

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of March 24, 1999 Meeting

A regular meeting of the Board of Trustees of Middlesex County College was held at 7:30 p.m., March 24, 1999, in the Boardroom of the Academic Services Building, on the Middlesex County College campus. Members present were: Mmes. Heller, Kurtz and Power and Messrs. Bauer, Bellizio, Figg, Katcher, Otlowski and Wernik. Dr. Guidette and Messrs. Ostrov and Villafane were absent. Also present were President Bakum, Mr. Hoffman, Mrs. Bevis and several members of the staff.

In compliance with the "Open Public Meetings Act" of the State of New Jersey, adequate notice of this meeting was provided as follows:

- (a) On November 18, 1998, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November 18, 1998, advance written notice of this meeting was mailed to the Home News Tribune, 35 Kennedy Boulevard, East Brunswick, New Jersey.
- (c) On November 18, 1998, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On November 18, 1998, a copy of this advance notice was filed with the President of Middlesex County College.
- (e) Any individual who has requested notice of this meeting has been forwarded a copy of the notice of such meeting.

Mr. Bellizio moved, seconded by Mr. Figg, that the Minutes of the regular meeting of February 24, 1999 be approved as presented. After discussion, the motion was unanimously carried.

ACADEMIC, STUDENT AND ALUMNI AFFAIRS COMMITTEE

Mrs. Kurtz moved, seconded by Mr. Bellizio, for adoption of resolutions 1 and 2:

1. WHEREAS, the Upsilon Gamma Chapter of Phi Theta Kappa Honor Society at Middlesex County College is an active and dynamic organization providing students with many academic, social service and leadership opportunities; and

WHEREAS, the Upsilon Gamma Chapter successfully participated in the Middle States Regional Convention; and

WHEREAS, the Upsilon Gamma Chapter fulfilled all the requirements to the distinction of being named a "**5-Star Chapter**," and has therefore received a commendation from the international honor society for its successful attainment of the goals in Phi Theta Kappa's Five-Star Chapter Development Program; and

WHEREAS, the Upsilon Gamma Chapter was also recognized for their outstanding programs and thereby also won the Scholarship Hallmark for their Writing Seminars, the Leadership Hallmark for their successful campus blood drives and the Horizon Award for Achievement by faculty advisors Yvonne Sisko, Jamie Daley and Patrick Donohue; and

WHEREAS, student members of the Upsilon Gamma Chapter won recognition for their poetry and research entries in the Middle States Regional Convention,

NOW, THEREFORE, BE IT RESOLVED that the Middlesex County College Board of Trustees extends its congratulations to the members, officers and faculty advisors of the Upsilon Gamma Chapter of Phi Theta Kappa for its accomplishments.

2. WHEREAS, PSYCHOLOGY AND LEARNING DEVELOPMENT is an academic department within the Social Sciences and Humanities Division, offering majors and/or options in psychology, education, assistant in early childhood, assistant in special education and teacher assistant; and

WHEREAS, the title PSYCHOLOGY AND LEARNING DEVELOPMENT, adopted in 1986, does not clearly identify the goals and content of the programs in this department as they have evolved over time; and

WHEREAS, the Academic and Student Affairs Committee of the Board of Trustees has recommended to the President that the title of this department be changed to PSYCHOLOGY AND EDUCATION to more accurately reflect the mission and goals of the department,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the change in the department name from PSYCHOLOGY AND LEARNING DEVELOPMENT to PSYCHOLOGY AND EDUCATION.

After discussion, the motion was unanimously carried.

FACILITIES COMMITTEE

Mr. Otlowski moved, seconded by Mr. Bellizio, for adoption of all resolutions, 1-8:

1. BE IT RESOLVED that based on the recommendation of the Executive Director, Facilities Management and the Vice President, Finance and Operations payment be authorized to the following firms:

- a. Bovis Construction Corporation for Phase I professional construction management services for the Bookstore, Public Safety Building and Entrance Improvements in the amount of \$8,333.65. (This includes a \$168.65 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$52,000.00
Payment #1	8,165.00
Reimbursable Expenses	<u>168.65</u>
Balance	<u>\$43,835.00</u>

- b. A & J Consulting Engineering Services for providing Phase II consulting services for the Technical Services Center 105 HVAC Upgrade in the amount of \$4,136.40. (This includes a \$22.40 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$8,000.00
Payment #1	4,114.00
Reimbursable Expenses	<u>22.40</u>
Balance	<u>\$3,886.00</u>

- c. Adamsville Maintenance, Inc. for the building demolition of North I and West Hall Annex in the amount of \$40,941.75.

Contract Amount	\$47,885.00
Payment #1	40,941.75
Retainage	<u>4,549.00</u>
Balance	<u>\$ 6,943.25</u>

- d. Roof Spec, Inc. for providing Phase I consulting services for roofing improvements to Edison Hall, Main Hall and the Physical Education Center Buildings in the amount of \$3,751.95. (This includes a \$636.95 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$4,500.00
Previous Payment	500.00
Payment #2	3,115.00
Reimbursable Expenses	<u>636.95</u>
Balance	<u>\$ 885.00</u>

- e. Roof Spec, Inc. for providing Phase II consulting services for roofing improvements to Edison Hall, Main Hall and the Physical Education Center Buildings in the amount of \$9,078.32. (This includes a \$282.32 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$18,800.00
Payment #1	8,796.00
Reimbursable Expenses	<u>282.32</u>
Balance	<u>\$10,004.00</u>

- f. Dyna-Temp, Inc. for HVAC damper and pump work in the amount of \$135,423.00.

Contract Amount	\$339,140.00
Previous Payments	128,160.00
Payment #6	135,423.00
Retainage	<u>29,287.00</u>
Balance	<u>\$ 75,557.00</u>

- g. A & J Consulting Engineering Services for providing Phase III consulting services for the CFC conversions in the amount of \$1,661.83. (This includes a \$11.83 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$3,600.00
Previous Payment	1,025.00
Payment #2	1,650.00
Reimbursable Expenses	<u>11.83</u>
Balance	<u>\$ 925.00</u>

- h. A & J Consulting Engineering Services for providing Phase III consulting services for the HVAC dampers and pumps in the amount of \$1,406.40. (This includes a \$53.90 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$4,000.00
Previous Payments	2,647.50
Payment #3 (Final)	1,352.50
Reimbursable Expenses	<u>53.90</u>
Balance	<u>\$ -0-</u>

- i. A & J Consulting Engineering Services for providing Phase III consulting services for the Main Hall and Police Headquarters fire alarm upgrade in the amount of \$875.00.

Contract Amount	\$3,000.00
Previous Payments	1,625.00
Payment #3	<u>875.00</u>
Balance	<u>\$ 500.00</u>

- j. Rothe-Johnson-Fantacone for Phase II professional architectural/engineering services for the construction of the Bookstore, Public Safety Building and Entrance Improvements in the amount of \$3,521.07 (This includes a \$271.07 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$116,600.00
Previous Payments	108,100.00
Payment #5	3,250.00
Reimbursable Expenses	<u>271.07</u>
Balance	<u>\$ 5,250.00</u>

- k. Systems Electronics, Inc. for Main Hall fire alarm upgrades in the amount of \$7,759.89.

Contract Amount	\$102,898.00
Previous Payments	75,587.49
Payment #3	7,759.89
Retainage	<u>9,260.82</u>
Balance	<u>\$ 19,550.62</u>

2. BE IT RESOLVED that based on the recommendation of the Executive Director, Facilities Management and the Vice President, Finance and Operations a change order be made to the following firm:

- a. Dyna-Temp, Inc. for HRI kitchen renovation work for additional exit signs, additional range trim, and different hood diffusers in the net amount of (+) \$2,904.65.

Contract Amount	\$328,279.68
Change Order No. 3	(+) 2,904.65
New Contract Total	<u>\$331,184.33</u>

3. BE IT RESOLVED that based on the recommendation of the Director, Purchasing and Inventory and the Vice President, Finance and Operations the following firm be released from contract:

- a. Zertech 1990, Paterson, NJ for Bid #030 Physical Education Bldg. HVAC Upgrade, which asked to be released from their contract due to a material error.

4. BE IT RESOLVED that based on the recommendation of the Director, Purchasing and Inventory and the Vice President, Finance and Operations a bid award be made to the following firms:

- a. Dyna-Temp, Inc., Hackettstown, NJ for Bid #030 Physical Education Bldg. HVAC Upgrade for the amount of \$64,646.00 for Base Bid and Alternates #1 and #2.
- b. Grafas Painting Contractors, Inc., Summit, NJ for Bid #034 Physical Education Center Ceiling Painting for the amount of \$44,000.00.
- c. Datasys Technology, Inc., Monmouth Junction, NJ for Alternate Phase I, Bid #035 Campus Building Recable, for the amount of \$172,195.00.
- d. J. Murphy Roofing & Sheet Metal, Inc., Middlesex, NJ for Bid #036 Roof Replacement, Base Bid and Alternate #1, for the amount of \$344,500.00.
- e. Edumedia, Millville, NJ for Bid #038 Computer Supplies for the amount of \$10,386.18.

