

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of April 22, 2015

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. Blanco-Jimenez, Morana, and Power and Messrs. Finkelstein, Lisicki, Oras, Raja, and Sica. Ms. Palumbo and Messrs. Antisell, Lisicki and Tighe were absent. Also present were President La Perla-Morales, Mr. Hoffman, 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 18, 2014, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On November 18, 2014, advance written notice of this meeting was mailed to the Home News Tribune, 92 East Main Street #202, Somerville, New Jersey.
- (c) On November 18, 2014, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On November 18, 2014, 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.

MINUTES

Mr. Sica moved, seconded by Mr. Raja, that the scheduled meeting minutes for March 25, 2015, be adopted as presented.

After discussion, the motion was approved.

CORRESPONDENCE

President La Perla-Morales received a letter from Joan Deiner congratulating the College on the March 28, 2015 *Middlesex Gold –A* Community Salute Gala. She noted the decorations were exciting, the food was great and all seemed to be enjoying themselves.

Mr. Sica agreed and stated the 50<sup>th</sup> Anniversary Gala was a remarkable event, the room décor was elegant, and the food was excellent.

ACADEMIC, STUDENT, ALUMNI AND MINORITY AFFAIRS COMMITTEE

Mr. Raja moved, seconded by Mr. Sica, for adoption of resolutions 1 through3:

1. WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the Disability Rights New Jersey (hereinafter referred to as the "DRNJ") have entered into a contract for the operation of a project entitled, ASSISTIVE TECHNOLOGY EXPANSION PROGRAM for the period commencing April 1, 2015 and concluding December 31, 2015; and

WHEREAS, a proposal entitled, ASSISTIVE TECHNOLOGY EXPANSION PROGRAM has been submitted by the College administration and agreed to by the DRNJ in the amount of \$14,988; 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, ASSISTIVE TECHNOLOGY EXPANSION PROGRAM is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled, ASSISTIVE TECHNOLOGY EXPANSION PROGRAM, as submitted by the administration of Middlesex County College to the Disability Rights New Jersey for the period April 1, 2015 through December 31, 2015 in the total amount of \$14,988.
- b. The Board herein ratifies the contract executed by the College President and the Disability Rights New Jersey.

2. WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the County of Middlesex, Department of Community Services (hereinafter referred to as the "County") have entered into a contract for the operation of a project entitled, PROJECT SPAN/HSAC for the period commencing January 1, 2015 and concluding December 31, 2015; and

WHEREAS, a proposal entitled, PROJECT SPAN/HSAC has been submitted by the College administration and agreed to by the County in the amount of \$13,200; 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 as follows:

- a. The Board approves the proposal for the project entitled, PROJECT SPAN/HSAC, as submitted by the administration of Middlesex County College to the County of Middlesex, Department of Community Services for the period January 1, 2015 through December 31, 2015 in the total amount of \$13,200.
- b. The Board herein ratifies the contract executed by the College President and the County of Middlesex.

3. WHEREAS, an application entitled PROMOTING AND ENHANCING SCIENCE EDUCATION has been submitted by the College to Rutgers, The State University of New Jersey (hereinafter referred to as "Rutgers") in the amount of \$10,000; and

WHEREAS, Rutgers has approved the application entitled PROMOTING AND ENHANCING SCIENCE EDUCATION 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, PROMOTING AND ENHANCING SCIENCE EDUCATION 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, PROMOTING AND ENHANCING SCIENCE EDUCATION as submitted by the College to Rutgers, The State University of New Jersey for the period April 15, 2015 through August 31, 2016 in the total amount of \$10,000.
- b. The Board herein accepts the award of \$10,000 and authorizes the College President and/or her designee to implement the project.

After discussion, the motion was approved.

FACILITIES COMMITTEE

Mr. Sica moved, seconded by Mr. Raja, for adoption of resolutions 1a through 10:

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. Benjamin R. Harvey Co., Inc. for general contractor services in conjunction with the West Hall Student Services building in the amount of \$136,843.27.

Contract Amount	\$11,498,500.00
Previous Payments	113,412.48
Payment #2	136,843.27
Retainage	<u>27,806.19</u>
Balance	<u>\$11,248,245.00</u>

- b. L. R. Kimball for Phase III consulting architectural services in conjunction with the South Hall Academic Science building in the amount of \$9,547.50.

