

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of November 20, 2018

The rescheduled meeting of the Board of Trustees of Middlesex County College was held at 9:50 a.m. in College Center, the Corral, located on the College campus. Board Members present were: Mmes. Buteas, Palumbo, and Power and Messrs. Anderson, Finkelstein, Giannini, Oras, Raja, Sica, and Taffet. Judge Daley was absent. Also present were Interim President Dr. McCormick, Counsel Mr. Hoffman, Assistant Secretary Ms. D'Aloisio, Vice Presidents Ms. Campbell, Dr. Herron, and Ms. Lawrence, Facilities Executive Director Mr. Drost and Information Technology Executive Director Mr. Morton.

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 October 22, 2018, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On October 22, 2018, advance written notice of this meeting was e-mailed to the Home News Tribune and The Star Ledger.
- (c) On October 22, 2018, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On October 22, 2018, 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. Raja moved, seconded by Mr. Sica, that the minutes of the scheduled regular meeting for October 17, 2018, be adopted as presented.

The motion was approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

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

1. WHEREAS, an application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION 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 \$619,906; and

WHEREAS, the State has approved the application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION 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, CARL D. PERKINS CAREER AND TECHNICAL 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, CARL D. PERKINS CAREER AND TECHNICAL EDUCATION as submitted by the College to the State of New Jersey, Department of Education for the period July 1, 2018 through June 30, 2019 in the total amount of \$619,906.
- b. The Board herein accepts the award of \$619,906 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, CARL D. PERKINS CAREER AND TECHNICAL EDUCATION.

2. WHEREAS, an application entitled COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG) has been submitted by the College to the State of New Jersey, Office of the Secretary of Higher Education (hereinafter referred to as the "OSHE") in the amount of \$250,000; and

WHEREAS, the State has approved the application entitled COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG) 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, COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG) 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, COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG) as submitted by the College to the State of New Jersey, Office of the Secretary of Higher Education for the period October 10, 2018 through June 30, 2019 in the total amount of \$250,000.
 - b. The Board herein accepts the award of \$250,000 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, COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG).
3. WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the State of New Jersey, Department of Labor and Workforce Development (hereinafter referred to as the "State") have entered into a contract for the operation of a project entitled, FY2018-2019 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT for the period commencing July 1, 2018 and concluding June 30, 2019; and

WHEREAS, a proposal entitled, FY2018-2019 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT has been submitted by the College administration and agreed to by the State in the amount of \$92,000; 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, FY2018-2019 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT 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, FY2018-2019 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT as submitted by the administration of Middlesex County College to the State of New Jersey, Department of Labor and Workforce Development for the period July 1, 2018 through June 30, 2019 in the total amount of \$92,000.
- b. The Board herein ratifies the contract executed by the College President and the State of New Jersey.

4. WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the “Board”) has been awarded \$317,802 to conduct a grant entitled PROJECT CONNECTIONS by the United States Department of Education (hereinafter referred to as “USDE”) for the period September 1, 2018 through August 31, 2019; and

WHEREAS, an application for the operation of a project entitled PROJECT CONNECTIONS has been submitted by the College administration and agreed to by the USDE in the amount of \$317,802; and

WHEREAS, the Board has determined that the operation of the project entitled PROJECT CONNECTIONS is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED:

- a. The Board accepts the Grant Award Notification for the continuation of the project entitled PROJECT CONNECTIONS and approves the 2018-2019 budget as submitted by the administration of Middlesex County College to the United States Department of Education for the period September 1, 2018 through August 31, 2019 in the total amount of \$317,802.00.
- b. The Board herein accepts the award of \$317,802.00 and authorizes the College President and/or his designee to implement the project.

