

## BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of December 15, 1970 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:45 p. m. , December 15, 1970, in the Board room on the college campus. Members present were Messrs. Blunt, Brady, Feakes, Klegman, L'Hommedieu, Marchitto, and Venezia. Mrs. Carman and Mr. Rowland were absent. Also present were President Chambers, Mr. Hoffman, Mr. Grossman, Mrs. Lake, and other visitors.

Mr. Feakes moved, seconded by Dr. Brady, that the minutes of the regular meeting of November 17, 1970, be approved as presented. The motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

Mr. Marchitto reported that the Facilities Committee, early in the month, met with the architect and college staff regarding preliminary drawings and elevation plans on the Learning Resources Building. It was suggested to the architect that additional sketches be made of the outside of the building changing the continuity of design from that of the library. Schematics will probably be ready in January.

Mr. Marchitto also reported that the Health Technologies Center is substantially complete and laboratory equipment will be moved in during the Christmas recess, with occupancy the first week in January. Punch lists for all trades will be made by the architect and mechanical consulting engineer in cooperation with the college engineer sometime before the end of the month. The architect has advised that the building is substantially complete and recommends acceptance subject to punch list items.

Mr. Marchitto moved, seconded by Mr. Blunt, that the Board accept the Health Technologies Center as substantially complete, (prime contracts #1 through #5, not #6a, b or c), subject to approval of the college engineer and architect. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Venezia, that a contract for a closed circuit television system for the new Health Technologies Center be awarded to N. J. Communications Corp. of Kenilworth, New Jersey, at its bid price of \$49,117.00; said bid being the lowest bid received which fully met the college specifications among four bids received on October 20, 1970. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that the following construction progress payments, having been approved by the architect and the college engineer, be approved for payment:

- a) **Morris, Wheeler Company**  
 Payment #4 for steel work on the Health  
 Technologies Center - SUBJECT TO APPROVAL  
 OF SURETY COMPANY \$1,391.40
- b) **Rule Construction Company**  
 Payment #2 for general construction on  
 the College Center \$55,485.00
- c) **A. Leventhal and Sons, Inc.**  
 Payment #1 for Dental Technology Equipment \$30,553.20
- d) **James H. Delaplaine**  
 Payment #1 for electrical work on the  
 College Center \$14,069.70
- e) **Sisler Brothers Construction Company**  
 Payment #17 for general construction on the  
 Health Technologies Center \$ 9,090.00

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Feakes, that construction progress payment #11 be approved for payment for Bobo Plumbing and Heating Company, HVAC contractor on the new Health Technologies Center in the amount of \$10,800.; said payment having been approved by the architect and college engineer. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that a contract for furnishing civil and mechanical technology equipment be awarded to Soiltest, Inc. of Mountainside, New Jersey, at its bid price of \$10,320.45; said bid being the lowest among three received on December 9, 1970. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Feakes, that contracts for furnishing histology slides be awarded to the following companies in the amounts listed; said amounts representing the lowest prices between two bids received on December 9, 1970:

CCM: General Biological, Inc. Chicago, Illinois	\$300.75
Carolina Biological Supply Co. Burlington, North Carolina	582.25
Total	<u>\$883.00</u>

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Klegman, that a contract for printing invitations (for Health Technologies Center) be awarded to Norton, Farr and Cummings of Trenton, New Jersey, at its bid price of \$598.80 for 8,000 invitations; said amount representing the lowest bids received on November 20, 1970. After discussion, the motion was unanimously carried.

The question was asked and answered affirmatively that all purchases approved on December 15, 1970, were within the funds allocated in the budget.

#### EMPLOYEE RELATIONS COMMITTEE

Mr. Venezia reported that negotiations have begun with the Faculty Union. The Board's committee has met several times to review the Union's demands which essentially include 130% increase of current salaries (an increase of 30%); standard load of teachers to be reduced from 15 to 12 contact hours; class load of 30 be reduced to 25. (Those three items represent an increase of 75% over and above present rate; in addition, 18¢ to every dollar-- a 180% increase. The committee felt the Union should be asked to reconsider its demands as presented and hoped they would come back with more reasonable demands. Under instruction of the committee, Dean Walsh sent a letter to the Union asking that they review their demands and meet with the committee in 30 days.