Contract Amount	\$190,950.00
Payment #1	<u>9,547.50</u>
Balance	<u>\$181,402.50</u>

- c. EPIC Management, Inc. for Phase II construction management services in conjunction with the West Hall Student

Services building in the amount of \$19,503.00.

Contract Amount	\$273,038.00
Previous Payments	35,291.00
Payment #3	<u>19,503.00</u>
Balance	<u>\$218,244.00</u>

- d. EPIC Management, Inc. for Phase II construction management services in conjunction with the South Hall Academic Science building in the amount of \$17,024.00.

Contract Amount	\$272,386.00
Previous Payments	22,699.00
Payment #3	<u>17,024.00</u>
Balance	<u>\$232,663.00</u>

- e. Open Systems Integrators, Inc. for installation services for video surveillance system in the amount of \$4,554.54.

Contract Amount	\$156,514.00
Previous Payments	138,771.01
Payment #3	4,554.54
Retainage	<u>7,543.45</u>
Balance	<u>\$ 13,188.45</u>

- f. Gittings Associates, P.C. for Phase II architectural consulting services in conjunction with the Exterior Building Improvements project in the amount of \$12,538.35.

Contract Amount	\$14,751.00
Payment #1	<u>12,538.35</u>
Balance	<u>\$ 2,212.65</u>

- g. Eneractive Solutions for Phase II Construction Commissioning services for the new West Hall Student Services building in the amount of \$1,000.00.

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Contract Amount	\$18,150.00
Previous Payment	1,000.00
Payment #2	<u>1,000.00</u>
Balance	<u>\$16,150.00</u>

- h. Eneractive Solutions for Phase II Construction Commissioning services for the South Hall Academic building in the amount of \$2,000.00.

Contract Amount	\$24,800.00
Payment #1	<u>2,000.00</u>
Balance	<u>\$22,800.00</u>

- i. Vanas Construction Co., Inc. for general contractor services in conjunction with the South Hall Academic Science building in the amount of \$230,243.00.

Contract Amount	\$14,090,000.00
Payment #1	230,243.00
Retainage	<u>25,582.00</u>
Balance	<u>\$13,859,757.00</u>

- j. DMR Architects for Phase III construction observation services for the West Hall Student Services building in the amount of \$8,357.00.

Contract Amount	\$117,000.00
Previous Payments	8,357.00
Payment #2	<u>8,357.00</u>
Balance	<u>\$100,286.00</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 and N.J.S.A. 52:34-6.2b(3) applicable to the College;

NOW, THEREFORE, BE IT RESOLVED, That the following contract(s) under \$34,100 be authorized under the provisions of cooperatives currently in effect:

<u>COOPERATIVE</u>	<u>CONTRACT NUMBER</u>	<u>COMPANY</u>	<u>DESCRIPTION</u>	<u>AWARD</u>
NJSC	75440	Dell Marketing	Computer Hardware	\$ 7,200.00
SOCCP	CY-COM-0024-13	Corporate Counseling Associates Inc.	Employee Assistance Program	\$10,650.00

3. BE IT RESOLVED, That whereas the College has previously solicited proposals for first-year contracts with second and third year options for renewals up to a three-year period as allowed by N.J.S.A. 18A:64A-25 et seq. the following renewal contracts are awarded:

a. Second-Year Renewal Option for the period July 1, 2015 through June 30, 2016:

Special Quote # 10121 – Library Book Services: Baker & Taylor, Bridgewater, NJ for the not-to-exceed amount of \$40,000.00.

Bid # 15-1 – Telephone System Contract: Black Box Network Services, Minneapolis, MN for telephone maintenance for the amount of \$26,295.24.

Bid # 15-1 – Telephone System Contract: Black Box Network Services, Minneapolis, MN for moves, adds and changes for the not-to-exceed amount of \$24,000.00.

Bid # 15-2 – Emergency Tree Services: Sunshine Tree and Landscape LLC, Stewartsville, NJ for the not-to-exceed amount of \$14,000.00.

Bid # 15-9 – High Voltage Electrical: Maul Electric, Inc., Dayton NJ for the not-to-exceed amount of \$30,000.00.