5. WHEREAS, the Board of Trustees of Middlesex County College (hereinafter referred to as the "Board") and the New Jersey Council of County Colleges (NJCCC) (hereinafter referred to as the "NJCCC") have entered into a contract for the operation of a project entitled, COLLEGE READINESS NOW V PROJECT for the period commencing July 1, 2018 and concluding June 30, 2019; and

WHEREAS, a proposal entitled, COLLEGE READINESS NOW III PROJECT has been submitted by the College administration and agreed to by the NJCCC in the amount of \$65,375; 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, COLLEGE READINESS NOW V PROJECT 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, COLLEGE READINESS NOW V PROJECT, as submitted by the administration of Middlesex County College to the New Jersey Council of County Colleges (NJCCC) for the period July 1, 2018 through June 30, 2019 in the total amount of \$65,375.
- b. The Board herein ratifies the contract executed by the College President and the New Jersey Council of County Colleges.

After discussion, the motion was approved.

FACILITIES COMMITTEE

Mr. Sica moved, seconded by Mr. Raja, for adoption of resolutions 1.a. through 7.

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 and/or ratified to the following firms:

a. DLB Associates Consulting Engineers for Phase II engineering consulting services in conjunction with the Campus Sprinkler Upgrades at College Center in the amount of \$2,250.00.

Contract Amount	\$ 4,500.00
Payment #1	<u>2,250.00</u>
Balance	<u>\$ 2,250.00</u>

b. K & D Contractors, LLC for construction services in conjunction with the Campus Sprinkler Upgrades at Johnson Learning Center and the Library in the amount of \$32,764.50.

Original Contract Amount	\$ 1,329,985.65
Change Order #2	(+)5,405.00
New Contract Amount	1,335,390.65
Previous Payments	1,169,087.09
Payment #13	32,764.50
Retainage	<u>133,539.06</u>
Balance	<u>\$ 133,539.06</u>

- c. Najarian Associates for Phase I engineering consulting services in conjunction with the Campus Site Improvements-2019 in the amount of \$8,338.86.

Contract Amount	\$29,539.00
Payment #1	<u>8,338.86</u>
Balance	<u>\$21,200.14</u>

- d. Vanas Construction Company, Inc. for construction services in conjunction with the Main Hall Science Lab Reconfiguration Project in the amount of \$179,900.70.

Contract Amount	\$3,511,564.00
Previous Payments	3,331,663.30
Payment #12 FINAL	<u>179,900.70</u>
Balance	<u>\$ 0.00</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>
ESCNJ	14/15-79	The Gillespie Group	Carpet Installation	\$ 22,593.12
HCESC	162	ePlus	Computer Hardware	\$ 2,801.03
HCESC	16-01r1	Fisher Scientific	Lab Supplies	\$ 9,005.32

3. BE IT RESOLVED, That the College has previously solicited proposals for the first-year with second and third year options for renewals up to a three year period as allowed by N.J.S.A. 18A:65A-25 et seq. the following renewal contracts are awarded:

- a. Second Year Renewal Option for the period of January 1, 2019 through December 31, 2019:

Special Quote # 10466 – Dental Insurance: Cigna Health and Life Insurance Company, Morristown, NJ for the amount of \$428,697.65.
 - b. Second Year Renewal Option for the period of January 29, 2019 through January 28, 2020:

Special Quote # 10473 – Microsoft M365 A 3 Subscription: Dell Marketing LP, Round Rock, TX for the amount of \$78,456.00.
4. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration an award be made to the following firm(s) pursuant to a fair and open process:
- a. Bid # 19-15 for media arts design equipment from a total of eight responses received:

B&H Foto & Electronics Corporation, New York, NY for the amount of \$9,729.68.
Allegheny Educational Systems, Inc., Tarentum, PA for the amount of \$2,495.00.
 - b. Bid # 19-16 for auto tech equipment from a total of one response received:

First Choice Automotive Group, Hillsborough, NJ for the amount of \$32,538.97.
 - c. Bid # 19-17 for science equipment and supplies a total of five responses received:

VWR International, Rochester, NY for the amount of \$8,938.43.
Fisher Scientific Company LLC, Pittsburgh, PA for the amount of \$3,711.96.
J&H Berge, South Plainfield, NJ for the amount of \$2,746.35.
Thomas Scientific LLC, Swedesboro, NJ for the amount of \$1,194.98.
School Specialty, Inc., Greenville, WI for the amount of \$189.09.
 - d. Bid # 19-18 for dental equipment from a total of two responses received:

Patterson Dental Supply, Totowa, NJ for the amount of \$20,200.00.

