

## BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of December 19, 1972 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:45 p. m., December 19, 1972, in the Board Room on the College campus. Members present were Mrs. Czaya; Messrs. Klegman, L'Hommedieu, Marchitto, Stolzer and Venezia. Mrs. Carman; Messrs. Brady and Clancy were absent. Also present were President Chambers, Mr. Hoffman, Mrs. Lake and other visitors.

Mr. Stolzer moved, seconded by Mr. Klegman, that the Minutes of the regular meeting of November 21, 1972, be approved with the following amendment:

"That the resolution of November 21, 1972, authorizing a change in the medical insurance carrier for college employees be amended to show that the new contract is with New Jersey Blue Cross for base medical coverage and Occidental Life Insurance Corporation for base surgical, major medical, and life coverage." (The original resolution read "Blue Cross-Blue Shield", which is incorrect because Blue Shield is not involved.)

The motion was carried with Mr. L'Hommedieu abstaining.

FACILITIES AND EQUIPMENT COMMITTEE

Mr. Donald Gatarz, Architect, reviewed elevation studies of the Academic Services Building. It is anticipated preparation of working drawings could be concluded according to original calendar submitted to the State Department of Higher Education (latter part of April), and possibility of receiving bids the latter part of May. The approximate completion date for both the Academic Services and Auditorium Buildings is September 1974.

Mr. Marchitto moved, seconded by Mr. L'Hommedieu, for adoption of the following resolution:

WHEREAS, the construction of a new Academic Services Building and an Auditorium Building on the College campus was authorized by the Middlesex County College Board of School Estimate in August 1972; and

WHEREAS, program documents for said new buildings were approved by the State Board of Higher Education on December 15, 1972, and financing by the State to the extent of one-half the cost of the projects was approved by said Board on the same date;

NOW, THEREFORE, BE IT RESOLVED that Eckert and Gatarz, Architects, be authorized to proceed with working drawings for the said new Academic Services and Auditorium Buildings.

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Stolzer, that the following lease contracts be authorized: (Detail filed with Papers Supporting the Minutes)

Copying Machines	Two Companies	\$7,776.00
------------------	---------------	------------

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Stolzer, that the following change orders be authorized as noted in contracts for the Learning Resource Center, for the purpose of providing two design classrooms in the graphic arts section of the building; pursuant to the recommendation of the Architect and the College Engineer: (Items within budget)

- |   |               |
|---|---------------|
| A. Additional to the general construction contract between Kaslow and Jeffrey Construction Co., Inc., and the Board of Trustees | \$1,081.00    |
| B. Additional to the structural steel contract between John Maltese Iron Works, Inc., and the Board of Trustees                 | 2,000.00      |
| C. Additional to the HVAC contract between Sarbo, Inc. and the Board of Trustees  | 444.00        |
| D. Additional to the electric contract between Lessner Electric Company and the Board of Trustees                               | <u>978.00</u> |
| TOTAL   | \$4,503.00    |

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Stolzer, that a final payment of \$2,833.34 to Middlesex Concrete Products and Excavating Company, Inc., on account of a June 1969 contract for a parking lot and other site work, be authorized. (Explanatory material filed with Papers Supporting the Minutes.) After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. L'Hommedieu, that the following construction progress payments, having been approved by the Architect and the College Engineer, be approved for payment:

A. Kaslow and Jeffrey Construction Co., Inc.  
 General construction on the Learning Resource Center  
 Payment #7 \$42,822.00

(Total contract amount, \$1,061,700; paid previously,  
 \$399,239.00; approved above, \$42,822.00; balance  
 to finish, \$619,639.00).

B. Jerry Haskins Equipment Co.  
 Food service equipment contract on the College Center  
 Payment #5 \$ 2,706.30

(Total contract amount, \$32,601.00; paid previously,  
 \$27,309.60; approved above, \$2,706.30; balance to  
 finish, \$2,585.10).

C. Sarbo, Inc.  
 HVAC work on the College Center Building  
 Payment #13 \$ 9,627.00

(Total contract amount, \$499,627.00; paid previously,  
 \$465,025.00; approved above, \$9,627.00; balance to  
 finish, \$24,975.00).

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. L'Hommedieu, that the contract between the Board of Trustees and Allen Blacktop Corp. for site-work and paving be accepted as having satisfied the requirements of the specifications and drawings, pursuant to the recommendation of the Architect and the College Engineer; and that final payment in the amount of \$7,764.15 be authorized, and that the one year guarantee period on the work shall commence from the date of substantial completion (this date).

