

BOARD OF TRUSTEES OF THE MIDDLESEX COUNTY COLLEGE

Minutes of April 15, 1980 Meeting

A regular meeting of the Board of Trustees of the Middlesex County College was held at 8:10 p. m., April 15, 1980, in the Board room of the Academic Services Building. Members present were Dr. Carney and Mrs. Czaya; and Messrs. Dalto, Klegman, Meszaros, Tanzman and Walsh. Mrs. Valenti and Mr. Stolzer were absent. Also present were President Channing, Mr. Hoffman, Mrs. Lake, and other visitors. Freeholder Power was at the Agenda Session but had to leave to attend a regularly scheduled meeting of the Board of Freeholders.

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 6, 1979, advance written notice of this meeting was posted in the lobby of the Academic Services Building.
- (b) On November 6, 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 November 6, 1979, a copy of this advance notice of the meeting was filed with the Clerk of Middlesex County.
- (d) On November 6, 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. Walsh moved, seconded by Mr. Dalto, that the Minutes of the March 18, 1980 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 a reduction in the retainage of the contract for Roadway Lighting and Associated Electricals with Electrocraft, Inc. from 10% to 5% as a result of substantial completion of work, pursuant to contract (Instructions to Bidder, paragraph B12)

and as recommended by the Director of Plant Operations and the Vice President for Finance and Administration, be approved in the amount of \$1,756.60.

(Total contract, \$35,758.00; amount paid previously, \$28,674.00; approved above, \$1,756.60; balance to finish, \$5,327.40.)

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Dalto, that the following progress payments, having been approved by the Director of Plant Operations and the Vice President for Finance and Administration, be approved for payment:

(a) Electrocraft, Inc.
Roadway Lighting and Associated Electricals
Payment #2 \$ 2,844.80

(Total contract, \$35,758.00; amount paid previously, \$30,430.60; approved above, \$2,844.80; balance to finish, \$2,482.60.)

(b) Park Roofing Company, Inc.
Roof Restoration & Repairs
College Center Building
Payment #2 \$12,600.00

(Total contract, \$114,235.00; amount paid previously, \$72,000.00; approved above, \$12,600.00; balance to finish, \$29,635.00.)

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that the following change orders for the Internal Egress Roadway, having been approved by the Director of Plant Operations, be approved:

Change Order #1 - Hess Brothers, Inc.

Items not utilized to planned bid quantities:

1½" FABC-1 Mix #5	3730 SY x 3.00	=	\$11,190.00
FABC Leveler	198 T x 25.00	=	4,950.00
Curb 8x9x20	80 LF x 12.00	=	960.00
Curb 8x9x18	211 LF x 7.00	=	1,477.00
Sidewalk 6" thick	100 SF x 2.90	=	290.00
Traffic Line Striping	278 LF x 0.20	=	55.60
Crushed stone	10 Ton x 15.00	=	150.00

Plain concrete	10 CY x 50.00	=	\$ 500.00
Excavation unclassified	10 CY x 7.50	=	75.00
4" topsoil	100 SY x 2.50	=	250.00
Alternate Loop Road Connection			
C. 1½" FABC-1	249 SY x 3.00	=	747.00
D. 4" FABC	50 SY x 6.00	=	300.00
E. FABC Leveler	15.50 T x 25.00	=	387.50
G. Remove Curb	50 LF x 3.00	=	150.00
I. 4" topsoil	50 SY x 4.00	=	200.00
L. Traffic Striping	56 LF x 0.2	=	<u>11.20</u>

TOTAL \$21,693.30

Original contract	\$166,505.00
Net change by previous orders	<u>-0-</u>
Contract sum	\$166,505.00
Decrease: Change #1	<u>21,693.30</u>
New contract sum	<u>\$144,811.70</u>

Change Order #2 - Hess Brothers, Inc.

Items extended or added beyond bid quantity:

Roadway Excavation	999 CY x 7.50	=	\$ 7,492.50
6" BSBC-1	545.1 SY x 10.00	=	5,451.00
2" FABC-1	1445 SY x 3.90	=	5,635.50
Sidewalk 4" thick	78 SF x 2.50	=	195.00
Construct 6' high fence with security top	34 LF x 16.15	=	549.10
Granular backfill	574.30 CY x 4.50		
	per LF	=	2,584.35
Construct 6' high fence with no security top (MCC property)	38 LF x 20.00	=	760.00

Alternate Loop Road Connection

A. 2" FABC-1	36 SY x 4.70	=	169.20
B. 6" BSBC-1	36 SY x 12.00	=	432.00
H. Concrete curb	15 LF x 9.00	=	135.00
K. Roadway excavation	89 CY x 16.00	=	1,424.00
8" PVC Sleeve	142 LF x 19.50	=	<u>2,769.00</u>

TOTAL \$27,596.65

Original contract	\$166,505.00
Net change by previous orders	<u>- 21,693.30</u>
Contract sum	\$144,811.70
Increase: Change #2	<u>27,596.65</u>
New contract sum	<u>\$172,408.35</u>

After discussion, the motion was unanimously carried.