- e. Bid # 19-19 for dental chairs from a total of 1 response received:

Patterson Dental Supply, Totowa, NJ for the amount of \$85,820.00.

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

- a. Suburban Consulting Engineers, Flanders, NJ for construction observation for three additional site visits for Special Quote # 10415.

Previous Contract Amount	\$ 7,800.00
Amendment # 1	<u>2,280.00</u>
New Contract Amount	<u>\$ 10,080.00</u>

- b. Ellucian Inc., Fairfax, VA for Recruit CRM Service and implementation for January 1, 2017 through December 31, 2019.

Contract Amount	\$236,338.75
Credit	<u>- 29,235.00</u>
New Contract Amount	<u>\$207,103.75</u>

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 bid cancellation be made for the following:

Bid # 19-13 Nursing Equipment rejected due to change of scope of work.

7. 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 authorized to the following firms:

- a. K&D Contractors, LLC - to replace and install new ceiling, switch, relay, and sensor materials in conjunction with the Campus Sprinkler Upgrades at JLC and the Library.

Contract Amount	\$1,329,985.65
Change Order # 2	<u>(+) 5,405.00</u>
New Contract Amount	<u>\$1,335,390.65</u>

After discussion, the motion was approved. Mr. Finkelstein abstained from voting on Facilities resolution 2, the Gillespie Group.

FINANCE COMMITTEE

Mr. Finkelstein moved, seconded by Mr. Sica, for approval of resolutions 1 and 2:

1. BE IT RESOLVED, That the invoice for professional services rendered by the firm of Wilentz, Goldman & Spitzer for the period July 1, 2018 through and including September 30, 2018 be approved for payment in the amount of \$40,271.49.

Legal services rendered from July 1, 2018 through and including September 30, 2018 for normal operations of Middlesex County College	\$47,376.31
Less fifteen percent courtesy discount on fees	<u>(\$7,104.82)</u>
Total disbursements from July 1, 2018 through September 30, 2018	Total <u>\$40,271.49</u>

2. Financial Statement and Legal Costs, Government Relations and Public Relations

In accordance with Section 6 (k) of the Higher Education Restructuring Act of 1994, the governing board of each public institution of higher education must prepare and make available to the public: “an annual Financial Statement, and a statement setting forth generally the monies expended for Legal Costs, Government Relations, and Public Relations.”

The financial statement is in addition to the year-end financial statements of the College and must be prepared and made available no later than November annually.

It is the responsibility of the Chief Financial Officer of the College to prepare this statement annually and submit to the Board of Trustees for their acceptance. This statement shall be maintained by the College and will be made available to the public for inspection upon request.

For the fiscal year ended June 30, 2018, Middlesex County College had expenditures for only legal costs and public relations, in the amounts of \$233,666.90, and \$15,301 respectively.

After discussion, the motion was approved.

HUMAN RESOURCES COMMITTEE

Ms. Palumbo 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>ANNUAL SALARY</u>	<u>DATE</u>
Shah, Bijal	Finance	Student Accounts Manager	\$73,801	12/17/18

MANAGEMENT CHANGE OF STATUS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Edmonds, Robert	Athletic Center	Assistant Director	\$92,057	07/01/18

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MANAGEMENT SEPARATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Maloney, Michael	Information Technology	10/31/18

