469	
Church, L	2930-130	Open Col 12/35	5	A A I	16851	19326
			8	Admin Asst	18062	
Clinton, A	6200-131	Media 12/35	6	Media Technician	14500	18041
			8	Senior Media Tech	16350+D	
Cosenza, M	1120-130	Registrar 12/35	5	S R A II	13500	16371
			7	Student Rec Eval	15300	
Coyle, B	2200-130	Mdrn Lang 12/35	5	A A I	13548	15515
			6	Intern Educ Asst	14500	
Crowley, P	1720-131	Comp Ctr 12/35	9	Sr Comp Operator	17720	18960
			7	Computer Operator	17720	
Cubano, M	0320-130	Purchasing 12/35	5	Word Proc Sec	13500	14445
			3	Purchas Processor	13500	
Cyrlin, D	5440-130	Day Care 12/35	4	Day Care Asst	20317	23044
			5	Child Care Asst	21536	
Daley, M	6200-130	Media 12/35	2	Media Aide II	12512	14844
			4	Media Aide	13363+D	
Danni, R	2200-130	S.S. & H. 12/35	3	Secretary II	12000	13610
			4	Departmental Sec	12720	
Davis, E	0500-131	Print/Mail 12/35	5	Ld Offset Operator	19384	22092
			7	Sr Printing Spec	20647	

Dent, D	1110-130	Adm/Fin Aid	3	S R A III	12000	12840
			12/35	3	Student Serv Asst	
Deuringer, V	6100-130	Library	5	Secretary I	21156	22637
			12/35	4	Departmental Sec	
Douglas, M	2200-130	Mdrn Lang	3	Secretary II	12000	14445
			12/35	5	Technical Sec	
Dowling, E	2110-131	Nurse Ed	8	Lab Coord I	17363	19693
			12/35	9	Nurse Instr Asst	
Dryl, H	2100-130	Med Tech	3	Secretary II	8571	10317
			12/25	5	Technical Sec	
Dunne, M	2990-130	Bus Inst	5	A A I	17595	19957
			12/35	6	Departmental Asst	
Durlock, R	1720-130	Comp Ctr	3	Data Control Clerk	12000	12840
			12/35	3	Data Control Clerk	
Easley, V	0310-130	Bus Off	3	Acct Clerk II	12000	12840
			12/35	1	Jr Acct Clerk	
Eichert, M	0500-130	Print/Mail	2	Machine Operator	13373	15167
			12/35	3	Copy & Fin Special	
Faircloth, J	5200-130	Comm Ed	3	Secretary II	12000	13610
			12/35	4	Departmental Sec	
Feinberg, M	2340-131	H.R.I.	6	Lab Coord II	20154	22965
			12/35	8	Sr Lab Coordinator	
Ferris, L	2560-130	M & C Engr	3	Secretary II	12000	14445
			12/35	5	Technical Sec	
Finck, R	1720-130	Comp Ctr	3	Data Control Clerk	13596	14548
			12/35	3	Data Control Clerk	
Fitzgerald, R	5440-130	Day Care	4	Day Care Asst	20317	23044
			12/35	5	Child Care Asst	
Flannery, M	2300-130	Bus Div	3	Secretary II	14573	16528
			12/35	4	Departmental Sec	
Forman, A	1110-130	Adm/Fin Aid	6	S R A I	15525	17609
			12/35	7	Sr Student Rec Asst	
Friedwald, A	2220-130	Perf Arts	6	Lab Coord I	16562	17721
			12/35	6	Laboratory Coord	
Furdock, D	2200-130	S.S. & H.	3	Secretary II	14723	16698
			12/35	4	Departmental Sec	
Garsick, D	5200-130	Comm Ed	3	A A II	12000	13610
			12/35	4	Departmental Sec	
Gibian, H	7100-130	Plant Oper	5	A A I	19757	21140
			12/35	4	Departmental Sec	



