

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of May 30, 1989 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:55 p.m., May 30, 1989, in the Boardroom of the Academic Services Building. Members present were: Mmes. Muller, Valenti and Flannary; Messrs. Ciatto, Coughlin, Fox, Marino and Tanzman. Dr. Brinson, Mrs. Northington and Mr. Otlowski were absent. Also present were President Edwards 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. Ciatto moved, seconded by Mrs. Muller, that the Minutes of the regular meeting of April 25, 1989 be approved as presented. The motion was unanimously carried.

EDUCATION COMMITTEE

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

WHEREAS, Middlesex County College has been designated by the State of New Jersey as an authorized GED Testing Center; and

WHEREAS, as a result of such authorization, Middlesex County College will be reimbursed by the State of New Jersey for each GED test administered to eligible adults and out-of-school youth; and

WHEREAS, in recognition of this aforesaid reimbursement arrangement, the College has been offered a contract by the State of New Jersey in an amount not to exceed \$7,800 calculated at the rate of \$10.00 per student tested during the period 1 July 1989 through 30 June 1990; and

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

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby ratify a contract between the State of New Jersey and Middlesex County College through which the College shall be reimbursed for GED tests offered by the College to adults and out-of-school youth in an amount not to exceed \$7,800 for the period 1 July 1989 through 30 June 1990.
2. The Board of Trustees of Middlesex County College does hereby authorize the College President or her designee to execute this contract.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees of Middlesex County College has ratified a contract with the State of New Jersey, Division on Aging, entitled, Project RESOURCES; and

WHEREAS, Project RESOURCES has been determined by the Board to be consistent with the purposes and mission of the College; and

WHEREAS, in an attempt to continue the activities of Project RESOURCES, the College administration has submitted a continuation proposal to the State of New Jersey, Division on Aging; and

WHEREAS, the State of New Jersey, Division on Aging has, in direct response to said proposal, amended Project RESOURCES to extend to 31 August 1989 in a total amount of \$197,000,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby endorse and ratify the extension of Project RESOURCES to 31 August 1989 in the total amount of \$197,000.
2. The Board of Trustees of Middlesex County College does hereby authorize the College President or her designee to execute an amendment to Project RESOURCES reflecting the change in end date and total contract amount.

NOTE: Project RESOURCES was initially funded for the period 1 September 1987 through 31 August 1988 in the amount of \$98,500. An additional \$98,500 to extend the project for a second year through 31 August 1989 was not officially offered to the College by the State of New Jersey until 7 April 1989. This resolution is to incorporate the entire two years of the project - 1 September 1987 through 31 August 1989 - in the total amount of \$197,000.

After discussion, the motion was unanimously carried.

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

WHEREAS, Middlesex County College has entered into a consortial agreement with the New Jersey Institute of Technology and nine other community colleges for the operation of a Computer Integrated Manufacturing degree program; and

WHEREAS, the New Jersey Institute of Technology has developed a contract with the New Jersey Department of Higher Education wherein NJIT will serve as the agent for the CIM consortium; and

WHEREAS, execution of the contract with the Department of Higher Education will result in funding for the members of the consortium; and

WHEREAS, each member of the consortium is required to sign the agreement before it can be executed,

NOW, THEREFORE, BE IT RESOLVED that the President is authorized to sign, on behalf of Middlesex County College, the contract between the North Jersey Computer Integrated Manufacturing Consortium and the Department of Higher Education.

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 APPOINTMENT

- (a) Warren Kelemen be appointed as Coordinator of Affirmative Action for the time period June 1, 1989 to July 31, 1989.

MANAGEMENT STIPEND

- (a) Warren Kelemen, Dean of Continuing Education and Instructional Resources (budget code 19-2960-120) be approved for a stipend in the amount of \$300 per month for assuming additional responsibilities for the time period June 1, 1989 to July 31, 1989, in the area of Employee Relations, Personnel and Administrative Services, for a total stipend of \$600.00.
- (b) Robert Zifchak, Director/Chairperson of Athletics and The Physical Education Center (budget code 19-2250-125) be approved for a stipend in the amount of \$250.00 for assuming additional responsibilities, for the time period July 1, 1989 through July 31, 1989 due to the absence of the Dean of Social Sciences and Humanities.

MANAGEMENT RESIGNATIONS

- (a) Anita Dubey, Research Associate, in the Research and Planning Department (budget code 19-1710-126) effective June 1, 1989.
- (b) Joseph Fragoso, Supervisor of Maintenance, in the Plant Operations Department (budget code 19-7200-121) effective June 22, 1989.

MANAGEMENT NON-REAPPOINTMENT

- (a) George Lipovsky, Manager of Accounting, in the Business Office (budget code 19-1310-121) effective June 30, 1989.
- (b) Ming Wong, Programmer/Analyst, in the Computer Center (budget code 19-1720-126) effective June 30, 1989.

ACADEMIC APPOINTMENT

- (a) Odessa Peeples Davis be appointed Teacher/Coordinator, in the Division of Community Education, for the Clerk Typist Program (budget code 19-2962-120) for the time period July 1, 1989 to September 15, 1989, at an hourly salary of \$15.45 prorated to \$5,948.25.

ACADEMIC ADJUNCT APPOINTMENT

- (a) Dr. Herbert Portnoff be appointed Adjunct Instructor, in the Dental Auxiliaries Department (budget code 19-2130-115) for the Spring semester of the 1988-89 academic year, to lecture DHY 201, for a total of three (3) clock hours, at the rate of \$26.50 per clock hour, for a total salary of \$79.50.

NOTE: This is in addition to six (6) clock hours for the Spring semester, which was previously authorized by the Board of Trustees.

ACADEMIC LEAVE OF ABSENCE

- (a) Deborah Keenan Lynch, Associate Professor, in the Hotel, Restaurant and Institution Management Department (budget code 19-2340-110) be granted a maternity leave of absence pursuant to the A.F.T. Contract, Article V-B, Section 10 for the Fall 1989 semester only.

Academic Terminations

- (a) That the following one year only faculty for the 1988-89 academic year be terminated, beginning with the name Angelo Deieso and ending with the name Minda Lee Chuska, effective June 30, 1989.

<u>Name</u>	<u>Rank</u>	<u>Budget Code</u>	<u>Department</u>
Angelo Deieso	Instructor	19-2560-110	Mech/Civil/ Constr. Eng.
David Pearce	Instructor	19-2540-110	Physics
Kimberly Krapels	Asst. Instr.	19-2140-110	Radiography
James Bernaducci	Instructor	19-2210-110	English
Minda Lee Chuska	Instructor	19-2210-110	English

(b) That the following Fall 1988 semester only faculty be terminated, beginning with the name David Aarons and ending with the name Lillian Holt, effective December 18, 1988.

<u>Name</u>	<u>Rank</u>	<u>Budget Code</u>	<u>Department</u>
David Aarons	Instructor	19-2530-114	Math
Margaret Gorlin	"	19-2530-114	Math
Jacqueline DeMarzio	"	19-2530-114	Math
Calvin Hoy	"	19-2350-114	BAM
Susan Bendzick	"	19-2210-114	English
Joan Margules	"	19-2210-114	English
Carol Edwards	"	19-2210-114	English
Elizabeth Altruda	"	19-2210-114	English
Dr. Judith Lax	"	19-2240-114	Modern Lang.
Dr. Mary Alexander	"	19-2210-114	English
Sharey Slimowitz	"	19-2210-114	English
Ruth Scheffer	"	19-2210-114	English
Bernice Osborne	"	19-2210-114	English
Ezra Greenspan	"	19-2210-114	English
Louis Ianule	"	19-2230-114	History
Giacome Tenace	"	19-2280-114	ESL
Louis Beyer	"	19-2280-114	ESL
Lillian Holt	Instructor	19-2530-114	Math

(c) That the following Spring 1989 semester only faculty be terminated, beginning with the name Susan Bendzick and ending with the name Louise Beyer, effective June 30, 1989.

<u>Name</u>	<u>Rank</u>	<u>Budget Code</u>	<u>Department</u>
Susan Bendzick	Instructor	19-2210-114	English
Ruth Scheffer	"	19-2210-114	English
Margaret Olorunda	"	19-2530-114	Math
Dr. Judith Lax	"	19-2240-114	Modern Lang.
Rachelle Karger	"	19-2240-114	Modern Lang.
Vicki Kahn	"	19-2280-114	ESL
Giacomo Tenace	"	19-2280-114	ESL
Carol Edwards	"	19-2530-114	Math
Jacqueline DeMarzio	"	19-2210-114	English
Gertrude Coleman	"	19-2210-114	English
Christine Byers	"	19-2530-114	Math
Louise Beyer	"	19-2280-114	ESL

(d) Stacy Needle, Counselor, in the Counseling and Placement Department (budget code 19-1130-112) effective July 3, 1989.

NOTE: This is the completion of a 6-month only appointment.

NON-ACADEMIC APPOINTMENT

- (a) Blanca Rodriguez be appointed Department Assistant, 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 \$15,335 prorated to \$1,278, based on the effective starting date of June 1, 1989.

NON-REMUNERATED NON-ACADEMIC APPOINTMENT

- (a) Edward Rogers be appointed as a volunteer community service worker in the Library, beginning April 18, 1989, for approximately six (6) hours per week, for a total commitment of one hundred (100) hours.

NON-ACADEMIC TEMPORARY PERSONNEL

- (a) Lauren Zifchak, at the rate of \$6.25 per hour.
(b) Michelle Gindraux, at the rate of \$5.00 per hour.
(c) William Lee, at the rate of \$5.50 per hour.
(d) Kheminda Jayawardena, at the rate of \$7.00 per hour.
(e) Gerard Zifchak, at the rate of \$5.50 per hour.
(f) Patricia Levsen, at the rate of \$6.25 per hour.
(g) Mary Ann Borelle, at the rate of \$6.00 per hour.
(h) Kwok Chan, at the rate of \$6.00 per hour.
(i) Lee Kyungeun, at the rate of \$6.00 per hour.
(j) Roseanne McMullin, at the rate of \$12.00 per hour.
(k) Jane McKenna, at the rate of \$12.00 per hour.
(l) Edward Sullivan, at the rate of \$6.00 per hour.

NON-ACADEMIC LEAVES OF ABSENCE

- (a) Kenneth Savoy, Theatre Assistant, in the Performing Arts Department (budget code 19-2220-131) be granted an unpaid leave of absence pursuant to the AFSCME Contract, Article VII, Section B, for the time period September 1, 1989 to December 22, 1989.
- (b) Josephine Miello, Account Clerk, in the Business Office (budget code 19-0310-130) be granted an unpaid leave of absence pursuant to the AFSCME Contract, Article VI, Section G, for the time period May 5, 1989 to May 9, 1989.

NOTE: This is an extension of a current disability leave of absence.

- (c) Sylvia Russell, Reading/Writing Center Assistant, in the English Department (budget code 19-2210-130) be granted a paid disability leave of absence pursuant to the AFSCME Contract, Article VI, Section G, for the time period February 28, 1989 to March 17, 1989.

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NON-ACADEMIC RESIGNATIONS

- (a) Doris Garsick, Department Secretary, in the Perth Amboy Center (budget code 19-2962-130) effective June 30, 1989.
- (b) Kent Streed, Costume Coordinator, in the Performing Arts Department (budget code 19-0220-130) effective June 1, 1989.
- (c) Dorothy Furdock, Departmental Secretary, in the Social Sciences and Humanities Department (budget code 19-2200-130) effective June 16, 1989.

GRANTS AND SPECIAL PROJECTS PERSONNEL

Appointments

- (a) Raylie Dunkel be appointed Small Business Resource Center Coordinator, in the Institute for Management and Technical Development (budget code 59-3419 BJ-126) for the time period July 10, 1989 to June 30, 1990, at an annual salary of \$26,000 prorated to \$25,507.65.
- (b) Tasha Manuel be appointed Paraprofessional Aide, Project SITT, in the Division of Community Education (budget code 59-3818 CM-130) for the time period June 19, 1989 to August 25, 1989, at a total salary of \$2,650.
- (c) Darlene Moore be appointed Counselor, Project SITT, in the Division of Community Education (budget code 59-3818 CM-112) for the time period June 26, 1989 to August 25, 1989, at a total salary of \$2,826.
- (d) Lynn Rosenberg be appointed Coordinator, Project SITT, in the Division of Community Education (budget code 59-3818 CM-126) for the time period June 26, 1989 to August 25, 1989, at a total salary of \$4,316.
- (e) Al Tyson be appointed Director, Project SITT, in the Division of Community Education (budget code 59-3818 CM-126) for the time period June 26, 1989 to August 25, 1989, at a total salary of \$6,020.
- (f) Damon Young be appointed Counselor, Project SITT, in the Division of Community Education (budget code 59-3818 CM-112) for the time period June 26, 1989 to August 25, 1989, at a total salary of \$2,826.