(Explanatory Note: This is the contract that provided for the repaving of Loop Road and other miscellaneous sitework--it is not the contract in which Board acts as agent for the EFA).

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Stolzer, that the contract between the Board of Trustees and James H. DeLaplaine, Inc., for electrical work on the "Extension of existing parking areas Nos. 2 and 4, Loop Road, and miscellaneous sitework", be accepted as having satisfied the requirements of the specifications and drawings; pursuant to the recommendation of the Architect and the College Engineer; and that final payment in the amount of \$19,617.00 be authorized, and that the guarantee period on said work shall commence from the date of substantial completion or from a period six months after final payment, whichever is greater. After discussion, the motion was unanimously carried.

The award of contract for installation of Asbestos Siding on the Theater building was tabled until the next meeting.

Mr. Marchitto moved, seconded by Mr. Stolzer, that a change order in the amount of \$931.00 to be deducted from the contract sum be authorized for the contract between the Board of Trustees and James H. DeLaplaine for electrical work on the College Center, pursuant to the recommendation of the Architect, the College Engineer and the Vice-President for Administration and Finance; said deduction representing a credit for the labor portion of the omission of four lighting standards. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Stolzer, that the following construction progress payments, having been approved by the Architect and the College Engineer, be approved for payment:

A. Rule Construction Company  
General construction on the College Center Building  
Payment #23 \$109,802.57

(Total contract amount, \$2,362,769.72; paid previously, \$2,245,467.15; approved above, \$109,802.57; balance to finish, \$7,500.00.)

B. Sig-Shor, Inc.  
Plumbing work on the Learning Resource Center  
Payment #5 \$ 5,310.00

(Total contract amount, \$69,862.00; paid previously, \$30,330.00; approved above, \$5,310.00; balance to finish, \$34,222.00.)

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Stolzer, that a contract for Radiation Shielding installation in the Radiologic Laboratory, Health Technology Building, be awarded to Profexray, Div. LMP, Inc. of Kearny, New Jersey, at its bid price of \$3,100.00, said amount representing the lowest bid which fully met College specifications among three (3) bids received on December 12, 1972. (Supported by a VEA grant). After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Klegman, that a contract for Printing of the 1972-73 Student Yearbook be awarded to Taylor Publishing Company of Dallas, Texas, at its bid price of \$6,649.00, said amount representing the lowest among three (3) bids received on November 15, 1972. After discussion, the motion was unanimously carried.

12/19/72

Mr. Marchitto moved, seconded by Mr. Klegman, that a contract for furnishing a Sign impressor be awarded to the Signpress Division of the Dick Blick Company of Galesburg, Illinois, at its bid price of \$3,069.00, said amount representing the only bid received on December 18, 1972. After discussion, the motion was unanimously carried.

The question was asked and answered affirmatively that all purchases approved on December 19, 1972, were within the funds allocated in the budget.

The reports of the College Engineer and Police Department for November 1972 were noted.

Mr. Walsh made a progress report on use by the College of County property south of the campus. Since the County deed specifies the property must be used solely for recreational purposes, County Counsel suggested an agreement be executed between College and County granting College permission to use the land, but no rights to the Board of Trustees. The agreement was prepared and submitted to the State Department of Higher Education, and is now in the hands of the State Attorney General for determination.

Mr. Marchitto reported the Facilities Committee toured the physical plant and discussed preventive maintenance.

#### PERSONNEL COMMITTEE

Mrs. Czaya moved, seconded by Mr. Stolzer, that the following academic appointments be approved:

- (a) Mrs. Camille D. Groom, as an adjunct clinical instructor in the Division of Health Technology, for four weeks beginning December 4, 1972, at a total compensation of \$744.00;
- (b) Mrs. Margaret Turner, as a consultant to the Secretarial Science Department, to develop a cooperative work experience program for senior students, at \$1,500.00, during the 1972 fall semester;
- (c) Mr. Howard Schwartzman, as an adjunct instructor to teach three contact hours in the Business Department during the fall 1972 semester at a total compensation of \$600.00;
- (d) Mrs. Yetta K. Levine, as a teacher-coordinator of the Education Technology curriculum in the Division of Continuing Education, with the rank of instructor, for the period January 1, 1973 to June 30, 1973, at a salary of \$1,130.00 per month; (\$1,100 base salary, plus \$30.00 premium as coordinator).

