

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of August 7, 1979 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 8 p.m., August 7, 1979, in the Board room of the Academic Services Building. Members present were Mrs. Czaya and Messrs. Dalto, Klegman, Meszaros and Walsh. Dr. Carney, Mrs. Valenti and Messrs. Stolzer and Tanzman were absent. Also present were Dr. Lowe, Mr. Hoffman, Mrs. Widis, 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 February 21, 1979, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On February 21, 1979, 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 February 21, 1979, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On February 21, 1979, 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. Dalto moved, seconded by Mr. Walsh, that the Minutes of the June 26, 1979 regular meeting be approved as presented. The motion was unanimously carried.

FACILITIES AND EQUIPMENT COMMITTEE

The reports of the Director of Plant Operations and Director of Police and Safety were noted.

Mr. Meszaros moved, seconded by Mr. Walsh, that the following progress payment, having been approved by the Architect and the Director of Plant Operations, be approved for payment:

(a) Electrocraft, Inc.  
Electrical Dualization  
Payment #4 \$103,410.00

(Total net contract, \$340,877.00; amount paid previously,  
\$149,040.00; approved above, \$103,410.00; balance to  
finish, \$88,427.00.)

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that the follow-  
ing progress payment, having been approved by the Architect and  
the Director of Plant Operations, be approved for payment:

(a) Electrocraft, Inc.  
Electrical Dualization  
Payment #5 \$ 26,730.00

(Total net contract, \$340,877.00; amount paid previously,  
\$252,450.00; approved above, \$26,730.00; balance to  
finish, \$61,697.00.)

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that contracts  
for Intercollegiate and HPER Supplies be awarded to the follow-  
ing companies in the amounts listed, said amounts representing  
the lowest bid prices which fully met College specifications  
among eight bids received on July 18, 1979:

Efinger Sporting Goods Bound Brook, N.J.	\$2,623.44
Metuchen Center Metuchen, N. J.	2,387.14
Champion Products, Inc. Perry, N.Y.	2,250.90
Levy's, Inc. West New York, N.J.	430.44
Gervin's Inc. Sport Shop Woodbridge, N. J.	376.68
Sea-Lawn Products Co., Inc. Long Beach, L.I., N.Y.	<u>246.54</u>
Total	\$8,315.14

The unsuccessful bidders are: Solomon's, Inc., Elizabeth, N.J. and Jayfro Corp., Waterford, Conn.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that the following payment to the architectural firm of Eckert, Morton and Russo, as approved by the Director of Plant Operations, and in conformity with the contract, be approved, subject to documentation for audit:

Architectural Services rendered for Electric Dualization, Middlesex County College, Project No. 77130:

(Time through 6-1-79)		
N.G. Eckert - 11 hr. @ \$40.00	\$	440.00
D.J. Gatarz - 16 hr. @ \$40.00		640.00
J.E. Morton - 5 hr. @ \$40.00		200.00
H. Kubon - 16 hr. @ \$10.15 x 2.75		446.00
Administrative - 15 hr. @ \$8.93 x 2.75		368.36
13 sets Drawings & Specifications		80.45
		<u>\$ 2,175.41</u>

Barnickel Engineering Corp. \$24,847.39 \$27,022.80

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 Director of Plant Operations, be approved for payment:

(a) Allen Blacktop Corp. Paving and Resurfacing Payment #3	\$14,591.70
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(Total net contract, \$322,352.00; amount paid previously, \$275,525.10; approved above, \$14,591.70; balance to finish, \$32,235.20 (10%).

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that a reduction in the retainage of the contract for paving and resurfacing of College parking lots and roadways with Allen Blacktop Corp. from 10% to 5% as a result of substantial completion of work, and as recommended by the Architect and the Director of Plant Operations, be approved in the amount of

	<u>\$16,117.60 (5%)</u>
	\$30,709.30

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(Total net contract, \$322,352.00; amount paid previously, \$290,116.80; reduced retainage, \$16,117.60; balance of retainage, \$16,117.60 (5%).

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees of Middlesex County College approved the construction of an Ingress and Egress roadway to Woodbridge Avenue from the Middlesex County College campus on January 23, 1978; and

WHEREAS, the Board of School Estimate certified the amount of \$250,000.00 for the Ingress and Egress roadway on February 14, 1978; and

WHEREAS, the Board of Higher Education approved the final plans and authorized the project for construction within the authorized budget under the provisions of Chapter 12, Public Law 1971 on May 18, 1979; and

WHEREAS, the bidding process for the project was completed on August 3, 1979;

NOW, THEREFORE, BE IT RESOLVED that the bid for construction of an Ingress and Egress roadway to Woodbridge Avenue be accepted as recommended by the Project Engineer and the Vice President for Finance and Administration, said bid being the lowest received and having fully met college specifications between two bids received on August 3, 1979, subject to approval of counsel.

