

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of February 28, 1989 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:35 p.m., February 28, 1989, in the Boardroom of the Academic Services Building. Members present were: Mmes. Muller, Northington, Valenti and Flannary; Messrs. Ciatto, Fox, Marino, Meszaros and Otlowski. Dr. Brinson and Messrs. Coughlin 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 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. Muller, that the Minutes of the regular meeting of January 24, 1989 be approved as presented. The motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

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

WHEREAS, the architectural firm of Morton, Russo & Maggio provided professional services for the design and installation of signs on the campus; and

WHEREAS, the total value of said services by Morton, Russo & Maggio totalled \$11,052.14 based on principal's and other time applied to the project; and

WHEREAS, Mr. James Morton has agreed to donate his time to the College on said project,

NOW, THEREFORE, BE IT RESOLVED that a payment be authorized to the firm of Morton, Russo & Maggio in the amount of \$7,000 for services rendered for the campus sign project.

After discussion, the motion was unanimously carried.

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

WHEREAS, on January 24, 1989 the Board of Trustees requested certification from the Board of School Estimate of \$2,300,000 in order to complete the asbestos removal project currently underway in L'Hommedieu Hall; and

WHEREAS, it was deemed appropriate to reduce the requested certification from \$2,300,000 to \$2,080,000; and

WHEREAS, the Board of School Estimate at its meeting on February 2, 1989 approved the additional \$2,080,000 for the completion of the asbestos removal project in L'Hommedieu Hall,

NOW, THEREFORE, BE IT RESOLVED, that the certification requested by the Board of Trustees on January 24, 1989 in the amount of \$2,300,000 for the completion of the asbestos removal in L'Hommedieu Hall be reduced to \$2,080,000, equating to \$220,000.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Otlowski, that a final payment be authorized to the firm of Morton, Russo & Maggio for architectural services in connection with the reroofing project at the Johnson Learning Center, pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$112.00.

Contract award	\$111,750.00
Fee @ 10%	11,175.00
Total due	<u>\$ 11,175.00</u>
Payments to date	11,063.00
Final payment	112.00
Balance of contract	<u>0.00</u>
Total	<u>\$ 11,175.00</u>

After discussion the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Otlowski, that a change order be authorized in the contract between the Board of Trustees of Middlesex County College and the firm of C. Wade Contractors in connection with the water main extension project on the college campus pursuant to the recommendation of the engineering firm of Brownworth, Mosher & Doran, the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$7,500.

Supply labor and materials to install insertion valve into an existing active 6-inch diameter water pipe under pressure without interruption to the college water supply +\$7,500.00

Total contract	\$ 96,113.51
Plus change order #1	<u>7,500.00</u>
New contract total	<u>\$103,613.51</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Otlowski, that a final payment be authorized to the engineering firm of Brownworth, Mosher & Doran in connection with the design for the water line extension on the college campus, pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$580.00.

Total contract	<u>\$5,800.00</u>
Payments to date	\$5,220.00
Final payment authorized	580.00
Balance of contact	<u>0.00</u>
Total	<u>\$5,800.00</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, 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 \$4,006.95, pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations.

Consulting Engineer - Joseph R. Loring	\$ 38.95
Audio Consultant - Hamilton Communications	<u>3,968.00</u>
Total	<u>\$4,006.95</u>

After discussion, the motion was unanimously carried.

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

WHEREAS, the College requires the printing of certain summer tabloid booklets by an outside supplier; and

WHEREAS, under provisions of NJSA 18A:64A-25 et seq. of the County College Contract Law all printing is now exempt from bidding; and

WHEREAS, formal written quotations were solicited in lieu of bidding,

NOW, THEREFORE, BE IT RESOLVED, that a contract in the amount of \$20,329.00 be awarded to Bartash Publications, Philadelphia, PA, said amount representing the lowest price which fully met college specifications and the only qualified response received.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mrs. Northington, 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:

STATE CONTRACT			
<u>NUMBER</u>	<u>NAME OF COMPANY</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
A-82722	Industrial Controls	Actuator drives	\$288.40
			<u>\$288.40</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Ciatto, that a committee consisting of legal counsel, Vice President for Finance and Operations and Director of Plant Operations determine whether Duall Maintenance Company, Inc. has met the College specifications for the asbestos abatement project at L'Hommedieu Hall and if it is determined that the specifications have not been met, the College administration is authorized to rebid the asbestos abatement project. 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 in connection with roof and fascia replacement on the College campus, pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$5,656.70.

Contract award	\$612,362.00
Plus change order #1	13,707.00
New total award	<u>\$626,069.00</u>
Fee @ 10%	\$ 62,606.90
Total due at 99%	61,980.83
Payments to date	56,337.86
Payment authorized	5,656.04
Balance	<u>613.00</u>
Total	<u>\$ 62,606.90</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mrs. Northington, that a progress payment in the amount of \$40,000 be authorized to Weston/ATC for services rendered in the monitoring of asbestos removal in L'Hommedieu Hall and for the development of specifications for a replacement contractor in L'Hommedieu Hall, said payment to be applied to the development of an amendment to the contract between the Board of Trustees of Middlesex County College and Weston/ATC, encompassing the scope of additional responsibilities and costs, incurred and projected, as a result of the project delay, subject to the execution by Weston/ATC of a contract amendment satisfactory to legal counsel and Vice President Hilf. After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

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

WHEREAS, there exists a need for auditing services at the Middlesex County College to include the auditing of all College funds; 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:

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1. The Board of Trustees hereby appoints Coopers & Lybrand as the College auditing firm for the fiscal year 1989-90 and the firm of Coopers & Lybrand has agreed to serve as College Auditor and to be compensated for the reasonable value of its services.
2. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the County College Contracts Law because Coopers & Lybrand is a Certified Public Accounting firm and is a recognized profession which is regulated by the laws of the State of New Jersey.
3. The Vice President for Finance and Operations be, and he 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.

Mr. Ciatto moved, seconded by Mr. Meszaros, that the invoice for services rendered by the firm of Wilentz, Goldman & Spitzer for the period July 1, 1988 to December 31, 1988 be approved for payment in the amount of \$71,734.19.

Legal services rendered from 7/1/88 to 12/31/88 for normal operations of Middlesex County College	\$ 5,200.00
Legal services rendered from 7/1/88 to 12/31/88 for capital projects at Middlesex County College	\$ 6,500.00
Services rendered from 7/1/88 to 12/31/88 relating to federal and state regulatory requirements, labor, union and other personnel-related matters at Middlesex County College	\$26,000.00
Services rendered from 7/1/88 to 12/31/88 relating to asbestos removal projects at Middlesex County College	\$32,850.00
Total disbursements from 7/1/88 to 12/31/88	<u>\$ 1,184.19</u>
Total	<u>\$71,734.19</u>

After discussion, the motion was unanimously carried.

HUMAN RESOURCES COMMITTEE

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

WHEREAS, Larry Cohen began full-time employment with Middlesex County College on 1 September 1967 as an Instructor in the English Department; and

WHEREAS, Larry Cohen was promoted to Associate Professor of English on 30 June 1978; and

WHEREAS, Larry Cohen in a scholarly, insightful, dramatic and inspiring fashion enhanced the educational experience of significant numbers of students during his tenure at Middlesex County College; and

WHEREAS, in addition to his classroom instruction, Larry Cohen provided meaningful and valuable service to the administration and related segments of the larger Middlesex County College community; and

WHEREAS, as a result of his tragic and untimely death, Larry Cohen will be sorely missed as a member of the faculty of Middlesex County College,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County College offers its profound and sincere regrets to the family of Larry Cohen for the unfortunate loss of a friend and associate; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be sent to the family of Larry Cohen.