MANAGEMENT SEVERANCE COMPENSATION PROGRAM 2018/2019

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>PAYMENT</u>
Fuchs, Daniel	Facilities Management	06/30/19	\$ 46,193
Marrero, Patricia	Finance	12/31/18	104,586
Sprinitis, Flor	Finance	12/31/18	54,426
Velez, Martha	Human Resources	06/30/19	98,178

SECTION 2 – FACULTY

FACULTY TEMPORARY APPOINTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Fischietto, Kayleigh* * Revised Start Date	Library Services	Reference and Instruction Librarian	\$73,627	11/16/18-08/31/19

FACULTY COACHING APPOINTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Kilduff, William	Athletic Center	Assistant Coach Men's Basketball	\$5,855	11/07/18

FACULTY COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Altman, Jennifer	CELT	IX-M #620 Service Learning Team Summer 2018	\$1,750
Altman, Susan	CELT	IX-M# 610 Mentoring	1,500
Buscemi, Santi	English	IX-M #617 Reading/Scoring Placement Essays	184

Drew, Christopher	CELT	IX-M #610 Mentoring	1,500
Fields, Alexandra	CELT	IX-M #620 Service Learning Team Summer 2018	1,750
Lavey, Brian	CELT	IX-M #610 Mentoring	1,500
Lynch, Deborah	Hospitality, Culinary Arts and Dietetics	IX-M #612 MyLab online educational technology	2,000
Shur, Ellen	English	IX-M #617 Reading/Scoring Placement Essays	396
Strugala, Richard	English	IX-M #617 Reading/Scoring Placement Essays	167
Vassiliadis, Clairie	CELT	IX-M #610 Mentoring	1,500
Winchester, Celia	English	IX-M #617 Reading/Scoring Placement Essays	196

FACULTY LEAVE OF ABSENCE

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Bowers, Claudine	Admissions and Recruitment	Paid	10/15/18-12/09/18
Heller, Nadine	Visual, Performing and Media Arts	Paid	10/24/18-11/06/18
Mamay, Adriana	Library Services	Paid	11/19/18-01/14/19

FACULTY SEVERANCE COMPENSATION PROGRAM 2018/2019

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>PAYMENT</u>
Holbeck, Hope Claire	Dental Hygiene	06/30/19	\$ 87,024
Lugo, Angela	English	06/30/19	22,660
Ostacher, Jane	ESL, Languages and Cultures	01/31/19	98,608
Stickler, Craig	Engineering Technologies	06/30/19	108,701

SECTION 3 – CONFIDENTIAL – No actionSECTION 4 – NON-ACADEMIC (UNIT AFFILIATED)

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NON-ACADEMIC APPOINTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Heck, Paul	Facilities Maintenance	Groundsperson II	\$40,925	12/04/18

NON-ACADEMIC CHANGE OF STATUS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Englert, Ian*	Facilities Maintenance	Mechanic II	\$46,803	11/01/18
* Cope Increase				

NON-ACADEMIC LEAVE OF ABSENCE

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Davis, Shirley	Facilities Maintenance	Unpaid	10/09/18-11/08/18
Reyes, Jessica	Enrollment Services	Unpaid	10/22/18-11/12/18
Sheppard, Kathryn	Enrollment Services	Paid	10/15/18-11/13/18
Tiner, Sean	Facilities Maintenance	Paid	10/26/18-01/25/19

NON-ACADEMIC SEPARATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Coppola, Antonio	Police	11/08/18
Iosim, Eugene	Facilities Maintenance	10/05/18
Norek, Laura*	School Relations	10/11/18
Occhipinti, Nicholas	Facilities Maintenance	10/17/18
Otero, Jose	Facilities Maintenance	11/15/18
* Revised date		

AFSCME SEVERANCE COMPENSATION PROGRAM 2018/2019

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>PAYMENT</u>
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Desmond, Ada	Continuing Education	12/31/18	\$13,500
Honey, Evelyn	Library Services	06/30/19	14,000
O'Hara, Joann	Alumni Engagement and Development	12/31/18	17,500
Ross, Anthony	Visual, Performing and Media Arts	12/31/18	15,500
Sheppard, Kathryn	Enrollment Services	06/30/19	7,500
Smolder, Nancy	Counseling Services	06/30/19	11,000