4/15/80

Mr. Meszaros moved, seconded by Mr. Dalto, that the following change orders for Woodbridge Avenue Median, having been approved by the Director of Plant Operations, be approved:

Change Order #1 - Hess Brothers, Inc.

Items not utilized to original bid quantities

Reset utility heads	1 x 500	=	\$ 500.00
6" Subbase-type 1-A	471.67 CY x 4.50	=	2,122.51
5" BSBC	554.2 SY x 10.00	=	5,542.00
3" MABC-1 Mix 4	554.2 SY x 6.00	=	3,325.20
Curb 8 x 9 x 20	486 LF x 15.00	=	7,290.00
Construct sidewalk & ramps	1945 LF x 3.00	=	5,835.00
Roadway excavation	162.20 CY x 1.00	=	<u>162.20</u>
	TOTAL		\$24,776.91

Original contract	\$ 86,550.00
Net change by previous orders	<u>-0-</u>
Contract sum	\$ 86,550.00
Decrease: Change #1	<u>24,776.91</u>
New contract sum	<u>\$ 61,773.09</u>

Change Order #2 - Hess Brothers, Inc.

Items extended or added to original bid quantities:

Traffic line striping	202 LF x \$1.00	=	\$ 202.00
New Inlet A		=	2,250.00
Convert inlet to manhole		=	<u>2,250.00</u>
	TOTAL		\$ 4,702.00

Original contract	\$86,550.00
Net change by previous orders	<u>-24,776.91</u>
Contract sum	\$61,773.09
Increase: Change #2	<u>4,702.00</u>
New contract sum	<u>\$66,475.09</u>

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that contracts for Electronic Laboratory Equipment be awarded to the following companies in the amounts listed, said amounts representing the lowest bid prices which fully met College specifications among four bids received on March 12, 1980:

Buck Engineering Co., Inc. Farmingdale, N.J.	\$14,795.00
Tektronix, Inc. Woodbridge, N.J.	6,485.80
Shortess Tawson & Assoc. Springfield, N.J.	<u>5,640.00</u>
	\$26,920.80

The unsuccessful bidder is: Hewlett Packard, Paramus, N.J.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that contract for #2 Fuel Oil 1980/81 be awarded to J.W. Pierson Company of East Orange, New Jersey, for up to 300,000 gallons based on the prevailing New York Harbor rate on the day of purchase, plus .093 per gallon for delivery, said amount representing the lowest bid price which fully met College specifications among four bids received on March 12, 1980, subject to approval of legal Counsel.

The unsuccessful bidders are: Eastern of New Jersey, Jersey, N.J.; Rutgers Oil Co., Edison, N.J.; and Dean Oil Corp., Fanwood, N.J.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that contracts for HPER supplies 1980/81 be awarded to the following companies in the amounts listed, said amounts representing the lowest bid prices which fully met College specifications among thirteen bids received on March 12, 1980:

Metuchen Center, Metuchen, N.J.	\$8,614.50
Efinger Sporting Goods Bound Brook, N.J.	3,992.27
Levy's, Inc., West New York, N.J.	1,614.59
Fox Valley Marking Systems, Gary, Ill.	828.54
M. R. Nyren Co., Northfield, Ill.	525.00
Sea Lawn Products, Long Beach, L.I., N.Y.	533.76
Champion Prods., Inc., New York, N.Y.	259.20
Solomon's, Inc., Elizabeth, N.J.	224.45
Sportmaster, Pittsburgh, Penna.	<u>93.36</u>
	\$16,685.67

The unsuccessful bidders are: Cliff Kean Wrestling Products, Ann Arbor, Mich.; Universal Resilite, Plainview, N. Y.; and Jayfro Corp., Waterford, Conn.

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees adopted a purchasing procedure by resolution dated November 6, 1978, pursuant to N. J. S. A. 40A:11-4 (Local Public Contracts Law); and

WHEREAS, the State of New Jersey has amended said purchasing statute numbered N. J. S. A. 40A:11-4 on January 24, 1980; and

WHEREAS, said amendment to N. J. S. A. 40A:11-4 increased the aggregate value of any purchase, contract or agreement by a local contracting unit on which public advertisement for bids must be required, from \$2,500 to \$4,500,

NOW, THEREFORE, BE IT RESOLVED That the Board of Trustees authorizes the change to purchasing procedures previously adopted by said Board on November 6, 1978, to comply with the amendment to N. J. S. A. 40A:11-4 which increases the aggregate value of any contract, purchase or agreement by a local contracting unit on which public advertisement for bids must be required, from \$2,500 to \$4,500.

After discussion, the motion was unanimously carried.

