

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of April 18, 2012

The scheduled meeting of the Board of Trustees of Middlesex County College was held at 9:00 a.m. in the Boardroom of Chambers Hall, located on the College campus. Members present were: Mmes. Palumbo and Power and Messrs. Antisell, Finkelstein, Lisicki, Oras, Raja, Sica, and Stewart. Ms. Manzoor, Messrs. Mulkerin and Tighe were absent. Also present were President La Perla-Morales, Freeholder Tomaro, Mr. Hoffman, and Ms. D'Aloisio and several staff members.

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 14, 2011, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On November 14, 2011, advance written notice of this meeting was mailed to The Home News Tribune, 35 Kennedy Boulevard, East Brunswick, New Jersey and The Star Ledger, 205 New Brunswick Avenue, Second Floor, Hopelawn, New Jersey.
- (c) On November 14, 2011, a copy of the advance notice of this meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On November 14, 2011, 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.

Chairman Power led the Pledge of Allegiance, and welcomed Mr. Robert Oras to the Board of Trustees.

Ms. Palumbo presented the recommendation of the Nominating Committee of Mr. Robert Sica for the office of Secretary. Mr. Finkelstein moved, seconded by Mr. Lisicki, that Mr. Robert Sica be elected for the office of Secretary. After discussion, the motion was unanimously approved.

Chairman Power appointed Mr. Antisell Chair of the Facilities Committee; Mr. Lisicki to the Facilities Committee, and Mr. Oras to the Academic, Student, Alumni and Minority Affairs Committee.

Mr. Raja moved, seconded by Mr. Sica, that the regular meeting minutes of March 14, 2012, be adopted as presented. After discussion, the motion was approved.

CORRESPONDENCE

Correspondence this month included a letter from DMR Architects informing us that our Crabiel Hall building was featured in two publications; a letter of appreciation from NJ Science Olympiad thanking us for hosting their event; and a letter of commendation from Governor Christie for providing free dental care to children through our “Give a Kid a Smile!” program.

ACADEMIC, STUDENT, ALUMNI AND MINORITY AFFAIRS COMMITTEE

Mr. Raja moved, seconded by Mr. Sica, for adoption of resolutions 1 through 5:

1. WHEREAS, a renewal application entitled MATHEMATICS AND SCIENCE PARTNERSHIP PROGRAM has been submitted by the College to the State of New Jersey, Department of Education (hereinafter referred to as the “State”) in the amount of \$710,399; and

WHEREAS, the State has approved the application entitled MATHEMATICS AND SCIENCE PARTNERSHIP PROGRAM as submitted by the College; and

WHEREAS, N.J.S.A. 18A:64A-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 State requires approval by the governing body of Middlesex County College for modifications to the grant budget; and

WHEREAS, the Board has determined that the operation of a project entitled, MATHEMATICS AND SCIENCE PARTNERSHIP PROGRAM is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves the renewal application for the project entitled, MATHEMATICS AND SCIENCE PARTNERSHIP PROGRAM as submitted by the College to the State of New Jersey, Department of Education for the period July 1, 2012 through June 30, 2013 in the total amount of \$710,310.
- b. The Board herein accepts the award of \$710,310 and authorizes the College President and/or her designee to implement the project.
- c. The Board approves the submission of budget modifications for the project, entitled, MATHEMATICS AND SCIENCE PARTNERSHIP.

2. WHEREAS, an application entitled PROJECT SPAN/HSAC has been submitted by the College to the Middlesex County Department of Human Services (hereinafter referred to as the "County") in the amount of \$16,715; and

WHEREAS, the County has approved the application entitled PROJECT SPAN/HSAC as submitted by the College; 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 of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled, PROJECT SPAN/HSAC is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves the application for the project entitled, PROJECT SPAN/HSAC as submitted by the College to the Middlesex County Department of Human Services for the period January 1, 2012 through December 31, 2012 in the total amount of \$16,715.
- b. The Board herein accepts the award of \$16,715 and authorizes the College President and/or her designee to implement the project.

3. WHEREAS, an application entitled CARTERET GED PROGRAM has been submitted by the College to the Middlesex County Department of Workforce Development (hereinafter referred to as the "County") in the amount of \$31,137; and

WHEREAS, the County has approved the application entitled CARTERET GED PROGRAM as submitted by the College; 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 of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled CARTERET GED PROGRAM, is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves the application for the project entitled, CARTERET GED PROGRAM as submitted by the College to the Middlesex County Department of Workforce Development for the period March 1, 2012 through June 30, 2012 in the total amount of \$31,137.
- b. The Board herein accepts the award of \$31,137 and authorizes the College President and/or her designee to implement the project.