TEAMSTERS SEVERANCE COMPENSATION PROGRAM 2018/2019

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>	<u>PAYMENT</u>
Delgado, Jorge	Facilities Maintenance	12/31/18	\$46,803
Hnyda, Thomas	Facilities Maintenance	06/30/19	63,252
Pawol, Robert	Facilities Maintenance	06/30/19	91,737

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

NON-ACADEMIC PART-TIME/TEMPORARY

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>HOURLY</u>	<u>DATES</u>
Abdul Ahad, Ayanna	Physical Education Center	Fitness Center Attendant	\$ 9.60	11/03/18-06/30/19
Banegas, Denilson	Athletic Center	Ball Runner	9.60	09/04/18-06/30/19
Baylis, Casey	Physical Education Center	Stat Bookkeeper	9.60	10/30/18-06/30/19
Coscia, Grace	Continuing Education	Chef Assistant	16.54	07/01/18-06/30/19
DiDomenico, Charles	Learning Center	Senior Tutor	16.00	11/07/18-06/30/19
Disbrow, Amber	Police	Dispatcher	12.25	04/01/18-06/30/19
Gonzalez, Julius	Facilities Maintenance	Plumber	22.00	11/01/18-01/31/19
Hernandez, Anibal	Athletic Center	Assistant Athletic Trainer	30.00	11/01/18-05/31/19
Khan, Zohair	Learning Center	Peer Tutor	9.60	10/23/18-06/30/19
Kim, Uyyoung	Learning Center	Tutor	13.00	10/31/18-06/30/19

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Kline, Marissa	Enrollment Services	Enrollment Services	20.00	11/08/18-06/30/19
Leiva, Edmundo	Natural Science	Biology Lab Assistant	9.60	10/22/18-06/30/19
Montelongo, Rene	Admissions & Recruitment	Admissions & Recruitment Assistant	20.00	10/16/18-12/31/18
Moran, Brian	Continuing Education	Chef Assistant	16.54	07/01/18-06/30/19
Nicholas, Ron	Continuing Education	Chef Assistant	16.54	07/01/18-06/30/19
Olivares, Mara	Learning Center	Tutor	13.00	10/22/18-06/30/19
Ponder, Jennifer	Continuing Education	Chef Assistant	16.54	07/01/18-06/30/19
Rahawi, Mohammed	Learning Center	Tutor	10.50	11/02/18-06/30/19
Scalice, Michael	New Brunswick Center	Evening Coordinator	25.00	10/29/18-03/30/19
Smith, Michael	Hospitality, Culinary Arts & Dietetics	Lab Coordinator	18.00	11/09/18-12/31/18
Terralheiro, Joana	Business & Computer Science	Department Secretary	14.00	06/01/18-06/30/19

SECTION 6 – GRANTS AND SPECIAL PROJECTS

GRANTS AND SPECIAL PROJECTS – PART-TIME APPOINTMENT

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>HOURLY</u>	<u>DATES</u>
Blair, Annette	Project Connections	Learning Disability Specialist	\$20.15	10/22/18-08/31/19
McCaskill, Lee	Project Connections	Learning Disability Specialist	20.15	06/01/18-08/31/19
McKenzie-Garrett, Madison	Child Care	Teacher's Assistant	9.60	10/15/18-06/30/19
Ross, Alanna	Child Care	Teacher Assistant	9.60	10/15/18-06/30/19
Solorzano, Sarah	Natural Sciences	STEM Tutor	9.60	10/22/18-06/30/19

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 November 2018 be approved for

the indicated amounts listed below beginning with the name **Morris George, Barbara** and ending with the name **Morris George, Barbara** for the total amount of **\$1,800.00** (budget code 5-520018-9116-1-33):