Mr. Venezia feels the demands are unrealistic and shocking. Two contracts have been negotiated and rates at MCC are comparable, if not better than, most county college rates throughout the state. Mr. Venezia said he hoped the Union would receive the committee's suggestion in good faith and come back with demands in order that both groups can sit down and negotiate a fair and equitable contract.

In speaking for the Union, Chairman of the Negotiating Committee, Mr. Leonard Russikoff, said that the Union has submitted its demands as of November 30. He reminded the Trustees that Public Law 303 charges them with responsibility to sit down and negotiate, and that it does not provide them judgment as to whether they consider the terms fair or otherwise.

Mr. L'Hommedieu told Mr. Russikoff that the responsibility with which the Board is burdened is to see that all who work at the college, professional or non-professional, are paid the fair market price for their competence and their performance, and for the Board to do otherwise would be a gross violation of public trust. Mr. L'Hommedieu said the Board would not measure their standards by any other than proper compensation for services performed.

#### PERSONNEL COMMITTEE

Mr. Blunt moved, seconded by Mr. Klegman, that the following personnel appointments be made:

Mr. Joseph Brinamen to work in the mail room for 15 hours per week, at \$1.75 per hour, for the period from November 20, 1970 to December 3, 1970;

Mrs. David Lemberg to work part-time in the Business Office for a maximum of 25 hours per week, at \$2.50 per hour, effective December 1, 1970;

Mrs. Paul Steib to work part-time in the Business Office for a maximum of 25 hours per week, at \$2.50 per hour, effective January 1, 1971;

Mr. Raymond P. Dreithlein be appointed to teach one section of psychology in the Division of Continuing Education for the latter half of the Fall 1970 semester at a total compensation of \$300. (Mr. Dreithlein replaces Mr. A. Materazzi who has resigned);

Mr. Michael J. Derer to work in the Learning Resources Division as AV aide daily from 3:30 p.m. to 10 p.m. at \$2.35 per hour;

Mr. Richard F. Horar to work in the mail room for a maximum of 15 hours per week, at \$1.75 per hour, effective December 8, 1970;

Mrs. Helen Essex to work as Steno-Typist II in the Division of Continuing Education, at \$436.67 per month, effective November 23, 1970;

Mr. Frank Kuehn to work as Security Officer II in the Security Department for the period from November 20, 1970 to June 30, 1971, at an annual salary of \$6,685. pro-rated;

Mrs. Evelyn Clunie to work as matron in the Custodial Department full-time, at \$2.35 per hour, effective December 1, 1970;

Mrs. Dorothea Schettel to work part-time in the Office Services Department as Clerk I, at \$2.25 per hour, effective December 7, 1970;

Mr. Joseph Onuska to work as a custodian on the midnight shift, at \$2.75 per hour plus standard shift premium, effective December 1, 1970.

After discussion, the motion was unanimously carried.

Mr. Blunt moved, seconded by Mr. Marchitto, that the resignation of Mr. John Geurtse, Jr., AV Aide, effective December 1, 1970, be accepted. After discussion, the motion was unanimously carried.

Mr. Blunt moved, seconded by Mr. Feakes, that the action of the Board appointing Mr. Clarence Martin as an interne in the Office of Counseling Services be rescinded, since Mr. Martin has declined the appointment. After discussion, the motion was unanimously carried.

Mr. Blunt moved, seconded by Mr. Marchitto, that Mrs. Katherine Young be appointed as substitute nurse to work when classes are in session, but when the regular college nurse is not available at \$3.50 per hour. After discussion, the motion was unanimously carried.

Mr. Blunt moved, seconded by Mr. Marchitto, that the following students be employed to work in the Divisions shown for not more than 15 hours per week, each at \$1.75 per hour:

Division of Continuing Education -	Barbara Kilar Laura Richman
Science Division -	Daria Ratycz Joyce Hydrusko George Byron Steven Hilsenrath

After discussion, the motion was unanimously carried.

