

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

## Minutes of the Annual Meeting of November 20, 2019

The annual meeting of the Board of Trustees of Middlesex County College was held at 8:30 a.m. in College Center, The Corral, located on the College campus. Board members present were: Mmes. Buteas (telephonically), Power and Syed, and Messrs. Daley, Finkelstein, Oras, and Raja. Absent were Messrs. Anderson, Okparaeke, Sica, and Taffet. Also present were President McCormick, Counsel Mr. Hoffman, Assistant Secretary Ms. D'Aloisio, Vice Presidents Ms. Campbell and Dr. Herron, Acting Vice President Dr. Scherr, Facilities Executive Director Mr. Drost, Acting Information Technology Executive Director Mr. Mattaliano, Human Resources Executive Director Mr. Morgan, and Acting Executive Dean Brinson.

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 December 3, 2018, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On December 3, 2018, advance written notice of this meeting was e-mailed to the Home News Tribune and The Star Ledger.
- (c) On December 3, 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 December 3, 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.

Chairman Power led the Pledge of Allegiance.

Mr. Raja presented the recommendation of the Nominating Committee for the slate of officers for year 2019 – 2020 as follows:

Slate of Officers

Chairman

Vice Chair

Treasurer

Secretary

Assistant Secretary

\*Non-Board member

Board Members

Dorothy K. Power

Mark Finkelstein

Gary Taffet

Robert P. Sica

Sally D'Aloisio \*

Mr. Finkelstein moved, seconded by Mr. Raja, that in the absence of any other nominations, the nominations be closed and the Secretary instructed to cast a ballot in unanimous election of the nominees for the year 2019 – 2020. After discussion, the motion was unanimously carried.

Mr. Raja presented the recommendations of the nominating Committee for members of the Board of School Estimate (2) and Alternates (2) for the year 2019-2020:

Mark Finkelstein	Representative
Dorothy K. Power	Representative
Robert P. Sica	Alternate
Gary Taffet	Alternate

In the absence of any other nominations, the nominations were closed and the Secretary instructed to cast a ballot in unanimous election of the nominee for the year 2019 - 2020. After discussion, the motion was unanimously carried.

#### STANDING COMMITTEE APPOINTMENTS

Mrs. Power appointed Praful Raja as Chair of the Academic and Student Affairs Committee and Kyle Anderson, Christine Buteas, and Sitwat Syed as committee members.

Mrs. Power appointed Robert Sica as Chair of the Facilities Committee and Kyle Anderson, Mark Finkelstein, and Gary Taffet as committee members.

Mrs. Power appointed Mark Finkelstein as Chair of the Finance Committee and Robert Oras, Robert Sica, and Gary Taffet, as committee members.

Mrs. Power appointed Robert Oras as Chair of the Human Resources Committee and Christine Buteas, Roger Daley, and Samuel Okparaeke as committee members.

#### AD HOC COMMITTEE APPOINTMENTS

Mrs. Power appointed Kyle Anderson, Chair of the Bylaws Committee and Christine Buteas as a committee member.

Mrs. Power appointed Robert Sica as Chair of the Nominating Committee and Mark Finkelstein and Praful Raja as committee members.

Mrs. Power appointed Mark Finkelstein as Chair of the Search Committee and Dorothy K. Power, Robert Sica, and Gary Taffet as committee members.

Mrs. Power appointed Sitwat Syed to the Commencement Platform Committee.

Mrs. Power appointed Christine Buteas as Ambassador to the New Jersey Council of Community Colleges.

Mrs. Power appointed Robert Oras as liaison to the Community Advisory Committee.

ANNUAL MEETING RESOLUTIONS

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

1. 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 contract is awarded:
  - a. Special Quote # 10556 for Legal Counsel:

Wilentz, Goldman & Spitzer P.A., Woodbridge, NJ in accordance with the proposal of November 8, 2018 for the second-year renewal.
  
