

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of November 16, 1994 Annual Meeting

The annual organizational meeting of the Board of Trustees of the Middlesex County College was held at 7:35 p.m., November 16, 1994 in the Boardroom of the Academic Services Building. Members present were: Dr. Guidette, Mmes. Kurtz and Rios-Rivera and Messrs. Bauer, Ciatto, Coughlin, Katcher, Otlowski, Vaccarelli and Wernik. Mrs. Wike was absent. Also present were President Edwards, Freeholder Brady, Mr. Hoffman, Mrs. Bevis and several members of the staff.

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

- (a) On November 17, 1993, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November 17, 1993, advance written notice of this meeting was mailed to The Home News, 123 How Lane, New Brunswick, New Jersey and The News Tribune, 1 Hoover Way, Woodbridge, New Jersey.
- (c) On November 17, 1993, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On November 17, 1993, 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. Otlowski presented the recommendations of the Nominating Committee for the 1994-95 year, as follows:

Slate of Officers

Chairman
Vice Chairman
Treasurer
Secretary
Assistant Secretary

Board Member

Mr. Robert J. Ciatto
Mr. Jerome Katcher
Mr. Joseph Coughlin
Mr. Hank Bauer
Mrs. Jane Bevis*

*Non-Board member

Mr. Otlowski moved, seconded by Mrs. Rios-Rivera, that in the absence of any other nominations, the nominations be closed and the Secretary instructed to cast a ballot in unanimous election of the nominees for the year 1994-95. After discussion, the motion was unanimously adopted.

Mr. Otlowski then presented the recommendations of the Nominating Committee for members of the Board of School Estimate (2) and Alternate:

Mr. Robert J. Ciatto
Mr. Jerome Katcher
Mr. Joseph Coughlin (Alternate)

Mr. Otlowski moved, seconded by Mr. Bauer, that in the absence of any other nominations, the nominations be closed and the Secretary instructed to cast a ballot in unanimous election of the nominees for the year 1994-95. After discussion, the motion was unanimously carried.

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

WHEREAS, there exists a need at Middlesex County College for legal services; and

WHEREAS, the Board of Trustees has retained the firm of Wilentz, Goldman & Spitzer, Esqs., Woodbridge, New Jersey, for the purpose of rendering legal services to the Board of Trustees of Middlesex County College since the inception of said Board in November 1964; and

WHEREAS, funds are available for this purpose; and

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

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

a. The Board of Trustees hereby appoints John A. Hoffman of the firm of Wilentz, Goldman and Spitzer, Esqs., as its legal counsel for the period extending from November 17, 1994 to November 15, 1995, in accordance with the attached letter of understanding between the Board of Trustees and John A. Hoffman of the firm of Wilentz, Goldman and Spitzer.

b. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the County College Contracts Law because John A. Hoffman of the firm of Wilentz, Goldman and Spitzer is an Attorney-at-Law of the State of New Jersey, and the practice of the profession of law is regulated by the laws of the State of New Jersey.

c. The Vice President for Finance be, and she is hereby, directed to publish a copy of this Resolution once in the official newspapers of the Board of Trustees of Middlesex County College, such publication to occur within ten (10) days from date of adoption.

After discussion, the motion was unanimously carried.

Mr. Katcher moved, seconded by Mrs. Rios-Rivera, for adoption of the following resolution:

WHEREAS, there exists a need at Middlesex County College for specialized legal services to the Executive Director for Human Resources and Administrative Services, in connection with the various labor agreements between the Board of Trustees and the organizations representing employees of the College; and

WHEREAS, the President has recommended Patrick L. Vaccaro of the firm of Jackson, Lewis, Schnitzler and Krupman to serve as special counsel for the purpose of rendering assistance in this area; and

WHEREAS, funds are available for this purpose; and

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

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

a. The Board of Trustees hereby appoints Patrick L. Vaccaro of the firm of Jackson, Lewis, Schnitzler and Krupman as special labor counsel to the Executive Director for Human Resources and Administrative Services, for the period extending from November 17, 1994 to November 15, 1995, in accordance with the attached letter of understanding between the Board of Trustees and Patrick L. Vaccaro of the firm of Jackson, Lewis, Schnitzler and Krupman.

b. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the County College Contracts Law because these services are deemed required as of this time by the Board of Trustees in order for it to undertake

its obligations in the area of labor relations and are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids.

c. The Vice President for Finance be, and she is hereby, directed to publish a copy of this resolution once in the official newspapers of the Board of Trustees of Middlesex County College, such publication to occur within ten (10) days from date of adoption.

After discussion, the motion was unanimously carried.

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

WHEREAS, there exists a need at Middlesex County College for medical services; and

WHEREAS, the Board of Trustees has retained Dr. Barbara Jo McGarry of the Robert Wood Johnson Medical School and the Rutgers Family Practice Center for the purpose of rendering medical services on behalf of the Board of Trustees of Middlesex County College; and

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

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

a. The Board of Trustees hereby appoints Dr. Barbara Jo McGarry to provide medical services for the period extending from November 17, 1994 through November 15, 1995, and Dr. McGarry has agreed to serve and be compensated for the reasonable value of her services.

b. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the County College Contracts Law because Dr. Barbara Jo McGarry is a physician of the State of New Jersey and the practice of medicine is regulated by the laws of the State of New Jersey.

c. The Vice President for Finance be, and she is, hereby directed to publish a copy of this resolution once in the official newspapers of the Board of Trustees of Middlesex County College, such publication to occur within ten (10) days from date of adoption.

After discussion, the motion was unanimously carried.

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

WHEREAS, it is deemed appropriate for Middlesex County College to have a Coordinator of Affirmative Action designated; and

WHEREAS, the College shall designate such an officer or employee to serve as its Coordinator of Affirmative Action and Compliance Officer pursuant to NJAC 17:27-3.5; and

WHEREAS, said Officer shall perform duties as prescribed by the rules and regulations of the United States and the State of New Jersey to assure compliance of College operations,

NOW, THEREFORE, BE IT RESOLVED that Joan K. Davidson be appointed as Coordinator of Affirmative Action and Compliance Officer for the period November 17, 1994 through November 15, 1995 for Middlesex County College; and

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the State of New Jersey, Office of the Treasury, Affirmative Action Office, pursuant to NJAC 17:27-3.5.

After discussion, the motion was unanimously carried.

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

BE IT RESOLVED that all existing policies of the Board of Trustees be affirmed for the year commencing November 17, 1994 to November 15, 1995.

After discussion, the motion was unanimously carried.

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

BE IT RESOLVED that The Home News of East Brunswick, New Jersey, and The News Tribune of Woodbridge, New Jersey, be designated as the official newspapers for publication of all legal notices affecting the College or the Board of School Estimate.

After discussion, the motion was unanimously carried.

Mr. Bauer moved, seconded by Mr. Katcher, for adoption of the following resolution:

BE IT RESOLVED that:

- a. The Board of Trustees hereby designates the fourth Wednesday of each month, except for the month of November 1995, as the dates of its regular meetings, and unless otherwise modified by

resolution of this Board, the Agenda Session of the Board shall commence at 6:00 p.m. and shall be held at Rooms 319, 320, 321 of the College Center, to be followed at 7:30 p.m. by the regular meeting of the Board at the Board Room of the Academic Services Building on the campus of Middlesex County College, Woodbridge Avenue, Edison Township, New Jersey. The fourth Wednesdays of the month, with the exception of November 1995, for the year 1994-95 are as follows:

December 28, 1994	June 28, 1995
January 25, 1995	July 26, 1995
February 22, 1995	August 23, 1995
March 22, 1995	September 27, 1995
April 26, 1995	October 25, 1995
May 24, 1995	November 15, 1995

b. The Board of Trustees hereby designates November 15, 1995 as the date for its Annual Meeting, and such Annual Meeting shall commence at 7:30 p.m. and shall be held in the Board Room, Academic Services Building, on the campus of Middlesex County College, Woodbridge Avenue, Edison Township, New Jersey.

c. Except as hereinafter provided, notice of regular and special meetings of the Board of Trustees shall be posted 48 hours in advance at the following location:

Lobby of the Academic Services Building

d. A copy of this resolution, together with advance notice of regular and special meetings of the Board of Trustees, shall be mailed to the official newspapers.

e. A copy of advance notice of regular and special meetings of the Board of Trustees shall be filed with the Clerk of the County of Middlesex and the President of Middlesex County College.

f. Any person may request in writing that the Board of Trustees mail to him/her a copy of the schedule of regular meetings of the Board of Trustees, and/or advance written notice of regular, special or rescheduled meetings of the Board of Trustees, and such scheduled and/or advance notice shall be mailed to such person. All requests made pursuant to this paragraph shall terminate at 7:30 p.m. on November 15, 1995, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Middlesex County College requires the use of banks and investment firms in order to provide for financial transactions, and

WHEREAS, said banks have been certified by the Governmental Unit Deposit Protection Act with the exception of Wachovia Bank and Trust Company, Winston Salem, NC (a North Carolina bank specializing in National Direct Student Loans and Nursing Student Loan note servicing),

NOW, THEREFORE, BE IT RESOLVED that the following banks and investment firms, with the exception of Wachovia Bank and Trust Company, Winston Salem, NC, be designated as official depositories of funds of Middlesex County College:

First Fidelity Bank, Edison, NJ
United Jersey Bank, Edison, NJ
National Westminster Bank, New Brunswick, NJ
Midlantic Bank, N.A., West Orange, NJ
CoreStates, Fords, NJ
Bankers Savings Bank, Perth Amboy, NJ
First Savings, SLA, Perth Amboy, NJ
Wachovia Bank and Trust Company, Winston Salem, NC*

*Wachovia Bank and Trust Company is designated as a depository only for: (1) National Direct Student Loan Fund, and (2) Nursing Student Loan Fund.