CAREER TRAINING CENTER

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Morris George, Barbara	18-19: 324	<u>\$1,800.00</u>
	TOTAL	\$1,800.00

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 November 2018 be approved for the indicated amounts listed below beginning with the name **Jones, Jennifer** and ending with the name **Torres, Licefery** for the total amount of **\$4,212.00** (budget code 5-520020-9116-1-33):

CAREER TRAINING CENTER

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Jones, Jennifer	18-19:210	\$2,700.00
Okwemba, Arthur	18-19:321	540.00
Peguero, Yunilka	18-19:322	540.00
Torres, Licefery	18-19:323	<u>432.00</u>
	TOTAL	\$4,212.00

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 November 2018 be approved for the indicated amounts listed below beginning with the name **Cruz Moran, Leeana** and ending with the name **Seid, Gary** for the total amount of **\$6,900.00** (budget code 1-520000-9116-1-00):

CORPORATE EDUCATION AND TRAINING

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Cruz Moran, Leeana	18-19:303	\$ 400.00
Graber, Mike	18-19:198	4,500.00

Jean, Youdelka	18-19:304	400.00
Johnson, Kandia	18-19:305	240.00
Pennington-Joyner, Lori	18-19:201	480.00
Pennington-Joyner, Lori	18-19:203	480.00
Seid, Gary	18-19:302	<u>400.00</u>
	TOTAL	\$6,900.00

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 November 2018 be approved for the indicated amounts listed below beginning with the name **Anderson, David** and ending with the name **Walsheck, Kathi** for the total amount of **\$31,189.50** (budget code 1-510000-9116-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (ADULT PROGRAMS)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Anderson, David	18-19:232	\$ 135.00
Anderson, David	18-19:232	135.00
Anderson, David	18-19:232	270.00
Anderson, David	18-19:232	270.00
Anderson, David	18-19:232	270.00
Anderson, David	18-19:232	270.00
Azzarello, Michael	18-19:258	120.00
Azzarello, Michael	18-19:258	120.00
Azzarello, Michael	18-19:258	160.00
Bajwa, Fozia	18-19:281	420.00
Bajwa, Fozia	18-19:281	420.00
Calderaro, Jessica	18-19:234	350.00
Chacon, Adriana	18-19:284	885.00
Chacon, Adriana	18-19:284	45.00
Dalina, Kevin	18-19:240	105.00
Dalina, Kevin	18-19:240	105.00
Dalina, Kevin	18-19:240	105.00

Dalina, Kevin	18-19:240	105.00
Damato, John	18-19:241	540.00
Damato, John	18-19:241	540.00
Damato, John	18-19:241	540.00
DeFeo, Michael	18-19:244	420.00
DiSilvestro, Lora	18-19:245	2,100.00
DiSilvestro, Lora	18-19:245	2,240.00
DiSilvestro, Lora	18-19:245	105.00
Eckart, Carolyn	18-19:246	270.00
Ferrer, Ruth	18-19:247	350.00
Ferrer, Ruth	18-19:247	420.00
Ferrer, Ruth	18-19:247	1,225.00
Harris, Jason	18-19:286	480.00
Hunter, Kory	18-19:250	437.50
Hunter, Kory	18-19:250	350.00
Hunter, Kory	18-19:250	280.00
Hunter, Kory	18-19:250	280.00
Hunter, Kory	18-19:250	612.50
Kapadia, Suraj	18-19:252	540.00
LaCosta, Dawn	18-19:251	70.00
LaCosta, Dawn	18-19:251	70.00
Martinez, Stephanie	18-19:256	210.00
Miller, Brian	18-19:293	540.00
Miller, Michael	18-19:257	288.00
Miller, Michael	18-19:257	288.00
Miller, Michael	18-19:257	288.00
Molloy, William	18-19:259	270.00
Molloy, William	18-19:259	270.00
Ottley, Jane	18-19:262	240.00
Ottley, Jane	18-19:262	240.00
Ottley, Jane	18-19:262	240.00
Ottley, Jane	18-19:262	240.00

