

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of October 17, 1978 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 8 p. m. , October 17, 1978, in the Board room of the Academic Services Building. Members present were Dr. Carney, Mmes. Czaya, Valenti; Messrs. Dalto, Klegman, Meszaros, Stolzer, Tanzman and Walsh. Also present were President Channing, Mr. Hoffman, Mrs. Lake, members of the staff, Dr. Goldberg of the State Department of Higher Education, and other visitors.

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 8, 1977, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November 8, 1977, advance written notice of this meeting was mailed to The Home News, 123 How Lane, New Brunswick, New Jersey and The News Tribune, 1 Hoover Way, Woodbridge, New Jersey.
- (c) On November 8, 1977, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On November 8, 1977, 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. Walsh moved, seconded by Mr. Stolzer, that the Minutes of the regular meeting of September 19, 1978, be approved as presented. The motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

The reports of the College Engineer and Director of Police and Safety were noted.

Mr. Meszaros moved, seconded by Mr. Dalto, that the action of the Facilities Committee in approving the priority set for four major projects forwarded to the Chancellor of Higher Education, pursuant to the directive of the Board of Higher Education be ratified. After discussion, the motion was unanimously carried.

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Mr. Meszaros moved, seconded by Mr. Dalto, that the plans and specifications prepared by the architectural firm of Eckert and Gatarz for dualization of the electrical system, be approved, and that said plans be forwarded to the Board of Higher Education for their approval. After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that the following progress payment, having been approved by the Architect and the Assistant to the President for Plant Operations and Facility Planning, be approved for payment:

(a) Katra, Inc.  
Pavement Patch Work  
Payment #1 \$26,010.00

(Total contract, \$28,900.00; amount paid previously, 0;  
approved above, \$26,010.00; balance to finish, \$2,890.00.)

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Dalto, that the contract between John Schwarz, Inc. and the Board of Trustees for electrical work on Building 229 be accepted as having satisfied the requirements of specifications of said contract, pursuant to the recommendations of the Architect and the Assistant to the President for Plant Operations and Facility Planning; that the six-month guarantee shall commence from the date of final payment, and that a final payment in the amount of \$9,997.42 be authorized with \$696.68 to be held in escrow until certain claims of the College against the contractor are resolved. After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Stolzer, that contract for Charter Bus Service be awarded to Suburban Transit Corp. of New Brunswick, N.J. as per specification schedule for the 1978/79 school year of anticipated trips, for a total amount of \$15,841.20, said amount representing the only bid received on October 3, 1978 and fully meeting College specifications. After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Tanzman, that contract for Printasign High Speed Typewriter be awarded to Reynolds Printasign Co. of Pacoima, California, as the sole supplier, at the bid price of \$7,804.50, said amount representing the only bid received on October 11, 1978, and fully meeting college specifications. (Funded by VEA) After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Dalto, that contract for Sterner Lighting Globes be awarded to Monarch Electric Company of Fairfield, N.J. at its bid price of \$5,702.00, said amount representing the lower bid price which fully met college specifications between two bids received on October 11, 1978. (The unsuccessful bidder is: Samson Electric Supply, Perth Amboy, N.J.) After discussion, the motion was unanimously carried.

PERSONNEL COMMITTEE

Mrs. Czaya moved, seconded by Mrs. Valenti, that the following list of personnel appointments and actions be approved, pursuant to recommendation by the President and to the provisions of Section 18 A:64A-12:

Academic Appointments

- (a) Betsy C. Akerhielm as Adjunct Instructor for the Fall 1978 semester, in the Department of Accounting (budget code 2310-150) to teach BUS 103.219, Business Mathematics, for three contact hours, at the rate of \$225.00 per contact hour, for a total salary of \$675.00 for the semester.
- (b) Xenia P. Balabkins as Adjunct Instructor for the Fall 1978 semester, in the Department of Business Administration and Management (budget code 2350-150) to teach one section of BUS 101.259, Business Organization and Management for three contact hours, at the rate of \$235.00 per contact hour, for a total salary of \$705.00 for the semester.
- (c) Janet M. Daniels as Adjunct Instructor for the Fall 1978 semester, in the Department of Biology (budget code 2510-150) to teach BIO 123, General Biology I (lab only), for three contact hours, at the rate of \$265.00 per contact hour, for a total salary of \$795.00 for the semester.
- (d) Dr. Thomas Desmond as Adjunct Instructor for the Fall 1978 semester, in the Department of Medical Laboratory Technology (budget code 2160-150) to lecture MED 211 - Medical Laboratory II, for a total of four (4) clock hours, and receive a salary of \$73.32 for the semester.
- (e) Dr. Marlene Desquitado as Adjunct Instructor for the Fall 1978 semester, in the Department of Medical Laboratory Technology (budget code 2160-150) to lecture MED 211 - Medical Laboratory II, for a total of three clock hours, and receive a salary of \$55.00 for the semester.