- f. Impex Micro, Inc., Newark, NJ for Bid #038 Computer Supplies for the amount of \$2,331.01.
- g. Continental Technology, Inc., Edison, NJ for Bid #038 Computer Supplies for the amount of \$2,153.00.
- h. MicroAge, Inc., Edison, NJ for Bid #038 Computer Supplies for the amount of \$833.25.
- i. Shanahan's Stationery, Somerville, NJ for Bid #039 Office Furniture for the amount of \$16,258.31.
- j. ATD-American Computer, Wyncote, PA for Bid #039 Office Furniture for the amount of \$4,085.25.

5. WHEREAS, the State of New Jersey has cooperative purchasing services available under N.J.S.A. 18A:64A-25.9 of the County College Contracts Law applicable to the College,

NOW, THEREFORE, BE IT RESOLVED that the following contract under \$12,300 be authorized under the provisions of State Contracts currently in effect:

STATE CONTRACT NUMBER	COMPANY	DESCRIPTION	AWARD
A-75440	Dell Marketing	Computer Hardware	\$10,894.80

6. BE IT RESOLVED that based on the recommendation of the Executive Director, Facilities Management, the Director, Purchasing and Inventory, and the Vice President, Finance and Operations a contract award be made to the following firms:

- a. HACBM Architects Engineers Planners, Princeton, NJ for Phase I, feasibility study for Main Hall HVAC system and Chemistry Lab upgrades, for the not-to-exceed amount of \$16,810.00.

- b. Birdsall Engineering, Inc., Belmar, NJ for Phase I, evaluation for Parking Lot Improvements and Road Realignment, for the not-to-exceed amount of \$65,700.00.

7. BE IT RESOLVED that based on the recommendation of the Director, Purchasing and Inventory and the Vice President, Finance and Operations a contract for purchases and services classified as exempt under the provisions of N.J.S.A. 18A:64A-25 et seq. be made to the following firms:

- a. Bennett Communications, Inc., New York, NY for Quotation #6742 Catalog/Logo Design for the amount of \$39,600.00.
- b. EPOS Corp., Auburn, AL for the Analog Encoe Single system upgrade and ScriptExpress development software, for the amount of \$46,664.00.

8. WHEREAS, the Board of Trustees of Middlesex County College and the Board of Education of the Middlesex County Vocational and Technical High School desire to provide for the construction, maintenance and operation of a technical high school building by the Board of Education of the Middlesex County Vocational and Technical High School on the campus of Middlesex County College; and

WHEREAS, the parties have agreed upon the terms of the arrangement which terms are reflected in Lease Agreement between the parties and a Collaborative and Operational Agreement, copies of which are attached hereto as Exhibit A; and

WHEREAS, the Lease Agreement shall be for a term of fifty (50) years subject to an extension for one successive term of forty-nine (49) years upon notice from the Board of Education of the Middlesex County Vocational and Technical High School in accordance with the terms of the Lease Agreement,

NOW, THEREFORE, BE IT RESOLVED the parties agree as follows:

1. Middlesex County College Board of Trustees hereby approves the form of the Lease Agreement attached hereto as Exhibit A and the form of the Collaborative and Operational Agreement attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED that the Board of Trustees hereby authorizes John Bakum, President of the College, to execute such agreements on behalf of the Board of Trustees.

After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

Mr. Katcher moved, seconded by Mr. Bellizio, for adoption of resolutions 1-3:

1. WHEREAS, the Board of Trustees at its January 27, 1999 meeting appointed the firm of Deloitte & Touche LLP and David Jones, Engagement Partner of the firm of Deloitte & Touche LLP for the period extending from July 1, 1998 to June 30, 1999 for an amount of \$42,500.00 for the purpose of furnishing accounting and auditing services to the Board of Trustees of Middlesex County College; and

WHEREAS, instead of David Jones as Engagement Partner the Engagement Partner shall be Howard Becker of Deloitte & Touche LLP; and

WHEREAS, the Board of Trustees wishes to amend the January 27, 1999 Resolution by substituting Howard Becker as the Engagement Partner instead of David Jones,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Middlesex County College as follows:

- a. The Board of Trustees hereby reaffirms the appointment of the firm of Deloitte & Touche LLP, with Howard Becker as the Engagement Partner of the firm of Deloitte & Touche LLP instead of David Jones for the period extending from July 1, 1998 to June 30, 1999 for an amount of \$42,500 in accordance with the response letter of understanding between the Board of Trustees and the firm of Deloitte & Touche LLP recited in and attached to the January 27, 1999 Resolution.

- b. This contract is awarded without competitive bidding as a "Professional Service" under the provisions of the County College Contracts Law because Howard Becker of the firm of Deloitte & Touche LLP is an accountant of the State of New Jersey, and the practice of the profession of accounting is regulated by the laws of the State of New Jersey.
- c. The Vice President, Finance and Operations be, and she is hereby directed to publish a copy of this Resolution once in the official newspaper of the Board of Trustees of Middlesex County College, such publication to occur within ten (10) days from date of adoption of this Resolution.

2. WHEREAS, the President has recommended a Current Unrestricted Fund and Minor Capital Fund budget for the fiscal year July 1, 1999 to June 30, 2000, based on the goals and objectives as established for Middlesex County College; and

WHEREAS, the Finance Committee of the Board of Trustees has considered the amount of money which is estimated to be necessary for the Current Unrestricted Fund and the Minor Capital Fund for said fiscal year July 1, 1999 to June 30, 2000; and

WHEREAS, the Board of Trustees approved the introduction of the preliminary budget for the fiscal year July 1, 1999 to June 30, 2000 at a meeting held on February 24, 1999; and

WHEREAS, as required by the Higher Education Restructuring Act of 1994 a public hearing was held on March 24, 1999; and

WHEREAS, the Board of Trustees has determined that \$48,921,456 is the amount necessary for the Current Unrestricted Fund and \$2,200,000 is the amount necessary for the Minor Capital Fund for said fiscal year, as detailed in the attached budget, and that said amounts should therefore be approved;

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That the attached budget for the fiscal year July 1, 1999 to June 30, 2000 in the amount of \$48,921,456 for Current Unrestricted Operations and \$2,200,000 for Minor Capital Fund be approved; and
2. That the Assistant Secretary of the Board of Trustees be, and she is hereby, instructed to forward a copy of said budget to each of the members of the Board of School Estimate; and
3. That a public hearing by the Board of School Estimate with respect to the amount of money estimated to be necessary for Current Unrestricted Fund and Minor Capital Fund for the fiscal year July 1, 1999 to June 30, 2000 shall be held at the Freeholders Meeting Room, County Administration Building, New Brunswick, New Jersey, by the Chairman of the Board of Trustees on April 12, 1999 at 5:30 p.m.; and
4. That the Vice President for Finance and Operations be, and she is hereby, instructed to publish in the Home News Tribune, East Brunswick, New Jersey, at least seven (7) days prior to the date fixed for the public hearing and also setting forth an itemized statement as to the amount of money which the Board of Trustees has determined to be necessary for Current Unrestricted Fund and Minor Capital Fund for the fiscal year July 1, 1999 to June 30, 2000, which notice shall also indicate that said itemized statement will be on file and open to examination by the public between 8:30 a.m. and 4:30 p.m., Monday through Friday, at the Office of the Vice President, Finance and Operations at Middlesex County College, Edison, New Jersey, from the date of publication to the date of the public hearing.

3. BE IT RESOLVED that a progress payment be ratified to the firm of Lynch * Martin for professional services rendered in connection with the real estate purchase agreement between the College and the New Brunswick Parking Authority in the amount of \$284.05.

After discussion, the motion was unanimously carried.

HUMAN RESOURCES COMMITTEE

1. BE IT RESOLVED that the following actions be approved pursuant to recommendation by the President and to the provisions of N.J.S.A. Section 18:64A-12:

Mr. Figg moved, seconded by Mr. Otlowski, for adoption of all resolutions, Sections 1-8:

SECTION 1 - MANAGEMENT

MANAGEMENT RETIREMENT

(a) WHEREAS, Ruth Vitale has been a dedicated employee of the College since January 16, 1973 and a member of the administration of Middlesex County College since June 3, 1991; and

WHEREAS, Ruth Vitale during her employment with the College has performed her duties and responsibilities capably and loyally; and

WHEREAS, Ruth Vitale will be voluntarily retiring from Middlesex County College, effective June 30, 1999,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of Ruth Vitale as of June 30, 1999; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contribution of Ruth Vitale for her years of service at Middlesex County College.