Bid # 15-10 – Background Screening Services: Certifiedbackground.com, Wilmington, NC for the not-to-exceed amount of \$20,000.00.

Bid # 15-11 – Security Services: Wisdom Protective Services, Kew Gardens, NY for the amount of \$85,590.58.

Bid # 15-13 – Automatic Doors: Automatics Unlimited Inc., Morganville, NJ for the amount of \$15,725.00.

b. Third-Year Renewal Option for the period July 1, 2015 through June 30, 2016:

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Bid # 14-8 – Elevator Maintenance: United States Elevator Inc., Pine Brook, NJ for the not-to-exceed amount of \$15,000.00.

Bid # 14-9 – HVAC Maintenance Service Contract: Trane Parts Center, Parsippany, NJ for the amount of \$80,472.00.

Bid # 14-10 – HVAC Management System Maintenance Controls: TBS Controls, Allendale, NJ for the amount of \$86,980.00.

Bid # 14-16 – Day Care Food Service: Karson Food Service, Inc., Ocean, NJ for the amount of \$45,925.00.

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 contract amendment be made to the following firm(s):

Kleinfelder East, Inc., Hamilton, NJ for close-out of former USTs

Contract Amount	\$233,505.13
Amendment # 17	<u>13,556.00</u>
New Contract Amount	<u>\$247,061.13</u>

5. 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):

Bid # 15-34 for window replacements in Chambers Hall and L’Hommedieu Hall from a total of 1 response received:

Fuscon Enterprises Inc., Westfield NJ for the base bid in the amount of \$797,600.00.

6. BE IT RESOLVED that based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration, a contract amendment be made to the following firm(s):

Markations, Yardley, PA for communication plan development

Contract Amount	\$ 94,560.00
Amendment # 1	<u>20,160.00</u>
New Contract Amount	<u>\$114,720.00</u>

7. WHEREAS, Middlesex County College has a need to conduct summer camp programs 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 29, 2015 through August 21, 2015; and

WHEREAS, Black Rocket Productions, Freehold, NJ has submitted a proposal dated March 26, 2015, indicating that it will conduct summer camp programs for the not-to-exceed amount of \$90,000.00; and

WHEREAS, Black Rocket Productions has completed and submitted a Business Entity Disclosure Certification which certifies that Black Rocket Productions 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 Black Rocket Productions 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 Black Rocket Productions as described herein.

8. WHEREAS, Middlesex County College has a need to provide remote processing 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, 2015 through June 30, 2016; and

WHEREAS, Financial Aid Services Inc., Atlanta, GA has submitted a proposal dated March 26, 2015, indicating that it will provide remote processing for the not-to-exceed amount of \$159,000.00; 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

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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 library materials 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, 2015 through June 30, 2016; and

WHEREAS, ProQuest LLC, Ann Arbor, MI has submitted a proposal dated April 1, 2015, indicating that it will provide library materials for the not-to-exceed amount of \$30,000.00; and

WHEREAS, ProQuest LLC has completed and submitted a Business Entity Disclosure Certification which certifies that ProQuest LLC 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 ProQuest LLC 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 ProQuest LLC as described herein.

10 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 cancellation be made for the following:

Bid # 15-35 HVAC Upgrades Centers I, II, III and IV the lowest bidder exceeded allotted budget.

After discussion, the motion was approved.

HUMAN RESOURCES COMMITTEE

Mr. Finkelstein moved, seconded by Mr. Sica, for adoption of resolutions 1 through 7:

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

**SECTION 1 – MANAGEMENT**

**MANAGEMENT CHANGE OF STATUS**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Sudnick, Richard	Warehouse & Receiving	Supervisor, Events/Warehouse	1-760000-9121-1-00	\$58,445	05/01/15

**MANAGEMENT LEAVE OF ABSENCE**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Evans-Fretwell, Phyllis	Financial Aid	Unpaid	04/17/15-05/01/15

**MANAGEMENT MISCELLANEOUS**

**MANAGEMENT HOLIDAY CALENDAR**

BE IT RESOLVED that the Board of Trustees designate and approve the following calendar of holidays for Management staff for the period July 1, 2015 through June 30, 2016:

July 3	Independence Day
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day after Thanksgiving
December 24	Designated Holiday
December 25	Christmas Day
January 1	New Year's Day
January 18	Martin Luther King Day
February 15	President's Day

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March 25                      Good Friday  
May 30                        Memorial Day  
Plus two (2) floating holidays  
Chairpersons will have five (5) floating holidays.