- (f) Micaela Escudero as Assistant Professor in the Department of Social and Rehabilitation Services (budget code 2120-110) for the academic year September 1, 1978 through June 30, 1979, only, at the salary of \$14,347.00 plus 3 percent of the mean negotiated as of January 1, 1979 through June 30, 1979. (Replacement)
- (g) Jorge A. Garzon as Adjunct Instructor for the Fall 1978 semester, in the Department of Business Administration and Management (budget code 2350-150) to teach BUS 101.242, Business Organization and Management, for three contact hours, at the rate of \$225.00 per contact hour, for a total salary of \$675.00 for the semester.
- (h) Adriane Gullotta as Counselor in the Office of Counseling Services of the Division of Student Personnel Services, with the rank of Instructor of Counseling (budget code 1130-110) for the fiscal year July 1, 1978 through June 30, 1979, effective October 4, 1978 through June 30, 1979, at the annual salary of \$13,925.00, plus 3 percent mean negotiated as of January 1, 1979 through June 30, 1979, pro-rated to \$10,336.64 for the period of employment. (Replacement)
- (i) Martha S. Hayden as Adjunct Instructor for the Fall 1978 semester, in the Department of Modern Languages (budget code 2240-150) to teach ESL 102, English as a Second Language, for three contact hours, at the rate of \$225.00 per contact hour, for a total salary of \$675.00 for the semester.
- (j) Herbert H. Hersh as Adjunct Instructor for the Fall 1978 semester, in the Department of Business Administration and Management (budget code 2350-150) to teach one section of BUS 101.275 for three contact hours, at the rate of \$235.00 per contact hour, for a total salary of \$705.00 for the semester.
- (k) Clarence J. Krieg as Adjunct Instructor for the Fall 1978 semester, in the Department of Business Administration and Management (budget code 2350-150) to teach ECO 201:202, Principles of Economics I for three contact hours, and ECO 202:255, Principles of Economics II for three contact hours, for a total of six contact hours, at the rate of \$225.00 per contact hour, for a total salary of \$1,350.00 for the semester.
- (l) Dr. Judith Lax as Adjunct Instructor for the Fall 1978 semester, in the Department of Modern Languages (budget code 2240-150) to teach SPA 122, Elementary Spanish II, for three contact hours, at the rate of \$225.00 per contact hour, for a total salary of \$675.00 for the semester.

- (m) Lynn S. Maher as Adjunct Instructor for the Fall 1978 semester, in the Department of Performing Arts (budget code 2220-150) to teach SPE 121, Fundamentals of Public Speaking, for three contact hours, at the rate of \$230.00 per contact hour, for a total salary of \$690.00 for the semester.
- (n) Joseph Mirabella as Adjunct Instructor for the Fall 1978 semester, in the Department of Chemistry (budget code 2520-150) to teach ENV 207, Concepts of Environmental Science, for four contact hours, at the rate of \$240.00 per contact hour, for a total salary of \$960.00 for the semester.
- (o) Robert Opsut as Adjunct Instructor for the Fall 1978 semester, in the Department of Physics (budget code 2540-150) to teach two sections of SCI 105, Measurement and Dosage, for four contact hours, at the rate of \$230.00 per contact hour, for a total salary of \$920.00 for the semester.
- (p) Patricia Palanker as Adjunct Instructor for the Fall 1978 semester, in the Department of Biology (budget code 2510-150) to teach BIO 117, Biology I (lab only) for three contact hours, at the rate of \$250.00 per contact hour, for a total salary of \$750.00 for the semester.
- (q) Ruth Petraitis as Adjunct Instructor for the Fall 1978 semester, in the Department of Chemistry (budget code 2520-150) to teach CHM 107, Chemistry for the Health Sciences, for five contact hours; and CHM 117, Chemistry I (lab only) for three contact hours, for a total of eight contact hours, at the rate of \$235.00 per contact hour, for a total salary of \$1,880.00 for the semester.
- (r) D. Diana Ramo as Adjunct Instructor for the Fall 1978 semester, in the Department of Accounting (budget code 2310-150) to teach two sections of BUS 103, Business Math, sections 273 and 295, for a total of six contact hours, at the rate of \$225.00 per contact hour, for a total salary of \$1,350.00 for the semester.
- (s) Dr. Arnold H. Rosenheck as Adjunct Instructor for the Fall 1978 semester, in the Department of Dental Auxiliaries Education (budget code 2130-150) to lecture DHY 203, General and Oral Pathology, for two contact hours, at the rate of \$270.00 per contact hour, for a total salary of \$540.00 for the semester.
- (t) Jeffrey D. Salls as Adjunct Instructor for the Fall 1978 semester, in the Department of Medical Laboratory Technology (budget code 2160-150) to lecture MED 211, Medical Technology II, for six clock hours and receive a total salary of \$90.00 for the semester.

Non-academic Appointments

- (a) Anne K. Mulligan as Secretary I for the College Assembly (budget code 2000-130) at the salary rate of \$4,840.00 for the ten-month period September 1, 1978 through June 30, 1979, effective September 18, 1978, for 25 hours per week, and pro-rated to \$4,598.00 for the period.
- (b) Joseph A. Ladyka as Laboratory Coordinator II in the Computer Science Department (budget code 2450-130) at the salary rate of \$7,484.00, effective October 2, 1978, for the year July 1, 1978 to June 30, 1979, and pro-rated to \$6,458.40 for the period.

Non-academic Changes of Status

- (a) Jo Ann Karaffa, from Key punch Operator in the Computer Center (budget code 1720-130) to Administrative Aide II in the Admissions Office (budget code 1110-130) at the adjusted salary from \$7,603.00 to \$7,983.00, effective August 21, 1978, and pro-rated to \$6,314.32 for the period August 21, 1978 to June 30, 1979.
- (b) Luz Astrom, from Secretary I in the EOF office (budget code 1180-130) to Lead Administrative Aide I in the same office, at the adjusted salary from \$9,682.00 to \$10,082.00, effective October 16, 1978, and pro-rated to \$7,141.44 for the period October 16, 1978 to June 30, 1979.
- (c) Jean Patrick from Administrative Aide I in the Community Services Division (budget code 5200-130) to Lead Administrative Aide I in the same Division, at the adjusted salary from \$8,754.00 to \$9,154.00, effective October 16, 1978, and pro-rated to \$6,484.14 for the period October 16, 1978 to June 30, 1979.
- (d) Irmgard E. Schranz, from Administrative Aide III in the Testing Center (budget code 6500-130) to Account Clerk I in the Business Office (budget code 0310-130) at the adjusted salary from \$6,448.00 to \$7,452.00, effective October 10, 1978, and pro-rated to \$5,562.57 for the period October 10, 1978 to June 30, 1979.