Mr. Blunt moved, seconded by Mr. Marchitto, that Dr. Bruce R. Cowen be reappointed consulting physician to the college for the period November 1, 1970 to October 31, 1971, at the schedule of fees shown below:

For examination of members of the executive group	\$60.00 each
For examination of prospective employees and members of Local 1940, AFT, bargaining unit	20.00 each
For examination of college athletes	10.00 each
For consultation with the college nurse	30.00 per hour

After discussion, the motion was unanimously carried.

#### STUDENT AND ALUMNI AFFAIRS COMMITTEE

Mr. Klegman reported that as a result of the committee's last meeting a number of suggestions were raised and submitted to the administration for reply, and reply has been received. The committee is serving its purpose of communication between trustees, students and alumni. Members of the Student Organization and Alumni were placed on the committee at their request and meetings are held regularly.

#### EDUCATION COMMITTEE

Dean Callahan reviewed the December report to the Education Committee (copy attached).

Dean Foose directed attention to the three-year definitive study prepared by the office of Counseling Services, pointing out what has happened to MCC graduates of the three classes. (Copy filed with Papers Supporting the Minutes.) A synthesis of the report is being prepared for all high school counselors.

With respect to VEA funding, an additional \$35,000 award has been granted in the Dental Hygiene program.

#### COMMUNITY AFFAIRS COMMITTEE

Dr. Brady reported the following:

President Chambers will meet with students and faculty in one of the regularly scheduled Presidential-Student-Faculty breakfast sessions this Friday from 8:15 to 10 a. m.

A United Fund campaign was held on campus and final figures indicate that \$3,234.50 was received or pledged, topping the \$2,300 figure of 1969.

A special 16-page flyer was prepared to promote the Division of Continuing Education's spring semester. The brochure contains information for part-time study including courses offered and course descriptions. Special newspaper and radio advertising is scheduled after the holidays.

The first of the quarterly alumni newsletters will be mailed out within the next week. This publication is called Alumni Review.

The Public Information Office is now using new colored letterhead for both general and sports publicity.

Several selected printed pieces have been prepared and distributed, including the Choral Group's mini-concert scheduled for December 17, the flyer of the Hotel-Restaurant Management curriculum, and the brochure for the Audiometric Workshop.

Report of the contributions to the Middlesex County College Foundation, Inc., since the November Board of Trustees meeting:

Lipman, Cestare & Harris	-	unrestricted	
Visceglia Foundation	-	"	
Italian Cultural Foundation	-	"	
Dr. Samuel Kuna	-	"	
Anonymous	-	"	
		Total	\$5,000.

BOARD OF SCHOOL ESTIMATE

Mr. Feakes reported that the Board of School Estimate met on December 1, to continue deliberations on the resolution that was offered by the Board of Trustees on November 17, requesting an additional appropriation from Middlesex County of \$377,528.50 for capital purposes by virtue of waiving their right to reimbursement of 50% of the Federal grant received for the Health Technologies Center. The resolution was acted upon affirmatively. The Board of School Estimate Resolution follows:

"WHEREAS, the Board of School Estimate of Middlesex County College by Resolution dated February 4, 1969 certified a capital construction project in the total sum of \$5,882,500.00 for Middlesex County College in connection with the construction of a Student Union, Allied Health Building, additional heating plant and renovation of Building 141 on the college campus; and

"WHEREAS, the certification of the Board of School Estimate of said sum was conditioned upon the Board of Trustees of the Middlesex County College entering into an agreement whereby the Board of Trustees agreed to repay to the County of Middlesex all sums received from the United States Government for the aforementioned capital purposes when said sums are received by the Board of Trustees for any amounts appropriated by the County of Middlesex for the Middlesex County College for said capital construction project in anticipation of the receipt of said sums; and

"WHEREAS, the Board of Trustees made application to the United States Government for a Federal grant in connection with the construction of the Allied Health Building; and

"WHEREAS, the Board of Trustees received an award of \$755,057.00 pursuant to the "Health Manpower Act of 1968" P. L. 90-490; and

"WHEREAS, of said \$755,057.00, the State of New Jersey has claimed fifty percent (50%) or \$377,528.50 to reduce its contribution in connection with the above noted construction project; and