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Marchitto, that the following list of non-academic appointments be approved:

- (a) Mr. Leonard E. Diamond, Jr., as Police Dispatcher, effective November 27, 1972, at \$483.00 per month. (Replacement)
- (b) Miss Denise Kardos as an interne in the Dental Hygiene Department, under an HEW trainee grant, for the period January 29, 1973, through May 21, 1973; at no cost to the Board.

(Explanatory Note: Miss Kardos will be involved in teaching, administrative and clinical experiences; the only obligation of the Board is to have her activities supervised by College personnel as part of their regular duties.)

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Klegman, that an adjustment in salary be approved for Diane Danik, Key punch Operator II in the Computer Center, from \$439.00 per month to \$481.00 per month, effective December 1, 1972.

(Explanatory Note: Miss Danik was promoted from Clerk-Typist I to Key punch Operator II in August, at no change in salary pending completion of a three-month probationary period. She has now successfully completed the probationary period and demonstrated her proficiency as a Key punch Operator.)

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Stolzer, that a maternity leave of absence for Mrs. Margaret Richardson, Instructor in the Nurse Education Department, for the spring 1973 semester, be approved without pay. After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Marchitto, that the following resignations be accepted as of the dates listed:

- (a) Mrs. Loretta Conniff, adjunct instructor in the Division of Health Technology, effective November 29, 1972;
- (b) Mr. Ram Narace, custodian in the Department of Buildings and Grounds, effective November 7, 1972;
- (c) Mr. Manfred Meiners, Police Officer, effective December 19, 1972.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Klegman, that Dr. Bruce R. Cowen be reappointed consulting physician for the College for the period November 1, 1972 to October 1, 1973, at the same rates in effect during the prior year. (Detail on prior year's activity filed with Papers Supporting the Minutes.) After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Marchitto, that the following list of personnel appointments and other actions be approved:

Non-Academic Appointment

- (a) Mrs. Matilda M. Baldino as Clerk-Typist II in the Department of Office Services at \$377.00 per month, effective December 11, 1972. (Replacement)

Academic Change of Status

- (a) Title changes for the following personnel as noted:

Victor Zarzycki, from (Acting) Coordinator of Student Services to Administrative Assistant to Assistant Vice-President for Academic and Student Affairs;

Joseph Roccasanto, from Director of Security to Director of Police and Safety;

Harold Meskers, from Assistant to Controller to Director of Accounting;

William Geraghty, from College Center Manager to Director of College Center.

After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

Mr. Stolzer moved, seconded by Mr. Klegman, that the rate paid by the Division of Continuing Education to adjunct faculty who are not otherwise employed at the College be raised from the present minimum of \$200.00 and maximum of \$225.00 per contact hour to a minimum of \$205.00 and maximum of \$250.00 per contact hour, retroactively effective with the Fall, 1972 semester. After discussion, the motion was unanimously carried.

Mr. Stolzer moved, seconded by Mr. L'Hommedieu, that the schedule of non-refundable fees adopted by the Board of Trustees on April 18, 1972, be amended to include the following "course fees" which did not appear on the original schedule:

ART 105	Introduction to Art	\$10.00
ART 143	Weaving Workshop I or II	10.00
ART 201	Ceramics Workshop I or II	10.00
ART 221	Painting Workshop I or II	10.00
ART 223	Sculpture Workshop I or II	10.00
DRA 105	Introduction to Theatre	10.00
DRA 123	Dramatic Arts	10.00
FLM 121	Film Appreciation Workshop I or II	10.00

After discussion, the motion was unanimously carried.

Mr. Stolzer moved, seconded by Mr. Klegman, for adoption of the following resolution:

WHEREAS, William R. Walsh, Jr., Vice President for Administration and Finance, has resigned that position effective January 15, 1973; and

WHEREAS, it is therefore necessary to amend all prior resolutions authorizing signatories on College bank accounts to delete the name of Mr. Walsh;

NOW, THEREFORE, BE IT RESOLVED that the name of William R. Walsh, Jr., be deleted from the list of signatories on all College bank accounts, effective December 31, 1972, and that all College depositories be informed of this action; and

BE IT FURTHER RESOLVED that a cash audit of College accounts as of December 31, 1972, be authorized to provide a clear record of the changeover as of that date.

