

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of December 17, 1968 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:45 p.m., December 17, 1968, in the Board room on the College campus. Members present were Mrs. Carman and Messrs. Feakes, Hughes, Klegman, L'Hommedieu, Rowland and Venezia. Messrs. Blunt and Marchitto were absent. Also present were President Chambers, Mr. Hoffman, Mrs. Lake, and other visitors.

Mr. Rowland moved, seconded by Mr. Hughes, that the Minutes of the Annual Meeting (November 4, 1968) be approved as written. The motion was unanimously carried.

Mr. Feakes recommended that the number of copies (10,000) to be printed of the college catalogue be noted in the reference to the contract award, page 53, next to the last paragraph, Minutes of regular meeting November 4, 1968.

Mr. Feakes moved, seconded by Mr. Rowland, that the Minutes of the regular meeting of November 4, 1968, be approved as amended. The motion was unanimously carried.

PERSONNEL COMMITTEE

Mr. Venezia reported that the joint College Trustees-Administration and Faculty Organization Committees met on November 23, 1968, at 10 a.m., at the College. Representing Trustees and Administration were:

- Paige D. L'Hommedieu, Chairman, Board of Trustees
- Maurice W. Rowland, Trustee
- Frank M. Chambers, President
- Vernon Wanty, Dean of Faculty
- W. Frederick Foose, Dean of Students
- William R. Walsh, Jr., Director of Administrative Services
- G. Nicholas Venezia, Chairman, Personnel Committee

Faculty Organization representatives were:

- Fred Grossman, Chairman
- Philip D. Greenwood
- Ruth L. Samsel
- Peter S. Herrington
- Deane A. Dunloy
- Charles Korn

The purpose of the meeting was based on the request and petition of the Faculty Organization that the Trustees accept certain authorization cards by faculty members to recognize this group as bargaining unit. After meeting with this group the committee asked that certain items be entertained by the group; namely, that the organization hold an election determining whether this group was the proper collective bargaining unit for the faculty. The organization rejected this request for the following reasons:

1. The action of such an election was illegal.
2. That an election had been held by virtue of the signing of 136 authorization cards by faculty members.
3. Election to affiliate with an outside organization was tantamount to election for representation.

The college committee suggested:

1. Such an election was not illegal, but could properly be held by mutual agreement by an impartial arbitrator supervising the election.
2. That the request to a faculty member to sign a card could not be interpreted as a free and open election.
3. That the election to affiliate did not give the choice to faculty members not to organize.
4. That in its opinion no election had been held for representation.

The College committee suggested that the procedure used might leave both the College and Faculty Organization open to criticism. It is the position of the college committee that the collective bargaining unit of the Faculty Organization group does not represent the President, Deans, Associate and Assistant Deans, Division Heads, Department Chairmen, nor other management personnel who recommend employment or dismissal of staff, nor who prepare and recommend budgets.

The Faculty Organization further stated that any agreements to hold an election would be interpreted by its members as a stalling tactic and add to the unrest that exists among the faculty. They stated the bargaining unit should exclude deans and division heads, but include department heads. After further discussion with the Faculty Organization Committee, the College Committee stated that it would recommend to the Board of Trustees the following:

1. That the matter be reported to the Chancellor of Higher Education and to the Commission under Public Law 303.
2. That if no adverse response is received by the College prior to the Trustee meeting of December 17, 1968, then:-

This Committee will recommend to the Trustees that the Faculty Organization be recognized as the collective bargaining unit for the college faculty.

A report of the meeting was sent to Governor Hughes, Chancellor Dungan and the Commission. Replies were received from the Executive Assistant to the Governor, Chancellor of Higher Education, and Mr. Walter F. Pease, a member of the Commission. (Copies attached to Minutes.)

Mr. Venezia moved, seconded by Mr. Klegman, that the Trustees recognize the Faculty Organization as the collective bargaining unit for the college full-time faculty, not including those considered managerial executives. After discussion, the motion was unanimously carried.

Mr. Venezia suggested that the same committee be used to meet for discussion of problems with the Faculty Organization Committee: Dr. Chambers, Deans Wanty and Foose, Messrs. Walsh, Rowland, Venezia and L'Hommedieu. Mr. L'Hommedieu so appointed the foregoing gentlemen with the responsibility for contact, communication and negotiation with the Faculty Organization.

FACILITIES AND EQUIPMENT COMMITTEE

Mr. Hughes moved, seconded by Mr. Feakes, that payment of the following bills for work on Building #141, which was made on November 20, 1968, after approval by the Architect, College Engineer, and a majority of the Board of Trustees on an individual basis, be ratified:

Indri Construction Company	\$24,521.00
Hi-Li Electric Company, Inc.	11,449.80

After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Feakes, that payment of the following bills for work on Building #224, which was made on November 20, 1968, following approval of both bills by the consulting engineer and the College engineer, as well as the majority of the Board of Trustees on an individual basis, be ratified:

Richardson Engineering Company	\$4,041.00
Daidone Electric Company	2,241.00

After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Rowland, that the appropriation of \$3,000.00 from the capital fund balance be authorized for the purpose of having Eckert & Gatarz undertake topographical studies, and studies of storm drainage and power requirements for a proposed new 700-car parking lot in the southwest area of the campus; said \$3,000.00 to be credited toward the standard architectural fee if and when plans for this project are implemented, with approval of counsel. After discussion, this motion was unanimously carried.