Gold, H	0560-130	Corr Ctr 12/35	5	Word Proc Sec	16712	18955
			6	Word Proc Special	17715	
Gonzalez, G	6100-130	Library 12/35	2	Library Asst	11200	13386
			3	Library Circ Asst	12000+D	
Gooen, A	2500-130	Biology 12/35	3	Secretary II	17765	20149
			4	Departmental Sec	18831	
Gordon, R	6100-130	Library 12/35	3	Sr Library Asst	15611	16704
			3	Library Circ Asst	15611	
Gray, M	2560-131	M.&C. Engr 12/35	8	Lab Coord I	28997	32889
			9	Sr Engr Lab Coord	30737	
Guigley, W	5440-130	Day Care 12/35	4	Day Care Asst	12700	14445
			5	Child Care Asst	13500	
Haiduk, A	1720-130	Comp Ctr 12/35	9	Sr Comp Operator	24394	26102
			7	Computer Operator	24394	
Herder, A	2100-130	Nurse Ed 12/35	3	Secretary II	12539	14221
			5	Technical Sec	13291	
Hilton, M	2130-131	Dental Aux 12/35	8	Lab Coord I	17850	19100
			6	Laboratory Coord	17850	
Hogue, K	2920-130	E.O.F. 12/35	3	Secretary II	12000	13610
			4	Departmental Sec	12720	
Hratko, O	0500-130	Print/Mail 12/35	2	Machine Operators	13373	15167
			3	Copy & Fin Special	14175	
Hroncich, M	2920-130	E.O.F. 12/35	5	Ld A A I	14175	16078
			6	E.O.F. Assistant	15026	
Ihasz, A	6500-130	Testing 12/35	3	A A II	14596	16662
			5	Test Technician	15572	
Ilardi, M	0220-131	Pub Rel 12/35	7	Grph Arts Special	24177	25869
			7	Grph Arts Special	24177	
Illa, J	0500-130	Print/Mail 12/40	1	Mail Carrier II	11877	14666
			3	Mail Carrier	13707	
Jackson, R	0550-130	Communicat 12/35	1	Switchboard Oper	10949	12840
			3	Switchboard Oper	12000	
Jiminez, W	1120-130	Registrar 12/35	3	S R A III	12000	14445
			5	Student Rec Asst	13500	
Johanns, P	0500-130	Print/Mail 12/35	2	Machine Operator	18029	20449
			3	Copy & Fin Special	19111	
Jones, S	0550-130	Communicat 12/35	1	Switchboard Op	11974	13687
			3	Switchboard Op	12792	
Kamen, J	2910-130	Co-Op Ed 12/30	3	A A II	12698	14402
			4	Departmental Sec	13460	