Contract #1 - Hess Brothers, Inc., Parlin, New Jersey

Base Bid	\$151,325.00
Add: Loop Road Alternate	<u>15,180.00</u>
Total Contract #1 (Pursuant to N.J.S.A.18A:22.1 et seq.)	<u>\$166,505.00</u>

The unsuccessful bidder is: Contract #1 - Allen Blacktop Corp., Plainfield, N. J.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of School Estimate certified the amount of \$150,000.00 for reconstruction of the median on Woodbridge Avenue at Ruggles Road, Edison, New Jersey, in order to provide direct access and a stacking lane for the Ingress and Egress roadway project previously approved on the Middlesex County College campus on March 13, 1979; and

WHEREAS, as a result of the Board of School Estimate certification, the Board of Trustees of Middlesex County College has accepted the responsibility for reconstruction of the median on Woodbridge Avenue at Ruggles Road, Edison, New Jersey, and for the installation of a traffic control signal thereon; and

WHEREAS, the County Engineer, as part of the agreement with the County of Middlesex to fund the Woodbridge Avenue project, has provided substantial supervisory planning services pursuant to the procedural agreement between the College administration and the County administration; and

WHEREAS, funds are available for completion of the Woodbridge Avenue project;

NOW, THEREFORE, BE IT RESOLVED that the bid for reconstruction of the median on Woodbridge Avenue at Ruggles Road be accepted as recommended by the Project Engineer and the Vice President for Finance and Administration, said bid being the lowest received and fully meeting College specifications between two bids received on August 3, 1979, and that contract be awarded subject to approval of legal counsel and the Middlesex County Engineer.

Contract #2 - Hess Brothers, Inc., Parlin, New Jersey

Reconstruction of Median on Woodbridge Avenue at  
Ruggles Road, Edison, New Jersey - \$86,550.00

The unsuccessful bidder is: Contract #2 - Allen Blacktop Corp.,  
Plainfield, N.J.

After discussion, the motion was unanimously carried.

EMPLOYEE RELATIONS COMMITTEE

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

WHEREAS, the Board of Trustees Negotiating Committee and the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America, Local 11, have reached agreement on a new three-year contract; and

WHEREAS, the membership of the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America, Local 11, have accepted the proposed contract; and

WHEREAS, the Board of Trustees legal counsel has reviewed and approved the proposed contract;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees does ratify the attached agreement retroactive to July 1, 1979 to June 30, 1982; and

BE IT FURTHER RESOLVED that the Chairman and Secretary be authorized to sign the agreement.

Mr. Walsh commented that the analysis provided was excellent, and Mr. Dalto stated that the contract is within the national guidelines.

After discussion, the motion was unanimously carried.

#### PERSONNEL COMMITTEE

Mrs. Czaya moved, seconded by Mr. Walsh, 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) Lynn Dudka as Counselor in the Office of Counseling Services of the Division of Student Services (budget code 1130-110) to replace a faculty member currently on sick leave, for two months (July and August 1979) effective July 5, 1979, at the salary of \$1,160.42 per month, prorated to \$2,160.19 for the period July 5, 1979 through August 31, 1979.
- (b) Micaela Escudero as Assistant Professor in the Department of Social and Rehabilitation Services (budget code 2120-110) for the academic year September 1, 1979 through June 30, 1980, at the 1978-79 salary rate, plus any additional salary increase dictated by the union contract at the conclusion of negotiations. (Reappointment)

- (c) Reinaldo S. Gonzalez as Instructor in the Department of Modern Languages (budget code 2240-110) for a one-year contract for replacement of a tenured faculty member on administrative assignment for the academic year September 1, 1979 through June 30, 1980, at the 1978-79 salary rate, plus any additional salary increase dictated by the union contract at the conclusion of negotiations. (Reappointment)
- (d) Diana M. Leis as Cooperative Education Specialist in the Department of Cooperative Education (budget code 2360-110) for the academic year September 1, 1979 through June 30, 1980 at the 1978-79 salary rate, plus any additional salary increase dictated by the union contract at the conclusion of negotiations. (Reappointment)
- (e) Thomas Mannion as Instructor in the Department of Social Science and Humanities (budget code 2200-110) for the academic year September 1, 1979 through June 30, 1980, at the 1978-79 rate, plus any additional salary increase dictated by the union contract at the conclusion of negotiations. (Reappointment)
- (f) Carol Sue Pam as Instructor in the Department of Secretarial Science (budget code 2330-110) for the academic year September 1, 1979 through June 30, 1980, at the salary of \$13,000.00. (Replacement)
- (g) Anna Maria Walling as Adjunct Instructor for the 1979 Fall semester, in the Department of Mechanical and Civil/Construction Engineering Technology (budget code 2440-150) to teach one section of IND 105, Industrial Graphics and Specifications for 3 contact hours, and 2 sections of MEC 117, Electrical Drawing, for 6 contact hours, at the rate of \$235.00 per contact hour, for a total salary of \$2,115.00 for the semester.

#### Academic Changes of Status

- (a) Diana M. Goffe, from Registrar (budget code 1120-120) to Dean of Student Services (budget code 1100-125) at the adjusted salary from \$30,052.00 to \$32,931.00, pro-rated to \$32,635.78, based on the effective starting date of August 8, 1979.

#### Academic Resignation

- (a) Diane de Crescenzo, Instructor of Pediatrics in the Nurse Education Department, effective June 12, 1979.