EXPLANATORY NOTE: The motion above refers to the situation described in a memo to Dr. Chambers dated December 4, 1968. Another point that was not mentioned in said memo is that we do not intend to construct this parking lot under the terms of any existing contract with Eckert. A new contract will be prepared with approval of counsel.

Mr. Hughes moved, seconded by Mr. Rowland, that Contract #6 on New Buildings between Metalab Equipment Company and the Board of Trustees be accepted as satisfying all requirements of the specifications and drawings, pursuant to the recommendation of the Architect; and that final payment of said contract in the amount of \$1,000.00, having been approved by the Architect and the College Engineer, be authorized. After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Feakes, that the following bills for alterations to Building #141, having been approved by the Architect and the College Engineer with respect to the first bill and by the College Engineer with respect to the second, be approved for payment:

Indri Construction Company	\$6,642.00
Eckert & Gatarz	2,400.00

After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Rowland, that contracts for furnishing Mechanical Technology Equipment, having been recommended by Mr. Pautz, Chairman of the Mechanical Technology Department, be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified equipment between the two bids received on December 2, 1968, whether computed on an item by item or lump sum basis:

Engineering Education Equipment Company of Connecticut	\$ 434.50
Brodhead-Garrett Cleveland, Ohio	<u>4,240.00</u>
TOTAL	\$4,674.50

After discussion, the motion was unanimously carried.

NOTE: The contracts specified are for equipment needed in the Mechanical Technology Department. The individual items were included in the list of equipment sent out for bid late in October. However, since no prices were received on November 4, 1968, on certain items, said items were again sent out for bid and the above awards were determined by Mr. Pautz, Chairman of the Mechanical Technology Department after bids were received on December 2, 1968.

Mr. Hughes moved, seconded by Mr. Feakes, that contracts for furnishing Physical Education 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 December 2, 1968, whether computed on an item by item or lump sum basis:

Solomon's, Inc. Elizabeth, New Jersey	\$1,005.14
Todd-Phelps Sporting Goods Mfg. Bronx, New York	647.94
S. F. Goldstein New York, New York	234.05
Sea Lawn Products Company Long Beach, L.I., New York	65.80
Champion Knitwear Co., Inc. Rochester, New York	<u>632.87</u>
TOTAL	\$2,585.80

After discussion, the motion was unanimously carried.

NOTE: The contracts specified above are for Physical Education Supplies needed for the second semester. Bids were solicited from eight companies and the five bids received were analyzed by Mr. Zifchak, Chairman of the Physical Education Department.

Mr. Hughes moved, seconded by Mr. Rowland, that contracts for furnishing Furniture and Equipment be awarded to the following companies in the amounts listed; said amounts being the lowest combination of prices on the specified furniture and equipment among the ten bids received on November 4, 1968, whether computed on an item by item or lump sum basis:

Hertz Folding Furniture Company New York	\$ 526.50
W. B. Wood Company Orange, New Jersey	500.40

Kimber Business Machines North Brunswick, New Jersey	\$1,481.50
Harry Strauss and Sons New Brunswick, New Jersey	<u>832.70</u>
TOTAL	\$3,341.00

After discussion, the motion was unanimously carried.

NOTE: A partial award of contracts for furniture and equipment was made at the November 4 Board meeting. The balance (above) is for various faculty offices where additional people have been assigned.

The question was asked and answered affirmatively that all purchases approved on December 17, 1968, were within the funds allocated in the budget.

Mr. Walsh said that at a previous meeting the Board terminated the food service contract with Raritan Food Service, authorized a food service contract with the ABC Corporation, and authorized negotiation of a lease with Raritan Food Service for use of their equipment installed in Raritan Hall. Raritan has offered to sell to the College all of their equipment in Raritan Hall (valued at approximately \$15,000) for \$5,000, and Mr. Walsh recommended their offer be accepted.

Mr. Hughes moved, seconded by Mr. Rowland, that the offer of Raritan Food Service to sell all of their equipment presently installed in Raritan Hall, as described by Mr. Walsh (list of equipment will be provided Mr. Hoffman), in the amount of \$5,000, be accepted, and counsel execute the proper documents. After discussion, the motion was unanimously carried.

Mr. L'Hommedieu reported that Mr. Kleban has been asked to prepare a report on the feasibility of replacing the old 5KV feeder lines in the underground electrical system in an effort to eliminate power failures. Mr. Kleban's report to Dr. Chambers, dated November 4, 1968 (copy attached), has recommended that Vogelbach & Baumann, consulting engineers, be authorized to prepare plans and specifications for both Plans A and B in his memorandum, and that separate bids be obtained for this work which would give guidance toward a decision.

Mr. Hughes moved, seconded by Mr. Venezia, that the engineering firm of Vogelbach & Baumann be authorized to prepare plans and specifications for the replacement of the old Army electrical cable, pursuant to the outline submitted in Mr. Kleban's report to Dr. Chambers of November 4, 1968; the cost not to exceed \$3,600;

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and the plans submitted to the Board through Mr. Kleban and Dr. Chambers as soon as possible for evaluation and authorization to go to bid. After discussion, the motion was unanimously carried.