Non-academic Leave

- (a) Carol L. McCurdy, Administrative Aide II in the Continuing Education Division, be granted a maternity leave according to the labor agreement between the Board of Trustees and AFSCME, Article VII-C, for one year, from November 30, 1978 to November 30, 1979.

Non-academic Resignations

- (a) Barbara Uccellini, Secretary II in the Marketing Art and Design Department, effective October 18, 1978.
- (b) Henry J. Barbano, Graphic Arts Specialist in the Graphic Arts Department, effective September 29, 1978.

Non-academic Temporary Personnel

- (a) Julie Cali at the rate of \$4.22 per hour. (Adm. Aide I in Registrar's Office)
- (b) Dorothy Schneider at the rate of \$3.40 per hour.
- (c) Grace Monaco at the rate of \$3.40 per hour.
- (d) John P. Reilly at the rate of \$3.40 per hour.
- (e) Rosemarie Canale at the rate of \$3.40 per hour.
- (f) Lillian Rosado at the rate of \$2.75 per hour. (student)
- (g) Shawn Harkins at the rate of \$2.75 per hour. "
- (h) Mike Grzankowski at the rate of \$2.75 per hour. "
- (i) Ken Savoy at the rate of \$2.75 per hour. "
- (j) Rafaela Presti at the rate of \$5.00 per hour. (Student tutor)
- (k) Kevin Krevack at the rate of \$2.75 per hour. (Student)
- (l) Joseph Bevelacqua at the rate of \$2.75 per hour. "

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Meszaros, that Joseph Cavone be re appointed to the Public Information Office (budget code 0220-150) as part-time Temporary Assistant to Edward Walsh to promote the varsity sports program from September 18, 1978 to December 29, 1978, at the rate of \$2.75 per hour, for a total of \$618.75 for the 15-week period. After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Stolzer, that the following appointments of Athletic Coaching staff for the 1978-79 academic year be approved:

<u>Name</u>	<u>Sport</u>	<u>Salary</u>
Maryanne Cardillo	Basketball (W) Asst.	\$ 900.00
	Softball	1,418.00
Alan Goldsmith	Tennis (M)	946.00
James Muldowney	Baseball	1,418.00
		\$4,682.00

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Dr. Carney, that the attached list of salaries for October 1978 in the Division of Community Services, starting with the name Dallah, Gibson, and ending with the name Waintraub, Jack, for a total amount of \$4,414.00, be approved. After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mrs. Valenti, that the following list of personnel appointments and actions be approved, pursuant to recommendation by the President and to the provisions of Section 18A:64A-12:

Academic Appointments

- (a) Donald D. DiDia as Coordinator, Retarded Adults Technicians Training Program in the Division of Community Services (budget code 5200-120) for the period October 1, 1978 through September 30, 1979, at the salary of \$15,295.00, pursuant to a Title XX Training Grant by the Division of Mental Retardation, New Jersey Department of Human Services.
- (b) Dr. Henry G. Schriever as Adjunct Instructor for the Fall 1978 semester, in the Department of Medical Laboratory Technology (budget code 2160-150) to lecture MED 211-Medical Laboratory II, for a total of six clock hours and receive a salary of \$110.00 for the semester.
- (c) Dr. George Scott as Substitute Clinical Dentist for three hours of clinical supervision on Monday, October 2, 1978, and three hours of clinical supervision on Wednesday, October 11, 1978 for a total amount of \$100.00. (Budget code 2130-150)
- (d) Dr. Thomas Strand as Substitute Clinical Dentist for three hours of clinical supervision on Wednesday, October 11, 1978, for a total amount of \$50.00. (Budget code 2130-150)
- (e) Dr. John Murray, Professor, as Coordinator of the Chemical Technology curriculum for the 1978-79 academic year at a stipend of \$350.00.
- (f) Diane Trainor, Instructor, as Coordinator of the Environmental Health Science Technology curriculum for the 1978-79 academic year at a stipend of \$350.00.
- (g) Margaret Pryzgod, Assistant Professor, as Coordinator of the Biological Technology curriculum for the 1978-79 academic year at a stipend of \$350.00.
- (h) Mary Lynch as Substitute Instructor in the Secretarial Science Department for eleven hours between the period of September 26, 1978 through September 29, 1978, for a total amount of \$187.00. (Budget code 2330-150)



- (i) Judy Westman as Field Hockey Coach during the Fall 1978 semester, for a total amount of \$387.00.

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Non-academic Appointments

- (a) Margaret H. Hitchcock as Theatre Technical Assistant in the Department of Performing Arts (budget code 2220-130) at the salary rate of \$8,010.00, effective October 16, 1978, for the year July 1, 1978 to June 30, 1979, and pro-rated to \$5,673.75 for the period.
- (b) William Chapman as Police Dispatcher in the Police Department (budget code 7500-130) at the salary rate of \$6,932.00, effective October 23, 1978, for the year July 1, 1978 to June 30, 1979, and pro-rated to \$4,807.84 for the period. (Replacement)
- (c) Lila Schwartz as Administrative Aide, Women in the Technologies (WITT--Phase II) Program, in the Division of Community Services for the period November 1, 1978 through June 30, 1979, at the salary of \$6,136.00.

