

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of December 20, 1988 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 8 p.m., December 20, 1988, in the College Center, Rooms 319-320-321. Members present were: Dr. Brinson and Mmes. Northington, Valenti and Flannary; Messrs. Ciatto, Fox, Marino, Meszaros and Otlowski. Mrs. Muller and Messrs. Coughlin and Tanzman were absent. Also present were President Edwards, Freeholder Power, 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 28, 1988, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November 28, 1988, 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 28, 1988, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On November 28, 1988, 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. Meszaros moved, seconded by Mrs. Valenti, that the Minutes of the Annual Meeting of November 22, 1988 and the regular meeting of November 22, 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 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,

12/20/88

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

STATE			
CONTRACT			
<u>NUMBER</u>	<u>NAME OF COMPANY</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
A-80637	Allied Equipment	Chairs & tables	\$ 941.72
A-82801	Shipman-Ward, Inc.	Swintec Typewriter	496.00
A-82385	VWR Scientific, Inc.	Petri Dish Rack	157.63
A-81987	Gabowitz Appliances	Waste King Dishwasher	448.00
		Total	<u>\$2,043.35</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 rebid the demolition of the existing structure, North I; and

WHEREAS, the results of said bid exceeded budgeted amounts set aside for said purpose,

NOW, THEREFORE, BE IT RESOLVED that Bid No. 592, "Demolition of Existing Structure, North I," be cancelled in its entirety.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Dr. Brinson, that the following payment be authorized to the firm of Rothe-Johnson Associates for reimbursable expenses in connection with architectural services rendered for the Technical Services Center in the amount of \$3,743.81, pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations.

Federal Express	\$ 859.75
Consulting Engineer - Joseph R. Loring Assoc.	219.06
Consulting Engineer - Paulus, Sokolowski & Sartor	<u>2,665.00</u>
Total	<u>\$3,743.81</u>

After discussion, the motion was unanimously carried.

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

WHEREAS, the College Community Education Activities Concert Committee desires a performance by certain artists; and

WHEREAS, said performance is specialized and qualitative in nature, thereby prohibiting written quotations for said services; and

WHEREAS, said service is now exempt from public bid under provisions of NJSA 18A:64A-25 et seq,

NOW, THEREFORE, BE IT RESOLVED that a contract in the sum of \$11,500.00 be awarded to The Princeton Ballet Society for five performances of the "Nutcracker Suite," on December 16, 17 and 18 plus 50 percent of box office receipts.

After discussion, the motion was unanimously carried.

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

WHEREAS, on December 15, 1988 the Director of Plant Operations reported that water lines had ruptured in L'Hommedieu Hall and the result was a flood of water in the mechanical room which was about to penetrate the high voltage transformer and switch gear; and

WHEREAS, as a direct result of that problem it was determined that it was necessary to discontinue electrical service to the campus in order to properly disconnect the two electrical feeders to L'Hommedieu Hall; and

WHEREAS, it was deemed expedient to employ the firm of S M Electric, Rahway, N.J. due to that contractor's specific knowledge of the College's electrical system; and

WHEREAS, power was restored to the campus at 2:00 p.m. on that same day; and

WHEREAS, corrective work, including reinstallation of electrical power to L'Hommedieu Hall had to be implemented at such a time so as not to disrupt the ongoing educational process at the College; and

WHEREAS, a plan was put in place to restore said electrical power to the facility commencing at midnight on Saturday, December 17, 1988 through December 18, 1988 at 6:00 a.m.; and

WHEREAS, the services of Eastern High Voltage, Inc., Robbinsville, N.J. was employed to complete the installation work; and

WHEREAS, as a result of the above, the Director of Plant Operations declared an emergency based on the avoidance of an explosion in L'Hommedieu Hall and the restoration of electrical power to L'Hommedieu Hall and the campus,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees authorizes payment not to exceed \$1,100, based on the attached schedule of rates, to S M Electric, Rahway, N.J. for services rendered as a result of the declaration of an emergency due to the flooding and endangerment to the electrical system in L'Hommedieu Hall on December 15, 1988; and

BE IT FURTHER RESOLVED that the Board authorizes payment to Eastern High Voltage in the amount not to exceed \$2,500, based on the attached schedule of rates, for corrective services rendered as a result of the declaration of an emergency due to the flooding and endangerment to the electrical system in L'Hommedieu Hall on December 17, 1988.

After discussion the motion was unanimously carried.

FINANCE COMMITTEE

Mr. Ciatto moved, seconded by Mr. Meszaros, that a final payment be authorized to the firm of Coopers & 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 \$7,100.00.

Total contract	\$37,100.00
Payments to date	30,000.00
Payment authorized #4	7,100.00
Balance of contract	0.00
Total	<u>\$37,100.00</u>

After discussion, the motion was unanimously carried.

HUMAN RESOURCES COMMITTEE

Dr. Fox 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 STIPEND

- (a) Joseph Oberc, Captain of Police (budget code 19-0700-121) be approved for a stipend in the amount of \$200.00 per month, for assuming additional responsibilities for the time period December 1 1988 through January 15, 1989 due to the absence of the Chief of Police/Director of Safety, for a total of \$300.00.

MANAGEMENT RESIGNATION

- (a) Virginia Allen, Chairperson, in the Nurse Education Department (budget code 19-2110-125) effective January 17, 1989.

ACADEMIC APPOINTMENT

- (a) That Vivian Lipcon be appointed Assistant Professor in the Biology Department (budget code 19-2510-110) for the 1988-89 academic year, at an annual salary of \$39,482 prorated to \$19,741 for the Spring 1989 semester only.  
NOTE: Ms. Lipcon is on an unpaid leave of absence for the Fall 1988 semester only. Therefore, the above prorated salary represents remuneration for the Spring 1989 semester only.

ACADEMIC TEMPORARY APPOINTMENT

- (a) Stacy Needle be appointed Temporary Counselor, in the Counseling and Placement Department (budget code 19-1130-112) for the time period January 3, 1989 to July 3, 1989 only, of the 1988-89 academic year, for a total salary of \$14,801 for the time period.  
NOTE: This is a 6-month replacement only for a faculty member who is on a sabbatical.

CORRECTIVE ACADEMIC APPOINTMENT

- (a) That the appointment of Michele Menditto, Financial Aid Officer, in the Admissions and Financial Aid Office (budget code 19-1110-112) at an annual salary of \$29,602 prorated to \$16,726, based on the effective starting date of December 8, 1988, be changed to an annual salary of \$29,602 prorated to \$16,490, based on the effective starting date of December 12, 1988.

CORRECTIVE ACADEMIC RESOLUTION

- (a) Angelo Deieso, Assistant Instructor, in the Mechanical and Civil/Construction Engineering Technology Department (budget code 19-2560-110) at an annual salary of \$22,500 be corrected to the rank of Instructor, at an annual salary of \$24,668 for the 1988-89 academic year only.

