

Minutes of August 20, 1968

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:45 p.m., August 20, 1968, in the Board room on the College campus. Members present were Messrs. Blunt, Feakes, Hughes, L'Hommedieu and Marchitto. Mrs. Carman and Messrs. Klegman, Rowland and Venezia were absent. Also present were Dr. Chambers and Messrs. Hoffman, Ciotta, Hilf, Walsh, Wanty, Foose, Callahan, Kleban, Hazlett, Gatarz, Mrs. Channing, Mrs. Lake, and other members of the public.

Mr. Feakes requested that the credit shown in the motion relating to the hardware allowance on Building #141 should be \$325.00, not \$326.00 (first paragraph under Facilities and Equipment Committee, page 1, Vol.IV-1) in the Minutes of July 16, 1968.

Mr. Feakes moved, seconded by Mr. Marchitto, that the Minutes of July 16, 1968, be approved as amended. The motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

Dr. Chambers reviewed the development and Mr. Gatarz and Mrs. Channing explained the preliminary plans of the proposed allied health building.

Mr. Marchitto moved, seconded by Mr. Hughes, that the Facilities and Equipment Committee be authorized to instruct the architect to proceed with working drawings on the allied health building. After discussion, the motion was unanimously carried.

Mr. Walsh reported the following with respect to balances due on contracts:

- A. Contracts for renovations of old buildings--all contractors paid in full as of August 20, 1968.
- B. Contracts for construction of three new buildings--balance due to Metalab Company, \$10,467.00; all other contractors paid in full as of August 20, 1968.
- C. Site Work balances due as follows:

- (1) Halecrest Company, \$35,995.85;
- (2) Molnar Electrical Contractors, Inc., \$24,177.15;
- (3) Charles Simkin & Sons, Inc., Plumbing Contract, \$10,180.50;

- (4) Charles Simkin & Sons, Inc., Heating Contract, \$15,439.90
- (5) Vince Landscape Contractors, \$3,972.50.

No requests for progress payments had been received from either the Halecrest Company or Vince for August. Each of the other contractors had submitted a request for final payment, and all of these requests had been approved by the Architect.

Mr. Kleban recommended that the following amounts be retained on the contracts for which final payment had been requested:

- (1) Metalab Company, \$1,000.00
- (2) Molnar Electrical Contractors, Inc., \$1,000.00;
- (3) Charles Simkin & Sons, Inc., Plumbing Contract, \$1,000.00;
- (4) Charles Simkin & Sons, Inc., Heating Contract, \$1,500.00.

Mr. Marchitto moved, seconded by Mr. Feakes, that a bill in the amount of \$9,180.50 be approved for payment to Charles Simkin & Sons, Inc., on account of Site Work, Plumbing Contract, subject to certification by the Architect and College Engineer. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Feakes, that a bill in the amount of \$13,939.90 be approved for payment to Charles Simkin & Sons, Inc., on account of Site Work, Heating Contract, subject to certification by the Architect and College Engineer. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Feakes, that a bill in the amount of \$23,177.15 on account of Site Work, be approved for payment to Molnar Electrical Contractors, Inc., subject to certification by the Architect and College Engineer. After discussion, the motion was unanimously carried.

During the discussion, a question was raised as to the exact amount due to Molnar, inasmuch as the amount was erroneously stated on the approval form. Mr. Walsh explained that due to the fact that a previous voucher had been reduced before payment, the amount actually due at this time was as shown above. He added that before final payment on any contract is made, his office makes a complete audit on the contract and verifies the amount due by reconciling his records with those of the Architect and the contractor involved. Mr. Kleban added that his approval relates to the completion of the work claimed, and not to the exact number of dollars involved, since he has no way of determining the exact amount of previous payments.

Mr. Marchitto moved, seconded by Mr. Feakes, that a bill in the amount of \$9,467.00 on account of New Buildings be approved for payment to Metalab Company, subject to certification by the Architect and College Engineer. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that the following bills related to the Alteration of Building #141 be approved for payment subject to certification by the Architect and College Engineer:

Eckert and Gatarz, Architects - for Blueprinting - \$162.40

John Maltese Iron Works, Inc. - Requisition #1 for
Structural Steel - \$4,906.80

Hi-Li Electric Co., Inc. - Requisition #1 for
Electric Work - \$ 790.20

The McGowan-McLean Corp. - Requisition #1 for
Plumbing Work - \$5,159.70

Indri Construction - General Construction
-\$14,202.00

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that a change order in the amount of \$325.00 additional to the contract sum be approved in the General Construction Contract for the Renovation of Building #141, to provide for the furnishing of Finish Hardware in the Library Alteration Work. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Hughes, that Contract No. 6 for New Buildings, between the Board of Trustees and the Metalab Equipment Company be accepted as satisfying the requirements of Specifications, Drawings, and Contract, pursuant to a recommendation of the Architect dated August 2, 1968; and that final payment on said contract be authorized upon certification by the Architect and College Engineer that two wall receptacles for portable hood exhaust pipes have been installed, pursuant to a recommendation by the College Engineer dated August 9, 1968; it being understood that the guarantee period shall expire one year from this date or six months after final payment, whichever is later. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that bids on Radio Communication Equipment received on June 11, 1968, be rejected for the reason that the lowest bids were in excess of the amount available for said equipment. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that contracts for Heating & Ventilating Work and Electrical Work on Building #224 be awarded to the lowest bidders in each of the two categories, as follows:

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Contract #1, Heating - Richardson Engineering Company
 New Brunswick, N. J. \$57,890.00

Contract #2, Electrical - Daidone Electric, Inc.
 Newark, N. J. \$ 8,300.00

said bids being the lowest among those submitted on August 1, 1968; and that the Chairman and Secretary be authorized to execute contracts with these companies in the amounts shown. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that a contract for performing Tree Work pursuant to specifications issued by the Business Office July 19, 1968, be awarded to the Hartley Landscape & Tree Service of Princeton, New Jersey, at its bid price of \$7,499.00; said bid being the lowest among three bids received on August 6, 1968. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Feakes, that contracts for furnishing Athletic Supplies and Equipment be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified supplies and equipment among the four bids received on August 6, 1968, whether computed on an item by item or lump sum basis:

Metuchen Center, Inc. Metuchen, New Jersey	\$ 406.52
Solomon's Inc. Elizabeth, New Jersey	848.40
Champion Products, Inc. Rochester, New York	513.12
S. F. Goldstein New York, New York	<u>246.40</u>
TOTAL	\$2,014.44

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to sixteen companies on July 19, 1968. Formal bid notice was published in two newspapers on July 19, 1968. Four sealed bids were received and opened by the Bidding Committee on August 6, 1968. Bids were analyzed by Mr. Sacchi of the Physical Education Department. Awards noted above are to the lowest bidder on each item--total of thirty-one items to four companies.

Mr. Marchitto moved, seconded by Mr. Blunt, that a contract for furnishing Mechanical Technology Equipment be awarded to the Brodhead-Garrett Company of Cleveland, Ohio, at a cost of \$1,343.00; said amount being the lowest combination of prices on the specified equipment between the two bids received on August 6, 1968. After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to three companies on July 19, 1968. Formal bid notice was published in two newspapers on July 19, 1968. Two sealed bids were received and opened by the Bidding Company on August 6, 1968. Bids were analyzed by Mr. Tyrrell, Chairman of the Electrical Technology Department. Awards noted above are to the lowest bidder on each item--total of two items.

Mr. Marchitto moved, seconded by Mr. Hughes, that contracts for furnishing Library Supplies be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified supplies among the six bids received on July 18, 1968, whether computed on an item by or lump sum basis:

Bro-Dart, Inc. Newark, New Jersey	\$1,007.91
J. L. Hammett Company Union, New Jersey	558.10
Dynamic Office Equipment Trenton, New Jersey	530.00
3M Business Products Sales, Inc. Trenton, New Jersey	69.84
Gaylord Brothers, Inc. Syracuse, New York	208.50
Demco Library Supplies Madison, Wisconsin	<u>382.42</u>
TOTAL	\$2,756.77

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to seven companies on July 5, 1968. Formal bid notice was published in two newspapers on July 5, 1968. Six sealed bids were received and opened by the Bidding Committee on July 18, 1968. Bids were analyzed by Mrs. Ruth E. Riggs, Head Librarian. Awards noted above are to the lowest bidder on each item--total of fifty-four items to six companies.