Non-academic Temporary Personnel

- (a) Lorraine Spiler at the rate of \$6.50 per hour. (Professional part-time Librarian)
- (b) Scott Borderud at the rate of \$6.80 per hour. (Office of Veterans Affairs for 32 hrs. per week, not to exceed 8 weeks)
- (c) Angelina M. Fircha at the rate of \$3.40 per hour.
- (d) Carol Olafson at the rate of \$3.40 per hour.
- (e) Debbie Palchanes at the rate of \$3.40 per hour.
- (f) Nancy Bowers at the rate of \$3.40 per hour.
- (g) Esther Medina at the rate of \$3.40 per hour.

- \*\* (j) Bonnie Dimun as Associate Director in the Division of Community Services (budget code 5200-120) for the fiscal year July 1, 1978 through June 30, 1979, effective October 1, 1978, at the annual salary of \$16,000.00, pro-rated to \$12,000.00 for the period of employment.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mrs. Valenti, that the following list of salaries under the WITT--Phase II Program for October 1978 in the Division of Community Services, starting with the name Adler, Lucille, and ending with the name Woods, Waldo, for a total amount of \$371.00, be approved:

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<u>Program</u>	<u>Name</u>	<u>Salary</u>
Interview Techniques	Adler, Lucille	\$ 20.00
Ah Women, Ah Men	Morris, Charlene	40.00
Ah Women, Ah Men	Morris, Glenn	50.00
Interview Techniques	Olsen, Evelyn	20.00
Job Search Techniques	Portnoff, Thelma	20.00
Women Alone	Wexler, Ann	25.00
Retirement Counseling	Woods, Waldo	196.00
	TOTAL	\$371.00

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mrs. Valenti, that the following individuals be appointed pursuant to the CETA contract with the County of Middlesex for the total compensation of \$170,671.00 for services to be rendered during the cited periods of employment:

<u>Name</u>	<u>Position</u>	<u>Contract</u>	<u>Dates of Employment</u>	<u>Salary</u>
Barton, William	Instructor/ Coordinator	Small Data Systems	9/25/78 thru 9/29/78	\$ 234.00
Dallah, Gibson	Mathematics Instructor	Academic Support	10/2/79 thru 9/28/79	14,105.00
Davis, Anthony	Mathematics Instructor	Accounts Clerk- Secretarial	10/6/78 thru 8/10/79	8,500.00
Eccleston, G.	Laboratory Assistant	Small Data Systems	9/25/78 thru 9/29/78	205.00
Gilman, Karl	Laboratory Assistant	Machine tool Operator	10/10/78 thru 6/22/79	5,772.00
Harris, Jean	English Instructor	Accounts Clerk- Secretarial	10/6/78 thru 8/10/79	5,148.00
Jadach, Michael	Teacher's Aide	Distribution Clerk	10/10/78 thru 6/1/79	5,780.00
Ladyka, Joseph	Laboratory Assistant	Small Data Systems	9/25/78 thru 9/29/78	226.00
Lindsey, K.	English Instructor	Academic Support	10/2/78 thru 9/28/79	14,105.00
Mastrapaolo, Marybeth	Accounting Instructor	Accounts Clerk- Secretarial	10/6/78 thru 8/10/79	8,530.00
Morrissey, Wilma	Typing-Speedwrit- ing Instructor	Accounts Clerk- Secretarial	10/6/78 thru 8/10/79	11,500.00

<u>Name</u>	<u>Position</u>	<u>Contract</u>	<u>Dates of Employment</u>	<u>Salary</u>
Peeples, Odessa	Instructor/ Coordinator	Accounts Clerk- Secretarial	10/2/78 thru 8/24/79	\$ 14,500.00
Pietropaolo, Dominick	Instructional Assistant	Distribution Clerk	10/2/78 thru 6/1/79	7,000.00
Ramos, Nelly	Teacher's Aide	Secretarial	10/6/78 thru 8/24/79	7,800.00
Schmenkel, John	Instructor/ Coordinator	Distribution Clerk	10/2/78 thru 6/1/79	9,590.00
Schulze, Barbara	Project Director	CETA	10/2/78 thru 9/28/79	15,277.00
Swann, Sandra	Teacher's Aide	Academic Support	10/2/78 thru 9/28/79	10,460.00
Traylor, Stephen	Reading Specialist/ Coordinator	Academic Support	10/2/78 thru 9/28/79	15,509.00
Wells, Sheree	Van Driver	Distribution Clerk	10/2/78 thru 6/1/79	<u>2,380.00</u>
TOTAL				\$170,671.00

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mrs. Valenti, that the following changes in the Division of Continuing Education staff be approved:

#### Resignations

- (a) David Issenman, BUS 201-665, effective September 20, 1978, and to receive an adjusted salary of \$48.00. (\$750.00 previously authorized.)
- (b) Frances Stevens, ENG 121-511 and ENG 122-530, effective September 11, 1978, and to receive no salary. (\$1,560.00 previously authorized.)
- (c) Guadalupe Halper, PSY 223-948, effective September 11, 1978, and to receive no salary. (\$705.00 was previously authorized.)

#### Appointments

- (a) Stephen Chizmadia, BUS 201-665, effective September 20, 1978, and to receive a salary of \$632.00.
- (b) Michael Feger, ENG 121-511 and ENG 122-530, effective September 11, 1978, and to receive a salary of \$1,350.00.