ACADEMIC COMPENSATION

- (a) That Dr. Richard Strugala of the English Department (budget code 19-2210-110) be compensated for five (5) contact hours, at the rate of \$530 per contact hour, for a total of \$2,650 for his work in preparing the Division of Engineering Technologies and Science Study Report for the Middle State's Accreditation Board.

ACADEMIC ADJUNCT APPOINTMENTS

- (a) Calvin M. Hoy be appointed Adjunct Instructor, in the Business Administration and Management Department (budget code 19-2350-115) for the Spring semester of the 1988-89 academic year, to teach ECO 201, for a total of nine (9) contact hours, at the rate of \$320 per contact hour, for a total salary of \$2,880.00.
- (b) Lynn Rosenberg be appointed Adjunct Instructor, in the Business Administration and Management Department (budget code 19-2350-115) for the Spring semester of the 1988-89 academic year, to teach BUS 101, for a total of nine (9) contact hours, at the rate of \$320 per contact hour, for a total salary of \$2,880.00.
- (c) Alfred E. Tyson be appointed Adjunct Instructor, in the Business Administration and Management Department (budget code 19-2350-115) for the Spring semester of the 1988-89 academic year, to teach BUS 101, for a total of nine (9) contact hours, at the rate of \$335 per contact hour, for a total salary of \$3,015.00.

ADJUNCT FACULTY COMPENSATION

- (a) That John Dunning be approved for a payment as Adjunct Instructor for CPS 031 for the Fall 1988 semester (budget code 19-2961-116) in the amount of \$1,590.

NON-ACADEMIC APPOINTMENTS

- (a) Kwamena Gelot 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 the annual salary of \$14,275 prorated to \$12,225, based on the effective starting date of August 24, 1988.
- (b) Patricia Kopac 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 the annual salary of \$13,425 prorated to \$7,126, based on the effective starting date of December 21, 1988.

- (c) Michael Arnone be appointed Probationary Police Officer, in the Police Department (budget code 19-0700-165) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$15,200 prorated to \$7,444, based on the effective starting date of January 5, 1989.
- (d) Richard Chartier be appointed Probationary Police Officer, in the Police Department (budget code 19-0700-165) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$15,200 prorated to \$7,561, based on the effective starting date of January 3, 1989.
- (e) Christine Collins be appointed Probationary Police Officer, in the Police Department (budget code 19-0700-165) for the fiscal year July 1, 1988 to June 30, 1989 at the annual salary of \$15,200 prorated to \$7,503, based on the effective starting date of January 4, 1989.
- (f) Regina Easley be appointed Custodian, in the Custodial Department (budget code 19-7200-160) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$11,964 (\$11,505 + \$459) prorated to \$6,446 (\$6,199 + \$247) based on the effective starting date of January 3, 1989.
- (g) Mary Ellen Firestone be appointed Reference Service Librarian, in the Library (budget code 19-6100-150) for the time period December 21, 1988 to December 31, 1989 only, at the hourly salary of \$13 for twenty-five (25) hours per week, not to exceed \$17,550.
- (h) Elizabeth McCombs be appointed Test Assistant, in the Testing Department (budget code 19-6500-130) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$12,700 prorated to \$6,797, based on the effective starting date of December 21, 1988.
- (i) Susan Petrnyak be appointed Library Assistant, in the Library (budget code 19-6100-130) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$12,700 prorated to \$5,838, based on the effective starting date of December 21, 1988.
- (j) Linda Tate be appointed Student Records Assistant, in the Registrar's Office (budget code 19-1120-130) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$14,275 prorated to \$7,577, based on the effective starting date of December 21, 1988.

RESCIND NON-ACADEMIC APPOINTMENT

- (a) That the appointment be rescinded of Antonia Agostina, Student Records Assistant, in the Admissions and Financial Aid Office (budget code 19-1110-130) at an annual salary of \$14,275, with an effective starting date of November 28, 1988.

NON-ACADEMIC COMPENSATION

- (a) That Dan Stratman be approved for a total payment of \$1,985 for the scenic design of the Spring theatre production of "Noises Off" (budget code 19-2220-255).  
NOTE: A payment of \$992.50 is to be dated and paid on January 2, 1989 and a final payment of \$992.50 is to be dated and paid on March 10, 1989.

NON-ACADEMIC CORRECTIVE RESOLUTION

- (a) Mark Lines, Warehouseperson II, in the Receiving Department (budget code 19-7600-160) at the annual salary of \$13,206 with a hire date of November 28, 1988, be corrected to a hire date of November 23, 1988, at the annual salary of \$13,206 prorated to \$8,007.

NON-ACADEMIC TEMPORARY PERSONNEL

- (a) Juan Paiz, at the rate of \$7.25 per hour.  
(b) Michael Hochrun, at the rate of \$7.25 per hour.  
(c) Kala Patel, at the rate of \$7.50 per hour.  
(d) Claire Miller, at the rate of \$6.50 per hour.  
(e) Ellen Simonetti, at the rate of \$20.00 per hour.  
(f) Donna O'Hanlon, at the rate of \$5.50 per hour.  
(g) Nilesh Patel, at the rate of \$7.50 per hour.  
(h) Kirk Olsen, at the rate of \$6.00 per hour.  
(i) Caroline Bednarczyk, at the rate of \$6.00 per hour.  
(j) Michael Dandorph, at the rate of \$5.75 per hour.  
(k) Matthew Nelson, at the rate of \$6.25 per hour.  
(l) Linda Tate, at the rate of \$7.84 per hour.

NON-ACADEMIC CHANGE OF STATUS

- (a) Tom Druze, Mechanic II, in the Maintenance Department (budget code 19-7300-160) at an annual salary of \$19,403, be changed to an annual salary of \$23,574 prorated to \$12,769, effective December 15, 1988.  
NOTE: This change in salary is due to an evaluation of the COPE Committee for additional training and proficiency.



- (b) Robert Marsh, Groundsperson II, in the Landscape and Grounds Department (budget code 19-7320-160) at an annual salary of \$15,393, be changed to Groundsperson I, at an annual salary of \$18,312 prorated to \$9,912, effective December 15, 1988.

NOTE: This change in salary is due to an evaluation of the COPE Committee.

NON-ACADEMIC LEAVES OF ABSENCE

- (a) Shirley Brown, Child Care Teacher, in the Child Care Center (budget code 19-5440-130) be granted a maternity leave of absence, pursuant to the AFSCME Contract, Article VII, Section C, for the time period March 1, 1989 to August 31, 1989.
- (b) Doris Garsick, Departmental Secretary, in the Division of Community Education (budget code 19-5200-130) be granted a disability leave of absence, pursuant to the AFSCME Contract, Article VI, Section G, for the time period September 30, 1988 to December 5, 1988.
- (c) Patricia Grosse, Custodian, in the Custodial Department (budget code 19-7200-160) be granted a disability leave of absence, pursuant to the Teamster Contract, Article XIII, Section G, for the time period December 5, 1988 to January 6, 1989.
- (d) John Hampton, Custodian, in the Custodial Department (budget code 19-7200-160) be granted a disability leave of absence, pursuant to the Teamster Contract, Article XIII, Section G, for the time period November 17, 1988 to December 29, 1988.
- (e) Dorothy Reed, Custodian, in the Custodial Department (budget code 19-7200-160) be granted a disability leave of absence, pursuant to the Teamster Contract, Article XIII, Section G, for the time period November 29, 1988 to December 12, 1988.