Mrs. Muller noted that Larry Cohen was a friend and she devoted her commentary to him on the day of his death. She stated that with all the rhetoric about "a thousand points of light," the world should know when one went out.

After discussion, the motion was unanimously carried.

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

WHEREAS, Larry Cohen began full-time employment at Middlesex County College on 1 September 1967; and

WHEREAS, Larry Cohen died while performing community service as an auxilliary policeman,

NOW, THEREFORE, BE IT RESOLVED that 29 January 1989 be entered as the last date of employment for Larry Cohen on the books and records of Middlesex County College.

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Northington, 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) Marie Chen be appointed Programmer/Analyst, in the Computer Center (budget code 19-1720-126) at an annual salary of \$26,000 prorated to \$9,867, for the time period March 1, 1989 to June 30, 1989.

NOTE: This position was previously for six (6) months only. It is now a permanent position.

- (b) Pi-Yu Loh be appointed Programmer/Analyst, in the Computer Center (budget code 19-1720-126) at an annual salary of \$26,000 prorated to \$9,867, for the time period March 1, 1989 to June 30, 1989.

NOTE: This position was previously for six (6) months only. It is now a permanent position.

- (c) Ming Wong be appointed Programmer/Analyst, in the Computer Center (budget code 19-1720-126) at an annual salary of \$26,000 prorated to \$9,867, for the time period March 1, 1989 to June 30, 1989.

NOTE: This is a four (4) month only period of employment.

MANAGEMENT STIPENDS

- (a) Patricia Marrero, Staff Accountant, in the Business Office (budget code 19-0310-121) be approved for a stipend in the amount of \$150 per month for assuming additional duties supervising the accounts payable and Bank reconciliation functions for the time period January 1, 1989 to March 31, 1989, for a total payment of \$450.

- (b) Terry McGlinchy be approved for a stipend in the amount of \$1,000 for assuming the position of Executive Director of the Alumni Association (budget code 19-0203-155) for the time period July 1, 1988 to December 31, 1988.

MANAGEMENT CHANGE OF STATUS

- (a) Joseph Oberc, Captain of Police, in the Department of Police and Safety (budget code 19-0700-121) at an annual salary of \$32,892, be changed to Chief of Police, in the Department of Police and Safety, at a salary of \$35,892 (budget code 19-0700-120) prorated to \$14,955, effective February 1, 1989.

MANAGEMENT CORRECTIVE RESOLUTION

- (a) Dr. J. Douglas Overstreet, Research Associate for Institutional Studies and Planning, in the Research and Planning Department (budget code 19-1710-126) at an annual salary of \$34,000 prorated to \$29,902, for the period February 6, 1989 to January 19, 1990 only, be corrected to an annual salary of \$34,000 prorated to \$32,605 for the same time period indicated above.

MANAGEMENT LEAVES OF ABSENCE

- (a) Dorothy Bridges, Programmer/Analyst, in the Computer Center (budget code 19-1720-126) be granted an unpaid leave of absence for the time period May 12, 1989 to May 11, 1990, as per the Management Personnel Policy Handbook, Section T-2.
- (b) Maria Mora, Director, in the Perth Amboy Community Career Center (budget code 19-2962-120) be granted an unpaid maternity leave of absence for the time period June 15, 1989 to September 15, 1989, as per the Management Personnel Policy Handbook, Section T-3.
- (c) Dr. Frank Spano, Dean of Engineering and Science, in the Engineering Technologies and Science Division (budget code 19-2500-125) be granted a short-term management leave of absence for the time period March 1, 1989 to June 30, 1989 as per the Full-time Management Personnel Policy Handbook, Section S-2.

ACADEMIC APPOINTMENTS

- (a) Susan Bendzick be appointed Instructor, in the English Department (budget code 19-2210-114) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$12,334.
- (b) Gertrude Coleman be appointed Instructor in the English Department (budget code 19-2210-114) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$12,334.
- (c) Ruth Scheffer be appointed Instructor, in the English Department (budget code 19-2210-114) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$12,815.
- (d) Louise Beyer be appointed Instructor, in the English As A Second Language Department (budget code 19-2280-114) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$12,334.

- (e) Vicki Kahn be appointed Instructor, in the English As A Second Language Department (budget code 19-2280-114) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$12,334.
- (f) Giacomo Tenace be appointed Instructor, in the English As A Second Language Department (budget code 19-2280-114) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$12,334.
- (g) Judith Lax be appointed Instructor, in the Modern Languages Department (budget code 19-2240-114) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$12,334.
- (h) Jean Buckley be appointed Curriculum Coordinator, in the Nurse Education Department (budget code 19-2110-110) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$295.00.
- (i) Sharon Ferrante be appointed Curriculum Coordinator, in the Nurse Education Department (budget code 19-2110-110) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$295.00.
- (j) Alicia Ylagan be appointed Curriculum Coordinator, in the Nurse Education Department (budget code 19-2110-110) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$295.00.
- (k) Renee Price be appointed Curriculum Coordinator for Basic Skills Reading, in the English Department (budget code 19-2210-110) for the Spring semester only, of the 1988-89 academic year, at a total salary of \$295.00.
- (l) John Dineen be appointed Cooperative Education Coordinator, in the Cooperative Education Department (budget code 19-2910-255) for the Spring semester only, of the 1988-89 academic year, at the rate of \$50 per student for six (6) students, to coordinate the Computer Science Cooperative Education program, at a total salary of \$300.00.
- (m) Angelina Gincel be appointed Cooperative Education Coordinator, in the Cooperative Education Department (budget code 19-2910-155) for the Spring semester only, of the 1988-89 academic year, at the rate of \$50 per student for seven (7) students enrolled in ACC 208 and ACC 200, at a total salary of \$350.00.

- (n) Sanford Helman be appointed Cooperative Education Coordinator, in the Cooperative Education Department (budget code 19-2910-155) for the Spring semester only, of the 1988-89 academic year, at the rate of \$50 per student for eleven (11) students, to coordinate the Marketing Cooperative Education program, at a total salary of \$550.00.
- (o) Michael Pepper be appointed Cooperative Education Coordinator, in the Cooperative Education Department (budget code 19-2910-155) for the Spring semester only, of the 1988-89 academic year, at the rate of \$50 per student for nine (9) students, to coordinate the Hotel, Restaurant and Institution Management Cooperative Education program, at a total salary of \$450.00.
- (p) Judith Spano be appointed Cooperative Education Coordinator, in the Cooperative Education Department (budget code 19-2910-155) for the Spring semester only, of the 1988-89 academic year, at the rate of \$50 per student for fifteen (15) students enrolled in OST 208, at a total salary of \$750.00.
- (q) Carol Edwards be appointed Instructor, in the English Department (budget code 19-2210-114) for the Spring semester only, of the 1988-89 academic year, at a salary of \$12,334 prorated to \$10,689, based on an effective hire date of February 7, 1989.

ACADEMIC ADJUNCT APPOINTMENTS

- (a) Marty Fox be appointed Adjunct Instructor, in the Biology Department (budget code 19-2510-115) for the Spring semester of the 1988-89 academic year, to teach BIO 123 for a total of three (3) contact hours, at the rate of \$315 per contact hour, for a total salary of \$945.
- (b) Susan Goldstein be appointed Adjunct Instructor, in the Biology Department (budget code 19-2510-115) for the Spring semester of the 1988-89 academic year, to teach BIO 118 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.
- (c) Patricia Palanker be appointed Adjunct Instructor, in the Biology Department (budget code 19-2510-115) for the Spring semester of the 1988-89 academic year, to teach BIO 010 for a total of six (6) contact hours, at the rate of \$530 per contact hour, for a total salary of \$3,180.