Mr. Marchitto moved, seconded by Mr. Blunt, that contracts for furnishing Physics Supplies be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified supplies among the five bids received on July 2, 1968, whether computed on an item by item or lump sum basis:

The Welch Scientific Company Skokie, Illinois	\$ 35.90
LaPine Scientific Company (NY) Inc. Irvington-On-Hudson, New York	36.19
Central Scientific Company Mountainside, New Jersey	<u>22.50</u>
TOTAL	\$ 94.59

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to ten companies on June 17, 1968. Formal bid notice was published in two newspapers on June 19, 1968. Five sealed bids were received and opened by the Bidding Committee on July 2, 1968. Bids were analyzed by Prof. Charles Korn, Chairman of the Physics Department. Awards noted above are to the lowest bidder on each item--total of twenty-two items to three companies.

Mr. Marchitto moved, seconded by Mr. Hughes that contracts for furnishing Chemistry Equipment be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified equipment among the five bids received on July 18, 1968, whether computed on an item by item or lump sum basis:

Matheson Scientific, Inc. Philadelphia, Pennsylvania	\$ 312.00
Fisher Scientific Company Springfield, New Jersey	303.32
The Welch Scientific Company Skokie, Illinois	398.18
Beckman Instruments, Inc. Mountainside, New Jersey	51.00
Perkin-Elmer Corporation Norwalk, Connecticut	<u>8,887.00</u>
TOTAL	\$9,951.50

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to eight companies on July 5, 1968. Formal bid notice was published in two newspapers on July 5, 1968. Five formal bids were received and opened by the Bidding Committee on July 18, 1968. Bids were analyzed by Dr. Francis Spano, Chairman of the Department of Chemistry. Awards noted are to the lowest bidder on each item--total of twenty-nine items to five companies.

Mr. Marchitto moved, seconded by Mr. Blunt, that contracts for furnishing Physics Equipment be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified equipment among the four bids received on July 18, 1968, whether computed on an item by item or lump sum basis:

Central Scientific Company Mountainside, New Jersey	\$7,366.62
Allegri-Tech., Inc. Nutley, New Jersey	152.00
Klinger Scientific Apparatus Corporation Chicago, Illinois	3,048.45
Stansi Scientific, Div. Fisher Scientific Company Chicago, Illinois	<u>1,189.74</u>
TOTAL	\$11,756.81

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to ten companies on July 5, 1968. Formal bid notice was published in two newspapers on July 5, 1968. Four formal bids were received and opened by the Bidding Committee on July 18, 1968. Bids were analyzed by Professor Charles Korn, Chairman of the Physics Department. Awards noted above are to the lowest bidder on each item--total of fifty-six items to four companies.

Mr. Marchitto moved, seconded by Mr. Blunt, that contracts for furnishing Biology Equipment be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified equipment among the seven bids received on July 18, 1968, whether computed on an item by item or lump sum basis:

Hotpack Corporation Philadelphia, Pennsylvania	\$5,150.00
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Matheson Scientific, Inc. Philadelphia, Pennsylvania	\$ 13.75
Central Scientific Company Mountainside, New Jersey	11.02
Clay-Adams, Div. Becton, Dickinson & Co. Parsippany, New Jersey	460.00
Harvard Apparatus Company, Inc. Dover, Massachusetts	630.00
Heath Company Binton Harbor, Michigan	1,337.36
Jewell Optical Company Bloomfield, New Jersey	<u>457.00</u>
TOTAL	\$8,059.13

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to seventeen companies on July 5, 1968. Formal bid notice was published in two newspapers on July 5, 1968. Seven formal bids were received and opened by the Bidding Committee on July 18, 1968. Bids were analyzed by Miss Rizzo, Chairman of the Department of Biology. Awards noted above are to the lowest bidder on each item--total of eleven items to seven companies.

Mr. Marchitto moved, seconded by Mr. Hughes, that contracts for furnishing Biology Supplies be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified supplies among the eight bids received on July 2, 1968, whether computed on item by item or lump sum basis:

J & H Berge, Inc. South Plainfield, New Jersey	\$10,892.93
Perkin-Elmer Corporation Norwalk, Connecticut	113.50
Beckman Instruments, Inc. Mountainside, New Jersey	32.20
The Welch Scientific Company Skokie, Illinois	1,206.30
The Ealing Corporation Cambridge, Massachusetts	1,129.00

John Wiley & Sons, Inc. New York, New York	\$ 300.00
Nutritional Biochemicals Corporation Cleveland, Ohio	5.70
Smith and Underwood Royal Oak, Michigan	<u>274.25</u>
TOTAL	\$13,953.88

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to eighteen companies on June 19, 1968. Formal notice was published in two newspapers on June 19, 1968. Eight formal bids were received and opened by the Bidding Committee on July 2, 1968. Bids were analyzed by Miss Rizzo of the Biology Department. Awards noted above are to the lowest bidder on each item--total of one hundred and eighty-eight items to eight companies.