GRANTS AND SPECIAL PROJECTS PERSONNEL

Appointments (continued)

- (g) Tracey Street be appointed Department Assistant, Project Care of the Challenge Grant, in the Institute for Management and Technical Development (budget code 59-3419 BJ-130) for the time period July 1, 1989 to June 30, 1990, at an hourly salary of \$8.43 prorated to \$13,151.
- (h) Priscilla Walsh be appointed Technical Resource Center Coordinator, Project Care of the Challenge Grant, in the Institute for Management and Technical Development (budget code 59-3419 BJ-126) for the time period July 1, 1989 to June 30, 1990, at an hourly salary of \$15.36 prorated to \$27,955.20.
- (i) Mary O'Mara be appointed Assistant Director of Computer Training, Project Care of the Challenge Grant, in the Institute for Management and Technical Development (budget code 59-3419 BJ-126) for the time period July 1, 1989 to June 30, 1990, at an hourly salary of \$14.29 prorated to \$26,007.80.
- (j) Evelyn Muniz be appointed Administrative Assistant, Project MAPS, in the Minority Student Affairs Department (budget code 59-3728 CJ-130) for the time period July 1, 1989 to June 30, 1990, at an hourly salary of \$9.49 prorated to \$17,272.
- (k) John Dunning be appointed Program Director, Project MAPS, in the Minority Student Affairs Department (budget code 59-3728 CJ-126) for the time period July 1, 1989 to June 30, 1990, at an hourly salary of \$16.26 prorated to \$29,593.
- (l) Cinzia Hannibal be appointed Career Development Specialist, Project MAPS, in the Minority Student Affairs Department (budget code 59-3728 CJ-120) for the time period July 1, 1989 to June 30, 1990, at an hourly salary of \$12.36 prorated to \$22,495.
- (m) Philip Pugliese be appointed Teacher, Project Basic Electricity, in the Division of Community Education (budget code 19-5200-110) for the time period June 5, 1989 to June 16, 1989, at an hourly salary of \$17.00 prorated to \$1,020.

GRANTS AND SPECIAL PROJECTS PERSONNEL

Appointments (continued)

- (n) Joan Ikle be appointed Coordinator, Project Connections, in the Counseling and Placement Department (budget code 59-3730 FU-126) for the time period July 1, 1989 to August 31, 1989, at an hourly salary of \$14.77 prorated to \$4,549.
- (o) Janet Jones be appointed Director, Project Connections, in the Counseling and Placement Department (budget code 59-3730 FU-126) for the time period July 1, 1989 to August 31, 1989, at an hourly salary of \$12.45 prorated to \$3,835.
- (p) Kathleen M. Vasquez be appointed Teacher Aide, Project Clerk Typist Program, in the Division of Community Education (budget code 59-3711 CM-130) for the time period June 16, 1989 to June 30, 1989, at an hourly salary of \$7.00 prorated to \$539.

Part-Time Appointment

- (a) Bernice Dickerman be appointed Library Assistant, Project CARE, in the Institute for Management and Technical Development (budget code 59-3419 BJ-150) for the time period July 1, 1989 to June 30, 1990, at an hourly salary of \$7.00 for ten (10) hours per week, not to exceed \$3,640.

Temporary Personnel

- (a) Alfred Cruz-Cortez, at the rate of \$7.94 per hour.
- (b) Victor Munoz, at the rate of \$7.94 per hour.
- (c) Kevin White, at the rate of \$5.50 per hour.

Change of Status

- (a) Tracey Street, Department Secretary, in the Institute for Management and Technical Development (budget code 59-3419 BJ-130) for the time period October 3, 1988 to June 30, 1989, at an annual salary of \$9,594 for twenty-five (25) hours per week, be changed to Department Assistant, Project CARE, at an annual salary of \$13,151 prorated to \$1,163.34 for the time period May 31, 1989 to June 30, 1989 for 30 hours per week.

GRANTS AND SPECIAL PROJECTS PERSONNEL

Change of Status (continued)

- (b) Priscilla Walsh, Technical Resource Center Coordinator (budget code 59-3419 BJ-126) in the Institute for Management and Technical Development, for the time period July 1, 1988 to June 30, 1989, at an hourly salary of \$14.29, be changed to an hourly salary of \$15.36 prorated to \$6,881.28, for the time period April 4, 1989 to June 30, 1989.
- (c) Darlene Yoseloff, Director, Project Resources (budget codes 75%--59-3294 EJ-126 and 25%--19-5200-120) in the Division of Community Education, for the time period March 1, 1989 to June 30, 1989, at an annual salary of \$20,640, be changed to Director, Project Resources, at an annual salary of \$23,596 prorated to \$11,975, for the time period March 1, 1989 to August 30, 1989.

Resignations

- (a) Lila Schwartz, Peer Advisor, in the Division of Community Education (budget code 19-2980-150) effective June 1, 1989.
- (b) Antonio Osorio, Teacher Aide, in the Perth Amboy Center (budget code 59-3813 CM-130) effective May 12, 1989.
- (c) Diane Manatch, Administrative Aide II, Project Connections (budget code 59-3730 FU-130) in the Counseling and Placement Department, effective June 30, 1989.

Terminations

- (a) That the following grant and special project personnel be terminated, effective June 30, 1989, beginning with the name Mayra Aponte, and ending with the name Carol Zicklin.

<u>Name</u>	<u>Job Title</u>	<u>Budget Code</u>
Mayra Aponte	Child Care Group Leader	59-3810 AJ-130
Dora Bergman	Child Care Assistant	59-3810 AJ-130
Cinzia Hannabal	Career Development Spec.	59-3728 FJ-120
Tracey Street	Department Assistant	59-3419 BJ-130
Sylvester Bullock	Technical Lab Coordinator	59-3805 CJ-150
Ruth Lapidow	Teacher	59-3813 CM-112
Juanita Toledo-Hall	Peer Advisor	19-2980-150
Min Sferrezza	Peer Advisor	19-2980-150

GRANTS AND SPECIAL PROJECTS PERSONNEL

Terminations (continued)

<u>Name</u>	<u>Job Title</u>	<u>Budget Code</u>
Evelyn Muniz	Administrative Assistant	59-3728 FJ-130
Jean Meier	Teacher/Coordinator	19-2930-126
Barbara Eiskowitz	Day Care Center Substitute	59-3808 DJ-150
Bernice Dickerman	Library Assistant	59-3419 BJ-150
Janet Bolds	Coordinator/Teacher	19-5200-131
Katherine Besant	Coordinator/Teacher	19-5210-131
Myrtle Burgess	Teacher Aide	59-3813 CM-130
Dorothy Cole	Coordinator/Teacher	59-3806 DJ-126
Paula-Rae Cruickshank	Coordinator/Teacher	59-3809 AJ-126
John Dunning	Program Director	59-3728 FJ-126
Patricia Evans	Coordinator/Teacher	59-3299 CM-126
Marlene Fineman	Job Developer	59-3733 FJ-130
		and
		19-2910-126
Sheryl Fleming	Secretary/Recruitment	59-3734 FO-150
Carol Levine	Basic Skills Teacher	59-3804 CM-112
Diane Michaels	Teacher	59-3813 CM-112
Triena Milden	Test Technician	59-3732 FJ-130
Noemi Natel	Peer Advisor	59-3809 AJ-150
Odessa Peeples Davis	Coordinator/Teacher	59-3811 CM-126
Rosa Gamarra	Coordinator/Teacher	59-3805 CJ-126
Diane Moscaritolo	Learning Disabilities Specialist	59-3730 FU-112
Muriel Ganger	Community Aide	59-3802 DJ-130
Glenda Harvey	Teacher Aide	59-3299 CM-130
Joan Ikle	Director	59-3730 FU-126
Janet Jones	Coordinator	59-3730 FU-126
Patricia Klatt	Teacher/Coordinator	59-3297 DJ-126
Judith Kuperstein	Director-Learning Disabilities Program	59-3730 FJ-126
Mary O'Mara	Assistant Director Computer Training	59-3419 BJ-126
Adele Rincon	Bilingual Peer Advisor	59-3806 DJ-150
Lynn Rosenberg	H.S. Liaison Coordinator	59-3735 FU-112
Joshua Silverman	Department Secretary	59-3802 DJ-130
Lynn Spencer	Coordinator/Teacher	59-3804 AM-126
Claire Toth	Coordinator	59-3807 CJ-126
Priscilla Walsh	Technical Resources Center Coordinator	59-3419 BJ-126
Claudia Yurecko	Coordinator	59-3802 DJ-126
Carol Zicklin	Project Associate	59-3726 FJ-112

Stipend

- (a) Odessa Peeples Davis, Teacher/Coordinator, for the Clerk Typist Program, in the Division of Community Education, be approved for a stipend in the amount of \$200 per month prorated to \$600, for the time period June 16, 1989 to September 15, 1989, for assuming additional duties as Acting Director of the Perth Amboy Center (budget code 19-2962-120).

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. Betty A. Sichel of Long Island University has been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Dr. Betty Sichel to offer a Faculty Development Seminar to the faculty of Middlesex County College on May 18, 1989 for a total fee of \$200.00 (budget code 19-2230-255).

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 Regional Connections II"; and

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

WHEREAS, Ms. Nancy Kossak Krivit, ACSW of Oldwick, New Jersey and Mr. Edward R. Kahn of St. Luke's Hospital, Newburgh, New York, have been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Ms. Nancy Kossak Krivit as a consultant to provide expertise in social skills to the clients serviced through "Project Central Regional Connections II" for the time period 1 June 1989 through 30 June 1989, at the rate of \$25.00 per hour, on an as-needed basis, in a total amount not to exceed \$500.00 (budget code 59-3729 FJ-255).
2. The Board of Trustees of Middlesex County College does hereby appoint Mr. Edward R. Kahn as a consultant to provide expertise in data management system development to the staff of "Project Central Regional Connections II" for the time period 1 June 1989 through 30 June 1989, at an hourly rate to be negotiated, on an as-needed basis, in an amount not to exceed \$500.00 (budget code 59-3729 FJ-255).

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the following payments be approved in the indicated amounts in the Academic Advising Center (budget code 19-2930-155) beginning with the name Balabkins, Xenia, and ending with the name Tyrrell, David, for advising during the time period March 6, 1989 to May 9, 1989, for a total payment of \$4,630.00.

<u>Name</u>	<u>Total</u>
Balabkins, Xenia	\$410.00
Beyer, David	600.00
Donahue-Hellwig, Sharon	320.00
Ferrante, Sharon	400.00
Morgan, Doris	145.00
Morgan, RoseAnn	385.00
Pearse, Irene	240.00
Peterson, Arthur	25.00
Przygoda, Margaret	555.00
Rehbein, Edith	150.00
Schwarzkopf, Edward	165.00
Shindelman, Jerome	885.00
Strugala, Richard	185.00
Tyrrell, David	165.00

After discussion, the motion was unanimously carried.

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the following individuals' annual salaries be increased based upon completed credit work, by stated amounts, effective June 1, 1989.

<u>Name</u>	<u>Credits</u>	<u>Amount</u>	<u>1988/89 Salary</u>	<u>1988/89 Salary with E.I.P.</u>
Alfaro, Virginia	3	45	\$19,310	\$19,355
Lakatos, Steve	4	32	\$23,338	\$23,370

After discussion, the motion was unanimously carried.

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

WHEREAS, Section III-K of the Confidential Personnel Policy Handbook provides an additional \$15.00 per credit hour in annual salary for each approved College credit of course work directly related to job function and \$8.00 per approved credit hour for course work required in achieving a degree in a related field; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the following individuals' annual salaries be increased based upon completed credit work, by stated amounts, effective June 1, 1989.