And that the following banks be authorized for the use of their night depository facilities:

First Fidelity Bank, Arsenal Office, Edison, NJ
CoreStates, Edison, NJ

and that the following brokerage firms be authorized to acquire and dispose of securities of Middlesex County College:

Dominick & Dominick, Woodbridge, NJ
Paine-Webber, Woodbridge, NJ

and that the signatories for transactions with the above financial institutions be any two of the following for transactions in excess of \$25,000.00:

President
Vice President for Finance
Vice President for Academic Affairs
Controller

and that the signatories for transactions with the above financial institutions be one of the following for transactions less than or equal to \$25,000.00:

President
Vice President for Finance
Vice President for Academic Affairs
Controller

11/16/94

After discussion, the resolution was adopted, with the following abstentions:

First Fidelity Bank	- Hank Bauer/Carole Kurtz
National Westminster Bank	- Jerome Katcher
CoreStates	- Hank Bauer
Bankers Savings	- Hank Bauer/Robert Ciatto Jerome Katcher/Carole Kurtz

Mrs. Rios-Rivera moved, seconded by Mr. Bauer, for adoption of the following resolution:

WHEREAS, it is deemed appropriate for the Board of Trustees to reaffirm the College's Mission Statement on an annual basis; and

WHEREAS, a copy of said Mission Statement has been forwarded to each member of the Board of Trustees of Middlesex County College,

NOW, THEREFORE, BE IT RESOLVED that the attached Mission Statement for Middlesex County College be approved for the period beginning November 17, 1994 to November 15, 1995.

After discussion, the motion was unanimously carried.

Chairman Ciatto welcomed Mr. Geoffrey Vaccarelli to his first meeting as 1994 Graduating Class Representative to the Board of Trustees.

President Edwards submitted the Annual Report of the President for the period 1993-94, which was accepted on behalf of the Trustees by Chairman Ciatto. She noted that the document had been printed in-house and thanked Dr. Dimun and her staff for their outstanding work on this project. President Edwards also expressed her thanks for the support of the Board during the past year.

There being no further business, the annual organizational meeting was adjourned at 7:50 p.m.

HANK BAUER
Secretary

**WILENTZ
GOLDMAN
& SPITZER**
ATTORNEYS AT LAW
A PROFESSIONAL CORPORATION

90 Woodbridge Center Drive
Suite 900 Box 10
Woodbridge, NJ 07095-0958
(908) 636-8000
Fax (908) 855-6117

Meridian Center I
Two Industrial Way West
Eatontown, NJ 07724-2265
(908) 493-1000
Fax (908) 493-8387

Wall Street Plaza
88 Pine Street
New York, NY 10005-1801
(212) 267 3091
Fax (212) 267-3828

Please reply to

Woodbridge
(908) 855-6077

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G. GEORGE GOLDMAN (1922-1959)
HENRY M. SPITZER (1928-1988)

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ROBERT A. PETITO
MORRIS BROWN
HAROLD G. SMITH
FREDERIC K. BECKER¹
NICHOLAS L. SANTOWASSO
ALFRED J. HILL
RICHARD F. LERT
JOHN A. HOFFMAN
STANLEY L. BENN (1965-1989)
STEPHEN E. BARCAN
ROBERT J. CIRAFESI
FRANCIS V. BONELLO
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DAVID M. WILDSTEIN
ALAN M. DARNELL
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ANGELO JOHN CIFALDI
LESUE JEDDIS LANG
FRANCIS X. JOURNICK, JR.
KEVIN M. BERRY¹
LOUIS T. DE LUCIA

COUNSEL
MILTON B. CONFORD (1979-1989)
MATTHEW F. FITZGIBBON⁸
FRANK J. BARBARO⁸

ASSOCIATES
LINDA LASHBROOK
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LINDA A. TANCIS¹
MICHAEL J. COMLAN²
JOSEPH O'NEIL, JR.¹

- △ Certified Civil Trial Attorney
- Certified Criminal Trial Attorney
- 1 Also admitted in NY
- 2 Also admitted in PA
- 3 Also admitted in CT
- 4 Also admitted in DC
- 5 Also admitted in MA
- 6 Also admitted in MD
- 7 Also admitted in IL
- 8 Only admitted in NY
- 9 Only admitted in GA
- 10 Also admitted in VI

November 4, 1994

Ms. Mary Trickel
Vice President for Finance
Middlesex County College
155 Mill Road
Edison, New Jersey 08818

Re: Middlesex County College -- Legal Services

Dear Mary:

This will confirm that both I and the firm would be willing to continue to represent Middlesex County College for the period from November 17, 1994 to November 15, 1995. In engaging such representation, we would be willing to perform all of the legal services on behalf of the College including legal work related to capital projects and the normal operations of the College. I will be the partner in charge of this representation and either I or another member of the firm will attend all of the regular and special meetings of the Board of Trustees. In the performance of these services, we will be invoicing the College at our normal hourly rates less a 15% discount.

I trust that the above is agreeable to the Board of Trustees. It has been a pleasure representing the Board of these many years.

Very truly yours,


JOHN A. HOFFMAN

dfm/177163

JACKSON, LEWIS, SCHNITZLER & KRUPMAN

ONE NORTH BROADWAY • WHITE PLAINS, NEW YORK 10601

TELEPHONE (914) 328-0404 • FAX (914) 328-1882

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WASHINGTON, DC
WOODBURY, NY

November 4, 1994

Ms. Kathleen Andich
Administrative Services Director
Middlesex County College
Woodbridge Avenue and Mill Road
Edison, NJ 08818

Re: 1994-1995 Retainer

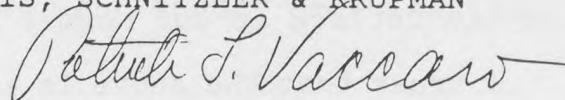
Dear Ms. Andich:

It would be a pleasure to continue to represent Middlesex County College for the 1994-1995 year (November 17 - November 15, 1995) as per the following billing arrangements. In brief, we agree to invoice the College at the rate of \$780.00 per month, plus authorized out-of-pocket expenses. Under the retainer, the College will be entitled to six (6) hours of our time each month, cumulatively, for the duration of the retainer year. For hours expended on its behalf in excess of the six (6) hours per month or the accumulated total, we will invoice at our normal hourly rates reduced by 15%.

We trust that this agreement is acceptable and we look forward to continuing our relationship with the College.

Sincerely,

JACKSON, LEWIS, SCHNITZLER & KRUPMAN



Patrick L. Vaccaro

PLV:md

MISSION, GOALS AND OBJECTIVES OF MIDDLESEX COUNTY COLLEGE

Mission

Middlesex County College is a publicly-supported, comprehensive community college committed to serving all of those who can benefit from postsecondary learning opportunities. The College offers a wide range of curricula and programs that provide access to the educational process in a lifelong learning context for diverse populations within its service area. The College views the creation of an environment responsive to the educational needs of the individual and the community as essential to the fulfillment of this mission.

In order to accomplish this mission, the College sets for itself the following goals and objectives:

Goals

- To offer programs that prepare students both for immediate employment and for continuing career education.
- To provide programs which prepare students for transfer to four-year colleges and universities.
- To provide general education which fosters students' understanding of the diversity of human knowledge and contributes to the development of intellectual, personal, and social skills and values among them.
- To provide programs and services to meet the training and educational needs of local businesses.
- To provide a comprehensive range of student services which promotes the access, development, and placement of students in the college and the community.
- To foster the pursuit of lifelong learning among students.
- To foster self-awareness, personal growth, and career planning and development among students.
- To provide access to education for a diverse community population.
- To play a significant role in enhancing the social, cultural, recreational, and economic life of the community.
- To promote and maintain among the college community a sense of ethical values and high standards of performance.
- To promote among the college community an understanding and respect for people from diverse backgrounds and cultures.

Objectives

- To provide instructional approaches which accommodate differences in student needs and abilities.
- To set admission policies and tuition rates which allow the community easy access to programs and services in the college.
- To maintain an ongoing assessment of community needs.
- To offer basic skills and developmental programs, as well as special services to meet the needs of traditional and non-traditional students.
- To reassess periodically curricular requirements and offerings to reflect contemporary needs, interests, and priorities.
- To develop students' abilities to define and solve problems through analytical thinking and the synthesizing of knowledge from a variety of sources.
- To encourage student involvement and leadership through collegiate governance and co-curricular activities.
- To develop students' abilities to think clearly and use language effectively through instructional and co-curricular programs.
- To provide counseling and advisement services responsive to the educational needs of students.
- To maintain a staff development and evaluation programs for administrative personnel, faculty, and staff which are responsive to the College's needs.
- To maintain a climate of mutual trust among students, faculty, administrators, and the Board of Trustees in which communication is open and candid.
- To involve faculty, staff and students in determining college policies affecting them.
- To foster within the academic community an understanding of global issues, needs of diverse populations, and their impact upon a broad variety of disciplines.
- To evaluate and provide evidence, on an on-going basis, that the College is achieving its stated goals and objectives.