"WHEREAS, the Board of Trustees did enter into an agreement with the County of Middlesex whereby it agreed to repay fifty percent (50%) of said grant or \$377,528.50 to the County of Middlesex; and

"WHEREAS, the Board of Trustees after receiving bids in connection with all of the above noted capital construction projects has determined that in order to properly complete the construction of Building 141, the Allied Health Building and the Student Union, it needs from the Board of Chosen Freeholders of Middlesex County

the sum of \$377, 528. 50 which it received from the Federal Government and which pursuant to the above-noted agreement the Board of Trustees is obligated to repay to the County of Middlesex; and

"WHEREAS, the Board of Trustees in accordance with the provisions of R. S. 18A:64-A-19 at a special meeting held on Tuesday, November 10, 1970 adopted a resolution stating that it needs the additional sum of \$377, 528. 50 in order to meet the payment of obligations relating to the completion of the construction of Building 141, the Allied Health Building and Student Union Building; and

"WHEREAS, said Board of Trustees caused to be prepared and delivered to the members of the Board of School Estimate a copy of said resolution stating that it needs the additional sum of \$377, 528. 50; and

"WHEREAS, the Board of School Estimate scheduled meetings to be held on Tuesday, November 17, 1970 and December 1, 1970 in the County Administration Building, New Brunswick, New Jersey regarding the Board of Trustees request for additional sums in order to complete the above noted capital projects;

"NOW THEREFORE, BE IT RESOLVED that the Board of School Estimate does hereby fix and determine the additional sum of \$377, 528. 50 as necessary for the payment of obligations relating to the completion of the construction of Building 141, the Allied Health Building and the Student Union Building at the college campus; and

"BE IT FURTHER RESOLVED that the Board of School Estimate recommends to the Board of Chosen Freeholders that said sum be appropriated to the Board of Trustees of the Middlesex County College by virtue of the Board of Chosen Freeholders appropriating the amount of the Federal grant (\$377, 528. 50) which the Board of Trustees is obligated to repay to the Board of Chosen Freeholders; and

"BE IT FURTHER RESOLVED that the Secretary of the Board of School Estimate shall transmit this certification and copy of the Resolution of the Board of Trustees to the Chancellor, said Board of Trustees and the Board of Chosen Freeholders pursuant to R. S. 18A:64A-19."

The college is still awaiting word from the State with respect to waiver of their half of the Federal grant.

#### FINANCE COMMITTEE

Mr. Feakes moved, seconded by Mr. Blunt, that a fee of \$2.00 (payable in advance), per semester, be charged to all patients at the college dental clinic, said fee to cover any and all services rendered during said semester



period; provided that there shall be no charge to public or parochial school pupils selected by a school which is covered by a contract between said school and the college. After discussion, the motion was unanimously carried.

Mr. Feakes moved, seconded by Mr. Marchitto, that a rental fee of \$1,500 per month for space occupied in East Hall be charged to the Faculty-Student Association, Inc., operators of the bookstore, effective January 1, 1971; said rental fee to include heat, power, and custodial service; further that a lease agreement be arranged with the Faculty-Student Association, Inc., for approval by the Board. After discussion, the motion was unanimously carried.

Mr. Feakes reviewed the Cash Summary for the Five-Month Period Ended November 30, 1970; the Statement of Current Operating Income for the Five-Month Period Ended November 30, 1970; and the Summary of Financial Report for the Five-Month Period Ended November 30, 1970. (Copies filed with Papers Supporting the Minutes.)

Dean Walsh reported that a bill had been dropped in the hopper on Thursday, December 10, by Senator Alfred N. Beadleston of Monmouth, with respect to capital construction projects of county colleges, whereby the county would issue bonds for the full amount and the state would agree to pay back to the county 50% of the debt so incurred. On Friday, a conference call was arranged by Monmouth College with five other colleges and MCC. Dean Walsh, as well as the other five colleges, expressed opposition to the bill; particularly, since there had been no opportunity to discuss it with the President, Trustees, and Freeholders. The bill was passed by both houses.