- (d) Dr. Chitra J. Punjabi be appointed Adjunct Instructor, in the Biology Department (budget code 19-2510-115) for the Spring semester of the 1988-89 academic year, to teach BIO 124 for a total of six (6) contact hours, at the rate of \$320 per contact hour, for a total salary of \$1,920.
- (e) Jacquelyn Abromitis be appointed Adjunct Instructor, in the English Department (budget code 19-2210-115) for the Spring semester of the 1988-89 academic year, to teach ENG 121 for a total of six (6) contact hours, at the rate of \$315 per contact hour, for a total salary of \$1,890.
- (f) Salvatore J. Calcaterra be appointed Adjunct Instructor, in the English Department (budget code 19-2210-115) for the Spring semester of the 1988-89 academic year, to teach RDG 009 and ENG 010, for a total of six (6) contact hours, at the rate of \$320 per contact hour, for a total salary of \$1,920.
- (g) Robert P. Loboda be appointed Adjunct Instructor, in the English Department (budget code 19-2210-115) for the Spring semester of the 1988-89 academic year, to teach ENG 121 and ENG 010 for a total of six (6) contact hours, at the rate of \$320 per contact hour, for a total salary of \$1,920.
- (h) Bernice M. Osborne be appointed Adjunct Instructor, in the English Department (budget code 19-2210-115) for the Spring semester of the 1988-89 academic year, to teach ENG 010 for a total of six (6) contact hours, at the rate of \$320 per contact hour, for a total salary of \$1,920.
- (i) Shirley Wachtel be appointed Adjunct Instructor, in the English Department (budget code 19-2210-115) for the Spring semester of the 1988-89 academic year, to teach RDG 011 for a total of nine (9) contact hours, at the rate of \$320 per contact hour, for a total salary of \$2,880.
- (j) Susan Wood be appointed Adjunct Instructor, in the English Department (budget code 19-2210-115) for the Spring semester of the 1988-89 academic year, to teach RDG 011 for a total of six (6) contact hours, at the rate of \$320 per contact hour, for a total salary of \$1,920.

- (k) Robert I. Fenkel be appointed Adjunct Instructor, in the History and Social Behavior Department (budget code 19-2230-115) for the Spring semester of the 1988-89 academic year, to teach POL 204 for a total of three (3) contact hours, at the rate of \$315 per contact hour, for a total salary of \$945.
- (l) Robert Gugliara be appointed Adjunct Instructor, in the History and Social Behavior Department (budget code 19-2230-115) for the Spring semester of the 1988-89 academic year, to teach HIS 122 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.
- (m) Gary Handerhan, Sr. be appointed Adjunct Instructor, in the History and Social Behavior Department (budget code 19-2230-115) for the Spring semester of the 1988-89 academic year, to teach POL 201 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.
- (n) Louis Ianuale be appointed Adjunct Instructor, in the History and Social Behavior Department (budget code 19-2230-115) for the Spring semester of the 1988-89 academic year, to teach HIS 122 and HIS 121 for a total of nine (9) contact hours, at the rate of \$320 per contact hour, for a total salary of \$2,880.
- (o) John C. Moody be appointed Adjunct Instructor, in the History and Social Behavior Department (budget code 19-2230-115) for the Spring semester of the 1988-89 academic year, to teach CJU 203 for a total of three (3) contact hours, at the rate of \$315 per contact hour, for a total salary of \$945.
- (p) William Rhines be appointed Adjunct Instructor, in the History and Social Behavior Department (budget code 19-2230-115) for the Spring semester of the 1988-89 academic year, to teach SOC 121 for a total of three (3) contact hours, at the rate of \$315 per contact hour, for a total salary of \$945.
- (q) Joseph L. Ur be appointed Adjunct Instructor, in the History and Social Behavior Department (budget code 19-2230-115) for the Spring semester of the 1988-89 academic year, to teach CJU 203 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.

- (r) Khadija Ahmed be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 010 for a total of nine (9) contact hours, at the rate of \$315 per contact hour, for a total salary of \$2,835.
- (s) Sandra Barreto be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 010 for a total of nine (9) contact hours, at the rate of \$325 per contact hour, for a total salary of \$2,925.
- (t) Yaw Frimpong be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 013 for a total of eight (8) contact hours, at the rate of \$315 per contact hour, for a total salary of \$2,520.
- (u) Margaret Geraghty be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 123 for a total of six (6) contact hours, at the rate of \$315 per contact hour, for a total salary of \$1,890.
- (v) Rita Kinkhabwala be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 013 for a total of eight (8) contact hours, at the rate of \$320 per contact hour, for a total salary of \$2,560.
- (w) Albert Mortola be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 013 for a total of eight (8) contact hours, at the rate of \$320 per contact hour, for a total salary of \$2,560.
- (x) Ramachandra Rao be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 014 for a total of eight (8) contact hours, at the rate of \$315 per contact hour, for a total salary of \$2,520.

- (y) Aaron Walter be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 010 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.
- (z) Vivian Walter be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 010 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.
- (aa) Nancy Winant be appointed Adjunct Instructor, in the Mathematics Department (budget code 19-2530-115) for the Spring semester of the 1988-89 academic year, to teach MAT 104 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.
- (bb) John Napoli be appointed Adjunct Instructor, in the Mechanical and Civil/Construction Engineering Technology Department (budget code 19-2560-115) for the Spring semester of the 1988-89 academic year, to teach MEC 119 for a total of four (4) contact hours, at the rate of \$320 per contact hour, for a total salary of \$1,280.
- (cc) John Souza be appointed Adjunct Instructor, in the Mechanical and Civil/Construction Engineering Technology Department (budget code 19-2560-115) for the Spring semester of the 1988-89 academic year, to teach MEC 123 for a total of four (4) contact hours, at the rate of \$320 per contact hour, for a total salary of \$1,280.
- (dd) Joan E. Raike be appointed Adjunct Instructor, in the Nursing Department (budget code 19-2110-115) for the Spring semester of the 1988-89 academic year, to teach NUR 109 and College Lab for all sections (116-121) of NUR 123, for a total of eight (8) contact hours, at the rate of \$909.88 per contact hour, for a total salary of \$7,279.04.
- (ee) Albert W. Pendelton be appointed Adjunct Instructor, in the Performing Arts Department (budget code 19-2220-115) for the Spring semester of the 1988-89 academic year, to teach MUS 103, 104, 109 and 110 for a total of five (5) contact hours, at the rate of \$315 per contact hour, for a total salary of \$1,575.

- (ff) Malik K. Afridi be appointed Adjunct Instructor, in the Physics Department (budget code 19-2540-115) for the Spring semester of the 1988-89 academic year, to teach PHY 121 for a total of four (4) contact hours, at the rate of \$315 per contact hour, for a total salary of \$1,260.
- (gg) Mindy Lighthipe be appointed Adjunct Instructor, in the Visual Arts Department (budget code 19-2260-115) for the Spring semester of the 1988-89 academic year, to teach ART 105 for a total of three (3) contact hours, at the rate of \$320 per contact hour, for a total salary of \$960.
- (hh) Dr. Martin Jablow be appointed Adjunct Instructor, in the Dental Auxiliaries Education Department (budget code 19-2130-115) for the Spring semester of the 1988-89 academic year, as Clinic Dentist on February 16, 1989, for a total of three (3) clock hours, at the rate of \$21 per clock hour, for a total salary of \$63.