After discussion, the motion was unanimously carried.

Mr. Stolzer moved, seconded by Mr. L'Hommedieu, that payment of 1972-73 salaries to members of the College Police bargaining unit in an amount equal, in each case, to 105.5% of the 1971-72 salary, be authorized, retroactive to July 1, 1972; said salary increase being within federal guidelines and having been agreed to by negotiators for the Board of Trustees and the bargaining unit, although not formalized as of this date by executed contract; said action having been approved by legal counsel for the College. (Explanatory material filed with Papers Supporting the Minutes.) After discussion, the motion was unanimously carried.

Mr. Stolzer moved, seconded by Mr. Marchitto, that O'Connell & Salisbury of New Brunswick be named broker of record for the medical insurance "package" authorized by the Board on November 21, 1972.



(Explanatory Note: This is the same firm that has served as broker of record for this purpose since 1968. Fraser Brothers of Edison is the broker of record for all other insurance. )

After discussion, the motion was unanimously carried.

Mr. Walsh reviewed the Cash Summary Report for the Five Months Ended November 30, 1972; Statement of Current Operating Income for the Five Month Period Ended November 30, 1972; and Summary of Financial Report for the Five Month Period Ended November 30, 1972. (Copies filed with Papers Supporting the Minutes.)

The Finance Committee is working with Mr. Walsh and his staff in preparing the budget.

#### EDUCATION COMMITTEE

Vice President Callahan reviewed the December report of the Education Committee. (Copy Attached.)

Mrs. Czaya and Messrs. Venezia, Klegman and Chambers reported highlights of the second convocation for Trustees held at Somerset County College on December 2.

Mr. Venezia suggested that President Chambers circularize to Trustees meeting dates of the Council of County Colleges in the hope that one Trustee would attend with the President.

The President reported that consistent with current policy, he has communicated to the Chancellor of Higher Education that Middlesex County College will give first priority to County residents and accept non-residents on a space available basis after May 1.

Mrs. Czaya commended the administration for taking the community college into industry and the community through the extension education service.

#### COMMUNITY AFFAIRS COMMITTEE

Mr. Ciotta reviewed activities, other than routine, handled by the Office of Public Information and Publications. (Copy filed with Papers Supporting the Minutes.)

A total of \$6,533.61 has been received by the Middlesex County College Foundation, Inc., since the November Board meeting. The net profit from the Fourth Annual Scholarship Ball is approximately \$8,000.

STUDENT AND ALUMNI AFFAIRS COMMITTEE

Mr. Klegman moved, seconded by Mr. L'Hommedieu, that the "Code of Student Conduct" dated December 19, 1972, having been approved by the Student and Alumni Affairs Committee be adopted; and that said policy become effective January 1, 1973.

Mrs. Rehbein, President of the College Senatè, had some questions with respect to the code. She was assured further amendment of the code is possible in the event suggestions were made to the Student and Alumni Affairs Committee.

Mr. Klegman noted that Mr. Hoffman, College Counsel, has reviewed the document as it relates to breaches of civil conduct which courts might hear and while they may relate, it does not mean the College lacks jurisdiction for punitive or other sanctions within the College campus. The code was not intended as a disciplinary measure between student and faculty member; it is assumed the faculty member would go to the Vice President. Most important, the code establishes machinery for appeal and review--an individual is given due process. The Code can be amended and Mr. Klegman would be happy to entertain suggestions and present them to the Board.

After discussion, the motion was unanimously carried.

EMPLOYEE RELATIONS COMMITTEE

Mr. Stolzer moved, seconded by Mr. Klegman, for adoption of the following resolution:

WHEREAS, William R. Walsh, Jr., Vice President for Administration and Finance, has served Middlesex County College as an executive member of the staff from November 1966 to January 1973; and

WHEREAS, he has performed responsibilities of administration and finance with great competence and care; and

WHEREAS, he has unreservedly given his skills and understanding in behalf of the objectives of the College, its staff and students; and

WHEREAS, he has accepted a position as Treasurer of the Robert Wood Johnson Foundation, Inc., and will no longer be employed by Middlesex County College:

THEREFORE, BE IT RESOLVED that the Middlesex County College Board of Trustees does hereby recognize the outstanding contribution of William R. Walsh, Jr., to Middlesex County College.

