

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of March 22, 2017

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: Mrs. Power, and Messrs. Antisell, Dineen, Finkelstein, Oras, Raja, Sica, and Tighe. Mmes. Hernandez-Manno and Palumbo, and Messrs. Lisicki and Mulkerin 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 17, 2016, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On November 17, 2016, advance written notice of this meeting was mailed to the Home News Tribune, 92 East Main Street #202, Somerville, New Jersey.
- (c) On November 17, 2016, 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 17, 2016, 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.

MINUTES

Mr. Sica moved, seconded by Mr. Raja, that the minutes of the regular meeting for February 22, 2017 be adopted as presented.

After discussion, the motion was approved.

PRESENTATION

Jeffrey Herron, Dean for Professional Studies, made a presentation to the Board about Articulation and Transfer Agreements.

FACILITIES COMMITTEE

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

1. BE IT RESOLVED that based on the recommendation of the Executive Director of Facilities Management and the Vice President of Finance and Administration, payment be authorized to the following firm(s):

a. Eneractive Solutions for Phase II construction commissioning services for the South Hall building in the amount of \$850.00.

Contract Amount	\$24,800.00
Previous Payments	21,550.00
Payment #16	<u>850.00</u>
Balance	<u>\$ 2,400.00</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) 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>
HCESC	15/16-162	EPlus Technology	Computer Supplies and Hardware	\$ 11,829.28
NJSC	89967	Dell Marketing	Computer Supplies	\$ 21,452.08
MRESC	14/15-79	The Gillespie Group	Carpet Installation	\$ 10,328.64

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

Bid # 17-29 for production services for 50th Commencement from a total of 1 response received:

Metro Multimedia Services, Inc., Paramus, NJ for the amount of \$30,331.50.

4. 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,

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):

Special Quote # 10376 Energy Agent Consulting Services for the NJ County College Joint Purchasing Consortium from a total of 5 responses received:

Noresco, Edison, NJ for the 12-month period from August 2017 through the August 2018 meter read date in the amount of \$.000525 per kilowatt hour, or, for the 24 month period from August 2017 through the August 2019 meter read date in the amount of \$.00043 per kilowatt hour.

5. WHEREAS, Middlesex County College made a decision to upgrade the sprinkler systems in the College Center, the Library and Johnson Learning Center; and

WHEREAS, Middlesex County College solicited bids for campus sprinkler upgrades, Bid No. 17-30, for the installation of sprinkler systems in the College Center, the Library and Johnson Learning Center; and

WHEREAS, by Amendment to the Bid Specifications, the College eliminated the work at the College Center from the Bid; and

WHEREAS, the installation of the sprinkler systems will require closure of the three Buildings at various times for the installation of the sprinkler upgrades; and

WHEREAS, the College received only one bid from EACM Corp.; and

WHEREAS, the College upon review has determined that the bid for two of the three Buildings, if awarded, will cause the overall cost of installing the sprinkler systems in the three Buildings to exceed the budget for the project; and

WHEREAS, the College is considering changing the time period for working on the Buildings and the sequence of construction for the Buildings in order to minimize the disruption on the campus and the restriction on the use of the Buildings during construction,

NOW, THEREFORE, BE IT RESOLVED, for the foregoing reasons the Board of Trustees hereby rejects the bid of EACM Corp.; and

BE IT FURTHER RESOLVED that this Resolution shall be provided to EACM Corp.; and

BE IT FURTHER RESOLVED that the College Administration shall prepare new bids which will consider the overall budget of the College for the installation of the sprinkler systems in the College Center, the Library and Johnson Learning Center and changing the specifications as to the time period for working on the Buildings and the sequence of the construction for the Buildings.

After discussion, the motion was approved.

HUMAN RESOURCES COMMITTEE

Mr. Finkelstein moved, seconded by Mr. Raja, 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 the N.J.S.A. Section 18A:64-12:

SECTION 1 – MANAGEMENT

MANAGEMENT APPOINTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATES</u>
Colaneri, Daniel	Mathematics	Associate Chairperson	1-219000-9128-1-00	\$63,786	04/01/17
Maxwell, Monica	Financial Aid	Financial Aid Administrator	1-117000-9126-1-00	\$66,048	04/17/17

MANAGEMENT NON-REAPPOINTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>DATE</u>
Alexander, Lisa	Career Services/Student Affairs	1-113000-9126-1-00	06/30/17

MANAGEMENT CHANGE OF STATUS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Asubonten, Vanessa	Registration	Student Record Coordinator	1-112000-9126-1-00	\$66,048	03/27/17*
Goros, George	Human Resources	Human Resources Specialist	1-023000-9126-1-00	\$61,104	04/03/17