SECTION 2 - FACULTY

FACULTY LEAVE OF ABSENCE

<u>NAME</u>	<u>DEPARTMENT</u>	<u>LEAVE DATES</u>	<u>TYPE OF LEAVE</u>
Michele Menditto	Financial Aid	3/5/99 to 4/4/99	Disability

VOL. LVIX-178
3/24/99

SECTION 3 - CONFIDENTIAL - No actions

SECTION 4 - NON-ACADEMIC (unit affiliated)

NON-ACADEMIC AFSCME APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>HIRE DATE</u>
Holly Casazza	College Center	Department Secretary	1-1810-130	20,929	3/8/99
Joseph Guiamano	Police	Probationary Police Officer	1-0700-165	22,675	4/12/99
Deborah Lepre	Business Office	Senior Account Clerk	1-0310-130	22,227	3/15/99
Michael Maloney	Information Tech.	Computer Repair Technician	1-1920-132	28,652	3/29/99
William A. Solomon	Information Tech.	Computer Repair Technician	1-1920-132	28,652	4/12/99

NON-ACADEMIC CHANGE OF STATUS

<u>JOB TITLE</u>	<u>GRADE</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>SALARY</u>	<u>DATES</u>
From: College Center Custodian (evenings)	N/A	College Center	1-1810-160	19,789 (18,745+1,044)	7/1/98 - 3/21/99
To: College Center Custodian	N/A	College Center	1-1810-160	18,745	3/22/99 - 6/30/99

VOL. LVIX-180
3/24/99

Mamie Wilkins

<u>JOB TITLE</u>	<u>GRADE</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>SALARY</u>	<u>DATES</u>
<u>From:</u> Student Activities Asst.	6	College Center	1-1810-130	25,590	7/1/98 - 11/30/98
<u>To:</u> Student Activities/ College Center Coordinator	6	College Center	1-1810-130	25,590	12/1/98 - 6/30/99

NON-ACADEMIC COMPENSATION

<u>NAME</u>	<u>AMOUNT</u>	<u>REASON</u>	<u>TIME PERIOD</u>
Anthony Ross	\$1,700	Stipend for designing scenery	Spring semester 1999 production

NON-ACADEMIC LEAVES OF ABSENCE

<u>NAME</u>	<u>DEPARTMENT</u>	<u>LEAVE DATES</u>	<u>TYPE OF LEAVE</u>
Dorothy Calabro	Custodial	2/10/99 - 3/14/99	Disability
Earlene Jones	Custodial	2/23/99 - 2/28/99	Disability
Elizabeth McCombs	Child Care	2/23/99 - 4/19/99	Disability
Zahib Pervaiz	Buildings & Grounds	1/25/99 - 3/22/99	Disability
Suzanne Schwartzman	Custodial	1/23/99 - 3/1/99	Unpaid

NON-ACADEMIC RETIREMENT

(a) WHEREAS, Joseph Placca has faithfully served Middlesex County College from July 1, 1970 to March 31, 1999, as a member of the Police Department; and

WHEREAS, he has performed his duties and responsibilities capably and loyally,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of Joseph Placca for his years of service at Middlesex County College; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contribution of Joseph Placca for his years of service at Middlesex County College.

SECTION 5 - NON-ACADEMIC (non-unit affiliated)

NON-ACADEMIC PART-TIME APPOINTMENTS

<u>NAME</u>	<u>HOURLY RATE</u>	<u>DEPARTMENT</u>
Arboleda, Julio	10.00	ESL
Ascarrunz, Pablo	6.75	ESL
Bartels, Christopher	15.00	Information Technology
Benjamin, Cheryl	6.50	Computer Science
Chen, Judy	10.50	HRI
DePalma, Bozena	8.50	Office Administration
Gadea, Sandra	7.00	Student Activities
Hudson, Andre	6.50	Minority Student Affairs
Kolva, Judy	20.00	Marketing & Public Info.
Luttkus, Carole	8.00	Visual/Performing Arts
Maebert, Stacey	21.00	Financial Aid
Perez, Steven	5.50	Student Activities
Perez, Steven	7.00	Student Activities (Usher)
Riad, Amine	7.00	Information Technology
Riffle, Mary	13.00	Mechanical and Civil/Constr.

VOL. LVIX-182
3/24/99

Rubin, Brenda	9.00	English
Sanchez, Jisselle	6.00	Counseling and Placement
Silver, Robert	7.00	Marketing & Public Info.
Spencer, Winston	15.00	Registrar
Strachan, Laura	12.00	English
Tawfik, Adel	7.00	Office Administration
Walker, Steven	6.50	Testing & Tutoring

SECTION 6 - SPONSORED AND SPECIAL PROJECTS PERSONNEL

SPONSORED AND SPECIAL PROJECTS PERSONNEL PROFESSIONAL APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>	<u>BUDGET CODE</u>	<u>HOURLY SALARY</u>	<u>HPW</u>	<u>DURATION</u>
Christina Hernandez	Child Care	Substitute	5-5440-150	7.63	20	1/10/99 to 6/30/99

SPONSORED AND SPECIAL PROJECTS PERSONNEL

<u>NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>DURATION</u>	<u>BUDGET CODE</u>
Michael Bramel	CRC	\$ 850	5/7/99	5-113007-9255-1-62
Nanette Hatzes	CRC	850	5/7/99	5-113007-9255-1-62
DataTrain Institute	NJ Labor Program	69,049	Class 10 9/14-12/11/98	5-520017-9855-1-33

SPONSORED AND SPECIAL PROJECTS PERSONNEL SUPPORT APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>	<u>BUDGET CODE</u>	<u>HOURLY SALARY</u>	<u>HPW</u>	<u>DURATION</u>
Katherine Jambor	New Brunswick Center	Area Coordinator	1-2830-150	18.25	15	7/1/98 to 11/31/98

Carolyn Majko	Child Care	Substitute	5-5440-150	7.63	29	3/4/99 to 6/30/99
Robert White	Corporate and Community Ed.	Teacher	5-5200-116	25.00	15	2/26/99 to 6/30/99

SPONSORED AND SPECIAL PROJECTS PERSONNEL RESIGNATIONS

<u>NAME</u>	<u>JOB TITLE</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>RESIGNATION DATE</u>
Ed Bonnin	Teacher Aide	Corp. & Community Ed.	5-5200-130	3/8/99
Nayah Ndefru	Peer Mentor	New Brunswick Center	5-2830-150	3/5/99

SECTION 7 - PAYROLLS

ACADEMIC ADVISING

(a) BE IT RESOLVED that the following payroll for Academic Advising be approved for the pay period ending March 11, 1999 beginning with the name Lucille Alfieri, and ending with the name Diane Trainor, for a total amount of \$3,420.00 (budget code 1-195000-9155-1-00):

Lucille Alfieri	\$ 210.00
Janet Baker	375.00
Xenia Balabkins	247.50
Barbara Bogner	187.50
Erin Christensen	225.00
Margaret Driver	360.00
Jerome Olson	502.50
Edith Rehbein	750.00
Richard Strugala	157.50

VOL. LVIX-184
3/24/99

Selina Thompson	75.00	
Lucia Tillotson	255.00	
Diane Trainor	75.00	
	Total	\$3,420.00
Gross amount due this payroll period		\$3,420.00

DEPARTMENT OF CONTINUING STUDIES

- (a) BE IT RESOLVED that the following personnel actions in the Department of Continuing Studies for Spring 1999 be approved:

PROGRAM DEVELOPMENT

Cardone, Joseph
Goldfarb, Theodore
Pam, Carol

SALARY TOTAL

\$2,860.00
1,374.00
715.00

ACADEMIC COORDINATORS AND COUNSELORS, ADVISORS

Bhatia, Paul
Burton, Rita
Buscemi, Elaine
Buscemi, Santi
Calvo, Zoraida
Carter, Leslie
Dohrenwend, Kevin
Femino, Christina
Goldfarb, Ronald
Hansen, Eileen
Karetnick, Naomi
Kruszewski, John
Luke, Reginald
Maugle, Kenneth
Murray, John
Przygoda, Margaret
Rubino, Frank
Sachnoff, Marilyn

\$2,860.00
738.00
1,430.00
1,670.00
615.00
615.00
738.00
153.00
1,430.00
1,787.50
615.00
240.00
715.00
861.00
2,145.00
1,430.00
1,430.00
715.00

Storm, Neil	3,720.00
Taha, Carol	738.00
Vera, Stephanie	153.00
Waintraub, Jack	1,430.00
Zifchak, Robert	1,430.00

LABORATORY & INSTRUCTIONAL ASSISTANTS

D'Ellia, Scott	\$3,772.00
DiMaio, Judi	2,949.75

PLACEMENT TEST WORKSHOPS

Kelton, Saul	\$306.00
Kruszewski, John	612.00
Lynch, Mary	102.00

DIVISION OF CORPORATE & COMMUNITY EDUCATION

- (a) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Corporate and Community Education and are entitled to payment from the Division of Corporate and Community Education accounts for March 1999 be approved for the indicated amounts listed below beginning with the name Alexander, Jeanette and ending with the name Zjawin, Sandy for the total amount of \$43,080.00 from (budget code 1-520000-9116-1-00):

<u>NAME</u>	<u>CONTRACT NO.</u>	<u>AMOUNT</u>
Alexander, Jeanette	98-99:487	\$ 1,620.00
Anderson, Charlotte	98-99:411	210.00
Aquila, Christopher	98-99:368	400.00
Aquila, Christopher	98-99:369	400.00
Boylan, Dennis	98-99:429	210.00
Brown, Fred	98-99:395	675.00
Bruschi, Phil	98-99:419	300.00
Carlson, Deborah	98-99:423	675.00