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of November 16, 1994 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:50 p.m., November 16, 1994, in the Boardroom of the Academic Services Building. Members present were: Dr. Guidette, Mmes. Kurtz and Rios-Rivera and Messrs. Bauer, Ciatto, Coughlin, Katcher, Otlowski, Vaccarelli and Wernik. Mrs. Wike was absent. Also present were President Edwards, Freeholder Brady, Mr. Hoffman, Mrs. Bevis and several members of the staff.

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

- (a) On November 17, 1993, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November 17, 1993, advance written notice of this meeting was mailed to The Home News, 123 How Lane, New Brunswick, New Jersey and The News Tribune, 1 Hoover Way, Woodbridge, New Jersey.
- (c) On November 17, 1993, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On November 17, 1993, 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. Otlowski moved, seconded by Mr. Bauer, for adoption of the Minutes of the regular Board Meeting of October 26 1994. After discussion, the motion was unanimously approved.

ACADEMIC, STUDENT AND ALUMNI AFFAIRS COMMITTEE

Dr. Guidette moved, seconded by Mr. Coughlin, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the National Science Foundation (hereinafter referred to as "NSF") have entered into a contract for the operation of a project entitled, INTEGRATING TECHNICAL APPLICATIONS INTO THE LEARNING OF MATHEMATICS: A COLLABORATIVE EFFORT for the period commencing 10/1/94 and concluding 9/30/96; and

WHEREAS, a proposal entitled, INTEGRATING TECHNICAL APPLICATIONS INTO THE LEARNING OF MATHEMATICS: A COLLABORATIVE EFFORT has been submitted by the College administration and agreed to by NSF in the amount of \$169,318; and

WHEREAS, the Board has determined that the operation of a project entitled, INTEGRATING TECHNICAL APPLICATIONS INTO THE LEARNING OF MATHEMATICS: A COLLABORATIVE EFFORT is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the proposal for the project entitled, INTEGRATING TECHNICAL APPLICATIONS INTO THE LEARNING OF MATHEMATICS: A COLLABORATIVE EFFORT, as submitted by the administration of Middlesex County College to the National Science Foundation for the period 10/1/94 through 9/30/96 in the total amount of \$169,813.
2. The Board herein ratifies the contract executed by the College President and the National Science Foundation.

After discussion, the motion was unanimously carried.

Dr. Guidette moved, seconded by Mrs. Rios-Rivera, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the United States Office of Education (hereinafter referred to as "USOE") have entered into a contract for the operation of a project entitled, STRENGTHENING INSTITUTIONS PROGRAM (a.k.a. "Title III"), for the period commencing 10/1/94 and concluding 9/30/95; and

WHEREAS, a proposal entitled, STRENGTHENING INSTITUTIONS PROGRAM (a.k.a. "Title III"), has been submitted by the College administration and agreed to by the USOE in the amount of \$30,676; and

WHEREAS, the Board has determined that the operation of a project entitled, STRENGTHENING INSTITUTIONS PROGRAM (a.k.a. "Title III") is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the proposal for the project entitled, STRENGTHENING INSTITUTIONS PROGRAM (a.k.a. "Title III"), as submitted by the administration of Middlesex County College to the United States Office of Education for the period 10/1/94 through 9/30/95 in the total amount of \$30,676.
2. The Board herein ratifies the contract executed by the College President and the United States Office of Education.

After discussion, the motion was unanimously carried.

FACILITIES COMMITTEE

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

BE IT RESOLVED that a change order be approved for D & L Paving Contractors, Inc. in connection with the campus walkway paving work to include wider curb cuts at three of the specified locations, pursuant to the recommendation of the Director of Facilities Engineering, Executive Director of Facilities Management and the Vice President for Finance in the amount of (+) \$540.00.

Original Contract and Services	\$36,540.00
Change Order No. 1	<u>540.00</u>
New Contract Total	<u>\$37,080.00</u>

After discussion, the motion was unanimously carried.

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

BE IT RESOLVED that a progress payment be authorized to the firm of Mosher & Doran for providing Phase I consulting engineering services for South I, South II and Main Hall HVAC Project as recommended by the Director of Facilities Engineering, Executive Director of Facilities Management and the Vice President for Finance in the amount of \$868.21.

Total Contract	\$29,450.00
Phase I Contract	23,300.00
Previous Payment	(17,072.71)
Payment #2	<u>(868.21)</u>
Balance - Phase I	<u>\$ 5,359.08</u>

After discussion, the motion was unanimously carried.

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

BE IT RESOLVED that a payment be authorized to the firm of Venezia Bishop and Partners for providing architectural services for the New Brunswick Center Expansion as recommended by the Director of Facilities Engineering, Executive Director of Facilities Management and the Vice President for Finance in the amount of \$2,620.00.

Total Contract	\$4,650.00
Payment #1	(2,620.00)
Balance	<u>\$2,030.00</u>

After discussion, the motion was unanimously carried.

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

WHEREAS, the State of New Jersey has cooperative purchasing services available under N.J.S.A. 18A:64A-25-9 of the County College Contracts Law applicable to the College,

NOW, THEREFORE, BE IT RESOLVED, that the following contract over \$11,100 be authorized under the provisions of State Contracts currently in effect:

STATE CONTRACT NUMBER	COMPANY	DESCRIPTION	AWARD
A-69119	Warnock Fleet and Leasing	Police Car	\$19,147.00

BE IT FURTHER RESOLVED, that the following contracts under \$11,100 be authorized under the provisions of State Contracts currently in effect:

STATE CONTRACT NUMBER	COMPANY	DESCRIPTION	AWARD
A-54949	Dell Marketing	Computer Supplies	\$2,214.00
A-54949	Dell Marketing	Computer Supplies	\$ 402.00
A-54942	Inacom Information	Computer Supplies	\$3,071.00
A-54949	Dell Marketing	Computer Software	\$1,296.00
A-62690	Shanahan's	Office Furniture	\$1,146.00
A-66920	Ray's Sport Shop	Ammunition	\$299.21

After discussion, the motion was unanimously carried.

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

WHEREAS, the College has solicited a bid for #786 Digital Keyboards for the music program in the Performing Arts Department; and

WHEREAS, this purchase is being funded with monies allocated to Middlesex County College through the Equipment Leasing Fund, Middlesex County College is, therefore responsible to fund 25% of the debt service payment on this purchase,

NOW, THEREFORE, BE IT RESOLVED that a contract be awarded to the following vendors for the amounts listed below:

Russo Music Center, Trenton, NJ	\$16,968.50
Freehold Center Organ Dept., Freehold, NJ	\$4,998.39
TOTAL	\$21,966.89

Unsuccessful Bidder:

Rondo Music, Union, NJ

After discussion, the motion was unanimously carried.

Mr. Otlowski moved, seconded by Mrs. Rios-Rivera, for adoption of the following resolution:

WHEREAS, the College deems it necessary to replace the HVAC System for the Academic Services Building; and

WHEREAS, professional services are needed to assist in the evaluation and recommendation of replacements for the HVAC system as outlined in Phase I; and

WHEREAS, funds are available from the State of New Jersey and the County of Middlesex, pursuant to the provisions of NJSA 18A:64A-22 et seq; and

WHEREAS, these consulting services are exempt from bidding pursuant to NJSA 18A:64A-25 et seq; and

WHEREAS, formal quotations were solicited in lieu of bidding; and

WHEREAS, A & J Consulting Engineering, Inc. has been recommended by the Director of Purchasing, Director of Facilities Engineering, Executive Director of Facilities Management, and Vice President for Finance,

NOW, THEREFORE, BE IT RESOLVED that Phase I of the Engineering Consulting Service for HVAC Academic Services Building in an amount not to exceed \$4,000.00, in accordance with rates set forth in their proposal, is approved by the Board of Trustees and is awarded to A & J Consulting Engineering Services, Inc., Clifton, NJ.

Other Consultants Considered:

Mosher & Doran, Edison, NJ
Syska & Hennessy, Inc., Princeton, NJ
Brownworth Engineering Associates, Piscataway, NJ
Hoisington Azmy Constant Bell Mailer, Inc., Princeton, NJ
Tectonic, P.A., Somerville, NJ
Shive Spinelli Perantoni & Associates, Somerville, NJ

After discussion, the motion was unanimously carried.

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

WHEREAS, the College has solicited a bid #787 South I and South II Asbestos Abatement to remove asbestos from South I and South II, as part of the renovation of those buildings; and

WHEREAS, funds are available from the State of New Jersey and the County of Middlesex, pursuant to the provisions of NJSA 18A:64A-22 et seq; and

WHEREAS, the firm of J.R. Contracting & Environmental Consulting, Inc. has submitted the lowest bid which fully met College specifications among sixteen bids received on October 31, 1994; and

WHEREAS, J.R. Contracting & Environmental Consulting, Inc. has been recommended by the Director of Purchasing, Director of Facilities Engineering, Executive Director of Facilities Management, and Vice President for Finance,

NOW, THEREFORE, BE IT RESOLVED, that a contract be awarded to J.R. Contracting & Environmental Consulting, Inc., Wayne, NJ for the South I and South II Asbestos Abatement in the amount of \$32,198.00.

