

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of April 15, 1969 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 7:45 p.m., April 15, 1969, in West Hall on the College campus. Members present were Mrs. Carman and Messrs. Blunt, Feakes, Hughes, Klegman, L'Hommedieu, Marchitto, Rowland, and Venezia. Also present were President Chambers, Mr. Hoffman, Mrs. Widis, and other visitors.

Mr. Venezia moved, seconded by Mr. Feakes, that the Minutes of the regular meeting of March 18, 1969, be approved as distributed. The motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

Mr. Marchitto moved, seconded by Mr. Hughes, that the following actions be authorized in order to acquire for the College the use of forty-three acres of County park property lying to the south of the College campus; said actions having been suggested during a meeting of the Board of Freeholders with the Facilities Committee of the Board of Trustees:

- A. Mr. Theodore Kleban to immediately begin work with the County Planner to determine the amount of property to be made available to the College and to recommend a proposed solution to the problem posed by intervening railroad tracks.
- B. Dean William R. Walsh, Jr., to retain a surveyor to prepare a metes and bounds description of the property to be made available to the College.
- C. Mr. Hoffman to prepare a license contract to be submitted to the County for its approval.
- D. Mr. Marchitto to write to the Board of Freeholders setting forth the importance of the proposed new industrial highway to the College.

Mr. L'Hommedieu commended Mr. Marchitto for a remarkable job.

After discussion, the motion was unanimously carried.

Mr. Blunt moved, seconded by Mr. Marchitto, adoption of the following resolution:

"WHEREAS, the original master plan drafted for the Middlesex County College contemplated the existence, before the College reached its full capacity of students, of a four-lane industrial highway on the southerly and westerly perimeter of the campus; and

"WHEREAS, the development of the College to date, and the experience gained to date in respect to traffic flow, have reinforced the original belief that such a highway is essential if the College is to reach its full potential; and

"NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees reiterate, by copy of this resolution to the Middlesex County Board of Freeholders, the fact that the said industrial highway is essential to the steady development of the College pursuant to its original master plan; and that the timely construction of said highway is, therefore, extremely important to the College."

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Hughes, that payment of the following bills be authorized, said bills having been approved by both the Architect and the College Engineer:

- A. Haller Testing Laboratories - \$1,425.00 for soil testing at the site of the new Health Technologies Building.
- B. Halecrest Company - \$34,052.61 representing final payment on its contract for site and utility work. (This amount shall not be paid until all contract closing documents are received by the Dean of Administration.)

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Hughes, that pursuant to the recommendation of the Architect, the following contracts be accepted as satisfactorily meeting the requirements of specifications, drawings and contracts for site and utility work at the College:

- Contract #1 - Sitework
The Halecrest Company
- Contract #2 - Planting
Vince Landscape Contractors
- Contract #3 - Plumbing - Charles Simkin & Sons, Inc.
- Contract #4 - Heating - Charles Simkin & Sons, Inc.

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Hughes, that a bill in the amount of \$901.85 representing final payment for architectural services on site and utility work be authorized for payment to Eckert & Gatarz, said bill having been approved by the College Engineer. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that a bill in the amount of \$24,420.00, representing a progress payment for architectural services on the Health Technologies building be approved for payment to Eckert & Gatarz, said bill having been approved by the College Engineer. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Klegman, that a contract for furnishing printed brochures (Summer Session) be awarded to the Lithold, Inc. Company (Compos-O-Lists), Highland Park, New Jersey, in the amount of \$1,716.55; said amount being the lowest price received among three bids on March 28, 1969. After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Rowland, that contracts for furnishing the Physical Education supplies be awarded to the following companies in the amounts shown; said amounts being the lowest price among seven bids received on March 28, 1969;

Solomon's Inc. Elizabeth, New Jersey	\$ 269.65
American Knitwear & Emblem Mfrs. Plaistow, New Hampshire	457.20
Champion Products, Inc. Rochester, New York	100.90
Gervin's, Inc. Sport Shop Fords, New Jersey	162.26
Todd-Phelps Sporting Goods Bronx, New York	<u>324.75</u>
Total	\$1,314.76

After discussion, the motion was unanimously carried.

Mr. Marchitto moved, seconded by Mr. Blunt, that the Dean of Administration be authorized to advertise for bids for central air conditioning systems in the West Engineering and Center IV buildings. After discussion, the motion was unanimously carried.

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Bronx, New York	<u>324.75</u>
Total	\$1,314.76

After discussion, the motion was unanimously carried.