**SECTION 2 – FACULTY**

**FACULTY APPOINTMENT – SPRING 2015 SEMESTER**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATES</u>
Martinez, Josiane	Engineering Technologies	Instructor	1-238500-9114-1-00	\$29,926	03/23/15-05/12/15

**FACULTY SALARIES**

BE IT RESOLVED, That the agreement between the Board of Trustees of Middlesex County College and Middlesex County College Faculty Union, Local 1940, AFT (AFL-CIO), be approved for the period July 1, 2015 through June 30, 2016.

**FACULTY COMPENSATION**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Hyman, Hillary	ESL/Languages & Cultures	IX-M 504	1-222000-9122-1-00	\$90
Hyman, Hillary	ESL/Languages & Cultures	IX-M 504	1-222000-9122-1-00	\$68

**FACULTY LEAVE OF ABSENCE**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Arauz, Nodier	Financial Aid	Unpaid	04/06/15-05/15/15

**FACULTY SABBATICAL LEAVES FOR 2015-2016 ACADEMIC YEAR**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>LEAVE DATE</u>
Swanicke, Helena	English	Fall 2015
Altman, Jennifer	History & Social Science	Spring 2016
DeLucia, Maria	Mathematics	Spring 2016
Harrington, Christine	History & Social Science	Spring 2016
Holbeck, Hope-Claire	Dental Auxiliaries Education	Spring 2016

Hyman, Hillary	ESL/Languages & Cultures	Spring 2016
Lick, Dennis	Visual, Performing & Media Arts	Spring 2016
Young, Theresa	Natural Sciences	Spring 2016

FACULTY WAIVER PAYMENT 2014/2015

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Paquette, Michael	History & Social Science	1-223500-9111-1-00	\$2,809

FACULTY MISCELLANEOUS

FACULTY (AMERICAN FEDERATION OF TEACHERS -AFT) 12 MONTH HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate and approve the following calendar of holidays for 12-month Faculty for the period July 1, 2015 through June 30, 2016:

July 3	Independence Day
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day after Thanksgiving
December 24	Designated Holiday
December 25	Christmas Day
January 1	New Year's Day
January 18	Martin Luther King Day
February 15	President's Day
March 25	Good Friday
May 30	Memorial Day

Plus two (2) floating holidays in accordance with AFT Agreement.

SECTION 3 – CONFIDENTIAL

CONFIDENTIAL MISCELLANEOUS

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CONFIDENTIAL HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate and approve the following calendar of holidays for Confidential staff for the period July 1, 2015 through June 30, 2016:

July 3	Independence Day
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day after Thanksgiving
December 24	Designated Holiday
December 25	Christmas Day
January 1	New Year's Day
January 18	Martin Luther King Day
February 15	President's Day
March 25	Good Friday
May 30	Memorial Day

Plus three (3) floating holidays based on date of hire.

SECTION 4 – NON-ACADEMIC (UNIT AFFILIATED)NON-ACADEMIC ADDITIONAL COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Reagan, Scott	Visual, Performing & Media Arts	Sound Design, Spring production "Love, Shopping and Mermaids" - 3/22/15	1-226500-9134-1-00	\$1,000
Reagan, Scott	Visual, Performing & Media Arts	Sound Design, Spring production "Fiddler on the Roof" – 4/19/15	1-226500-9134-1-00	\$1,000
Ross, Tony	Visual, Performing & Media Arts	Set Design, Spring production "Fiddler on the Roof" – 4/19/15	1-226500-9134-1-00	\$1,757
Ross, Tony	Visual, Performing & Media Arts	Set Design, Spring production "The Swan"	1-226500-9134-1-00	\$1,757