Non-academic Appointments

- (a) John F. Gannon as Typesetter in the Graphic Services Department (budget code 6300-130) at the salary rate of \$9,000.00 for the year July 1, 1979 to June 30, 1980, based on the effective starting date of July 2, 1979.
- (b) Ana H. Pagan as Administrative Aide II, Bilingual-Spanish/English (budget code 5100-130) at the salary rate of \$7,816.00 for the year July 1, 1979 to June 30, 1980, pro-rated to \$7,164.63, based on the effective starting date of August 1, 1979.
- (c) Patricia Turon as Account Clerk I in the Business Office (budget code 0310-130) at the salary rate of \$7,452.00 for the year July 1, 1979 to June 30, 1980, pro-rated to \$7,141.50, based on the effective starting date of July 16, 1979. (Replacement)
- (d) Annabel Velazquez as Confidential Receptionist Secretary in the Personnel Department (budget code 0230-130) at the salary rate of \$8,493.00 for the year July 1, 1979 to June 30, 1980, pro-rated to \$7,785.25, based on the effective starting date of August 1, 1979.
- (e) Margaret O'Toole, Laboratory Coordinator in the Department of Dental Auxiliaries (budget code 2130-130) for the period August 6, 1979 through August 17, 1979, for a total amount of \$257.00.

Non-academic Changes of Status

- (a) Arcelio Figueroa, from Custodian II to Custodian I in the College Center (budget code 1810-150) at the adjusted salary from \$9,772.00 to \$10,837.00, pro-rated to \$9,933.88, based on the effective starting date of August 1, 1979.
- (b) Loretta Hansen, from Administrative Aide II to Administrative Aide I in the Admissions Department (budget code 1110-130) at the adjusted salary from \$7,667.00 to \$8,050.00, pro-rated to \$6,708.30, based on the effective starting date of September 1, 1979.
- (c) Joan Karaffa, Administrative Aide II in the Admissions Office \* to Administrative Aide II in the Registrar's Office (budget code 1120-130) at no change in salary, effective July 16, 1979.

\*(budget code 1110-130)



- (d) Joanne Popovics, from Administrative Aide III in the Admissions Office (budget code 1110-130) to Administrative Aide II in the same department at the adjusted salary from \$6,448.00 to \$7,452.00, pro-rated to \$6,831.00, based on the effective starting date of August 1, 1979.

Non-academic Resignations

- (a) Joyce Baumgarten, Van Driver in the Division of Community Education, effective June 29, 1979.
- (b) Stephen Clark, Warehouseman in the Shipping and Receiving Department, effective July 27, 1979.
- (c) William J. Freeman, Police Officer in the Department of Police and Safety, effective June 28, 1979.

Non-academic Temporary Personnel

- (a) Lucy Velazquez at the rate of \$3.40 per hour.
- (b) Joyce A. Baumgarten at the rate of \$3.40 per hour.
- (c) Eugene Bragg at the rate of \$5.00 per hour. (EOF Tutor)
- (d) Gabrielle Steib at the rate of \$3.40 per hour.
- (e) Alfreda L. Van Cleaf at the rate of \$3.40 per hour.
- (f) Barbara Uccellini at the rate of \$3.40 per hour.
- (g) Robert Schnitzlein at the rate of \$3.10 per hour. (Junior lab Coordinator)
- (h) Mary Silagyi at the rate of \$4.17 per hour. (Co-op Student Computer Science)
- (i) Beverly M. Crawford at the rate of \$3.40 per hour. (Displaced Homemaker Program)
- (j) Barbara Wragg at the rate of \$3.40 per hour " "
- (k) Diane M. Strumeyer at the rate of \$3.40 per hour. " "
- (l) Pauline Patton at the rate of \$3.40 per hour. " "
- (m) Susan Petruzzi at the rate of \$3.40 per hour. " "
- (n) Irene Heims at the rate of \$3.40 per hour. " "
- (o) Ronni Kroop at the rate of \$3.40 per hour. " "
- (p) Patricia Reilly at the rate of \$3.40 per hour.
- (q) Andrew Weitzner at the rate of \$3.40 per hour.
- (r) Joanne Sliwinski at the rate of \$3.40 per hour.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that the attached list of salaries for August 1979 in the Division of Community Education, starting with the name Buscemi, Santi, and ending with the name Trainor, Diane, for a total amount of \$10,496.33, be approved.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Dalto, that the Middlesex County Vocational and Technical High School be reimbursed at one-half the cost for salary and other payroll cost factors incurred for James Capazze for the development of laboratory experiments for ACR 203, Air Conditioning, Refrigeration and Heating Design Laboratory, in the amount of \$1,055.15 for salary plus mandated payroll cost factors to be determined.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that Dorothy Steinsapir be appointed as Chairwoman of the Accounting Department (budget code 2310-125) for the academic year 1979-80, commencing September 1, 1979, at the annual salary rate of \$20,402.00, plus \$1,000.00 administrative stipend, for a total compensation of \$21,402.00; and that Dorothy Steinsapir be appointed to act as Chairwoman of the Accounting Department for the period August 20, 1979 to August 31, 1979 for the purpose of recruiting and interviewing new faculty, and be paid at the rate of 1/20 of the 1978-79 salary of \$19,067.00, pro-rated to \$953.35.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that John Robinson be paid the amount of \$138.00 for teaching a 3-hour lab CSC 113, Section 333, Introduction to Computer Science, on September 13, 20, and 27, 1978.