- (c) Natalia Albanese, PSY 223-948, effective September 11, 1978, and to receive a salary of \$675.00.
- (d) Marie Logue, Independent Study English, effective September 11, 1978, and to receive an additional salary of \$470.00.
- (e) Diana Leis, Cooperative Education, effective September 11, 1978, and to receive an additional salary of \$335.00.
- (f) James Howe, ART 411-969, effective September 25, 1978, and to receive a salary of \$460.00.
- (g) Shirl Burns, EDU 123-969, effective September 25, 1978, and to receive a salary of \$675.00.
- (h) Shirley Fox, EDU 223-969, effective September 25, 1978, and to receive a salary of \$450.00.
- (i) Yetta Levine, EDU 223-969, effective September 25, 1978, and to receive a salary of \$335.00.
- (j) James Noel, EDU 221-947, effective October 24, 1978, and to receive a salary of \$1,575.00.
- (k) Thomas Hanley, EDU 231-974, effective October 26, 1978, and to receive a salary of \$675.00.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mrs. Valenti, that the appointment of John Robinson as Manager of Programming/Systems in the Computer Center (budget 1720-120) effective October 1, 1978, for the year July 1, 1978 to June 30, 1979, at the annual salary of \$22,725.00 and pro-rated to \$17,044.00 for the period, be approved. After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mrs. Valenti, that Patricia Mahoney be appointed as Assistant Instructor in the Department of Nurse Education (budget code 211 0-110) for the academic year September 1, 1978 through June 30, 1979, at the salary of \$11,654, plus 3 percent of the mean negotiated as of January 1, 1979 through June 30, 1979. After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Tanzman for approval of the following corrective resolutions:

- (a) That the salary of Joanne Oldsey, Keypunch Operator in the Computer Center (budget code 1720-130) be adjusted from \$4.17 per hour to \$4.34 per hour, effective October 18, 1978 to reflect the 4% seniority increase.
- (b) That the salary of \$15,853.00 approved for Irwin Kantor, Associate Professor, on June 30, 1978, be corrected to minimum of Associate Professor rate as per AFT contract in the amount of \$16,330.00, effective September 1, 1978.
- (c) That the salary of \$7,262.00 approved for John Kenny for the period September 1, 1978 to December 31, 1978 be adjusted to \$4,358.00. (Mr. Kenny has been released from six contact hours of teaching to accept a half-time fellowship for the 1978 Fall Semester.)
- (d) That the salary of \$24,919.00 approved for Edwin B. Drake on September 19, 1978, be adjusted to \$24,869.00.
- (e) That the salary approved for Violet Gyurics on August 15, 1978, be amended to reflect the value of the Economic Adjustment:

<u>Name</u>	<u>1977-78</u>	<u>1978-79</u>	<u>Economic Adjustment</u>
Violet Gyurics	\$11,981.	\$12,347*	* \$584.

- (f) That the salaries approved for Vance Johnson and Revell Quince on June 30, 1978 be adjusted as follows:

<u>Rank</u>	<u>Name</u>	<u>Reported 1977-78</u>	<u>Corrected 1977-78</u>
Prob. Officer	Johnson, Vance	\$10,000.00	\$10,500.00
Prob. Officer	Quince, Revell	10,000.00	10,500.00

After discussion, the motion was unanimously carried.

EDUCATION COMMITTEE

Mr. Dalto moved, seconded by Mr. Meszaros, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the State of New Jersey (hereinafter referred to as the "State") have entered into a contract for the Continuation of a Training Project for Program Technicians Working with the Profoundly Retarded Adult, pursuant to Title XX of the Social Security Act, as amended, to be commenced on October 1, 1978 and concluded on September 30, 1979; and

WHEREAS, a proposal entitled Continuation of a Training Project for Program Technicians Working with the Profoundly Retarded Adult has been submitted by the college administration and agreed to by the State in the amount of \$60,388.00; and agreed to by the State or any of its political subdivisions; and

WHEREAS, R.S. 18A:64-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State or any of its political subdivisions; and

WHEREAS, the Board has determined that the said agreement is consistent with the philosophy and purpose of the College;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the proposal for the operation of a Title XX Social Security Act program entitled Continuation of a Training Project for Technicians Working with the Profoundly Retarded Adult, as submitted by the administration of Middlesex County College to the State of New Jersey for the period October 1, 1978 through September 30, 1979, in the amount of \$60,388.00.
2. The Board ratifies the contract executed by the President and the State of New Jersey.

After discussion, the motion was unanimously carried.

Mr. Dalto moved, seconded by Mrs. Czaya, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the United States Department of Labor (hereinafter referred to as U.S.D.O.L.) have entered into a contract for the operation of an Occupational Safety and Health Training Project pursuant to the Occupational Safety and Health Act of 1970, as amended, for the period commencing September 29, 1978 and concluding September 28, 1979; and

WHEREAS, a proposal entitled Occupational Safety and Health Training Project (Project O.S.H.A.) has been submitted by the College administration and agreed to by U.S.D.O.L. in the amount of \$125,000.00; and

WHEREAS, the Board has determined that the operation of the said O.S.H.A. Project is consistent with the philosophy and purpose of the College;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the proposal for the operation of an Occupational Safety and Health Training Project pursuant to the Occupational Safety and Health Act of 1970, as amended, as submitted by the administration of Middlesex County College to the U.S.D.O.L. for the period September 29, 1978 through September 28, 1979, in the amount of \$125,000.00;
2. The Board herein ratifies the contract executed by the President and the U.S.D.O.L.

After discussion, the motion was unanimously carried.

Mr. Dalto highlighted the Education Committee Report for September 1978, copy attached to the Minutes.