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Mr. Marchitto moved, seconded by Mr. Rowland, that a contract for furnishing and erecting bleachers for the soccer and baseball fields be awarded to the Earlville Bleacher Corporation of Earlville, New York, at the bid price of \$2,825.00; said amount being the lowest among four bids received on said equipment on March 28, 1969. After discussion, the motion was unanimously carried.

Mr. Hughes moved, seconded by Mr. Blunt, that the Facilities and Equipment Committee be authorized to receive bids on the new underground electric service, pursuant to specifications drawn by Vogelbach and Baumann, on May 2, 1969; and that the Committee be further empowered to award a contract to the lowest responsible bidder subject to the approval of the College counsel. After discussion, the motion was unanimously carried.

Working plans for the Health Technology building should be completed by April 18 to a point that they can be submitted to the appropriate state and federal agencies for approval. After receipt of approval, advertising of bids is planned.

Mr. L'Hommedieu reported that work is proceeding on the working drawings for a new 600 to 700 car parking lot at the Avenue B entrance.

The question was asked and answered affirmatively that all purchases approved on April 15, 1969, were within the funds allocated in the budget.

PERSONNEL COMMITTEE

Mr. Venezia moved, seconded by Mr. Rowland, that Mrs. Antoinette Luzack, part-time clerk-typist in the library be appointed as a full-time clerk-typist in the library effective as of April 1, 1969. Mrs. Luzack will still remain on a ten-month contract, September 1 through June 30 at an annual salary of \$3,909.00. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Blunt, that the following resignations be accepted effective as of June 30, 1969: Mr. Elliot Tannen, Business Department; Mr. Carl W. Albern, Business Department; and Mr. Donald Friedman, Financial Aids Coordinator. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Klegman, that Mrs. Isabelle Anderson be appointed as a Clerk-Typist I in the office of the Dean of Students effective as of April 7, 1969, at an annual salary of \$4,104.00. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Blunt, that Professor Kamis be appointed on an adjunct basis to teach six hours of remedial mathematics and counseling in the GOAL program for \$180.00 per credit hour for a total of \$1,080.00 for the current semester. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Hughes, that the resignation of Mrs. Claire Rosser, part-time library assistant, be accepted as of May 14, 1969. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Rowland, that Mrs. Joan Phelps' (Library Clerk) hours be increased from four hours weekly to twenty-two hours weekly at the same rate of \$2.00 per hour effective as of April 15, 1969. After discussion, the motion was unanimously carried.

Mr. Venezia moved, seconded by Mr. Klegman, that Mrs. Shirley Schwartz, Account Clerk II (Grade 6, Step3) who was employed by the Student Faculty Association as of November 1, 1968, be appointed to the Business Office of Middlesex County College full time approximately as of February 2, 1969, with the same annual salary of \$4,514.00. After discussion, the motion was unanimously carried.

Mr. Venezia reported that there has been a recess in negotiations during the Easter holidays and negotiations will begin again on Wednesday, April 16, 1969. He indicated that although negotiations are proceeding slowly, some progress is being made.

Mr. Venezia further reported that a letter had been received from Local 11 of the Teamsters Union requesting that they be authorized as the collective bargaining agent for maintenance and custodial employees.

Mr. Venezia moved, seconded by Mr. Hughes, that the Dean of Administration be authorized to set up machinery for an election to determine the bargaining agent for maintenance and custodial employees, and that it be held on campus at a time suitable to the employees, either before work, during lunch hour, or after work. After discussion, the motion was unanimously carried.

Mr. Leo Avnet, representative of the International Brotherhood of Teamsters, Local 11, requested that the Board of Trustees accept signed cards in lieu of an election.

COMMUNITY AFFAIRS COMMITTEE

Mr. Klegman reviewed activities of the Community Services Department over the past month, noting that the Science Fair held on college grounds on April 1 and 2 was well received.

There was no report from the Foundation Committee.

EDUCATION COMMITTEE

Mr. Rowland moved, seconded by Mr. Blunt, that the name of the Evening/Extension Division be changed to that of "Continuing Education" in view of the implementation of Saturday classes and the possibility of more part-time students in the regular day sessions. After discussion, the motion was unanimously carried.

Discussion followed on a statistical report submitted by Dean Shindelman for the Winter/Spring 1969 term of the Evening/Extension Division, dated April 15. The report reflected a total of 2,510 students enrolled.