(Explanatory Note: This amount represents 9 clock hours at the rate of \$230.00 per contact hour.)

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that Robert Urbanski Chairman of the Mathematics Department (budget code 2530-125) be appointed for the month of August 1979, at 1/10 of his base salary in the amount of \$2,822.20 to assist the Dean of Engineering Technology and Science in recruiting and interviewing faculty candidates in planning and implementing a summer student orientation program, in advising students on math courses based on results of Basic Skills testing and Math placement testing, in scheduling of courses based on results of Basic Skills testing, and in supervising the laboratory clean-up process in the Chemistry and Biology labs.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Dalto, 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) Stanley Baum as Management Research Analyst (budget code 2000-120) for the fiscal year July 1, 1979 through June 30, 1980, at the salary of \$18,500.00, effective August 8, 1979, and pro-rated to \$16,614.00 for the period.
- (b) David Kudon as Educational Research Analyst (budget code 2000-120) for the fiscal year July 1, 1979 through June 30, 1980, at the salary of \$18,500.00, effective August 15, 1979, and pro-rated to \$16,187.43 for the period.
- (c) Prabha K. Trivedi as Special Needs Counselor in the Office of Counseling Services of the Division of Student Services (budget code 1130-110) for the fiscal year July 1, 1979 through June 30, 1980, effective September 4, 1979, at the salary of \$13,925.00, and pro-rated to \$11,550.65 for the period September 4, 1979 to June 30, 1980, subject to securing additional funding from state or federal government to compensate the college for the absence of out-of-county tuition.
- (d) Garry F. Vance as Director of Admissions in the Division of Student Services (budget code 1110-125) for the fiscal year July 1, 1979 through June 30, 1980, effective August 13, 1979, at the annual salary of \$26,842.00, and pro-rated to \$23,796.79 for the period August 13, 1979 through June 30, 1980. (Replacement)

Academic Changes of Status

- (a) Joseph Criscuolo, from Programmer in the Computer Center (budget code 1720-120) to Programmer/Analyst in the same department, at the adjusted salary from \$14,042.00 to \$17,652.00, pro-rated to \$15,828.54, based on the effective starting date of August 8, 1979. (Replacement)
- (b) John Regan, from Mechanic I (budget code 7300-160) to Foreperson Electrical and Plumbing Maintenance in the Plant Operations Department (budget code 7300-120) at the adjusted salary from \$15,723.00 to \$17,940.00, pro-rated to \$16,445.00, based on the effective starting date of August 1, 1979. (Replacement)
- (c) Dorothy E. Loper, from Admissions Counselor (budget code 1110-110) to Director of the Open College Program (budget code 2000-120) at the adjusted salary from \$21,360.00 to \$23,868.00, pro-rated to \$21,845.67, based on the effective starting date of August 8, 1979.

Non-academic Appointments

- (a) Catherine L. Best as Key punch Operator in the Computer Center (budget code 1720-130) at the salary rate of \$7,589.00 for the year July 1, 1979 to June 30, 1980, and pro-rated to \$6,815.44 based on the effective starting date of August 8, 1979. (Replacement)
- (b) Tony Giovanetti as Set Designer in the Performing Arts Department (budget code 2220-150) for the period August 1, 1979 to September 30, 1979 for a total amount of \$975.00 for the period.

(Explanatory Note: Mr. Giovanetti will be designing sets for the fall production of Barefoot in the Park.)

- (c) Patricia Palanker as a temporary full-time laboratory coordinator in the Biology Department (budget code 2510-130) for the period July 2, 1979 through September 28, 1979, based on the full-time salary rate of \$13,120.00 for the academic year 1979-80, and pro-rated to \$3,280.00 for the period. (Replacement)
- (d) Susan Van Blarcum as Teacher Aide in the Community Education Department (budget code 33-0900-086) at the salary rate of \$4.40 per hour, for a total amount of \$924.00, for the period August 6, 1979 through September 30, 1979. (Replacement)

Non-academic Leaves of Absence

- (a) Helga Wirth, Account Clerk I in the Business Office (budget code 0310-130) be granted a non-paid leave of absence for the period July 23, 1979 to August 31, 1979, pursuant to Article VII, Section B of the AFSCME agreement.
- (b) Frances Gibbons, Correspondence Secretary in the Correspondence Center (budget code 1815-130) be granted a non-paid leave of absence for the period July 30, 1979 to August 3, 1979, pursuant to Article VII, Section B of the AFSCME agreement.
- (c) Mary Ann Payti, Custodian I in the Buildings and Grounds Department (budget code 7200-160) be granted a disability leave of absence for the period August 16, 1979 through September 5, 1979, pursuant to the Teamsters' agreement.
- (d) James Orosz, Custodian II in the College Center (budget code 1810-160) be granted a disability leave of absence for the period July 5, 1979 through August 3, 1979, pursuant to the Teamsters' agreement.