Kane, K	0310-130	Bus Off 12/35	3	Acc Clerk II	13841	15805
			5	Bookkeeping Asst	14771	
Kelsey, V	6200-130	Media 12/25	2	Media Aide II	8000	9167
			3	Media Technician	8567	
Kemp, W	1140-130	Student Act 10/35	2	Rec Room Attend	9333	9986
			2	Rec Room Asst	9333	
Klein, S	1130-130	Coun/Place 12/35	5	A A I	13500	14445
			5	Student Rec Asst	13500	
Koo, A	1110-130	Adm/Fin Aid 12/35	3	S R A III	12000	14445
			5	Student Record Asst	13500	
Koppel, N	2280-130	E.S.L. 10/25	3	Secretary II	8182	9280
			4	Departmental Sec	8673	
Lakatos, S	6200-131	Media 12/35	6	Media Technician	20424	23298
			8	Senior Media Tech	21750	
Lange, S	1150-130	Health Serv 12/35	3	Secretary II	15711	17927
			5	Health Serv Asst	16754	
Lewis, D	2200-130	Perf Arts 12/35	3	Secretary II	19977	22658
			4	Departmental Sec	21176	
Liska, A	5440-130	Day Care 12/25	1	Child Care Cook	11910	13509
			2	Child Care Cook	12625	
Liss, M	2300-130	Bus Div 12/35	7	Divisional Asst	20137	22839
			8	Administrative Asst	21345	
Lockwood, J	0220-130	Pub Rel 10/25	3	Secretary II	11054	12537
			4	Departmental Sec	11717	
Logan, L	1920-130	H. & P.E. 12/35	1	A A III	15456	17084
			1	Departmental Aide	15456+D	
Losso, A	2500-130	Math 12/35	3	Secretary II	16389	18695
			5	Technical Sec	17472	
Lotz, M	7100-130	Plant Oper 12/35	5	Secretary I	19378	21979
			6	Departmental Asst	20541	
Luther, N	6200-130	Media 12/35	5	Media Aide I	17433	18653
			4	Media Aide	17433	
Luzack, A	6100-130	Library 12/35	3	Ld Sr Library Asst	20319	21741
			3	Library Acquis Asst	20319	
Lyden, M	2500-130	Comp Sci 12/35	3	Secretary II	14906	17013
			5	Technical Sec	15900	
Lyons, P	0220-131	Pub Rel 12/35	6	Typesetter I	20292	23016
			7	Typographer	21510	
Macechok, F	5440-130	Day Care 12/35	3	Secretary II	12000	15515
			6	Departmental Asst	14500	

May, M	1140-130	Student Act	1	A A III	10400	13589
			12/35	4	Departmental Sec	
McMullin, R	2110-131	Nurse Ed	8	Lab Coord I	14218	16126
			10/35	9	Nurse Instr Asst	
McWeeney, A	0320-130	Purchasing	5	A A I	19306	21896
			12/35	6	Purchas Asst	
Mesko, B	6200-130	Media	2	Media Aide II	13240	15016
			12/35	3	Media Technician	
Meyers, J	2210-130	English	5	Teacher Aide	17169	18371
			10/35	5	Read/Write Ctr Asst	
Morris, D	6500-130	Testing	1	A A III	10400	12840
			12/35	3	Test Assistant	
Mraz, H	6100-130	Library	3	Sr Library Asst	17703	18942
			12/35	3	Library Circ Asst	
Mundock, F	2570-130	Comp Sci	8	Lab Coord I	16624	17788
			12/35	8	Sr Laboratory Coord	
Novak, A	2330-131	O.S.T.	6	Lab Coord II	16913	18097
			10/35	6	Laboratory Coord	
Nowikow, D	0700-130	Police	1	A A III	10448	11179
			12/35	1	Departmental Aide	
Nowitzke, W	2560-131	M.&C. Tech	8	Lab Coord I	19199	21776
			12/35	9	Sr Engn Lab Coord	
Nuzzo, A	1120-130	Registrar	5	Ld S R A II	18534	21128
			12/35	7	Sr Student Rec Asst	
Osorio, A	5200-130	Comm Edu	5	Teacher Aide	13500	14445
			12/35	5	Teacher Aide	
O'Brien, C	6100-130	Library	2	Library Assistant	11200	11984
			12/35	1	Library Assistant	
Pagan, A	5200-130	Comm Ed	6	Comm Activ Asst	16393	17541
			12/35	5	Comm Activ Asst	
Pajauis, E	1130-130	Coun/Place	7	Couns & Place Asst	23890	27203
			12/35	9	Couns & Trans Asst	
Palanker, P	2510-131	Biology	8	Lab Coord I	24937	26683
			12/35	8	Sr Laboratory Coord	
Parente, D	2200-130	English	3	Secretary II	12000	15515
			12/35	6	Departmental Asst	
Patrick, J	5200-130	Comm Ed	5	Ld A A I	18407	21091
			12/35	8	Div Operat Coord	
Phifer, R	5200-130	Comm Ed	6	Divisional Asst II	21046	23978
			12/35	8	Administrative Asst	