Peluso, Frank	18-19:266	405.00
Peluso, Frank	18-19:266	405.00
Peluso, Frank	18-19:266	405.00
Pickerell, Darlene	18-19:289	630.00
Quintero, Alvaro	18-19:268	1,225.00
Rosella, Thomas	18-19:272	480.00
Sadarangani, Komal	18-19:283	525.00
Sadarangani, Komal	18-19:283	525.00
Sarnouski, Darlene	18-19:275	688.00
Selliah, Gnanaseharan	18-19:278	437.50
Selliah, Gnanaseharan	18-19:278	437.50
Selliah, Gnanaseharan	18-19:278	350.00
Selliah, Gnanaseharan	18-19:278	262.50
Selliah, Gnanaseharan	18-19:278	240.00
Selliah, Gnanaseharan	18-19:278	612.50
Selliah, Gnanaseharan	18-19:278	612.50
Walsheck, Kathi	18-19:290	<u>3,675.00</u>
	TOTAL	\$31,189.50

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 November 2018 be approved for the indicated amounts listed below beginning with the name **Curry, Holly** and ending with the name **Weeks, Diane** for the total amount of **\$1,000.00** (budget code 1-511000-9116-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (CULINARY PROGRAM)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Curry, Holly	18-19:211	\$ 140.00
Curry, Holly	18-19:215	140.00
Eugene, Lyonnel	18-19:212	140.00
Guzman, Nadia	18-19:216	140.00
Nicholas, Ron	18-19:213	140.00

Nicholas, Ron	18-19:214	140.00
Weeks, Diane	18-19:227	<u>160.00</u>
	TOTAL	\$1,000.00

HUMAN RESOURCES

BE IT RESOLVED that the following personnel action in the Department of Human Resources for the Fall 2018 Adjunct Payroll be approved:

ADDITIONS

<u>NAME</u>	<u>COURSE ASSIGNMENT</u>	<u>SALARY</u>
Hogan, Annie	MAD-117-74	\$ 357
Mariano, Kenneth	POS-121-INT1	2,418
Pellnat, Scott	ART-105, MAD-117-02, MAD-117-03, MAD-117-74	1,739
Todd, Stephen	ENG-122-INT1	2,319
Whelan, Joseph	ESL-097-T2, ESL-098-T1	10,000

ADJUSTMENTS

<u>NAME</u>	<u>PREVIOUS SALARY</u>	<u>REVISED SALARY</u>
Ansine, Janet	8,866	\$6,106
Batiste, Frank	6,957	8,368
Bishop-Thomas, Angeline	6,184	7,343
Blair, Annette	4,836	5,527
Corso, Mark	6,000	7,819
Costantino, Paige	6,184	3,091
Frank, Sybille	4,638	5,301
Glazer, Barry	9,000	6,000
Kanwal, Virender	1,000	5,000
Lakshmanan, Jothi	4,638	3,975

Lewis, Angeline	8,060	9,931
Manzanares, Rafael	4,638	5,88
Mariano, Kenneth	2,418	4,432
Moreno, Franklin	6,957	2,988
Panna, Victoria	6,957	8,368
Perez, Christian	2,319	579
Thompson, Sametta	3,865	5,797
Zaccagnini, Giuseppe	4,638	3,312

ADDITIONAL COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Bongiorno, Kim	Dental Hygiene	Class Coverage 09/24/18	\$286
Elkhalifa, Sally	Dental Hygiene	Class Coverage 09/14/18	230
Elkhalifa, Sally	Dental Hygiene	Class Coverage 09/19/18	461
Panetta, Julie Anne	Dental Hygiene	Class Coverage 09/19/18	221
Steeb, Tonette	Dental Hygiene	Class Coverage 09/19/18	221

After discussion, the motion was approved.

