

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of January 14, 2020

The scheduled 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, 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. Golum, Assistant Secretary Ms. D'Aloisio, Vice Presidents Ms. Campbell and Dr. Herron, Human Resources Executive Director Mr. Morgan, Acting Vice President Dr. Scherr, Acting Executive Dean Brinson, and Acting Information Technology Executive Director Mr. Mattaliano.

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 5, 2019, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On December 5, 2019, advance written notice of this meeting was e-mailed to the Home News Tribune and The Star Ledger.
- (c) On December 5, 2019, 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 5, 2019, 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. Oras moved, seconded by Judge Daley, to adopt the December 18, 2019 regular meeting minutes as presented. Ms. Buteas and Mr. Finkelstein abstained.

After discussion, motion was carried.

PRESENTATION

Dr. McCormick introduced Yamillet Febo-Gomez, Director of Grants. Ms. Febo-Gomez's presentation to the Board on Grants at MCC highlighted the scope and role of MCC's Grants office, active grants, grants in development, and grant strategy and priorities.

FINANCE COMMITTEE

Dr. Herron reported the Finance Committee met last week and reviewed the finance resolutions and the monthly financial reports of the College. Dr. Herron shared a draft of the Proposed Operating Budget for FY 2020-2021 which will be discussed in greater depth at the February 19, 2020, Board meeting.

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

1. 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>
E&I Cooperative Services*	CNR01439	CDW-G	Media Equipment	\$100.42
HCESC**	CAT-16-01r1	Fisher Scientific	Science Supplies	\$4,250.39
HCESC	18-02	ePlus	Computer Equipment	\$284.71
NJCPA***	1920	B&H Photo	Media Equipment	\$744.77
NJCPA	FY19JPC-45	Thomas Scientific	Science Supplies	\$59.67
NJSC****	81641	WB Mason	Office Furniture	\$2,253.26
NJSC	89967	Dell Marketing	Computer Hardware	\$2,333.92
NJSC	17-FLEET-00768	East Coast Emergency Lighting	Police Equipment	\$6,116.80

* E&I Cooperative Services

** Hunterdon County Educational Services Commission

*** New Jersey Cooperative Purchasing Alliance

**** New Jersey State Contract

2. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory an award be made to the following firm pursuant to a fair and open process:
- a. Special Quote # 10643D for previously awarded qualification for printing services for 2020 Camp Middlesex from a total of 11 responses received:

Evergreen Printing Company, Bellmawr, NJ for the amount of \$64,002.28.

3. BE IT RESOLVED that based on the recommendation of the Executive Director of Facilities Management and the Vice President for Institutional Effectiveness, Planning, and Compliance, payment be authorized to the following firms:

- a. FKA Architects for Phase I architectural services in conjunction with the Library Restroom Renovation project in the amount of \$1,030.00.

Contract Amount	\$10,300.00
Payment #1	<u>1,030.00</u>
Balance	<u>\$ 9,270.00</u>

- b. Remington & Vernick Engineers for Phase I engineering services in conjunction with the Physical Education Center HV/HVAC Upgrade project in the amount of \$1,179.00.

Contract Amount	\$ 5,558.00
Previous Payment	676.00
Payment #2	<u>1,179.00</u>
Balance	<u>\$ 3,703.00</u>

- c. RSC Architects for Phase II architectural services in conjunction with the Dental Clinic Restoration project in the amount of \$14,724.00.

Contract Amount	\$49,080.00
Previous Payment	24,540.00
Payment #2	<u>14,724.00</u>
Balance	<u>\$ 9,816.00</u>

- d. Najarian Associates for engineering services in conjunction with the Stormwater Facility Mapping project in the amount of \$2,310.00.

Contract Amount	\$7,000.00
Previous Payment	4,690.00
Payment # 2 FINAL	<u>2,310.00</u>
Balance	\$ 0.00

After discussion, the motion was approved.

HUMAN RESOURCES COMMITTEE

Ms. Oras moved, seconded by Mr. Raja, for adoption of all resolutions in the categories of Hires, Change of Status, and Separations.

Hires, Change of Status and Separations – This month includes 9 recommended items total. A summary of the action items is listed below.