ACADEMIC ADJUNCT CORRECTIVE RESOLUTION

- (a) That the appointment of Dermot O'Grady, in the Division of Community Education, for the Spring semester of the 1988-89 academic year, to teach POL 204-630, Law Enforcement and the Community, without compensation, be corrected to the Division of Continuing Education.
NOTE: The incorrect division title was submitted at the January 1989 Board meeting.

ACADEMIC COMPENSATION

- (a) That the following faculty members be compensated for three contact hours each, beginning with the name Theresa Holt and ending with the name Dympna Ogwu-Oju, for working with the EOF program (budget code 19-2920-116) for the indicated amounts listed below.

<u>Name</u>	<u># Contact Hours</u>	<u>Rate Per Contact Hour</u>	<u>Total Compensation</u>
Theresa Holt	3	\$530	\$1,590
Reginald Luke	3	530	1,590
Ben Marshall	3	530	1,590
Elliot Ramer	3	530	1,590
Dympna Ogwu-Oju	3	530	1,590
			<u>\$7,950</u>

- (b) That the following personnel be compensated for providing coverage due to a faculty member's absence on January 19 and January 20, 1989, beginning with the name Dr. Marshall Alter and ending with the name Dr. Lewis Katz, at the rate of \$21 per clock hour for the indicated amounts listed below (budget code 19-2130-115) in the Dental Auxiliaries Education Department.

<u>Name</u>	<u># Clock Hours</u>	<u>Rate Per Clock Hour</u>	<u>Total Compensation</u>
Dr. Marshall Alter	3	\$ 21	\$ 63
Dr. Martin Jablow	3	21	63
Dr. Lewis Katz	3	21	63
			<u>\$189</u>

ACADEMIC LEAVES OF ABSENCE

- (a) Iris Ramer, Counselor, in the Admissions and Financial Aid Departments (budget code 19-1110-112) be granted a maternity leave of absence pursuant to the AFT Contract, Article V-B, Section 10 a-e, for the time period July 21, 1989 to July 20, 1990.
- (b) Selina Thompson, Instructor, in the Mathematics Department (budget code 19-2530-110) be granted a disability leave of absence pursuant to the AFT Contract, Article V, Section A, for the time period December 2, 1988 to January 2, 1989.

ACADEMIC RESIGNATION

- (a) Rubil Morales, Counselor, in the Admissions and Financial Aid Office (budget code 19-1110-112) effective March 10, 1989.

NON-ACADEMIC APPOINTMENTS

- (a) Donald Manley be appointed Computer Operator, in the Computer Center (budget code 19-1720-130) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$17,275 prorated to \$6,677, based on the effective starting date of February 13, 1989.

NOTE: The funding for this position will be reimbursed through an extended rental agreement with LMX.

(b) Judith Fisher be appointed Child Care Assistant, in the Child Care Center (budget code 19-5440-130) for the time period March 1, 1989 to August 31, 1989 only, at the annual salary of \$14,275 prorated to \$4,758 for the period March 1, 1989 to June 30, 1989.

(c) Ellen Simonetti be appointed to work as a temporary employee of the Registrar's Office (budget code 19-1120-155) for forty-five (45) hours between March 1, 1989 and May 18, 1989, at the rate of \$20 per hour, not to exceed \$900.

NOTE: The above salary will be reimbursed to the College from the Ethics Project Grant from the State of New Jersey.

(d) Phyllis Arthur be appointed Senior Account Clerk, in the Business Office (budget code 19-0310-130) for the fiscal year July 1, 1988 to June 30, 1989, at the annual salary of \$14,275 prorated to \$4,493 based on the effective starting date of March 8, 1989.

NON-ACADEMIC PART-TIME APPOINTMENT

(a) Fred Schein be appointed Welder for MEC 112, in the Mechanical and Civil/Construction Engineering Technology Department (budget code 19-2560-150) for twenty-four (24) clock hours during the Spring 1989 semester, at the hourly rate of \$13.00, for a total salary of \$312.

NON-ACADEMIC TEMPORARY PERSONNEL

- (a) Christine Lotz, at the rate of \$5.75 per hour.
- (b) Kate Pianucci, at the rate of \$5.75 per hour.
- (c) Earl Bethards, at the rate of \$6.25 per hour.
- (d) Debora Haiser, at the rate of \$6.25 per hour.
- (e) Benjamin Chacko, at the rate of \$6.25 per hour.
- (f) Gary Evaslin, at the rate of \$6.25 per hour.
- (g) Namita Bansal, at the rate of \$6.25 per hour.
- (h) Gary Brown, at the rate of \$6.50 per hour.
- (i) Jennifer Goines, at the rate of \$5.00 per hour.
- (j) Lola Konivsky, at the rate of \$6.25 per hour.
- (k) James Sokolowsky, at the rate of \$7.00 per hour.
- (l) Judy Millioen, at the rate of \$7.00 per hour.
- (m) Manisha Patel, at the rate of \$6.00 per hour.
- (n) Karan Mehra, at the rate of \$5.00 per hour.
- (o) Douglas Davis, at the rate of \$6.00 per hour.
- (p) Cheryl Keck, at the rate of \$5.50 per hour.
- (q) Aloysius Bauer, at the rate of \$6.25 per hour.
- (r) Robin Mikuski, at the rate of \$6.25 per hour.
- (s) Matthew Tooley, at the rate of \$6.25 per hour.
- (t) Eugene Moore, at the rate of \$6.25 per hour.

- (u) Indira Balakrishnan, at the rate of \$6.25 per hour.
- (v) Alex Gordon, at the rate of \$6.00 per hour.
- (w) Robin Andijar, at the rate of \$6.00 per hour.
- (x) Michael Bonnin, at the rate of \$6.00 per hour.
- (y) Valerie Szkodny, at the rate of \$5.00 per hour.
- (z) David Christian, at the rate of \$5.50 per hour.
- (aa) C.J. DerRisener, at the rate of \$6.00 per hour.
- (bb) Alamzeb Farjad Ahmed, at the rate of \$5.00 per hour.

NON-ACADEMIC CORRECTIVE RESOLUTIONS

- (a) Ann Tasy, Divisional Operations Coordinator, in the Division of Community Education (budget code 19-5200-130) at an annual salary of \$19,846 prorated to \$9,096, be corrected to an annual salary of \$19,946 prorated to \$7,480, for the time period February 16, 1989 to June 30, 1989.
- (b) Robert Marsh, Groundsperson I, in the Landscape and Grounds Department (budget code 19-7320-160) at an annual salary of \$18,312, be corrected to an annual salary of \$18,744 prorated to \$10,153, for the time period December 15, 1988 to June 30, 1989.

NON-ACADEMIC LEAVES OF ABSENCE

- (a) Robert Burke, 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 January 26, 1989 to February 28, 1989.
- (b) Barbara Coyle, International Education Assistant, in the Modern Languages 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 February 16, 1989 to March 10, 1989.
- (c) Robert Durlock, Data Control Clerk, in the Computer Center (budget code 19-1720-130) be granted a disability leave of absence, pursuant to the AFSCME Contract, Article VI, Section G, for the time period March 1, 1989 to April 11, 1989.
NOTE: This is an extension of a current leave of absence.
- (d) Dorothy Reed, 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 January 19, 1989 to January 30, 1989.