A motion was made by Mr. Klegman, and seconded by Mr. Venezia, that the Trustees instruct Dr. Chambers to send an appropriate communication to the Governor, and notify all other colleges in the State to alert them of the imminent possibility of this bill being signed, and that the Governor defer approval until such time as the colleges have opportunity to study its impact. After discussion, the motion was unanimously carried.

#### PRESIDENT'S REPORT

President Chambers invited suggestions relating to the document "Retention and Promotion Procedures of Faculty".

#### COUNSEL

With respect to civil service for non-professional personnel, Mr. Hoffman reported the Attorney General has not changed his opinion. Eleven county colleges are joining in one suit against the State.

Mr. Hoffman has drafted a contract with Eckert & Gatarz with respect to parking lots. Mr. Hoffman has also drafted an amendment to the law, and if eligible, MCC will be eligible to finance all of its parking lots in the future using anticipated revenues.

Mr. L'Hommedieu announced that the Board of Freeholders has reappointed Mrs. Carman and Mr. Klegman to the Middlesex County College Board of Trustees, their terms to expire November 1974.

Miss Bates expressed concern of the Union over the lack of concern on the part of the Board's representative with respect to the current contract. She mentioned safety hazards throughout the campus; payment of salary adjustments; arrangement for physical examination of faculty members; notification of sick leave time; letters placed in personnel file of faculty members unable to provide volunteer service. Miss Bates asked for clarification as to whether the college intends to live up to the contract.

President Chambers objected to the method used by Miss Bates to bring these matters to the attention of the Board. The President said they should have been handled through appropriate administrative channels since the Board deals with policy and the items mentioned were administrative matters.

Dean Walsh has had no report in his office as far as safety hazards are concerned.

Mr. Venezia said that the Trustees have not refused to negotiate but have asked the Union to reconsider its demands.

Chairman L'Hommedieu advised Miss Bates that the Board could not deal with her concerns in an intelligent fashion and that administration was the place to go. He also said the Board did not sign contracts it did not mean. Mr. L'Hommedieu also said that the Board of Trustees could never in the public interest underwrite an increase of 80% in the cost of operating this college.

The next regular meeting of the Board of Trustees will be held on January 19, 1971, at 7:45 p. m., in the Board Room, Center I, on the college campus.

The Board extended greetings for a Merry Christmas and Happy New Year.

There being no further business, the meeting was adjourned at 10:25 p. m.

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ROBERT R. BLUNT  
Secretary

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TO: EDUCATION COMMITTEE DATE: December 7, 1970  
Mr. Maurice W. Rowland, Chairman  
Dr. Edward A. Brady  
Mr. Joseph Klegman  
Mr. Fred Grossman

FROM: Dean Callahan *Callahan*

SUBJECT: December Report to Education Committee

1. Representatives from the Science, Engineering Technology, and Allied Health Technology Divisions are presently meeting to propose two additional options for our Technicore program for September, 1971. One option would be Medical Laboratory Technician and the other option would be Environmental Sanitation.
2. Mrs. Channing and Dean Callahan recently attended the symposium on governmental funding based on the Allied Health Acts. It was determined at the meeting that Middlesex County College would be eligible to request funding in September, 1971 for both Radiologic Technology and Dental Hygiene. The grants are non-competitive. The awards would be \$5,000 for each program and \$500 for each student enrolled in both programs.
3. The Engineering Technology Division is arranging with the Department of Education to conduct a symposium for 100 to 150 high school math teachers. The purpose of this symposium is to introduce the teachers to the various technologies being taught at Middlesex County College, and, hopefully, to solidify recruitment contacts.
4. The Division of Fine Arts and Humanities has made arrangements with the National Humanities Series to bring onto campus a series of programs. The programs are supported by the Woodrow Wilson Foundation and are presented by professional artists at no cost to the College. The programs will run for approximately one hour, the first program entitled "Stop, Look, and Listen" will be presented at 2 p.m., Wednesday, January 6, 1971.
5. Through the Division of Continuing Education, a curriculum in General Education, applicable to the inmates of the Rahway State Prison, has been presented to the Academic Council for approval. We hope to implement this curriculum as soon as possible.