4. WHEREAS, the Academic, Student, Alumni and Minority Affairs Committee of the Middlesex County College Board of Trustees met and after identifying the need and relevance, and upon recommendation of the College President, unanimously approved a new Certificate of Achievement in Microsoft Visual Studio.NET Programming.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the Certificate of Achievement in Microsoft Visual Studio.NET Programming.

5. WHEREAS, the Academic, Student, Alumni and Minority Affairs Committee of the Board of Trustees met and after identifying the need and relevance, and upon recommendation of the College President, unanimously approved an academic department name change from the Hotel, Restaurant, and Institution Management Department to the Hospitality, Culinary Arts, and Dietetics Department.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees approves the new department name of Hospitality, Culinary Arts, and Dietetics Department.

After discussion, the motion was approved.

FACILITIES COMMITTEE

Mr. Antisell moved, seconded by Mr. Raja, for adoption of resolutions 1a through 14:

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

a. ARCO Construction Group, Inc. for construction services for the Crabiel Hall (formerly West Hall) Building Replacement project in the amount of \$276,957.87.

Contract Amount	\$10,370,787.00
Previous Payments	10,093,829.13
Payment #20 - FINAL	<u>276,957.87</u>
Balance	<u>\$ 0.00</u>

b. L. R. Kimball for preparation of a comprehensive Master Plan as recommended by the Middle States Commission on Higher Education in the amount of \$60,044.51. (This includes \$4,144.51 charge for reimbursable expenses which is not part of the contract total.)

Contract Amount	\$152,000.00
Previous Payments	7,500.00
Payment #3	55,900.00
Reimbursable Expenses	<u>4,144.51</u>
Balance	<u>\$ 88,600.00</u>

c. CME Associates for Phase II engineering consulting services for the parking lot reconstruction portion of the Solar Photovoltaic project in the amount of \$12,800.00.

Contract Amount	\$128,000.00
Payment #1	<u>12,800.00</u>
Balance	<u>\$115,200.00</u>

- d. DMR Architects for Phase II professional services in conjunction with the Crabiel Hall (formerly West Hall) Building Replacement project in the amount of \$750.00.

Contract Amount	\$358,898.00
Previous Payments	352,898.00
Payment #13	<u>750.00</u>
Balance	<u>\$ 5,250.00</u>

- e. Stilo Excavating, Inc. for construction services in conjunction with the Parking Lot #2 and #6A Improvements project in the amount of \$78,966.00.

Contract Amount	\$1,821,383.50
Payment #1	78,966.00
Retainage	<u>8,774.00</u>
Balance	<u>\$1,742,417.50</u>

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

NOW, THEREFORE, BE IT RESOLVED, That the following contract under \$32,000 be authorized under the provisions of State Contracts currently in effect:

<u>STATE CONTRACT NUMBER</u>	<u>COMPANY</u>	<u>DESCRIPTION</u>	<u>AWARD</u>
62172	Library Interiors	Computer Workstations	\$27,136.43
59057	General Recreation	Outdoor Furniture	\$ 9,800.00

NOW, THEREFORE, BE IT RESOLVED, That the following contract over \$32,000 be authorized under the provisions of State Contracts currently in effect:

<u>STATE CONTRACT NUMBER</u>	<u>COMPANY</u>	<u>DESCRIPTION</u>	<u>AWARD</u>
75440	Dell Computer	Computer Hardware	\$330,667.45

3. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President of Finance and Administration an award be made to the following firm pursuant to a fair and open process:

a. Special Quote # 9805 for engineering architectural consulting services HVAC upgrades for College Center, Performing Arts Center, Instructional Resource Center and Physical Education Center for Phase III construction observation from a total of 22 responses received:

DLB Associates, Eatontown, NJ for the amount of \$10,500.00.

b. Special Quote # 9810 for architectural consulting services for Billy Johnson Façade Replacement for Phase III for construction observation from a total of 9 responses received:

Blackney Hayes Architects, Philadelphia, NJ for the amount of \$3,000.00.

c. Special Quote # 9842 for independent auditing services from a total of 3 responses received:

Ernst & Young LLP, Iselin, NJ for the amount of \$86,890.00.

d. Special Quote # 9853 engineering consulting services for Chambers Hall Emergency Generator Replacement for Phase I for construction documents from a total of 4 responses received:

Kelter & Gilligo Consulting Engineers, Princeton Junction, NJ for the amount of \$3,000.00.

e. Special Quote # 9881 for consulting services for Billy Johnson Hall Façade Replacement structural steel testing from a total of 3 responses received:

Atlantic Engineering Laboratories, Inc., Rahway, NJ for the not-to-exceed amount of \$5,500.00.

4. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration a bid award be made to the following firm(s):
- a. Bid # 708 for Billy Johnson Façade Replacement from a total of 3 responses received:  
Albert Garlatti Construction Co. Inc., Highland Park, NJ for the amount of \$753,000.00.
  - b. Bid # 709 for HVAC upgrades to College Center, Performing Arts Center, Instructional Resource Center & Physical Education Center from a total of 8 responses received:  
DeSesa Engineering Co., Livingston, NJ for the amount of \$921,000.00.
  - c. Bid # 710 computer supplies from a total of 3 responses received:  
Dell Computer Corporation, Round Rock, TX for the amount of \$9,889.18.  
E Plus Technology Inc., Newton, PA for the amount of \$3,673.50.  
CDW-Government, Vernon Hills, IL for the amount of \$115.12.
  - d. Bid # 711 audio visual supplies from a total of 6 responses received:  
Valiant, IMC, South Hackensack, NJ for the amount of \$9,124.13.  
Troxell Communications, Inc., Wayne, NJ for the amount of \$2,007.52.  
Tri-State Video Services, Valencia, PA for the amount of \$1,491.00.  
VSA Inc., Lincoln, NE for the amount of \$1,252.83.  
Total Video Products Inc., Mickleton, NJ for the amount of \$786.00.  
AVES Audio Visual Systems Inc., Sugar Land, TX for the amount of \$480.00.
  - e. Bid # 713 for parking lot lighting supplies from a total of 2 responses received:  
Monarch Electric Co. Inc., West Caldwell, NJ for the amount of \$123,810.75.  
Turtle & Hughes, Inc., Bridgewater, NJ for the amount of \$60,849.00.
5. WHEREAS, Middlesex County College has a need to purchase software and support as a Business Entity Disclosure Contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4; and

WHEREAS, the Director Purchasing and Inventory has determined and certified in writing that the value of the acquisition may exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is June 14, 2012 through June 13, 2013; and

WHEREAS, Synergis Engineering Design Solutions, Quakertown, PA, has submitted a proposal dated March 19, 2012 indicating they will provide software and support for the amount of \$35,951.70; and

WHEREAS, Synergis Engineering Design Solutions has completed and submitted a Business Entity Disclosure Certification which certifies that Synergis Engineering Design Solutions has not made any reportable contributions to a political or candidate committee in the State of New Jersey / County of Middlesex in the previous one year, and that the contract will prohibit Synergis Engineering Design Solutions from making any reportable contributions through the term of the contract,

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex County College authorizes the Administration to enter into a contract with Synergis Engineering Design Solutions.

6. WHEREAS, Middlesex County College has a need to retain a Licensed Site Remediation Professional as a Business Entity Disclosure Contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4; and

WHEREAS, the Director Purchasing and Inventory has determined and certified in writing that the value of the acquisition may exceed \$17,500.00; and

WHEREAS, contract amendment #11 changes the contract amount from \$95,398.00 to \$110,983.00; and

WHEREAS, the anticipated term of this contract is April 18, 2012 through December 31, 2012; and

WHEREAS, Kleinfelder East Inc., Hamilton, NJ has submitted a proposal dated April 11, 2012 indicating they will provide a Licensed Site Remediation Professional for the amount of \$15,585.00; and

WHEREAS, Kleinfelder East Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Kleinfelder East Inc. has not made any reportable contributions to a political or candidate committee in the State of New Jersey / County of Middlesex in the previous one year, and that the contract will prohibit Kleinfelder East Inc. from making any reportable contributions through the term of the contract,

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex County College authorizes the Administration to amend the contract with Kleinfelder East Inc.

7. WHEREAS, Middlesex County College has a need to purchase online services to manage the online course catalog as a Business Entity Disclosure Contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4; and

WHEREAS, the Director Purchasing and Inventory has determined and certified in writing that the value of the acquisition may exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is April 18, 2012 through June 30, 2012; and

WHEREAS, Markations, Langhorne, PA has submitted a proposal dated July 18, 2011 indicating they will provide online services for the not-to-exceed amount of \$12,000.00; and

WHEREAS, Markations has completed and submitted a Business Entity Disclosure Certification which certifies that Markations has not made any reportable contributions to a political or candidate committee in the State of New Jersey / County of Middlesex in the previous one year, and that the contract will prohibit Markations from making any reportable contributions through the term of the contract,

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex County College authorizes the Administration to enter into a contract with Markations.