* change start date

MANAGEMENT SEVERANCE COMPENSATION PROGRAM – RETIREMENT RESCINDED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Fricke, David	Purchasing	06/30/17

SECTION 2 – FACULTY

FACULTY APPOINTMENT – ONE SEMESTER ONLY

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Ramani, Manish	Natural Sciences	Instructor	1-218500-9114-1-00	\$12,864.24	03/15/17

FACULTY CHANGE OF STATUS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Farrett, Peter	Computer Science and Information Technology	Assistant Professor	1-239500-9110-1-00	\$85,539*	07/01/17

* pending contract negotiations

FACULTY COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Hyman, Hillary	ESL, Languages and Cultures	IX-M 585	1-222000-9122-1-00	\$112.70

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FACULTY SABBATICAL LEAVES FOR 2017/2018 ACADEMIC YEAR

<u>NAME</u>	<u>DEPARTMENT</u>	<u>LEAVE DATES</u>
Burke, Frank	Computer Science and Information Technology	Spring 2018
Cavanaugh, Brenda	ESL Languages and Cultures	Spring 2018
Foley, Ronald	Mathematics	Fall 2017 & Spring 2018
Heller, Nadine	Visual, Performing and Media Arts	Spring 2018
McGlinchy, Terry	Accounting, Business and Legal Studies	Spring 2018
Nagarajan-Iyer, Lakshmi	Accounting, Business and Legal Studies	Spring 2018
Schatz, Naomi	Computer Science and Information Technology	Fall 2017
Volk, Jean	Accounting, Business and Legal Studies Department	Fall 2017

FACULTY SEVERANCE COMPENSATION PROGRAM –RETIREMENT RESCINDED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
De Uriate, Brian	Accounting, Business and Legal Studies	06/30/17
DeLucia, Maria	Mathematics	06/30/17

SECTION 3 – CONFIDENTIAL – No Action

SECTION 4 – NON-ACADEMIC (UNIT AFFILIATED)

NON-ACADEMIC APPOINTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Ahmad, Waseem	Facilities Maintenance	Custodian	1-720000-9160-1-00	\$29,113	04/03/17
				+shift diff. \$2,401	
Martin, Waldeltrudis	Facilities Maintenance	Custodian	1-720000-9160-1-00	\$29,113	04/03/17
				+shift diff. \$2,401	
Tiner, Sean	Facilities Maintenance	Mechanic 1-Plumber	1-730000-9161-1-00	\$50,031.00	04/03/17
Vilus, Herby	Facilities Maintenance	Custodian	1-720000-9160-1-00	\$29,113	04/03/17
				+shift diff. \$2,401	

NON-ACADEMIC CHANGE OF STATUS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATES</u>
Labrego, Sergio	Media Services	Coordinator of Media Services	1-610100-9131-1-00	\$44,790	04/03/17

NON-ACADEMIC COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Ross, Anthony	Visual, Performing and Media Arts	Set Designer, Spring 2017 production of <i>The Addams Family</i> , 2/23/17-2/26-17	1-226500-9134-1-00	\$1,757

NON-ACADEMIC SALARY ADJUSTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Pezzolla, Vito Joseph	Information Technology	IT Service Desk Analyst	1-092000-9132-1-00	\$44,790* + shift diff. \$1,365	11/16/16

* Increase to new minimum FY 16/17

NON-ACADEMIC LEAVE OF ABSENCE

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Coutu, Brendan	Police	Paid	03/01/17-03/29/17
Henkel, Henry	Buildings and Grounds	Unpaid	02/22/17-03/22/17
Plichta, Dorothy	Facilities Management	Paid	02/04/17-03/10/17
Rodriguez, Esteban	Printing and Communications Support	Paid	02/22/17-03/15/17

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

NON-ACADEMIC PART-TIME/TEMPORARY

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>HOURLY</u>	<u>DATES</u>
Blackshear, Devonne	Academic Advising	Academic Advising Coordinator	1-195000-9150-1-00	\$20.00	03/15/17-06/30/17