<u>Name</u>	<u>Credits</u>	<u>Amount</u>	<u>1988/89 Salary</u>	<u>1988/89 Salary with E.I.P.</u>
Dunsavage, Debra	4	60	\$19,305	\$19,365
Lewis, Maeve	6	48	\$19,320	\$19,368

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the following consultants for the Institute (budget code 19-2990-116) beginning with the name Anania, Joseph and ending with the name Greenhut, Deborah be approved for payment indicated below for a total amount of \$2,285.

<u>Name</u>	<u>Amount</u>
Joseph Anania	\$ 320.00
Joseph Anania	\$ 70.00
Deborah Greenhut	\$ 250.00
Deborah Greenhut	\$1,645.00

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the following individuals, beginning with the name Baretto, Sandra and ending with the name Waintraub, Jack, who have successfully completed assignments for the Institute, (budget code 19-2990-116) be approved for payments indicated below for a total amount of \$15,463.13.

<u>Name</u>	<u>Amount</u>
Baretto, Sandra	\$ 800.00
Brucker, William	135.00
Burke, Lillian	985.38
Deieso, Angie	880.00
Fisher, May	2020.00
Greenfield, Anita	420.00
Kelly, Marcia Timms	1200.00
Liefert, John	330.00
O'Mara, Mary	630.00
Mango, Andrew	234.00
Molnar, Kathy	1500.00
Molnar, Kathy	350.00
Norman, Bobbie	2758.75
Roque, Shirley	160.00
Rubino, Frank	1040.00
Slawinski, Rhonda	500.00
Stadhagen, Albert	72.00
Taurus, JoAnne	1038.00
Taurus, JoAnne	90.00
Waintraub, Jack	320.00

After discussion, the motion was unanimously carried.

Faculty Early Retirement Program

Dr. Fox moved, seconded by Mrs. Valenti, that the following faculty members, beginning with the name Semple, Genevieve and ending with the name Lipcon, Vivian, who were approved at the December 20, 1988 Board of Trustees meeting to avail themselves of the early retirement program, be approved for payment of the indicated early retirement premiums, as per Appendix G of the Agreement between the Board of Trustees of Middlesex County College and the Faculty Union (Local 1940 AFT).

<u>Name</u>	<u>Department</u>	<u>Rank</u>	<u>Amount</u>
Semple, Genevieve	Nurse Education	Professor	\$21,709.00
Kocinski, Rose	Nurse Education	Professor	\$52,949.00
Lipcon, Vivian	Biology	Asst. Prof.	\$31,586.00

That Veronica McGreevey, Professor in the Nurse Education department, be approved to avail herself 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 and that an early retirement incentive payment of \$32,286. be approved.

After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the attached Academic Calendar for the 1989-90 year be approved. After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the attached Division of Community Education Proposed Payroll for May 1989 be approved, beginning with the name Cuddeback, David and ending with the name Weinman, Susan B., for a grand total of \$22,482.46. After discussion, the motion was unanimously carried.

Dr. Fox moved, seconded by Mrs. Valenti, that the attached payroll be approved in the Division of Continuing Education and Instructional Resources for the payroll period May 30, 1989 through July 27, 1989, beginning with the name Ajerman, Daniel and ending with the name Wood, Thomas, for a total amount of \$349,251.67. After discussion, the motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

Mr. Ciatto moved, seconded by Dr. Fox, that a contract for Ricoh Copier Maintenance Service and Supplies for 1989-90 be awarded to Garden State Business Machines, Springfield, NJ not to exceed \$50,000.00, said amount representing the lowest rates based on unit pricing which fully met College specifications from a total of two responses received, subject to approval of counsel.

Unsuccessful bidder: Scriptex Enterprises, Mahwah, NJ

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that contracts for Photo/Art supplies for the Marketing, Art and Design program for 1989-90 be awarded to the following companies in the amounts listed, said amounts representing the lowest bid prices which fully met College specifications from a total of three (3) responses received.

<u>VENDOR</u>	<u>AMOUNT</u>
Daily Photo & Ind. Supply Co. Linden, NJ	\$ 7.00
National Camera East Brunswick, NJ	4,951.99
Fishkin Bros., Inc. Perth Amboy, NJ	<u>4,922.97</u>
Total award	<u>\$9,881.96</u>

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that contracts for Custodial Services for 1989-90 be awarded to the following companies in the amounts listed, said amounts representing the lowest bid prices which fully met College specifications from a total of five (5) responses received.

<u>VENDOR</u>	<u>AMOUNT</u>
Custodial Services Systems North Brunswick, NJ	\$ 8,460.00
Royal Maintenance	<u>5,700.00</u>
Total award	<u>\$14,160.00</u>

Unsuccessful bidders: Ron's Floor Waxing & Office Maintenance,
Spotswood, NJ
United Cleaning Service, Keasbey, NJ
International Service Systems (ISS)
North Brunswick, NJ

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, 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 over \$8,400.00 be authorized 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-91620	Warnock Chevrolet	Police car	\$12,805.00
A-82689	Zenith Data System	Color monitor & supplies	9,447.00
		Total amount	<u>\$22,252.00</u>

BE IT FURTHER 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-90164	Central Jersey Office	Typewriter maintenance	\$ 6,473.00
A-91812	Allied Equipment Co.	File cabinet & stand	1,381.10
A-82675	Apple Support Center	Apple computers	2,310.00
A-90450	Hannon's	Tile & adhesive	3,864.75
A-92258	Shipman Ward, Inc.	Swintec typewriter	496.00
A-91542	H. Strauss & Sons	Office supplies	1,900.00
		Total amount	<u>\$16,424.85</u>

After discussion, the motion was unanimously carried.

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

WHEREAS, the College has solicited bids based on unit pricing to determine those local suppliers that will service its facility with specific goods and services for the fiscal year 1989-90; and

WHEREAS, it intends to encumber the necessary funds for this purpose which will exceed \$8,400.00 in each category,

NOW, THEREFORE, BE IT RESOLVED that the following vendors be approved as local suppliers in these designated areas, pursuant to unit prices as listed on the schedules filed with supporting papers.

<u>NAME</u>	<u>SERVICE/PRODUCT</u>	<u>ESTIMATED AMOUNT</u>
Rale West, inc. Dayton, NJ	Electric	\$40,000
Central Jersey Supply Perth Amboy, NJ	Plumbing	15,000
Air Improvement Bloomfield, NJ	Filters	8,000
Dennis J. Ryan Woodbridge, NJ	Utility Service Contract	10,000
B&M Lumber Co. Edison, NJ	Lumber	25,000
Miller Uniforms Freehold, NJ	Uniforms	15,000
Onka's Bus Service Millstone, NJ	Bus Service	15,000
B. Fried/Middlesex Decorators Edison, NJ	Carpeting	15,000

Unsuccessful bidders:

Amwell Valley Bus Co., Annandale, NJ
Suburban Transit, New Brunswick, NJ
Oak Tree Bus Service, Edison, NJ
Harry Rich Carpet, Union, NJ
Norman Jacobs Carpet, New Brunswick, NJ
Johns Uniforms, Somerset, NJ
Glove & Safety People, Piscataway, NJ
Remm Heating, North Brunswick, NJ
Engineered Air Filters, Fort Lee, NJ
Samson Electric, Perth Amboy, NJ
Grant Plumbing Supply, No. Brunswick, NJ
Sol Zemel, Plainfield, NJ
Mack Ind., Trenton, NJ
Tulnoy Lumber, New Rochelle, NY
Rosenthal Lumber, New Brunswick, NJ
Bay Ridge Lumber, Bayonne, NJ

After discussion, the motion was unanimously carried.

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

WHEREAS, contracts for dental supplies were previously awarded in April 1989; and

WHEREAS, a correction in the total award for two companies is required,

NOW, THEREFORE, BE IT RESOLVED that the following contract awards be revised as follows:

Kent Dental, Inc. Aston, PA	\$1,771.45 (deduct \$432.00)
Gloves Unlimited, Inc. Manalapan, NJ	\$2,472.00 (add \$432.00)

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that a payment be authorized to the firm of Duall Maintenance Company in connection with the asbestos abatement project in L'Hommedieu Hall, pursuant to the recommendation of the consulting firm of Weston/ATC, the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$678,592.42.

Total contract	<u>\$1,890,171.42</u>
Payments to date	\$ 633,840.00
Payment authorized #2	678,592.42
Retainage @ 10%	145,825.00
Balance of contract	431,914.00
Total	<u><u>\$1,890,171.42</u></u>

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that a change order be authorized in the contract between Duall Maintenance Company and the Board of Trustees of Middlesex County College in connection with the asbestos abatement project in L'Hommedieu Hall, pursuant to the recommendation of the consulting firm of Weston/ATC, the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$29,000.00.

Clean terrazzo floors in hallways of the second floor and in rooms 129 and 136 (on both the first and second floors) \$18,000.00

Clean brick surfaces in rooms 129 and 136 (on both the first and second floors) 11,000.00

Total \$29,000.00

Contract total \$1,890,171.42

Add change order #2 \$ 29,000.00

New contract total \$1,919,171.42

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that payment be authorized to the firm of Hall Building Corp. in connection with the construction of the Technical Services Center, pursuant to the recommendation of the architectural firm of Rothe-Johnson Associates, the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$138,418.38.

Total contract \$5,923,215.00

Payments to date \$ 237,979.28

Payment authorized #2 138,418.38

Retainage @ 2% 7,681.59

Balance of contract 5,539,135.75

Total \$5,923,215.00

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that a change order be authorized in the contract between Hall Building Corp., and the Board of Trustees of Middlesex County College in connection with construction of the Technical Services Center, pursuant to the recommendation of the architectural firm of Rothe-Johnson Associates, the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$4,669.50.

Labor, materials and subcontractors fees to existing water line that intersects the installation of storm drainage pipe. \$4,669.50

Contract total \$5,923,215.00

Change order #1 4,669.50

New contract total \$5,927,884.50

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, 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 \$4,039.50 pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations.

Construction phase services	\$4,000.00
Federal Express	<u>\$ 39.50</u>
Total	<u>\$4,039.50</u>

After discussion, the motion was unanimously carried.

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

WHEREAS, the College has solicited bids based on unit pricing to determine those local suppliers that will service its facility with specific goods and services for the fiscal year 1989-90; and

WHEREAS, the College intends to encumber the necessary funds for this purpose which will exceed \$8,400.00 in each category,

NOW, THEREFORE, BE IT RESOLVED that the following vendor be approved as a local supplier in the designated area, pursuant to unit prices as listed on the schedules filed with supporting papers:

<u>NAME</u>	<u>SERVICE/PRODUCT</u>	<u>EST. AMOUNT</u>
Global Supply Hoboken, NJ	Janitorial Supplies	\$36,000.00
Unsuccessful bidders:	Jos. Gartland, Gloucester City, NJ Bunzl, New Brunswick, NJ Spruce, Inc., Garwood, NJ Indco, Gloucester City, NJ Valley Distrib., Dayton, NJ Jefco, N. Brunswick, NJ Jonah Service, Metuchen, NJ	

After discussion, the motion was unanimously carried.

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

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

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

<u>STATE CONTRACT NUMBER</u>	<u>NAME OF COMPANY</u>	<u>DESCRIPTION</u>	<u>TOTAL</u>
A-40084	Cavanaugh Exterminating	Annual Maint. Service	\$ 5,455.00
A-90164	Central Jersey Office	Annual Maint. Service	816.00
A-80595	Eastman Kodak	Annual Maint. Service	2,307.00
A-50338	Wang Laboratories	Annual Maint. Service	7,692.00
A-83552	Hannon Flooring	Floor Tile	<u>5,999.00</u>
		Total Amount	<u>\$22,269.00</u>

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that a change order be authorized in the contract between Duall Maintenance Co. and the Board of Trustees of Middlesex County College in connection with the asbestos abatement project in L'Hommedieu Hall, pursuant to the recommendation of the consulting firm of Weston/ATC, the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$2,890.00.

Rewire all second floor bathrooms and rooms adjacent to these bathrooms. Rewiring consists of converting the existing 100V wiring system to 227V. \$2,565.00

Rewire the emergency circuits in the Ampitheater for 24 hour use and furnish and install two emergency lights. 325.00

Total \$2,890.00

Contract total	\$1,919,171.42
Add change order #3	<u>2,890.00</u>
New contract total	<u>\$1,922,061.42</u>

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that a progress payment be authorized to the firm of Weston/ATC for consulting services in connection with the asbestos abatement in L'Hommedieu Hall, pursuant to the recommendation of the Director of Plant Operations and the Vice President for Finance and Operations in the amount of \$37,231.40.