VOL. LVIX-186

3/24/99

Carlson, Deborah	98-99:423	675.00
Carone, Joseph	98-99:342	400.00
Celauro, Frank	98-99:481	5,272.50
Fariello, Ralph	98-99:440	840.00
Fisher Brenda	98-99:502	540.00
Frank, Barry	98-99:402	300.00
Frank, Barry	98-99:402	600.00
Frank, Barry	98-99:402	300.00
Goldberg, Jack	98-99:321	276.00
Goumas, George	98-99:453	1,290.00
Goumas, George	98-99:498	1,200.00
Goumas, George	98-99:500	200.00
Griggs, Barbara	98-99:420	210.00
Hanko, Peggy	98-99:424	444.00
Hannon, Dorothy	98-99:387	840.00
Heinlein, David	98-99:491	816.00
Hermanson, Victoria	98-99:341	300.00
Irene, Angela	98-99:462	1,140.00
Irene, Angela	98-99:466	120.00
Jocus, Janet	98-99:472	340.00
Johnson, Tom	98-99:433	1,110.00
Kazmi, Sibte	98-99:435	1,050.00
Kerslake, Mary	98-99:501	500.00
Kilinski, Charlene	98-99:317	336.00
Kirbos, Steve	98-99:460	3,240.00
Kirbos, Steve Sr.	98-99:461	1,620.00
Kivler, Carol	98-99:412	288.00
Klein, Randi	98-99:439	735.00
Licari, Alex	98-99:488	945.00
McEntire-Orbach, Teresa	98-99:404	516.00
McEntire-Orbach, Teresa	98-99:405	258.00
McEntire-Orbach, Teresa	98-99:405	258.00
McEntire-Orbach, Teresa	98-99:406	258.00
McEntire-Orbach, Teresa	98-99:406	258.00
Mercado, Lucy	98-99:268	1,200.00
Mercado, Lucy	98-99:475	540.00

Mercado, Lucy	98-99:499	1,200.00
Mercado, Lucy	98-99:389	30.00
Mikolai, Marie	98-99:381	72.00
Miller, Joseph	98-99:385	240.00
Nigro, Michael	97-98:549	405.00
Ostberg, Karen	98-99:489	135.00
Peters, Arnie	98-99:407	840.00
Schachter, Louise	98-99:422	810.00
Schachter, Louise	98-99:422	675.00
Scott-Bey, Ron	98-99:312	420.00
Shah, Gary	98-99:477	528.00
Shaw, Nat	98-99:438	832.50
Snedeker, Nancy	98-99:505	1,500.00
Steen, Janet	98-99:503	200.00
Togneri, Elaine	98-99:326	500.00
Ventura, Julia	98-99:506	255.00
Victors, Andrew	98-99:428	282.00
White, Robert	98-99:497	120.00
Zjwin, Sandy	98-99:464	330.00
		<u>\$43,080.00</u>

- (b) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Corporate and Community Education and are entitled to payment from the Division of Corporate and Community Education accounts for March 1999 be approved for the indicated amounts listed below beginning with the name Education To Go and ending with the name Klejst, Stephen for the total amount of \$3,411.00 from (budget code 1-520000-9225-1-00):

<u>NAME</u>	<u>CONTRACT NO.</u>	<u>AMOUNT</u>
Education To Go	98-99:442	\$ 638.00
Education To Go	98-99:442	1,073.00
Education To Go	98-99:443	290.00
Education To Go	98-99:443	203.00

VOL. LVIX-188
3/24/99

Education To Go	98-99:444	145.00
Education To Go	98-99:444	348.00
Education To Go	98-99:445	145.00
Education To Go	98-99:445	261.00
Education To Go	98-99:446	98.00
Klejst, Stephen	98-99:415	210.00
		<u>\$ 3,411.00</u>

NEW BEGINNINGS PROGRAM

(a) BE IT RESOLVED that the following proposed payroll be approved for the New Beginnings Program (budget code 5-282010-9116-3-42) beginning with the name Bonnin Edward and ending with the name Wrice, Vincent, for a total amount of \$7,710:

<u>NAME</u>	<u>POSITION/CLASS</u>	<u>DATE</u>	<u>SALARY</u>
Bonnin, Edward	Teacher/s Aide/Internet	1/4/99 - 1/12/99	\$ 240.00
Bonnin, Edward	Teacher/s Aide/Keyboarding	11/4/98 - 2/24/99	420.00
Bonnin, Edward	Teacher's Aide/Keyboarding	3/3/99	30.00
Bonnin, Edward	Teacher's Aide/Computers II	4/30/99 - 6/30/99	540.00
Golden, Sylvia	Teacher/Keyboarding	4/28/99 - 6/16/99	1,350.00
Mondano, John	Teacher/Mechanical Skills	3/19/99 - 4/23/99	600.00
Rosa, Eligia	Teacher's Aide/Keyboarding	4/10/99 - 6/30/99	450.00
Santiago, Fernando	Teacher/Internet	1/4/99 - 1/12/99	480.00
Rosa, Eligia	Teacher's Aide/Keyboarding II and Computers	2/10/99 - 6/30/99	720.00
Wrice, Vincent	Teacher/Legal Office Procedures	2/8/99 - 6/30/99	1,800.00
Wrice, Vincent	Teacher/Computers II	4/30/99 - 6/30/99	1,030.00

SECTION 8 - POLICIES - No actions

After discussion, the motion was unanimously carried.

SECTION 9 - MISCELLANEOUS

Mr. Figg moved, seconded by Mr. Bellizio, for adoption of resolution (a), Section 9:

- (a) That the invoice for services rendered by the firm of Jackson, Lewis, Schnitzler and Krupman be approved in the amount of \$2,823.05 for the period January 1, 1999 through January 31, 1999, for services rendered relating to labor relations, EEO and other personnel matters.

After discussion, the motion was unanimously carried.

GENERAL

Mr. Bauer moved, seconded by Mr. Figg, for adoption of the following resolution:

1. WHEREAS, Frank M. Chambers was the founding President of Middlesex County College, serving in that capacity from 1965 to 1975; and

WHEREAS, under the leadership of Frank M. Chambers, Middlesex County College grew in academic reputation and overall stature, while sustaining dramatic enrollment growth and developing a beautiful and functional campus; and

WHEREAS, Frank M. Chambers established a standard for academic excellence that has continued to serve the Institution well, long after his retirement from the College,

NOW, THEREFORE, BE IT RESOLVED that the Academic Services Building, one of the last buildings completed under the tenure of Frank M. Chambers, be renamed in his honor; and

BE IT FURTHER RESOLVED that said building be formally rededicated as Frank M. Chambers Hall at a May 12, 1999 ceremony held in association with the Presidential State of the College Address.

VOL. LVIX-190

3/24/99

After discussion, the motion was unanimously carried.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Dr. Bakum presented an overview of his report for the month of March 1999 (copy attached to Minutes). He mentioned that Governor Whitman may speak at our May 26 commencement exercises.

AUDIENCE

No comments.

There being no further business, the meeting was adjourned at 7:35 p.m. Chairman Wernik announced that the next regularly scheduled meeting of the Board of Trustees will take place on Wednesday evening, April 28, 1999.

HOWARD BELLIZIO
Secretary

Exhibit A

LEASE AGREEMENT

THIS AGREEMENT, made this day of , 1999, by and between the BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE, organized under the laws of New Jersey, N.J.S. 18A:64A-1 et seq., with principal office at 155 Mill Road, P.O. Box 3050, Edison, New Jersey 08818-3050, hereinafter referred to as the "Landlord" and BOARD OF EDUCATION OF THE MIDDLESEX COUNTY VOCATIONAL & TECHNICAL HIGH SCHOOLS, organized under the laws of New Jersey, N.J.S.A. 18A:54-1 et seq., with principal office at 112 Rues Lane, in the Township of East Brunswick, County of Middlesex, and State of New Jersey, hereinafter referred to as the "Tenant".

WITNESSETH THAT:

WHEREAS, Middlesex County College operates a county college on its campus located in the Township of Edison, in the County of Middlesex and State of New Jersey; and

WHEREAS, the Board of Education of the Middlesex County Vocational & Technical High Schools is organized and exists for the purpose of providing vocational and specialized education for the public in Middlesex County; and

WHEREAS, both parties hereto desire to provide for the construction, maintenance and operation of a technical high school building by the Tenant on the campus of the Landlord in the Township of Edison as aforesaid for the benefit of the public; and

WHEREAS, the parties have agreed that Tenant shall lease premises upon the campus pursuant to the terms and conditions set forth in this Agreement to permit the construction, operation and maintenance of a technical high school building and related improvements on the campus of Middlesex County College.

NOW, THEREFORE, the parties hereto do hereby covenant and agree, each with the other, for and in consideration of the rental hereinafter expressed and for other good and valuable consideration recited herein, as follows:

1. The Landlord does hereby demise, let and rent unto the Tenant, that portion of the campus located in the Township of Edison, in the County of Middlesex and State of New Jersey, hereinafter particularly described on Schedule A, attached hereto and made a part hereof for the construction, maintenance and operation of a technical high school building and related improvements.

2. The term of this lease shall be fifty (50) years.

3. The rental shall be the sum of One (\$1.00) Dollar.

4. Unless Tenant shall be in default under this Lease and provided Landlord is operating a county college on the campus, the Tenant shall have the right and option, upon the due performance of the terms and conditions hereof, to automatically renew this lease for one successive term of forty-nine (49) years ("renewal term") following the expiration of the initial term of this lease, on the same terms and conditions, provided that no later than twenty-four (24) months prior to the first day of the fiftieth year of the term Tenant, upon written notice to Landlord, exercises its option for the renewal term.

5. (a) Subject to Paragraph 5(b), the Tenant does hereby covenant and agree that by September 2001, it shall erect a technical high school building and related improvements (hereinafter referred to as "High School") upon the demised premises in compliance with the terms and conditions hereinafter set forth; and that within two (2) years of the execution of this lease, it shall have submitted to and obtained full approval, as hereinafter provided, of the plans and specifications and site plan for the High School.