NOTE: The funds for the preparation of plans and specifications would come from capital balances.

The Facilities Committee is planning to meet at the architect's office to go over the renditions of the allied health building. This will be on the agenda of the next Board meeting.

PERSONNEL COMMITTEE

Mr. Venezia moved, seconded by Mr. Hughes, that resignations from the following non-academic personnel:

Miss Joann Conte - December 13, 1968 (Business Office)

Miss Maryann Greczek - November 15, 1968 (Admissions Office)

and Mr. Kenneth Van Pelt, Coordinator of Student Activities, effective January 10, 1969, be accepted. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Rowland, that the following persons be appointed to non-academic positions for the balance of the current school year, at the salaries and as of the beginning dates listed:

Mrs. Natalie S. Rener, Clerk I in Central Duplicating - \$310.25 per month, beginning November 11, 1968.

Miss Donna Jessop, Clerk-Typist I in Admissions - \$325.75 per month, beginning December 9, 1968.

After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Hughes, that an adjustment in the salary and title of Mr. Jerome Shindelman, recommended by the President and the Dean of Faculty, be approved for the balance of the current school year, from Assistant Dean of Faculty at a salary of \$10,000.00, (12-month basis), to Associate Dean of Faculty for Supervision of the Evening and Extension Division and Special Projects, at a salary of \$11,000.00, (12-month basis), pro-rated for six months beginning January 1, 1969. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mrs. Carman, that Mrs. Selina S. Chervenak be appointed as a part-time substitute nurse as needed during December 1968, and January 1969, to work

in the College Clinic during Mrs. Buntaine's illness, at the rate of \$3.25 per hour. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Rowland, that Mr. David M. Bunch be appointed to the academic staff as Coordinator-Counselor of the Program for the Education of the Disadvantaged, with the rank of Instructor, for the period from January 2, 1969 to December 31, 1969, at a salary of \$10,300.00 for the twelve-month period. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Feakes, that the following individuals, each of whom is teaching one section of English 121 as an overload, be added to the adjunct faculty payroll for the current semester at the salaries indicated:

Ernest Albrecht	\$585.00
John Arroyo	525.00

After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Feakes, that the name of Erwin J. Rainer be added to the Evening and Extension Division payroll for the current semester at a salary of \$570.00. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Klegman, that Dr. Bruce Cowen of Edison be appointed acting College Physician (time limit-- at will of the Board); his fee to be based on performance in accordance with the following schedule:

Examination of prospective non-academic employees	\$20.00
Examination in College clinic, on a scheduled basis at the beginning of each season, of all students who intend to participate in inter-collegiate athletics	10.00
Examination of the Executive Committee Members (4) annually	60.00
Consultative services to the College clinic	30.00

After discussion, the motion was unanimously carried.

NOTE: A letter was written to the County Medical Society requesting the names of those physicians in the area who might be interested. Six names were received and contacted; two failed to reply; one could not handle the work; and a selection was made from the two that were interviewed. There is sufficient money in the budget for this purpose for the current year.

Mr. Venezia moved, seconded by Mr. Klegman, that Mr. Paul Evans be appointed Student Activities Director for the period January 13, 1969 to June 30, 1969, at the salary rate of \$12,100.00 per 12-month year, with the rank of Assistant Professor. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Klegman, that Mr. Franklin D. Moore be appointed Admissions Counselor in the Division of Student Personnel Services for the period from December 23, 1968 to June 30, 1969, at the salary rate of \$8,000.00 per 12-month year, with the rank of Instructor. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Klegman, that the following promotions for members of the non-academic staff, with salary increases as noted, be authorized effective January 1, 1969, at a total increase in cost for the current fiscal year of \$1,763.50; said amount being within the budgets of the respective departments involved:

NAME	CURRENT TITLE	CURRENT MO. SALARY	NEW TITLE	NEW MONTHLY SALARY
Ida Pino	Account Clerk I	\$414.66	Senior Account Clerk	\$433.50
Dorothy Ellmyer	Account Clerk III	372.25	Account-Clerk II	393.25
Nina Langenohl	" III	372.25	" " II	393.25
Helen Zachik	Cashier	359.08	" " I	395.83
Regina Bergen	Steno-Typ. II	342.00	" " II	359.08
Judith Hryniewicz	KeyPunch Op. I	377.00	Computer Op. II	430.75
Joanne Sweeney	Clrk-Typ. II	325.75	Steno-Typist II	356.75
Julius Guarneri	Maint. Mech. I	608.75	Foreman/Maint. Man	631.50
John Beyczi	" " I	582.25	Foreman/Mechanical	606.25
Louis Egry	" Rprmn.	455.33	Maint. Mech. II	477.91
Michael Baumley	" Mech. II	504.16	" " I	529.33

After discussion, the motion was unanimously carried.