Mr. Meszaros moved, seconded by Mr. Walsh, that contracts for Grounds Materials 1980 be awarded to the following companies in the amounts listed, said amounts representing the lowest bid prices which fully met College specifications among eight bids received on April 7, 1980:

Pro Lawn Products, Inc., Paramus, N. J.	\$3,832.70
Bocchieri Farm Produce, Inc., Edison, N. J.	779.50
Lakeshore. Equipment Supply, Elyria, Ohio	700.60
Livingston Park Nursery, North Brunswick, N. J.	529.70
Dayton Fertilizer Co., Dayton, N. J.	441.00
Good Prod. Sales, Inc., Kenilworth, N. J.	256.11
The Terre Company of N. J., Clifton, N. J.	<u>140.56</u>
TOTAL	\$6,680.17

The unsuccessful bidder is Garfield-Williamson, Inc., Jersey City, New Jersey.

After discussion, the motion was unanimously carried.

PERSONNEL COMMITTEE

Mrs. Czaya moved, seconded by Dr. Carney, 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) Goldelie Schneider, a tenured member of the Counseling Services staff (budget code 1130-110) be continued in employment on a 28-hour, four-day week basis for the period commencing April 16 through May 20, 1980, for a pro-rated salary of \$1,341.13.
- (b) Susan Lazarotti, Counselor for the Disabled in the Counseling Services Department (budget code 1130-110) be continued in employment on a 20-hour per week employment basis for the period commencing April 16 through April 30, 1980, for a pro-rated salary of \$664.00.

Explanatory Note: Will resume full-time employment effective May 1, 1980.

- (c) Yvonne G. Massip as Counselor in the Admissions Office (budget code 1110-110) with the rank of Assistant Instructor, for the fiscal year July 1, 1979 through June 30, 1980, at the salary of \$14,660.00, and pro-rated to \$2,443.32 based on the effective starting date of May 1, 1980.

Non-academic Appointments

- (a) Helen M. Gold, Typesetter in the Graphic Services Department (budget code 6300-130) at the salary rate of \$9,042.00 for the year July 1, 1979 through June 30, 1980, pro-rated to \$2,260.50 based on the effective starting date of April 1, 1980. (Replacement)
- (b) Raymond Ortiz as Computer Operator in the Computer Center (budget code 1720-130) at the salary rate of \$10,084.00 for the year July 1, 1979 through June 30, 1980, pro-rated to \$2,908.79 based on the effective starting date of March 18, 1980. (Replacement)
- (c) Maria T. Kovacs, Computer Operator in the Computer Center (budget code 1720-130) at the salary rate of \$10,084.00 for the year July 1, 1979 through June 30, 1980, pro-rated to \$2,295.00 based on the effective starting date of April 9, 1980. (Replacement)

4/15/80

Non-academic Resignations

- (a) Nancy Brown, Administrative Aide II in the Admissions Office, effective April 1, 1980.
- (b) Mary Ann Cavanaugh, Administrative Aide III in the Maintenance Department, effective March 28, 1980.
- (c) Goldie Orosz, Administrative Aide I in the Division of Community Education, effective March 14, 1980.
- (d) Ellen A. Paris, Data Control Clerk in the Computer Center, effective March 28, 1980.
- (e) Ethel Zindel, Account Clerk in the Business Office/Payroll Department, effective April 15, 1980.
- (f) Raymond Ortiz, Computer Operator in the Computer Center, effective March 25, 1980.

Non-academic Changes of Status

- (a) Camille Grazul, from Secretary II in the Department of Medical Technology (budget code 2160-130) to Administrative Aide I in the Division of Community Education (budget code 5200-130) at the adjusted salary from \$6,708.00 to \$9,042.00, pro-rated to \$1,715.74 based on the effective starting date of April 23, 1980.
- (b) Ann Tolley, from Administrative Aide II to Administrative Aide I in the Registrar's Office (budget code 1120-130) at the adjusted salary from \$9,287.00 to \$9,751.00, pro-rated to \$1,625.16 based on the effective starting date of May 1, 1980.

Grants Personnel

- (a) Alfonzo K. Carter as Teacher Aide in the Division of Community Education (budget code 33-143115-16-17) commencing March 19, 1980 to September 30, 1980, for 25 hours per week, at the salary of \$4.62 per hour, for a total of 700 hours and \$3,300.00.
- (b) Richard S. Olszewski, Instructional Assistant in the Division of Community Education (budget code 33-3122-170) for the period February 4, 1980 to January 31, 1981, at the salary of \$12,000.00, pro-rated to \$10,000.00 based on the effective starting date of April 1, 1980.

(c) Janit Stuart as Administrative Aide III in the Division of Educational Services and Special Programs (budget code 33-3125-170) for the period January 1, 1980 to January 1, 1981 at the salary of \$6,770.00, pro-rated to \$5,103.53 based on the effective starting date of March 31, 1980.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Mr. Walsh, that the attached list of salaries for April 1980 in the Division of Community Education, starting with the name Barker, David, and ending with the name Vastano, Joseph, for a total amount of \$9,791.78, be approved. After discussion, the motion was unanimously carried.