8. WHEREAS, Middlesex County College has a need to acquire interim staffing services as a Business Entity Disclosure Contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4; and

WHEREAS, the Director Purchasing and Inventory has determined and certified in writing that the value of the acquisition may exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is July 1, 2012 through December 31, 2012; and

WHEREAS, Financial Aid Services, Inc., Atlanta, GA, has submitted a proposal dated April 10, 2012, indicating that it will provide interim staffing services for the not-to-exceed amount of \$88,000.00; and

WHEREAS, Financial Aid Services, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Financial Aid Services, Inc. has not made any reportable contributions to a political or candidate committee in the State of New Jersey / County of Middlesex in the previous one year, and that the contract will prohibit Financial Aid Services Inc. from making any reportable contributions through the term of the contract,

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex County College authorizes the Administration to enter into a contract with Financial Aid Services Inc. as described herein.

9. WHEREAS, Middlesex County College has a need to acquire remote processing support services as a Business Entity Disclosure Contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4; and

WHEREAS, the Director Purchasing and Inventory has determined and certified in writing that the value of the acquisition may exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is May 1, 2012 through May 31, 2013; and

WHEREAS, Financial Aid Services, Inc., Atlanta, GA, has submitted a proposal dated April 10, 2012, indicating that it will provide remote processing support services for the not-to-exceed amount of \$85,000.00; and

WHEREAS, Financial Aid Services, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Financial Aid Services, Inc. has not made any reportable contributions to a political or candidate committee in the State of New Jersey / County of Middlesex in the previous one year, and that the contract will prohibit Financial Aid Services Inc. from making any reportable contributions through the term of the contract,

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex County College authorizes the Administration to enter into a contract with Financial Aid Services Inc. as described herein.

10. WHEREAS, Middlesex County College has a need to acquire consulting services regarding Financial Aid packaging as a Business Entity Disclosure Contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4; and

WHEREAS, the Director Purchasing and Inventory has determined and certified in writing that the value of the acquisition may exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is April 18, 2012 through May 30, 2012; and

WHEREAS, Financial Aid Services, Inc., Atlanta, GA, has submitted a proposal dated April 10, 2012, indicating that it will provide consulting services regarding Financial Aid packaging for the not-to-exceed amount of \$5,400.00; and

WHEREAS, Financial Aid Services, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Financial Aid Services, Inc. has not made any reportable contributions to a political or candidate committee in the State of New Jersey / County of Middlesex in the previous one year, and that the contract will prohibit Financial Aid Services Inc. from making any reportable contributions through the term of the contract,

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex County College authorizes the Administration to enter into a contract with Financial Aid Services Inc. as described herein.

11. WHEREAS, N.J.S.A 18A:64A-25.10 authorized county colleges to establish and enter into a joint Purchasing Agreement; and

WHEREAS, The Board of Trustees on August 1999 authorized participation in the NJ County College Joint Purchasing Consortium; and,

WHEREAS, the Consortium currently requires the consistent supply of electric; and

WHEREAS, Middlesex County College has been requested to serve as the Lead Agency to solicit and receive bids on behalf of the Consortium.

NOW, THEREFORE BE IT RESOLVED That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration a bid award be made to the following firm(s):

a. Special Quote # 9857 Energy Agent Consulting Services for the NJ County College Joint Purchasing Consortium from a total of 4 responses received:

Dome-Tech, Inc., Edison, NJ for the 24 month period from June 2012 through the June 2014 meter read date in the amount of .0007 cents per kilowatt hour.

12. WHEREAS, N.J.S.A.18A:64A-25.10 authorizes county colleges to enter into joint purchasing agreements; and

WHEREAS, a cooperative pricing system has been established by the County of Somerset; and

WHEREAS, The Board finds that participation in the cooperative pricing system with the County of Somerset has the potential to affect savings in the provision and performance of goods and services;

NOW, THEREFORE, BE IT RESOLVED That Middlesex County College participates in the Somerset County Cooperative Pricing System and that the President of the College is hereby authorized to sign the Cooperative Pricing System agreement on behalf of Middlesex County College.

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

- a. Stilo Excavating Inc., for the addition of pole bases and trenching for site lighting along with the deletion of communication conduits in the net amount of (+) \$68,288.00.

Original Contract Amount	\$1,821,383.50
Change Order #1	<u>(+) 68,288.00</u>
New Contract Amount	<u>\$1,889,671.50</u>

14. WHEREAS, Middlesex County College requested and received bids for gym floor mats on Bid # 706; and  
WHEREAS, the College mistakenly disqualified the Covermaster Inc. response and awarded to BSN Sports Inc.,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees does hereby take the following action:

- a. Rescind the award of March 14, 2012 to BSN Sports Inc.
- b. Award Bid #706 gym floor mats to Covermaster Inc., Rexdale, CN for the amount of \$34,629.90.

After discussion, the motion was approved.

