

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of May 20, 2020

The scheduled meeting of the Board of Trustees of Middlesex County College was held via Zoom at 8:30 a.m. Board members participating were: Mmes. Buteas, Cortes, Power, and Syed, and Messrs. Anderson, Daley, Finkelstein, Okparaeke, Oras, Raja, Sica, and Taffet. Also present were President McCormick, Counsel Mr. Hoffman, Assistant Secretary Ms. D'Aloisio, Vice Presidents Ms. Campbell, Dr. Herron, and Dr. Scherr, Chief Financial Officer Mr. Maltino, Executive Dean Mr. Laureano, Executive Directors Mr. Drost and Mr. Morgan, and Acting 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 May 6, 2020, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On May 6, 2020, advance written notice of this meeting was emailed to the Home News Tribune and The Star Ledger.
- (c) On May 6, 2020, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On May 6, 2020, 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 and asked for a moment of silence.

MINUTES

Mr. Sica moved, seconded by Mr. Oras, to adopt the minutes of the April 15, 2020 regular meeting as presented.

After discussion, the motion was carried.

PRESENTATION

Mr. Laureano presented an update on the MCC Athletic Program, including examples of academic achievement of student athletes improving over the last year. Nearly all athletic teams have seen an increase in team GPA. In addition, 161 student athletes have excelled academically this year with 59 achieving GPAs of 3.0, 24 achieving GPAs of 3.5, and 4 achieving perfect

GPA's of 4.0. Trustees Anderson and Buteas commended Athletic Director Derrick Johnson on his vision for the MCC Athletic Program and demonstrated success by student athletes under his leadership.

### ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Chair Raja noted there are no resolutions this month. Dr. Scherr reported that included under Human Resources in this month's resolutions are recommendations for promotion in academic rank for three faculty members.

### FINANCE COMMITTEE

Mr. Maltino reported the Finance Committee met on May 14, 2020 and reviewed the resolutions below. Mr. Maltino noted included is a resolution to reject all bids for the dental clinic project as they exceeded the cost estimate for the project as per the feasibility study.

Mr. Morgan noted that a bid for dental broker and dental carrier went out in the spring and due to a low response will go out again over the summer.

Dr. McCormick noted that an RFP for audit services is currently out with a deadline for submission on May 22.

Mr. Finkelstein moved, seconded by Mr. Taffet, for adoption of resolutions 1 through 11:

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>
ESCNJ*	17/18-16	WB Mason	Office Furniture	\$975.65
HCESC**	4AT 18-02	B&H Photo	Technology Supplies & Equipment	\$9.95
HCESC	4AT 18-02	B&H Photo	Technology Supplies & Equipment	\$203.99
HCESC	4AT 18-02	B&H Photo	Technology Supplies & Equipment	\$399.50
NJSC***	89967	Dell Marketing	Computer Hardware	\$1,722.36

NJSC	89967	Dell Marketing	Computer Hardware	\$859.50
NJSC	89851	Software House International	Software	\$120.84

- \* Educational Services Commission of New Jersey
- \*\* Hunterdon County Educational Services Commission
- \*\*\* 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(s) pursuant to a fair and open process:
  - a. Special Quote # 10565 for architectural engineering consulting services for capital renewal and replacement projects previously awarded to prequalified vendors through June 30, 2020 to be extended through September 30, 2020.
  - b. Special Quote # 10565O for East Hall Feasibility Study for previously awarded architectural engineering consulting services for capital renewal and replacement projects from a total of four responses received:
 

RSC Architects, Hackensack, NJ for the amount of \$7,900.00.
  - c. Special Quote # 10663 for broker of record for dental consulting services previously awarded through June 30, 2020:
 

Kistler Tiffany Benefits, Mount Laurel, NJ extended through December 31, 2020.
  - d. Special Quote # 10643I for previously awarded qualification of printing services from a total of 11 responses received:
 

Hawk Graphics, Inc., Mount Freedom, NJ for the amount of \$1,400.00 for the 2020 Commencement Program.
  
3. BE IT RESOLVED, That based on the recommendation of the Vice President of Institutional Effectiveness, Planning and Compliance an award be made to the following firm(s) pursuant to a fair and open process:
  - a. Bid # 20-35 for library boilers and pumps from a total of five responses received:
 

FW Webb Co., Piscataway, NJ for the amount of \$83,120.25.

4. WHEREAS, Middlesex County College has solicited bids pursuant to Bid # 20-37 L'Hommedieu Dental Clinic Construction; and

WHEREAS, the College has received bids; and

WHEREAS, the low bid is \$2,989,000 from Northeastern Interior Services and the second low bid is \$2,994,999 from Brahma Construction Corporation; and

WHEREAS, the bids received are over the architect's estimate of \$2,703,189; and

WHEREAS, the Board of Trustees upon recommendation of the College Administration has determined to reject all bids because of the amounts of the bids.