- (e) Giacomo Tenace, Senior Lab Coordinator, in the English As a Second Language Department (budget code 19-2280-131) be granted an unpaid leave of absence, pursuant to the AFSCME Contract, Article VII, Section B, for the time period January 18, 1989 to May 18, 1989.

NON-ACADEMIC LEAVES OF ABSENCE

- (f) Patricia A. Gorda, Child Care Assistant, in the Child Care Center (budget code 19-5440-130) be granted an unpaid leave of absence, pursuant to the AFSCME Contract, Article VII, Section C, for the time period July 1, 1989 to June 30, 1990.

CHANGE IN NON-ACADEMIC LEAVE OF ABSENCE

- (a) Margarita Sanchez, Student Records Assistant, in the Admissions and Financial Aid Departments (budget code 19-1110-130) who was granted a maternity leave of absence, pursuant to the AFSCME Contract, Article VII, Section C, for the time period November 23, 1988 to November 27, 1989, be changed to the time period November 23, 1988 to February 15, 1989.

NON-ACADEMIC RESIGNATION

- (a) Ralph Stalker, Data Control Clerk, in the Computer Center (budget code 19-1720-130) effective February 10, 1989.
- (b) Michael Norman, Custodian, in the Custodial Department (budget code 19-7200-160) effective February 9, 1989.
- (c) Alison Scott, Departmental Secretary, in the Computer Center (budget code 19-1720-130) effective February 24, 1989.

NON-ACADEMIC TERMINATION

- (a) Kelly Johns, Student Records Assistant, in the Registrar's Office (budget code 19-1120-130) effective February 24, 1989.

GRANTS AND SPECIAL PROJECTS PERSONNEL

Appointments

- (a) Andre Cholmondely be appointed Coordinator/Teacher, Project Automated Office Skills, in the Division of Community Education (budget code 19-5200-121) for the time period March 1, 1989 to March 31, 1989, at an hourly salary of \$11.54 for thirty-five hours per week, prorated to \$1,858.

- (b) Arlene Earle be appointed Departmental Secretary, Project Community Advisement and Resource Center (50%) (budget code 59-3806 DJ-130) and Developmentally Disabled (50%) (budget code 59-3807 DJ-130) for the time period February 6, 1989 to June 30, 1989, at an annual salary of \$13,425 prorated to \$5,321.
- (c) Claire Toth be appointed Coordinator, Project D.D.D., in the Division of Community Education (budget code 59-3807 CJ-126) for the time period February 13, 1989 to June 30, 1989, at an annual salary of \$21,000 prorated to \$8,078.
- (d) Ann McDonald be appointed Data Base Manager, of the LMx Automation Consortium (budget code 19-1720-112) at an annual salary of \$28,000 prorated to \$9,333, for the time period March 1, 1989 to June 30, 1989.
NOTE: Actual payroll and pension costs will be reimbursed to the College by the LMx Automation Consortium.
- (e) Pamela Thornton be appointed Director of the LMx Automation Consortium (budget code 19-1720-112) at an annual salary of \$40,000, for the time period July 1, 1988 to June 30, 1989.
NOTE: Actual payroll and pension costs will be reimbursed to the College by the LMx Automation Consortium.

Part-Time Appointments

- (a) Lynn Rosenberg be appointed High School Liason Coordinator, Title VIII, Cooperative Education Project, in the Cooperative Education Department (budget code 59-3735 FU-112) for the 1989 Spring semester only, at an hourly salary of \$20 for one-hundred (100) hours, at a total salary not to exceed \$2,000.
- (b) Ivan Thomas be appointed Teacher, Project LOGRO, in the Division of Community Education (budget code 59-3805 CJ-150) for the time period March 1, 1989 to June 30, 1989, at an hourly salary of \$12 for sixteen (16) hours per week, not to exceed \$3,341.

Temporary Personnel

- (a) Isabel Gonzalez, at the rate of \$5.50 per hour.
(b) Diane Peters, at the rate of \$5.50 per hour.

Corrective Resolution

- (a) Darlene Yoseloff, Director, Project Resources (budget codes 75% to 59-3294 EJ-126 and 25% to 19-5200-120) at an annual salary of \$19,200 for the time period February 1, 1989 to August 31, 1989 be corrected to (budget code 59-3294 EJ-126) (100%) for the time period January 1, 1989 through August 31, 1989, at an annual salary of \$19,200.

Change of Status

- (a) Pansy Forrester, Coordinator, Project FIST, in the Division of Community Education (budget code 59-3801 DU-126) for the time period November 1, 1988 to October 31, 1989, at an annual salary of \$23,113, be changed to an annual salary of \$24,846 prorated to \$8,121.75, for the time period March 5, 1989 to June 30, 1989.
- (b) Frances Thomas, Project Assistant, in the Division of Community Education (budget code 59-3294 EJ-112) for the time period September 1, 1988 to August 31, 1989, at an hourly salary of \$7.00 per hour for twenty-five (25) hours per week, be changed to an hourly salary of \$7.49 per hour for twenty-five (25) hours per week, prorated to \$4,344, for the time period March 23, 1989 to August 31, 1989.
- (c) Darlene Yoseloff, Director, Project Resources, in the Division of Community Education (budget code 59-3294 EJ-126 (75%)) for the time period February 1, 1989 to August 31, 1989, at an annual salary of \$19,200, be changed to an annual salary of \$20,640 prorated to \$6,985 for the time period March 1, 1989 to August 31, 1989.
- (d) John Dunning, Program Director, in the Minority Affairs Department (budget code 59-3728 FJ-126) for the time period July 1, 1988 to June 30, 1989, at an annual salary of \$27,528, be changed to an annual salary of \$29,592.60 prorated to \$12,292.56, for the time period February 1, 1989 to June 30, 1989.

Resignation

- (a) Gilbert Barcus, Small Business Center Coordinator, Center for the Advancement of Regional Economy Project, at the Institute for Management and Technical Development (budget code 59-3419 BJ-126) effective March 1, 1989.

Terminations

- (a) Maria Grazul, Acting Coordinator, Project D.D.D. in the Division of Community Education (budget code 59-3807 CJ-126), effective February 28, 1989.
- (b) Marianne Komek, Teacher Aide, Project LOGRO in the Division of Community Education (budget code 59-3805 CJ-130), effective February 17, 1989.

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, consultants are to be employed to provide workshop consultation to the regional faculty served through "Project Central Connections II;" and

WHEREAS, Professor Georgeanne duChossis of New York University, Professor Stephen Strichart of Florida International University, Ms. Patricia Anderson of the University of Connecticut and Ms. Dee Koene of Basking Ridge, New Jersey have been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Professor Georgeanne duChossis, Professor Stephen Strichart, Ms. Patricia Anderson and Ms. Dee Koene as workshop consultants to present a regional development program to the staff of the regional high schools from which students are referred to Project Central Connections II on March 10, 1989, for a total fee of \$900.00 as hereunder defined (budget code 59-3729 FJ-255):

Professor Georgeanne duChossis	\$100
Professor Stephen Strichart	\$600
Ms. Patricia Anderson	\$100
Ms. Dee Koene	<u>\$100</u>
	<u>\$900</u>

2/28/89

Stipend

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the State of New Jersey entitled, "The New Jersey Fellowship on the Academic Profession;" and

WHEREAS, as a provision of said grant, consultants are to be employed to provide workshop consultation to the faculty served through "The New Jersey Fellowship on the Academic Profession;" and

WHEREAS, Dr. Geraldine Grant of LaGuardia Community College, CUNY has been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Dr. Geraldine Grant to offer a Faculty Development Seminar to the faculty of Middlesex County College on April 10, 1989 for a total fee of \$125.00 (budget code 19-2230-110).