FINANCE COMMITTEE

Mr. Finkelstein moved, seconded by Mr. Raja, for adoption of the following resolution:

1. WHEREAS, The College offers a High School Scholars Program where high school students take college level credit courses; and

WHEREAS, The fee provides a portion of the revenue resources for the services rendered; and

WHEREAS, The President has recommended a \$25 increase in the fee charged per course,

NOW, THEREFORE, BE IT RESOLVED, That the High School Scholar Program fee per course be increased to \$125, to be implemented effective with the Fall 2012 semester.

After discussion, the motion was approved.

#### HUMAN RESOURCES COMMITTEE

Ms. Palumbo moved, seconded by Mr. Sica, for adoption of sections 1 through 7:

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

#### SECTION 1 – MANAGEMENT

##### MANAGEMENT APPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATES</u>
Stowe, Flora M.	Educational Opportunity Fund	Student Development Specialist	1-940000-9126-1-00	55,074	05/01/12-06/30/12

MANAGEMENT ADDITIONAL COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Dalina, Kevin	Intercollegiate Athletics	Men's Baseball Game 3/15/12	3-955000-9172-1-00	60

MANAGEMENT CHANGE OF STATUS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATES</u>
Banyacski, Mark	Administration	Director, Financial & Student Account Services	1-031000-9121-1-00	101,899	04/19/12

SECTION 2 - FACULTY

FACULTY COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Alfieri, Lucille	English	IX-M434	1-221000-9122-1-00	840.00
Altman, Jennifer	History & Social Sciences	IX-M426	1-223500-9300-1-00	1,594.95
Altruda, Elisabeth	English	IX-M411	1-221000-9122-1-00	270.00
Boccippio, Sally Ann	English	IX-M411	1-221000-9122-1-00	44.00
Goldberg, Donna	English	IX-M411	1-221000-9122-1-00	4.00
Hyman, Hillary	ESL/Languages & Cultures	IX-M427	1-222000-9122-1-00	127.00
Mento, Frank	School Relations	IX-M306	5-285002-9122-1-62	393.90
Shur, Ellen	English	IX-M411	1-221000-9122-1-00	164.00
Storm, Neil	ESL/Languages & Cultures	IX-M427	1-222000-9122-1-00	105.00
Strugala, Richard	English	IX-M411	1-221000-9122-1-00	68.00

SECTION 3 – CONFIDENTIALS – No Action

SECTION 4 – NON-ACADEMIC (UNIT AFFILIATED)

NON-ACADEMIC APPOINTMENTS

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<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATES</u>
Biundo, Joseph	Police	Probationary Police Officer	1-07000-9165-1-00	35,986	05/01/12-06/30/12
Papile, Steven	Police	Probationary Police Officer	1-07000-9165-1-00	35,986	05/01/12-06/30/12
Rangel, Silvina	Custodial Services	Custodian	1-72000-9160-1-00	26,240 + 1.00/hr shift differential	05/01/12-06/30/12

NON-ACADEMIC LEAVE OF ABSENCE

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Blegboh, Barbara	Custodial Services	Paid	03/23/12-03/27/12
Hilton, Margaret	Dental Auxiliaries	Paid	03/19/12-03/23/12
McKenna, Michael	Facilities Maintenance	Paid	05/04/12-08/23/12
Planko, Georgiana	English	Paid	03/29/12-04/25/12
Pugliese, Patricia	Visual, Performing & Media Arts	Paid	04/19/12-05/10/12
Reyes, Sadarmelis	Custodial Services	Paid	03/05/12-04/20/12

NON-ACADEMIC RETIREMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>SEPARATION DATE</u>
Swalagin, Kathleen	Counseling & Career Services	1-113000-9130-1-00	04/30/12

WHEREAS, **Kathleen Swalagin** has faithfully served Middlesex County College from October 7, 1996 to April 30, 2012 as a member of the Counseling and Career Services Department; and

WHEREAS, she has performed her duties and responsibilities capably and loyally,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of **Kathleen Swalagin** as of April 30, 2012, and

BE IT FURTHER RESOLVED that the Board recognized the significant contribution of Kathleen Swalagin for her years of service at Middlesex County College.