NON-ACADEMIC CHANGE OF STATUS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Biundo, Joseph	Police	Police Officer 2	1-07000-9165-1-00	\$57,615	05/01/15
Cofer, Latrisha*	Financial Aid	Enrollment Services Assistant	1-117000-9130-1-00	\$41,310	04/01/15
Dworak, Cheryl*	Financial Aid	Enrollment Services Assistant	1-117000-9130-1-00	\$39,941	04/01/15
Sheppard, Kathryn*	Registrar	Enrollment Services Assistant	1-112000-9130-1-00	\$43,497	04/01/15

\*Salary Correction

NON-ACADEMIC LEAVE OF ABSENCE

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Gula, Nicholas	Instructional Design & Media Services	Unpaid	03/31/15-05/01/15
Morales, Rosalinda	Custodial Services	Paid	04/22/15-07/10/15

NON-ACADEMIC RETIREMENT

WHEREAS, **Patrick McCarthy** has faithfully served Middlesex County College from April 4, 1994 to March 31, 2015; and

WHEREAS, He has performed his duties and responsibilities capably and loyally;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of **Patrick McCarthy** as of March 31, 2015, and

BE IT FURTHER RESOLVED that the Board recognizes the significant contributions of **Patrick McCarthy** during his years of service to Middlesex County College and extends its best wishes to him on his retirement.

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>DATE</u>
McCarthy, Patrick	Police	1-070000-9130-1-00	03/31/15

NON-ACADEMIC MISCELLANEOUS

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME) HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate and approve the following calendar of holidays for AFSCME for the period July 1, 2015 through June 30, 2016:

July 3	Independence Day
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day after Thanksgiving
December 24	Designated Holiday
December 25	Christmas Day
January 1	New Year's Day
January 18	Martin Luther King Day
February 15	President's Day
March 25	Good Friday
May 30	Memorial Day

Plus two (2) floating holidays in accordance with AFSCME Agreement.

FRATERNAL ORDER OF POLICE (FOP) HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate and approve the following calendar of holidays for FOP staff for the period July 1, 2015 through June 30, 2016:

July 3	Independence Day
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day after Thanksgiving
December 24	Designated Holiday
December 25	Christmas Day
December 31	Designated Holiday
January 1	New Year's Day
January 18	Martin Luther King Day
February 15	President's Day
March 25	Good Friday
May 30	Memorial Day

Plus one (1) floating holiday in accordance with FOP Agreement.

TEAMSTER HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate and approve the following calendar of holidays for Teamster staff for the period July 1, 2015 through June 30, 2016:

July 3	Independence Day
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day after Thanksgiving
December 24	Designated Holiday
December 25	Christmas Day
December 31	Designated Holiday
January 1	New Year's Day
January 18	Martin Luther King Day
February 15	President's Day
March 25	Good Friday
May 30	Memorial Day

Plus one (1) floating holiday in accordance with Teamster Agreement.

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>
Alamo, Katherine	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Amador, Diana	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Baffuto, Geraldine	School Admissions	Project Coordinator	1-285100-9147-1-00	\$15.00	04/13/15-06/30/15
Bhatti, Meher	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Blocker, Lexus	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Brisport, Oricia	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Brown, Desiree	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Buckelew, Joseph	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15

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Byrd, Jasmyn	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Cruz, John	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Davenport, Christina	Visual, Performing & Media Arts	Model	1-226500-9150-1-00	\$22.00	03/01/15-06/30/15
Donato, Taylor	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Duah, Melody	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Fiorenza, Justin	Facilities Maintenance	Groundsperson	1-732000-9150-1-00	\$12.00	03/23/15-06/30/15
Fuentes, Diana	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Gaviria, Ria	Academic Advising	Academic Advising Coordinator	1-195000-9150-1-00	\$20.00	07/01/15-06/30/16
Gulraj, Arti	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Gupta, Ashok	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Hamlet, Daquan	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Ignacio, Alyssa	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Ingram, Ataysia	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Justiniano, Paola	History & Social Science	Office Assistant	1-223500-9150-1-00	\$15.00	03/24/15-06/30/15
Khatri, Zeel	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Lam, Christina	Admissions	Office Assistant	1-111000-9150-1-00	\$12.00	04/01/15-06/30/15
Merski, Jan	Academic Advising Center	Intake Planner	1-195000-9146-1-00	\$20.75	07/01/15-06/30/16
Moustafa-Abdelwahab, Ahmed	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Ortiz, Ebony	Financial Aid	Financial Aid Assistant	1-117000-9150-1-00	\$13.00	05/01/15-06/30/15
Pagan, Michael	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Patel, Abhi	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Patel, Hemaniben	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Primich, Norma	Admissions	Admissions Assistant	1-111000-9147-1-00	\$20.00	04/14/15-06/30/15
Rivera, Sergio	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Rose, Leo	Physical Education Center	Water Safety Instructor	1-192000-9150-1-00	\$30.00	07/01/15-06/30/16
Roselle, Gina	Hospitality, Culinary Arts & Dietetics	Lab Assistant	1-234000-9150-1-00	\$9.00	04/08/15-05/06/15
Sharma, Meenu	Mathematics	Senior Tutor	1-219000-9147-1-00	\$12.00	04/20/15-06/30/15
Sheridan, Ian	Facilities Maintenance	Grounds	1-732000-9150-1-00	\$12.00	04/01/15-06/30/15
Sie, Milliang	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Singh, Anmoldeep	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Trivedi, Amarkumar	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Trivedi, Vatsal	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Usman, Faisal	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Valentine, Naimah	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Vinci, Teresa	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15