Pizzone, P	0800-130	Col Asmbly	5	Secretary I	8036	
		10/25	6	Departmental Asst	8631	9235
Povolo, L	1120-130	Registrar	3	S R A III	12000	
		12/35	5	Student Rec Asst	13500	14445
Ringer, S	5440-130	Day Care	5	Day Care Group Ld	24646	
		12/35	9	Child Care Teacher	26425	28275
Rivera, C	0500-131	Print/Mail	5	Offset Operator	13500	
		12/35	5	Printing Specialist	13500	14445
Rodriguez, M	2550-131	E.E. Tech	6	Lab Coord II	14500	
		12/35	6	Engn Lab Coord	14500+D	16061
Rodriguez, R	1110-130	Adm/Fin Aid	5	S R A II	15163	
		12/35	5	Student Rec Asst	15163	16224
Roemer, M	2100-130	Nurse Ed	3	Secretary II	16399	
		12/35	5	Technical Sec	17483	18707
Rosen, P	2500-130	Physics	3	Secretary II	10280	
		12/30	5	Technical Sec	11575	12385
Ross, A	2220-130	Perf Arts	8	Theater Coordinator	16350	
		12/35	8	Theater Technician	16350	17495
Russell, S	2210-130	English	5	Teacher Aide	17111	
		10/35	5	Read/Write Crt Asst	17111	18309
Sadowski, M	1120-130	Registrar	5	S R A II	16971	
		12/35	7	Student Rec Evalu	18089	19355
Salley, J	0500-130	Print/Mail	1	A A III	10400	
		12/35	2	Supply Clerk	11200	11984
Sanchez, M	1110-130	Adm/Fin Aid	5	S R A II	13500	
		12/35	5	Student Rec Asst	13500	14445
Savoy, K	2220-131	Perf Arts	6	Theater Assistant	12083	
		10/35	5	Theater Assistant	12083	12929
Schmidt, D	2550-131	E.E. Tech	8	Lab Coord I	27234	
		12/35	9	Sr Engn Lab Coord	28868	30869
Schmidt, M	2323-130	M.A.D.	3	Lab Coord III	15292	
		10/35	2	Jr Lab Coord	15292	16362
Schreck, E	2500-130	E.E. Tech	3	Secretary II	14596	
		12/35	6	Departmental Asst	15672	16769
Scott, A	1720-130	Comp Ctr	5	A A I	13500	
		12/35	4	Departmental Sec	13500	14445
Shaw, S	0320-130	Purchasing	5	A A I	13500	
		12/35	3	Invent Control Clk	13500	14445
Siegel, S	2960-130	D.C.E.	7	Divisional Asst	20938	
		12/35	8	Division Oper Coord	22194	23748