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mr. Otlowski, that the following student overload payments be approved pursuant to the labor agreement between the Board of Trustees and Local 1940 AFT (AFT-CIO) IX-F, for the Fall 1988 semester, beginning with the name Altruda, Elizabeth, and ending with the name Pasternack, Elliott, for a total of \$7,131.16.

<u>Name</u>	<u>Department</u>	<u>Salary</u>	<u>Rate</u>	<u>Student Overload</u>	<u>Overload Compensation</u>
Altruda, Elizabeth	English	\$11,581	\$115.81	5.33	\$ 617.26
DiPasquale, Emanuele	English	42,135	210.67	5.0	1,053.35
Edwards, Carol	English	11,581	115.81	2.66	308.05
Moskowitz, Jack	English	43,352	216.76	3.33	721.81
Osborne, Bernice	English	11,581	115.81	8.66	1,002.91
Scheffer, Ruth	English	11,581	115.81	2.66	308.05
Sikoryak, Joseph	English	49,599	247.99	8.33	2,065.75
Volk, Jean	Business Division	25,630	85.43	5.0	427.15
Frary, John	History and Social Behavior	40,008	133.36	.33	44.01
Kenny, John	"	43,707	145.69	3.0	437.07
Pasternack, Elliott	"	43,724	145.75	1.0	145.75
Total					\$7,131.16

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Northington, that the following personnel actions in the Division of Continuing Education and Instructional Resources for Spring 1989 semester be approved:

Appointments:

<u>Name</u>	<u>Assignment</u>	<u>Compensation</u>
Abode, Michael	SOC 225-630	810.00
Kasternakis, Ted	MEC 112-510	495.00
Snow, Larry	SOC 121-989	819.00

Adjustments:

<u>Name</u>	<u>Assignment</u>	<u>Previously Authorized Compensation</u>	<u>Adjusted Compensation</u>
Koletis, John	Lab Coordinator	378.00	546.00*
Petersen, Lawrence	Ind. Study	720.00	1,800.00*
Shein, Fred	Lab Coordinator	156.00	312.00*

*Adjusted Assignment

Resignations:

<u>Name</u>	<u>Assignment</u>	<u>Previously Authorized Compensation</u>	<u>Adjusted Compensation</u>
Bora, David	MEC 112-510	1,600.00	343.00
Swope, Arnold	SOC 121-989	1,920.00	266.00
	SOC 225-630		

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees of Middlesex County College is sensitive to the total health needs of the employees of the College; and

WHEREAS, the incidence of substance abuse is a matter of significant proportion throughout the entire nation; and

WHEREAS, the United States Government has recently issued binding regulations requiring the certification by any institutional recipient of federal funds that the workplace will be drug-free and will offer a comprehensive drug-free awareness program at no cost or inconvenience to its employees,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex does hereby certify that the College is a drug-free workplace.
2. The Board of Trustees of Middlesex County College does hereby authorize and otherwise instruct the President of the College to establish a comprehensive drug-free awareness program for all College employees at no cost or inconvenience to said employees.

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the following list of individuals, beginning with the name Sandra Baretto and ending with the name Robert Urbanski, who have successfully completed assignments for the Institute and are entitled to payment from Institute accounts, be approved for the indicated amounts (budget code 19-2990-116 for a total of \$19,686.38.

<u>Name</u>	<u>Amount</u>
Sandra Baretto	\$ 960.00
Maria Betkowski	2,000.00
Nancy Bruno	160.00
Lillian Burke	309.38
Harold Gladstone	1,500.00
Anita G. Greenfield	337.50
Reggie Luke	2,000.00
Andrew Mango	123.50
Kathryn McNeill	350.00
Kathy Molnar	900.00
Hal Murphy	500.00
Bobbi Norman	192.50
Mary O'Mara	200.00
George Popel	1,500.00
Ethel Reid	210.00
Shirley Roque	112.00
Kathy Shay	2,000.00
Richard Sisko	400.00
Stuart Shepherd	400.00
Rhonda Slawinski	500.00
Joann Taurus	996.50
Joann Taurus	360.00
Frank Thornton	675.00
Robert Urbanski	3,000.00
Total	<u>\$19,686.38</u>

After discussion, the motion was unanimously carried.

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

WHEREAS, the College requires the services of a professional consultant to evaluate and advise on insurance benefits; and

WHEREAS, these services are exempt under the provisions of N.J.S.A. 18A:64-25.5,

NOW, THEREFORE, BE IT RESOLVED that Mr. Ron Snider of the V.I.P Agency, Teaneck, New Jersey, be appointed as health insurance consultant to the Board of Trustees for the period January 1, 1989 through December 31, 1989 at the per diem rate of \$300.00 per day, for a total not to exceed \$2,400.00 for the year.

BE IT FURTHER RESOLVED that Mr. Ron Snider of the V.I.P. Agency, Teaneck, New Jersey, be appointed to conduct the benefit program review pursuant to the agreement between the Board of Trustees and the Faculty Union, Local 1940, AFT, Phase 1 of such review to consist of the initiation of meetings and the study, at the per diem rate of \$300.00 per day, for a total not to exceed \$2,700.00.

After discussion, the motion was unanimously carried.

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

WHEREAS, consistent with the College policy to evaluate and/or restructure job classifications for the institution's support staff; and

WHEREAS, pursuant to such policy, a committee was set up and each confidential staff position was reviewed; 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 confidential salary ranges be approved for the 1988-89 fiscal year, beginning with Grade D, and ending with Grade A; and

BE IT FURTHER RESOLVED that the attached list of retroactive salary adjustments for the period April 1, 1988 through February 28, 1989 be approved in the amount of \$14,069.00; and

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.

EDUCATION COMMITTEE

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

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the State of New Jersey, Department of Higher Education, (hereinafter referred to as the "State") have entered into a contract for the operation of a project entitled Central Regional Connections II, for the period commencing July 1, 1988 and concluding June 30, 1989; and

WHEREAS, a proposal entitled Central Regional Connections II has been submitted by the College administration and agreed to by the State in the amount of \$119,110.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled Central Regional Connections II is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the proposal for the project entitled Central Regional Connections II as submitted by the administration of Middlesex County College to the State of New Jersey, for the period July 1, 1988 through June 30, 1989, in the amount of \$119,110.00.
2. The Board herein ratifies the contract executed by the College President and the State of New Jersey.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the State of New Jersey Department of Education have entered into the acceptance of a contract under Section 353 of the Adult Education Act; and

WHEREAS, a proposal in support of a special literacy project for adults has been developed by the College administration and submitted to the Department of Education in the amount of \$10,000 for the period February 1, 1989 through December 31, 1989; and

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

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the acceptance of the contract under the provisions of 353 the Adult Education Act in the amount of \$10,000 for the period February 1, 1989 through December 31, 1989.
2. The Board authorizes the College President and/or her designee to execute the contract with the State of New Jersey, Department of Education, Division of Adult Education for the purpose stated above.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Legal Assistant associate degree program is, for administrative and educational purposes, located within the Accounting Department; and

WHEREAS, the agency that accredits Legal Assistant programs requires that the title of the organizational unit that encompasses the program reflect so in the department's title; and

WHEREAS, the College is pursuing specialized accreditation for the Legal Assistant program; and

WHEREAS, it is desirable that the department's title accurately describe the department's total educational activities;