Washington, Tanya	Academic Advising Center	Academic Advising Coordinator	1-195000-9150-1-00	\$20.00	07/01/15-06/30/16
Williams, Cierrah	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15
Williams, Shontell	Academic Advising Center	Academic Advising Coordinator	1-195000-9145-1-00	\$20.00	07/01/15-06/30/16
Winters, Brianna	English	Tutor-Writing Center	1-221000-9150-1-00	\$10.00	04/20/15-06/30/15
Yalartai, Morwehrene	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/13/15-06/30/15

**SECTION 6 – GRANTS AND SPECIAL PROJECTS APPOINTMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Mohamed, Seham	Counseling & Career Services	Technology Specialist	5-113017-9126-1-65	\$59,312	06/01/15-08/31/15

**GRANTS 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>
Ho, Mary	Natural Sciences	Bioscience Coordinator	5-210005-9150-1-44	\$20.00	03/24/15-10/01/15
Huff, Carlton	Mathematics	Assistant to Site Coordinator Primary Mentor	5-219001-9150-1-65	\$20.00	04/06/15-08/15/15

**GRANTS AND SPECIAL PROJECTS MISCELLANEOUS**

**GRANTS AND SPECIAL PROJECTS HOLIDAY CALENDAR**

BE IT RESOLVED that the Board of Trustees designate and approve the following calendar of holidays for Grants and Special Project staff for the period July 1, 2015 through June 30, 2016:

July 3	Independence Day
September 7	Labor Day
October 12	Columbus Day
November 11	Veterans Day
November 26	Thanksgiving Day
November 27	Day after Thanksgiving
December 24	Designated Holiday
December 25	Christmas Day

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January 1	New Year's Day
January 18	Martin Luther King Day
February 15	President's Day
March 25	Good Friday
May 30	Memorial Day
Plus two (2) floating holidays.	

**SECTION 7 – PAYROLLS****ACADEMIC ADVISING**

BE IT RESOLVED that the following payroll for Academic Advising be approved for the pay period ending April 10, 2015 beginning with the name **Balabkins, Xenia** and ending with the name **Wathen, Christine** for a total amount of \$ 7,537.50 (budget code 1-195000-9155-1-00):

<u>NAME</u>	<u>AMOUNT</u>
Balabkins, Xenia	1,620.00
Bogner, Barbara	472.50
Bouhlas, Arete	67.50
Buscemi, Elaine	1,170.00
Christensen, Erin	67.50
Graber, Patricia	2,700.00
Kanwal, Virender	202.50
Olson, Jerome	90.00
Romano, Anthony	157.50
Somma, June-Ann	731.25
Strugala, Richard	67.50
Wathen, Christine	191.25
<b>TOTAL</b>	<b>\$7,537.50</b>

**DIVISION OF CONTINUING EDUCATION**

- a) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2015 be approved

for the indicated amounts listed below beginning with the name **Barry, Patrick** and ending with the name **Rapolla, Nancy** for the total amount of \$10,117.36 (budget code 5-520001-9116-1-33):