GENERAL

Mr. Anderson moved, seconded by Mr. Finkelstein, for adoption of resolution 1, the revised Bylaws:

1. WHEREAS, it was deemed necessary to amend the Bylaws of the Middlesex County College Board of Trustees; and

WHEREAS, the revised Bylaws were presented to the Board of Trustees at its October 17, 2018 meeting,

NOW, THEREFORE BE IT RESOLVED that the Middlesex County College Board of Trustees adopt the revised Bylaws attached herein.

After discussion, the motion was approved.

Mr. Sica moved, seconded by Mr. Raja, for adoption of resolutions 2 and 3:

2. WHEREAS, Middlesex County College currently provides credit courses to High School Students in and around Middlesex County; and

WHEREAS, the Interim President and College Administration have recommended to the Board that the tuition for 3- or 4-credit courses should be discounted to \$125 (with no course fees) (“Discounted Tuition Rate”) for Eligible High School Students starting with the Fall semester of the 2019-2020 academic year; and

WHEREAS, the discounted tuition rate of \$125 for a 3- or 4-credit course will be applicable whether the course is taken at the Middlesex County College campus in Edison, the College’s Centers in New Brunswick and Perth Amboy, at a high school, or online; and

WHEREAS, pursuant to N.J.S.A. 18A:3B – 6C, the Board of Trustees gave notice that it will conduct a public hearing on Tuesday, November 20, 2018, at 9:45 AM at the Corral Lounge in the College Center at the Edison Campus on Discounted Tuition for Eligible High School Students; and

WHEREAS, the Board of Trustees held a public hearing on Tuesday, November 20, 2018, at the above time and place to consider the Discounted Tuition Rate of \$125 for a 3- or 4-credit course for Eligible High School Students; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of the College and Eligible High School Students to adopt the Discounted Tuition Rate starting with the Fall semester of the 2019-2020 academic year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Middlesex County College:

1. The Discounted Tuition Rate of \$125 for a 3- or 4-credit course (with no course fees) for Eligible High School Students is hereby approved starting with the Fall semester of the 2019-2020 academic year.
2. The Discounted Tuition Rate shall be applied to courses whether taken on the College’s Edison campus, the Centers in New Brunswick and Perth Amboy, at a high school, or online.
3. This Resolution shall take effect immediately.

3. WHEREAS, The Board of Trustees of Middlesex County College issued a Request for Proposal for a Presidential Search Consultant dated October 17, 2018; and

WHEREAS, The Board received proposals from four search firms on November 9, 2018; and

WHEREAS, The Trustee Search Committee reviewed and evaluated the proposals and recommends to the Board of Trustees that the Pauly Group from Springfield, Illinois be awarded the contract to assist the Board in its search for a new President in the amount of FIFTY TWO THOUSAND (\$52,000) DOLLARS; and

WHEREAS, The Board of Trustees concur with the Trustee Search Committee recommendation,

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Middlesex County College that a contract be awarded to the Pauly Group in the amount of FIFTY TWO THOUSAND (\$52,000) DOLLARS to assist the Trustees in the Presidential Search and Chairman is authorized to execute an Agreement with the Pauly Group.

After discussion, the motion was approved.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Dr. McCormick reported a paper version of the online interactive enrollment dashboard will be soon be available. Also in the works are dashboards for retention and graduation statistics. He thanked the Board and Cabinet for their participation in the MCC Giving Day. Our goal of 100% was reached.

A copy of Dr. McCormick's statement and a student's response to the recent tragedy at the Tree of Life Synagogue in Pittsburgh was distributed to the Board and is attached.

In an effort to engage the community more, a Community Advisory Committee has been formed and will meet next month.

Dr. McCormick's report for November 2018 is attached.

AUDIENCE

No comments.

The next Regular meeting of the Board will take place on Wednesday, December 19, 2018, at 8:30 a.m. in College Center, The Corral, located on the Edison campus of Middlesex County College. The meeting adjourned at 10:11 a.m.

ROBERT P. SICA
SECRETARY