EDUCATION COMMITTEE

Mr. Rowland moved, seconded by Mrs. Carman, for the adoption of the following resolution:

"WHEREAS, on September 19, 1967, the establishment of a new curriculum in the division of Health Technologies was authorized by resolution of the Board of Trustees, with the specific details to be ratified at a later date; and

"WHEREAS, in September 1968, there was established pursuant to said resolution a new curriculum known as Rehabilitation Technology;

"NOW, THEREFORE BE IT RESOLVED that the establishment of said curriculum be and it is hereby ratified and confirmed."

After discussion, the motion was unanimously carried.

Mr. Rowland moved, seconded by Mr. Venezia, that a new curriculum in the division of Health Technologies, to be known as Medical Record Technology be authorized; and that the President be requested to report back to the Board when details of the program have been completed. After discussion, the motion was unanimously carried.

Mr. Rowland reported that at a previous meeting a new curriculum in Correction Administration was authorized by resolution of the Board of Trustees. Request for approval will come before the State Board of Higher Education on Friday.

Mr. Rowland reported on a meeting held with President Chambers and Deans Wanty and Foose on November 26 relative to plans for the establishment of a guidance center at the College.

COMMUNITY AFFAIRS COMMITTEE

Mr. Klegman read two communications from MCC graduates--one from a young man in the United States Navy at Great Lakes telling how his AAS degree was recognized. He is near the top of his class with a 94 average. He received an advanced rating for joining the Navy with an A.A.S. The other letter was from a nurse graduate. She is in charge of a special area of medicine as a nurse in psychiatric work and assistant to a psychologist.

The College served as host for county and community activities. A wrestling clinic was conducted by the Athletic Department on November 30; the Community Relations Department served as liaison with the now active Alumni Association; provided assistance to the Junior Women's Club of New Brunswick for the cheerleading competition held in the physical education building on December 7; provided assistance to the Middlesex County Police Academy in the criminology program now being conducted at West Hall; and worked with Johnson and Johnson in the preparation and distribution of newly developed nursing brochure.

Mr. Rowland moved, seconded by Mr. Hughes, that Dr. Chambers be instructed to send appropriate word to Mrs. Bauer of Johnson & Johnson that the Board of Trustees recognizes the merit of the nursing brochure prepared by Johnson & Johnson. After discussion, the motion was unanimously carried.

MIDDLESEX COUNTY COLLEGE FOUNDATION, INC.

Mr. Venezia reported that the annual meeting of the Foundation was held last month. Gerard Connolly, representing the Alumni Association, was elected a director and the same officers were reelected. Suggestions for fund raising were discussed.

FINANCE COMMITTEE

Mr. Feakes reported that copies of the audit report on the examination of the college accounts from July 1, 1967 to June 30, 1968, were submitted by Lipman, Cestare & Lipman, covering the financial transactions of the Treasurer, activities of the Board of Trustees and the Board of School Estimate; also the financial transactions of Middlesex County College Foundation, Inc., and the Faculty Student Association. Their recommendations follow:

1. That the surety bond be reviewed for the purpose of broader coverage.
2. That a full-time bookkeeper be employed to maintain the records of the Bookstore.
3. That separate bank accounts be maintained for Student Activity monies and Capital Budget monies.
4. That interfund liabilities be paid.
5. That errors on Capital expenditure claims be corrected, and omitted Capital expenditures be claimed.

The report concluded with the following certification:

"I hereby certify that we have examined the books and records of the Board of Trustees of the Middlesex County College for the period July 1, 1967 to June 30, 1968; that the examination was made in accordance with generally accepted auditing standards applicable under the circumstances, and in accordance with the laws governing the fiscal affairs of school districts of New Jersey. I further certify that we have reported or commented upon 'any error, omission, irregularity, violation of law, discrepancy or other nonconformity to the law' found

during the course of the examination; and where detailed examination of any accounts or transactions was not made, we have by examination or test, satisfied ourselves as to the accuracy of the work of the responsible official.

"I further certify, subject to the foregoing comments, that the balance sheets and several supporting statements present a true statement of the financial position of the Board of Trustees of the Middlesex County College, for the period under examination and in my opinion constitute a proper report on the examination of the accounts as determined from the books and records submitted to us, supplemented by personal inquiry and investigation."

Mr. Walsh's memorandum of December 3, 1968, to Dr. Chambers, with copies to all members of the Board of Trustees, reports, reports that all recommendations of the audit have been taken care of at various times and prior to receipt of this report.

Copies of the Audit Report have been sent to the State Department of Higher Education, Board of Chosen Freeholders, and First Bank and Trust Company of Perth Amboy.

The Audit Report was received, discussed, and ordered filed.

Mr. Feakes moved, seconded by Mr. Venezia, that the bill for the 1967-68 audit be approved for payment to Lloyd A. Cestare as follows:

For auditing current operations at the College, including all Federally supported programs, and the College Foundation	\$ 7,755.00
For auditing all capital accounts	2,255.00
For auditing of the Faculty-Student Association, Inc.	<u>990.00</u>
TOTAL	\$11,000.00

It being understood that the amounts shown for capital and the FSA will be paid from the capital and FSA accounts respectively. 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 - Current Fund, for the Month Ended November 30, 1968;
Statement of Current Operating Revenue for the Five Month Period Ended November 30, 1968;
Summary of Financial Report as of November 30, 1968.