Total contract estimated	<u>\$457,000.00</u>
Payments to date	\$396,785.45
Payment authorized	37,231.40
Balance of contract estimated	<u>\$ 22,983.15</u>
Total	<u>\$457,000.00</u>

After discussion, the motion was unanimously carried.

Mr. Ciatto moved, seconded by Mrs. Muller, that a change order be authorized in the contract between Sarbo, Inc. and the Board of Trustees of Middlesex County College in connection with various HVAC projects 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 \$2,092.50.

Sheet metal delay claim	\$ 2,092.50
Contract total	\$1,385,330.00
Add change order #2	<u>2,092.50</u>
New contract total	<u>\$1,387,422.50</u>

After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

Mr. Coughlin moved, seconded by Dr. Fox, that the daily fee for the use of the pool in the Physical Education Building to be charged to the public be increased from \$2.25 to \$3.00 effective July 1, 1989. After discussion, the motion was unanimously carried.

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

WHEREAS, the auditing firm of Coopers & Lybrand recommended a change in signatory authorizations be reviewed based on the level of payment; and

WHEREAS, the Vice President for Finance and Operations and the Controller have provided a schedule of signatories and levels at which more than one signature would be required for the various college checking accounts; and

WHEREAS, the recommendation has been reviewed by the Internal Auditor; and

WHEREAS, said policy has been forwarded to the President and is deemed to be in compliance with the recommendation of Coopers and Lybrand,

NOW, THEREFORE, BE IT RESOLVED that the following policy for signatory authorizations on college bank accounts be approved having one or more signatures by the following individuals:

President
Vice President for Finance and Operations
Vice President for Academic Affairs
Controller

and that the following signature requirements be approved for authorized college depositories:

<u>Current Unrestricted Fund</u>	From \$0.00 to \$24,999 one signature inclusive of the use of facsimile signatures. In excess of \$25,000, any two authorized handwritten signatures of the above.
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<u>Plant Fund</u>	From \$0.00 to \$24,999 one signature. In excess of \$25,000, any two authorized hand-written signatures of the above.
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<u>Restricted Current Fund and Agency Funds</u>	Two signatures of the above authorized including the use of facsimile signatures. All checks in excess of \$25,000 two hand-written signatures.
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<u>Student Service Fee Fund</u>	From \$0.00 to \$24,999 one signature. In excess of \$25,000, any two authorized hand-written signatures of the above.
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After discussion, the motion was unanimously carried.

PUBLIC AFFAIRS COMMITTEE

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

WHEREAS, Valentine S. Meszaros was appointed by the Middlesex County Board of Chosen Freeholders to serve as a member of the Board of Trustees of Middlesex County College in November 1973; and

WHEREAS, during his tenure as a Board member he served as Vice Chairman, Secretary, Chairman of the Facilities Committee and served on several major committees; and

WHEREAS, as a result of his leadership and dedication, Middlesex County College has strengthened its commitment of service to the community and continued its leadership role among the community colleges in the State of New Jersey; and

WHEREAS, his extensive personal commitment amplified the quality of educational services rendered to all who enrolled at the College; and

WHEREAS, Mr. Meszaros has been and will continue to be a leader in the Middlesex County community,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County College expresses its most sincere gratitude to Valentine S. Meszaros for his outstanding leadership, devotion and dedication to Middlesex County College from November 1973 to April 1989 on behalf of the citizens of Middlesex County; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Valentine S. Meszaros forthwith.

Trustees Coughlin and Ciatto expressed regret at their inability to attend a reception honoring Mr. Meszaros on May 11, 1989, and wished the record to reflect their concurrence with Mr. Meszaros' outstanding record of service to the College.

After discussion, the motion was unanimously carried.

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

WHEREAS, Anthony Yelencsics of Edison, N.J. has been a dedicated community leader, committed to the advance of the quality of life of all citizens of Edison Township and Middlesex County for his entire lifetime; and

WHEREAS, Anthony Yelencsics provided significant interest and assistance to the operations of Middlesex County College; and

WHEREAS, Anthony Yelencsics continued to be committed to the concept and purpose for which the College served the citizens of Edison Township and Middlesex County; and

WHEREAS, as a result of his leadership and dedication, Middlesex County College and its community have benefited materially from a quality educational resource; and

WHEREAS, the Board of Trustees has been advised of the demise of Anthony Yelencsics on April 15, 1989,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees wishes to express its gratitude for the dedication, leadership and commitment provided by Anthony Yelencsics in his commitment to the Board of Trustees of Middlesex County College since the inception of the Board in November 1964; and

BE IT FURTHER RESOLVED that the Board of Trustees wishes to express its deepest sympathy to the family of Anthony Yelencsics and directs that a copy of this resolution be forwarded to the Yelencsics family and the Mayor of Edison Township.

After discussion, the motion was unanimously carried.

LONG RANGE PLANNING COMMITTEE

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

WHEREAS, the Board of Trustees had appointed a Commission on Education, Employment, and the Economy; and

WHEREAS, the aforesaid Commission developed recommendations for better preparing the College to meet the needs of its constituency, which have been extensively discussed on campus; and

WHEREAS, the Planning Council, based on these recommendations and recommendations from other committees in the College, has prepared a long range strategic plan for 1990-93.

NOW, THEREFORE, BE IT RESOLVED that the strategic goals contained in the attached document be adopted as institutional planning goals for 1990-93.

After discussion, the motion was unanimously carried.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

President Edwards reviewed her report, April 25 through May 30, 1989, which was provided to Board members. (Copy attached to Minutes.)

AUDIENCE

No comments.

Chairman Marino stated that the next meeting of the Board of Trustees is scheduled for June 17, 1989.

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There being no further business, the meeting was adjourned at 8:20 p.m.

BLANQUITA B. VALENTI
Secretary

THIS PAGE NOT USED!

PROPOSED ACADEMIC CALENDAR 1989-90

FALL 1989

August 29	Faculty Orientation and Meetings - First day of Faculty Obligation
August 30 & 31	Change of Program; New Student Orientation and Advisement by Faculty
September 4	Labor Day - Holiday Observed
September 5	Classes Begin - Fall Semester
October 9	Columbus Day - Holiday Observed
November 10	Veterans' Day - Holiday Observed
November 23 & 24	Thanksgiving Day - Holidays Observed
December 15	Last Day of Classes - Fall Semester
December 16,18,19	Specially Scheduled Final Examinations
December 20	Final Grade Rosters Due in Registrar's Office, NOON. Winter Recess Begins
December 27	Fall Grade Reports Are Mailed

SPRING 1990

January 15	Martin Luther King, Jr.'s Birthday -- Holiday
January 16	Student Academic Status Review
January 17	Faculty Orientation and Meetings
January 18 & 19	Change of Program; New Student Orientation and Advisement by Faculty
January 22	Classes Begin - Spring Semester
February 19	Presidents' Day - Holiday Observed
April 6	Spring Recess Begins
April 16	Classes Resume
May 8	Last Day of Classes - Spring Semester
May 9	Reading Day
May 10,11,14	Specially Scheduled Final Examinations
May 15	Final Grade Rosters Due in Registrar's Office (9 a.m.)
May 15 & 16	Curriculum and Professional Development Days
May 17	Student Academic Status Review; Last Day of Faculty Obligation
May 23	Commencement

(9778B)

MIDDLESEX COUNTY COLLEGE
DIVISION OF COMMUNITY EDUCATION
PROPOSED BOARD PAYROLL

MAY, 1989

<u>COURSE</u>	<u>NAME</u>	<u>DATE</u>	<u>HOURLY CONTACT RATE</u>	<u>SALARY</u>
How to Pay for A College Education	Cuddeback, David	6/20	fixed	\$300.00
Job Fair	Bland, Kathleen	5/10	27.50	\$110.00
Image Impact For Job/Career Success	Bonanni, Patricia	6/14-6/28	fixed	\$360.00
So, You've Been Elected Public Relations Chairperson	Bothwell, Leona	6/7-7/5	18.	\$225.00
Golf I	Brown, Fred	6/6-7/18	fixed	\$560.00
Office Telephone Techniques	Carter, Sheila	6/1-6/8	20.	\$80.00
Introduction to Film	Chakravarty, Sumita	6/5-7/31	15.	\$240.00
Popular Culture	Chakravarty, Sumita	6/7-7/26	15.	\$240.00
Word Perfect	Cholmondeley, Andre	6/20-7/11	18.	\$216.00
Chinese Shaolin Kung-Fu Beg.	Chung, William J.	6/7-7/12	14.	\$168.00
Right to Know (OSHA) & safety	Clement, John	3/2-3/20	35.	\$840.00
Forklift Training, Driving & Safety	Clement, John	5/15-5/18	35.	\$700.00
Lotus 1 2 3 Intro	Daniels, William	6/5-7/10	26.	\$520.00
Fundamentals of Data Processing	Daniels, William	6/1-6/29	26.	\$325.00
Framework II	Drabik, Paul	6/5-7/10	fixed	\$580.00
Word Processing - Beginning	Davis-Odessa P.	6/7-7/19	24.	\$504.00
An Insight to Interpersonal Skills	Fischer, John	6/27-7/18	25.	\$150.00
Leadership Skills for Ececutives	Fischer, John	6/12-7/24	25.	\$450.00
Wrestling Camp - advanced	Fitz, Vince	7/10-7/11	fixed	\$100.00
IBM Basic	Frasca, Patricia	5/30-6/29	17.	\$340.00
Data--Base Programming	Furman, Lawrence	6/5-7/10	21.	\$420.00
Communication Skills for Managers	Glass, Joyce	6/13-7/25	20.	\$360.00

COMMUNITY EDUCATION
PROPOSED BOARD PAYROLL
May, 1989

Page 2

<u>COURSE</u>	<u>NAME</u>	<u>DATE</u>	<u>HOURLY CONTACT RATE</u>	<u>SALARY</u>
Comprehensive Med Tech	Good, Dot	5/30-7/13	530.	\$1590.00
Color Yourself Beautiful	Gorran, Gail	7/10	10.	\$120.00
Flatter Your Figure/Wardrobe Workshop	Gorran, Gail	7/17	10.	\$120.00
How to Start Your Own Cleaning Business	Gregus, Suzanne	7/12/89	18.	\$ 36.00
A Parent's Guide to Speech and Language Development	Gruber, Ellen	7/12	15.	\$ 22.50
Wrestling Camp - Advanced	Hall, Robert	7/10	fixed	\$100.00
Comprehensive Med Tech Review Course	Hannon, Janet	6/13- 6/21	20.34	\$305.10
Tenants, Know Your Rights	Herchenroder, Jane	6/13	20.	\$50.00
Diving Camp	Hoeffle, Ginny	7/10-7/14	fixed	\$150.00
Diving Camp	Hoeffle, Ginny	7/17-7/21	fixed	\$150.00
Silva Mind Control	Jacobson, John	6/8-6/29	25.	\$325.00
Conversational French	Karger, Rachelle	7/6-8/10	20.	\$240.00
Conversation Spanish	Karger, Rachelle	7/10-8/14	20.	\$240.00
Wrestling Camp - Advanced	Karl, Ken	7/10-7/11	fixed	\$100.00
Geography	Kilinski, William	6/1-7/13	17.	\$238.00
Official Airline Guide & Res	Kilinski, William	6/7-7/26	17.	\$272.00
Tennis Camp	Kornfeld, Scott	7/17-7/21	fixed	\$175.00
Comprehensive Med Tech	Kusic, Susan	6/24-6/29	20.34	\$244.08
Wrestling Camp - Kids	La Sala, Ben	6/26-6/30	fixed	\$250.00
Scarf Tying	LeBlond, C. Merry	6/1	35.33	\$70.66
Bookkeeping Fundamentals	Levitan, Florence	6/6-7/11	19.	\$475.00
Typing Refresher	Levitan, Florence	6/6-7/11	19.	\$285.00