**SECTION 5 – NON-ACADEMIC (NON-UNIT AFFILIATED)**

**NON-ACADEMIC APPOINTMENT – PART TIME/TEMPORARY**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>HOURLY</u>	<u>DATES</u>
Arooj, Shanza	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Belizaire, Alexandra	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Biro, Kourtney	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Button, Divya	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Cyckowski, Daniel	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Esteban, Syra	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Fatima, Anam	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Franco, Raisa	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Garretson, Shari	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Guare, Nancy	Financial Aid	Office Assistant	1-117000-9141-1-00	12.50	04/01/12-06/30/12
Jambhekar, Gunawanti	Institutional Research	Administrative Assistant	1-560000-9150-1-00	20.09	04/11/12-06/29/12
Japheth, Precious	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Jones, Sandra	Financial Aid	Office Assistant	1-117000-9150-1-00	13.00	04/05/12-06/30/12
Khambhati, Kunjan	Tutoring	Tutor	1-651000-9150-1-00	10.00	04/02/12-06/30/12
Ortiz, Krystalie	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Owens, Latisha	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Pelc, Matthew	Warehouse	Warehouse Helper	1-760000-9141-1-00	10.25	07/01/11-06/30/12
Qua, Arielle	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Rivera, Carlos	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Rockwell, Scott	Tutoring	Peer Tutor	1-651000-9141-1-00	8.00	04/02/12-06/30/12
Singh, Tanuja	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Sousa, Gilberto	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Tuday, Katelyn	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Vega, Cassandra	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Ventura, Dora	Financial Aid	Office Assistant	1-117000-9150-1-00	13.00	04/01/12-06/30/12

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Vo, Susan	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12
Youngman, Timothy	Admissions	Student Ambassador	1-111000-9141-1-00	10.00	03/19/12-06/30/12

**SECTION 6 – SPONSORED AND SPECIAL PROJECTS**

**SPONSORED AND SPECIAL PROJECTS PART TIME APPOINTMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>HOURLY</u>	<u>DATES</u>
Eger, Kristine	Child Care	Child Care Assistant I	5-544012-9150-1-42	10.00	03/19/12-06/30/12
Ghosh, Phalguni	Natural Sciences	Biotech Lab Assistant	5-218500-9147-1-62	12.00	04/01/12-05/31/12
Tarrats-Cordero, Kariluan	Child Care	Child Care Assistant II	5-544012-9150-1-42	8.00	03/19/12-06/30/12

**SECTION 7 – PAYROLLS**

**HUMAN RESOURCES DEPARTMENT**

**ACADEMIC ADVISING**

BE IT RESOLVED that the following payroll for Academic Advising be approved for the pay period ending April 5, 2012 beginning with the name **Balabkins, Xenia** and ending with the name **Tillotson, Lucia** for a total amount of \$8,935.50 (budget code 1-195000-9155-1-00):

<u>NAME</u>	<u>AMOUNT</u>
Balabkins, Xenia	63.00
Bogner, Barbara	63.00
Buscemi, Elaine	2,131.50
Christensen, Erin	84.00
Dingle, Donna	1,123.50
Ganpat, Asha	1,617.00
Gerow, Trace	31.50
Graber, Patricia	1,932.00
Kanwal, Virender	157.50

Nagarajan-Iyer, Lakshmi	63.00
Olson, Jerome	84.00
Rehbein, Edith	819.00
Samelson, Martin	73.50
Strugala, Richard	63.00
Swan, Darren	241.50
Swan, Evan	304.50
Tillotson, Lucia	<u>84.00</u>
<b>TOTAL</b>	<b>8,935.50</b>

DIVISION OF CORPORATE & COMMUNITY EDUCATION

(a) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Corporate and Community Education and are entitled to payment from the Division of Corporate and Community Education accounts for April, 2012 be approved for the indicated amounts listed below beginning with the name Chen, Christine and ending with the name Witherly, Rita for the total amount of \$ 15,360.00 (budget code 1-520000-9116-1-00):

THE INSTITUTE

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Chen, Christine	11-12:751	320.00
Kirbos, Steve	11-12:758	4,320.00
Koscinski, Cornelia	11-12:665	400.00
Koscinski, Cornelia	11-12:666	400.00
Ruggeri, Adriana	11-12:734	520.00
Ruggeri, Adriana	11-12:738	440.00
Ruggeri, Adriana	11-12:750	520.00
Sadarangani, Komal	11-12:673	660.00
Sadarangani, Komal	11-12:674	880.00
Sclafani, Rosanne	11-12:736	600.00
Spaziano, Anthony	11-12:521	2,700.00
Witherly, Rita	11-12:717	1,800.00
Witherly, Rita	11-12:718	<u>1,800.00</u>
	<b>TOTAL</b>	<b>15,360.00</b>

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- (b) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Corporate and Community Education and are entitled to payment from the Division of Corporate and Community Education accounts for April, 2012 be approved for the indicated amounts listed below beginning with the name Abramov, Gennadiy and ending with the name Watler, Charlene for the total amount of \$34,537.00 (budget code 1-510000-9116-00):