A.	<u>Hires</u> Administrative	<u>Recommendations</u> 3
B.	<u>Change of Status</u> Administrative	<u>Recommendations</u> 3
C.	<u>Separations</u> Administrative	<u>Recommendations</u> 2
D.	<u>Miscellaneous</u> Faculty	<u>Recommendations</u> 1

A. HIRES

ADMINISTRATIVE

1. Name: Steven Alafazanos
Department: Facilities Engineering
Position: Manager, Facilities Projects
Salary: \$82,139
Effective: 2/18/20
2. Name: Lisa Kelly
Department: Middlesex County College Foundation
Position: Executive Director, Middlesex County College Foundation
Salary: \$125,000
Effective: 1/21/20
3. Name: Amanda Lyons
Department: Student Life
Position: Basic Needs Coordinator
Salary: \$69,096
Effective: 2/1/20

B. CHANGE OF STATUS

ADMINISTRATIVE

1. Name: Marla Brinson
 Department: Student and Enrollment Services
 Position: Dean, Student Affairs
 Salary: \$117,499
 Effective: 1/16/20
2. Name: Mirian Curry
 Department: Business and Computer Science
 Position: Acting Associate Chair for Business and Computer Science
 Salary: *\$66,036
 Effective: 1/8/20 - 6/15/20
 *Annual Salary
3. Name: José Laureano
 Department: Student and Enrollment Services
 Position: Executive Dean, Student and Enrollment Services
 Salary: \$130,000
 Effective: 1/16/20

C. SEPARATIONS

ADMINISTRATIVE

1. Name: Yuanxiang Liu
 Department: Financial Aid
 Action: Resignation
 Effective: 1/21/20
2. Name: Joann La Perla-Morales
 Department: President's Office
 Action: Retirement
 Effective: 1/31/20

FACULTY MISCELLANEOUS

WHEREAS, **Jack Moskowitz** began his career at Middlesex County College as an Instructor in the English Department on September 1, 1969, was promoted to the academic rank of Assistant Professor in 1974 and to the rank of Associate Professor in 1979; and

WHEREAS, **Jack Moskowitz** completed the A.B.D. in English and American Literature at Brandeis University in 1979; and

WHEREAS, **Jack Moskowitz** effectively taught generations of students in English Composition as well as English and American Literature; and

WHEREAS, The Middlesex County College community is deeply saddened by the passing of friend and colleague **Jack Moskowitz** on December 2, 2019;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex County College offers its profound and sincere sympathy to the family and friends of **Jack Moskowitz**; and

BE IT FURTHER RESOLVED, that in order to commemorate his service to Middlesex County College a certified copy of this resolution be sent to the family of **Jack Moskowitz**.

After discussion, the motion was approved.

GENERAL

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

1. WHEREAS, As a result of the New Jersey First Act (Senate Bill No. 1730, P.L. 2011, Chapter 70), effective September 1, 2011, certain classifications of persons holding employment or position with a public agency, including public higher education institutions, will have 365 days within which to establish a principal residence in New Jersey; and

WHEREAS, Failure to comply with the residency requirement within the 365 day period shall render the person unqualified to continue to hold the public employment or position; and

WHEREAS, Middlesex County College is a border county and relies on the ability to recruit from out-of-state; and

WHEREAS, The residency requirement would seriously impede Middlesex County College's ability to recruit and compete successfully with similar educational institutions in this and other states;

NOW THEREFORE BE IT RESOLVED, that the attached Exemption Report be filed with the appropriate State officials and

BE IT FURTHER RESOLVED, that the Board authorizes the President to amend the Report and file it with the State as appropriate.

2. Based on the recommendation of Middlesex County College Board of Trustee Vice Chair Mark Finkelstein, authorize the approval of President Mark McCormick's expenses for the period October 1, 2019 through December 31, 2019.

After discussion, the motion was approved.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Attached is Dr. McCormick's report for January 2020. Dr. McCormick noted that recent events included an induction ceremony for the Education International Society, service events by students in Democracy House, and the College serving as the site for the annual Middlesex County Reorganization meeting. The College's Annual Report is being printed and will be in the mail shortly. Dr. McCormick introduced José Laureano, the newly appointed Executive Director for Student and Enrollment Services and thanked Marla Brinson for serving in an acting capacity while the search was conducted.

The next regular meetings of the Board of Trustees will take place on Wednesday, February 19, 2020, at 8:30 a.m. at the College Center, Corral, located on the Edison campus.

The meeting adjourned at 8:57 a.m.

MARK FINKELSTEIN
VICE CHAIR

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