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees hereby rejects all bids; and

BE IT FURTHER RESOLVED that notice of the rejection of the bids shall be promptly provided to the bidders.

5. BE IT RESOLVED that based on the recommendation of the Director of Purchasing, a contract amendment be made to the following firm(s):

- a. Continental Hardware Inc., Newark NJ for additional construction and lumber supplies.

Previous Contract Amount	\$15,700.00
Amendment # 2	<u>4,992.20</u>
New Contract Amount	<u>\$20,692.20</u>

- b. FW Webb Co., Piscataway, NJ for additional plumbing supplies.

Previous Contract Amount	\$18,000.00
Amendment # 1	<u>17,800.00</u>
New Contract Amount	<u>\$35,800.00</u>

- c. A & J Construction, Farmingdale, NJ for additional services needed for underground utility services.

Previous Contract Amount	\$10,000.00
Amendment # 1	<u>15,746.00</u>
New Contract Amount	<u>\$25,746.00</u>

6. WHEREAS, Middlesex County College has a need to acquire food supplies 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, US Foods, Inc., Perth Amboy NJ, has submitted a proposal dated April 16, 2020, indicating that it will provide food supplies for the not-to-exceed amount of \$29,500.00; and

WHEREAS, the anticipated term of this contract is July 1, 2020 through June 30, 2021; and

WHEREAS, US Foods Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that US Foods 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 US Foods Inc. 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 US Foods Inc. as described herein.

7. WHEREAS, Middlesex County College has a need to provide campus-wide texting communication services 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, Mongoose Research Inc., Orchard Park, NY, has submitted a proposal dated April 22, 2020, indicating that it will provide campus-wide texting communication services at an annual amount of \$15,000.00 for a not-to-exceed total of \$30,000; and

WHEREAS, the anticipated term of this contract is May 25, 2020 through May 24, 2022; and

WHEREAS, Mongoose Research Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Mongoose Research 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 Mongoose Research Inc. 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 Mongoose Research Inc. as described herein.

8. WHEREAS, Middlesex County College requires the use of financial institutions in order to provide for financial transactions; and

WHEREAS, Financial institutions are certified by the Governmental Unit Deposit Protection Act,

NOW, THEREFORE, BE IT RESOLVED, That the following financial institution be designated as official depository of funds and is authorized to acquire and dispose of securities of Middlesex County College:

Wells Fargo, Edison, NJ

and that the following financial institution be authorized to process credit and debit card transactions for Middlesex County College:

TD Bank, N.A., Parsippany, NJ

and that the following financial institution be authorized to acquire and dispose of securities of Middlesex County College:

State of NJ Cash Management Fund, Trenton, NJ

Such additional financial institutions as the college administration shall recommend to the Board of Trustees and the Board shall approve.

and that the signatories for transactions with the above financial institutions be any two of the following for transactions in excess of \$5,000.00:

President  
Vice President for Academic Affairs  
Vice President for Institutional Advancement  
Vice President for Institutional Effectiveness, Planning, and Compliance  
Chief Financial Officer  
Controller

and that the signatories for transactions with the above financial institutions be one of the following for transactions less than or equal to \$5,000.00:

President  
Vice President for Academic Affairs  
Vice President for Institutional Advancement  
Vice President for Institutional Effectiveness, Planning, and Compliance  
Chief Financial Officer  
Controller

This Resolution supersedes an earlier Resolution adopted on September 18, 2019, relating to signatories for financial transactions and shall take effect immediately.

9. WHEREAS, It is deemed appropriate for Middlesex County College to have designated contracting agents; and

WHEREAS, The College shall designate such officers or employees to serve as its contracting agents pursuant to N.J.S.A. 18:64A-25.3;

NOW, THEREFORE, BE IT RESOLVED, That the following be designated as contracting agents for Middlesex County College:

- President
- Vice President for Academic Affairs
- Vice President Institutional Advancement
- Vice President for Institutional Effectiveness, Planning, and Compliance
- Chief Financial Officer
- Director of Purchasing and Inventory

10. BE IT RESOLVED that based on the recommendation of the Executive Director of Facilities Management and the Chief Financial Officer, payment be authorized to the following firms:

a. DLB Associates for Phase 3B engineering services in conjunction with College Center Sprinkler project in the amount of \$2,220.00.