COMMUNITY EDUCATION
PROPOSED BOARD PAYROLL
MAY, 1989

Page 3

<u>COURSE</u>	<u>NAME</u>	<u>DATE</u>	<u>HOURLY CONTACT RATE</u>	<u>SALARY</u>
Medical Office procedure	Lo Cascio, Bette Jayne	6/7-7/19	15.	\$210.00
Basketball Camp	Makar , Larry	6/26-6/30	fixed	\$280.00
Wrestling Camp - Kids	Mizrahi, Rob	6/26-6/30	Fixed	\$150.00
Basketball Camp	Maldowney, Jim	6/26-6/30	fixed	\$280.00
Basketball Camp	Noppinberger, Frank	6/26-6/30	fixed	\$280.00
Showcase '89 Celebration of Achievement	Penner, Rachel	5/3	fixed	\$200.00
Wrestling Camp - Kids	Perez, Ray	6/26-6/30	fixed	\$250.00
How to Make Yourself Financially Secure	Petrocelli, Vincent	6/6-6/27	15.	\$ 90.00
Computer Confidence	Picioccio, Nick	6/5-7/17	25.	\$300.00
Financial Planning for the Small Investor	Ricci, John	6/27	15.	\$ 30.00
Comprehensive Med Tech	Randolph, Linda	5/30-6/8	20.34	\$366.12
The Hobby of Collecting R'nR Memorabilia	Stefanowicz, Bob	6/10-6/17	15.	\$120.00
Immigration Law: Present and Future	Traylor, Stephen	6/1-6/8	20.	\$80.00
Constitutional & Legal Rights in a Criminal Proceeding	Vercammen, Kenneth A.	6/5-6/12	20.	\$80.00
Protecting Yourself by Knowing Consumer Rights	Vercammen, Kenneth A.	6/22-6/29	20.	\$80.00
<u>EMERGENCY MEDICAL TECHNICIAN</u>				
Coordinator	Roberts, Frank	1/5-5/4	Fixed	\$800.00
Coordinator	Toth, Robert	1/5-5/4	Fixed	\$800.00
Instructor	Abdullah, Abu Bakr	1/5-5/4	Fixed	\$274.00 *

COMMUNITY EDUCATION
 PROPOSED BOARD PAYROLL
 May 1989

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<u>COURSE</u>	<u>NAME</u>	<u>DATE</u>	<u>HOURLY CONTACT RATE</u>	<u>SALARY</u>
Instructor	Armour, Philip	1/5-5/4	Fixed	\$274.00*
Instructor	Beith, David	1/5-5/4	Fixed	\$274.00*
Instructor	Deblasse, Salvatore	1/5-5/4	Fixed	\$274.00*
Instructor	Grandjean, Edward	1/5-5/4	Fixed	\$274.00*
Instructor	Horne, Maryanne	1/5-5/4	Fixed	\$274.00*
Instructor	Moskaluk, Mark	1/5-5/4	Fixed	\$274.00*
Instructor	Roberts, Mary Ann	1/5-5/4	Fixed	\$274.00*
Instructor	Venturi, George	1/5-5/4	Fixed	\$274.00*
Instructor	Willey, Richard	1/5-5/4	Fixed	\$274.00*
Instructor	Angelo, Charles	1/5-5/4	Fixed	\$160.00*
Instructor	Jones, James	1/5-5/4	Fixed	\$ 50.00*
Instructor	Sabo, Greg	1/5-5/4	Fixed	\$ 50.00*
Instructor	Ostroski, Joseph	1/5-5/4	Fixed	\$ 50.00*
Instructor	Smith, Charles	1/5-5/4	Fixed	\$ 50.00*
Instructor	Ross, James	1/5-5/4	Fixed	\$ 50.00*
Programmed Patients	Wren, Jennifer	1/5-5/4	Fixed	\$ 10.00*
" "	Hollis, Dawn	1/5-5/4	Fixed	\$ 10.00*
" "	Abdullah, Siddeq	1/5-5/4	Fixed	\$ 10.00*
" "	Abdullah, Ayesha	1/5-5/4	Fixed	\$ 10.00*
" "	Abdullah, Jameel	1/5-5/4	Fixed	\$ 10.00*
" "	Abdullah, Hakeem	1/5-5/4	Fixed	\$ 10.00*
" "	Willey, Maureen	1/5-5/4	Fixed	\$ 10.00*
Instructor	Klein, Joann	1/5-5/4	Fixed	\$ 80.00*

* Honorarium

COMMUNITY EDUCATION
 PROPOSED BOARD PAYROLL
 MAY, 1989

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<u>COURSE</u>	<u>NAME</u>	<u>DATE</u>	<u>HOURLY CONTACT RATE</u>	<u>SALARY</u>
<u>PROJECT RESOURCES</u>				
Word Processing	Weinman, Susan B.	5/2-5/25	30.	\$720.00
Word Processing	Weinman, Susan B.	5/30-6/22	30.	\$720.00

BUDGET SOURCES AND TOTALS:

COMMUNITY EDUCATION	16,142.46		
EMERGENCY MEDICAL TECHNICIAN	1,600.00		
EMERGENCY MEDICAL TECHNICIAN*	3,300.00		
PROJECT RESOURCES	1,440.00		
		GRAND TOTAL	\$22,482.46

MIDDLESEX COUNTY COLLEGE
EDISON, NEW JERSEY

DATE May 30, 1989

DIVISION OF CONTINUING EDUCATION
AND INSTRUCTIONAL RESOURCES
PAYROLL CERTIFICATION FORM

1. Payroll period beginning/ending - May 30/July 27, 1989
2. Name of employee - See attached list
3. Gross amount due this payroll period - \$349,251.67
4. Please date and deliver checks - June 20, 1989 and
July 13, 1989

PRE-SUMMER 1989 PAYROLL

COURSE(S)	NAME	June 20	July 13	Total
BIO 111-925	Ajerman, Daniel		1890.00	1890.00
ENG 122-701 ENG122-900	Albrecht, Ernest	1635.00	1635.00	3270.00
MAT 123-900	Armstrong, Charles		960.00	960.00
ESL 010-920	Bartkowicz, Joseph		1280.00	1280.00
NUR 215-963	Bates, Eleanor	1635.00		1635.00
PED 139-900	Benedict, Gary		630.00	630.00
MAT 131-701 MAT 233-900	Betkowski, Maria	2180.00	2180.00	4360.00
ESL 031-925 ESL 041-925	Beyer, Louise		3270.00	3270.00
CSC 121-925 CSC 121-926	Bhatia, Sudesh		4905.00	4905.00
MUS 130/136-905 MUS 131-900	Bogar, MaryAnn		3270.00	3270.00
BUS 103-905 CSC 100-900	Bourque, David		3270.00	3270.00
POS 121-900	Brady, Wayne		1635.00	1635.00
ESL 019-902	Bruno, Nancy		1635.00	1635.00
ENG 238-905	Buscemi, Santi		1635.00	1635.00
ACC 211-900	Butula, Andrew		2180.00	2180.00
MAT 129-700	Cohen, Arnold	2180.00		2180.00
BUS 205-900	Cohn, Ricki		1635.00	1635.00
BIO 010-920	Colburn, Robert		3270.00	3270.00
SCI 200-900	Colo, August		2180.00	2180.00
MAT 013-994	Colon, Francisco	640.00	640.00	1280.00
SPA 121-700	Dalton, Robert	1635.00		1635.00
ECO 201-700 ECO 202-900	DeUriarte, Brian	1635.00	1635.00	3270.00
ENG 122-700 ENG 235-900	DiDomenico, Charles	1635.00	1635.00	3270.00
CSC 105-905	Dineen, John		1635.00	1635.00
ENG 121-905	DiPasquale, Emanuel		1635.00	1635.00
CPS 031-900	Dohrenwend, Kevin		1635.00	1635.00
MKT 203-905	Dorflauer, Kenneth		960.00	960.00
CHM 123-925 (Lab)	Doyle, Dorothea		1635.00	1635.00
MEC 221-905	Edelson, Jay		1635.00	1635.00
ACC 103-901	Errickson, John		2180.00	2180.00
ENG 245-905	Fedorko, Kathy		1635.00	1635.00
BUS 103-900	Feehan, Thomas		1635.00	1635.00
MKT 143-900	Fishco, Robert		1635.00	1635.00
ART 124-905	Fitzgerald, Megan		945.00	945.00
HIS 221-700 HIS 221-900	Frary, John	1635.00	3270.00	4905.00
HIS 121-905				
ART 201/202-900	Freiwald, Andrea		1635.00	1635.00
ART 201/202-700	Freiwald, Richard	1980.00		1980.00
ART 201/202-705				
MAT 108-905 MAT 129-900	Gallagher, Brendan		3815.00	3815.00
SCI 108-800	Gerow, Trace	2180.00		2180.00
CHM 124-920	Gladstone, Harold		3815.00	3815.00
BUS 201-900	Goldfarb, Ronald		960.00	960.00
CHM 107-925/926	Goldstein, Martin		2040.00	2040.00
BIO 211-800	Goldstein, Susan	640.00		640.00
PED 127-700	Gray, Donna	1090.00		1090.00
SOC 131-700 SOC 131-900	Greenhouse, Michael	1635.00	1635.00	3270.00
MAT 013-703	Gullo, Lucy	2180.00		2180.00
ENV 207-905	Haas, Lloyd		1320.00	1320.00
MAT 125-905	Haley, Hedwig		975.00	975.00
ART 123-700	Harvey, Tana	945.00		945.00
MKT 201-700 BUS 101-900	Helman, Sanford	1635.00	1635.00	3270.00
MGT 220-905	Herrling, John		1635.00	1635.00

BUS 101-700	BUS 101-905	Higgins, Robert	1635.00	3270.00	4905.00
MGT 210-900					
PED 141-900	PED 141-905	Hirsch, Agnes		2180.00	2180.00
BIO 111-800		Hochbaum, Jeffrey	3270.00		3270.00
PSY 223-900		Holt, Theresa		1635.00	1635.00
PED 140-905	PED 140-906	Honey, Patrick		2180.00	2180.00
RDG 011-994		Howard, William	817.50	817.50	1635.00
PED 140-900		Huie, Allen		630.00	630.00
MAT 123-700	MAT 234-900	Jennings, Thomas	1635.00	2180.00	3815.00
HED 205-905		Kahora, James		1635.00	1635.00
SOC 140-905	SOC 121-900	Kantor, Irwin		3270.00	3270.00
PHI 121-700		Kelton, Saul	1635.00		1635.00
HIS 121-900	HIS 122-905	Kenny, John		3270.00	3270.00
MAT 206-905		Kimmel, Jane		1260.00	1260.00
RDG 011-900	RDG 011-905	Kistulentz, Andrew		3270.00	3270.00
BIO 123-801 (Lab)		Kleinelp, William	1635.00		1635.00
ESL 032-925	ESL 042-925	Klein-peck, Gayle		1920.00	1920.00
ESL 032-994	ESL 042-994	Kolczynski, Susan		1920.00	1920.00
SCI 155-800		Krauth, Ronald	2725.00		2725.00
MAT 010-900		Kubeck, Joseph		1635.00	1635.00
ART 221/222-905		Lapides, Judith		960.00	960.00
CSC 105-700		Liefert, Jane	1635.00		1635.00
ART 109/110-900		Lighthipe, Mindy		960.00	960.00
ACC 104-700	ACC 104-905	Lukas, Chester	2180.00	2180.00	4360.00
MAT 131-700		Luke, Reginald	2180.00		2180.00
OST 101-900		Lynch, Mary		2180.00	2180.00
ECO 202-901		Lynn, Barry		945.00	945.00
CSC 243-925		Maioriello, Paul		1600.00	1600.00
FRE 121-700		Margolin, Edith	1635.00		1635.00
MAT 101-900		Marotta, George		960.00	960.00
ENG 122-905		Marshall, Benjamin		1635.00	1635.00
PSY 123-705	PSY123-900	Mass, Roslyn	1635.00	1635.00	3270.00
BUS 201-700	BUS201-905	McCoy, Thomas	1635.00	1635.00	3270.00
MGT 205-905		McGlinicy, Terry		1635.00	1635.00
ESL 010-994		Miglec, Peter		1260.00	1260.00
ACC 212-900	ACC 103-905	Molitor, Frank		4360.00	4360.00
ESL 033-925	ESL 043-925	Morazan, Doris		1890.00	1890.00
BIO 123-800		Morgan, Doris	3270.00		3270.00
SPE 121-905	THE 152-900	Morgan, James		3270.00	3270.00
ENG 121-900		Morgan, RoseAnn		1635.00	1635.00
PSY 219-900	PSY 235-905	Morris, Glenn		3270.00	3270.00
ENG 121-701		Moskowitz, Jack	1635.00		1635.00
CSC 109-905		Mundock, Frances		2180.00	2180.00
ENV 207-700		Myster, Randall	1280.00		1280.00
SOC 121-700	SOC 121-905	Nagy, Karoly	1635.00	1635.00	3270.00
MAT 010-703		Olorunda, Margaret	1635.00		1635.00
ENG 010-900	ENG 010-994	Olson, Jerome	2452.50	2452.50	4905.00
ENG 122-705					
ESL 031-994		Ortiz, Luz		1920.00	1920.00
CHM 124-921 (Lab)		Oxman, Charles		1635.00	1635.00
CIT 105-905		Pautz, John		2180.00	2180.00
POS 220-905		Payne, Patricia		1635.00	1635.00
PHY 121-800		Pearce, David	3270.00		3270.00
HRI 103-905		Pepper, Michael		2725.00	2725.00
ECO 201-900	ECO 201-905	Peterson, Arthur		3270.00	3270.00
CSC 117-905		Picioccio, Nicholas		960.00	960.00
HED 200-900		Plant, Richard		1140.00	1140.00
MAT 014-703	CSC 122-920	Popel, George	2180.00	3270.00	5450.00
PSY 123-700	PSY 123-905	Poppel, Norman	1635.00	1635.00	3270.00