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

Appointments - Spring 2, 1980

Arthur Bergman	<u>BUS 201-690</u>	\$ 675.00
Merle Burkhardt	PSY 227-963	690.00
Freda Chen	ESL 102-949	750.00
Joseph Lynch	<u>BUS 101-695</u>	675.00
Steven Macy	ESL 050-949	690.00
James Muldowney	PED 127-681	450.00
Reney Myers	ENG 121-690	1,065.00
Leo Nadzak	PSY 121-695	1,065.00
Norman Pomerantz	PSY 250-670	690.00
Michael Powers	PSY 227-964	675.00
Forrest Pritchett	SOC 232-963; SOC 232-964	1,350.00
Joseph DePierro	RDG 010-991; RDG 109-991 (+ tutoring)	900.00
Ronald Horowitz	MAT 017-991; MAT 018-900 (+ tutoring & orientation)	2,390.00
Abraham Radzik	PSY 121-990 (+ ")	715.00
Michael Wiederspeil	ENG 121-991; ENG 122-990 (+ tutoring)	1,175.00
*Sebastian Messina	<u>MAD 107-680</u>	<u>620.00</u>
		\$14,575.00

*Replacement for an ill instructor, effective 4/7/70.

Resignation

(a) Ed Bogard, MAD 107-680, effective April 7, 1980, and to receive a total salary of \$720.00 in lieu of \$1,225.00 previously authorized.

After discussion, the motion was unanimously carried.

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:

Non-academic Appointments

- (a) Carmen Y. Gonzalez as Administrative Aide II--Bilingual in the Division of Continuing Education (budget code 5000-130) at the salary rate of \$8,189.00 for the year July 1, 1979 through June 30, 1980, pro-rated to \$1,863.20 based on the effective starting date of April 9, 1980. (Replacement)
- (b) Ann V. Kilduff as Messenger in the Department of Printing, Publications & Mail Services (budget code 1800-130) at the salary rate of \$7,279.00 for the year July 1, 1979 through June 30, 1980, pro-rated to \$1,544.37 based on the effective starting date of April 14, 1980. (Replacement)

Non-academic Change of Status

- (a) Maurice Cooley, from Messenger in the Department of Printing, Publications & Mail Services (budget code 1800-130) to Custodian II in the Building & Grounds Department (budget code 7320-160) at the adjusted salary from \$7,983.00 to \$10,461.00, pro-rated to \$2,219.48 based on the effective starting date of April 14, 1980.

Non-academic Temporary Personnel

- (a) Diane M. Lyons at the rate of \$3.10 per hour. (E.O.F. Tutor)

Non-academic Leave of Absence

- (a) Raymond Sloat, Mechanic I in the Maintenance Department, be granted an unpaid leave of absence for the period April 2, 1980 to June 2, 1980, pursuant to the Teamsters Local 11 Agreement leave of absence provision.

Non-academic Resignations

- (a) Alice Bennevich, Administrative Aide I in the Public Relations Department, effective April 25, 1980.
- (b) Patricia J. Stewart, Administrative Aide III in the Police Department, effective April 30, 1980.

Grants Personnel

- (a) Lansing J. Davis as Project Coordinator/Project CAPS in the Division of Community Education (budget code 33-3112) for the period April 7, 1980 to September 30, 1980, at the salary of \$16,500.00, pro-rated to \$7,065.47 based on the effective starting date of April 28, 1980.
- (b) Doris C. Jones as Career Assessment Trainer/Project CAPS in the Division of Community Education (budget code 33-3112) for the period April 7, 1980 to September 30, 1980, at the salary of \$13,000.00, pro-rated to \$6,317.00 based on the effective starting date of April 7, 1980.
- (c) Thomas H. Mack as Teacher Aide/Project CAPS in the Division of Community Education (budget code 33-3112) for the period April 7, 1980 to September 30, 1980, at the salary of \$8,411.00, pro-rated to \$3,919.74 based on the effective starting date of April 14, 1980.
- (d) Mary Pawlakos as Teacher Aide/Project CAPS in the Division of Community Education (budget code 33-3112) for the period April 7, 1980 to September 30, 1980, at the salary of \$8,411.00, pro-rated to \$3,919.74 based on the effective starting date of April 14, 1980.
- (e) Mary S. Reilly as Administrative Aide I/CETA Machine and Tool Operator Program in the Division of Community Education (budget code 33-3113) for the period April 16, 1980 to September 30, 1980, at the rate of \$4.50 per hour for six hours per week, for a total amount not to exceed \$675.00.

Resignation

- (a) Sandra L. Swann, Human Relations Teacher in the Division of Community Education, effective March 6, 1980.