- (e) Claire Brown, Administrative Aide II in the Independent Studies Department (budget code 5100-130) be granted a disability leave of absence for the period June 27, 1979 through July 15, 1979, pursuant to Article VI, Section G of the AFSCME agreement.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Meszaros, that Malachy Cunningham, Warehouseman in the Shipping Department (budget code 7600-160) be paid as a Leadperson for a total amount of \$126.88 for the period July 5, 1979 through August 9, 1979, pursuant to the Teamsters' agreement.

(Explanatory Note: Mr. Cunningham acted as Leadperson during the illness of the Supervisor of the Department.)

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that the sabbatical leave for Diana M. Goffe, from March 1, 1980 through August 31, 1980, approved by the Board of Trustees on June 5, 1979, be withdrawn.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that the hourly rates of pay for the following part-time programmers be increased as follows, effective July 15, 1979:

<u>Name</u>	<u>Old Rate</u>	<u>New Rate</u>
Carol Sowienski	\$6.00	\$7.00
Richard Karasek	8.00	9.00
Bob Sharry	8.00	9.00
Tom Trezza	8.00	9.00

(Explanatory Note: Rates for the incumbent part-time programmers have not been changed since July 1, 1977.)

After discussion, the motion was unanimously carried.

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

Appointments

- (a) Harold Baker, Program Development, and to receive a salary of \$480.00.

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- (b) Tony Giovannetti, Lab Coordinator, and to receive a salary of \$2,500.00.
- (c) Stephen McFadden, Lab Coordinator, and to receive a salary of \$540.00.
- (d) Andrea McLaughlin, Program Development, and to receive a salary of \$1,920.00.
- (e) Stanley Schneider, RDG 010, effective July 24, and to receive a salary of \$900.00.
- (f) Reza Pars, BUS 101-810, effective June 25, and to receive a salary of \$675.00.
- (g) Stuart Sabal, ACC 104-905, effective July 3, and to receive a salary of \$920.00.

#### Adjustments

- (a) Lee Ann Burke, Independent Study Assistant, and to receive a salary of \$504.00 in lieu of \$840.00 previously authorized.
- (b) Santi Buscemi, Independent Study English, and to receive an additional salary of \$335.00.
- (c) Andrew Butula, ACC 104-905, effective July 3, and to receive an adjusted salary of \$1,340.00 in lieu of \$2,680.00 previously authorized.
- (d) Diana Leis, Cooperative Education, to receive an adjusted salary of \$1,005.00 in lieu of \$1,340.00 previously authorized.
- (e) Thomas Mannion, Program Development, to receive an additional salary of \$335.00.
- (f) Doris Mayner, BIO 112-831, and to receive an additional salary of \$670.00.
- (g) Robert Urbanski, Independent Study Mathematics, and to receive an additional salary of \$335.00.

#### Resignation

- (a) Jay Bender, BUS 101-810, effective June 25, and to receive no salary in lieu of \$1,005.00 previously authorized.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that the following individuals be appointed pursuant to the CETA contract with the County of Middlesex for the total compensation of \$6,236.00 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>
Burns, Shirl	Remediation Instructor	Academic Support	8/6/79 thru 9/28/79	\$1325
Gonzalez, Sondra	Remediation Instructor	Academic Support	8/6/79 thru 9/28/79	1325
Pifer, Ingrid	Remediation Instructor	Academic Support	8/6/79 thru 9/28/79	1325
Piteo, Thomas	Remediation Instructor	Academic Support	8/6/79 thru 9/28/79	1325
Dermeites, Janice	E.S.L. Instructor	Academic Support	8/6/79 thru 9/28/79	936
				\$6236

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Dalto, that the following corrective resolution be approved:

- (a) That the following adjustments be made to the administrative salaries adopted by the Board on June 5 and June 26, 1979:

<u>Grade</u>	<u>Name</u>	<u>Title</u>	<u>Previously Approved</u>	<u>Corrected Amount</u>	<u>Difference</u>
16	Edwin Drake	Chairperson	\$26,610	\$26,842	\$ 232
14	Kathleen Zaepfel	Director, Nursing & Allied Health Lab System	\$20,674	\$22,771	\$2097*

\*Represents 7% increase plus academic rank promotion.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that salaries for custodians, mechanics and warehouse personnel be approved pursuant to the agreement between the Board of Trustees of Middlesex County College and the International Brotherhood of Teamsters, Chauffeurs, Warehousemen and Helpers of America, Local 11, as included in the list attached hereto.

After discussion, the motion was unanimously carried.



Mrs. Czaya moved, seconded by Mr. Dalto, that the one-year academic educational unpaid leave of absence commencing September 1, 1978, granted Arnold Hence, Counselor in the Admissions Department (budget code 1110-110) be terminated effective August 6, 1979 in lieu of September 4, 1979 as previously authorized. After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that Scott Borderud be appointed as Veterans' Affairs Coordinator in the Office of Counseling Services of the Division of Student Services for the fiscal year July 1, 1979 through June 30, 1980, effective July 1, 1979, at the annual salary of \$15,993.00.

(Explanatory Note: Funding for this position is derived from Veterans' Cost-of-Instruction Program grants awarded FYE 9/30/79 and FYE 6/30/80 from the Department of Health, Education, and Welfare.