SPE 121-900		Prag, Barry	960.00	960.00
BIO 106-920		Przygoda, Margaret	2725.00	2725.00
ENG 121-901		Rader, Kenneth	1635.00	1635.00
SPA 121-905		Ramer, Elliot	1635.00	1635.00
ACC 103-700		Regan, Thomas	2180.00	2180.00
ENG 121-705		Rehbein, Edith	1635.00	1635.00
OST 110-905		Reid, Ethel	1090.00	1090.00
PSY 123-701		Rosengarten, Steven	1635.00	1635.00
ENG 122-962		Roth, Robert	1635.00	1635.00
MEC 123-925		Rubino, Frank	3270.00	3270.00
CHM 123-800		Russikoff, Leonard	3815.00	3815.00
PED 132-905		Sacchi, John	1090.00	1090.00
ACC 202-905		Sadowska, Anna	2180.00	2180.00
ESL 020-902		Sanders, Denese	960.00	960.00
CHM 123-925 (Lec.)		SanFilippo, Pauline	1260.00	1260.00
PED 120-900	PED 120-905	Servon, Joseph	2180.00	2180.00
MAT 129-701		Shay, Kathy	2180.00	2180.00
MGT 200-900		Shepherd, Stuart	1635.00	1635.00
MAT 123-701		Shulman, Susan	1635.00	1635.00
CSC 152-920		Siddiqui, Mohommed	1650.00	1650.00
SPE 121-700		Siegfried, Jay	1635.00	1635.00
PHY 115-925		Sikder, Pronab	1920.00	1920.00
CSC 160-900		Singh, Manu	945.00	945.00
BIO 211-801		Spencer, Leo	2725.00	2725.00
ENG 121-700		Strugala, Richard	1635.00	1635.00
CSC 240-912		Tainow, Shirley	2725.00	2725.00
PED 144-905		Talpos, John	630.00	630.00
ENG 010-905		Taub, Theodore	1185.00	1185.00
MAT 014-900	MAT 109-905	Taylor, Clarence	3815.00	3815.00
HRI 201-900		Tellone, Ralph	2180.00	2180.00
BIO 112-925		Thomas, Gail	1890.00	1890.00
MAT 013-704		Thompson, Selina	2180.00	2180.00
CSC 100-700	ACC 103-900	Tornatore, Charles	1635.00	2180.00
PHI 123-905		Trimarco, Richard	1200.00	1200.00
MAT 112-905		Triozzi, Rosalie	1005.00	1005.00
MAT 010-905	MAT 013-900	Tyrrell, David	3815.00	3815.00
ENG 010-997		Ugwu-Oju, Dympna	817.50	817.50
MAT 132-905		Urbanski, Robert	2180.00	2180.00
RDG 009-997		Vinella, Janice	945.00	945.00
HRI 250-905		Waidelich, Richard	1635.00	1635.00
MAD 107-905		Walther, Hans	2725.00	2725.00
CSC 260-900		Weber, Bennett	960.00	960.00
MAT 013-901		Weinmann, Nancy	1360.00	1360.00
SOC 123-700		Wilhelm Diane	1635.00	1635.00
MAT 131-900		Williston, George	1300.00	1300.00
MAT 124-905		Wilson, M. Fern	1005.00	1005.00
BIO 211-920		Wolfson, Margo	1575.00	1575.00
PED 143-905		Zifchak, Robert	1090.00	1090.00
ENG 121-997		Zimmerman, Daniel	817.50	817.50

Academic Coordinators
and Counselors, Advisors

		Beyer, David	60.00	60.00
		Gerow, Trace	60.00	60.00
		Gutowski, John	20.00	20.00
		Kahora, James	40.00	40.00
		Kelton, Saul	240.00	240.00
		Morgan, Roseann	170.00	170.00
		Murray, John	160.00	160.00

	Olson, Jerry	140.00	140.00
	Popel, George	60.00	60.00
	Shindelman, Jerome	180.00	180.00
	Shulman, Susan	70.00	70.00
	Strugala, Richard	80.00	80.00
	Zimmerman, Daniel	30.00	30.00
Program Development	Reeves, Marcia	1000.00	1000.00
Independent Study & Cooperative Education Coordinators & Assts.	Kalugin, Lloyd	2245.00	2245.00
	Keenan, Deborah	200.00	200.00
	Kubeck, Joseph	1545.00	1545.00
	Payne, Patricia	1635.00	1635.00
Health Technologies Dental Auxiliaries	Anderson, Hortense	399.63	399.63
	Andes, Phoebe	290.64	290.64
	Brown, Zelia	290.64	290.64
	Ferrante, Sharon	145.32	145.32
	Hellwig, Sharon	508.62	508.62
	Kregeloh, Sandra	145.32	145.32
	Levitt, Dana	756.00	756.00
	Pean, Claire	3052.00	3052.00
	Reilly, Catherine	1526.00	1526.00
	Zacune, Harmon	1744.00	1744.00
Laboratory & Instructional Assistants	Osoria, Antonio	135.00	135.00
	Perrone, Ray	100.00	100.00
	Patetta, Debbie	117.60	117.60
	Wood, Thomas	810.90	810.90

MIDDLESEX COUNTY COLLEGE

MEMORANDUM

DATE: . May 30, 1989

TO: Members of the Board of Trustees

FROM: Flora M. Edwards, President *FME*

SUBJECT: Report to the Board of Trustees
April 25, 1989 to May 30, 1989

On May 15, I presented closing remarks to the college community. The event was extremely well attended and provided me with a good opportunity to review the events of the past year and to share my concerns and my hopes for the future (a copy of my remarks are attached).

In the area of facilities, the year comes to a close on a truly positive note. After a year characterized by escalating costs, unconscionable delays, and massive dislocations of people and programs, the asbestos abatement project in L'Hommedieu Hall has finally come to closure with completion of the renovations scheduled for late June. May was also the month we celebrated the ground breaking ceremony for the Technical Services Center. It was a fine event enhanced by the presence of our trustees, our freeholders, the Governor, and the Chancellor whose good judgment was confirmed once again when he referred to us as the "premier college in the state".

As is our custom, this past month also saw a number of recognition ceremonies celebrating the achievements of trustees, faculty, staff and students. On May 9 and 17, we honored our minority students in two ceremonies. The first was organized by the Third World and Hispanic Faculty and Staff Associations to recognize academic achievement of our minority students. The second, at which we were joined by our own Trustee Carol Northington in her role as corporate mentor, was organized by the participants of the MAPs programs to acknowledge the contribution of faculty, staff, students and their corporate sponsors to the success of the program.

In the Division of Health Technologies, we joined a new generation of students in their rite of passage into the health professions as we held the Dental Hygiene Pinning Ceremony and the Nursing Pinning Ceremony.

This month the Business Division held its annual award breakfast with alumni and employers participating in the proceedings and last week after an excellent season which produced five All Americans, we held our annual athletic award dinner ceremony.

As the academic year drew to a close, we took the opportunity to thank our ten and twenty year employees at a luncheon held in their honor. We also recognized a number of employees for whom this year marks their retirement from the college including Professors Michael Pepper, Rose Kocinski, Genevieve Semple, Veronica McGreevey and Vivian Lipcon. Faculty excellence and creativity moved center stage this month with a book signing for two of our faculty members Professor Ernest Albrecht and Professor Emanuel diPasquale, a book party honoring Professor Emanuel diPasquale which I was pleased to host at the house, and a statewide faculty recognition ceremony held at the Masonic Temple in Trenton at which Professor Reginald Luke was honored. Finally on May 11, we held a special dinner to thank Val Meszaros for the commitment and dedication that characterized his 15 year tenure on the Board.

The commitment of the members of the college community and our friends in business industry was evident as the 1989 Scholarship Ball proved to be a resounding success raising over \$117,000 for the endowment. Our family of corporate friends welcomed a new member as we met with Tom Lombardo of the New York Times to discuss their projected human resource development needs. With the new Times printing facility projected for completion in the Spring of 1990, we are now as interested in how the Times is printed as in what it has to say.

In the area of planning, this month saw the conclusion of the campuswide debates on the 3E Commission report culminating with an open hearing on May 8 at which testimony was heard from every constituency of the college. Following the hearing, I met with Lou DiFazio to discuss the feedback and to chart the next steps prior to the release of the report in the Fall.

Also in the area of planning, on May 9, the Planning Council met to finalize the plan which you see before you this evening.

The Board retreat, held on May 12 provided good opportunity for the Board to pause and take stock and to consider its plans for the future. The presence of a facilitator from the Association of Governing Boards provided an added dimension and greatly assisted with the process.

On a less positive planning note, on May 22, we heard a presentation from the EPA regarding their plans to place a Hazardous Waste Experimental Pilot Plant Site on the land adjoining our property. As more information becomes available and the potential impact on the campus is clear, a formal recommendation will be prepared for the Board regarding an appropriate course of action.

In the area of institutional advancement, this month provided us with the opportunity to host a wide variety of activities. Among others, we welcomed the New Jersey Biology Consortium, the Housing Conference sponsored by the Division of Community Education's Displaced Homemakers Program, the New Jersey Department of Higher Education for a workshop on assessing student development, the Middlesex County job fair which brought over 805 high school students and employers to the college followed by the annual College Fair at which over 340 colleges and universities and 11,000-12,000 individuals, including parents, students and guidance counselors visited the campus, and the Eleventh Annual Celebration of Achievement Showcase, featuring the work of students from six of our county's high schools.

In addition to chairing weekly meetings of the Executive Council, other on-campus activities this month included meetings with the Challenge Grant evaluators, a meeting with Diego Visceglia regarding a collaborative venture with Summit Associates, a reception for Abraham Graber, the artist whose works are featured in the Presidential Gallery, an open forum for faculty and staff, a meeting of the Financial Policy Committee of the Council of County Colleges which we held on campus, meetings of the Boards of Directors of the Retail Services Corporation, the Middlesex County College Foundation and the Middlesex County College Alumni Association as well as a meeting of the Finance Committee of our own Board of Trustees.

Off-campus meetings this month included a number of speaking engagements on intercultural understanding and the curriculum including the keynote address at the American Council on Education/National Identification Program (ACE/NIP) Recognition Planning conference in Buffalo, as well as the New Jersey State Conference held at Bloomfield College, and the City University forum on International Studies held at the Graduate Center in New York. Other off-campus activities included breakfast with Jim Marino, attendance at the inaugural ceremonies of Dr. Joseph Shenker, the new president of Bank Street College, attendance at a meeting of the Task Force on Education of New Brunswick Tomorrow, attendance at the Middlesex County Democratic Dinner, a presentation to the St. Peter's Hospital Board of Directors on our plans to restructure the nursing program, attendance at the monthly meeting of the Council of County Colleges and meeting of the New Jersey Task Force on Regionalization which I chaired. A bit further off campus on April 26-27, I attended a meeting of the Board of Directors of the American Council on Education.