CAREER TRAINING CENTER

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Barry, Patrick	14-15:548	\$233.34
Masterson, Robert	14-15:549	3,208.34
Patel, Anjana	14-15:550	3,234.00
Peguero, Yunilka	14-15:552	233.34
Rapolla, Nancy	14-15:553	<u>3,208.34</u>
	<b>TOTAL</b>	\$10,117.36

- b) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2015 be approved for the indicated amounts listed below beginning with the name **Harris, Lisa** and ending with the name **Watson, Janet** for the total amount of \$16,802.50 (budget code 1-520000-9116-1-00):

CORPORATE EDUCATION AND TRAINING

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Harris, Lisa	14-15:566	3,150.00
Jones, Jennifer	14-15:608	240.00
Mitch, Catherine	14-15:629	180.00
Pennington-Joyner, Lori	14-15:528	480.00
Pennington-Joyner, Lori	14-15:532,533,534,536	960.00
Pennington-Joyner, Lori	14-15:563,564,573,574,575	2,400.00
Pennington-Joyner, Lori	14-15:576,577,578,579,580	1,200.00
Pennington-Joyner, Lori	14-15:581	300.00
Pennington-Joyner, Lori	14-15:598,599,600,601,602	2,400.00
Pennington-Joyner, Lori	14-15:603	360.00
Quiles, Milena	14-15:585	195.00
Ruggeri, Adriana	14-15:510	520.00

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Ruggeri, Adriana	14-15:562	400.00
Ruggeri, Adriana	14-15:583	195.00
Ruggeri, Adriana	14-15:584	195.00
Ruggeri, Adriana	14-15:592	520.00
Ruggeri, Adriana	14-15:593	520.00
Tyson, Diana	14-15:567	600.00
Tyson, Diana	14-15:568	600.00
Tyson, Diana	14-15:570	600.00
Tyson, Diana	14-15:604	337.50
Watson, Janet	14-15:594	<u>450.00</u>
	<b>TOTAL</b>	<b>\$16,802.50</b>

- c) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2015 be approved for the indicated amounts listed below beginning with the name **Anderson, David** and ending with the name **Zahid, Ghani** for the total amount of \$21,248.00 (budget code 1-510000-9116-1-00):

**PROFESSIONAL AND COMMUNITY PROGRAMS (ADULT PROGRAMS)**

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Anderson, David	14-15:390	105.00
Azzarello, Michael	14-15:391	800.00
Borris, Beth	14-15:394	840.00
Cimaglia, Janice	14-15:398	450.00
Dalia, Jonathan	14-15:402	1,260.00
DiSilvestro, Lora	14-15:408	1,820.00
DiSilvestro, Lora	14-15:408	210.00
Fabiano, Philip	14-15:411	645.00
Frank, Barry	14-15:415	540.00
Frank, Barry	14-15:415	540.00
Gilliard, Jennifer	14-15:418	1,680.00

Horne, Beverly	14-15:420	210.00
Lupo, Vincent	14-15:429	1,700.00
Miller, Michael	14-15:431	270.00
Missie, Julia-Louise	14-15:471	1,260.00
Molloy, William	14-15:432	210.00
Pech, Jordan	14-15:436	90.00
Pucillo, Agnes	14-15:439	1,080.00
Pucillo, Agnes	14-15:439	480.00
Pucillo, Agnes	14-15:439	360.00
Pucillo, Agnes	14-15:439	1,760.00
Sarnouski, Darlene	14-15:446	672.00
Scala, Kaitlin	14-15:447	840.00
Silva, Jennifer	14-15:542	624.00
Silva, Jennifer	14-15:542	72.00
Silverstein, Eric	14-15:543	105.00
Silverstein, Eric	14-15:543	105.00
Silverstein, Eric	14-15:450	525.00
Silverstein, Eric	14-15:543	105.00
Thakkar, Nitin	14-15:556	540.00
Watler, Charlene	14-15:463	300.00
Zahid, Ghani	14-15:467	315.00
	<b>TOTAL</b>	<b>\$21,248.00</b>

- d) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2015 be approved for the indicated amounts listed below beginning with the name **Edwards, Denise** and ending with the name **Yadin, Narit** for the total amount of \$1,116.40 (budget code 1-511000-9116-1-00):