PROFESSIONAL AND COMMUNITY PROGRAMS

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Abramov, Gennadiy	11-12: 541	315.00
Abramov, Gennadiy	11-12: 541	105.00
Abramov, Gennadiy	11-12: 541	210.00
Abramov, Gennadiy	11-12: 541	210.00
Azzarello, Michael	11-12: 186	560.00
Azzarello, Michael	11-12: 650	120.00
Azzarello, Michael	11-12: 650	120.00
Berse, Alissa	11-12: 782	140.00
Cox, Kyllene	11-12: 646	630.00
Fabiano, Philip	11-12: 558	600.00
Faucera, Allen	11-12: 559	524.00
Fitzpatrick, Nickasee	11-12: 560	525.00
Fitzpatrick, Nickasee	11-12: 560	525.00
Fitzpatrick, Nickasee	11-12: 560	525.00
Fragoso, Lori	11-12: 561	315.00
Frank, Barry	11-12: 562	795.00
Frank, Barry	11-12: 562	795.00
Frank, Barry	11-12: 562	795.00
Freiburg, Dana	11-12: 563	210.00
Harding, Iona	11-12: 566	210.00
Horne, Beverly	11-12: 572	210.00
Hye, Suzanne	11-12: 573	90.00
Hye, Suzanne	11-12: 573	90.00
Hye, Suzanne	11-12: 573	90.00
Jayakumar, Shyam	11-12: 574	180.00
Jayakumar, Shyam	11-12: 574	180.00
Jayakumar, Shyam	11-12: 574	360.00

Jayakumar, Shyam	11-12: 574	180.00
Kaiserman, Melanie	11-12: 576	900.00
Laska, David	11-12: 578	240.00
Leary, Kimberly	11-12: 226	450.00
Macik, Sharon	11-12: 582	1,260.00
Macik, Sharon	11-12: 229	1,260.00
Maffucci, Phyllis	11-12: 583	300.00
Mahar, Patricia	11-12: 584	210.00
Miller, Michael	11-12: 589	222.00
Miller, Michael	11-12: 647	222.00
Miller, Michael	11-12:647	333.00
Miller, Michael	11-12:647	222.00
Miller, Michael	11-12: 647	444.00
Miller, Michael	11-12: 589	222.00
Molloy, William	11-12: 591	210.00
Nicholas, William	11-12: 593	210.00
Nicholas, William	11-12: 593	210.00
Parker, Bruce	11-12: 595	90.00
Partesi, Mildred	11-12: 596	210.00
Patel, Anjana	11-12: 597	1,050.00
Petrosini, Daniel	11-12: 602	600.00
Pucillo, Agnes	11-12: 604	1,260.00
Pucillo, Agnes	11-12: 604	280.00
Pucillo, Agnes	11-12: 604	280.00
Pucillo, Agnes	11-12: 604	2,100.00
Raji, Karen	11-12: 182	270.00
Raji, Karen	11-12: 182	40.00
Rapolla, Nancy	11-12: 607	840.00
Reinhold, Paul	11-12: 609	387.00
Reinhold, Paul	11-12: 609	516.00
Sarnouski, Darlene	11-12:612	656.00
Sasso, William	11-12: 613	390.00
Sasso, William	11-12: 613	390.00
Sasso, William	11-12: 613	195.00
Sasso, William	11-12: 613	195.00

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Schwartz, Stuart	11-12: 616	3,944.00
Shah, Raship	11-12: 617	210.00
Shah, Raship	11-12: 617	210.00
Shah, Raship	11-12: 617	210.00
Shimpan, Frank	11-12: 618	315.00
Shipman, Frank	11-12: 618	315.00
Vargas, Maria	11-12: 632	1,260.00
Wallace, Regina	11-12: 181	450.00
Wallace, Regina	11-12: 181	450.00
Watler, Charlene	11-12: 284	300.00
Watler, Charlene	11-12: 636	300.00
Watler, Charlene	11-12: 636	300.00
	<b>TOTAL</b>	<u>34,537.00</u>

- (c) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Corporate and Community Education and are entitled to payment from the Division of Corporate and Community Education accounts for April, 2012 be approved for the indicated amounts listed below beginning with the name **Banks, Christine** and ending with the name **Bottega, Richard** for the total amount of \$945.00 (budget code 1-511000-9116-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (CULINARY PROGRAM)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Banks, Christine	11-12: 543	105.00
Bottega, Richard	11-12: 546	120.00
Bottega, Richard	11-12: 546	120.00
Bottega, Richard	11-12: 547	240.00
Bottega, Richard	11-12: 546	120.00
Bottega, Richard	11-12: 546	120.00
Bottega, Richard	11-12: 546	<u>120.00</u>
	<b>TOTAL</b>	945.00

- (d) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Corporate and Community Education and are entitled to payment from the Division of Corporate and Community Education accounts for April, 2012 be approved for the indicated amounts listed below beginning with the name **Essanason, Laura** and ending with the name **Porbeni, Anita** for the total amount of \$600.00 (budget code 5-510004-9150-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (AH GRANT SUPPORT STAFF)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Essanason, Laura	11-12: 780	210.00
Porbeni, Anita	11-12: 779	240.00
Porbeni, Anita	11-12: 779	<u>150.00</u>
	<b>TOTAL</b>	<b>600.00</b>