Unsuccessful Bidders:

Boro Novo Restoration Co., Inc., Passaic, NJ
D&G Painting and Asbestos Co., Clifton, NJ
Allied Abatement & Demolition, Inc., Orange, NJ
Four Strong Builders, Inc., Clifton, NJ
D&S Restoration, Inc., Paterson, NJ
DP Restoration, Inc., Wayne, NJ
Superior Abatement, Inc., Little Ferry, NJ
Plymouth Environmental Co., Inc., Plymouth Meeting, PA
B&M Construction and Restoration, Inc., Totowa, NJ
Niram, Inc., West Paterson, NJ

A-Tech Restoration, Inc., Totowa, NJ
East Coast Haz Mat Removal, Inc., Clifton, NJ
Guardian Environmental, Inc., Freehold, NJ
TGR Corporation, Paterson, NJ
ABC Construction Co., Inc., Paterson, NJ

After discussion, the motion was unanimously carried.

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

WHEREAS, the College awarded a contract to Contamination Control Engineering, Inc. for Phase I and II of the Asbestos Assessment of campus buildings; and

WHEREAS, Phase I and II services provided by Contamination Control Engineering, Inc. were satisfactorily completed in an organized, thorough and professional manner; and

WHEREAS, it is now necessary to start the monitoring, air sampling, testing, and project management services for Phase III; and

WHEREAS, based on the recommendation of the Director of Facilities Engineering, the Executive Director of Facilities Management, and the Vice President for Finance, Contamination Control Engineering, Inc. has been recommended as the firm to complete Phase III asbestos monitoring services,

NOW, THEREFORE, BE IT RESOLVED that Contamination Control Engineering, Inc., Trenton, NJ be awarded the contract to perform Phase III asbestos monitoring services in the amount not-to-exceed \$20,330.00, in accordance with rates set forth in their proposal.

After discussion, the motion was unanimously carried.

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

WHEREAS, the College has solicited a bid, Bid #788, based on unit pricing to determine the supplier who will service its facilities with Computer Memory Modules for the fiscal year 1994-95; and

WHEREAS, it intends to encumber the necessary funds for this purpose which will exceed \$11,100.00,

NOW, THEREFORE, BE IT RESOLVED that a contract be awarded to the following vendors for the amounts listed below:

MicroWarehouse, Inc., Norwalk, CT	\$11,808.00
Upstate Wholesale Supply, Inc., Rochester, NY	1,928.00

After discussion, the motion was unanimously carried.

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

WHEREAS, the College has determined that it is necessary to lease computers to accommodate College sponsored training programs designed for Job Training Partnership Act (JTPA) sponsored students; and

WHEREAS, data processing systems are exempt from bidding pursuant to NJSA 18A:64A-25.5 et seq; and

WHEREAS, Dell Marketing has been recommended by the Director of the Computer Center as the most satisfactory supplier of computers designed to address this training need; and

WHEREAS, Sanwa Leasing Corporation is Dell Marketing's designated leasing agent; and

WHEREAS, BancTec Service Corporation is Dell Marketing's designated equipment repair and warranty servicing agent, and

NOW, THEREFORE, BE IT RESOLVED, that the College President be authorized to execute a contract with Sanwa Leasing Corporation for the lease of computers in the amount of \$57,463.92 per year for a three year period, (total cost \$172,391.76), inclusive of a limited warranty provided by BancTec Service Corporation, based on the terms and conditions developed by the College's Vice President for Finance, and subject to approval of legal counsel; and

BE IT FURTHER RESOLVED that a 36-month lease provide for an option for the College to purchase the computers at the end of the term at a cost of \$1.00.

NOTE: Middlesex County College has regularly chosen Dell Marketing as the standard supplier of computer hardware campus-wide. Such selection is based on the technical recommendations of the Director of the College's Computer Center and the pricing and service recommendations of the Director of Purchasing and Inventory of the College).

After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

Mr. Katcher moved, seconded by Mrs. Rios-Rivera, that the invoice for services rendered by the firm of Wilentz, Goldman & Spitzer for the period July 1, 1994 through September 30, 1994 be approved for payment in the amount of \$46,665.04.

Legal services rendered from July 1, 1994 to September 30, 1994 for contracts and bidding at Middlesex County College	\$19,200.00
Legal services rendered from July 1, 1994 to September 30, 1994 relating to School Board of Estimate review	\$ 4,100.00
Legal services rendered from July 1, 1994 to September 30, 1994 relating to federal and state regulatory requirements, labor, union and other personnel related matters at Middlesex County College	\$ 4,500.00
Legal services rendered from July 1, 1994 to September 30, 1994 for normal operations of Middlesex County College	\$17,800.00
Total disbursement from July 1, 1994 to September 30, 1994	\$ <u>1,065.04</u>
Total	\$ <u>46,665.04</u>

After discussion, the motion was unanimously carried.

Mr. Katcher moved, seconded by Mr. Bauer, for adoption of the following resolution:

BE IT RESOLVED that the Vice President for Finance be authorized to pay salaries to the President, the Vice President of Academic Affairs, and the Executive Director for Human Resources and Administrative Services of the College, for the months of January, February and March 1995 at salary rates based on those in force for the fiscal year ended June 30, 1994.

After discussion, the motion was unanimously carried.

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

WHEREAS, the College has been informed that it is eligible to receive approximately \$192,300 of State of New Jersey Equipment Leasing Fund monies in accordance with an approved proposal submitted by the New Jersey Intercampus Network, Inc. (NJIN) on behalf of a consortium of New Jersey colleges and universities of which Middlesex County College is a member; and

WHEREAS, the \$192,300 has been designated for the purchase of needed interactive multimedia network equipment that will be located on the campus of Middlesex County College and which will serve to enhance the effectiveness of the College's educational program; and

WHEREAS, the purchase of this equipment will be funded by bonds issued by the Educational Facilities Authority; and

WHEREAS, as a condition of receipt of this funding, Middlesex County College must agree to 25% of the principal and interest of these funds over the useful lifetime of the equipment acquired,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Middlesex County College agrees to the payment of 25% of the principal and interest on the bonds to be issued by the Educational Facilities Authority for the purchase of interactive multimedia network equipment as specified in the grant proposal submitted by NJIN.

After discussion, the motion was unanimously carried.

HUMAN RESOURCES COMMITTEE

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

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

SECTION 1 - MANAGEMENT

MANAGEMENT APPOINTMENT

- (a) Lisa Marie McCauley be appointed Controller, in the Finance Division (budget code 1-031000-9120-1-00) at an annual salary of \$62,000 prorated to \$36,882, for the time period November 28, 1994 to June 30, 1995.

After discussion, the motion was unanimously carried.

Mr. Bauer moved, seconded by Mr. Otlowski, for adoption of all resolutions, Sections 2-9:

SECTION 2 - FACULTY

FACULTY ADJUNCT APPOINTMENT

- (a) Janice Hamdan be appointed Adjunct Instructor, in the Mathematics Department (budget code 1-253000-9115-1-00) for the Fall semester of the 1994-95 academic year, to teach MAT 013, for a total of eight contact hours, at the rate of \$350 per contact hour, for a total salary of \$2,800 prorated to \$1,493, due to a hire date of October 26, 1994.

FACULTY CHANGE OF STATUS

- (a) Dr. Tara Hill, Adjunct Instructor, in the Chemistry Department (budget code 1-252000-9110-1-00) at a total salary of \$710 for teaching two (2) contact hours of CHM 107, for the Fall 1994 semester, be changed to a total payment of \$95 for two (2) weeks of lab only.

FACULTY COMPENSATION

- (a) Jane Lasky, Assistant Professor, in the English Department (budget code 1-221000-9110-1-00) be compensated for a total of \$1,890 to edit College English Notes, the official publication of the New Jersey College English Association.

SECTION 3 - CONFIDENTIAL STAFF

CONFIDENTIAL CHANGE OF STATUS

- (a) Patricia Kennedy, Human Resources Benefit Assistant, Grade C, in the Human Resources Department (budget code 1-023000-9138-1-00) at an annual salary of \$23,121, be changed to Human Resources Administrative Assistant, Grade C, in the Human Resources Department (budget code 1-023000-9138-1-00) at an annual salary of \$23,121, for the time period November 1, 1994 to June 30, 1995.
- (b) John Seaman, Human Resources Recruitment Assistant, Grade B, in the Human Resources Department (budget code 1-023000-9138-1-00) at an annual salary of \$26,149, be changed to Human Resources Administrative Assistant, Grade C, in the Human Resources Department (budget code 1-023000-9138-1-00) at an annual salary of \$27,718 prorated to \$18,479, for the time period November 1, 1994 to June 30, 1995.

SECTION 4 - NON-ACADEMIC (unit affiliated)

NON-ACADEMIC CHANGE OF STATUS

- (a) Cheryl Krauser, Department Secretary, Grade 4, in the Continuing Education Department (budget code 1-281000-9130-1-00) at an annual salary of \$18,415, be changed to Continuing Studies Assistant, Grade 6, in the Continuing Education Department (budget code 1-281000-9130-1-00) at an annual salary of \$20,572 prorated to \$12,000, for the time period November 1, 1994 to June 30, 1995.

NON-ACADEMIC LEAVE OF ABSENCE

- (a) Linda Povolo, Student Records Assistant, in the Registrar's Office (budget code 1-112000-9130-1-00) be granted a paid leave of absence, as per the AFSCME Contract, Article 6, Section C, for the time period October 26, 1994 to December 12, 1994.

NON-ACADEMIC RETIREMENT

- (a) WHEREAS, Patricia Chomicki has faithfully served Middlesex County College from September 16, 1981 to December 31, 1994 as a member of the Child Care Center; and

WHEREAS, she has performed her duties and responsibilities capably and loyally,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of Patricia Chomicki as of December 31, 1994; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contribution of Patricia Chomicki for her years of service at Middlesex County College.