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Dr. Carney, that pursuant to the Labor agreement between the Board of Trustees and Local 1940 AFT (AFL-CIO) Article IX F, the following adjusted student overload payments be approved for Fall 1979 semester:

<u>Name</u>	<u>Department</u>	<u>Salary</u>	<u>Rate</u>	<u>Student Overload</u>	<u>Overload Compensa.</u>
Charles Tornatore	Accounting	\$21,276	\$17.73*	4	\$195.03

*Weekly rate (11 actual teaching weeks)

After discussion, the motion was unanimously carried.

4/15/80

Mrs. Czaya moved, seconded by Dr. Carney, that pursuant to the labor agreement between the Board of Trustees and Local 1940 AFT (AFL-CIO) Article IX E, the following adjusted contact hour overload payments be approved for the 1980 Spring semester:

<u>Name</u>	<u>Department</u>	<u>Total</u>		<u>Base Salary</u>	<u>Overload Payment</u>
		<u>Spring 1980</u>	<u>Contact Overload</u>		
Margarete Driver	Modern Language	1	1	\$24,480	\$815.18
Vivian Lipcon	Biology	1	1	\$19,006	\$632.90

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Dr. Carney, that Dr. Rose M. Channing be reappointed President of Middlesex County College for the period May 1, 1980 through June 30, 1980, at the annual salary rate of \$42,500, plus the use of the residence at 105 Hof Road on the College campus, and the use of an automobile. After discussion, the motion was unanimously carried.

Explanatory Note:

Mr. Walsh commented that the above resolution was necessary because the Board did not do its "homework". Therefore, an extension of the President's contract for two months is needed.

Mrs. Czaya moved, seconded by Dr. Carney, that John Jaszak be appointed as Tennis Court Supervisor on a part-time basis for the period May 1, 1980 to September 1, 1980, at the rate of \$3.25 per hour, for a total amount not to exceed \$1,800.00 for the period.

(Explanatory Note: Mr. Jaszak will work on weekends only from May 1, 1980 to June 1, 1980.)

After discussion, the motion was unanimously carried.

Mrs. Czaya moved, seconded by Dr. Carney, that Stella Malkin be appointed as Coordinator, Special Parent Aide Network (SPAN) Project (budget code 33-3132) for the period April 1, 1980 to March 31, 1981, at the rate of \$15,914.00 for the period. 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 (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 operation of a Warehouse Supervisor Training Program pursuant to an agreement with the Department of Labor and Industry, Bureau of Manpower Training Programs for the period commencing January 1, 1980 and concluding May 1, 1980; and

WHEREAS, a proposal has been submitted by the College administration and agreed to by the State in the amount of \$1,603.00; 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 the Warehouse Supervisor Training Program 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 Warehouse Supervisor Training Program as submitted by the administration of Middlesex County College to the State of New Jersey for the period January 1, 1980 through May 1, 1980 in the amount of \$1,603.00.
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) have entered 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 IIB programs from the period commencing September 3, 1979 through September 30, 1980; and

WHEREAS, a proposal to amend the Academic Support portion of the said contract by adding a Career Assessment Component has been submitted by the College Administration and agreed to by the Prime Sponsor in the total contract amount of \$126,326 thereby altering the comprehensive contract cost from \$379,987 to \$506,313; and

WHEREAS, the Board has determined that the inclusion of a Career Assessment Component within the subject contract is consistent with the philosophy and the purpose of the College; 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;

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board approves the acceptance of an amendment to the subject contract to provide for the addition of a Career Assessment Component within the Academic Support portion of the contract resulting in a contract cost increase of \$126,326 as follows:

	<u>Original Contract Cost</u>	<u>Amended Contract Cost</u>
Secretarial Program	\$ 68,510	\$ 68,510
Accounts Clerk Program	81,695	81,695
Machine Operator Program	94,044	94,044
Materials Management Program	87,192	87,192
Academic Support	<u>48,546</u>	<u>174,872</u>
TOTAL	\$379,987	\$506,313

2. The Board ratifies the execution of such an amendment by the President of Middlesex County College and the County of Middlesex.

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 the "Board") and the County of Middlesex (hereinafter referred to as the "Prime Sponsor") intend to enter into a contract for the operation of a program entitled Clerical Upgrade for P. S. E. Participants pursuant to the agreement between the Prime Sponsor and the United States Department of Labor, Manpower Administration, and pursuant to the Comprehensive Employment Training Act of 1973 as amended for the period commencing May 1, 1980 and concluding April 30, 1981; and

WHEREAS, a proposal entitled Clerical Upgrade for P. S. E. Participants has been submitted by the College administration and agreed to by the Prime Sponsor in the amount of \$125, 592; 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 of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a Clerical Upgrade for P. S. E. Participants Program 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 program entitled Clerical Upgrade for P. S. E. Participants pursuant to the provisions of the Comprehensive Employment Training Act of 1973 as amended, as submitted by the administration of Middlesex County College to the County of Middlesex for the period May 1, 1980 through April 30, 1981 in the total amount of \$125, 592.00.
2. The Board authorized the President and/or her designee and the Assistant Secretary to execute the contract.