(b) The time set for completion of construction in Paragraph 5(a) shall be extended if Tenant has commenced construction and completed a substantial portion of the construction of the High School by September, 2001 and if completion is delayed for unforeseen circumstances beyond the reasonable control of the Tenant provided the construction is moving forward with all reasonable speed.

(c) The High School to be erected shall be designed architecturally to be compatible with the Middlesex College campus. Accordingly, all plans and specifications for the High School to be erected by the Tenant upon the demised premises shall be approved in writing by the Landlord prior to commencement of construction.

(d) The High School erected by the Tenant shall be erected at its own cost and expense, and the Landlord shall in nowise be responsible for any cost and expense in connection therewith.

(e) The Tenant covenants that the demised premises shall be suitably landscaped, and that all walkways and other features on the demised premises shall be duly and properly installed in such manner as to be compatible with the College campus and access roads. Said work shall be performed in accordance with a Site Plan to be approved by the Landlord.

6. All of the aforesaid work shall be performed by the Tenant, and promptly paid for, to the end that no lien of any kind, for labor performed and material furnished in and about the said work shall attach in favor of any person, firm or corporation.

7. Tenant shall at its cost and expense have utilities provided directly to the High School. Any and all utilities and related services required by the Tenant shall be installed by the Tenant at its own costs and charges. Landlord and Tenant shall cooperate in the

arrangement of these services including agreement to necessary easements, but without cost to Landlord.

8. Tenant shall be solely responsible, and shall have the exclusive control and management of the High School installed on the demised premises.

9. The Landlord does hereby give and grant unto the Tenant the right to utilize established roadways for ingress and egress to and from the demised premises, the use of which shall at all times be subject to the rules and regulations adopted by the Landlord from time to time, and applicable to all persons entering upon the campus premises. Such roadways for ingress and egress are to be open and available to the High School each day from 7:00 A.M. to 10:00 P.M., or as arranged in advance for special events.

10. The exterior grounds on the demised premises, after the completion of the High School by the Tenant and the landscaping of exterior grounds by the Tenant in accordance with plans approved by Landlord, shall be thereafter maintained by the Landlord. Tenant shall be responsible to reimburse Landlord for any damage to the exterior grounds and landscaping caused by Tenant, its employees, agents and students.

11. Any and all repairs and maintenance which shall be necessary or required to be made in the High School shall be carried out and performed by the Tenant. The Tenant covenants and agrees that at all times it will maintain the High School erected on the demised premises in good state of repair and appearance, all at its own cost and expense.

12. A. The Tenant shall at all times maintain comprehensive public liability insurance including property damage covering the demised premises and operations upon the demised premises and the Tenant does hereby covenant and agree to save the Landlord harmless from any and all claims for damages resulting from the use and condition of the

demised premises or the maintenance and operation thereof. Comprehensive public liability insurance shall be in the initial amount of \$2,000,000 to any one person and \$2,000,000 for any one occurrence and a minimum of \$1,000,000 for property damage. Such amounts shall be increased from time to time upon reasonable request by Landlord.

B. TENANT shall insure the improvements on the property with fire and extended coverage insurance covering the High School against loss or damage by fire and casualty and by other risks now or hereafter embraced by "extended coverage" so called in an amount equal to ninety (90%) percent of the replacement value of the improvements exclusive of the costs of foundation, excavations, and footings below the lowest basement floor without any deduction being made for depreciation. TENANT waives all rights to recover against LANDLORD, its employees and agents for any loss or damage arising from any cause covered by the insurance required to be carried by the TENANT pursuant to this Lease and/or carried by TENANT. TENANT will cause its insurer to issue an appropriate waiver of subrogation rights endorsement to all policies of insurance carried by TENANT in connection with the improvements and contents.

C. If the improvements shall be wholly or partially destroyed by fire or other casualty then Tenant may elect to terminate the Lease upon notice to Landlord given within 180 days of the fire or casualty. In such case, Tenant shall demolish the High School and restore the premises to the condition that existed prior to commencement of the Lease.

D. If Tenant does not elect to terminate the Lease, Tenant shall proceed with due diligence to restore the High School. Insurance proceeds shall be used to construct or reconstruct the High School having a value equivalent to or greater than the value for the High School damaged or destroyed. Such rebuilding after any damage shall be made with due

diligence by TENANT in accordance with plans to specifications approved in advance by LANDLORD. TENANT shall be responsible to provide any additional funds above available insurance proceeds to complete the reconstruction. Under no circumstances shall LANDLORD be obligated to make any payment or contribution towards the cost of the work.

E. All policies of insurance shall be with companies authorized to do business in the State of New Jersey and shall name LANDLORD and TENANT as the insured as their respective interest may appear.

F. Originals of the policies or certificates of insurance bearing proof of payment of the premiums shall be furnished by Tenant to Landlord. Such policies shall be furnished upon the delivery of possession of the demised premises to Tenant by Landlord and thereafter upon not less than thirty (30) days prior to the expiration dates of the policies. All policies of insurance shall contain an agreement by the insurer that each of the policies shall not be canceled without at least thirty (30) days prior written notice to Landlord.

13. The demised premises shall be operated at all times as a technical high school except during usual school vacations. The permitted use of the premises shall at all times be solely for the operation of a technical High School by the Tenant and shall be used for no other purpose without the express permission of the Landlord first had and obtained in writing.

14. Upon default by the Tenant of any of the terms of this Agreement, which said default shall continue thirty (30) days after notice in writing of such default, the Landlord, at its option, may in addition to other remedies terminate this lease and the Tenant thereupon shall vacate and surrender the premises provided, however, that if the Tenant cannot cure such default within said thirty day period despite due diligence then Tenant shall have such additional period as is reasonably required to cure the default provided Tenant is proceeding

with due diligence except that the period of time shall not be extended in the event of the failure of the Tenant to maintain the insurance required by the terms of this lease.

15. In the event that at any time during the term hereof or any renewal thereof, the Tenant shall be unable to continue and maintain the operation of the demised premises as a technical High School, the Tenant shall have the right to terminate this lease and to surrender the possession of the demised premises, provided that, notice shall be given, in writing, by the Tenant to the Landlord. Said termination shall be effective sixty (60) days after the giving of such notice.

16. In the event that during the term of this lease, or renewal thereof, the Tenant shall suffer judgment, attachment or other lien which shall not be paid, cured, discharged or bonded in a manner reasonably satisfactory to the Landlord or monies paid into escrow as set forth below within sixty (60) days after the same shall attach; or in the event that the Tenant shall be adjudicated a bankrupt, or a receiver shall be appointed for the same; then, in any of such events, immediately upon the expiration of the aforesaid sixty (60) day period, or immediately upon adjudication in bankruptcy, or the appointment of a receiver, this lease may, at the option of the Landlord, be terminated to the end that no rights under this lease shall accrue to, shall pass to, or become vested in a judgment creditor, a lien holder, a trustee in bankruptcy or a receiver. In lieu of the aforesaid payment or bonding of the judgment, attachment or lien, the Tenant may with Landlord's reasonable consent deposit with the Landlord an amount in escrow equal to the amount of the judgment, attachment or other lien which amount Landlord may elect to place in an escrow account or pay into the Court in which any litigation is pending.

17. In the event that the Tenant shall fail to erect and complete a High School upon the demised premises by September 2001; then, and in that event, this lease shall terminate upon the expiration of said period at Landlord's option unless the time has been extended pursuant to the terms of Paragraph 5(b) of this lease.

18. The term of this lease shall commence on the execution of this lease by both the parties hereto.

19. Upon the termination of this lease, however terminated, the High School erected upon the demised premises by the Tenant shall at Landlord's option be, become and remain the property of the Landlord.

20. It is understood and agreed that this lease shall at all times be subject to any and all provisions of the laws of New Jersey as the same shall relate to and concern county colleges.

21. The Tenant covenants that at all times during the term of this lease, it shall fully comply with any and all federal, state or municipal laws, statutes, regulations or ordinances.

22. If the entire premises shall be taken under the power of eminent domain (or any similar governmental power) by any competent governmental authority, this Lease shall terminate as of the date of the taking. If a portion of the premises shall be taken, Tenant shall make such repairs and restorations as may be necessary to restore all remaining portions of the premises as near as practical to the original quality and character as in existence immediately prior to the taking. Tenant shall use the entire award from such partial taking for restoration.

In the event of a total taking the award shall be paid to Landlord and Tenant as follows:

Landlord shall be entitled to the award for the land. The award for the value of the improvements shall be paid to the Tenant.

23. TENANT shall, without charge, at any time and from time to time, within ten (10) days after request by LANDLORD certify by written instrument, duly executed, acknowledged and delivered, to LANDLORD or any other person, firm or corporation specified by LANDLORD:

(a) that this lease is unmodified and in full force and effect, or, if there have been any modifications, that the same is in full force and effect as modified and stating the modifications;

(b) whether or not there are then existing any set-offs or defenses against the enforcement of any of the agreements, terms, covenants or conditions hereof and any modifications hereof upon the part of TENANT to be performed or complied with, and, if so, specifying the same;

(c) the dates, if any, to which the net rent and additional rent and other charges hereunder have been paid in advance;

(d) the date of expiration of the current term; and

(e) the net rent then payable under this lease.