PRESIDENT'S REPORT

President Chambers reported that Dr. Kirkwood, Middle States Association representative, had to postpone his visit on December 12 and 13 because of illness.

The Chancellor has written to all of the presidents and students asking that they promulgate information about the Master Plan of New Jersey. They are trying to develop a very comprehensive plan from beginning college to graduate school to show kinds of institutions, number of teachers and number of students to be served.

Dr. Chambers referred to a letter from Dr. Greenfield, President of the Association of County College Presidents, previously circulated to the Trustees, concerning a revision of the present tenure law which would require a five-year rather than three-year probationary period of service prior to a tenure appointment. Dr. Chambers urged the adoption of a resolution supporting a revision of the law.

At the suggestion of Messrs. Hughes and Rowland, adoption of a resolution to prepare new legislation for a revision of the current tenure law, was assigned to the Education Committee for review.

Dr. Chambers also reported that there will be a dedication of the East Engineering building sometime in January or early February.

Dr. Chambers further reported that a federal grant of \$755,057 has been received for help in constructing the new teaching facilities for the School of Nursing under the Nurse Education Act. To take advantage of the grant, funds must be committed for this building by September 30, 1969. It is anticipated the building will be bid in March or April.

Mr. L'Hommedieu, under authority of the By-Laws, appointed two additional members of the Nurse Advisory Committee, their terms to run to June 30, 1969, at which time the committee members will come up for reappointment:

Miss Mary Konyk
Associate Director of Nursing Service
Perth Amboy General Hospital
Perth Amboy, New Jersey

Mrs. Evelyn Keyes
Director, Visiting Nurse Association
211 George Street
New Brunswick, New Jersey

Mr. L'Hommedieu also appointed, under authority of the By-Laws, an advisory committee on Rehabilitation Assistant Education:

Mr. George Chizmadia
(Administrative Supervisor)
N.J.State Rehabilitation Commission
Labor and Industry Building
John Fitch Plaza
Trenton, New Jersey 08625

Mr. Anthony DeSimone
Acting Assoc. Regional Commissioner
for Rehabilitation Services
Dept. of Health, Educa.& Welfare
Reg.Office 2, Federal Building
26 Federal Plaza
New York, New York 10007

Mr. Maurice Dorsen
Rehabilitation Commissioner
Administrator
Middlesex Rehabilitation Hospital
Georges Road & Route 1
North Brunswick, New Jersey 08902

Mrs. Wynetta Bryant
Training Supervisor
Somerset County Welfare Board
Administrative Building
Somerville, New Jersey 08876

Mr. Edwin Gniewkowski
Training & Personnel Supervisor
N.J.State Rehabilitation Commission
Labor & Industry Building
John Fitch Plaza
Trenton, New Jersey 08625

Mrs. Elizabeth Goucher
Director, Social Services
N.J. Neuro-Psychiatric Institute
Box 100
Princeton, New Jersey 08540

Mr. Garvey Presley
District Supervisor
N.J.State Rehabilitation Commission
63 Morris Street
New Brunswick, New Jersey

Mr. Harry J. Russell
Director, Social Service
Perth Amboy General Hospital
530 New Brunswick Avenue
Perth Amboy, New Jersey

Mrs. Judith Singleton
Educational Specialist
Middlesex Co.Econ.Oppor. Corp.
Room 303, County Records Building
New Brunswick, New Jersey 08901

Dr. Victor L. Karren
2 Hamlin Road
East Brunswick, New Jersey

Dr. Richard Acciavatti
Director
Counseling and Special Services
Seton Hall University
South Orange, New Jersey

Dr. Werner W. Boehm, Dean
Graduate School of Social Work
Rutgers . The State University
New Brunswick, New Jersey

Mr. Gordon Harrower
Middlesex County College

Dr. Vernon Wanty
Dean of Faculty
Middlesex County College

Mr. Karoly Nagy
Middlesex County College

Mrs. Rose M. Channing
Chairman, Div. of Health Technologies
Middlesex County College

Mr. L'Hommedieu further appointed, under authority of the By-Laws, an Advisory Committee on Radiologic Technician Education Program:

Dr. John R. Helff
Director of Radiology
Middlesex General Hospital
New Brunswick, New Jersey

Miss Doris Doran
Educational Director
Middlesex General Hospital
New Brunswick, New Jersey

Dr. Joan Flynn
Radiologist
Middlesex Hospital School
of Radiologic Technology
New Brunswick, New Jersey

Dr. Nicholas G. Demy
Chief Radiologist
Somerset Hospital
Rehill Avenue
Somerville, New Jersey 08876

Dr. Charles P. DiLiberti
Director of Radiology
St. Peter's General Hospital
Easton Avenue
New Brunswick, New Jersey

Mr. Gordon Harrower
Middlesex County College

Miss Marguerite Rizzo
Middlesex County College

Dr. Vernon Wanty
Dean of Faculty
Middlesex County College

Mrs. Rose M. Channing
Chairman, Div. of Health Technologies
Middlesex County College

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The next regular meeting of the Board of Trustees will be held on Tuesday, January 21, 1969, at 7:45 p.m., in the Trustees' conference room on the College campus.