Mr. Marchitto moved, seconded by Mr. Hughes, that contracts for furnishing office equipment (Library) be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified equipment among the three bids received on July 18, 1968, whether computed on an item by item or lump sum basis:

Gaylord Brothers, Inc. Syracuse, New York	\$289.00
Harry Strauss & Sons New Brunswick, New Jersey	20.00
Eastman Kodak Company Mountainside, New Jersey	<u>267.75</u>
TOTAL	\$576.75

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to ten companies on July 5, 1968. Formal bid notice was published in two newspapers on July 5, 1968. Three sealed bids were received and opened by the Bidding Committee on July 18, 1968. Bids were analyzed by Mrs. Ruth E. Riggs, Head Librarian. Awards noted above are to the lowest bidder on each item--total of five items to three companies.

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Mr. Marchitto moved, seconded by Mr. Blunt, that contracts for furnishing Art Equipment and Supplies be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices of the specified supplies and equipment among the three bids received on August 13, 1968, whether computed on an item by item or lump sum basis:

Stewart Clay Company, Inc. New York, New York	\$ 580.45
Soldner/pottery & pottery equipment Aspen, Colorado	195.00
A. D. Alpine, Inc. El Segundo, California	505.00
TOTAL	<u>\$1,280.45</u>

After discussion, the motion was unanimously carried.

NOTE: Specifications were mailed to five companies on August 1, 1968. Formal bid notice was published in two newspapers on August 1, 1968. Three sealed bids were received and opened by the Bidding Company on August 13, 1968. Bids were analyzed by Mrs. Marion Levinston of the Art Department. Awards noted above are to the lowest bidder on each item--total of fifty-four items to three companies.

Mr. Marchitto moved, seconded by Mr. Feakes, that the single bid received from E. Kalogridis of Highland Park, New Jersey, for window sash repair on August 18, 1968, be rejected on the grounds that it was not sufficiently representative of the trade; and that the Director of Administrative Services be authorized to re-bid this work. After discussion, the motion was unanimously carried.

The question was asked and answered affirmatively that all purchases approved on August 20, 1968, were within the funds allocated in the budget.

Mr. Marchitto moved, seconded by Mr. Blunt, that the College enter into an agreement with Middlesex County whereby the County would grade and spread stone (purchased by the College) in the area of the water tower on GSA property rented by the College, to provide additional parking space for approximately 150 to 200 cars, subject to approval of use of the land by GSA. After discussion, the motion was unanimously carried.

EDUCATION COMMITTEE

Dr. Chambers explained the Educational Opportunity Fund program instituted by the State because of its concern for the disadvantaged. \$2,000,000 is to be used to fund projects which would assist the disadvantaged to obtain further education.

Middlesex County College has made a proposal to the State of New Jersey and received approval for a project which would admit fifty (50) disadvantaged young people and provide them education which might lead in one or more directions--provide the education to master basic education and proceed on to standard educational programs either at MCC or another college; and/or preparation to go directly to work as a result of skills obtained in this program.

Dr. Chambers said the project has been planned in generalities but will include employment of staff and recruitment of students. During the next several months, plans will be made concerning the details of the program to be presented. \$50,000 has been approved by the Fund for the project at MCC in direct aid to the students for books, supplies, transportation and tuition. In addition, \$17,000 has been allotted for salaries and other related items. A limited number of students would be accepted on the recommendation of the Office of Economic Opportunity, a county-wide organization that deals primarily with the disadvantaged, the remainder would be selected by the college.

Mr. Blunt moved, seconded by Mr. Feakes, that the application for approval of a program involving participation in the New Jersey Educational Opportunity Fund, filed by the President with the State Department of Higher Education, be ratified; but that the Board express strong misgiving as to the free flow of funds to students (as directed by EOF Administrative Regulation #1 of July 8), and that some appropriate controls over the funds given to the students should be exercised, and that this expression of great concern be transmitted to the Chancellor of Higher Education. After discussion, the motion was unanimously carried.

Dean Foose reported on admissions since the last Board meeting. (Copy of Admissions Report filed with papers supporting the Minutes.)