NON-ACADEMIC RESIGNATION

- (a) Jean Patrick, Divisional Operations Coordinator, in the Division of Community Education (budget code 19-5200-130) effective December 9, 1988.
- (b) Julio Arocho, Probationary Police Officer, in the Police Department (budget code 19-0700-165) effective December 19, 1988.

- (c) Patricia Kopac, Departmental Secretary, in the History and Social Behavior Department (budget code 19-2200-130) effective December 22, 1988.
- (d) Nilesh Patel, Computer Operator, in the Computer Center (budget code 19-1720-130) effective December 29, 1988.
- (e) Robert Smith, Police Officer, in the Police Department (budget code 19-0700-165) effective December 21, 1988.

GRANTS AND SPECIAL PROJECTS PERSONNEL

Appointments

- (a) Katherine Besant be appointed Coordinator/Teacher, Project Basic Electricity, in the Division of Community Education (budget code 19-5210-131) for the time period January 1, 1989 to June 30, 1989, at an annual salary of \$24,961 prorated to \$12,476.
- (b) Andre Cholmondeley be appointed Coordinator/Teacher, Project Automated Office Skills, in the Division of Community Education (budget code 19-5200-121) for the time period January 1, 1989 to January 31, 1989, at an hourly salary of \$11.54 prorated to \$1,777.
- (c) Dorothy Cole be appointed Coordinator/Teacher, in the Displaced Homemaker Center, in the Division of Community Education (budget code 59-3806 DJ-126) for the time period January 1, 1989 to June 30, 1989, at an annual salary of \$20,630 prorated to \$10,320.
- (d) Maria Grazul be appointed Acting Coordinator, Project DDD, in the Division of Community Education (budget code 59-3807 CJ-126) for the time period January 2, 1989 to January 20, 1989, at an hourly salary of \$11.54 prorated to \$1,212.
- (e) Glen Mason be appointed Teacher, Project Computer Repair (nights) in the Division of Community Education (budget code 19-5210-131) for the time period January 1, 1989 to June 30, 1989, at an annual salary of \$30,940 prorated to \$15,470.
- (f) Gloria Perez be appointed Teacher Aide, Project FIST PLUS, in the Division of Community Education (budget code 59-3816 DJ-130) for the time period January 1, 1989 to August 31, 1989, at an annual salary of \$14,451 prorated to \$9,671.

Part-Time Appointments

- (a) Charles Figg be appointed Job Placement Assistant, in the Job Developer Program, in the Counseling and Placement Department (budget 59-3731 FU-150) for the time period December 1, 1988 to June 30, 1989, at an hourly salary of \$9.00 for twenty-five (25) hours per week, not to exceed \$5,850.
- (b) Scheryl Fleming be appointed Secretary/Recruitment, Project FOCUS III (budget 59-3743 FO-150) for the time period November 1, 1988 to June 30, 1989, at an hourly salary of \$6.00 for varied hours per week, not to exceed \$795.
- (c) Ed Griffith be appointed Career Consultant, Project FOCUS III (budget 59-3743 FO-126) for the time period July 1, 1988 to June 30, 1989, at an hourly salary of \$17.50 for varied hours per week, not to exceed \$2,205.
- (d) Karen Johnson be appointed Secretary, Project HELP III (health education learning project) in the Nurse Education Department (budget 59-3509 EO-130) for the time period October 1, 1988 to September 30, 1989, at an hourly salary of \$6.87 for fifteen (15) hours per week, not to exceed \$5,359.
- (e) Joan Raike be appointed Project Coordinator, Project HELP III (health education learning project) in the Nurse Education Department (budget 59-3509 EO-126) for the time period October 1, 1988 to September 30, 1989, at an hourly salary of \$20.75 for twenty (20) hours per week, not to exceed \$21,580.
- (f) Sylvester Bullock be appointed Technical Lab Coordinator, Project LOGRO in the Division of Community Education (budget 59-3805 CJ-150) for the time period January 1, 1989 to June 30, 1989, at an hourly salary of \$12.00 for twelve (12) hours per week, not to exceed \$3,744.
- (g) Adele Rincon be appointed Bilingual Peer Advisor, in the Displaced Homemaker Center, in the Division of Community Education (budget 59-3806 DJ-150) for the time period January 1, 1989 to June 30, 1989, at an hourly salary of \$7.84 for twenty (20) hours per week, not to exceed \$4,077.

Non-Academic Temporary Personnel

- (a) Paula Orekomaiya, at the rate of \$5.50 per hour.
- (b) Mary Lynn Szatkowski, at the rate of \$5.50 per hour.
- (c) Suzanne Jarosz, at the rate of \$5.50 per hour.

Change of Status

- (a) Dorothy Bruecher, Training Specialist, Project Resources (budget code 59-3294 EJ-150) in the Division of Community Education, 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, be changed to Project Assistant, Project Resources (budget code 59-3294 EJ-150) at an hourly salary of \$7.94 for twenty-five (25) hours per week prorated to \$6,908, for the time period January 12, 1989 to August 31, 1989.
- (b) Noemi Natel, Peer Advisor, Project IDEA (budget code 59-3809 AJ-150) in the Division of Community Education, for the time period July 1, 1988 to March 3, 1989, at an hourly salary of \$7.33 for twenty (20) hours per week, be changed to an hourly salary of \$7.84 for twenty (20) hours per week (budget code 59-3809 AJ-150) prorated to \$3,826, for the time period January 11, 1989 to June 30, 1989.
- (c) Michael Nigro, Acting Coordinator, Project Resources (budget code 59-3294 EJ-126) in the Division of Community Education, for the time period November 1, 1988 to December 31, 1988, at an annual salary of \$19,280 be changed to Employment Recruitment Specialist, Project Resources, at an annual salary of \$14,840 (budget code 59-3294 EJ-126) prorated to \$9,927, for the time period January 1, 1989 to August 31, 1989.
- (d) Lynn Spencer, Coordinator/Teacher (budget code 59-3804 AM-126) in the Division of Community Education, for the time period July 1, 1988 to June 30, 1989, at an annual salary of \$27,841 be changed to an annual salary of \$29,790 (budget code 59-3804 AM-126) prorated to \$14,897, for the time period January 1, 1989 to June 30, 1989.
- (e) Darlene Yoseloff, Acting Director of Community Programs (budget code 19-5200-120) in the Division of Community Education, for the time period November 1, 1988 to December 31, 1988, at an annual salary of \$25,970 be changed to Coordinator, Project Resources (budget code 59-3294 EJ-126) at an annual salary of \$19,200 prorated to \$12,850, for the time period January 1, 1989 to August 31, 1989.