#### COMMUNITY RELATIONS COMMITTEE

Mrs. Valenti reminded everyone of the Middlesex County College Foundation's Scholarship Ball to be held on December 2, 1978.

#### EMPLOYEE RELATIONS COMMITTEE

Mr. Stolzer moved, seconded by Mr. Walsh, that a payment of \$450.00 be approved for the services of Stanley L. Aiges, Arbitrator, for two days of hearing--June 1, 1978 and August 10, 1978, and one day of study and writing for the arbitration of the Board of Trustees vs. Local 1940, A.F.T. After discussion, the motion was unanimously carried.

Mr. Stolzer moved, seconded by Mr. Meszaros, that a payment in the amount of \$1,092.00 be made to the firm of Jackson, Lewis, Schnitzler & Krupman, special counsel for labor relations, for services rendered in excess of 48 hours yearly through June 30, 1978. After discussion, the motion was unanimously carried.

#### LEGISLATION COMMITTEE

Mr. Tanzman reported a great deal of opposition and concern over legislation that has been introduced that would upset the recent Superior Court decision that should a county adopt a county executive form of government, the county college board of trustees would remain an autonomous agency and not come under the control of the county executive.

FINANCE COMMITTEE

Mr. Walsh reviewed the standard financial reports--Cash Summary for the Month of September 1978; Statement of Current Operating Income for the Three Month Period Ended September 30, 1978; and Summary of Financial Report for the Three Month Period Ended September 30, 1978.

Mr. Walsh restated the budget calendar for the 1979-80 Operating Budget Schedule.

REPORT OF THE PRESIDENT

Dr. Channing highlighted the Report of the President--September 20 to October 17, 1978. (Copy attached to the Minutes.)

REPORT OF COUNSEL

No report.

. . .

Dr. Goldberg thanked the Board for its hospitality and expressed pleasure in his visit to Middlesex County College. He feels quite certain that over the next six months the framework for the health and development of the community college over the next decade will be set and referred specifically to three processes going on at this time. He recognized the hard work of Messrs, Klegman, Walsh and other members of the Board on some of the issues to date and asked for their continued efforts.

. . .

Mr. Brendan Gallagher, representing Local 1940, AFT (AFL-CIO) expressed concern over some trends he sees in rehiring personnel at a low rate above the minimum. Mr. Klegman indicated he will ask President Channing to look into the salary administration as it operates on campus and make certain that salaries assigned are consistent with Board policy.

. . .

By virtue of the power vested in him as Chairman of the Board of Trustees, Mr. Klegman appointed Mr. Michael J. Russo, 22 Mansfield Avenue, East Brunswick, New Jersey, as a member of the Division of Science Advisory Committee for a one year term.

. . .



The annual statutory meeting of the Board of Trustees will be held on Monday, November 6, 1978, at 12 Noon in Room 319 of the College Center. Lunch will be served.

The next regular meeting of the Board of Trustees will be held on November 21, 1978, at 8 p.m. in the Board room, Academic Services Building. There being no further business, the meeting was adjourned at 8:50 p. m.

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MARY D. CZAYA  
Secretary

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MIDDLESEX COUNTY COLLEGE  
Edison, New Jersey 08817  
DIVISION OF COMMUNITY SERVICES  
PAYROLL - OCTOBER 1978

<u>TITLE</u>	<u>Name</u>	<u>Salary</u>
<u>Mini Courses</u>		
SAP Preparation	Dallah, Gibson	\$140.00
Light Technician-Cultural	Grossman, Steven	75.00
Pap	Herman, Maury	300.00
Blueprint Reading	Hopkins, Gary	280.00
International Folk Dance	Konviser, Elizabeth	35.00
Guide to Voluntary Compliance with OSHA.	Kusenko, Valerian	98.00
Hathayoga	Sansone, Irene	80.00
Organizational Survival	Schwartz, Lila	84.00
Ernie Scott Review	Scott, Ernest	1100.00
Media and Methods	Solwar, Chris	294.00
Getting to Know Me	Spector, Arlene	224.00
Effective Communication	Takacs, Kathleen	120.00
Italian for Tourists	Taney, Leonard	120.00
Musician-Cultural Series	Warshol, Barbara	168.00
Medical Office Procedures	Yockers, Fred	196.00
Clown Workshop		
<u>SPAN</u>		
Lecturer	Fein, Gloria	25.00
<u>INTERNATIONAL STUDIES</u>		
Development	Boyle, Edward	215.00
	Kantor, Irwin	215.00
	Semple, Genevieve	215.00
	Trainor, Diane	215.00
	Waintraub, Jack	215.00

Explanatory notes and budget sources:

Community Services	\$3,314.00
SPAN (Special Parent Aide Network)	25.00
International Studies	<u>1,075.00</u>
<b>TOTAL</b>	<b>\$4,414.00</b>

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MIDDLESEX COUNTY COLLEGE

MEMORANDUM

DATE: October 13, 1978

TO: EDUCATION COMMITTEE  
Mr. Angelo H. Dalto, Chairman  
Dr. Rita Carney  
Mrs. Mary D. Czaya  
Mrs. Blanquita B. Valenti  
Dr. Frederick P. Montana  
Mr. Harold J. Douglas

FROM: Rose M. Channing, President *Rmc*

SUBJECT: Education Committee Report - September, 1978

1. AWARDS AND FACULTY RECOGNITION - The student newspaper, Quo Vadis, has received a first-class rating in the National Critical Service of the Associated Collegiate Press at the University of Minnesota, School of Journalism. The newspaper received a total score of 4165 points out of a possible perfect score of 5000 based on the second semester of last year. The newspaper was judged in the Junior College Division. Mr. Jerome Olson of the English Department is the faculty advisor to Quo Vadis.