NON-ACADEMIC TERMINATION

- (a) Victor Alonso, Computer Repair Technician, in the Computer Center (budget code 1-172000-9132-1-00) effective October 28, 1994.

SECTION 5 - NON-ACADEMIC (non-affiliated)

Ariel Capan, at the rate of \$6.25 per hour.
Ricardo Francini, at the rate of \$10.00 per hour.
Robert Graham, at the rate of \$15.00 per hour.
Gina Napurano, at the rate of \$13.00 per hour.
Deborah Radice, at the rate of \$8.00 per hour.
Jovanna Salazar, at the rate of \$7.00 per hour.
Elizabeth Salkeld, at the rate of \$6.00 per hour.
Shari Silverman, at the rate of \$6.50 per hour.
Sandra Vasquez, at the rate of \$7.00 per hour.

SECTION 6 - SPONSORED AND SPECIAL PROJECTS PERSONNEL

SPONSORED AND SPECIAL PROJECTS APPOINTMENTS

- (a) Wilson Class be appointed Retention Specialist, in the Minority Student Affairs Department (budget code 1-116000-9180-1-00) for the time period December 1, 1994 to January 31, 1995, for thirty-five (35) hours per week, at an hourly salary of \$17.31, not to exceed \$5,331.48.

- (b) Judy George be appointed Teacher, in the Community Education Department (budget code 5-520014-9112-1-33) for the time period November 9, 1994 to June 30, 1995, for thirty-five (35) hours per week, at an hourly salary of \$14.28, not to exceed \$16,793.
- (c) Joseph Mayers be appointed Coordinator/Teacher, in the Community Education Department (budget code 5-520014-9126-1-33) for the time period November 21, 1994 to June 30, 1995, for thirty-five (35) hours per week, at an hourly salary of \$15.65, not to exceed \$17,528.
- (d) Fernando Santiago be appointed Coordinator/Teacher, in the Perth Amboy Center (budget code 5-520014-9126-1-33) for the time period September 1, 1994 to December 31, 1994, for thirty-five (35) hours per week, at an hourly salary of \$15.65, not to exceed \$9,530.85.

SPONSORED AND SPECIAL PROJECTS PART-TIME APPOINTMENTS

- (a) Robert Sottilaro, at the rate of \$12 per hour.
- (b) Karina Valverde, at the rate of \$7.03 per hour.

SPONSORED AND SPECIAL PROJECTS RESIGNATION

- (a) Kerri O'Hearn, Professional Tutor, in the Counseling and Placement Services Department (budget code 5-113020-9150-1-65) effective November 4, 1994.

STIPEND

CORRECTIVE RESOLUTION

FROM:

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the United States Office of Education entitled, "Cooperative Education Program 1993/94"; and

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

WHEREAS, Mr. Nick Picioccio of Middlesex County College is so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Mr. Nick Picioccio of Middlesex County College as a consultant to install and program a database

and to provide training to cooperative education staff in the use of said database in association with the project, "Cooperative Education Program 1993/94" for the period September 8, 1994 through May 30, 1994 for a fee of \$1,830.00 (budget code 5-291001-9116-1-62).

TO:

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the United States Office of Education entitled, "Cooperative Education Program 1993/94"; and

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

WHEREAS, Mr. Nick Picioccio of Middlesex County College is so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Mr. Nick Picioccio of Middlesex County College as a consultant to install and program a database and to provide training to cooperative education staff in the use of said database in association with the project, "Cooperative Education Program 1993/94" for the period September 8, 1993 through May 30, 1994 and to be so compensated, in full accordance with Article IX-M of the current employment agreement let between Middlesex County College and the American Federation of Teachers, Local 1940, in the total amount of \$1,830. (budget code 5-291001-9116-1-62).

STIPEND

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the United States Office of Education entitled, "Cooperative Education Program 1994/95"; and

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

WHEREAS, Mr. Geoffrey F. Vaccarelli of Somerset, New Jersey is so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Mr. Geoffrey F. Vaccarelli of Somerset, New Jersey as a consultant to install and otherwise implement a

student/employer database in association with the project, "Cooperative Education Program 1994/95" for the period December 1, 1994 through September 30, 1995 at the rate of \$9.60 per hour, not to exceed a total of \$2,880.00. (budget code 5-291002-9150-1-65).

STIPEND

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "College") has received and accepted a contract from the State of New Jersey, Department of Higher Education (hereinafter referred to as the "State") entitled, "High School Mathematics: The Integration of Technology and Problem Solving (a.k.a., The Eisenhower Project II)" for the period commencing 1 July 1993 and concluding 30 September 1995; and

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

WHEREAS, Mr. Jay Sachs and Ms. Kathleen Shay of Middlesex County College and Ms. Emily Dann of Rutgers - The State University have been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint, in full accordance with the provisions of Article IX-M of the current labor agreement between Middlesex County College and Local 1940 of the American Federation of Teachers, Mr. Jay Sachs and Ms. Kathleen Shay of Middlesex County College and Ms. Emily Dann of Rutgers - The State University as consultants to develop and present workshops for high school faculty in connection with the contract entitled, "High School Mathematics: The Integration of Technology and Problem Solving (a.k.a., The Eisenhower Project II)" during the period October 22, 1994 through November 19, 1994 and to be so compensated as follows:

Jay Sachs \$224.00 (budget code 5-520027-9116-2-53)

Kathleen Shay \$224.00 (budget code 5-520027-9116-2-53)

Emily Dann \$448.00 (budget code 5-520027-9255-2-53)

STIPEND

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the United States Office of Education entitled, STRENGTHENING INSTITUTIONS PROGRAM (a.k.a. "Title III"); and

WHEREAS, as a provision of said grant, recognized consultants are to be employed to prepare particular expertise in association with the grant; and

WHEREAS, Ms Gina Napurano of Middlesex County College is so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Ms. Gina Napurano of Middlesex County College as a consultant to serve as a research aide to develop reports to support the MCC 2000 Workgroup on Student Services Processes and Procedures in association with the project, STRENGTHENING INSTITUTIONS PROGRAM (a.k.a. "Title III"), for the period November 7, 1994 through January 27, 1995 at the rate of \$13.00 per hour, not to exceed \$1,430. (budget code 5-080009-9150-1-55).

STIPEND

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a contract from the United States Environmental Protection Agency entitled, "Sorption (and Desorption) of Persistent Hydrophobic Pollutants and Heavy Metals by Memic Materials"; and

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

WHEREAS, Dr. Barbara Drescher of Middlesex County College has been so identified,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Dr. Barbara Drescher of Middlesex County College as a consultant to coordinate activities and provide instruction in connection with the contract entitled. "Sorption (and Desorption) of Persistent Hydrophobic Pollutants and Heavy Metals by Memic Materials" during the period September 1, 1994 through September 30, 1994 and to be so compensated, in full accordance with Article IX-M of the current employment agreement let between Middlesex County College and the American Federation of Teachers, Local 1940, in the total amount of \$1,392.30 (budget code 5-252002-9116-1-55).

STIPEND

WHEREAS, the Board of Trustees of Middlesex County College has received and accepted a grant from the National Science Foundation entitled, "New Jersey Consortium for Advanced Technological Education Planning Projects"; and

WHEREAS, as a provision of said grant, recognized consultants are to be employed to provide particular expertise to the faculty and to individual institutions associated with the grant; and

WHEREAS, Ms. Maria DeLucia and Messers. John Murray, Trace Gerow, Richard Klein, Robert Urbanski, Frank Rubino and Reginald Luke, all of Middlesex County College are so recognized,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Trustees of Middlesex County College does hereby appoint Ms. Maria DeLucia and Messers Richard Klein and Robert Urbanski of Middlesex County College as consultants to conduct interviews in association with the project, "New Jersey Consortium for Advanced Technological Planning Projects" for the period September 6, 1994 through October 31, 1994 and to be so compensated, in full accordance with Article IX-M of the current employment agreement let between Middlesex County College and the American Federation of Teachers, Local 1940, as follows (budget code 5-250002-9116-1-55):

Maria DeLucia	\$50.00
Richard Klein	50.00
Robert Urbanski	100.00

2. The Board of Trustees of Middlesex County College does hereby appoint Messers. John Murray, Trace Gerow, Frank Rubino and Reginald Luke of Middlesex County College as consultants to conduct interviews in association with the project, "New Jersey Consortium for Advanced Technological Planning Projects" for the period September 6, 1994 through October 31, 1994 and to be so compensated as follows (budget code 5-250002-9116-1-55):

John Murray	\$150.00
Trace Gerow	150.00
Frank Rubino	350.00
Reginald Luke	50.00

SECTION 7 - PAYROLLS

COMMUNITY EDUCATION

- (a) That the following proposed Board payroll for the Department of Community Education (Budget Code 1 520000 9116 1 00) for November 1994 be approved, beginning with the name Maria Delucia and ending with the name Marcia O'Brien, for a total amount of \$672.00.