After discussion, the motion was unanimously carried.

Once again, the Trustees expressed regret at Mr. Walsh's leaving the College and extended best wishes for the future.

Mr. Walsh reported a mediation session to be held December 20, 1972, with the Police.

#### COUNSEL'S REPORT

No Report.

#### PRESIDENT'S REPORT

Dr. Chambers noted that action on the part of certain members of the College Police resulted in saving the life of a parent of an MCC student who had collapsed while visiting the campus.

The President has asked Mr. Hoffman to look into waiving tuition for senior citizens.

The President read a memorandum he had prepared to the Education Committee with respect to tenure policy and provided Trustees with a copy. Copies will also be provided the College Senate. President Chambers recommended that the Education Committee of the Board of Trustees meet with the President of the College, appropriate faculty representatives and any other members of the College community that the Education Committee feels could add to and help them with the preparation of a policy statement, and that they then prepare a recommendation to the Board of Trustees of the College with respect to adoption of a statement of position. The President has asked the Chancellor to permit more time to complete the study in this area.

Mrs. Thompson, speaking for the Union, extended appreciation for the position taken by the Board at this time and will attempt to cooperate with the study that will take place.

Mr. Venezia directed the matter of tenure to the Education Committee and asked that Trustees be informed when a meeting is set.

In the power vested in him as Chairman of the Board, Mr. Venezia appointed Mrs. Nancy Clark, Employment Manager of Abraham and Strauss, Woodbridge Center, Woodbridge, New Jersey, to the Retail Management and Merchandising Advisory Committee in place of Mr. Joe Valles, who has been transferred and can no longer serve; and Mr. Robert Sachs, President, Art Directors Club of New Jersey, to serve on the Marketing Art and Design Advisory Committee.

Mr. Venezia also established a "Community Advisory Board" to aid in the planning of educational programs for educationally or culturally disadvantaged youth and appointed the individuals on the attached list to serve on this committee.

. . .

On behalf of the Board of Trustees, Mr. Venezia wished everyone a MERRY CHRISTMAS and a HAPPY NEW YEAR.

. . .

The next regular meeting of the Board of Trustees will be held on January 16, 1973, at 7:45 p. m. , in the Board Room, Center I, on the College campus.

There being no further business, the meeting was adjourned at 10:12 p. m.

---

JOSEPH KLEGMAN  
Secretary

ADVISORY COMMITTEE

COMMUNITY ADVISORY BOARD

MEMBER

BUSINESS AFFILIATION

Mr. William B. Garvin

Counselor, Neighborhood Youth  
Corps  
Middlesex County Economic  
Opportunities Corporation  
1 John F. Kennedy Square  
New Brunswick, New Jersey 08901  
Residence:  
96 Throop Avenue  
New Brunswick, N. J. 08901

Mrs. Ann Freeman

Counselor  
John P. Stevens High School  
Grove Avenue  
Edison, New Jersey 08817  
Residence:  
1195 Washington Avenue  
Scotch Plains, N.J. 07076

Mrs. Naomi Chamacho

Receptionist  
Community Guidance Center  
333 State Street  
Perth Amboy, New Jersey 08862

Miss Renee Ralph

Administrative Aide - Admissions  
Middlesex County College  
Edison, New Jersey 08817  
Residence:  
961 Yorke Road  
North Brunswick, N.J. 08902

Mrs. Vivian Mickey

Teacher Aide - College Foundations  
Middlesex County College  
Edison, New Jersey 08817  
Residence:  
104 Maple Street  
Colonia, New Jersey 07067

STUDENT REPRESENTATIVES

Mr. Archie Brown  
18-E Barrett Gardens  
Kendall Park, New Jersey 08824

STUDENT REPRESENTATIVES

Mrs. Marcella Minchew  
491 Washington Road  
Parlin, New Jersey 08859

Miss Pauline Jones  
310 George Street  
New Brunswick, New Jersey 08901

Mr. Jimmy Sharp  
9-B Lyle Place  
Edison, New Jersey 08817

Mr. Ernesto Dominguez, Jr.  
528 North Park Drive  
Perth Amboy, New Jersey 08861