VCIP Grant FYE 9/30/79	\$ 3,998.25
VCIP Grant FYE 6/30/80	<u>11,994.75</u>

Total Salary \$15,993.00)

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that pursuant to the labor agreement between the Board of Trustees and Local 1940, AFT (AFL-CIO) Article XI, E, the adjusted overload payments be approved for the Spring 1979 semester, as attached hereto.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that William G. Castles be appointed Mechanic I Roofer in the Maintenance Department (budget code 7300-160) for the period August 13, 1979 to June 30, 1980 at the hourly rate of \$8.06 per hour. After discussion, the motion was unanimously carried.

#### EDUCATION COMMITTEE

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

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as "Board") and the Department of Youth and Family Services of the State of New Jersey (hereinafter referred to as "Department") have entered into a contract for the operation of a child care center in prior years and wish to enter into a similar contract for the twelve-month period September 1, 1979 to August 31, 1980; and

WHEREAS, a new proposal has been submitted by the College administration to the Department in the amount of \$116,162.00, of which 18-3/4%, \$21,780.37, will be forthcoming from the respective budgets of the Board for the 1980 and 1981 fiscal years; and

WHEREAS, the Department has submitted two contracts to the Board, one contract relating to the transfer of funds by the Board to the Department to enable the Department to sanction the child care center operation, and the other contract relating to the purchase by the Department of day care services from the Middlesex County College; and

WHEREAS, the Board is agreeable to entering into the contracts submitted by the Department with the express understanding by the parties as indicated on Appendix "B" attached to said contracts, that the Board will provide supervision and ultimate responsibility for operating the child care center; and

WHEREAS, R.S. 18A:64A-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 this particular contract has been approved by the legal counsel to the Board; and

WHEREAS, the Board has determined that operation of a child care center at the College 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 the child care center submitted by the administration of Middlesex County College for the period September 1, 1979 to August 31, 1980.
2. The Board authorizes the sum of \$21,780.37 as the College's share in the operation of the center, plus an additional \$673.62 administrative fee to the Department for a total of \$22,453.99 to be transferred to the Department pursuant to the agreement between the two parties.
3. The Board authorizes the execution of the two agreements between the Board and the Department, the form of which agreements are attached hereto, with one agreement relating to the transfer of \$21,780.37 by the Board to the Department in order to operate a child care center at the College, and the other relating to the purchase by the Department from the Board of day care services.

4. The above agreements are executed in accordance with the understanding of the parties as expressed in Appendix "B" to the agreements that the Board will have the responsibility for the operation of the child care center.
5. The Board authorizes the Chairman and Secretary to execute these contracts.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees of Middlesex County College (herein referred to as the "Board") and the State of New Jersey (hereinafter referred to as the "State") have entered into a contract for the production of materials and the delivery of services to disadvantaged Hispanic workers through a comprehensive adult basic education program, pursuant to the Higher Education Act of 1965, as amended, to be commenced as a Title I Project on July 1, 1979 and concluded on June 30, 1980; and

WHEREAS, a proposal entitled Project Adelante has been submitted by the College administration and agreed to by the State in the amount of \$35,000.00; 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 operation of Project Adelante 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 the Title I program entitled Project Adelante pursuant to the Higher Education Act of 1965, as amended, as submitted by the administration of Middlesex County College to the State of New Jersey for the period July 1, 1979 through June 30, 1980 in the amount of \$35,000.00.
2. The Board herein 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 Mr. Walsh, for adoption of the following resolution:

WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as "Board") and the County of Middlesex (hereinafter referred to as the "Prime Sponsor") intend to enter into a contract for the operation of a Comprehensive Manpower program pursuant to the agreement between the Prime Sponsor and the United States Department of Labor, Manpower Administration, and pursuant to the provisions of the Comprehensive Employment Training Act of 1973 for the operation of five (5) Title II B programs from the period commencing September 3, 1979 through September 30, 1980; and

WHEREAS, a proposal has been submitted by the College administration to the Prime Sponsor in the amount of \$379,987.00 representing the following components: Secretarial, \$68,510.00; Accounts Clerk, \$81,695.00; Machine Operator, \$94,044.00; Materials Management Clerk, \$87,192.00; and Academic Support, \$48,546.00; 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 operation of Title II B programs under the provisions of the Comprehensive Employment Training Act of 1973 at the college 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 five (5) Title II B programs including Secretarial, Accounts Clerk, Machine Operator, Materials Management Clerk and Academic Support pursuant to the provisions of the Comprehensive Employment Training Act of 1973, as submitted by the administration of Middlesex County College to the County of Middlesex for the period September 3, 1979 through September 30, 1980, in the total amount of \$379,987.00, as follows:

Secretarial	\$ 68,510.00
Accounts Clerk	81,695.00
Machine Operator	94,044.00
Materials Management	87,192.00
Academic Support	<u>48,546.00</u>
Total	\$379,987.00

2. The President and/or her designee and the Assistant Secretary be authorized to execute the contract subject to the approval of legal counsel.

After discussion, the motion was unanimously carried.