Larry L. Cohen, Grants Officer, has announced that the College has been awarded a grant totaling \$638,227 by Middlesex County CETA for conducting five Title I training programs. Of this amount, \$338,405 will be awarded directly to the College with the remaining \$291,143 allocated to participant support. The five programs, which are a continuation of the highly successful training project begun last year, will prepare participants in secretarial, accounts clerk, distribution clerk, machine tool operator, and academic job-related skills. This grant constitutes the largest single source of funding obtained by the College this year.

Mr. John Kenny, Associate Professor in the Department of Social Sciences, has received a part-time Mid-Career Fellowship awarded by Princeton University for the Fall semester. He will study at the Woodrow Wilson School in the criminal justice field.



2. WORKSHOPS, MEETINGS, AND CONFERENCES ATTENDED - On July 11, 1978, Dean Thomas J. Regan attended the New Jersey Collegiate Business Administration Association meeting at Brookdale Community College.

Dr. Harmon Zacune, Chairperson, and Ms. Carolyn Breen of the Dental Auxiliaries Education Department attended the New Jersey Dental Assistants Association Legislative Workshop at Middlesex County College on September 9 through September 13.

On September 27 and 28 a Nutrition Seminar was held by the New Jersey Academy of General Dentistry at Middlesex County College. The speaker was Dr. Emanuel Cheraskin. Dr. Harmon Zacune and the faculty of the Dental Auxiliaries Education Department attended the seminar along with Dental Hygiene seniors and Dental Assisting students.

Ms. Irene Pearse, Assistant Professor in the Department of Social Sciences, attended the Berkshire Conference of Women Historians at Mt. Holyoke College in Massachusetts from August 23 to August 25.

The American Political Science Association annual meeting was held in New York City in August and was attended by Mr. Wayne Brady, Associate Professor in the Department of Social Sciences.

On September 28, Ms. Marilyn Wright, Administrative Assistant to the Dean of the Business Division, and Mr. John Frary, Administrative Assistant to the Dean of Social Sciences and Humanities, attended a workshop on student retention at Mercer County Community College, Trenton, New Jersey.

Ms. Margarete Driver, Associate Professor in the Modern Languages Department, attended a colloquium on "The Development of German Culture since the Fall of Hitler--The East German Point of View" held at Drew University on October 3.

On October 7, 8, and 9 Ms. Eleanor Ann Bates, Chairperson, and Ms. Sharon Moscatello, Ms. Iris Taskalos, and Dr. Sandra Fielo, faculty members of the Nurse Education Department, attended the NJSNA Convention in Atlantic City, New Jersey. Ms. Bates also attended a two-day workshop at Mount Laurel, New Jersey, sponsored by CAEL on October 5 and 6.

Mr. Joseph Vastano, Instructor in the Department of Hotel, Restaurant and Institution Management, attended a one-day workshop entitled "Hyperalimentation--The Team Concept" sponsored by and held at JFK Hospital in Edison, New Jersey.

On Saturday, September 23, Ms. Carolyn Breen of the Dental Auxiliaries Education faculty attended a seminar entitled "Student Counseling" sponsored by the Union County Board of Education.





2. WORKSHOPS, MEETINGS, AND CONFERENCES ATTENDED (cont'd)

On September 19, Dr. Lloyd Kalugin, Chairperson of the Cooperative Education Department, and Ms. Diana Leis, Cooperative Education Specialist, attended a public meeting of the Commission to Study the Mission, Financing, and Governance of the County Colleges in Lincroft, New Jersey. Dr. Kalugin and Ms. Leis attended to support testimony given by the President of the New Jersey Cooperative Education Consortium.

Dr. Harmon Zacune and Ms. Carolyn Breen of the Dental Auxiliaries Education Department attended the Central New Jersey Health Planning Council - Dental Task Force Meeting on September 14 to review draft proposals for the Central New Jersey dental health care plan.

At the 81st Annual Convention of the Eastern Business Education Association held in Boston, Massachusetts on October 6 - 9, Ms. Nancy Wolff, Assistant Professor in the Department of Secretarial Science, spoke on "Office Simulation in Postsecondary Schools."

A career education conference held in Freehold, New Jersey on September 25 was attended by Ms. Diana Leis, Cooperative Education Specialist. The conference was sponsored by Brookdale Community College.

On September 22 Ms. Elaine Turk, Instructor, Secretarial Science Department attended a New Jersey Business Education Association meeting at the Dorian Manor in Old Bridge, New Jersey.

Three members of the faculty of the Nurse Education Department, Ms. Kathleen Zaepfel, Ms. Iris Taskalos, and Ms. Eleanor Ann Bates, attended the A.N.A. Convention in Hawaii in June, 1978.

3. PRESENTATIONS - On October 17 at 4 p.m. in the Amphitheater of L'Hommedieu Hall the Science Division and the Biology Society will co-sponsor a lecture on Microbiology. The speaker will be Dr. Karl Mamaorosch of the Institute of Microbiology of Rutgers University.

Ms. Yetta Levine, Chairperson of the Education Technology Department, coordinated and conducted in-service workshops for teacher aides in the Carteret School district during August and early September. Ms. Levine will be serving as consultant workshop leader during the academic year.

On September 22 at the George Street Festival in New Brunswick, New Jersey, the Middlesex County College booth was manned by David Jones, Assistant Professor in the Accounting Department, Ms. Diana Leis, Cooperative Education Specialist, Ms. Marilyn Wright, Administrative Assistant to the Dean of the Business Division.