Terminations

- (a) Joan Annette, Project Assistant, Project Resources (budget code 59-3294 EJ-150) in the Division of Community Education, effective December 31, 1988.
- (b) Phil Pugliese, Teacher, Project Basic Electricity (budget code 19-5210-150) in the Division of Community Education, effective December 31, 1989.

Stipend

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the State of New Jersey entitled, "Cooperative Education for Technical/Engineering Majors;" and

WHEREAS, as a provision of said grant, a consultant is to be employed to provide particular expertise in the development and implementation of a Computer Data Base for the project; and

WHEREAS, Mr. Victor B. Heltzer of Old Bridge, New Jersey has been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Mr. Victor B. Heltzer as a consultant to provide expertise in the development and implementation of a Computer Data Base for the project, "Cooperative Education for Technical/Engineering Majors" in the total amount of \$2,400 (budget code 59-3733 FJ-255).

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 II;" and

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

WHEREAS, Dr. Ryno Jackson of Plainfield, New Jersey has been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Dr. Ryno Jackson as a consultant to provide expertise in school psychology to the clients serviced through "Project Central Connections II" for the period 1 January 1989 through 30 June 1989 at the rate of \$25 per hour (\$125 per client served) on an as-needed basis in a total amount not to exceed \$6,125 (budget code 59-3729 FJ-115).

Stipend

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

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

WHEREAS, Dr. James Giarelli of Rutgers University, Dr. Donna Perry of William Paterson College, Dr. Donald Jones of Drew University, Dr. Robert Cassidy of the Robert Wood Johnson University Hospital and Dr. Carol Gould of Stevens Institute of Technology have been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Dr. James Giarelli, Dr. Donna Perry, Dr. Donald Jones, Dr. Robert Cassidy and Dr. Carol Gould as consultants to conduct faculty workshops and to provide programmatic expertise to "Project Ethics II" in accordance with the following schedule and rate scale: (budget code 59-3613 EJ-255).

Dr. James Giarelli	Dr. Donna Perry	Dr. Donald Jones
9/20/88 - \$500	9/27/88 - \$333	12/5/88 - \$500
10/12/88 - \$500	10/18/88 - \$333	1/17/89 - \$500
11/9/88 - \$500	11/15/88 - \$333	
1/17/89 - \$150	1/17/89 - \$150	Dr. Robert Cassidy
2/22/89 - \$500	2/8/89 - \$333	
3/22/89 - \$500	3/8/89 - \$333	3/7/89 - \$500
4/19/89 - \$500	4/5/89 - \$334	
		Dr. Carol Gould
		3/7/89 - \$1,000

After discussion, the motion was unanimously carried.

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

Appointments:

<u>Name</u>	<u>Assignment</u>	<u>Compensation</u>
Barr, Carla	ESL 019-996	\$ 189.00
Beyer, Louise	ESL 019-630	318.00
DiMura, Joann	Lab Coordinator	126.00
Shindelman, Jerome	Advisement	160.00
Taha, Carol	CPS 021-630	389.00

<u>Name</u>	<u>Assignment</u>	<u>Previously Authorized Compensation</u>	<u>Adjusted Compensation</u>
Bruno, Nancy	ESL 019-996	\$3,060.00	\$2,424.00
	ESL 019-630		

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the invoice for services rendered by the firm of Jackson, Lewis, Schnitzler & Krupman for the period July 1, 1988 to September 30, 1988 relating to labor relations, EEO and other personnel considerations be approved in the amount of \$6,990.57. After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mr. Ciatto, that the attached list of proposed courses be approved for December 1988 in the Division of Community Education, beginning with the name Behary, Wendy, and ending with the name Wren, Jennifer, for a total amount of \$4,936.42. After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mr. Ciatto, that the following list of individuals who have successfully completed assignments for the Institute and are entitled to payment from Institute accounts be approved for payment beginning with the name James Adams and ending with the name Andrienne Zoble (budget code 19-2990-116) for a total payment of \$9,956.

<u>Name</u>	<u>Amount</u>
James Adams	\$ 390.00
Joe Anania	350.00
Sandra Baretto	900.00
Nancy Bruno	80.00
Vicki Kahn	240.00
Reggie Luke	1,000.00
George Popel	1,000.00
Bonny Rhee	72.00
Shirley Roque	144.00
Anthony Russo	700.00
Kathy Shay	500.00
Rhonda Slawinski	500.00
Nadine Stern	1,200.00
JoAnn Taurus	1,200.00
Robert Urbanski	500.00
Jack Waintraub	860.00
Andrienne Zoble	320.00
Total	<u>\$9,956.00</u>

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the following faculty members be approved to avail themselves of the early retirement provisions as per Appendix G of the Agreement between the Board of Trustees of Middlesex County College and the Faculty Union (Local 1940 AFT) with an effective retirement date of June 30, 1989, beginning with the name Genevieve Semple and ending with the name Vivian Lipcon.

<u>Name</u>	<u>Rank</u>	<u>Department</u>
Genevieve Semple	Professor	Nurse Education
Rose Kocinski	Professor	Nurse Education
Vivian Lipcon	Assistant Professor	Biology

After discussion, the motion was unanimously carried.



Dr. Fox moved, seconded by Mrs. Valenti, that the following annual salaries for the 1988-89 fiscal year, be corrected for the AFSCME members listed below, due to the AFSCME Reclassification Appeals process, beginning with the name Joe Boyle and ending with the name Alison, Scott, for a total amount of \$8,295.

<u>Name</u>	<u>Budget Code</u>	<u>Previous Authorized Annual Salary for 1988-89</u>	<u>Correct Annual Salary 1988-89</u>	<u>Amount of Additional Increase for 1988-89</u>
Joe Boyle	19-0500-130	\$15,128	\$16,035	\$ 907
Adelaide Novak	19-2330-131	18,097	19,290	1,193
Florence Strauss	19-2100-130	25,402	26,925	1,523
Mary Lou Lotz	19-7100-130	21,979	23,049	1,070
Pat Crowley	19-1720-131	18,960	18,960	0
Nancy Wilinsky	19-2500-130	19,570	20,744	1,174
Anthony Haiduk	19-1720-131	26,102	26,102	0
Vera Deuringer	19-6100-130	22,637	23,995	1,358
Alison Scott	19-1720-130	14,445	15,515	1,070

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mr. Ciatto, for approval 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 received within the jurisdiction of AFSCME Local 2269; and

WHEREAS, the Board of Trustees approved the recommended reclassification changes for all employees on August 23, 1988, retroactive to April 1, 1988; and

WHEREAS, it was agreed that appeals of the reclassification, as approved by the Board of Trustees on August 23, 1988, would be accepted,

NOW, THEREFORE, BE IT RESOLVED that the following list of personnel actions for the period April 1, 1988 through June 30, 1988 be approved in the amount of \$2,163.25 for the period, beginning with the name Joe Boyle and ending with the name Alison Scott.