The highlight of the month, however, came on May 23. Despite the torrential rain, commencement was a resounding success, a fine opportunity for us all to celebrate our achievements and successes and to view ourselves in our finest hour. Indeed it made a year of unprecedented challenges all worthwhile and imbued us with the pride and optimism which will help us meet the challenges which lie ahead.

On that note, it seems appropriate to thank the Board for all its hard work and support this year and to extend to you my best wishes for a joyful summer.

PRESIDENT'S ADDRESS TO THE FACULTY

MAY 15, 1989

The 1989-90 academic year gave new meaning to the word "Challenge."

This was the year that saw what began as an eight-week asbestos abatement project turn into a 12-month obsession, scattering refugees from the Division of Health Technology across the campus. This was the year that our Maintenance Department constructed a temporary Dental Hygiene Clinic almost overnight and created a non-energized Radiography Lab for Rad Tech students in the basement of North Hall. In Raritan Hall, conference rooms and storage rooms have been turned into faculty and staff offices, and classrooms have become nursing labs. This was the year a number of us discovered the joys of teaching in the trailer. But we made it. We made it because of the commitment and dedication of a faculty that cares. We made it because of the willingness of our administration and staff to work long hours and to never utter the word "impossible," no matter how difficult the job. With us today are members of our Building and Grounds Department. I'd like them to stand and be recognized for their efforts this year.

However, not only did we pull through but we have found the light at the end of the tunnel. Usually, I don't go into a great deal of detail regarding specific projects. But I want to share this with you because it says so much about who and what we are. When we came to understand the extent of the asbestos problem in L'Hommedieu Hall, the administration and the Board of Trustees agreed on one fundamental principle. Under no circumstances would the safety or health of any member of the College community ever be knowingly compromised by the College. With that guiding principle, in the face of a \$2 million shortfall to complete the project, with no additional help

from the State, our Board presented our case to our Board of Chosen Freeholders. Our Freeholders agreed and provided the additional funding to complete the project and to restore the building. I am pleased to report that as of this date all the asbestos has been removed from L'Hommedieu Hall and the subcontractors and our maintenance and custodial staff are currently working to bring the building back to its operating condition.

Our unfortunate experience with the original contractor, which we feel caused the significant delays, has matured to a point of a law suit against the original contractor, SOS International. Needless to say, the proceeds of the suit, less operating costs and legal expenses, will be returned to the County as reimbursement for the additional funding. In a separate law suit, we have also undertaken a claim against the manufacturer of the asbestos and the three companies which were employed to apply the fireproofing material to the building. The case against the defendants has moved significantly with the help of a nationally renowned consultant and we are hoping to recover all of the removal costs associated with the project.

Despite all the inconvenience and the hardship, we not only survived but we moved forward. The Dental Clinic served its purpose so well that it was often filled with patients who came from far and wide to avail themselves of our services. Despite the inconvenience associated with the dislocation, the Radiography Education faculty completed the revision of the curriculum which, if approved by the College Assembly, will go into effect this coming Fall.

L'Hommedieu Hall wasn't the only challenge we faced this year. As you all know, the revenue shortfall in the State budget has left our own budget for the coming academic year in a state of flux. Facing a potential cut of over \$370,000 has forced us to make some hard choices. As always, our first priority is the classroom, followed by

student support services. If we can hold the line we should be able to see our way through this next year, albeit painfully. However, the line as stipulated in the Governor's budget is now in jeopardy as the legislature deals with a budget gap that grows by the day. Last week a small group of students made a trip to Trenton to press our case. I know many of you have taken the time to write or otherwise contact our legislators in the Assembly Appropriations Committee and in the Senate Finance Committee. We need your full participation in telling our story and in making the case for adequate funding. We and they both know that mortgaging the future is not sound public policy. Our task is to help them turn this vision into fiscal policy in the face of a myriad of competing priorities.

Unfortunately, the demographics this year do little to help the situation. On the positive side, summer session registration looks very good, with what appears to be a double digit increase. Similarly, Fall registration for returning students is very positive. As of May 5, the number of returning full-time students who had registered for the Fall semester is 1,468, or 192 students more than were registered in Spring 1988. This year for the first time we invited part-time students who were matriculated and currently enrolled in day classes only, to register in advance. They registered during the first week in May after all returning full-time students. We extended this advance registration opportunity to all part-time matriculated students. It is hoped that these advanced registration opportunities will lead to greater satisfaction for our part-time students and will be an incentive for others to matriculate.

Yet, despite our efforts, with an expected 6% decrease in the graduating high school class, we are struggling against serious odds. And the preliminary data begins to tell the story. As of April 21, we had 250 applications fewer than the same time last

year. However, never daunted by adverse circumstances, we set out to turn the tide. Spring Open House drew over 400 prospective applicants and their families. Broad-based advertising attracted current high school seniors, juniors and out-of-county residents. We are following through with an ambitious recruitment and marketing plan directed at full-time and part-time students for the remainder of the Spring and Summer months. By May 1, instead of 250, we had 197 fewer new applications than the previous year.

And that's just the beginning. With your help, we can close the gap. The admissions office will be calling on faculty to participate in phonathons directed at potential students who have not yet applied, in an effort to increase the conversion rate of that pool of potential students. Direct mail campaigns and phonathons are scheduled to bring back previously enrolled MCC students who have not completed their programs. Intensive ad campaigns utilizing print and radio media are planned to enhance the direct mail and person-to-person recruitment efforts, including faculty presentations at career days (John Gutowski spoke at South River High School concerning careers in helping professions - I can't think of a better way to communicate our message than through the commitment and professionalism of our people).

But there are so many ways to tell the Middlesex story. This term we celebrated Black History Month, Community College Month, Women's History Month, Irish/Celtic Heritage Week, AIDS Awareness Week, and Ethnic Heritage Week, bringing people from far and wide to visit the campus. This summer, for the ninth consecutive year, the Division of Community Education will sponsor "Summer In The Technologies," a vocational exploration program for 65 participants from area high schools and community service organizations. By the way, faculty interested in participating in the program should contact Tory Salvest. Also in Community Education, we celebrated our eleventh

Annual Celebration of Achievement Showcase '89 in the Performing Arts Center in which six area high schools presented dramatic productions to an audience of over 300. Spanning the generations, Darlene Yoseloff and the Project RESOURCES staff coordinated the fourth annual Job Opportunity Fair which was held on May 10. The fair brought employers, high school students and the community together to explore careers in a wide variety of fields. In our New Brunswick Center, under the leadership of Brian Payne, our literacy program has expanded as forty employees of New Jersey Precast develop their skills in a new program to promote literacy in the workplace. And finally, this year, the Child Life Protection Commission has awarded continuation funding to Project PARENT to work with parents in understanding the developmental needs of their children.

As always, the Business Division is moving full steam ahead, with a wide variety of activities on campus and in the field. This semester, our Business faculty joined the Department of Cooperative Education in a joint recruitment effort. On Thursday, January 19, we hosted the Business Education Curriculum and Funding Workshop for the Division of Vocation Education. On Monday, February 6, we sponsored the Central Jersey Regional Task Force Workshop, "Critical Issues Impacting on Business Education," for the New Jersey Business Education Association, cochaired by Professors Mary Lynch and Ethel Reid. And also this Spring, Professor Judy Spano conducted a Speed-writing Workshop for secondary teachers from Middlesex County. I would like to extend my special thanks to the Marketing Art and Design Department for organizing and installing an exhibit in the Presidential Art Gallery this Spring, featuring student work in advertising design and photography. The current exhibit, featuring scenes from Puerto Rico has been lent to us, courtesy of Abraham Graber, a very talented artist and Pat's father-in-law. Ideas or suggestions for future exhibits are always welcome. They provide

a good opportunity to share student and faculty creativity and they certainly brighten up the Academic Services Building.

In the area of curriculum development, the integration of computer technology across the business disciplines is the focus of curricular and grant activity in the Business Division. We are adjusting our programs to meet the demands of a changing environment, from a new honors course in macro- and microeconomics to the next generation of computers in Office Systems Technology to a new operating manual developed by Fran Krimsky and Frank Schultz for use with the new state-of-the-art computer graphic system. Yes, change is in the air. And, for those of you who have just gotten used to "Office Systems Technology," there are more changes yet to come. The name of the Accounting Department has been changed to "Accounting and Legal Studies Department." A most welcome and related development is the submission of our application for accreditation of our Legal Assistant Degree Program by the American Bar Association. A site visit by an evaluation team is scheduled this Fall.

The accreditation process is an important one both for external validation and more importantly for the continued improvement of our offerings. One important result of our last Middle States visit is the review of our library collection. At present, several faculty committees have been working with library files to make recommendations for new titles to purchase and old titles to discard. In a period characterized by such dramatic change, we cannot afford an outdated collection. Another library initiative that has been on the top of a number of agendas is the problem of noise. To that end, the library staff has adopted a three-pronged approach including designating one of the library classrooms as a group study room, designating a second classroom a "quiet study area" and, finally, removing the sofas and chairs from the first floor lounge area.

In the area of Science and Engineering Technology, we took a number of giant steps forward this year. We completed both the Middle States and the ABET Accreditation processes in science and technology. Needless to say, the quality of our programs was immediately apparent to the team, and we were pleased with both the process and its outcomes. In the area of curriculum development, the program approval document is complete for the ASSET Program and, after review by the College Assembly, will be forwarded to the Department of Higher Education. Also awaiting State approval is a new certificate program in Environmental Technology. As we look to the next generation of scientists, on May 13 we hosted the Middlesex County Science Fair, bringing over 1,500 people to the campus. And finally, as we look to the skies, let us pause and say a small prayer of thanks for the safe return of Ronald Grabe, Linda Christopher's brother, who is the pilot of the space launch, Atlantis.

We completed the funding for the construction of the Technical Services Center. The County of Middlesex has agreed to provide the additional \$1.2 million necessary for the completion of the project. We have also committed to a major fund-raising campaign to help finance the facility. That campaign will culminate in a major event to be scheduled in the Performing Arts Center in the Fall. Sam Landis has been instrumental in the development of the plan through which we hope to raise \$400,000 to \$500,000. We have awarded a contract to Hall Builders and hope to have the building completed for the Fall of 1990. On April 26, we held the ground breaking ceremony for the Technical Services Center. Fred Barfoot, Amy Dmizak, Paula Rivard and the entire Committee are to be congratulated. It was a fine event. We were joined by our County Freeholders who have agreed to underwrite \$4.6 million necessary to complete the construction of the \$6.6 million, 46,000 sq. ft. facility; by Chancellor Hollander whose wisdom in granting us the

competitive award of \$2 million to get the project started was confirmed again as he referred to us as, Middlesex County College, the premier college in the State; and by Governor Kean, who was accompanied to the ground breaking site by "Sci Fi," our somewhat irreverent robot, lent to us, courtesy of Great Adventure Amusement Park.

Faculty has had more opportunity this year for personal and professional growth than ever before. Our traditional opportunities for sabbaticals, tuition reimbursements, release time for special projects, fellowships, internships, etc. were augmented by a wide variety of on-campus seminars from Ethics, Dimensions of Prejudice, Aids Awareness and Master Faculty to Computer Literacy and Wellness. Next year's activities include a series in which faculty will have the opportunity to share work-in-progress and expertise and receive feedback from colleagues. Special thanks to Bonnie Dimun, Ellen Thomas, chair of the Organizational and Professional Development Committee, and the active committee members for their dedication and hard work.

There is one personnel announcement that I would like to call to your attention. After more than 20 years of service, Elinore Widis, my assistant and Assistant Secretary to the Board, will be retiring and moving to Florida with her husband, Abe. I cannot begin to tell you how much I will miss Elinore, only that I wish her all the happiness she so richly deserves. We have been most fortunate to have her with us all these years.

We are also very fortunate to have recruited Jane Bevis, who comes to us from Hahne's Department Stores where she served as Administrative Assistant to the Chairman of the Board.

This year also marks the retirement of a valued and long-standing board member, Mr. Val Meszaros, who served as chair of the Facility Committee for more than 10 years, shepherding such projects as Academic Services Building, the College Center, the Physical Education Building, Edison Hall and L'Hommedieu Hall II as well as the new Technical Services Building.