NOW, THEREFORE, BE IT RESOLVED that the title of the Accounting Department be changed to the Accounting and Legal Studies Department, effective March 1, 1989.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the Board) have previously agreed to a comprehensive cooperative agreement with the Libraries of Middlesex Automation Consortium for the leasing of space by the College to the Consortium for a computerized central library system to serve participating municipalities and Middlesex County College; and

WHEREAS, Middlesex County College is a member in good standing of the Libraries of Middlesex Automation Consortium; and

WHEREAS, the staff of Middlesex County College and the Libraries of Middlesex Automation Consortium have negotiated an agreement through which the College shall be fully reimbursed for the salary and payroll costs of a Data Base Manager of the LMX Automation Consortium; and

WHEREAS, the Board has determined that an agreement to fully reimburse the College for the salary and payroll costs of a Data Base Manager of the Libraries of Middlesex Automation Consortium is consistent with the best interests of the College and of the Consortium,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby approve the negotiated agreement between Middlesex County College and the Libraries of Middlesex Automation Consortium through which the College shall be fully reimbursed for the salary and payroll costs of a Data Base Manager of the LMX Automation Consortium.
2. The Board hereby authorizes the College President or her designee to execute said agreement.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Educational Opportunity Fund Program was established in 1968 by an Act of the New Jersey Legislature (Chapter 42); and

WHEREAS, the Educational Opportunity Fund Program, over the past 20 years, has made a significant impact on the lives of thousands of minority and disadvantaged individuals throughout the State of New Jersey; and

WHEREAS, the Educational Opportunity Fund Program provides academic support services and financial assistance for educationally and economically disadvantaged New Jersey residents attending the State's colleges and universities; and

WHEREAS, the Educational Opportunity Fund Program emphasizes not only access but student retention and graduation; and

WHEREAS, the Educational Opportunity Fund Program has laid the foundation for many new educational developments throughout the State; and

WHEREAS, the Educational Opportunity Fund Program has been a vital part of Middlesex County College since 1972 and has graduated hundreds of county residents,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County College joins with the President, faculty, staff, students and alumni of the institution in celebrating the 20th year of the Educational Opportunity Fund Program; and

BE IT FURTHER RESOLVED that the Board of Trustees takes pride in the part that Middlesex County College has played in the continuous development of the Educational Opportunity Fund Program.

After discussion, the motion was unanimously carried.

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

WHEREAS, students in the Radiological Education program did not have available to them facilities on the College campus as a result of not having the laboratory facilities available in L'Hommedieu Hall; and

WHEREAS, a recommendation has been considered to reallocate laboratory fees collected from students in the Radiological Education program during the current academic year,

NOW, THEREFORE, BE IT RESOLVED that the laboratory fees incurred and collected from individual students in the Radiological Education program for courses which were to use the on-campus laboratory facility for the academic year 1989, be applied to laboratory fees for courses for the summer program 1989-90.

After discussion, the motion was unanimously carried.

COMMUNITY RELATIONS COMMITTEE

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

WHEREAS, Middlesex County College has addressed matters of public affairs of the College through various departments since the College's inception; and

WHEREAS, the Board of Trustees of Middlesex County College has addressed matters of public affairs through a Committee on Community Relations and a Committee on Legislation; and

WHEREAS, the Board of Trustees has created a Department of Institutional Advancement for the purpose of addressing all public affairs of Middlesex County College in a consistent manner and through a continuum of communication channels and has staffed this department for such services; and

WHEREAS, the Board of Trustees could make more effective use of its talents and resources by having a single, appropriate committee to address the collective area of public affairs,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees shall establish a Committee on Public Affairs by an amendment to the bylaws for the purpose of addressing all public affairs through one committee; and

BE IT FURTHER RESOLVED that the Board of Trustees shall dissolve the Committee on Community Relations and the Committee on Legislation by an amendment to the bylaws so that such affairs can be addressed by the single Committee on Public Affairs.

After discussion, the motion was unanimously carried.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

President Edwards reviewed her report, January 25, 1989 to February 28, 1989, which was provided to Board members. (Copy attached to Minutes.)

AUDIENCE

A student in the Nurse Education program spoke about the problems caused by displacement from L'Hommedieu Hall. She then referred to lab and course fees, stating that the students are not getting what they are paying for. She noted that there has not been a response to a letter the students sent to Dean Keener and Vice President Bakum.

President Edwards agreed that the problems with L'Hommedieu Hall have caused inconveniences campuswide. She indicated that the administration would certainly investigate the students' complaints. She stated that faculty and students have demonstrated courage and fortitude throughout the lengthy process of asbestos abatement. All concerns would be addressed as best as possible.

Chairman Marino stated that the College has taken heroic measures to deal with the asbestos abatement project and will continue to do whatever is necessary to minimize the inconvenience and difficulties for all concerned.

Chairman Marino stated that the next meeting of the Board of Trustees will be March 21, 1989.

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There being no further business, the meeting was adjourned at 8:25 p.m.

BLANQUITA B. VALENTI
Secretary

THIS PAGE NOT USED!

MIDDLESEX COUNTY COLLEGE
CONFIDENTIAL STAFF
1988-89

EMPLOYEE	GRADE	SALARY 87-88	ADJUSTMENT TO FY 1988 BASE SALARY	ADJUSTED FY 1988 BASE	7% INCREASE FOR FY 1989	BASE SALARY FOR FY 1989	CURREN SALAR
KELLY, KATHLEEN	O	15,170.00	0	15,170.00	0.00	15,170.00	15,170.00
LEWIS, MAEVE	D	15,260.00	2,740.00	18,000.00	1,260.00	19,260.00	19,100.00
DUNSAVAGE, DEBRA	D	15,854.00	2,146.00	18,000.00	1,260.00	19,260.00	19,100.00
MARCINIEC, ELIZABETH	D	22,574.00	1,105.00	23,679.00	1,657.53	25,336.53	25,115.00
REILLY, MARY	D	22,475.00	1,105.00	23,580.00	1,720.60	25,300.60	25,115.00
GRAZULI, CARMELLA	C	18,958.00	1,105.00	20,063.00	1,404.41	21,467.41	20,285.00
GIBBONS, FRANK	C	16,090.00	1,105.00	17,195.00	1,203.65	18,398.65	17,215.00
NEUMANN, LUCILLE	C	20,569.00	1,105.00	21,674.00	1,517.18	23,191.18	22,005.00
JAMBHEKAR, GUNWANTI	C	15,170.00	1,630.00	17,000.00	1,190.00	18,190.00	16,252.00
HUTTENBERGER, MARIE	C	15,346.00	1,105.00	20,451.00	1,451.57	21,892.57	20,700.00
SEAMAN, JOHN	B	15,642.00	1,040.00	16,682.00	1,167.74	17,849.74	16,757.00
PONDICH, KATHLEEN	B	17,477.00	1,040.00	18,517.00	1,296.19	19,813.19	18,700.00
		200,415.00	15,426.00	215,841.00	15,108.87	230,949.87	214,488.00

CONFIDENTIAL SALARY RANGES 1988-89


<u>Grade</u>	1988-89 <u>Minimum</u>	1988-89 <u>Maximum</u>
D	\$18,000	\$35,000
C	\$17,000	\$33,000
B	\$16,000	\$31,000
A	\$15,000	\$29,000