Contract Amount	\$14,800.00
Payment #1	<u>2,220.00</u>
Balance	<u>\$12,580.00</u>

b. FKA Architects for Phase I architectural services in conjunction with the Library Restroom Renovation project in the amount of \$1,560.00.

Contract Amount	\$10,300.00
Previous Payments	8,240.00
Payment #5	<u>1,560.00</u>
Balance	<u>\$ 500.00</u>

c. K&D Contactors LLC for engineering services in conjunction with the College Center Sprinkler Retrofit project in the amount of \$30,000.00.

Contract Amount	\$30,000.00
Payment #1 FINAL	<u>30,000.00</u>
Balance	<u>\$ 0.00</u>

- d. KeRi Engineering for engineering services in conjunction with Residence #105 HVAC Upgrades project in the amount of \$4,500.00.

Contract Amount	\$5,000.00
Payment #1	<u>4,500.00</u>
Balance	<u>\$ 500.00</u>

- e. KeRi Engineering for engineering services in conjunction with the Library Boiler Installation project in the amount of \$6,000.00.

Contract Amount	\$8,750.00
Payment #1	<u>6,000.00</u>
Balance	<u>\$2,750.00</u>

11. Wilentz, Goldman & Spitzer for legal services rendered for the months of January 1, 2020 through and including March 31, 2020 for normal operations of Middlesex County College.

	\$55,452.86
Less 15 percent courtesy discount	<u>( 8,095.13)</u>
Total Disbursement	<u>\$47,357.73</u>

After discussion, the motion was approved. Mr. Finkelstein abstained from resolution #1.

#### HUMAN RESOURCES COMMITTEE

Mr. Morgan reported 42 hires and personnel actions are recommended for approval in this month's packet. He noted the two hires are not new hires. One is an adjustment to a start date, and the other is for a part-time soccer coach that is retroactive to March. Also included are resolutions for faculty promotions and contractual payments for summer work.

Mr. Oras moved, seconded by Mr. Raja, for approval of the following hires, changes of status, and separations.

Hires, Change of Status and Separations – This month includes 42 recommended items total. A summary of the action items is listed below.

A.	<u>Hires</u>	<u>Recommendations</u>
	Administrative	2
B.	<u>Change of Status</u>	<u>Recommendations</u>
	Administrative	5
	Faculty	1
	Support Staff	1

C. Separations                      Recommendations  
No Action

D. Miscellaneous                      Recommendations  
Administrative                      15  
Faculty                                      11  
Support Staff                              1

E. Holiday Calendars                      Recommendations  
Administrative                      1  
Confidential                              1  
Support Staff                              3  
Grants                                      1

A. HIRES

ADMINISTRATIVE

1.        Name:                      Eugenia Stoyanova  
            Department:              Financial Aid  
            Position:                      Financial Aid Administrator  
            Salary:                      \$69,060  
            Effective:                      \*5/6/20  
            \*Effective date has changed from 5/1/20 (appointment approved in April)

COACHING APPOINTMENT

1.        Name:                      Christian Sanje  
            Department:              Athletic Center  
            Position:                      Part-Time Head Men's Soccer Coach  
            Salary:                      \$1,037.50  
            Effective:                      3/15/20 – 5/30/20

B. CHANGE OF STATUS

ADMINISTRATIVE

1.        Name:                      Arthur Criss  
            Department:              Registration  
            Position:                      Acting Registration and Veterans Support Specialist  
            Salary:                      \$71,126  
            Effective:                      7/1/20 – 6/30/21 (extended)

2.        Name:                      Michael Gutierrez  
            Department:              Information Technology  
            Action:                      \$700/month Stipend – Additional Responsibilities  
            Effective:                      7/1/20 – 12/31/20

3. Name: Alberta Jaeger  
Department: Continuing Education  
Action: Acting Director, Lifelong Learning  
Salary: \$93,058  
Effective: 7/1/20 – 6/30/21 (extended)
4. Name: John Mattaliano  
Department: Information Technology  
Position: Acting Executive Director of Information Technology  
Salary: \$114,085  
Effective: 7/1/20 – 12/31/20 (extended)
5. Name: Lisa Rodriguez-Gregory  
Department: Admissions  
Action: \$700/month Stipend – Additional Responsibilities  
Effective: 7/1/20 – 12/31/20

FACULTY

1. Name: Sheema Majiduddin  
Department: Counseling Services  
Action: Approval of Sabbatical Leave  
Effective: \*Spring 2021  
\*Updated from Fall 2020 as per faculty member request

SUPPORT STAFF

1. Name: Jillian Agnello  
Department: Police  
Position: Change from Probationary Officer to Police Officer 3  
Salary: \$50,492 + \$2,150 – Master's Degree  
Effective: 5/1/20