<u>Name</u>	<u>Budget Code</u>	<u>Job Title as Approved 8/23/88</u>	<u>Grade as Approved on 8/23/88</u>	<u>Previous Authorized Salary for 4/1/88 to 6/30/88</u>	<u>Amount of Increase</u>	<u>Note</u>
Joe Boyle	19-0500-130	Corrected Job Title as of 4/1/88 Mail Expediter	Corrected Grade as of 4/1/88 3	Corrected Salary for 4/1/88 to 6/30/88 \$14,138	(+212)	Change in grade and salary
Adelaide Novak	19-2330-131	Lab Coordinator Senior Lab Coord.	6	16,913	(+278.75)	Change in grade, salary and job title
Florence Strauss	19-2100-130	Administrative Secretary Administrative Assistant	7 8	23,740 25,164	(356)	Change in grade, salary and job title
Mary Lou Lotz	19-7100-130	Departmental Assistant Administrative Secretary	6 7	20,541 21,541	(250)	Change in grade, salary and job title
Pat Crowley	19-1720-130	Computer Operator Computer Operator	7 8	17,720 17,720	(0)	Change in grade only
Nancy Wilinsky	19-2500-130	Administrative Secretary Administrative Assistant	7 8	18,290 19,387	(274.25)	Change in grade, salary and job title
Anthony Haiduk	19-1720-130	Computer Operator Computer Operator	7 8	24,394 24,394	(0)	Change in grade only
Vera Deuringer	19-6100-130	Department Secretary Department Assistant	4 6	21,156 22,425	(542.25)	Change in grade, salary and job title
Alison Scott	19-1720-130	Department Secretary Department Assistant	4 6	13,500 14,500	(250)	Change in grade, salary and job title

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Northington, that (a) Paul Hilf be reappointed Vice President for Finance and Operations (budget code 19-0300-124) at the salary of \$81,937.00 (which salary includes a base increase and merit increase) for the period July 1, 1988 to June 30, 1989 and that all other terms of the contract between Mr. Hilf and the Board of Trustees be ratified; (b) John Bakum be reappointed Vice President for Academic Affairs (budget code 19-0800-124) at the salary of \$82,433.00 (which salary includes a base increase and a merit increase) for the period July 1, 1988 to June 30, 1989 and that all other terms of the contract between Dr. Bakum and the Board of Trustees be ratified; (c) David Morris be reappointed Assistant to the President for Employee Relations, Personnel and Administrative Services (budget code 19-0210-124) at the salary of \$50,000.00 for the period July 1, 1988 to June 30, 1989 and that all other terms of the contract between Mr. Morris and the Board of Trustees be ratified. After discussion, the motion was unanimously carried.

#### EDUCATION COMMITTEE

Chairman Marino stated that he had received a request from Professor Lamela asking that she and members of the nursing faculty be given an opportunity to speak prior to the Board's voting on the Nurse Education Department plan. Chairman Marino asked that comments be limited specifically to the plan and then called for comments from the audience.

Professor Lamela stated that the plan, if implemented, would be a death knell to the nursing program as it presently exists. She requested that the Board postpone action until the January 24, 1989 meeting in order to afford members of the community an opportunity to respond.

Professor Rose Kocinski expressed concern about phasing out the nursing program and the resulting impact upon the current nursing shortage.

Professor Hortense Anderson spoke at length about her concerns and urged the Board to be cautious about adopting the plan.

Donna Becker, a former student who graduated from the nursing program in May 1967, spoke highly of the program.

Professor John Kenny urged that the Board wait an additional thirty days before adopting the plan.

Ms. Constance Patton, Vice President of Nursing, Raritan Bay Medical Center, and Mrs. Marian Weeks, Associate Director, Nursing Services, at the John F. Kennedy Medical Center, both spoke about the shortage of nurses and the impact that the reduction in nursing students would have on area hospitals.

President Edwards stated that much time and energy have been dedicated to examining the issues. The decision making process included meetings with faculty, students, consultant, Chancellor Hollander, and a joint meeting of past Board chairs and Rose Danzis, former President of the College. On December 2, Dr. Edwards issued a request to the College community soliciting recommendations and input. She noted that the plan recommends exploration of an alternative program for nurse education which would be based on a collaborative effort with Rutgers University and the University of Medicine and Dentistry, bringing together the strengths of the colleges in education and science.

Chairman Marino stated that availability of nurses and quality of care are the touchstones of the plan and have been given the utmost consideration. The plan will take months of planning and will include consideration of all the issues and concerns expressed.

Ms. Mary Flannary, student representative to the Board of Trustees, stated that she has spoken to several alumni who have been in the nurse education program and they have expressed support for the plan.

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

WHEREAS, Middlesex County College was forced to discontinue the use of L'Hommedieu Hall for the fall semester 1988; and

WHEREAS, the Dental Hygiene program with its laboratory facilities is housed in L'Hommedieu Hall; and

WHEREAS, the College sought the assistance of Union County College in order to provide the clinical resources needed for students in the Dental Hygiene program; and

WHEREAS, the Board of Trustees, President and staff of Union County College are committed to the education of Dental Hygienists and, therefore, allowed the use of their laboratory resources to insure continuity of the training process for Dental Hygiene students enrolled at Middlesex County College,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees wishes to express its sincere gratitude to the Board of Trustees, President and staff of Union County College for the use of its facilities on behalf of the Dental Hygiene students enrolled in Middlesex County College's Dental Hygiene program; and

BE IT FURTHER RESOLVED that the gratitude of the students, staff and faculty also be conveyed appropriately to colleagues at Union County College.

After discussion, the motion was unanimously carried.

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

WHEREAS, the New Jersey Board of Higher Education requires that all students entering public colleges in the State should be tested on their basic skills, and offered remediation if they are found deficient; and

WHEREAS, a large number of students enrolling at this College are found to be lacking adequate levels of verbal and/or mathematical skills; and

WHEREAS, the College offers comprehensive instructional and support services to help skills deficient students to upgrade their skills; and

WHEREAS, the College evaluates the outcomes of its remedial services annually as required by the State; and

WHEREAS, the College has prepared a report on the "Evaluation of Basic Skills Program at Middlesex County College" for students entering the College in Fall 1985 and Fall 1986; and

WHEREAS, the results of this report have been discussed at a meeting of the Education Committee of the Board,

NOW, THEREFORE, BE IT RESOLVED to accept the aforementioned report.

After discussion, the motion was unanimously carried.