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A motion was made by Mr. Venezia, on behalf of the Trustees, wishing the faculty and administration "Seasons Greetings and Happy Holidays". The motion was seconded by Mr. Hughes and unanimously carried.

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Professor Korn, on behalf of the Faculty Organization, expressed gratification over the Board's recognition of the Faculty Organization as the bargaining unit for Middlesex County College and hoped that past differences would be forgotten and both groups work together to make this the best county college in the nation. Mr. L'Hommedieu thanked Professor Korn and replied that over the past four years the Trustees have devoted a great deal of time to making this a fine college and they were not going to slow down and do a little less well, nor did he believe the faculty would want to give up or slow down.

There being no further business, the meeting was adjourned at 10:30 p.m.

Alice Lake

ALICE LAKE
Secretary Pro-Tem



STATE OF NEW JERSEY
OFFICE OF THE GOVERNOR,
TRENTON

RICHARD J. HUGHES
GOVERNOR

Dear Mr. L'Hommedieu:

In the Governor's absence I am taking the liberty of acknowledging your letter to him of November 25, which this office has received.

I shall be pleased to bring this matter to the Governor's attention upon his return to the office.

Sincerely,

Stephen B. Farber

STEPHEN B. FARBER
Executive Assistant
to the Governor

Mr. Paige D. L'Hommedieu
Chairman
Board of Trustees
Middlesex County College
Edison, New Jersey 08817

December 11, 1968



STATE OF NEW JERSEY
DEPARTMENT OF HIGHER EDUCATION
TRENTON, NEW JERSEY

OFFICE OF THE CHANCELLOR

December 2, 1968

Mr. Paige D. L'Hommedieu
Chairman, Board of Trustees
501 George Street
New Brunswick, New Jersey

Dear Mr. L'Hommedieu:

I am responding to your letter of November 25th, outlining further developments at Middlesex County College related to the Public Employees Relations Act and a petition of your Faculty Organization for recognition. I have two specific comments to make, which should be understood as constituting merely advisory opinions as we see the issues, rather than Departmental policy judgments.

First, it is my understanding of P. L. 303 that, especially since your joint College Trustee-Administration Committee is recommending recognition of the faculty selected bargaining unit, its calling for another election may go contrary to the law. Our reading of P. L. 303 would indicate that only another faculty group can appeal for elections to the PERC if it feels a particular group has been inadequately or improperly elected. On the other hand, if it is your feeling that the Faculty Organization may not have followed proper procedures in gaining faculty support of its status, and your institution has prepared a defined procedure for bargaining unit balloting, the advice given to the Faculty Organization may be well taken. My point is that it would be unwise to challenge the Faculty Organization on an issue in which there is no serious question raised regarding substantive procedure or normal democratic fair play.

Secondly, with respect to the question of including department heads in a bargaining unit, the answer to this question should be decided by the individual situation: e.g., are your department heads appointed by the administration, or elected by the faculty; are their positions held permanently or on a rotating basis? If the answer to these two questions are "administratively appointed and permanent", then it would seem clearly indicated they are administrators, as



defined in the law, and hence to be excluded from employee bargaining units. The language of the law aside, however, I should think it would be desirable in general not to press for clear cut exclusions of administrators from teaching faculty in such matters, lest we find ourselves encouraging the formation of we/they relationships, which are clearly undesirable.

Let me again compliment you and your institution for having appointed Board representatives to discuss these matters with the faculty, since little can be gained by avoiding such meetings, and much positive can result from a joint resolution of the issues and procedures.

Sincerely,

Ralph A. Dungan
Chancellor

What I think is most essential is that the County colleges get together and decide on the rules of the game - at least from the management point of view. I expect that a State director of personnel relations (corporate analogy - U.P. for industrial relations - will be established) and I am sure that he would be willing to give advice to the CC.

- 12/4/68 b.c. Dr. Chambers
- Mr. Hughes
- Mr. Rowland
- Mr. Venezia

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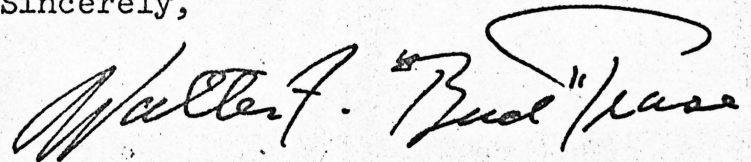
December 4, 1968

Mr. Paige D. L'Hommedieu
Chairman of the Board
Middlesex County College
Edison, New Jersey 08817

Dear Paige,

Your letter of November 27th with enclosures received. As you know the New Jersey Public Employment Relations Commission has just been sworn in and is in the process of getting organized. However, I will refer your letter and the enclosures to the commission at its next meeting. In the meantime I would ask all parties to remain in status quo because nothing can be gained by precipitous actions.

Sincerely,



WFP:IMcH

b.c. Personnel Committee - Mr. Hughes
Mr. Rowland
Mr. Venezia

Dr. Frank Chambers
Mr. John Hoffman



M E M O

TO: Dr. Frank M. Chambers
FROM: Mr. T. Kleban
RE: Proposed Changes to Underground Electrical Distribution System
DATE: November 4, 1968

Sometime ago, you asked me to look into the feasibility of replacing our old 5KV feeder lines in the underground electrical system in an effort to eliminate some of the power failures we were having.