Siehl, R	2200-130 S.S. & H.	12/35	3	Secretary II	14793	16779
			4	Departmental Sec	15661	
Signorelli, R	2500-130 Chemistry	12/35	3	Secretary II	15772	17995
			5	Technical Sec	16818	
Smith, J	2100-130 Dental Aux	12/35	3	Secretary II	14947	17167
			6	Departmental Asst	16044	
Sorrentino, B	1120-130 Registrar	12/32	5	S R A II	14818	17403
			7	Student Rec Evalu	15798+D	
Soto, I	6500-130 Testing	12/35	5	A A I	15938	17054
			5	Test Technician	15938	
Stanaway, M	0310-130 Bus Off	12/35	5	Acct Clerk I	18943	20269
			5	Senior Account Clk	18943	
Steib, A	0310-130 Bus Off	12/35	5	Acct Clerk I	17746	20128
			6	Cashier	18811	
Strauss, F	2100-130 Health Tech	12/35	7	Divisional Asst	23740	25402
			7	Administrative Sec	23740	
Stuart, P	2210-130 English	10/30	5	Teacher Aide	14682	15710
			5	Writing Lab Coord	14682	
Supko, C	2323-130 M.A.D.	12/35	3	Secretary II	12000	13610
			4	Departmental Sec	12720	
Tarnofsky, B	0320-130 Purchasing	12/35	5	A A I	13500	14445
			5	Bid Clerk	13500	
Tarr, G	5440-130 Day Care	12/27.5	4	Day Care Asst	12220	13860
			5	Child Care Asst	12953	
Tasy, A	0310-130 Bus Off	12/35	5	Acct Clerk I	17409	18628
			5	Bookkeeping Asst	17409	
Tenace, G	2280-131 E.S.L.	12/35	8	Lab Coord I	16539	17697
			8	Sr Lab Coord	16539	
Teusch, C	1120-130 Registrar	12/35	6	S R A I	21166	24114
			8	Student Rec Analyst	22536	
Tillary, H	5200-130 Comm Ed	12/35	3	Secretary II	12000	13610
			4	Departmental Sec	12720	
Tohlman, R	0310-130 Bus Off	12/35	5	Payroll Clerk *(removed from unit)		15533
			4	Account Clerk		
Tolley, A	1120-130 Registrar	12/35	5	Secretary I	18125	20772
			8	Student Rec Analyst	19413	
Uhl, D	2300-130 Bus Div	12/35	3	Secretary II	17785	20172
			6	Departmental Asst	18852	
Utrecht, J	0560-130 Corr Ctr	12/35	5	Word Proc Sec	16534	18753
			6	Word Proc Special	17526	

Van Scoy, H	0500-130 Print/Mail 12/40	2	Mail Carrier I	14671	16640
		3	Mail Carrier	15551	
Vitale, R	2200-130 S.S. & H. 12/35	7	Divisional Asst	18443	20919
		8	Administrative Asst	19550	
Walton, J	2970-130 N.B. Ctr 12/35	6	Comm Activ Asst	14500	15515
		5	Comm Activ Asst	14500	
Wargo, E	2323-131 M.A.D. 10/35	6	Lab Coord II	12083	12929
		6	Laboratory Coord	12083	
Washko, A	1120-130 Registrar 12/35	3	S R A III	12276	14445
		5	Student Rec Asst	13500	
Weissman, L	0500-130 Print/Mail 12/35	5	Offset Operator	13500	14445
		5	Printing Specialist	13500	
Weitzner, M	1200-130 Registrar 12/35	6	S R A I	22202	25268
		8	Student Rec Analyst	23634	
Westrol, H	1110-130 Adm/Fin Aid 12/35	6	S R A I	16402	18725
		8	Student Rec Analyst	17500	
Wilinski, N	2500-130 Sci & Engr 12/35	7	Divisional Asst	18290	19570
		7	Administrative Sec	18290	
Williams, G	0310-130 Bus Off 12/35	3	Acct Clerk II	15957	18098
		4	Account Clerk	16914	
Williams, S	1920-130 H. & P.E. 12/40	4	Equipment Aide	14518	16158
		2	Equipment Aide	14518+D	
Williams-Thomas, T	1110-130 Adm/Fin Aid 12/35	5	S R A II	14560	16621
		7	Sr Student Rec Asst	15534	
Wolan, J	0550-130 Communic 12/35	5	Word Proc Sec	14402	16335
		6	Wd Proc & Comm Asst	15266	
Wolf, P	2961-130 D.C.E. 12/35	3	A A II	14140	16037
		5	Cont Ed Oper Asst	14988	
Wood, T	2323-130 M.A.D. 10/35	6	Lab Coord/Offset Op	13899	15764
		8	Sr Lab Coord	14733	

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 These positions are either still vacant or were filled  
 after July 1, 1988