After discussion, the motion was unanimously carried.

Mr. Dalto moved, seconded by Mr. Meszaros, that a certificate program in Surveying Technology in the Division of Continuing Education be authorized, subject to the review procedures of the New Jersey Department of Higher Education. After discussion, the motion was unanimously carried.

The Education Committee Report for the month of March 1980, was noted. (Copy attached to the Minutes.)

STUDENT AND ALUMNI AFFAIRS COMMITTEE

Dr. Carney moved, seconded by Mrs. Czaya, for adoption of the following resolution:

WHEREAS, the Middlesex County College Wrestling Team completed its athletic season with great distinction, finishing first in the National Junior College Athletic Association Mid-Atlantic District Tournament for the third year in a row; and

WHEREAS, team members Lou Schuckman, Keith Byard, Chris Curtis, Jim Schanck, Mark Plasse, Brad Anderson, Mike Doyle, Mike Fenchock, Rich Monticchio, Dennis Mills, Gary Hughes and Jon Kardashian distinguished themselves by their abilities and sportsmanlike conduct during the course of the season; and

WHEREAS, team member Brad Anderson was named the Outstanding Wrestler in the Roadrunner Invitational and Mid-Atlantic District Tournament;

NOW, THEREFORE, BE IT RESOLVED That the Board of Trustees of Middlesex County College commends the accomplishments of the College's Wrestling Team and the honor they have brought to the College; and

BE IT FURTHER RESOLVED That the Board extends its congratulations to Coaches John Sacchi and Greg DeMarco for their dedication and inspirational leadership.

After discussion, the motion was unanimously carried.

Dr. Carney moved, seconded by Mrs. Czaya, for adoption of the following resolution:

WHEREAS, the Board of Trustees had approved on April 16, 1974, a policy governing the sale and consumption of alcoholic beverages on campus by student chartered organizations of Middlesex County College (code 6.0301), and

WHEREAS, said policy incorporates specific provisions governing representation and verification of the age of individuals in attendance (Article II, A1), limitations on the number and affiliation of approved guests (Article II, A2 and A4), and the locations approved for the distribution of alcoholic beverages (Article II, D5), and

WHEREAS, the College Center Programming Board, a chartered student organization of Middlesex County College, has developed for the purpose of bringing the college community together in an informal atmosphere, a special "All-College Weekend" activity program including a picnic at which fermented malt liquor will be dispensed, and

WHEREAS, the complete program and activities planned by the College Center Programming Board and scheduled for the "All-College Weekend" have been reviewed and approved by the appropriate administrative officials and the President of the College,

NOW, THEREFORE, BE IT RESOLVED That the following provisions of the policy governing the sale and consumption of alcoholic beverages on campus by student chartered organizations of Middlesex County College (code 6.0301) be waived for the "All-College Weekend" picnic scheduled for Sunday, May 11, 1980, (rain date: Sunday, May 18, 1980):

1. Article II, A1: Representation as to age of individuals-- only as to those obviously over 19 years of age, desiring admittance to any social event where alcoholic beverages are dispensed;
2. Article II, A2: Limitation on the number of guests each Middlesex County College student is permitted to bring;
3. Article II, A4: Limitation on admission of minors not affiliated with the College;
4. Article II, D5: Limitation on the areas where alcoholic beverages can be served to the Main Dining Room, Bunker Lounge, the Corral Restaurant, and the West Outside Patio (#207) located in the College Center; and

BE IT FURTHER RESOLVED That the College Center Programming Board be permitted to dispense fermented malt liquor on the roadway on the west side of the College Center, and to exercise discretion and flexibility both in determining that individuals requesting service are of proper legal age, and in determining the total number and affiliation of individuals Middlesex County College students will be permitted to bring as guests to the "All-College Weekend" picnic.

After discussion, the motion was unanimously carried.

Dr. Carney moved, seconded by Mrs. Czaya, for adoption of the following resolution:

WHEREAS, the Board of Trustees adopted on April 16, 1974, rules and regulations governing the consumption and dispensing of alcoholic beverages at campus social events; and

WHEREAS, recently enacted legislation in the State of New Jersey raised the legal drinking age to 19 years;

NOW, THEREFORE, BE IT RESOLVED That the previously adopted rules and regulations be amended to conform to that enacted legislation as follows:

Article I - Definition of Terms:

Section A:

5. Minor: For purposes of this policy, any individual who has not attained the age of 19 years, except anyone attaining the age of 18 years prior to January 2, 1980, shall not be deemed a minor. (See P.L. 1979, Chapter 260).

(Explanatory Note: Consideration is being given to other changes which would be recommended to go into effect Fall 1980, when an estimated majority of the freshman class would be under age; those policy recommendations will be forthcoming.)

After discussion, the motion was unanimously carried.