#### FINANCE COMMITTEE

Mr. Walsh reviewed the standard financial reports for the month of June 1979--Cash Summary, Summary of Financial Report, and Statement of Current Operating Income.

Mr. Walsh moved, seconded by Mr. Meszaros, that the Vice President for Finance and Administration be authorized to pay salaries to members of the AFT, Local 1940 (AFL-CIO) and members of the AFSCME unit for the month of August 1979, at rates based on those in force for the fiscal year ended June 30, 1979. After discussion, the motion was unanimously carried.

Mr. Walsh moved, seconded by Mr. Meszaros, that Ronald Snider of the V.I.P. Agency, Teaneck, New Jersey, be appointed as consultant for the development of specialized insurance programming for an amount of \$1,500.00 beginning August 15, 1979. After discussion, the motion was unanimously carried.

Mr. Walsh moved, seconded by Mr. Meszaros, that the invoice for services rendered by the firm of Wilentz, Goldman and Spitzer for the period January 1, 1979 to June 30, 1979, be approved in the amount of \$16,065.65.

Legal services rendered for normal operations of Middlesex County College	\$11,500.00
Legal services relating to Federal and state regulatory requirements, labor, union and other personnel related matters	250.00
Legal services for capital projects at Middlesex County College	4,000.00
Total disbursements from 1/1/79 to 6/30/79	<u>315.65</u>
Total	\$16,065.65

After discussion, the motion was unanimously carried.

COMMUNITY RELATIONS COMMITTEE

No report.

REPORT OF THE PRESIDENT

Dr. Lowe reported that Dr. Channing has joined an educational group traveling through China. She also visited San Francisco and spent some time at Lake Tahoe.

REPORT OF COUNSEL

No report.

Chairman Klegman congratulated Diana M. Goffe on her promotion to Dean of Student Services.

. . . . .

The next regular meeting of the Board of Trustees will be held on September 4, 1979, 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  
 DIVISION OF COMMUNITY EDUCATION  
 Edison, New Jersey 08817