				Minimum Starting Salary 1988-89
(Vacant)	1140-130 Stu Act	6	Student Activities Asst	15335
(Vacant)	1140-130 Stu Act	5	College Center Assistant	14275
(Vacant)	2220-131 Perf Arts	5	Costume Coord(10/35)	11896
(Vacant)	0310-130 Bus Off	6	Student Accounting Asst	15335
Mathias, P	0220-130 Pub Rel	8	Writer	18500*
				*Hired above '88-89 min \$17275

(Vacant)	2340-130 H.R.I.	2	Jr Lab Coord-H.R.I. (10/25)	7054 +D(325)
Figureoa, E	1130-130 Coun/Place	4	Departmental Secretary	13425
(Vacant)	0220-130 Pub Rel	5	Public Relations Asst	14275
Marrero, P	5440-130 Day Care	5	Child Care Asst(12/27.5)	11216
Berls, L	5440-130 Day Care	5	Child Care Asst(12/27.5)	11216
Macechok, L	5440-130 Day Care	5	Child Care Asst	14275
(Vacant)	2200-130 S.S. & H.	4	Departmental Sec	13425

MIDDLESEX COUNTY COLLEGE

MEMORANDUM

DATE: August 23, 1988

TO: Members of the Board of Trustees

FROM: Flora Mancuso Edwards, President

SUBJECT: Report to the Board - July 27, 1988--August 23, 1988

As we prepare for our fall term, much of our attention is directed to issues of enrollment, finance and, particularly this month, facilities.

In the area of enrollment, fall full-time admissions continue to be even with last year, with registration for returning students proceeding two percent above last year at this point. An improved registration process has apparently had a positive effect on the summer's activity. Registration will continue through the first week of classes. Part-time enrollment, however, has fluctuated dramatically in the past week and, at this point, is reported at approximately four percent below last year's figures. Needless to say, our energies in the remaining weeks will be directed toward maintaining the momentum of full-time students and examining alternative strategies to compensate for what may appear to be an unexpected downward shift in part-time enrollment.

Closely related to the issue of enrollment is finance. On July 28, I testified at the FY '90 budget hearings with the Chancellor and the Board of Higher Education. As you know, last month, the Chancellor rejected the allocation formula for the community colleges on the basis that it does not provide an adequate minimum foundation of support to smaller institutions and that it does not sufficiently recognize the incremental costs of remediation. The task of negotiating a new formula has been referred to a small team of College Presidents and Department of Higher Education staff. In preparation for the ensuing discussions regarding the FY '89 budget, on the evening of August 11, I met with President Smith of Brookdale and Vice President Auch, also of Brookdale, with the objective of establishing general parameters within which to frame our side of the negotiations. On August 16, Department of Higher Education staff and the Committee of Presidents met with the Chancellor to discuss the fundamental principles for the development of the formula, and on August 18, James Wallace, Assistant Chancellor for Fiscal Affairs, joined me at MCC for lunch and a tour, giving us



Report to the Board  
August 23, 1988  
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an additional opportunity to discuss a number of concerns related to the formula. The process, needless to say, is an important one--one in which both our own institutional interest and public policy must be served in an environment that has not been characterized in the past by a great deal of mutual trust.

In the area of facilities, work on L'Hommedieu Hall continues. While a number of major problems have been resolved, and with improved weather and staffing, the project appears to be progressing slowly. As reported last month, it is apparent that the building will not be ready for occupancy by the first week of class. In response, a contingency plan has been developed and coordinated by Dean Kelemen to provide temporary classroom, office, and laboratory space. In the midst of this extensive renovation project, work on the HVAC system in Main Hall continues, with completion scheduled for September 2, 1988. I am pleased to report the final plans on the Technical Services Center are ready for submission to the Board of Higher Education for consideration at their September meeting. Last in the area of facilities, I am pleased to announce the relocation of the Institute for Management and Technical Development to the Raritan Center. The new location offers on-site classrooms and a Technical Resources Training Center that will allow us to offer new and expanded services to the business community. I would like to join the Board in congratulating the Visceglia's on the 50th anniversary of the Federal Distribution Center and in thanking them for their assistance in relocating the Institute.