PERSONNEL COMMITTEE

Mr. Hughes moved, seconded by Mr. Feakes, that resignations from the following staff members be accepted as of the dates shown:

H. Joan Purtell - Associate Dean of Students - effective August 20, 1968.

Carol DePhillips - Clerk-Typist III, Office Services - effective July 26, 1968.

After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Marchitto, that the following persons be appointed to non-academic positions with

effective dates and salaries as shown; said salaries being in accordance with the non-academic salary guide currently in effect:

- Lawrence A. Rice - Security Officer, \$516.66 per month effective August 1, 1968;
- Mrs. Dorothy K. Zabolin - Clerk-Typist II, Student Personnel Services, \$356.75 per month, effective July 1, 1968;
- Mrs. Nettie K. Natter - Clerk-Typist I, Office Services, effective August 7, 1968, at a salary of \$325.75 per month;
- Miss Barbara Ann DePhillips - Clerk-Typist II, Office Services, \$310.25 per month, effective July 26, 1968.

After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Feakes, that the following appointments to the academic staff for the ten-month period beginning September 1, 1968, be approved at the salaries listed:

- Mrs. Christina B. Goldman - Assistant Instructor, Business \$5,000.00
- Mr. Emanuele diPasquale - Instructor, English \$7,800.00
- Mrs. Arlene J. Lowenstein - Instructor, Nurse Ed. 7,200.00
- Mrs. Hilda Schmidl - Instructor, Biology 7,800.00
- Mr. James E. Walsh, Jr. - Instructor, Electrical Technology 9,000.00

After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Blunt, that Mr. John N. Callahan be appointed as Associate Dean of Faculty, with the rank of Associate Professor, for the period from August 19, 1968, to June 30, 1969, at an annual salary of \$15,000.00 per twelve-month year (pro-rated for 10½ months). After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Marchitto, that the following persons be appointed to the daytime adjunct staff for the fall semester of 1968 with assignments and salaries as shown below:

- Dr. Laurence E. McPhee - ENG-121-41 \$1,200.00
ENG-221-03
- Susan Rosenblum - HIS-121-05 \$1,665.00
HIS-121-06
HIS-221-01
- Saul Kelton - PSY-101-53 \$960.00
PSY-101-30

Dr. Sidney Danzish - BIO-111-38 \$960.00
BIO-113-62 & 63

After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Marchitto, that Mrs. Clair Rosser be appointed as Assistant Librarian, with the rank of Assistant Instructor, for the period from July 1, 1968 to June 30, 1969, with an annual contract salary at 4/7 of full-time--\$4,750.00 per year (12 months). After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Feakes, that the following persons be appointed to non-academic positions with effective dates and salaries as shown; said salaries being in accordance with the non-academic salary guide currently in effect:

Miss Diane Danik - Clerk-Typist II, Office Services - \$310.25 per month, effective September 9, 1968;

Mrs. Lucille Leissie - Clerk-Typist II, Office Services - \$341.25 per month, effective September 9, 1968.

After discussion, the motion was unanimously

Mr. Hughes moved, seconded by Mr. Marchitto, that Mr. Seymour H. Solomon, Bookstore Manager, be appointed Business Advisor to the Student Activities Department, at an annual stipend of \$1,200.00. After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Blunt, that Mrs. Ruth E. Whitbeck, appointed as Director of Educational Media on May 21, 1968, for the fiscal year 1968-69, be appointed to the rank of instructor. After discussion, the motion was unanimously carried.

A special meeting of the Board of Trustees was called for September 3, 1968, to act on recommendations of the Personnel Committee with respect to the Proposed Faculty Policies and Procedures, and any other appropriate business.

COMMUNITY AFFAIRS COMMITTEE

Mr. Ciotta reported that the fund drive for the Middlesex County College Foundation is underway and approximately \$4,500 has been received to date.

The third copy of the Business and Industrial Newsletter will be mailed to over 200 businesses in the Middlesex County area next week.

Outside groups that will use college facilities are:

Middlesex County Tuberculosis and Health League - September 26, 1968
 New Jersey Association of Educational Secretaries - March 22, 1969
 New Jersey Association of Secondary School Administrators -
 May 1, 1969

Mr. James H. McCrocklin, Undersecretary of the Department of Health, Education and Welfare, will address the student body on September 24 at 4 p.m.