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Burke, LeeAnn	ESL, Languages & Cultures	ESL Tutor	1-222000-9150-1-00	\$15.00	03/13/17-06/30/17
Chapman, Aniko	Physical Education Center	Fitness Center Attendant	1-192000-9141-1-00	\$8.44	02/20/17-06/30/17
Deschesne, Joyce	Facilities Management	Department Assistant	1-710000-9150-1-00	\$15.00	02/08/17-03/17/17
Elmezyen, Safia	Physical Education Center	Fitness Center Attendant	1-192000-9141-1-00	\$8.44	02/20/17-06/30/17
Frischmann, Kevin	Academic Advising	Academic Advising Coordinator	1-195000-9150-1-00	\$20.00	03/15/17-06/30/17
Galvez, Erick	Natural Sciences	Physics Lab Aide	1-218500-9141-1-00	\$12.25	02/22/17-06/30/17
Karagan, Zoe	Continuing Education	Summer Camp Open House Assistant	1-530000-9150-1-00	\$15.00	03/05/17-03/05/17
Kulikowski, Victoria	Library	Reference & Instructional Librarian	1-610500-9150-1-00	\$30.90	03/03/17-03/03/17
Loffredo, Annmarie	Continuing Education	Chef Assistant	1-511000-9150-1-00	\$16.54	03/08/17-06/30/17
Loverton, Nell	Continuing Education	Summer Camp Open House Assistant	1-530000-9150-1-00	\$35.00	03/05/17-03/05/17
Polanco, Lisbeth	Computer Science & IT	Student Technical Assistant	1-239500-9141-1-00	\$8.44	03/01/17-06/30/17
Ponder, Jennifer	Continuing Education	Chef Assistant	1-511000-9150-1-00	\$16.54	03/01/17-06/30/17
Rengifo, Julian	Tutoring	Peer Tutor	1-651000-9141-1-00	\$8.44	02/15/17-06/30/17
Richman, Davita	Continuing Education	Summer Camp Open House Assistant	1-530000-9150-1-00	\$15.00	03/05/17-03/05/17
Rosa, Anthony	Tutoring	Peer Tutor	1-651000-9150-1-00	\$9.50	12/23/16-06/30/17
Schechter, Michelle	Continuing Education	Summer Camp Open House Assistant	1-530000-9150-1-00	\$15.00	03/05/17-03/05/17
Schneider, Nancy	Continuing Education	Chef Assistant	1-511000-9150-1-00	\$16.54	02/27/17-06/30/17
Serrano, Kimberlee	Physical Education Center	Fitness Center Attendant	1-192000-9141-1-00	\$8.44	02/20/17-06/30/17
Upadhyay, Suraj	Tutoring	Peer Tutor	1-651000-9141-1-00	\$8.44	03/01/17-06/30/17
Uy Teoco, Camille	Medical Laboratory Technology	Guest Lecturer	1-216000-9150-1-00	\$51.28	03/01/17-05/12/17

SECTION 6 – GRANTS AND SPECIAL PROJECTS

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>
Parikh, Krupa	Natural Science	Anatomy & Physiology Tutor	5-218024-9150-1-00	\$12.00	03/01/17-05/10/17

SECTION 7 – PAYROLLS**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 March, 2017 be approved for the indicated amounts listed below beginning with the name **Gomez, Maria** and ending with the name **Rapolla, Nancy** for the total amount of \$12,600.00 (budget code 5-520005-9116-1-33):

CAREER TRAINING CENTER

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Gomez, Maria	16-17:540	\$360.00
Masterson, Robert	16-17:541	3,960.00
Okwemba, Arthur	16-17:542	360.00
Patel, Anjana	16-17:543	3,960.00
Rapolla, Nancy	16-17:545	<u>3,960.00</u>
	TOTAL	\$12,600.00

- 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 March, 2017 be approved for the indicated amounts listed below beginning with the name **Bancroft, Sharon** and ending with the name **Tyson, Diana** for the total amount of \$9,235.00 (budget code 1-520000-9116-1-00):

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Bancroft, Sharon	16-17:519	\$400.00
Coleman, Deloris	16-17:518	800.00
Del Vecchio, Michelle	16-17:524	375.00
Johnson, Kandia	16-17:398	220.00
Johnson, Kandia	16-17:516	440.00
Mendes, Susan	16-17:376	540.00

Mendes, Susan	16-17:388	720.00
Mendes, Susan	16-17:389	360.00
Mitch, Allan	16-17:395	400.00
Mitch, Allan	16-17:396	400.00
Mitch, Allan	16-17:399	400.00
Mitch, Allan	16-17:515	200.00
Pennington-Joyner, Lori	16-17:391	440.00
Pennington-Joyner, Lori	16-17:397	440.00
Seid, Gary	16-17:374	700.00
Tyson, Diana	16-17:510	600.00
Tyson, Diana	16-17:511	600.00
Tyson, Diana	16-17:512	600.00
Tyson, Diana	16-17:513	<u>600.00</u>
	TOTAL	\$9,235.00

CORPORATE EDUCATION AND TRAINING

- 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 March, 2017 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 \$28,127.00 (budget code 1-510000-9116-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (ADULT PROGRAMS)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Anderson, David	16-17:403	\$540.00
Anderson, David	16-17:403	270.00
Bendoraitis, Steven	16-17:404	420.00
Damato, John	16-17:414	405.00
DiSilvestro, Lora	16-17:417	2,100.00
Dougba, Victor	16-17:418	420.00
Frank, Barry	16-17:424	750.00
Gilliard, Jennifer	16-17:226	105.00
Gilliard, Jennifer	16-17:226	2,240.00