(e) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Corporate and Community Education and are entitled to payment from the Division of Corporate and Community Education accounts for April, 2012 be approved for the indicated amounts listed below beginning with the name **Cox, Kyllene** and ending with the name **Porbeni, Anita** for the total amount of \$4,855.00 (budget code 5-510005-9330-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (AH GRANT INSTRUCTIONAL STAFF)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Cox, Kyllene	11-12: 785	525.00
Esannason, Laura	11-12: 780	2,730.00
Esannason, Laura	11-12: 335	400.00
Porbeni, Anita	11-12: 779	<u>1,200.00</u>
	<b>TOTAL</b>	<b>4,855.00</b>

(f) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Career Training Center and are entitled to payment from the Division of Corporate and Community Education accounts for April, 2012 be approved for the indicated amounts listed below beginning with the name **Imgrund, Colleen** and ending with the name **Welsher, Joan** for the total amount of \$12,100.66 (budget code 5-520012-9116-1-33):

CAREER TRAINING CENTER

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Imgrund, Colleen	11-12: 743	1,430.67
Masterson, Robert	11-12: 745	3,116.66
Patel, Anjana	11-12: 746	3,208.33
Pullara, Charles	11-12: 786	2,250.00
Welsher, Joan	11-12: 748	<u>2,095.00</u>
	<b>TOTAL</b>	<b>12,100.66</b>

BE IT RESOLVED that the following personnel actions in the Department of Human Resources for Spring 2012 Adjunct Payroll be approved.

ADDITIONS

<u>NAME</u>	<u>COURSE(S)</u>	<u>SALARY</u>
Bernarducci, James	ENG 122-IN, ENG 121-IN1	5,460
Manikas, Anastasia	ENG 121-SP5	1,971

ADJUSTMENTS

<u>NAME</u>	<u>PREVIOUSLY AUTHORIZED SALARY</u>	<u>SALARY</u>
Dzurin, Andrew	585	0
Edwards, Melissa	2,730	5,460
Foyuth, Darryl	3,522	4,122
Herron, Jeffrey	2,730	5,460

ADDITIONAL COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Sacchi, John	Intercollegiate Athletics	Wrestling 2/10-12/12, 2/23-26/12	3-954000-9300-1-00	450
Thomas, Carrie	Intercollegiate Athletics	Basketball 2/02, 07,11, 21, 28/12	3-953500-9172-1-00	270

After discussion, the motion was approved.

GENERAL

Mr. Sica moved, seconded by Mr. Raja, for adoption of resolutions 1 through 3:

1. WHEREAS, Hank Bauer was appointed by the Governor of the State of New Jersey and served with distinction as a member of the Middlesex County College Board of Trustees from December 22, 1993 until April 4, 2012; and  
  
WHEREAS, during his tenure on the College Board, Mr. Bauer was elected and served as Board Secretary from January 2010 through April 2012, chaired the Facilities Committee, was an Alternate Representative to the Board of School Estimate and a Representative to the Retail Services Corporation, a member of the Bylaws Committee and the Finance Committee; and

WHEREAS, Mr. Bauer generously volunteered his professional knowledge to the College, enhancing the quality of educational services provided by the institution to the residents of Middlesex County,

NOW, THEREFORE, BE IT RESOLVED That the members of the Board of Trustees of Middlesex County College do hereby recognize and acknowledge their sincere appreciation and gratitude to Mr. Bauer for his outstanding contributions and interest he has shown, and the assistance he has given to the campus community and residents of Middlesex County.

2. BE IT RESOLVED That the Board of Trustees of Middlesex County College appoints Mr. Hank Bauer to serve as a citizen member of the Board of Directors of the Middlesex County College Retail Services Corporation effective, April 18, 2012.
  
3. BE IT RESOLVED That the Board of Trustees of Middlesex County College appoints Ms. Eileen Palumbo as Middlesex County College Board of Trustees Representative to the Middlesex County College Retail Services Corporation.

After discussion, the motion was approved.

#### REPORT OF COUNSEL

No report.

#### REPORT OF THE PRESIDENT

Dr. La Perla-Morales asked for suggestions for the 2012 L'Hommedieu Award. Mr. Sica nominated Mr. Hank Bauer.

Dr. La Perla-Morales' report for the month of April is attached.

#### AUDIENCE

None.

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There being no further business, the meeting adjourned at 9:08 a.m. The next scheduled regular meeting of the Board will take place on Wednesday, May 23, 2012, in the Chambers Hall Boardroom located on the campus of Middlesex County College.

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ROBERT SICA  
Secretary