I have, since that time, outlined two methods of approach by which this work could be done, and I have asked Vogelbach and Baumann for their comments, recommendations, and estimated costs for this work.

Neither of the two plans, however, eliminate the old underground cables north of Avenue A which principally feed Buildings 115, 116, 118, 119, 120, 121, the Golf Course Club House, and the faculty residences along Hof Road. I feel that since we have not experienced any problems, and we are not now planning any new construction in this area, it would be wise to stay with what we have here and make repairs if they become necessary until our new electrical underground system is extended into this location at a later date.

BACKGROUND ON PRESENT ELECTRICAL FEEDERS Presently, the only main old underground cable in use as a feeder to the facilities south of Avenue A, is a run from the sub-station south along Fifth Avenue to a manhole near the front entrance at the easterly end of Main Hall.

At this point, the old cable is spliced into a new 15KV Cable carrying 5KV and run through the new underground system along Avenue B and down March Road to an overhead pole connection feeding the sewage treatment plant area and the overhead route extending to the old P.O.W. area up to the rear of West Hall. The overhead feeders are all existing old lines and are presently being used to light the buildings, parking lots, and street lighting in the theater area. Building 140 (West Engineering) is also fed through this new underground system (5KV) from a manhole between Main Hall and Building 140. The cable between the manhole and the transformer inside the building is, however, only a 5KV Cable.

There is a jumper cable from the new manhole to the existing manhole across the road in front of Center I which has been spliced to the old cable running west along Avenue B to a manhole at West Hall and then north along First Avenue to a manhole near Dean Wanty's residence. West Hall and the residence are both being supplied with power through transformers in these manholes.

Raritan Hall is being fed from a manhole in front of that building which is on the old existing 5KV underground.

Building 141 (East Engineering) is being supplied with 15KV power through the new system.

Centers I through IV inclusive are being supplied with power through a new underground system leading from a separate transformer in Main Hall to these buildings and are, therefore, on primary 15KV power.

The new 15KV power runs through a series of new manholes from the sub-station along the property line behind Raritan Hall then west along Avenue B (with a take off to the Library) and then south along March Road to near the gate.

Power to the Library, Main Hall, Physical Education and East Engineering is fed directly to these buildings through this new 15KV system.

PLANS FOR RENOVATIONS TO ELECTRICAL DISTRIBUTION SYSTEM

Plan A - All power is to be 15KV

AT RARITAN HALL:

Item 1: Remove existing 5KV feeder from old manhole and add a new 4-inch conduit in building from Boiler Room wall in rear to transformer vault.

Item 2: Run new fifteen KV Cable from manhole 3A behind Raritan Hall to transformer vault and make necessary splices in manhole and at transformer. (This transformer is now on 5KV, but will also operate on 15KV).

Item 3: Make modifications at transformer: lightning arrestors, fuses, etc.

AT MANHOLE 6A (New manhole at eastern end of Main Hall).

Item 1: Remove jumper cable between manhole 6A and old manhole number 8.

Item 2: Splice 15KV power cable to second 15KV cable now carrying 5KV.

MANHOLE 11A (In front of Center I).

Item 1: Remove 5KV jumper to old manhole #5, thereby killing old 5KV line running to West Hall.