Mrs. Valenti moved, seconded by Dr. Fox, for approval of the following resolution:

WHEREAS, the November 22, 1988 resolution of the Board of Trustees requested that a plan be presented to the Board of Trustees at its December, 1988 meeting respecting the Nurse Education Department together with the Affirmative Action Officer's assessment of the impact of the plan in accordance with the requirements of N.J.A.C. 9:4-5.5; and

WHEREAS, the President of Middlesex County College has determined that the plan attached hereto as Exhibit "A" should be implemented in response to the Board of Trustees' resolution on November 22, 1988; and

WHEREAS, the Affirmative Action officer has submitted an assessment attached hereto as Exhibit "B" which the Board has reviewed; and

WHEREAS, the President of Middlesex County College has consulted with the College community in accordance with N.J.A.C. 9:4-5.4 and notified the members of the College community of the opportunity to present alternative plans to the President's plan; and

WHEREAS, alternative plans have been proposed and the Board has considered such alternative plans; and

WHEREAS, the President of Middlesex County College has advised the Board of Trustees that there will be a diminution in the number of students in the Nurse Education Department requiring the reduction in tenured faculty in the Department; and

WHEREAS, the Board in reviewing the President's plan has considered the principles set forth in N.J.A.C. 9:4-5.6 with respect to layoff of employees and based its decisions upon academic and administrative considerations; and

WHEREAS, the Board of Trustees has determined that the appropriate layoff unit should be the Nurse Education Department and the layoff of tenured faculty within the Nurse Education Department shall be in order of years of service laying off tenured faculty with the fewest years of service first.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County College hereby accepts the recommendation of the President to abolish six faculty positions within the Nurse Education Department for the 1989-1990 academic year, based upon the diminution in the number of students; and

BE IT FURTHER RESOLVED that the plan proposed by the President of Middlesex County College, attached hereto as Exhibit "A," and the Affirmative Action assessment, attached hereto as Exhibit "B," are hereby accepted; and

BE IT FURTHER RESOLVED by the Board of Trustees that the President shall report to the Board of Trustees at its next scheduled meeting the results of its determination as to which tenured faculty members in the Nurse Education Department shall be terminated, to be effective June 30, 1989; and

BE IT FURTHER RESOLVED that the Board of Trustees hereby directs the President to notify the faculty members who will be affected at least two weeks prior to its next meeting of January 24, 1989 that the Board will consider and take final action with respect to the layoff of the faculty members to be effective June 30, 1989.

After discussion, the motion was unanimously carried.

President Edwards reviewed her report, November 22 to December 20, 1988, which was provided to Board members. (Copy attached to Minutes.)

Freeholder Power extended season's greetings to all.

Chairman Marino stated that the next meeting of the Board of Trustees will be January 24, 1989.

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There being no further business, the meeting was adjourned at 9 p.m.

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BLANQUITA VALENTI  
Secretary

THIS PAGE NOT USED!



MIDDLESEX COUNTY COLLEGE  
 DIVISION OF COMMUNITY EDUCATION  
 PROPOSED BOARD PAYROLL  
 DECEMBER, 1988

<u>COURSE</u>	<u>NAME</u>	<u>DATE</u>	<u>HOURLY/ CONTACT RATE</u>	<u>SALARY</u>
Women's Seminar-Values Clarification Correction Center	Behary, Wendy	1/3-2/7	21.	\$252.00
Radiology Retroactive	Frier, Audrey	10/15-10/29	Fixed	23.94
Dictation Review	Hannon, Dorothy	1/4-2/8	17.	255.00
Voice I	Hughes, Winston	10/5-11/16	Fixed	28.00
Skills for Support Staff (Office of the Courts)	Harris, Jean	12/9-12/15	Fixed	300.00
Building Inspector ICS	Lee, Robert	1/9-3/29	20.	1200.00
Airbrush Basic	Morrison, Peter	9/27-11/8	Fixed	45.50
Plumbing Inspector HHS	Nickel, William	1/9-3/27	20.	600.00
Flouride Update	Peau, Claire	11/15	35.33	105.99
<u>RE ENTRY LONG TERM GRANT</u>				
Clinical Coordination	Miller, Lily	10/25-11/16	Fixed	530.00
Lecture	Raike, Joan	10/13-11/17	35.33	105.99
Coordination	Zaepfel, Kathleen	10/10-11/16	35.33	530.00
<u>EMERGENCY MEDICAL TECHNICIAN</u>				
Coordinator	Roberts, Frank	9/1-11/21	Fixed	176.00
Coordinator	Toth, Robert	9/1-11/21	Fixed	176.00
Instructor	Beith, David	9/1-11/21	Fixed	111.60*
Instructor	Grandjean, Edward	9/1-11/21	Fixed	111.60*
Insturctor	Roberts, Mary Ann	9/1-11/21	Fixed	111.60*
Instructor	Toth, Patricia	9/1-11/21	Fixed	111.60*
Instructor	Willey, Richard	9/1-11/21	Fixed	111.60*
Programmed Patients	Henry, Michael	9/1-11/21	Fixed	10.00*
	Hollis, Dawn	9/1-11/21	Fixed	10.00*
	Pobicki, John	9/1-11/21	Fixed	10.00*
	Willey, Maureen	9/1-11/21	Fixed	10.00*
	Wren, Jennifer	9/1-11/21	Fixed	10.00*

\* Honorarium

COMMUNITY EDUCATION  
PROPOSED DECEMBER 1988 BOARD PAYROLL  
Page 2.

BUDGET SOURCES AND TOTALS:

COMMUNITY EDUCATION	\$2,810.43	
RE ENTRY LONG TERM	1,165.99	
EMERGENCY MEDICAL TECHNICIAN	352.00	
EMERGENCY MEDICAL TECHNICIAN*	608.00	(Honorarium)
		GRAND TOTAL
		\$4,936.42

EXHIBIT A

MIDDLESEX COUNTY COLLEGE  
Edison, New Jersey 08818

Plan -- Nurse Education Department  
Diminution of Enrollment

Prepared in Response to the  
Board of Trustees Resolution of  
November 22, 1988

Submitted by: Dr. Flora Mancuso Edwards  
President, Middlesex County College

## PLAN: NURSE EDUCATION PROGRAM

### Introduction

In recent years a number of disturbing factors have raised considerable concern regarding the future of Middlesex County College's nursing program. For example, the number of graduates of the program has declined substantially from a high of over 140 in 1977 to 49 in 1988. Adding to the concern, over that same period the declining trend in the number of graduates is much steeper than the reduction in the size of the entering classes. Thus despite the well-documented need for additional registered nurses in the College's service area, many fewer students are enrolling in the program and fewer of the enrollees are graduating.