FINANCE COMMITTEE

Mr. Feakes moved, seconded by Mr. Marchitto, that the name of Michael J. Reynolds, former Dean of Students, be deleted from the list of authorized signatories on College bank accounts; and that the name of W. Frederick Foose, new Dean of Students, be inserted wherever the name Michael J. Reynolds appears. After discussion, the motion was unanimously carried.

Mr. Feakes moved, seconded by Mr. Marchitto, that the Director of Administrative Services be authorized to execute and file an application for exemption of the College from Federal tax on the purchase of alcohol for the Chemistry and Biology Departments. After discussion, the motion was unanimously carried.

Mr. Feakes moved, seconded by Mr. Marchitto, that the addition of every student enrolled in the nursing curriculum as a named insured on the College Comprehensive General Liability Policy be authorized, at a cost of \$10.30 per student, said cost to be paid by the students. After discussion, the motion was unanimously carried.

Mr. Feakes reported, for the record, that Federal regulations concerning the Work-Study Program have changed to the extent that the ratio of Federal funds to College funds, which was 85/15 through June 30, 1968, is 80/20 effective August 20, 1968.

Mr. Feakes moved, seconded by Mr. Blunt, payment of the following two invoices to Wilentz, Goldman & Spitzer:

1. Legal Services to Middlesex County College for the year beginning July 1, 1967 to June 30, 1968 \$6,000.00
 (\$750 of this amount attributed to Bookstore-Faculty-Student Association)

2. Work relating to Federal Application and all other
Capital Projects \$4,500.00

After discussion, the motion was unanimously carried.

Mr. Feakes reviewed the following financial reports (copies filed with papers supporting the Minutes).

Schedule of Receipts and Disbursements for the month ended
July 21, 1968;

Statement of Current Operating Revenue for the One Month
Period Ended July 31, 1968;

Summary of Financial Report - July 1968;

Balance Sheet - Combined Current Fund and Work Study Fund
(Unaudited);

Statement of Current Fund Surplus for the Fiscal Year Ended
June 30, 1968;

Statement of Excess Revenue Over Expense from Operations for
the Fiscal Year Ended June 30, 1968;

Capital Fund Balance Sheet (Unaudited) as at June 30, 1968;

Capital Surplus Projection as of August 20, 1968.

PRESIDENT'S REPORT

Dr. Chambers reported receiving word from the Department of Health, Education, and Welfare, advising that funds are now available to make the second and final Federal Capital Contribution to Middlesex County College's Nursing Student Loan Fund in the amount of \$7,366. This sum, together with the amount allotted on June 14, 1968, provides the total allotment for the fiscal year 1969.

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The next meeting of the Board of Trustees will be a special meeting on Tuesday, September 3, 1968, at 7:45 p.m., in the Trustees' conference room on the College campus.

The next regular meeting of the Board of Trustees will be held on Tuesday, September 17, 1968, at 7:45 p.m., in the Trustees' conference room on the College campus.

There being no further business, the meeting was adjourned at 11:50 p.m.

ROBERT R. BLUNT
Secretary

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Each relating to Federal Acquisition and all other
Capital Projects

As a discussion, the motion was unanimously carried.

Mr. Hester advised the following financial reports (copies
attached with report) regarding the minutes:

Statement of Receipts and Disbursements for the month ended

July 31, 1988

Statement of Current Operating Revenues for the month

period ended July 31, 1988

Summary of Financial Report - July 1988

Balance Sheet - continued through July and work study fund

(attached)

Statement of Current Fund Budget for the fiscal year ended

June 30, 1989

Statement of Budget for the fiscal year ended June 30, 1989

the fiscal year ended June 30, 1989

Capital Fund Budget for the fiscal year ended June 30, 1989

THIS PAGE NOT USED.

FINANCIAL REPORT

Mr. Hester reported that the Board of Trustees of
North Carolina State University, Raleigh, North Carolina, has
approved to make the second and third regular capital
contributions to the University of North Carolina State University
in the amount of \$1,000,000. This amount is to be used for the
fiscal year ended June 30, 1989. The total amount for the
fiscal year 1988-1989 is \$2,000,000.

The next meeting of the Board of Trustees will be a special
meeting on Thursday, September 1, 1988, at 7:00 p.m. in the
University Conference Room on the College campus.

The next regular meeting of the Board of Trustees will be
held on Tuesday, September 13, 1988, at 7:00 p.m. in the University
Conference Room on the College campus.

There being no further business, the meeting was adjourned
at 11:30 p.m.

ROBERT M. HESTER
Secretary