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<u>COURSE</u>	<u>NAME</u>	<u>DATE</u>	<u>SALARY</u>
Math, Science & Technology K-8	Delucia, Maria	11/19	\$ 224.00
Math, Science & Technology K-8	Mento, Frank	11/19	224.00
Math, Science & Technology K-8	O'Brien, Marcia	11/19	224.00
	Total		\$ 672.00

CONTINUING STUDIES

(a) That the following personnel actions in the Department of Continuing Studies for Fall 1994 be approved:

Appointments:

<u>Name</u>	<u>Assignment</u>	<u>Compensation</u>
Alfieri, Lucille	Basic Skills Workshop & Advisement	188.00
Bernbaum, Louise	Basic Skills Workshop & Advisement	246.00
Buscemi, Elaine	Academic Coordinator	630.00
DelVecchio, Sally	Basic Skills Workshop	84.00
Evancho, John	Advisement	221.00
Kelton, Saul	Basic Skills Workshop	252.00
Kruszewski, John	Basic Skills Workshop & Advisement	220.00
Olson, Jerome	Counseling Workshop & Advisement	136.00

Adjustments:

<u>Name</u>	<u>Assignment</u>	<u>Previously Authorized Compensation</u>	<u>Adjusted Compensation</u>
Carter, Leslie	Counseling	487.00	403.00 *
Kleinelp, William	Cooperative Education	100.00	50.00 *

* Adjusted Assignment

THE INSTITUTE

(a) That the following list of individuals who have successfully completed assignments for the INSTITUTE and are entitled to payment from The INSTITUTE accounts be approved for the indicated amounts listed below beginning with the name Adickes, Louis and ending with the name Victors, Andrew for the total amount of \$39,969.00 from budget code 1-285000-9116-4-00.

<u>Name</u>	<u>Cont. No.</u>	<u>Amount</u>
Adickes, Louis	94-95:105	\$ 1,080.00
Adickes, Louis	94-95:154	180.00
Alexander, Jeanette	94-95:152	180.00

Arcieri, Diane	94-95:104	540.00
Ashley, David	94-95:25	525.00
Braiuca, Barbara	94-95:23	1,128.00
Braiuca, Barbara	94-95:24	705.00
Braiuca, Barbara	94-95:100	282.00
Carlson, Deborah	94-95:52	675.00
Catalano, John	94-95:119	120.00
Catalano, John	94-95:131	180.00
DiCristina, Sal	94-95:1	787.50
di Maio, Rodolphe	94-95:125	2,800.00
Doherty, Grace	94-95:114	900.00
Doherty, Grace	94-95:136	100.00
Fischer, John	94-95:43	222.00
Frank, Barry	94-95:92	222.00
Frank, Barry	94-95:93	1,998.00
Gabrielson, Marie	94-95:91	640.00
Gabrielson, Marie	94-95:160	2,625.00
Grayce, Gerry	94-95:13	630.00
Herzog, Christopher	94-95:95	787.50
Hiltebrand, Ralph	94-95:42	210.00
Jasionowski, Ed	94-95:5	1,050.00
Jasionowski, Ed	94-95:20	315.00
Kivler, Carol	94-95:34	210.00
Kirbos, Steve	94-95:151	480.00
Kisijara, Nancy	94-95:155	100.00
Kisijara, Nancy	94-95:167	50.00
Kuboski, Ronald	94-95:106	900.00
Kuboski, Ron	94-95:129	720.00
LaHara, Rick	94-95:29	240.00
Laday, Jerome	94-95:30	210.00
Malootian, Anita	94-95:55	900.00
Milden, John	94-95:12	666.00
Mitchell, Brian	94-95:10	525.00
Monte, Claudia	94-95:26	252.00
Mulligan, Joe	94-95:118	945.00
Nebus, Joe	94-95:128	360.00
Ostberg, Karen	94-95:153	180.00
Parante, Linda	94-95:164	360.00
Picioccio, Nick	94-95:148	675.00
Rapacki, Natalie	94-95:163	250.00
Rapacki, Natalie	94-95:166	450.00
Roehm, Al	94-95:144	3,200.00
Schachter, Louise	94-95:53	1,500.00
Schachter, Louise	94-95:54	1,200.00
Schloika, George	94-95:31	210.00
Shaw, Nat	94-95:8	1,050.00
Shipman, Mike	94-95:117	1,600.00
Shipman, Mike	94-95:133	800.00
Silverman, Ellen	94-95:41	210.00

Skelley, Greg	94-95:130	180.00
Skelley, Greg	94-95:135	405.00
Vastano, Joseph	94-95:140	855.00
Venetucci, Bob	94-95:112	777.00
Venetucci, Bob	94-95:146	222.00
Victors, Andrew	94-95:19	\$ 405.00
		\$ 39,969.00

SECTION 8 - POLICIES - No actions

SECTION 9 - MISCELLANEOUS

- (a) That the invoice for services rendered by the firm of Jackson, Lewis, Schnitzler and Krupman be approved in the amount of \$19,546.03 for the period September 1, 1994 through September 30, 1994 for services rendered relating to labor relations, EEO and other personnel matters.

After discussion, the motion was unanimously carried.

MISCELLANEOUS

Mr. Coughlin moved, seconded by Dr. Guidette, for adoption of the following resolution:

WHEREAS, Carol Northington was appointed by the Board of Higher Education to serve as a member of the Board of Trustees of Middlesex County College in August 1987; and

WHEREAS, as a Board member she served as Secretary to the Board and served on several major committees; and

WHEREAS, as a result of her experience, direction 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, her extensive personal commitment amplified the quality of educational services rendered to all who enrolled at the College; and

WHEREAS, Ms. Northington 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 Ms. Northington for her outstanding leadership, devotion and commitment to Middlesex County College on behalf of the citizens of Middlesex County; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Carol Northington.

After discussion, the motion was unanimously carried.

Chairman Ciatto thanked Mrs. Northington for her fine record of service to the College.

Report of Counsel

No report.

Report of the President

Dr. Edwards presented her reports, September 29, 1994 through October 26, 1994 and October 27, 1994 through November 16, 1994 (Copies attached to Minutes).

Audience

No comments.

There being no further business, the meeting was adjourned at 8:10 p.m. Chairman Ciatto announced that the next regularly scheduled meeting of the Board of Trustees will take place on Wednesday evening, December 28, 1994.

HANK BAUER
Secretary

THIS PAGE NOT USED

FEE SCHEDULE

A. PERSONNEL

<u>STAFF CATEGORY</u>	<u>HOURLY RATE</u>
Principal	\$90.00
Project Manager	\$75.00
Sr. Engineer	\$65.00
Project Engineer	\$58.00
Designer	\$52.00
Draftsperson	\$40.00
Cad Operator	\$40.00
Secretarial	\$28.00

(Any personnel may perform multiple tasks)

- B. JOB RELATED TRAVEL OUTSIDE STATE OF NEW JERSEY At Cost + 10% Adm. Charges
- C. COMMUNICATION
(Postage, Telecommunication, Messenger etc.,) At Cost + 10% Adm. Charges
- D. PRINTING AND REPRODUCTION At Cost + 10% Adm. Charges
- E. JOB MEETINGS \$300 / MEETING / PERSON

Contamination Control Engineering, Inc.
1224 Hamilton Avenue
P.O. Box 3885
Trenton, New Jersey 08629
Phone 609-587-5656
Telefax 609-392-1216

September 12, 1994

Mr. Al Rittman, Director of Engineering
Middlesex County College
155 Mill Road
P.O. Box 3050
Edison, New Jersey 08818

Re: Request for Abatement Contractor Cost Estimate for Phase II

Dear Mr. Rittman,

Contamination Control Engineering, Inc. (CCE) is pleased to provide you with a proposal for professional services with regard to asbestos abatement inclusive of the South One and South Two sites. CCE will provide all the services necessary to perform the required tasks listed in the Scope of Work while adhering to all Federal, State and Local regulations.

SCOPE OF SERVICE COST PROPOSAL BREAKDOWN

1. Design and Develop Plans and Specifications for South One Main Building, South One Boiler Room and South Two Mechanical Room and Chiller Pump areas.

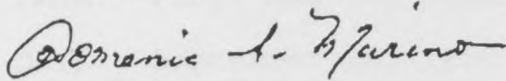
(Not Included In This Estimate)

2. Asbestos Safety Technician
Twenty-five (25) Days @ \$370.00.....\$ 9,250.00
 3. Air Sample Analysis/PCM
One hundred and ten (125) @ \$18.00.....\$ 2,250.00
 4. Air Sample Analysis/TEM
(Subchapter 8 Post test)-(3x13)=39 x \$130.00....\$ 5,070.00
 5. Air Sample Analysis/TEM
(15 Pre-tests-[only if required]).....\$ 1,950.00
 6. Project Mngement (12 x \$55.00 per hour).....\$ 660.00
- SUB TOTAL \$19,180.00
- Estimated DCA Fee\$ 1,150.00

•• NOT TO EXCEED LIMIT.....\$20,330.00

As discussed, CCE has not included the agreed upon dollar figure associated with the design phase of this project in this cost estimate. If you have any additional questions regarding this cost estimate, please do not hesitate to contact me at the above telephone number.

Sincerely,



Domenic A. Marino, Treasurer
Contamination Control Engineering, Inc.

MIDDLESEX COUNTY COLLEGE MEMORANDUM

TO: Board of Trustees
FROM: Flora Mancuso Edwards, President *FME*
DATE: September 28, 1994
SUBJ: Report of the President
September 29, 1994 - October 26, 1994

This month, the College converted the administration of its health benefit program from an indemnity plan to a third party administrator. Under this plan, the College will be self-insured, with individual and aggregate stop-loss insurance for claims. While the coverage provided under this new arrangement is transparent and will not affect employee benefits, the College stands to achieve significant savings, which will permit us to contain our escalating health care costs without changing the level of coverage currently offered to our employees. The change was communicated to the entire staff and workshops were held to answer questions.