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

WHEREAS, the Board of Trustees has approved on April 16, 1974, a policy governing the sale and consumption of alcoholic beverages on campus by student chartered organizations of Middlesex County College (Code 6.0301); and

WHEREAS, said policy incorporates a specific provision governing representation and verification of the age of individuals in attendance (Article II, AI); and

WHEREAS, the Continuing Education Divisional Council plans to sponsor for part-time students a spring party at which fermented malt liquor and wine will be dispensed; and

WHEREAS, the event has been reviewed and approved by the appropriate administrative officials and the President of the College,

NOW, THEREFORE, BE IT RESOLVED That the following provision of the policy governing the sale and consumption of alcoholic beverages on campus by student chartered organizations of Middlesex County College (Code 6.0301) be waived for the Continuing Education Divisional Council spring party scheduled for Wednesday, April 23, 1980:

Article II, A1: Representation as to age of individuals-- only as to those obviously over 19 years of age, desiring admittance to any social event where alcoholic beverages are dispensed; and

BE IT FURTHER RESOLVED That the Continuing Education Divisional Council be permitted to exercise discretion and flexibility in determining that individuals requesting service are of proper legal age.

After discussion, the motion was unanimously carried.

EMPLOYEE RELATIONS COMMITTEE

Mr. Dalto moved, seconded by Mrs. Czaya, that a payment of \$1,402.50 for 16.50 hours of legal services rendered during the month of December 1979 at the rate of \$85.00 per hour as detailed on voucher dated February 26, 1980, be paid to the firm of Jackson, Lewis, Schnitzler and Krupman, said amount being in excess of the hours provided for that month by the retainer agreement between this Board and that firm. After discussion, the motion was unanimously carried.

FINANCE COMMITTEE

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

WHEREAS, the College requires that a nonrefundable \$50.00 reservation fee be paid by students admitted to fulltime study; and

WHEREAS, when paid in advance, this deposit may create a financial hardship for a number of economically disadvantaged and low-income students and their families; and

WHEREAS, said students are eligible for Basic Educational Opportunity Grants (BEOG) which would cover the costs of tuition and fees; and

WHEREAS, the Director of Financial Aid can evaluate BEOG applications and estimate eligibility,

4/15/80

NOW, THEREFORE, BE IT RESOLVED That such students may have advance payment of the reservation fee deferred under the following conditions:

1. That a request in writing to have payment of the fee deferred for reason of financial hardship be prepared by the student.
2. That all required financial aid documentation be completed for review and submission by the Director of Financial Aid.
3. That the Director of Financial Aid determines the student is fully eligible for BEOG and forwards the application to the appropriate agency.
4. That the student provides written acknowledgment stating that he accepts liability for the nonrefundable fee.

After discussion, the motion was unanimously carried.

Mr. Walsh moved, seconded by Mr. Meszaros, that the student service fee schedule approved by the Board of Trustees on February 19, 1980, to commence with the summer session (June 9, 1980) be postponed to the Fall 1980 semester (September 1, 1980). After discussion, the motion was unanimously carried.

Mr. Walsh reviewed the standard financial reports for the month of March 1980--Cash Summary for the Month of March, 1980; Statement of Current Operating Income for the Nine Month Period Ended March 31, 1980; and Summary of Financial Report for the Nine Month Period Ended March 31, 1980. (Copies filed with Papers Supporting the Minutes.)

REPORT OF THE PRESIDENT

Dr. Channing highlighted the "Report of the President, March 19 - April 15, 1980" (copy attached to the Minutes.) She stated that greatest effort this month focused on work toward trying to get restoration of the FY'81 budget allocation from the State.

The College is actively engaged in International Education. MCC will cosponsor a conference on campus April 30, May 1-2, 1980, INTERED '80, an International Education Leadership Conference - Business, Government and Academic Resources, which has been spearheaded by Virgil Blanco. Some very prestigious people will be involved.

The College has been selected as one of five colleges on the East Coast to host three College Presidents from Taiwan on April 17 and 18, 1980. Their expenses will be paid by their Government. They are interested in touring the MCC campus. Trustees were extended an invitation to lunch with the visiting dignitaries on Thursday at noon in the Corral Restaurant. On Friday the President will host a luncheon at her residence just prior to their leaving for the airport.

REPORT OF COUNSEL

No report

...

The next meeting of the Board of Trustees will be held on Tuesday, May 20, 1980, at 8 p.m. in the Board room, Academic Services Building. There being no further business, the meeting was adjourned at 9:05 p.m.

MARY D. CZAYA
Secretary

[Faint, illegible text]

THIS PAGE NOT USED!