Two new initiatives which began in the Division of Humanities and Social Sciences warrant special attention. Bob Roth and Kathy Fedorko delivered a paper on our Ethics Project at the AACJC Conference in Washington this year. Now in its third year, the project has the potential to have a profound impact on what we teach, how we teach it and how we view ourselves and our responsibilities as an academic community. I want to thank Kathy and Bob for their fine work, and I look forward to the next stage in the life of this important project.

Whom we teach is as important as what is taught, and, in an effort to better understand the diverse nature of our student body, Marge Cullen and Eileen Hansen are working with Wayne Brady to infuse a multicultural perspective into our offerings. So, in the true spirit of international education, we have a summer filled with adventure in far away places. For example, students will have the opportunity to study marine biology in Jamaica with Bob Colburn; or anthropology in the city of London with Diane Wilhelm; or the land and the people of the Southwest where they can live on the Picuris Indian Reservation in New Mexico and study anthropology with Diane Wilhelm and Marge Cullen.

Students learn in the classroom, in the field and on the campus. Often a college's program of student activities says more about it than does its literature. A commuter campus is a very difficult environment in which to create a sense of community. But Terry McGlinchy, Marla Brinson and Pat Daly work very hard at it. And the

results show. They show in our student leadership programs, in the quality of our student newspaper, Quo Vadis (guided by the gentle hand of Jane Lasky), and by the activities we sponsor and promote. This year, through a concentrated emphasis on community service, we sent students an important message about what we value and how we define our responsibility to the community-at-large.

This year, the College Center Program Board Social Committee raised funds for Muscular Dystrophy through a Dance-a-thon at the Holiday Inn in February. Members of the Hispanic American Club participated in Project Compact, assisting Hispanic senior citizens who are learning English; Phi Theta Kappa held a Blood Drive on March 7 and sponsored a voter registration drive during March and April. On Palm Sunday, the College Center Program Board Fine Arts Committee reached out into the community (generating considerable press) by providing an Easter Party, complete with Easter Bunny, for the homeless families at the Ozanam Shelter, and, more recently, they organized a clothing drive in cooperation with the Eastern Service Workers in New Brunswick. Our dental hygiene students, despite the inconvenience of L'Hommedieu Hall, continued their tradition of community service, teaching oral hygiene in the Woodbridge schools, bringing their services to nursing homes, detention centers and shelters.

This Spring, nine business MCC students placed in the Delta Epsilon Chi North Atlantic Regional Competition held in New York City, and seven of our students in Office Systems Technology attended the National Conference in Nashville, Tennessee and returned with first prize for their educational, professional and civic activities for the year. Congratulations to Carol Pam and her fine students! In Dental Hygiene, 60% of the senior class graduates with a GPA of 3.0 or better and the top Dental Hygiene graduate who, incidentally, has three children, completes her program with a 4.0.

On the field, as in the classroom, we have a story to tell. The winter sports season produced several outstanding performances. Sixteen athletes who participated in our fall and winter programs earned academic All-Garden State Athletic Conference awards, and three of our wrestlers earned All-American Honors. In track, our men's team finished second and our women's team third. Our men's basketball team won nine of its last twelve games to qualify for the Region XIX tournament for the second year in a row.

Many of our students achieve, despite great obstacles. The program with 350 students has grown by leaps and bounds, increasing over 19%, and this year, nine E.O.F. students graduate with G.P.A.'s of 3.5, earning the New Jersey Academic Achievement Awards. In the new Minority Student Affairs Office, Arnold Hence and his staff are working on several projects to improve minority student academic success and retention. For minority students experiencing academic difficulty, an assembly and follow-up sessions were held in the fall with the assistance of minority faculty from academic departments. An alternate version of the Second Chance program was piloted for dismissed minority students. The department staff met regularly with 17 students who enrolled in this program in the spring. Also, more than a dozen minority students participated in study groups organized by the Minority Student Affairs Office. We expect that a Vocation Education grant will provide additional support for the Office's retention initiatives.

We see the measure of our students worth reflected in the enthusiastic reception they receive upon transfer. The transfer/articulation project with Rutgers University is progressing well, thanks to the efforts of Kenneth Maugle and the chairs of the departments of Hotel, Restaurant and Institution Management, Psychology and Social Behavior, Business Administration, and Biology, among others. This year it was expanded to include all of our courses, not just the ones most likely to transfer. New courses are being checked for equivalency at nearby colleges and this information is

made available for advisors. This year, we finalized agreements with St. John's University, Rochester Institute of Technology, Lincoln University, Kean College and Spring Garden College. In progress are articulation agreements with William Paterson College, Bennett College, Morgan State University, Delaware State University and Trenton State College.

We see the proof of our product in the reception our students receive in the workplace. More than 90 employers interviewed students on-campus this Spring, offering permanent career positions with starting salaries from \$17,000 to \$24,000. In highest demand were the graduates in Office Systems Technology, Accounting, and Marketing programs in the Business Division, and Computer Science, Electrical Engineering Technologies and Civil Construction Technology, in the Engineering Technologies and Science Division. Our Job Placement Office presented skill development workshops in interviewing, resume-writing, job search and networking techniques to over 570 students.

We see the worth of our students in the response to our everexpanding co-op program which, with \$50,000 of new funding, is working on the addition of Legal Studies and Automotive Technology and the development of a new co-op component to the Heating Ventilation and Air-Conditioning Technology curriculum.

In fact, never has our connection with industry been stronger. This Spring has been a time of great progress and growth for the Institute. The move to the Raritan Center facility has been completed. Our new Computer Center is now operational and being utilized for training and part of the CARE project funded under the State Challenge Grant. The formal inauguration ceremony was held April 5. Since then, activity has never been more vigorous. The medical records program has trained over 200 people in a wide range of subjects dealing with medical coding. This Spring, we completed a Statistical Processing Control program for Ford Motor Company, involving six faculty members in the training of more than 1,000 workers.

As soon as we catch our collective breath, we will proceed with the planning of an Advanced Statistical Processing Control program for the coming year. Building on our long and close relationship with Squibb Industries, we are now engaged in the final stages of developing a training program for the use of a new aseptic vial filling machine, which will revolutionize the packaging in the pharmaceutical industry. We have just met our new neighbors, the New York Times, to explore their human resources needs for the future. In fact, the Institute is currently working with more than a dozen new prospective clients in a number of subject areas. It is anticipated that we will see a growth rate of 25% or more during the coming academic year. There is no doubt, technology is changing the face of American industry and we are privileged to be part of that change simply because we are very good at what we do and our academic base is one of which we can be very proud.

Today, we should be especially proud of our English Department. This year, our Basic Skills program was cited as one of the top eight programs in reading and as one of the top five in writing. It takes a good faculty to accept such a challenge with enthusiasm and courage and to produce these results. It takes a truly exceptional faculty to refuse to rest on its laurels and to be continually dissatisfied, ever-restless in seeking yet a better way to tackle a difficult problem.

In fact, at times, I believe it is that very restlessness - that unwillingness to accept what is - that is the heart of a true academic community. This is the driving force behind the Task Force on Academic Excellence, which has already finalized its recommendations on curriculum and has begun to tackle the general principles for assessing student learning. This should and will be the spirit behind the College Outcomes Evaluation Program as we begin the

first phase of the statewide program with an in-depth review of our programs in Accounting, Marketing Art & Design, Office Systems Technology, Criminal Justice and Education Technology. It is for this reason we field-tested the General Intellectual Skills Test, and we thank the 13 faculty members who generously gave of their time to work with Nancy Bruno in that field testing.

We see the measure of our worth in the support of our friends. And this was indeed a banner year for the Foundation. Some very talented people -- and a horse -- made for a very successful Scholarship Ball on the last Saturday in April. Those of you who were there got to see your colleagues as you've never seen them before, at "The Best Little Hoedown in Jersey" which saluted Ford Motor company and netted over \$115,000 and counting. Three recent pledges have brought in \$200,000 more to our endowment: \$50,000 from Federal Business Centers, \$50,000 from Summit Associates and \$100,000 from E.R. Squibb. Leaves have been added to our Tree of Education through gifts made in the memory of Professor Joe Muller, in memory of one of our graduates, William Dupree, and in the memory of my father, Hector Pagan Marcano, for which I am deeply grateful.

One other gift merits special mention, not for its size, but for what it means. The Prudential Leadership Award, with a cash prize of \$5,000, was presented to Sam Landis for his personal leadership in building an endowment for the College and for the Foundation's successful role in bringing our segment of public higher education into the competitive arena - awarded by a Foundation that told Sam that they don't give to endowments and they never give to community colleges. But Sam is not one to rest on his laurels; already he is reminding us that July 27 is our annual Night at the Races at the Meadowlands. Please join us - whatever horse you pick you will return home a winner.

Finally, the loyalty of our alumni tells us a great deal about how we are remembered by those who travel on. This semester, a new alumni association board took office, with Kathy Steinfeld as President. Kathy is not only a successful HRI professional, but is the daughter of our own Eileen Davis in Printing Services. Our alumni have an impressive agenda for the year, from providing credit card services to their membership to broadening their travel program and assisting us in our recruitment efforts.

And now we come to that annual rite of passage - that splendid moment next week when nearly 1,000 orderly, dignified MCC graduates will march proudly across the platform and leave us to go on to the next leg of their journey. And this year, as every year, we must ask ourselves if we are pleased with our efforts--if we could have or should have done better--if we really have prepared them to meet the challenges which lie ahead.

This was the subject of the draft report of the Commission on Education, Employment and the Economy. The report which will help us chart our course as we prepare to write the final chapter of the Twentieth Century, has been disseminated throughout the campus and has engendered considerable debate. At the open forum held on May 8, we received testimony from each of the deans, representing their divisions, as well as from individual faculty, staff and students. The results of the testimony and the final task force meetings will shape the final document scheduled for release in September.

However, a number of reactions from the campus community are worth noting here. Everyone thought that Freshman Co-op was not a very good idea and most agreed that while our basic skills program may be one of the best in the State, it is still not good enough for us - which is fine! Many of you felt the document focused almost exclusively on technology. Some of you asked if our sole purpose

would be to fuel the engines of progress with a "trained" work force. An equal number expressed concern that the report all but ignored the technical competencies necessary to gain access to the labor market and that it placed too much emphasis on the liberal arts "extras" that are nice but too time-consuming in an already overloaded curriculum.

Interesting dichotomies we face as we look to the future of the College.

Of one thing I am sure - this next generation of college students is going to have to be something special just to survive. I fear the world we bequeath to them is dangerously flawed. And we have no one to blame but ourselves.

At the beginning of the Spring semester, we mourned the loss of a dear colleague, Larry Cohen. To lose a friend is always painful. But we didn't lose Larry to illness. We lost him one day on a highway in the Bronx, senselessly murdered by a drunk driver who never even stopped to see the horror he left in his wake. We lost him in a city that has long been the harbinger of things to come, both good and bad. The capital of the world - a city divided between prey and predator, between black and white, that kills its children with crack and leaves its elderly to die homeless in the cold. I fear our graduates face a world that measures success only in dollars and takes no prisoners.

This is the reality we face and we have to make a choice. We can teach our students to survive or we can give them the tools for change. If all we do is the former, whether we offer an associates degree or a law degree, we will have become a very good trade school. Attempting the latter is fraught with danger - with the potential of failure - but it is what separates education from training.

Thucydides wrote: "A nation that draws too broad a difference between its scholars and its warriors will have its thinking done by cowards and its fighting done by fools."

We can afford neither - the stakes are far too high. Because we are a quality teaching institution, we can show the way.

These, then, are the three elements of our vision for the next decade:

A strong foundation, which insures our students have the basic skills to meet the challenges of a rigorous curriculum;

A sleek and modern design, which reflects tomorrow's technology; and

A core of values, of civic responsibility, of appreciation for diversity which challenges our students to think about themselves as contributing members of a community for which they are responsible. It is not enough to train our students to do things right - we must help them to discover the importance of doing the right thing. That's what the Ethics Project is about - that's what our student activities program should reflect - that's what our program in cultural diversity strives to achieve.

And that is our agenda for the future.

That is our charge, which will become a plan for action when we return in September. If we focus our energies and take it one step at a time it can be achieved. It is possible, if we are committed to it. Because you are good and talented people, we can take the vision and turn it into reality.

With that thought, please accept my best wishes for a peaceful summer that will give you new vision, new hope and much joy.
God Bless You!

(1994)

May 15, 1989