This month, preparation began on the FY'96 budget. As a member of the Finance Committee of the Council of County Colleges and of the Budget Committee of the newly formed Council of Presidents, I assisted in the preparation of the FY'96 budget request, which was presented to the New Jersey Commission on Higher Education. A copy of the Council of County Colleges Request is attached to this report.

In Academic Affairs, our Engineering Technology Programs were visited by Accreditation Board of Engineering Technologies. Based on the exit interview on October 21, 1994, it is my impression that the visit went well. We will receive a preliminary accreditation report within 6-8 weeks.

In addition to chairing weekly meetings of the Executive Council and teaching my class, other activities this month included attending meetings of the MCC 2000 Task Forces on Faculty/Staff Development and Affirmative Action; a meeting with the Marketing Art & Design Department; a meeting of the Finance Committee of our Board; and giving an interview to The New York Times.

In addition, I was pleased to join Dr. Carlos Hernandez, President of Jersey City State College, in a panel discussion on "Models for Success for Hispanic Students" and to congratulate the 1994 Presidential Scholars.

Off-campus, I attended a meeting of the New Jersey President's Council Budget Committee and a meeting of the Council of County Colleges Finance Committee and the Committee on Collective Bargaining.

A bit further off-campus, I attended a meeting of the Iona Board of Trustees and a meeting of the Board of TIAA/CREF.

On October 3, the MCC Foundation held its Twelfth Annual Fall Golf Classic at the Metuchen Country Club. The event was very well attended and netted over \$18,300 for the endowment fund.

Finally on Saturday evening, October 22, 1994, I was pleased to attend the Twenty-Fifth Anniversary Celebration of Hostos Community College. A reception was held in my honor.

Attachment

SEP-21-94 WED 09:52

P. 03

**NEW JERSEY
COUNCIL OF COUNTY COLLEGES
FY 1996 STATE BUDGET REQUEST**

SEP-21-94 WED 09:53

P. 04

COMMUNITY COLLEGE FISCAL YEAR 1996 STATE BUDGET REQUEST

New Jersey's community colleges are the largest (see Attachment 1) and by far the fastest growing colleges (see Attachment 2) in the state. Nearly 140,000 New Jerseyans enrolled at one of the 19 community colleges in the Fall 1993 semester, the highest enrollment ever recorded. This represents a 32 percent increase in enrollments at community colleges since 1987.

Most people are surprised if not shocked when they are told that about half of the undergraduate students now in college in New Jersey are at a community college. That's right! Of all the undergraduates in college in New Jersey, about half are community college students.

Clearly, the people of the state are catching on to the powerful role community colleges can play in their own lives and for the future of the state in general. They are "voting with their feet" in record numbers each year as they enroll at their local community colleges. This is the good news.

Unfortunately, the bad news is that state policymakers in New Jersey have never provided adequate funding to community colleges. State law says that the state should pay at least 43 percent of the "educational and general costs of the county colleges." The state has never come close to fulfilling that obligation. In 1994-95, the state will provide about 20 percent of the funding for community colleges, with the counties and student tuition providing the other 80 percent.

Here are several compelling reasons why the state needs to substantially increase its investment in its 19 community colleges.

First, while community colleges remain absolutely committed to providing educational opportunity to those who need it, without adequate state funding it will become increasingly difficult to remain New Jersey's "opportunity colleges." Simply put, serving more students (see enrollment growth noted above) requires more funding.

Second, community colleges have a special obligation to keep tuition low since most community college students are from low- and middle-income families. New Jersey's community colleges are committed to keeping tuition low, but they cannot do it without adequate state funding.

Third, lack of state funding for community colleges means higher local property taxes. All New Jerseyans agree that property taxes are too high. Yet the lack of adequate state funding for community colleges has directly contributed to higher property taxes. For every dollar not provided by the state, another dollar in property taxes must be raised by the counties. And this is exactly what occurred over the past decade. This trend must be reversed. The state must provide its fair share of community college funding.

SEP-21-94 WED 08:53

P. 05

Page 2 - Council of County Colleges FY 1996 State Budget Request

Fourth, a comparison of state funding of community colleges to funding for the public schools is especially noteworthy. Much attention has been given recently to the fact that some of the poorest "special needs" school districts spend only \$4000 to \$5000 per student. That is, on average, what community colleges are spending on all of their students.

Fifth, community colleges are one of the state's most important resources for job training and state economic development initiatives. Proof of this is seen in the new Workforce Development Partnership Program passed by the Legislature. This program provides grant monies to companies and to individuals directly so that they can participate in customized training programs. Last year, community colleges received over 80 percent of the training dollars awarded to higher education through this program.

RECOMMENDATION ON FOUNDATIONAL AID FOR COMMUNITY COLLEGES

Community colleges have lost substantial ground through the annual state budget process for higher education over the past several years. For example, community colleges once received about half of what the four-year state colleges received in state funding per FTE, but now receive only about 20 percent of what the state colleges receive per FTE.

One of the main reasons for this is that historically the state has paid all or part of the negotiated salary increases for the four-year colleges and universities each year, while not doing so for community colleges. In other words, for the senior institutions, state funding has always been a two-step process - base funding plus salary money. In contrast, state funding for community colleges has always been simply a one-step process - base funding.

The impact of this practice is rather dramatic for the most recent state budget for FY 1995. The Governor recommended (and the Legislature approved) level base funding for community colleges and modest cuts in base funding for the rest of higher education. By this standard, it seemed that community colleges were treated very fairly.

However, the State Budget for FY 1995 also provides approximately \$80 million in salary money for the senior institutions. This results in a significant overall increase in state funding for the four-year institutions (about 11 percent) in comparison to overall level funding for community colleges.

It is easy to see how this state budget practice, repeated over the years, has resulted in a severely deteriorated funding position for community colleges in comparison to the rest of higher education. Like the rest of higher education, community colleges have negotiated salary increases. Unlike the rest of higher education, community colleges have not been getting state funding to help pay for these increases.

SEP-21-94 WED 09:54

P. 06

Page 3 - Council of County Colleges FY 1996 State Budget Request

To remedy this situation for FY 1996 and beyond, the New Jersey Council of County Colleges proposes that foundational aid for community colleges in part be tied to negotiated salary increases at community colleges. More specifically, the Council of County Colleges proposes the following:

When the State fully funds the salary program for the four-year colleges and universities, it should fund half of the community college salary program.

Note that this recommendation assumes that community college negotiated salary increases are less than or equal to those for the four-year colleges. If this is not the case in a given year, the state participation in the community college salary program could be capped at half of the percentage increase in salaries at the four-year colleges.

What would this recommendation mean in FY 1996? New Jersey's 19 community colleges estimate that their salary increases for the coming year will total approximately \$21 million. Thus, for example, if the state budget for the four-year colleges in FY 1996 provides level base funding plus full funding of the salary accounts, then a comparable state budget recommendation for community colleges in FY 1996 would be level base funding plus \$10.5 million for the state's share of the community college salary program.

THIS MEANS A FY 1996 STATE BUDGET OF \$108.3 MILLION FOR COMMUNITY COLLEGE OPERATIONAL COSTS (\$97.8 MILLION IN FY 1995 PLUS \$10.5 MILLION FOR THE STATE'S SHARE OF COMMUNITY COLLEGE SALARY INCREASES). THIS WOULD SIMPLY KEEP COMMUNITY COLLEGES ON A PAR WITH A STATE BUDGET FOR THE FOUR-YEAR COLLEGES OF LEVEL BASE FUNDING PLUS FULL FUNDING OF THEIR SALARY PROGRAM.

Additionally, community colleges have certain fixed expenses (utilities, etc.) that will automatically increase due to inflationary pressures. Assuming an inflationary increase of 5 percent, New Jersey's 19 community colleges will require \$5 million in new revenues in FY 1996 simply to provide the same level of services as last year.