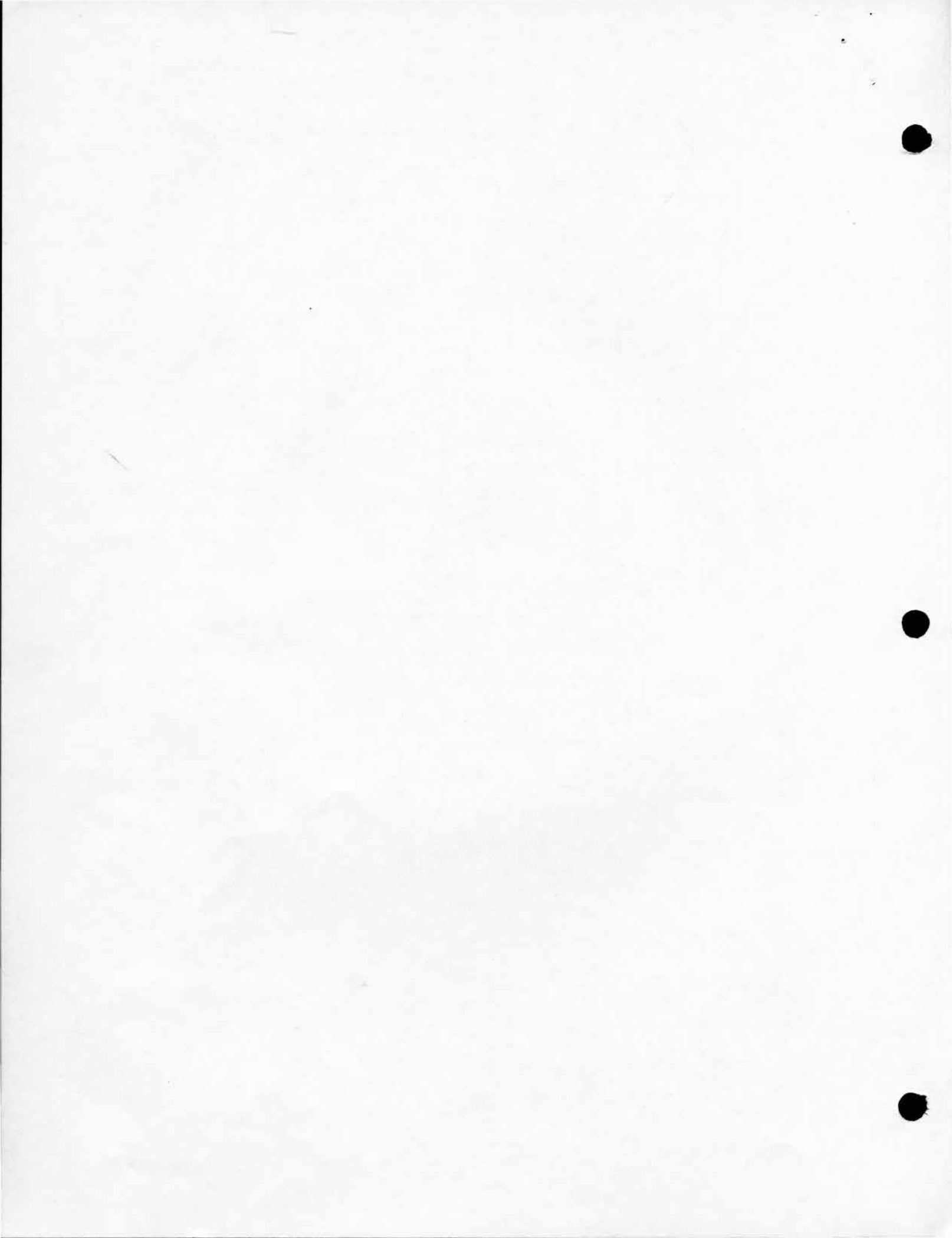
Payroll August 1979

<u>Title</u> <u>Mini-Course</u>	<u>Name</u>	<u>Salary</u>
Effective Vocabulary	Buscemi, Santi	\$ 11.17
English As Second Language	Drago, R. Vincent	360.00
Electronic Control Lab	Gallagher, Brendan	89.32
Theatrical Casting	D'Incecco, Joan	300.00
Watercolor Painting	Naar, Harry	420.00
Tai Chi Chuan	Schirmacher, Andrew	15.00
Theatrical Casting	Scudder, Susan	300.00
Auto Tune Up	Zullo, Stevan	56.00
Play Director	Taubenslag, Elliott	500.00
<u>Comprehensive Medical</u> <u>Technology Review</u>		
Instructor	Dunikoski, Leonard	135.00
Coordinator	Good, Dorothy	1,005.00
Instructor	Jack, James	164.97
Instructor	Jekelis, Albert	127.50
Instructor	Jones, Carol	207.96
Instructor	Pavelko, Nora	204.00
Instructor	Randolph, Linda	207.96
<u>Sports Camps</u>		
Baseball	Bjornsen, Kenneth	75.00
Softball	Bostonian, Rosanne	35.00
Softball	Burdick, Randi	125.00
Wrestling	Bussey, Ronald	40.00
* Baseball	Hewitt, Norman	250.00
Softball	Lavargna, Joann	175.00
Wrestling	Pavlak, William	100.00
Baseball II	Policastro, Joseph	250.00



Payroll August 1979

<u>Title</u>	<u>Name</u>	<u>Salary</u>
OSHA		
Industrial Noise	Dotti, Norman	\$136.00
Occupational Cancers	Keaveney, Ronald	136.00
OSHA for Union Officers Warehouse Safety	Murray, Myron	238.00
Supervisor Awareness	Pentek, Ernest	340.00
<u>DMR-Title XX</u>		
Rehabilitation Workshop	Cooperman, Roberta	200.00
<u>SITT</u>		
Lab Assistants	Gerow, Tracy	98.46
	Hochbaum, Jeffrey	98.46
	Kreiger, Elaine	257.09
	Lewandowski, Rosemarie	331.35
	Randolph, Linda	257.09
<u>EMT-(39-B-12)</u>		
Coordinator	Roberts, Frank	350.00
Instructors	Armour, Phil	73.50
	Chapman, William	73.50
	DeBlass, Sal	73.50
	Fazekas, Robert	73.50
	Henry, George	73.50
	Levine, Sandford	73.50
	Rosenblum, Peter	73.50
	Szraga, Mike	73.50
	Williams, Mary	73.50
	Woestemeyer, Phyllis	73.50
Extrication	Toth, Robert	40.00



Payroll August 1979

<u>Title</u>	<u>Name</u>	<u>Salary</u>
<u>EMT-(39-B-12) (Cont'd.)</u>		
Evaluation	Boss, Elizabeth	\$ 50.00
	Carlin, John	50.00
	Hartunian, Paul	50.00
	Minnahane, Mike	50.00
	Mosner, Charles	50.00
	Nerenberg, Jack	50.00
	Nerenberg, Pat	50.00
	Van De Velde, Georgia	50.00
<u>International Education</u>		
Development		
Summer Semester	Boyle, Edward	690.00
	Kantor, Irwin	345.00
	Semple, Genevive	345.00
	Trainor, Diane	345.00



Explanatory Notes and Budget Sources

Community Services	\$5,153.88
OSHA (Occupational Safety, Health Administration)	850.00
Title XX (Training Technicians for Retarded)	200.00
SITT (CETA-Summer in the Technologies)	1,042.45
EMT (Emergency Medical Technicians)	1,525.00
International Studies	<u>1,725.00</u>
TOTAL	\$10,496.33





Adjusted Overload Payments, Spring 1979 Semester

<u>Name</u>	<u>Audited Overload</u>	<u>Previously Paid Overload</u>	<u>Additional Overload Due</u>	<u>Overload Rate</u>	<u>Audited Overload Payment</u>	<u>Paid Amt. Prev. Author.</u>	<u>Additional Overload Payment Due</u>
Charles Tornatore	5.66	1.0	4.66	\$65.03	\$368.06	\$ 65.03	\$303.03
Chester Lukas	11.0	8.7	2.3	\$89.09	\$979.99	\$775.14	\$204.85
Ed Boyle	21.66	19.0	2.66	\$73.55	\$1593.09	\$1397.51	<u>\$195.58</u>
						Total	<u>\$703.46</u>



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