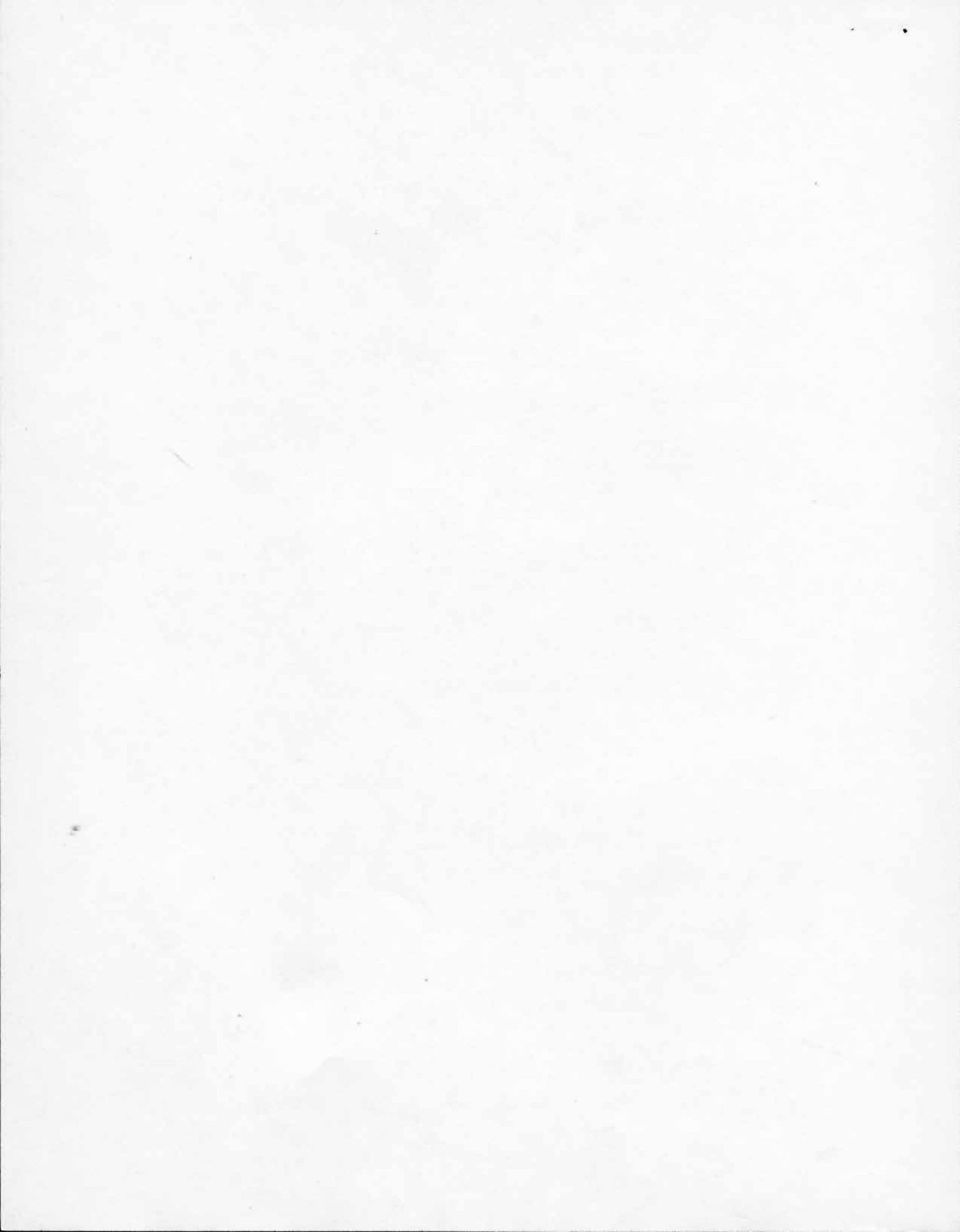
AT MANHOLE 13A (Located between Main Hall and Building 140).

Item 1: Break splice leading to Building 140.

Item 2: Pull out 5KV Cable leading to Building 140.

Item 3: Install new 15KV Cable from connector box in manhole to transformer in Building 140.

Item 4: Make necessary modifications to transformer, similar to that in Building 224.



AT POLE, AT END OF MARCH ROAD

Item 1: Install new 3-150 KVA, 15/5KV transformers. Mount on pad. Make connections to new 15KV Cable from underground and to overhead existing cables on pole.

AT WEST HALL

Item 1: Provide overhead service from Mill Road to West Hall and run secondary lines through existing underground ductwork to faculty residence,

or: mount transformer on pole at rear of West Hall and run primary from existing overhead lines to West Hall and secondary through existing underground ducts to faculty residence.

Item 2: Remove existing transformers from manholes at West Hall and at faculty residence.

Vogelbach and Baumann - Estimated costs for Plan A: \$46,300.
Budget allowance - \$50,000.

PLAN B - POWER DISTRIBUTION TO BE BOTH 5KV AND 15KV - ALL NEW LINES AND EQUIPMENT.

Item 1: Run new 5KV power (15KV Cable) from sub-station through new manholes 1A to 6A.

Item 2: Add new 4 inch conduit in Raritan Hall from rear Boiler Room wall to transformer vault.

Item 3: Run new 5KV feeder (15KV Cable) from manhole 3A to transformer vault.

Item 4: Remove existing 5KV feeder from street to transformer.

Item 5: At manhole 6A, splice new 5KV (15KV Cable) to existing new 5KV (15KV Cable) line and remove jumper to old manhole #8.

Item 6: At manhole #11A remove 5KV jumper leading to old manhole #5 thereby killing power line leading to West Hall.

Item 7: At West Hall perform the same work as outlined in Plan A Items 1 and 2.

My estimated costs of Plan B - \$28,000.
Budget allowance - \$32,000.

GENERAL NOTES:

Note 1: Which ever method is used, this work must be done before excavation for the new Health Technology Building is begun as the existing old 5KV line runs directly through this building.

Note 2: Vogelbach and Baumann assures us that a single run of 15KV Cable in our new underground is adequate for the electrical power distribution to at least both of our new proposed buildings in addition to what is already on this line.

Note 3: The running of a new 5KV power. (15KV Cable) from the substation to manhole 6A under Plan B, would give us two future 15KV power distribution lines in our underground system down to the Physical Education Building should our future demand require additional cable. At that time, we could convert Buildings 140 and Raritan Hall to 15KV primary and install transformers at the end of March Road.

Note 4: The only foreseeable disadvantage of having two separate power distribution voltages seems to lie in the fact that extra care would have to be exercised for future work in the manholes to keep both lines distinctly identifiable for obvious reasons. (This could be done at a reasonable cost with paint or coded color tape.

The nature of the work involved in these projects is such that it is rather difficult to estimate costs accurately. Therefore, I recommend that Vogelbach and Baumann be authorized to prepare plans and specifications for both Plans A and Plan B, and that separate bids be obtained for this work which would give us guidance toward a decision.