Kaur, Harjot	16-17:432	1,225.00
Kazmi, Sibte	16-17:233	5,400.00
Miller, Michael	16-17:436	270.00
Miller, Michael	16-17:436	270.00
Molloy, William	16-17:437	228.00
Ottley, Jane	16-17:441	210.00
Ottley, Jane	16-17:441	210.00
Pucillo, Agnes	16-17:445	800.00
Pucillo, Agnes	16-17:445	1,120.00
Pucillo, Agnes	16-17:445	1,000.00
Quintero, Alvaro	16-17:448	1,225.00
Reinhold, Paul	16-17:449	945.00
Roselli, Thomas	16-17:451	420.00
Sarnouski, Darlene	16-17:453	672.00
Gnanaseharan, Selliah	16-17:479	875.00
Gnanaseharan, Selliah	16-17:479	280.00
Selliah, Gnanaseharan	16-17:479	140.00
Selliah, Gnanaseharan	16-17:479	1,750.00
Teekah, Sabrina	16-17:260	105.00
Teekah, Sabrina	16-17:260	105.00
Thakkar, Nitin	16-17:463	810.00
Tricario, Mary	16-17:262	720.00
Tyson, Diana	16-17:419	240.00
Vargas, Maria	16-17:466	945.00
Zahid, Ghani	16-17:475	456.00
Zahid, Ghani	16-17:475	<u>456.00</u>
	TOTAL	\$28,127.00

- 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 March, 2017 be approved for the indicated amounts listed below beginning with the name **Curry, Holly** and ending with the name **Nicholas, Ron** for the total amount of \$500.00 (budget code 1-511000-9116-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (CULINARY PROGRAM)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Curry, Holly	16-17:413	\$120.00
Muldowney, Mark	16-17:439	120.00
Muldowney, Mark	16-17:439	120.00
Nicholas, Ron	16-17:440	<u>140.00</u>
	TOTAL	\$500.00

- 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 March, 2017 be approved for the indicated amounts listed below beginning with the name Esannason, Laura and ending with the name Jones, Jennifer for the total amount of \$4,515.00 (budget code 5-510012-9116-1-41):

PROFESSIONAL AND COMMUNITY PROGRAMS (ALLIED HEALTH GRANT-TAACCT)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Esannason, Laura	16-17:500	\$756.00
Esannason, Laura	16-17:500	1,764.00
Jones, Jennifer	16-17:280	1,155.00
Jones, Jennifer	16-17:429	<u>840.00</u>
	TOTAL	\$4,515.00

HUMAN RESOURCES

BE IT RESOLVED that the following personnel action in the Department of Human Resources for the Spring, 2017 Adjunct Payroll be approved.

ADDITIONS

<u>NAME</u>	<u>COURSE ASSIGNMENT</u>	<u>TOTAL SALARY</u>
Kershima, Jennifer	BIO-106-04	\$2,435

ADJUSTMENTS

<u>NAME</u>	<u>PREVIOUS SALARY</u>	<u>REVISED SALARY</u>
Casey, Frank	\$2,421	\$3,977
Dibiasi Domalewski, Heather	\$5,026	\$7,180
Henrickson, Gordon	\$2,154	\$770
Ho, Mary	\$7,180	\$2,565
Merrill, Nancy	\$7,898	\$6,462
Ramani, Manish	\$7,898	\$3,949

After discussion, the motion was approved.

GENERAL

Mr. Antisell moved, seconded by Mr. Tighe, for adoption of the following resolution:

1. BE IT RESOLVED, That the Board of Trustees hereby amends the regular meeting dates and time of the Board of Trustees to the third Wednesday of each month, except for the month of November 2017, and unless otherwise modified by resolution of this Board, the Agenda Session of the Board shall commence at 8:30 a.m. and shall be held in the Boardroom, Chambers Hall. The regular meeting shall follow at 9:30 a.m. on the campus of Middlesex County College, 2600 Woodbridge Avenue, Edison Township, New Jersey. The dates of the 2017 Board meeting are as follows:

April 19, 2017	August 16, 2017
May 17, 2017	September 20, 2017
June 21, 2017	October 18, 2017
July 19, 2017	November 13, 2017 Annual Meeting

After discussion, the motion was approved.

REPORT OF COUNSEL

No report.

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REPORT OF THE PRESIDENT

Dr. La Perla-Morales' report for March 2017 is attached.

AUDIENCE

None.

The next scheduled regular meeting of the Board will take place at 9:30 a.m. on Wednesday, April 19 2017, in the Chambers Hall Boardroom located on the campus of Middlesex County College. The meeting adjourned at 9:32 a.m.

ROBERT P. SICA
VICE CHAIRMAN