Mr. Rowland stated that Dean Wanty has initiated request for approval of a program in Applied Horticulture for September 1970. Mr. Rowland suggested that this request be referred to the Education Committee for review and action at the May Board meeting. During the ensuing discussion, point was made that this is an area which is being contemplated by the County secondary vocational system and should be carefully investigated by the Education Committee to avoid overlap by the College.

Mr. Rowland further stated that an appointment has been made with a committee of the Board of Directors of the Office of Economic Opportunity to discuss the operation of the GOAL program at the college.

Mr. Rowland called attention to news releases including grant received for a correction program, and Advisory Committee to assist in planning the Dental Hygiene Program.

Mr. Rowland reported that graduation is planned for June 11, 1969, and that preparations are underway.

Mr. Rowland stated that new catalogues are available and trustees were reminded to forward any suggested changes for inclusion in the next issue of the College catalogue.

In response to a question regarding awarding of honorary associate degrees, it was noted that there is no official position regarding this; however, it will be considered and a report made by the Education Committee.

Mr. L'Hommedieu reviewed the Admissions Report - Applications for September 1969.

President Chambers noted that applications are running about 240 ahead of the number received at this time last year, and that applications may reach 3,800 to 4,000 this year. It is expected that about 1,320 freshmen will be admitted in September, 1969, and 808 students have already been accepted.

Dr. Chambers further stated that about 360 students out of about 475 graduates are seeking transfer, and a large number have been accepted by State colleges. A comprehensive report will be available at the May Board meeting.

FINANCE COMMITTEE

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

Cash Summary for the Month of March, 1969;
Statement of Current Operating Revenue for the Eight Month Period Ended March 31, 1969;
Summary of Financial Report as of March 31, 1969;
Student-Faculty Association, Inc., Balance Sheet as at March 31, 1969;
Student-Faculty Association, Inc., Statement of Operations for the Three Month Period Ended March 31, 1969;
Student-Faculty Association, Inc., T/A Blue Colt Book Store, Statement of Surplus for the Nine Month Period Ended March 31, 1969.

Mr. Feakes moved, seconded by Mr. Blunt, that the contract with ABC Consolidated Corporation for food service at the College be continued in effect for the next year without taking action on the contract. After discussion, the motion was unanimously carried.

Dean Walsh noted that the Faculty-Student Association report is distributed to all trustees and directors of the Association, and is available to any student who requests it.

PRESIDENT'S REPORT

Dr. Chambers stated that meetings of the Board of Trustees should continue to be held in West Hall. He noted that more spectators could be accommodated in this space.

Dr. Chambers invited trustees to participate in a luncheon on the College campus for representatives to the State Legislature on April 18, 1969.

Dr. Chambers made reference to a report on the College's Security Department, pointing out that it is a full-time job to secure the physical properties of the College seven days a week.

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Mr. L'Hommedieu appointed the following members to the Engineering Technology Advisory Committee upon recommendation of President Chambers:

Professor Robert Meola
Newark College of Engineering

Mr. Harry L. Cook
RCA Laboratories

Mr. Lawrence Ganley
Graduate, Middlesex County College

Mr. David A. Bailey
Bell Telephone Laboratories

Mr. Richard J. Costabile
Electronic Associates, Inc.

Mr. Anthony Tarnowski
Middlesex County Vocational and
Technical High School

Mr. Robert Hofstader
Esso Research & Engineering Company

Dr. G. Samuelson
Cities Service Research & Development

Dr. W. Samuels
Union Carbide

Mr. R. F. Schenk
Johnson & Johnson

Mr. Douglas Benner
Public Service Electric & Gas Company

Dr. Carl Schaefer
Rutgers . The State University

Mr. John J. Zimmerman
Edison Municipal Engineer

Mr. Theodore Kleban
Middlesex County College

Mr. L'Hommedieu stated that a letter had been received from Mr. Steffen Plehn indicating that no master plan would be adopted by the State of New Jersey without permitting the College an opportunity to review the draft before it is approved.

Professor Korn stated that on this date he was asked to leave a meeting and subsequently accused of disrupting the proper functioning of the College. He asked the Trustees for a determination as to whether or not the Chairman of the Faculty Organization does have some responsibilities and duties with regard to the members of that Organization. He requested that a committee of the Board investigate this matter. This incident was referred to President Chambers for further review.

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The next regular meeting of the Board of Trustees will be held on Tuesday, May 20, 1969, at 7:45 p.m., in West Hall on the College campus.

There being no further business, the meeting was adjourned at 9:50 p.m.

ROBERT R. BLUNT
Secretary