Mr. Lionel Held, Instructor in the Accounting Department, manned the College's recruitment booth at the Main Street Outdoor Art and Craft Exhibit in Woodbridge on September 23.



3. PRESENTATIONS (cont'd)

At the Old Bridge Fair held on September 30, the Middlesex County College booth was attended by Frank R. Molitor, Associate Professor, Ms. Esta Haas, Assistant Instructor, both of the Accounting Department, and Ms. Marilyn Wright, Administrative Assistant to the Dean.

4. PUBLICATIONS - The Summer, 1978 issue of The Sewanee Review contained the poem "A Half Sleep, Sicilian Childhood" written by Mr. Emanuel DiPasquale, Assistant Professor in the Department of English.

5. PROFESSIONAL ASSOCIATIONS AND COMMITTEES - Joseph F. Vastano, Instructor in the Department of Hotel, Restaurant and Institution Management, has been accepted as a member of the American Dietetic Association.

Ms. Sharon Ferrante, Instructor in the Department of Nurse Education, has been elected to NJSNA - MCN Division Nominating Committee. She also serves on the Board of Directors of the Plainfield, New Jersey Visiting Nurses Association.

Ms. Diana Leis, Cooperative Education Specialist, has been elected Secretary of the New Jersey Cooperative Education Consortium for the 1978-1979 academic year. She has also been assigned to the Executive Council and is a member of the Program Committee.

6. The following data covers the 1978 Summer session:

Sections conducted:

	<u>DAY</u>	<u>EVENING</u>	<u>SPECIALLY SCHEDULED</u>	<u>TOTAL</u>
1st	4-week - 52	1st 5-week - 10	20	234
2nd	4-week - 31	2nd 5-week - 8		
		8-week - 113		

- 166 faculty members hired
- 107 of whom are also full-time faculty (64.46%)
- 3863 INDIVIDUALS REGISTERED FOR COURSES IN THE DIV. OF CONTINUING ED:
- 64 are college employees
- 185 dropped completely prior to the first class or course was canceled
- 3678 attended the first class
- 3678 ENROLLED PART-TIME STUDENTS REGISTERED FOR:
  - a) 5,211 separate course enrollments
  - b) 15,068 combined credit and noncredit hours
  - c) 18,048 contact hours
  - d) average student load of 4.0 credit hours
  - e) average student load of 4.8 contact hours
  - f) F.T.E. - 507
  - g) average section size of 22.3
- 3415 are county residents (92.77%)
- 263 are out-of-county residents (7.23%)
- 1589 are male (43.13%)
- 2089 are female (56.87%)
- 2470 prior students reregistered (66.81%)
- 1208 new students (33.19%)



MIDDLESEX COUNTY COLLEGE

MEMORANDUM

DATE: October 17, 1978

TO: Board of Trustees

FROM: Rose M. Channing, President *RMC*

SUBJECT: Report of President--September 20 to October 17, 1978

Activities Off Campus

The New Jersey State Nurses Association sponsored a testimonial in my honor at the Chanticleer in Millburn on September 21. In addition to professional colleagues, many members of the Middlesex County College Community attended. I especially appreciated the presence of Trustees Mr. Herbert Stolzer, Mrs. Mary Czaya and Mr. Jerry Katcher of the Foundation.

I also attended the NJSNA Annual Convention in Atlantic City on October 7 and 8 at which time I was inducted into the Roll of Honor of the Association.

On September 25, I attended the first meeting of the Health Professions Education Advisory Council for 1978-79 as the representative of the Council of County College Presidents. At that meeting, I was elected Vice-Chairperson of HPEAC. I was also appointed Chairperson of the Task Force on Regionalization of Health Professions Education for the Chancellor's call to draft a master plan for higher education in the state.

I was the principal speaker at the annual meeting of the Flemington Branch of the American Association of University Women at a dinner meeting on September 27, and at the Nutley Branch annual meeting on October 15.

I attended the meeting of the ACCCPNJ on September 29 at the New Jersey Bell Telephone Company office in Newark, and the meeting of the Council of County College Presidents at Forsgate on October 9. I was appointed as a county college representative to the Task Force on Defining Mission Boundaries for the New Jersey Master Plan for Education.

I was selected as a participant in the National Forum for Women of the American Council on Education, and attended a two-day workshop in Washington, DC on October 10 and 11. I remained for the annual meeting of the ACE on October 12 and 13 at which time the main topic of the uneasy alliance between Higher Education and Government was discussed.



On Sunday, October 15, I was a dais guest at the Inauguration Ceremony for Dr. George Harris at Essex County College.

I attended the dedication ceremony of the Frances B. L'Hommedieu Center for Community Nursing Services in New Brunswick on October 17.

#### Activities on Campus

I participated in the following campus activities:

1. September 21--Informal session with students from various clubs in Bunker Lounge.
2. September 22--Extended welcome and remarks to first meeting of Directors of Institutional Research in New Jersey in the ASB Board Room.
3. September 26--Facilities Meeting to review college plan for capital projects to be sent to DHE.
4. September 27--Attended dedication of renovated nursing laboratories in L'Hommedieu Hall.
5. September 29--Extended greetings and remarks and awarded certificates at graduation ceremony of CETA Academic Support Program in West Hall.
6. October 5--Attended award ceremony for police officers in ASB Board Room.

#### General

Executive Committee meetings were held weekly and one Administrative Council Meeting.

Intensive candidate interview sessions were held with the Screening Advisory Committee for the Office of Vice President for Academic and Student Affairs.

I continued visiting units of the college which this month included the Counseling Center and Office Services.

RMC/vg (4248A)