**PROFESSIONAL AND COMMUNITY PROGRAMS (CULINARY PROGRAM)**

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Edwards, Denise	14-15:410	100.00

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Krest, Andrea	14-15:426	87.50
Krest, Andrea	14-15:426	87.50
Krest, Andrea	14-15:426	87.50
McMullen, Stephanie	14-15:647	90.97
Schafer, David	14-15:307	90.97
Schafer, David	14-15:307	99.24
Squillaro, Donna	14-15:453	87.50
Yadin, Narit	14-15:465	87.50
	<b>TOTAL</b>	<b>\$1,116.40</b>

e) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2015 be approved for the indicated amounts listed below beginning with the name **Esannason, Laura** and ending with the name **George, Chrismol** for the total amount of \$6,554.00 (budget code 1-510009-9116-1-41):

**PROFESSIONAL AND COMMUNITY PROGRAMS (ALLIED HEALTH GRANT – HPOG)**

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Esannason, Laura	14-15:151	384.00
Esannason, Laura	14-15:151	200.00
Esannason, Laura	14-15:555	840.00
George, Chrismol	14-15:544	2,280.00
George, Chrismol	14-15:544	1,282.50
George, Chrismol	14-15:544	<u>1,567.50</u>
	<b>TOTAL</b>	<b>\$6,554.00</b>

f) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2015 be approved for the indicated amounts listed below beginning with the name **Esannason, Laura** and ending with the name **Esannason, Laura** for the total amount of \$840.00 (budget code 5-510010-9116-1-41):

**PROFESSIONAL AND COMMUNITY PROGRAMS (ALLIED HEALTH GRANT – TAACCCT)**

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Esannason, Laura	14-15:555	<u>840.00</u>
	<b>TOTAL</b>	<b>\$840.00</b>

- g) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2015 be approved for the indicated amounts listed below beginning with the name **Loverton, Nellie** and ending with the name **Shapiro, Sara** for the total amount of \$355.00 (budget code 1-530000-9116-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (CAMP MIDDLESEX)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Loverton, Nellie	14-15:557	175.00
Scala, Kaitlin	14-15:559	60.00
Shapiro, Sara	14-15:558	<u>120.00</u>
	<b>TOTAL</b>	<b>\$355.00</b>

HUMAN RESOURCES

- BE IT RESOLVED that the following personnel action in the Department of Human Resources for the Spring, 2015 Adjunct Payroll be approved.

ADJUSTMENTS

<u>NAME</u>	<u>PREVIOUS SALARY</u>	<u>REVISED SALARY</u>
DeFoe, Dorothy	\$7,840	\$1,680
McMahon, Pattiann	\$2,816	\$4,224
Minucci, Johanna	\$791	\$2,373
Ostacher, Jane	\$0	\$2,940

ADDITIONAL COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Barton, Christine	Dental Auxiliaries	Class Coverage – 03/19/15	1-213000-9116-1-00	\$211
Bongiorno, Kim	Dental Auxiliaries	Class Coverage – 03/25/15	1-213000-9116-1-00	\$452
Flynn, Dorothy	Dental Auxiliaries	Class Coverage – 03/16/15	1-213000-9116-1-00	\$201
McSorley, Denise	Dental Auxiliaries	Class Coverage – 03/20/15	1-213000-9116-1-00	\$215

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Occhiogrosso, Faith	Dental Auxiliaries	Class Coverage – 02/26/15	1-213000-9116-1-00	\$211
Reilly, Catherine	Dental Auxiliaries	Class Coverage – 03/23/15	1-213000-9116-1-00	\$280
Viola, Thomas	Dental Auxiliaries	Speaker – 03/22/15	4-400400-9116-1-00	\$300

After discussion, the motion was approved.

#### REPORT OF COUNSEL

No report

#### REPORT OF THE PRESIDENT

Dr. La Perla-Morales' report for April 2015 is attached.

#### AUDIENCE

None.

There being no further comments or business, the meeting adjourned at 9:05 a.m. The next scheduled regular meeting of the Board will take place on Wednesday, May 27, 2015, in the Chambers Hall Boardroom located on the campus of Middlesex County College.

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ROBERT P. SICA  
Secretary