24. All notices required to be given to any party to this Agreement shall be sent by certified mail, return receipt requested, and shall be deemed served when received or when personally delivered to the parties at the addresses set forth at page 1 of this Agreement with proof of delivery.

IN WITNESS WHEREOF, the said parties hereto have hereunto caused these presents to be signed by their proper corporate officers and their proper corporate seals to be hereto affixed, the day and year first above written.

BOARD OF TRUSTEES OF
MIDDLESEX COUNTY COLLEGE

By: _____

ATTEST:

BOARD OF EDUCATION OF THE
MIDDLESEX COUNTY VOCATIONAL
& TECHNICAL HIGH SCHOOLS

By: _____

ATTEST:

Exhibit A

Collaborative and Operational Agreement

This Agreement made this _____ day of _____, 1999 by and between the Board of Education of Middlesex County Vocational and Technical High Schools ("Middlesex County Vocational and Technical High Schools") with an address at 112 Rues Lane, East Brunswick, N.J. 08816 and the Middlesex County College Board of Trustees with an address at 155 Mill Road, P.O. Box 3050, Edison, N.J. 08818-3050.

Whereas the parties desire the construction on the Middlesex County College campus of a building to be used as a technical high school for approximately 125 students in grades 9 to 12 known as the Academy for Math, Science and Engineering Technology ("Academy"); and

Whereas the sharing by the parties hereto of lab training facilities and equipment as a result of the presence of the Academy on the college campus provides a direct linkage between the secondary and college level programs, reduces duplication of equipment and lab space, offers opportunities for exchange by secondary and college faculties and administration, and fosters a continuous curriculum flow from grades 9-14, and

Whereas the campus provides a central focal point for potential employers and expands the opportunity for the non-traditional student at the Academy to see a concrete

relationship between the Academy classwork, the associate degree program in technology and future employment; and

Whereas through this linkage of Academy and college, the Academy student who might not have been interested in seeking technology training can be motivated to select a career path in engineering or telecommunication's technology.

NOW, THEREFORE, in consideration of the covenants contained herein, the parties agree as follows:

1. The Middlesex County Vocational and Technical High Schools will finance and construct a technical high school building on the Middlesex County College Campus located in Edison, New Jersey, for a student body of approximately 125 in grades 9-12. The plans and site for this building are to be mutually acceptable and said building is to be easily accessible to the Technical Services Center presently existing on the campus of Middlesex County College.

2. Middlesex County College will provide technical and pedagogical support and cooperation with the Middlesex County Vocational and Technical High Schools administration and staff to operate this Academy.

3. The Middlesex County Vocational and Technical High Schools will administer the Academy and be responsible for recruitment, admission and the instructional program for the students.

4. Students who attend the Academy will have access to the Middlesex County College Technical Services Center labs and facilities as part of the Academy curricula program within a mutually acceptable schedule which will not interfere with the Middlesex County College faculty and student use of the Technical Services Center. This schedule will encompass course selections, student time schedules, faculty assignments and room selections. The Academy will reciprocally make the new facility and its classrooms available to the Middlesex County College students and faculty in a mutually agreed upon schedule. Said schedule will not interfere with the Academy operation.

5. There will be a mutual respect and observance of all contracted arrangements in existence between Middlesex County College, its employees and their representatives and the Middlesex County Vocational and Technical High Schools, its employees and their representatives.

6. The Academy administration and the Vice President of Academic Affairs for Middlesex County College or designee will establish an Administrative Council. This Council will meet regularly to review, recommend and monitor mutual activities of the Academy and the Technical Services Center.

7. A college liaison officer will be designated by the President of Middlesex County College to work closely with the Academy principal's office, the director of the New Jersey

MAR. 23. 1993 3:00P WILMINGTON

Center for Advanced Technology Education ("NJCATE"), the various department chairs and the Vice President's office on matters relating to the Academy and the Middlesex County College.

8. The Academy Principal and the Vice President of Academic Affairs for Middlesex County College will develop guidelines for programs relating to the mutual use of facilities, curriculum, and staffing.

9. When the Academy opens, enrollment for the first year will be restricted to ninth grade students. An additional grade level will be added each year until grades 9-12 are in the Academy facility on the Middlesex County College campus.

10. Integration of Academy students into campus life and use of related facilities and services will be limited during the start-up years.

11. The scheduled use by Academy students of such facilities and services as the Physical Education Center, the Learning Resources Complex, and College Center, for example, will be planned by the Vice President of Academic Affairs for Middlesex County College and the Academy Principal.

12. Financial arrangements for use of facilities and services will be agreed upon by Middlesex County College's Vice President for Finance and Operations and the School District Business Officer. (For the first year of operation the College and the Academy will monitor costs so that by the second

year an equitable chargeback system may be established based upon the costs incurred in the first year of operations).

13. The Middlesex County Vocational and Technical High Schools and its administration accept full responsibility for and shall obtain appropriate New Jersey State Department of Education approval for the construction of the facility, curriculum, schedule, faculty certification and use of the Academy building.

14. The basic Academy courses necessary to fulfill New Jersey State Department of Education High School requirements will be taught to students in the Academy by Academy staff. The introductory and advanced courses with their related labs will be taught to students in the Middlesex County College Technical Services Center, by Middlesex County College faculty and those Academy teachers who are qualified in the subject area and trained in the use of the technology equipment.

15. In order that selected Academy students will have the opportunity to enter the college's degree granting programs early, the Administrative Council will consider possible avenues such as, Credits in Escrow.

16. Through the leadership of the Vice President of Academic Affairs, the College's counseling staff and the Academy guidance staff, activities will be planned to further the integration of the Middlesex County Vocational and Technical

High Schools students with Middlesex County College resources.
The following potential integrative areas will be investigated:

a. Increase student achievement of functional levels of competencies in reading, writing and mathematical skills through participation by college and Academy staff in planning remedial approaches and by utilizing college labs in related areas.

b. Provide career guidance to develop interest in and competencies in respect to marketable skills.

c. Plan for involving college students to assist and aid Academy students as tutors, peer counselors and role models.

17. The Middlesex County Vocational and Technical High Schools and Middlesex County College shall enter into a mutually agreeable form of a fifty (50) year lease with a forty-nine year renewal option at an annual fee of \$1.00 per year for the land on the grounds of the college campus that will be the mutually acceptable site of the Middlesex County Academy for Engineering Technologies.

18. All building and interior maintenance shall be the responsibility of the personnel of Middlesex County Vocational and Technical High Schools.

19. All exterior grounds shall be maintained by Middlesex County College personnel.

20. The additional cost of any shared mechanical services associated with the operation of the Academy shall be the responsibility of the Middlesex County Vocational and Technical High Schools.

21. Proper, adequate and appropriate liability insurance and indemnifications shall be secured by both Middlesex County Vocational and Technical high Schools and Middlesex County College. The said amount is to be agreed upon by both institutions.

22. Any and all shared programs and facilities shall be funded through a chargeback arrangement. The charges for such programs and facilities shall be determined by the parties utilizing a formula based upon the shared use and allocation of actual costs incurred.

23. This agreement shall be separate and independent from any other obligations and relationships between Middlesex County College and the Middlesex County Vocational and Technical High Schools.

24. This agreement is not intended to create an employment relationship between the Middlesex County College employees and the Middlesex County Vocational and Technical Schools. Such employees shall remain independent from the control of the Middlesex County Vocational and Technical Schools except as may be directed by the Middlesex County College

Administration. The Middlesex County College shall be solely responsible for all costs associated with providing benefits to such employees including worker's compensation insurance as required by law.

25. This agreement is not intended to create an employment relationship between the Middlesex County Vocational and Technical Schools employees and the Middlesex County College. Such employees shall remain independent from the control of the Middlesex County College except as may be directed by the Middlesex County Vocational and Technical Schools. The Middlesex County Vocational and Technical Schools shall be solely responsible for all costs associated with providing benefits to such employees including worker's compensation insurance as required by law.

26. The Middlesex County College agrees to indemnify, defend and hold the Middlesex County Vocational and Technical Schools harmless from and against any and all claims, suits, liabilities, costs and expenses including reasonable attorney's fees for any injury, damage or loss to persons, including death, whether they be third parties or employees of the parties hereto or any injury or damage or loss arising out of its performance of the within agreement.

27. The Middlesex County Vocational and Technical Schools agree to indemnify, defend and hold the Middlesex County

College harmless from and against any and all claims, suits, liabilities, costs and expenses including reasonable attorney's fees for any injury, damage or loss to persons, including death, whether they be third parties or employees of the parties hereto or any injury or damage or loss arising out of its performance of the within agreement.