2. WHEREAS, It is deemed appropriate for Middlesex County College to have a Public Agency Compliance Officer designated; and

WHEREAS, The College shall designate such an officer or employee to serve as its Public Agency Compliance Officer pursuant to N.J.A.C. 17:27-3.5; and

WHEREAS, Said Officer shall perform duties as prescribed by the rules and regulations of the United States and the State of New Jersey to assure compliance of College operations,

NOW, THEREFORE, BE IT RESOLVED, That Jeffrey Herron, Vice President, Institutional Effectiveness, Planning, and Compliance, be appointed as Public Agency Compliance Officer for the period November 20, 2019 through November 16, 2020, for Middlesex County College; and

BE IT FURTHER RESOLVED, That a copy of this appointment be forwarded to the State of New Jersey, Office of the Treasury, Division of Contract Compliance & Equal Opportunity Office, pursuant to N.J.A.C. 17:27-3.5.
  
3. That the Home News Tribune of Somerville, New Jersey be designated as the Official newspaper for publication of all legal notices affecting the College or the Board of School Estimate.
  
4. That the Board of Trustees hereby designates the following schedule as the dates times, and locations of its regular meetings, except and unless otherwise modified by resolution. Such meetings shall be held in the Corral, College Center or the Brunswick room in Crabiell Hall, on the campus of Middlesex County College, 2600 Woodbridge Avenue, Edison, New Jersey, except on March 17, 2020, when it will be held at the New Brunswick

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Center, 140 New Street, New Brunswick, New Jersey, and on October 21, 2020 when it will be held at the Perth Amboy Center, 60 Washington Street, Perth Amboy, New Jersey.

The Meeting schedule for 2019 - 2020 is as follows:

Wednesday, December 18, 2019	8:30 a.m.	College Center, Edison Campus
Tuesday, January 14, 2020	8:30 a.m.	College Center, Edison Campus
Wednesday, February 19, 2020	8:30 a.m.	College Center, Edison Campus
Tuesday, March 17, 2020	8:30 a.m.	New Brunswick Center
Wednesday, April 15, 2020	5:30 p.m.	College Center, Edison Campus
Wednesday, May 20, 2020	8:30 a.m.	Crabiel Hall, Edison Campus
Wednesday, June 17, 2020	8:30 a.m.	Crabiel Hall, Edison Campus
Wednesday, September 16, 2020	8:30 a.m.	College Center, Edison Campus
Wednesday, October 21, 2020	8:30 a.m.	Perth Amboy Center
Monday, November 16, 2020	8:30 a.m.	College Center, Edison Campus

a. The Board of Trustees hereby designates November 16, 2020, as the date for its Annual Meeting, and such Annual Meeting shall commence at 8:30 a.m. and shall be held in College Center, The Corral, located on the Edison campus of Middlesex County College, 2600 Woodbridge Avenue, Edison Township, New Jersey.

b. Except as hereinafter provided, notice of regular and special meetings of the Board of Trustees shall be posted 48 hours in advance at the following location:

Lobby of Chambers Hall Building

c. A copy of this resolution, together with advance notice of regular and special meetings of the Board of Trustees, shall be mailed to the official newspaper.

d. A copy of advance notice of regular and special meetings of the Board of Trustees shall be filed with the Clerk of the County of Middlesex and the President of Middlesex County College.

e. Any person may request in writing that the Board of Trustees mail to him/her a copy of the schedule of regular meetings of the Board of Trustees, and/or advance written notice of regular, special or rescheduled meetings of the Board of Trustees, and such scheduled and/or advance notice shall be mailed to such person. All requests made pursuant to this paragraph shall terminate at 8:30 a.m. on November 16, 2020, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees.

5. That all existing and revised policies of the Board of Trustees be affirmed for the year commencing November 20, 2019 to November 16, 2020.

After discussion, the motion was carried.

GENERAL

Mrs. Power thanked the Board for the privilege of continuing as Chairman and working with such an elite group of individuals.

Dr. McCormick presented the Annual Report as required by the Board of Trustees Bylaws. He thanked Ms. Campbell and her team for their hard work in producing this report.

There being no further comments or business, Mr. Finkelstein moved, seconded by Mr. Raja that the Annual Organization meeting be adjourned at 8:42 a.m.

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MARK FINKELSTEIN  
VICE CHAIR

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