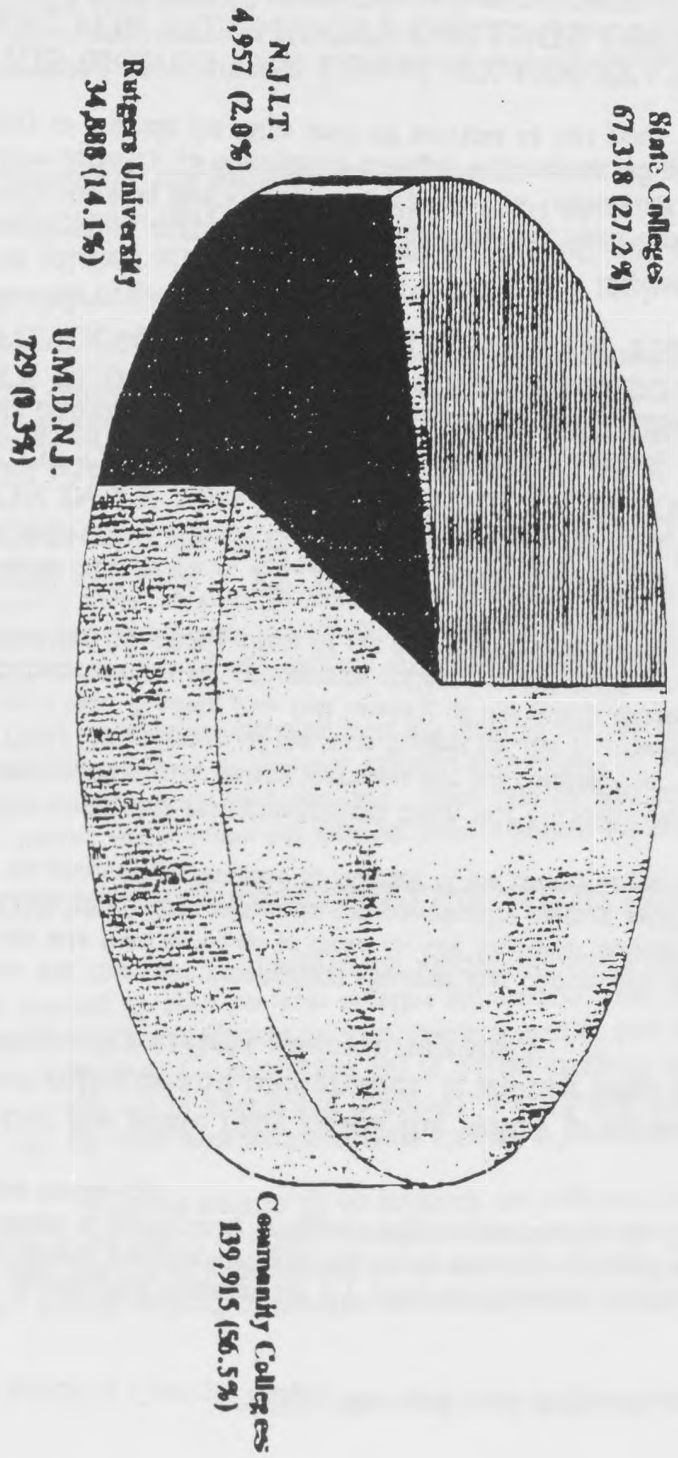
THIS BRINGS THE TOTAL FY 1996 STATE BUDGET REQUEST FOR COMMUNITY COLLEGE OPERATIONAL COSTS TO \$113.3 MILLION. THIS WOULD PROVIDE FOUNDATIONAL AID FOR NEGOTIATED SALARY INCREASES PLUS OTHER INFLATIONARY INCREASES.

10.7%

5.1%

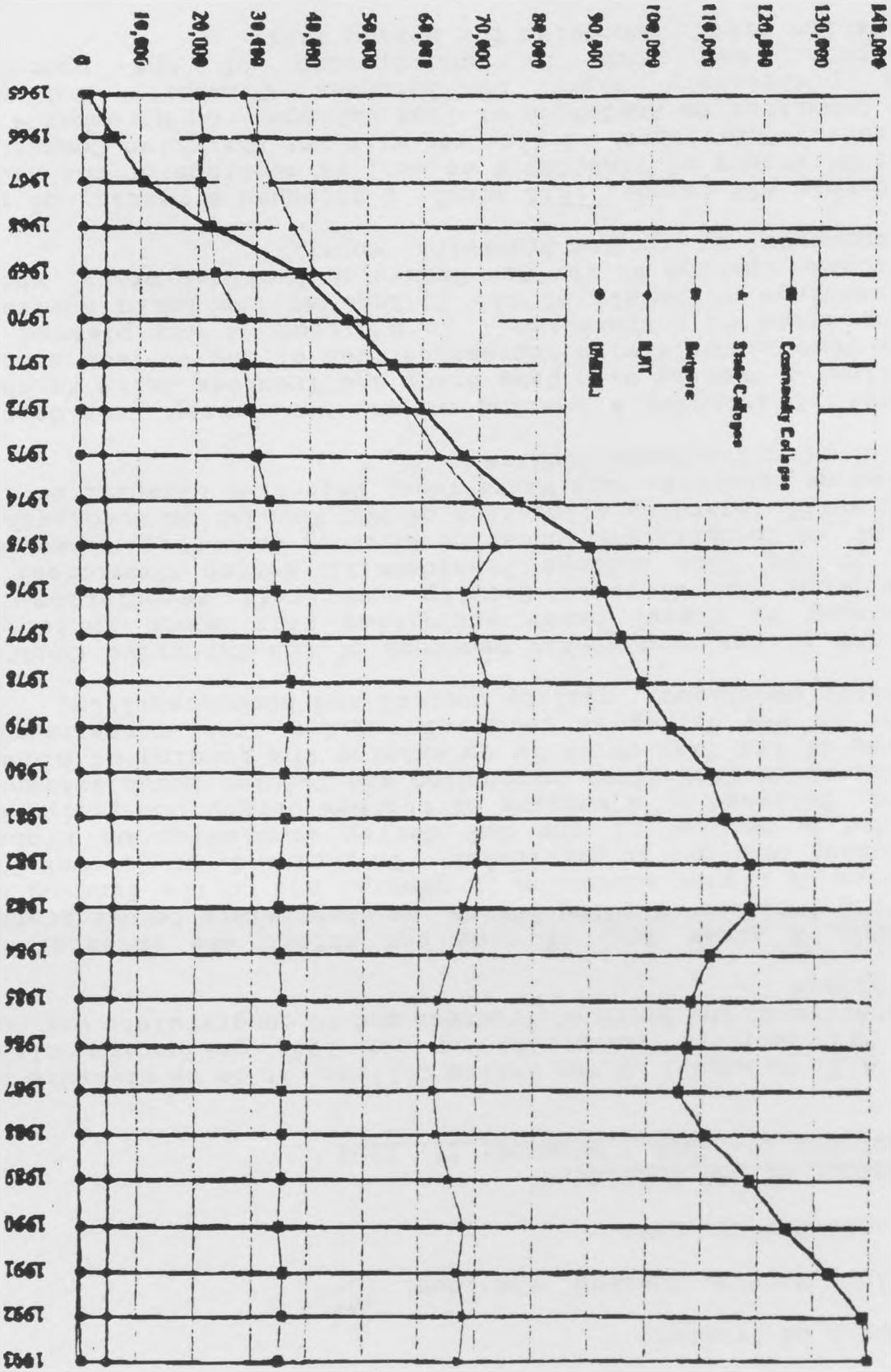
= 15.8%

Total Undergraduate Enrollment
in N.J. Public Colleges & Universities
Grouped by Sector, Fall Semester 1993



Source: DIER Report - Enrollment in NJ Colleges & Universities,
By Level and Attendance Status, Fall 1993 (produced 3/21/94)

Undergraduate Enrollment in N.J. Colleges & Universities
Grouped by Sector, 1965 to 1993



MIDDLESEX COUNTY COLLEGE MEMORANDUM

TO: Board of Trustees
FROM: Flora Mancuso Edwards, President *FME*
DATE: September 28, 1994
SUBJ: Report of the President
October 27, 1994 - November 16, 1994

First of all, on behalf of the entire College, it is my pleasure to welcome Mr. Geoffrey Vaccarelli as our 1994 graduating class representative to the Board of Trustees and to congratulate our new Board officers.

This month, a great deal of time and effort was invested in identifying long-term funding issues, as they relate to our state-wide system of higher education in general and to the funding of the community colleges in particular. To that end, on October 29, I attended a meeting of the New Jersey Commission on Higher Education, followed by a meeting of the New Jersey Commission on Higher Education Task Force on Funding and Tuition Establishment. The charge of the Task Force is to examine the funding of higher education in New Jersey in terms of tuition, cost-containment, programmatic excellence, quality control and accountability.

In addition to chairing weekly meetings of the Executive Council and teaching my class, other activities this month included: meetings with the Hispanic Faculty and Staff Association; a meeting of the Iona College Presidential Search Committee; a meeting of the Co-Operative Education Advisory Committee; a meeting with key staff regarding allocation of MCC Foundation Scholarship funds; and an interview with Marta Vega, Executive Director of the Center for Afro-Caribbean Studies.

Off-campus, I attended a meeting of the New Jersey President's Association; a meeting with Jane Brady and Trustees Jerry Kaucher and Mary Jean Guidette with representatives of the Vo-Tech School regarding areas of cooperation. In addition, I was pleased to bring greetings on behalf of the College at the Latin Heritage Month Program Opening at the New Brunswick Public Library, which was co-sponsored by our New Brunswick Center.

A bit further off-campus, this month, I attended a meeting of the Board of Directors of TIAA/CRE, F as well as meetings of the Audit and Executive Committees. I also met with the Executive Committee and the Committee on Academics of Iona College. On November 4, I made a preliminary visit to Dutchess Community College, Poughkeepsie, New York in anticipation of the upcoming accreditation visit, scheduled for Spring 1995.

Finally, on November 11, I was pleased to join Trustees Ciatto, Katcher and Wernik at an all-day Community College Trustees Conference on the impact of the Restructuring Act on Higher Education. The session began with an address by the Governor regarding the overall vision driving the restructuring and was followed by an overview of the implications of the restructuring process as it relates to budget, collective bargaining, and board responsibility for hearings.

I am pleased to announce the appointment of Lisa Marie McCauley as our new Controller. Lisa Marie comes to us from Crestmont Federal Savings, where she served as Controller. She holds a B.S. from Kings College and an M.B.A. from the University of Scranton and is a Certified Public Accountant. I know you join me in welcoming Lisa Marie to the MCC family.

Finally, it is with regret that I announce the resignation of Carol Northington from our Board. Carol has been an MCC Trustee since August 1987. She has served as Chair of the Human Resources Committee, Academic, Student and Alumni Affairs Committee and has also served as Secretary of the Board. I know you join me in thanking Carol for her commitment and dedication to the College and wish her well in the future.