Middlesex County Vocational and
Technical High Schools Board
of Education

By: _____

Board of Trustees of Middlesex
County College

By: _____

MIDDLESEX COUNTY COLLEGE
New Jersey Commission on Higher Education
Annual Budget Request - Budget Summary
for Fiscal Year July 1, 1999 - June 30, 2000

	Actual 1-Jul-97 <u>30-Jun-98</u>	Budget 1-Jul-98 <u>30-Jun-99</u>	Budget 1-Jul-99 <u>30-Jun-00</u>	Percent of Total
CURRENT UNRESTRICTED FUND BALANCE EDUCATIONAL AND GENERAL				
CURRENT INCOME				
Tuition	\$ 17,383,785	\$ 17,573,139	\$ 18,294,110	37.4%
Student Fees	3,588,911	3,550,000	3,725,000	7.6%
Federal Government Appropriation	174,297	190,000	190,000	0.4%
State Government Appropriation	9,079,636	10,079,425	11,190,654	22.9%
County of Middlesex Appropriation	13,231,720	13,960,674	13,971,692	28.6%
Income from Other Sources	2,512,536	1,550,000	1,550,000	3.2%
TOTAL CURRENT INCOME	\$ 45,970,885	\$ 46,903,238	\$ 48,921,456	100.0%
CURRENT EXPENDITURES				
Institutional Support	8,150,096	8,901,350	9,695,954	19.8%
Student Services	5,488,660	5,312,704	5,553,466	11.4%
Instruction	22,620,891	22,760,603	23,227,151	47.5%
Public Service	2,559,380	2,482,851	2,710,946	5.5%
Academic Support	1,379,664	1,500,193	1,547,644	3.2%
Operations	5,541,384	5,945,537	6,186,295	12.6%
Excess or (Deficit) from Operations	230,809	-	-	
TOTAL CURRENT EXPENDITURES	\$ 45,740,076	\$ 46,903,238	\$ 48,921,456	100.0%
STUDENT SERVICES FUND BUDGET				
CURRENT INCOME				
Student Services Fees	\$ 676,018	\$ 639,114	\$ 694,559	100.0%
CURRENT EXPENDITURES				
Student Services	\$ 621,808	\$ 639,114	\$ 694,559	100.0%
Excess or (Deficit) from Operations	\$ 54,210	\$ -	\$ -	
TOTAL STUDENT SERVICES EXPEND.	\$ -	\$ -	\$ -	0.0%
CAPITAL				
County of Middlesex	\$ 1,000,000	\$ 2,000,000	\$ 2,200,000	100.0%
TOTAL CAPITAL INCOME	\$ 1,000,000	\$ 2,000,000	\$ 2,200,000	100.0%
TOTAL CAPITAL EXPENDITURES	\$ 1,000,000	\$ 2,000,000	\$ 2,200,000	100.0%

TUITION (SEE DETAIL ON SCHEDULE 3A)			\$ 18,294,110
STUDENT FEES	GENERAL FEE	1,995,000	
	APPLICATION FEE	280,000	
	COURSE FEES	920,000	
	TECHNOLOGY FEE	465,000	
	OTHER	65,000	
	TOTAL FEES		3,725,000
FEDERAL APPROPRIATION (WORK STUDY)			190,000
STATE APPROPRIATION			11,190,654
COUNTY APPROPRIATION			13,971,692
OTHER INCOME			
	INDIRECT REIMBURSEMENTS	610,000	
	MISCELLANEOUS INCOME	50,000	
	PARKING PERMITS AND FINES	290,000	
	INTEREST INCOME	100,000	
	RENTAL INCOME	260,000	
	LATE FEES	166,000	
	HOTEL, RESTAURANT MGT. SALES	7,000	
	PERFORMING ARTS	9,000	
	PHYSICAL EDUCATION BUILDING	58,000	1,550,000
	TOTAL		\$ 48,921,456

TUTION AND FEE RATES FOR 1999-2000

IN-COUNTY

FULL-TIME TUITION \$ 1,573.20 PER YEAR FOR 24 CREDIT HOURS
 PART-TIME TUITION \$ 65.55 PER CREDIT HOUR

OUT-OF-COUNTY

FULL-TIME TUITION \$ 3,146.40
 PART-TIME TUITION \$ 131.10

	IN-COUNTY	OUT-COUNTY
APPLICATION FEE	\$25.00	\$25.00
COURSE FEES	\$10.00 TO \$100.00*	\$10.00 TO \$100.00*
STUDENT SERVICES FEE	\$3.00 PER CREDIT HOUR	\$3.00 PER CREDIT HOUR
GENERAL FEE	\$7.50 PER CREDIT HOUR	\$7.50 PER CREDIT HOUR
TECHNOLOGY FEE	\$2.00 PER CREDIT HOUR	\$2.00 PER CREDIT HOUR
PARKING FEE	\$25.00 PER YEAR	\$25.00 PER YEAR

* DEPENDING ON COURSE

MIDDLESEX COUNTY COLLEGE
 FY 2000
 MINOR CAPITAL EXPENDITURE SCHEDULE, FY 2000

DEPT	DESCRIPTION	TOTAL	COMPUTER HARDWARE	FACILITY IMPROVEMENT	FURNITURE & EQUIPMENT	INSTRUCTIONAL EQUIPMENT
0310	BUSINESS OFFICE	\$ 12,000	\$ 12,000			
0500	PRINT, PUB, MAIL	\$ 30,000	30,000			
0550	COMMUNICATIONS OFFICE	\$ 65,000			65,000	
0760	SAFETY	\$ 6,000			6,000	
0920	INFORMATION TECHNOLOGY	\$ 1,345,000	1,300,000		45,000	
2175	BIOLOGY	\$ 50,000				50,000
2180	CHEMISTRY	\$ 30,000				30,000
2260	THEATRE & VISUAL ARTS	\$ 45,000		45,000		
2280	ESL	\$ 25,000				25,000
2340	HRI	\$ 30,000				30,000
2380	PHYS/ELEC ENGINEERING	\$ 40,000				40,000
2395	COMPUTER SCIENCE	\$ 35,000				35,000
2830	NEW BRUNSWICK	\$ 137,000		110,000	27,000	
7300	MAINTENANCE	\$ 350,000		350,000		
TOTALS:		\$ 2,200,000	\$ 1,342,000	\$ 505,000	\$ 143,000	\$ 210,000

MIDDLESEX COUNTY COLLEGE	NEW JERSEY COMMISSION ON HIGHER EDUCATION		
	ANNUAL BUDGET REQUEST		
	DETAILS OF CURRENT OPERATING EXPENDITURES		
	FOR FISCAL YEAR JULY 1, 1999 - JUNE 30, 2000		
	ACTUAL	BUDGET	BUDGET
	1-Jul-97	1-Jul-98	1-Jul-99
	30-Jun-98	30-Jun-99	30-Jun-00
A. = INSTITUTIONAL SUPPORT:			
BOARD OF TRUSTEES			
OPERATING EXPENSES	\$ 4,321	\$ 5,016	\$ 5,116
PRESIDENT'S OFFICE			
SALARIES	170,484	172,107	180,457
OPERATING EXPENSES	43,132	41,731	43,483
HUMAN RESOURCES & LABOR			
SALARIES	117,382	164,834	169,779
OPERATING EXPENSES	290,014	233,515	240,472
PUBLIC RELATIONS & COMMUN.			
SALARIES	221,472	223,156	229,851
OPERATING EXPENSES	540,829	487,507	541,113
HUMAN RESOURCES			
SALARIES	158,897	182,160	187,625
OPERATING EXPENSES	130,573	148,877	153,750
C.E.O. SERVICES			
SALARIES	114,797	119,351	89,130
OPERATING EXPENSES	31,904	39,978	41,574
ACCREDITATION			
OPERATING EXPENSES	3,166	16,350	16,677
V.P. FOR FINANCE & OPER.			
SALARIES	201,035	533,264	213,902
OPERATING EXPENSES	485,115	46,731	461,023
BUSINESS OFFICE			
SALARIES	537,460	601,216	627,180
OPERATING EXPENSES	308,306	377,042	396,476
PURCHASING & INVENTORY			
SALARIES	152,995	157,633	164,986
OPERATING EXPENSES	59,832	60,893	63,977
LEGAL FEES			
OPERATING EXPENSES	100,954	102,000	104,040
AUDIT FEES			
OPERATING EXPENSES	45,500	45,055	45,956
INSURANCE			
OPERATING EXPENSES	55,667	303,360	309,428

MIDDLESEX COUNTY COLLEGE

PAGE 3

	ACTUAL	BUDGET	BUDGET
	1-Jul-97	1-Jul-98	1-Jul-99
	30-Jun-98	30-Jun-99	30-Jun-00
B. = STUDENT SERVICES	0		
STUDENT SERV. & ENROLL. MGT.	0		
SALARIES	\$ 101,565	\$ 104,753	\$ 107,896
OPERATING EXPENSES	30,327	26,996	28,613
ADMISSIONS			
SALARIES	358,082	463,767	477,680
OPERATING EXPENSES	88,164	106,383	78,150
REGISTRAR			
SALARIES	685,158	738,333	787,484
OPERATING EXPENSES	148,204	171,200	253,101
COUNSELING & PLACEMENT			
SALARIES	-	936,628	964,789
OPERATING EXPENSES	1,075,525	151,377	152,024
HEALTH SERVICES			
SALARIES	124,945	77,450	79,774
OPERATING EXPENSES	13,373	27,051	28,334
MINORITY AFFAIRS			
SALARIES	89,389	125,542	129,308
OPERATING EXPENSES	27,271	28,859	30,456
FINANCIAL AID			
SALARIES	384,952	421,686	434,337
OPERATING EXPENSES	70,598	79,660	84,765
COLL. CTR. & STUDENT ACT.			
SALARIES	438,753	510,348	525,658
OPERATING EXPENSES	118,366	170,275	177,997
PHYS. ED. CENTER			
SALARIES	273,337	351,534	362,080
OPERATING EXPENSES	64,038	94,718	98,807
COOPERATIVE EDUCATION			
SALARIES	124,055	126,149	129,933
OPERATING EXPENSES	25,470	29,490	31,220
E.O.F.			
SALARIES	284,993	292,846	291,631
OPERATING EXPENSES	44,713	54,675	68,787
ADVISING CTR. & OPEN COL.			
SALARIES	171,887	186,580	192,177
OPERATING EXPENSES	41,750	36,404	38,465
TOTAL STUDENT SERVICES	\$ 4,784,915	\$ 5,312,704	\$ 5,553,466