Another source of concern has been the uneven performance of nurse education graduates on the National Council Licensing Examination (NCLEX). In 1980 and 1981 the passing rate of nursing program graduates dipped below 75% and the College was advised by the State Board of Nursing that the program would be placed on probation if the performance of the graduates did not improve. At that time a number of steps were taken to address the issues involved, including the employment of a consultant from the National League for Nursing who conducted a thorough review of the program. While in 1982 and again in 1986 the passing rate was relatively high, the overall trend was not positive, and in July of 1988 the passing rate on the NCLEX for first time candidates of Middlesex County College was 68%, lowest among the 12 community college programs in New Jersey. Further, as a consequence of a passing rate below 75% the previous year, the nursing program was placed on "conditional accreditation" status by the State Board of Nursing. Further, the College has been advised that if the January, 1989 nurse education graduates do not achieve at least a 75% passing rate on the NCLEX, the program's status will be changed to "probationary" and the College will not be allowed to admit new students to the program. In October of 1988, at the request of the College, a representative of the State Board of Nursing spent two days on campus reviewing the program. Her findings bore a remarkable similarity to the findings of the consultant who reviewed the program in 1981.

Recognizing the problems facing the program and its graduates, the College has devoted additional resources to this already costly area of study. From 1981 to the present those resources have supported, among other efforts:

1. Assessment testing for graduating seniors to determine areas that may need bolstering in advance of the NCLEX;
2. Tutoring and review sessions offered free of charge to seniors to address weaknesses noted by the internal assessment testing;
3. External consultants retained to assess, make recommendations, and work directly with faculty and staff toward improving the program; and
4. Curriculum development sessions for which faculty were paid.

Despite these and other efforts, the Nurse Education program remains in the problematic environment described earlier. After considerable deliberation, the conclusion has been reached that the program, as currently organized, is unable to fully meet the needs of the College's service area for well-prepared nurses.

Underlying the current program's inability to fully meet the community's needs, the nursing profession itself is in a state of flux. In recent years there has been considerable debate within the profession regarding the appropriate level of preparation for the registered nurse. A number of leaders in the field have taken the position that the baccalaureate degree should be the first professional credential, a position endorsed by the American Nursing Association. At the same time the future of licensed practical nursing appears to be in question. While neither issue is likely to be resolved in the near future, prudent planning would dictate that nursing programs of the 1990's integrate opportunities for students to pursue additional education (and the corresponding credentials) with minimum inconvenience, lost time and repeated credits.

In light, therefore, of the internal and external factors cited previously, the plan that follows extends beyond short-term responses to the consequences of possible "probationary" status. Given the College's commitment to excellence in all of its academic programs, and the continuing, critical shortage of registered nurses, the plan also proposes the exploration of an alternative program organization that would address student and health-care agency needs in a broader context than is now possible.

### **The Plan**

1. Viewing nursing education, in its broadest sense, as a continuum rather than a series of discrete programs, leads naturally to exploring with other educational institutions the practicality of joint programming efforts which would provide students with the flexibility necessary to satisfy their total educational needs. For example, preliminary discussions with representatives from the School of Health Related Professions (SHRP) at the University of Medicine and Dentistry of New Jersey (UMDNJ) and Rutgers University indicate that it appears feasible to design an alternative structure for the program that would better meet the needs of future nursing students. Such a joint program would include the following characteristics:

Dual entry tracks for high school graduates and licensed practical nurses.

Science and general education courses offered by Middlesex County College and professional nursing courses offered under an affiliation agreement that would enable students to earn an associate degree in two years and be eligible to sit for the NCLEX.

Articulation with an upper division college that would enable program graduates to enroll in a baccalaureate degree nursing program with full junior status.

A collaborative effort would bring substantial additional resources, both financial and in terms of health care education expertise, to the program. Further, given the prestige of both Rutgers and UMDNJ and the clearly defined career-ladder, a joint program would likely be more attractive to prospective students. Thus, an

important component of this plan is the continuance of discussions with Rutgers and UMDNJ representatives for the purpose of exploring alternative nursing education delivery systems that would provide a continuum of opportunities for students, as well as well-prepared, professional nurses for the health care agencies in the College's service area.

2. The College would be unable to admit students for the fall of 1989 before the results of the January NCLEX are received in late March or April, which would create a hardship on individuals who are planning their professional careers. In light of that and all the preceding, a new class will not be admitted in the fall of 1989. Discussions with the community colleges adjacent to Middlesex County indicate that more than sufficient space is available, on a short-term basis, to accommodate Middlesex County residents who wish to begin a nursing program in September of 1989.

3. Enrollment projections for the Nurse Education program (attached as Appendix 1) indicate that as a consequence of the educational decision not to admit a freshmen class in the fall of 1989, there would be eight (8) tenured teaching positions in the department in excess of the number needed for the projected enrollment for 1989-90 as shown in Appendix 1. However, two members of the Nurse Education Department have elected to avail themselves of the early retirement option as per the provisions of the labor agreement between the Board of Trustees and Local-1940 AFT. Thus there is need for a reduction in force of six (6) tenured positions. The projections also indicate a potential need for up to four (4) fall, 1989 semester only positions for the 1989-90 academic year. Enrollment trends will be monitored carefully in the spring, and, as the need is confirmed, one-semester only contracts will be offered to faculty members on the reemployment list in accordance with seniority and other provisions of the administrative code.

Two other members of the Nurse Education Department are eligible for early retirement under provisions of the labor agreement. For each additional member of the department who selects the early retirement option this year, one less position would be reduced in force. In view of the situation, it is recommended that, pending agreement by Local-1940 AFT, the deadline date for early retirement applications from members of the Nurse Education Department be extended to January 17, 1989.

#### **Other Considerations**

In accordance with N.J.A.C. 9:4-5.5, the affirmative action officer has prepared an assessment of the impact of the president's recommendations (attached as Exhibit B). Also, as per N.J.A.C. 9:4-5.7, "...individuals subject to the proposed layoff will be notified two weeks prior to formal board action on said layoffs."

## APPENDIX 1

### Enrollment Analysis -- Nurse Education Program

#### Historical Statistics

Semester	NUR 123	NUR 124	NUR 227 & 228
Fall 1986	89	18	64
Spring 1987	41	51	64
Fall 1987	70	35	54
Spring 1988	28	47	66
Fall 1988	79	34	65

#### Projections \*

Spring 1989	40	50	65
Fall 1989	0	40	65
Spring 1990	-	-	70

#### \* Assumptions

1. New students not admitted to the program for the fall, 1989 semester.
2. Attrition pattern based on past statistics.

#### Staffing Considerations

Currently fifteen (15) positions in the Nurse Education Department. In the fall, 1989 semester eleven (11) faculty would be required, in the spring, 1990 semester seven (7) faculty would be required. In summary

#### 1989 -1990 Academic Year Staffing Needs

Seven (7) full year and four (4) one-semester only positions

#### Full Positions in Excess of Needs

15 (current) - 2 (early retirement) - 7 (full yr. req.) = 6

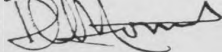
EXHIBIT B

MIDDLESEX COUNTY COLLEGE

MEMORANDUM

DATE: December 15, 1988

TO: Dr. John Bakum

FROM: David C. Morris 

SUBJECT: Affirmative Action Review Nurse Education Department

I have completed the Affirmative Action review of the Nurse Education Department in accordance with the requirements of NJAC 9:4-5.5, in light of the proposed reduction of faculty.