MIDDLESEX COUNTY COLLEGE

MEMORANDUM

DATE: February 28, 1989

TO: Members of the Board of Trustees

FROM: Flora Mancuso Edwards, President 

SUBJECT: Report to the Board of Trustees
January 25, 1989 - February 28, 1989

The month of February is Community College Month and Black History Month. On campus we hosted a wide variety of activities commemorating the contribution of our African American citizens to building this country. This evening we are pleased to present a resolution in support of the embodiment of the great American principle of equality - the community college - the one point in higher education where access and excellence converge. Last week we participated in a celebration of these events at a dinner sponsored by the Council of County Colleges honoring those trustees who have contributed ten, fifteen and twenty years of service to their colleges. The presence of our own trustees - Jim Marino (who played a prominent role in the proceedings presenting the Council's Legislative Award to Senator Matthew Feldman for his support of the community college movement) Joe Coughlin and Judy Muller - lent special meaning to the occasion as we took this opportunity to thank Blanquita Valenti, Val Meszaros and Norman Tanzman for their years of dedication and service to our own board. With me that evening was John Bakum, who also received well-deserved recognition, along with the other chief academic officers. All-in-all, it was a good evening and a fine opportunity for us to thank those whose efforts make our work possible. Adding a festive note to the month is the colorful exhibit which you saw as you entered the second floor of the Academic Services Building. Representing the work of our Marketing Art and Design students, the exhibit reminds us of the joy and excitement our courses and programs bring. Congratulations to Ted Lorenz, his fine faculty, and of course, to our student artists.

Members of the Board of Trustees

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February 28, 1989

Unfortunately, news from Trenton was less positive. As reflected in the material in your packet, the Governor's proposed budget recommends a decrease of \$1.7 million for operating support; from \$89.6 million in FY '89 to \$87.9 million in FY '90, plus the elimination of the State contribution to minor capital. When calculating mandatory cost increases and inflation, this actually represents a significant programmatic decrease in operating support. It is important to note that this decrease is not offset by the increase reflected in the areas of debt services or in the allocation for the alternate benefit program (neither of which impacts the colleges directly) nor the new monies dedicated for challenge grant activities which cannot be used for operating support. The Chancellor has prepared an impact statement (included in your packet) which he submitted to the Board of Higher Education on February 15th. In it are reflected projected tuition increases of approximately 10 percent across the State to cover the deficit produced by the executive budget. Much time and energy has been dedicated to working with the financial policy committee of the Council of county colleges to address the shortfall. On February 21, I met with Vincent DeSanctis, President of Warren County Commission and Tom Auch, Vice President for Finance at Brookdale Community College, to prepare an analysis of the coalition proposal. This meeting was followed by a meeting of the Financial Policy Committee on February 24th, and a full meeting of the Council that same evening. Needless to say, we are all very concerned about the lack of State support for our colleges and will continue to pursue all appropriate avenues to restore the budget to its rightful level. I will, of course, keep you advised as to our progress.

Fiscal restraints notwithstanding, we continue to forge ahead (albeit cautiously) with our plans for the future. This month saw the conclusion of the draft reports of the 3E Commission with the final meeting of the Task Force on Partnerships and a meeting of the Steering Committee of the Commission which reviewed all three documents. The recommendations of the Commission formed the basis of the retreat of the Executive Council on February 24th and should form the center of lively debate and discussion on campus in the coming months.

In the academic area, the developments in the restructuring of the Nursing program continued as the focus of much of my attention. In addition to a series of meetings with individual faculty members in the Nursing Department, on February 7, I met with Chancellor Hollander and President Stanley Bergen of UMDNJ, followed by a meeting which Dean Keener and I attended with President Bergen, Vice President Larsen, Vice President Alec Pond, Provost Norman Samuels and Dean Dorothy DeMaio of Rutgers University, to discuss the organizational structure of the new program. Also related to our plans for the nursing program was a lunch held with Michael Kornett and Harry Russell of the John F. Kennedy Hospital. Later this week I will meet with the Boards of Robert Wood Johnson University and John F. Kennedy Hospitals to answer any questions they may have and plan to continue this process with our other affiliated hospitals later in March.

Members of the Board of Trustees

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February 28, 1989

In the area of facilities, work on the Technical Services Center will begin with the groundbreaking scheduled for April 26. Our plans for the Technical Services Center received some attention in the special edition of Forbes magazine in relation to the economic development efforts in our county. In order to complete the financing package, an initial meeting was held with Mr. Sam Landis, Executive Director of the Middlesex County College Foundation, to plan a fund-raising activity to reach a \$500,000 goal in private contributions. At this point it is not only fitting to recognize Sam for his efforts on behalf of the Foundation, but to note that he is the recipient of a \$5,000 Leadership Grant awarded by the Prudential Foundations for his exemplary efforts in the establishment of our endowment which serves to quote from the letter "as an example for the field of fund-raising for public colleges and universities." Another indication of our success in securing private support for the College was a \$100,000 grant from E. R. Squibb & Sons made in support of our technical training programs, for which we are most grateful.

Also in the area of facilities is the on-going asbestos removal project in L'Hommedieu Hall. As we move forward to complete the project, we have before you a resolution to apply fall semester laboratory fees in Radiologic Technology to the summer clinic and to establish a temporary x-ray laboratory in the basement of North Hall.

In the area of Institutional Advancement this month, we hosted two hearings of the State Advisory Council on Developing Character and Values in Education. Translating these concepts into practice in a timely fashion are the free tax preparation services provided by our Accounting Club at the Edison Public Library and the "Superdance" held on February 24th by the Social Club to benefit the Muscular Dystrophy Association. As different as these activities are they both speak to the fundamental part of our mission in promoting civic responsibility and community commitment.

In the area of professional development, February saw the first recognition lunch and professional development forum for administrative employees. The success of the event was greatly enhanced by the presence of Trustee Coughlin whose message from the Board lent special meaning to the occasion.

Board activities this month included meetings of the Retail Services Corporation, the Foundation and meetings of the Education and Human Resources Committee of our own Board. In addition, I have been asked to serve on the Board of Crossroads Theater.

Members of the Board of Trustees

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February 28, 1989

Other on-campus activities this month, in addition to weekly meetings of the Executive Council, included the first of a series of open faculty/staff forums, participation in pre-placement interviews in the Office Systems Technology program, a brief meeting with Harvey A. Holzberg, the new President of Robert Wood Johnson University Hospital, a conference call of the Board of Directors of the NCCHC and a meeting of the At-Risk Youth Task Force.

Off-campus activities included a meeting of the Task Force on Education of New Brunswick Tomorrow, breakfast with Jim Marino, dinner with Ms. Pat Sheehan and Freeholder Dorothy Power, attendance at the United Way Dinner, and attendance at the South Middlesex County Chamber of Commerce meeting and dinner where I served as luncheon speaker for the former and was honored to present an award to the Federal Business Centers for their contribution to the life of the county at the latter. A little further off-campus, I attended a meeting of the Commission on Higher Education in Philadelphia. Also in Philadelphia on February 12, I was interviewed for the television series Puerto Rican Panorama on Channel 6 on issues impacting Hispanic students in higher education. In Washington, I attended the Truman Lecture commemorating Community College month and a meeting of the Executive Committee of the Board of AACJC. A bit further off-campus I attended a meeting of the National Community College Hispanic Council in Costa Mesa, California, followed by a week's annual leave.

Notwithstanding our achievements, this month's report ends on a sad note. On January 29, we mourned the tragic passing of our friend and colleague Larry Cohen. Professor Cohen was killed in an automobile accident while serving as an auxiliary police officer in New York City. I know you join me in extending our condolences to his widow. He will be sorely missed by us all.

FME/mh (1788)