MIDDLESEX COUNTY COLLEGE				PAGE 4
	ACTUAL	BUDGET	BUDGET	
	1-Jul-97	1-Jul-98	1-Jul-99	
	30-Jun-98	30-Jun-99	30-Jun-00	
C. = INSTRUCTION				
HEALTH TECHNOLOGY				
SALARIES	\$ 400,920	\$ 79,804	\$ 103,288	
OPERATING EXPENSES	129,597	32,857	38,383	
DENTAL AUXILIARIES				
SALARIES	464,197	509,734	525,026	
OPERATING EXPENSES	106,550	130,125	137,916	
RADIOGRAPHY EDUCATION				
SALARIES	233,769	336,330	346,420	
OPERATING EXPENSES	135,858	77,104	55,658	
MEDICAL LABORATORY TECH.				
SALARIES	132,718	153,358	157,959	
OPERATING EXPENSES	33,247	43,461	49,416	
BIOLOGY				
SALARIES	1,007,171	899,302	926,281	
OPERATING EXPENSES	210,334	219,795	234,817	
CHEMISTRY				
SALARIES	734,228	701,163	722,198	
OPERATING EXPENSES	133,148	175,324	208,606	
MATHEMATICS				
SALARIES	1,893,404	1,741,334	1,871,222	
OPERATING EXPENSES	294,771	258,423	302,842	
SOCIAL SCIENCES & HUMANITIES				
SALARIES	194,254	118,533	122,089	
OPERATING EXPENSES	86,552	68,937	60,972	
ENGLISH				
SALARIES	2,564,272	2,499,058	2,574,030	
OPERATING EXPENSES	316,527	298,804	335,924	
HISTORY/SOCIAL BEHAVIOR				
SALARIES	957,379	1,013,442	1,043,845	
OPERATING EXPENSES	136,881	138,119	147,471	
MODERN LANGUAGE				
SALARIES	540,869	630,709	463,630	
OPERATING EXPENSES	57,485	84,117	82,486	
HEALTH, PHYS.ED. REC., DANCE				
SALARIES	539,086	574,568	473,559	
OPERATING EXPENSES	90,455	109,112	53,674	
VISUAL & PERFORMING ARTS				
SALARIES	543,405	573,300	590,499	
OPERATING EXPENSES	216,284	227,037	229,995	
PSYCHOLOGY & LEARNING				
SALARIES	620,160	631,176	650,111	
OPERATING EXPENSES	82,371	107,116	111,782	

MIDDLESEX COUNTY COLLEGE			
			PAGE 6
	ACTUAL	BUDGET	BUDGET
	1-Jul-97	1-Jul-98	1-Jul-99
	30-Jun-98	30-Jun-99	30-Jun-00
D. = PUBLIC SERVICE			
PERTH AMBOY CAREER CTR.			
SALARIES	\$ 143,101	\$ 199,227	\$ 212,324
OPERATING EXPENSES	133,914	156,582	161,242
NEW BRUNSWICK CAREER CTR.			
SALARIES	145,594	197,043	202,954
OPERATING EXPENSES	222,429	241,809	248,144
CORP. & COMM. EDUCATION			
SALARIES	1,144,477	1,196,175	1,232,060
OPERATING EXPENSES	400,382	335,148	348,374
CHILD CARE CENTER			
SALARIES	202,712	-	-
OPERATING EXPENSES	1,379	-	-
GRANT DEVELOPMENT			
SALARIES	67,926	81,484	83,939
OPERATING EXPENSES	14,284	12,981	19,595
CONTRACT MANAGEMENT			
SALARIES	72,571	50,081	77,364
OPERATING EXPENSES	10,611	12,321	13,409
SERVICE LEARNING			
SALARIES	-	30,590	12,012
OPERATING EXPENSES	-	10,992	30,892
SCHOOL RELATIONS			
SALARIES	-	14,000	59,175
OPERATING EXPENSES	-	6,362	9,463
TOTAL PUBLIC SERVICE	<u>\$ 2,559,380</u>	<u>\$ 2,544,795</u>	<u>\$ 2,710,946</u>
E. = ACADEMIC SUPPORT			
LIBRARY & MEDIA SERVICES			
SALARIES	\$ 710,331	\$ 738,163	\$ 760,308
OPERATING EXPENSES	418,491	478,588	494,489
TESTING & TUTORING			
SALARIES	188,877	235,878	242,954
OPERATING EXPENSES	61,953	47,564	49,893
TOTAL ACADEMIC SUPPORT:	<u>\$ 1,379,652</u>	<u>\$ 1,500,193</u>	<u>\$ 1,547,644</u>

MIDDLESEX COUNTY COLLEGE


PAGE 7

	ACTUAL 1-Jul-97 30-Jun-98	BUDGET 1-Jul-98 30-Jun-99	BUDGET 1-Jul-99 30-Jun-00
F. = OPERATIONS:			
FACILITIES MANAGEMENT			
SALARIES	\$ 110,249	\$ 113,914	\$ 117,331
OPERATING EXPENSES	23,776	31,442	33,226
FACILITIES ENGINEERING			
SALARIES	80,800	83,912	86,308
OPERATING EXPENSES	86,749	25,768	26,963
CUSTODIAL			
SALARIES	574,634	753,016	863,207
OPERATING EXPENSES	216,506	245,313	287,737
MAINTENANCE			
SALARIES	1,027,552	1,076,489	1,108,784
OPERATING EXPENSES	469,163	654,076	673,048
GROUNDS			
SALARIES	310,311	362,505	373,380
OPERATING EXPENSES	175,806	235,217	242,216
PURCHASED UTILITIES			
OPERATING EXPENSES	1,937,885	2,145,444	2,148,353
RECEIVING			
SALARIES	147,853	154,985	160,033
OPERATING EXPENSES	51,001	63,456	65,709
TOTAL OPERATIONS	<u>\$ 5,212,284</u>	<u>\$ 5,945,537</u>	<u>\$ 6,186,294</u>
TOTAL EXPENDITURES - EDUCATION AND GENERAL			
	\$ 43,405,331	\$ 46,903,238	\$ 48,921,456
EXCESS OR (DEFICIT) - OPERATIONS			
			-
TOTAL CURRENT EXPENDITURES	\$ 43,405,331	\$ 46,903,238	\$ 48,921,456

Middlesex County College
Edison, New Jersey 08818

Date: March 24, 1999

To: Board of Trustees

From: John Bakum 

Subject: President's Report - March, 1999

This spring my *State of the College Address* is scheduled for Wednesday, May 12. As customary we will, in addition to my presentation, honor a number of our staff through longevity and excellence awards. But in addition this year we will also honor one of the founders of the College. Dr. Frank M. Chambers, who has agreed to join us that day, was employed on July 1, 1965 as the first president of Middlesex County College. He served in that capacity through the critical first decade of the College's history, retiring in 1975. Much of what Middlesex County College is today reflects the vision and energy of Frank Chambers and the staff that worked with him in those early years. Thus, as L'Hommedieu Hall honors the College's founding Board Chair, it is fitting that the Academic Services Building be rededicated as Chambers Hall.

We expect May 12th to be both a celebration and a reunion. We are inviting a number of Frank's colleagues and co-workers from those days. And I am pleased to announce that Dr. Rose Channing-Danzis has agreed to join us that morning and she will speak at the event. We are currently reviewing old records and archives in an effort to reconstruct the past. *State of the College Addresses* generally review the past year and then look toward the future. It seems particularly appropriate as we are on the edge of the 21st century, to look back on our beginnings as an institution and to honor those, especially Frank Chambers, who set it on the right course as a comprehensive community college serving the citizens of Middlesex County and central New Jersey.

But of course we cannot focus solely on the past. Looking toward the future, Dr. Schwartz and I attended an initial planning session with the superintendents and assistant superintendents of the East Brunswick and South Brunswick school districts to begin the process of following up on the results of the *GOALS 2000* project. As you are aware some significant issues arose last summer as we worked with the school districts on the preparation of the *GOALS 2000 Report* that was released in September. At our most recent meeting, Dr. Schwartz reviewed what the College has determined to date in

studying and reviewing alternatives in testing and teaching methodology that would serve to assist students in making the transition from high school to the College. At the conclusion of the meeting we also agreed on a fairly ambitious program for later this spring involving faculty-to-faculty discussions and workshops. In summary the meeting was most cordial and it is clear that our goals are essentially the same.

And finally, on March 4 I attended an all day New Jersey community college presidents retreat. A number of topics of interest to the sector were discussed, but the most important agreement reached by the end of the day was that rather than individual colleges venturing into distance education on an uncoordinated basis, we would form a consortium (ideally involving all 19 of us) and establish the New Jersey Virtual Community College. This is an exciting prospect and the fact that it only took a day to convince the 15 presidents present at the meeting to agree augurs well for the future. As this project moves forward, I will certainly keep you apprised of progress.