Following is the EEO breakdown of the fifteen faculty members in the Nurse Education Department: White - 9, Black - 4, Asian - 2.

Two white faculty plan to retire. Six faculty would be affected by the reduction - 4 White, 1 Black and 1 Asian.

Of the remaining seven faculty, the EEO breakdown is as follows: White - 3, Black - 3, Asian - 1.

Therefore, I see no adverse impact upon the Nurse Education Department because of the reduction in force.

DCM/cg

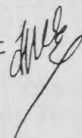


MIDDLESEX COUNTY COLLEGE

MEMORANDUM

DATE: December 20, 1988

TO: Members of the Board of Trustees

FROM: Flora M. Edwards, President 

SUBJECT: Report of the President  
November 22 - December 20

As the Fall, 1988 semester comes to a close, and we prepare to celebrate the holiday season, it seems an especially appropriate time to thank the Board for your support, guidance and commitment to the College.

This year, the season brought with it a most welcome gift. On December 16, we completed the installation of a temporary 26 chair Central Hygiene Clinic in Bunker Lounge. The Clinic provides the necessary setting for both freshmen and senior Dental Hygiene students for the coming semester. While we continue to work toward the completion of the asbestos removal project in L'Hommedieu Hall, we move forward secure in the knowledge that the academic process will not be negatively impacted. Again, our thanks to Elaine Buscemi and the Dental Hygiene faculty for their perseverance, and to the students for their resilience during a very trying period. Our thanks to Paul Hilf for his resourcefulness in organizing the effort. Most of all we thank John Mondano and Dick Carman and Maintenance/Building/Grounds Department and for their extraordinary efforts in constructing a clinic in two weeks. It shows that even the impossible can be achieved when people are truly committed.

Other glad tidings of the holiday includes some very welcome news. We have been advised that 100% of the 1988 graduates in Medical Laboratory Technology who took the American Society of Clinical Pathologists National Board Exams passed with flying colors. The 1988 class is the first to reflect the new curriculum. Congratulations to Marilyn Keener, Dorothy Good and her faculty and, of course, to our 1988 graduates on a job well done.

Much time and energy this month was dedicated to examining the various issues related to the future direction of the Nurse Education Program. The decision-making process was a difficult one and included meetings with nursing faculty and students, as well as with Janice Ruffin, consultant to the program, Chancellor Hollander, William Walsh of the Robert Wood Johnson Foundation, College and labor counsel, along with a representative of the Department of Higher Education, meetings with representatives of UMDNJ, with Dr. Dorothy DeMaio, Dean of the Rutgers School of Nursing, and finally, a joint meeting which included Dr. Rose Danzis, Nicholas Venezia, William Walsh, Joseph Klegman and James Marino.

On December 2, I issued a request to the College community eliciting comments and suggestions regarding the future of the program. From among the more than one dozen suggestions, the following plan is recommended for your approval this evening.

The plan has as its main objectives:

1. The increased assurance of both access and quality.
2. The provision of an increased pool of nurses to our county's health facilities.
3. The development of a true career ladder in nursing.

Given the uneven performance of the Nurse Education graduates over the years and given the well documented, long-standing problems associated with the program, some structural change appears to be in order. The plan before you this evening recommends the exploration of an alternative structure for Nurse Education at the College, one which would be based on a collaborative effort with Rutgers University and UMDNJ. A joint endeavor of this kind would bring together the strengths of the College in general education and science with the depth of resources to be found in two of our state's finest institutions. The combination of health profession education, bio-medical research and patient care services of these universities is supported by state-of-the-art research and patient care technology. The richness of this environment should result in a program which will provide a new model of Nurse Education, one which combines the advantages of Associate Degree nursing with the career mobility of the BSN. We have been in touch with our affiliated hospitals and are heartened by their support of our efforts to develop a new approach to Nursing Education which will more successfully meet the needs of our students and of the citizens of Middlesex County today and in the future.

This has been an extraordinarily difficult and painful process. However, it is the bottom-line commitment to quality and to serving the needs of the citizens of Middlesex County that must ultimately drive the decision-making process. It is that commitment that is the basis of my recommendation to you this evening.

On-campus activities this month featured our fall theatre production God's Favorite by Neil Simon. The play ran for two days and was by all accounts a real success. Congratulations are due to Professor Lynn Winik and her students for a fine theatrical experience. In addition to chairing weekly meetings of the Executive Council, other on-campus activities included a meeting of the Board of the Retail Services Corporation, meetings of the Human Resources, Health Technology and Education Committees of the Board, a Humanities/Business Forum organized by Professor Naomi Given, meetings with the Mechanical/Civil Technology and Accounting Departments. Of special note this month is the retirement party for Bess Marciniac. Bess has served the College for over 20 years. She will be truly missed. It was a good opportunity to thank her for her years of service and to wish her well. Other activities this month included a lunch tour with Dr. Marla Ucelli, Assistant to the Governor for Education, a reception for student artists who contributed their work, on loan, for the new display area on the second floor of the Academic Services Building, two interviews on presidential leadership and lunch with Ms. Mary Strong of The Citizens' Committee on Biomedical Ethics, Inc.

In the area of Institutional Advancement, I was pleased to attend a luncheon for new members of the Foundation and to serve as guest speaker at the Milltown Kiwanis Club.

Off-campus activities this month included a meeting with Dr. Saul Fenster, President of NJIT on the draft report of the Task Force on Technology of the 3E Commission, breakfast with Dr. Tom Fox, Chair of the Human Resources Committee of the Board, attendance at the annual meeting of the Board of Trustees at Iona College, a meeting of the Legislative Committee of the Council of County Colleges chaired by our own Board Chair, James Marino, followed by a meeting of the full Council.

A bit further off-campus on December 1, I attended the annual meeting of the Middle States Association in Philadelphia, and on December 9, I traveled to Washington, D.C. to meet with Dr. Richard Chait of the University of Maryland regarding an institutional climate study.

The holiday season began with a tree-lighting ceremony on December 8 followed by a tree-trimming party for International Students held at the house that evening. On December 11, I was pleased to share the evening with our trustees and freeholders at Christmas dinner, followed later in the week by a reception for alumni and members of the Foundation. On December 14, we came together as a community to wish each other glad tidings and finally on Friday, December 16, our student leaders joined me at home for a Christmas celebration. This year, as in years past, we extended our greetings to the community with our annual performance of the Nutcracker performed by the Princeton Ballet. Last but certainly not least, congratulations to Professor Mary Ann Bogar and the chorus for a fine choral concert which left us all with the true spirit of the season.

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