Miss Gladys Tirado  
518 State Street  
Perth Amboy, New Jersey 08861

COLLEGE REPRESENTATIVES

Dr. Frank M. Chambers, President  
Mr. G. Nicholas Venezia, Chairman, Board of Trustees  
Mr. John N. Callahan, Vice President for Academic & Student Affairs  
Mr. Jerome Shindelman  
Mr. Paul Hilf  
Mrs. Joyce M. Sheard  
Mr. William Lindemann  
Mr. Fred Hertrich  
Mr. Robert Buzard  
Mr. Aloysius Farrah  
Mr. John Gutowski

MEMORANDUM

TO: EDUCATION COMMITTEE DATE: December 15, 1972  
Dr. Edward A. Brady, Chairman  
Mr. Joseph Klegman  
Mrs. Mary Czaya  
Mr. James J. Clancy  
Mr. Fred Grossman  
Mr. H. Ian Smith

FROM: Vice President John N. Callahan 

SUBJECT: December Report to Education Committee

1. The Office of Counseling Services reports the development of a newsletter entitled "In Touch With Middlesex County College." The paramount objective of the newsletter is to provide local employers with in-depth knowledge of the College's curricula and the training and skills of the students enrolled in these programs. The publication, to be issued biannually (Fall and Spring), will feature descriptions of laboratories and equipment, the theoretical and practical aspects of the educational programs, special departmental projects, and various success stories of the College's graduates.

On November 8, the Office of Counseling Services sponsored a "College Day Fair." The "Fair" provided approximately 375 senior students with an excellent vehicle for the exploration of transfer opportunities with the representatives of 55 four-year institutions.

2. On November 10, the Division of Health Technologies submitted an "Allied Health Professions Special Improvement Grant" application for the Medical Laboratory Technology program to the National Institutes of Health.

Grant support (\$62,815 in the initial year of a \$419,532 five-year budget projection) has been requested to purchase laboratory equipment and to hire additional staff to satisfy the needs of increased enrollment and to extend coordination between the College and affiliating hospitals.





December 15, 1972

3. In a recent letter to the College's Office of Counseling Services, the Associate Director of Admissions at Montclair State College made the following statement: "In February 1972, we did some arithmetic and found that 94 Middlesex County College students had been admitted with an average accumulative average of 2.8. The available follow-up on 88 cases showed an average accumulative average of 3.03 on work taken here. This may not be a scientific study, but I would conclude that Middlesex County College students, in general, do very well here. I hope that this information is useful to you." Indeed!
4. Performances of Shakespeare's "Twelfth Night" were presented by the Fine Arts Department on December 14, 15, 16, and 17. This was the second dramatic production of the academic year.

On December 8, a Choral Concert was held in the Bunker Lounge of the new College Center. The program combined sacred and secular selections appropriate to the holiday season.

In a continuation of the Reader's Theater Program, the Fine Arts Department presented George Orwell's "Animal Farm" on Tuesday, December 12.

5. The Divisions of Science, Engineering Technologies, and Learning Resources, have finalized arrangements with the Environmental Protection Agency to cosponsor an air pollution control exercise (APEX) for the faculties of New Jersey's community colleges. Representatives of local industry and governmental agencies (environmental) are also expected to attend. The APEX program is a dynamic "real world" emulation of a community with a variety of air pollution control problems. Program participants role-play in the guise of a number of community decision makers, such as city and county politicians and city and county planners. The projected dates of the program are March 8, 9, and 10.
6. The Division of Continuing Education has listed the following community service and related projects:
  - A. The development of the Spring semester "Mini-Course" series (consisting of twelve (12) separate programs) involving such topics of interest, i.e., as "Genealogy," "Do-it-Yourself Income Tax," "The Process of Group Dynamics," "Plan Now, Retire Later," and "French for the Tourist."

A brochure has been prepared and mailed to a variety of publics within the county for whom these mini-courses have been especially designed.



December 15, 1972

- B. In cooperation with the Students International Meditation Society, the Division of Continuing Education cosponsored two transcendental meditation lectures on November 29 and December 5. Twenty-four participants explored the mechanics of the introspective process associated with transcendental meditation.
- C. A recent investigation indicated a definite interest among the citizens of the community for the development of a Middlesex County College Community Chorus. Auditions have been conducted and expectations are that a group of quality vocalists will be identified by mid-January. Performances will be scheduled at various off-campus locations.
- D. The Spring, 1973 tabloid has been completed. Mail registration will be processed from January 1 through 12. In-person registration will take place on January 17 and 18.