[Faint, illegible text]

MIDDLESEX COUNTY COLLEGE
DIVISION OF COMMUNITY EDUCATION
Edison, New Jersey 08817

BOARD PAYROLL

APRIL 1980

COMMUNITY EDUCATION

<u>Course</u>	<u>Name</u>	<u>Salary</u>
Mime: Exercise and Techniques	Barker, David	\$224.00
Effective Time Management Motivation for Managers	Berman, Estelle	210.00
Celebration of Achievement	Brook, Avery	200.00
International Transportation	Dreyfoos, Charles	112.00
English Writing Skills (Union Carbide)	Earley, Kathy	473.40
Leadership	Fredericks, John	90.00
EMT Credit	Kleinelp, William	710.00
Overcoming Shyness	Molinari, Josephine	75.00
Word Processing/Automated Typewriters	<u>Pam, Carol</u>	331.38
Handheld Calculator Basic Math	Popel, George	946.80
Finding Your Management Potential	Robinson, Adriene Moore	28.00
Dynamics of First Line Management	Schwartz, Lila	168.00
Introduction to Piano Playing	Scott, Mary Lou	224.00
Comic Art	<u>Solwar, Christopher</u>	180.00
Decision Making/Problem Solving	Stern, Beverly	90.00
Writing for Money	Toomey, Jeanne	126.00
Celebration of Achievement	Tull, Eric	200.00

L SKILLS - Jamesburg

Career Orientation Workshop Instructors

Bates, Eleanor	94.68
Beyer, David	47.34
Colo, August	47.34
Cullen, Marge	23.67
Dallah, Gibson	30.00
Elan, Irving	23.67
Helman, Sandford	47.34
Henkin, Ellen	32.00
Holmes, Doris	94.68
Kiesewetter, Carl	47.34
Kulp, Eric	47.34
Murray, John	47.34
Sadowska, Anna	47.34
Schultz, Frank	47.34
Smith, Robert	23.67
Taylor, Clarence	23.67
Vastano, Joseph	47.34

Community Education
Page 4
April Board Payroll

Budget Sources:

Community Education	\$4388.58
SPAN (Special Parent Aide Network)	40.00
Adelante	162.00
OSHA (Occupational Safety & Health Administration)	1984.00
DMR (Mental Retardation Training)	400.00
CETA Customized Training	300.00
Urban League	1745.10
Life Skills (Jamesburg)	772.10
Total	\$ 9791.78

MIDDLESEX COUNTY COLLEGE

MEMORANDUM

April 15, 1980

TO: Board of Trustees

FROM: Rose M. Channing, President *Rose M. Channing*

SUBJECT: Report of the President - March 19 - April 15, 1980

Activities related to the fiscal 1981 budget proposals for State aid were continued and intensified. Three open forums were conducted for the College community, March 20 for faculty and at 10:30 a.m. and 2:00 p.m. on March 21 for all other staff. A presentation was made to inform personnel about the reduced budget being considered by the Joint Appropriations Committee and its implications for our College. Questions were raised and comments made.

Two actions have been initiated at the College. A task force on Internal Operations, chaired by Jerome Shindelman, was appointed with the purpose of reviewing personnel resource utilization relative to efficient operation and internal operating procedures. Also, College personnel are being encouraged to participate fully in our efforts through a mechanism where suggestions from individuals are being solicited and an award of \$25.00 will be made each month for the best usable suggestions for effecting an economy in operation.

I participated in the following additional activities: represented the community college sector at a forum on the State budget sponsored by the Council of N.J. State College Locals/AFT AFL-CIO Advisory Commission on Higher Education, and Rutgers University Chapters AAUP in New Brunswick on March 22; represented the community college sector at a press conference on the budget sponsored by Rutgers University and Chancellor Hollander at Rutgers, Newark, on March 24. I attended the Joint Appropriations Committee hearing in Trenton on March 25.

I worked with the College AFT committee to initiate a letter writing campaign to legislators, supplying information and a sample letter. Personal letters were sent by me to each member of the Joint Appropriations Committee. A telephone interview was held with Senator Dwyer and a personal visit was made to Senator L. Weiss to discuss the critical financial situation.

I attended two meetings of the N.J. Association of County College Presidents and a meeting of the Council of County Colleges. Meetings were also attended of committees on which I serve as a member of the Council including the Curriculum Coordinating Committee, HPEAC, and the Commission on Educational Accountability.

We hosted a visit of the new E.O.F. Director, Dr. Jemott, to discuss our participation in this program. A new TNT reporter visited the campus. I represented the College at the Inauguration of Dr. Saul Fenster as President of N.J.I.T. on Sunday, April 13, attended the annual dinner meeting of the Middlesex General Hospital and the annual meeting of the American Association of Community and Junior Colleges in San Francisco on March 30-April 2, 1980.

The College National Honor Society, Phi Theta Kappa, inducted approximately 90 members on March 27. I was the guest speaker and was given a plaque with honorary membership. I also gave greetings at a law seminar sponsored by the Society. I attended Advisory Committee luncheons of the Radiologic Technology and Dental Assisting departments and a luncheon of the Cooperative Education and Computer Science departments.

(9179A)

RECEIVED
MAY 16 1980
DEAN OF BUSINESS
DIVISION