In addition to the aforementioned operational issues, this past month saw a good deal of preparatory activity for the upcoming organizational meeting of the Independent Commission on Education, Employment and the Economy. On August 8, Mr. Ciatto held a preliminary staff meeting at the college to develop the agenda for the Task Force on Quality. Similarly, on August 9, Mr. Donald Scarry, Chief Economist, New Jersey Business and Industry Association and Chair of the Task Force on Partnership, held a luncheon staff meeting, followed by a similar meeting on August 10, chaired by Dr. Saul Fenster, President of NJIT and Chair of the Task Force on Emerging Technology. The kickoff meeting is scheduled for September 1 at 8:30 a.m., at Squibb Headquarters. Our keynote speaker is Mr. Gordon Stulberg, Chairman and CEO of American Interactive Media, President of PolyGram Pictures, and a consultant to Cox Enterprises, the parent of Cox Communications. He is the former President and Chief Operating Officer of Twentieth Century Fox. I believe it will be a very exciting event, and I look forward to your presence and participation as we forge this new partnership for the future.

Report to the Board  
August 23, 1988  
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In the area of institutional advancement and development, I am pleased to announce the award of the following grants and contracts: Project LOGRO (Linguistic and Occupational Growth Requires Opportunity) for \$76,041, and Project ENABLE II, for \$17,126.

Public events this month included the "Night at the Races" on July 28, which raised over \$9,262 for the Foundation, and the Scholarship Award ceremony of the "200" Club of which I am proud to serve on the Board.

In the area of personnel, this month saw the interviews of the final candidates for the Director of the Perth Amboy Center which resulted in the candidate we bring before you this evening. Maria Mora has been selected as the new Director of the Perth Amboy Community Career Center. Her administrative experience includes program, staff and budget management; experience in proposal writing; and a broad-based knowledge of the county's Hispanic community, in particular, her hometown of Perth Amboy. She has taught at the high school and college level and has been a counselor. I know you will join me in welcoming Ms. Mora to the MCC family and look forward to the contributions she will make to our efforts in Perth Amboy.

Other on-campus activities this month included annual staff evaluations, a meeting with Vice President Bakum, Dean Voorhees, and Dr. Simons and Mr. Ciccariello, both of the Department of Higher Education, regarding future programming efforts in literacy training; a meeting with the representative of the Hispanic Faculty and Staff Association regarding fall offerings; meetings of the Human Resources and Facilities Committees of the Board; and a recognition party on August 22 for our Food Service workers for which our administrators prepared and served a variety of dishes.

Off-campus, August 1 marked the signing of the "Jobs, Education and Competitiveness Bond Act of 1988" which will go to referendum this fall and, earlier that same day, I attended earlier a meeting of the At-Risk Task Force.

A bit further off campus, on July 29, I chaired the President's Institute of the National Community College Hispanic Council in Costa Mesa, California, and on August 3-5, I attended a planning retreat of the AACJC Board in Boston. During that visit, I had the opportunity to attend a private meeting with Governor Dukakis, at which the need for a national strategy to develop a world-class workforce became the center of discussion. The role of the community college in meeting this national priority was, of course, foremost in my mind, with access and excellence as the recurring themes.

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While I usually avoid anecdotes, I would like to make an exception this month and share this one with you--for I believe it typifies who we are and what we are when we are at our very best. Late July, a feature appeared in the Home News. It featured Derek Delea, a 1987 MCC graduate in physics and computer science. Derek, who is entering his senior year as a physics major at Clarkson University in Potsdam, New York, has been selected as one of ten students from around the country to participate in the NASA Summer Institute on Atmospheric Science. Derek exemplifies the range of students, programs, and challenges to which we aspire. Our pride in him and in ourselves is the right conclusion to this report and the right beginning of the new academic year.

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