C. SEPARATIONS No Action

D. MISCELLANEOUS

ADMINISTRATIVE

1. Name: Gary Abbott  
Department: ESL, Languages and Cultures  
Action: Summer Employment  
Salary: \$3,359.93  
Effective: 6/15, 6/17, 6/18, 6/22, 6/24, 6/25, 6/29

2. Name: Michael Ansonoff  
Department: Natural Sciences  
Action: Summer Employment  
Salary: \$2,475.76  
Effective: 6/16, 6/17, 6/18, 6/19, 6/22, 6/23, 6/24, 6/25
3. Name: Aslihan Cakmak  
Department: Business and Computer Science  
Action: Summer Employment  
Salary: \$5,026.70  
Effective: 7/15, 7/16, 7/17, 7/18, 8/5, 8/6, 8/10, 8/11, 8/12, 8/13
4. Name: Daniel Colaneri  
Department: Mathematics  
Action: Summer Employment  
Salary: \$1,585.85  
Effective: 7/6, 7/7, 7/8, 7/9, 7/10
5. Name: James Ferrell  
Department: Radiography Education  
Action: Summer Employment  
Salary: \$16,652.86  
Effective: 20 or 34 days depending on whether students return to campus on 6/1
6. Name: Don Groninger  
Department: Mathematics  
Action: Summer Employment  
Salary: \$5,152.70  
Effective: 7/20, 7/21, 7/22, 7/23, 7/24, 7/27, 7/28, 7/29, 7/30, 7/31
7. Name: Timothy Hack  
Department: History and Social Sciences  
Action: Summer Employment  
Salary: \$6,183.24  
Effective: 6/16, 6/17, 6/18, 6/23, 6/24, 6/29, 6/30, 7/27, 7/28, 7/29, 8/11, 8/13
8. Name: Annie Hogan  
Department: Visual, Performing and Media Arts  
Action: Summer Employment  
Salary: \$5,279.89  
Effective: 6/16, 6/17, 6/18, 6/19, 6/22, 6/23, 6/24, 6/25, 6/26, 6/29, 6/30

9. Name: Mary-Pat Maciolek  
 Department: Hospitality, Culinary Arts and Dietetics  
 Action: Summer Employment  
 Salary: \$4,968.72  
 Effective: ½ days: 6/16, 6/18, 6/23, 6/25, 6/30, 7/2, 7/7, 7/9, 7/14, 7/16, 7/21, 7/23, 7/28, 7/30, 8/4, 8/6, 8/11, 8/13
10. Name: Michelle Roman  
 Department: Dental Hygiene  
 Action: Summer Employment  
 Salary: \$4,319.91  
 Effective: 6/22, 6/23, 6/24, 6/25, 6/26, 6/29, 6/30, 7/1, 7/2
11. Name: Richard Roy  
 Department: ESL, Languages and Cultures  
 Action: Summer Employment  
 Salary: \$3,815.35  
 Effective: Half days: 5/18, 5/21, 5/25, 5/28, 6/1, 6/4, 6/8, 6/11  
 Full days: 7/1, 7/2, 7/6, 7/8, 7/9, 7/13, 7/14
12. Name: Thomas Sabol  
 Department: Engineering Technologies  
 Action: Summer Employment  
 Salary: \$2,567.60  
 Effective: 6/29, 6/30, 7/6, 7/13, 7/14
13. Name: Mathew Spano  
 Department: English  
 Action: Summer Employment  
 Salary: \$8,683.78  
 Effective: 6/16, 6/17, 6/18, 6/23, 6/24, 6/25, 6/29, 6/30, 7/1, 7/2, 7/20, 7/21, 7/22, 7/23
14. Name: Mirta Tejada  
 Department: History and Social Sciences  
 Action: Summer Employment  
 Salary: \$3,250.80  
 Effective: 6/16, 6/17, 6/18, 6/30, 7/1, 7/2, 7/14, 7/16, 7/21, 7/23

ADMINISTRATIVE – ADDITIONAL COMPENSATION

1. Name: Sally D'Aloisio  
 Department: Board of Trustees  
 Position: Assistant Secretary to Board of Trustees  
 Payment: \$3,000  
 Effective: FY 2020-2021

FACULTY - PROMOTIONS

1. Name: Susan Altman  
Department: Visual, Performing and Media Arts  
Action: Promoted to Professor  
Salary: \$103,737  
Effective: 7/1/20
2. Name: Thomas Halasinski  
Department: Natural Sciences  
Action: Promoted to Professor  
Salary: \$102,969  
Effective: 7/1/20
3. Name: Lakshmi Nagarajan-Iyer  
Department: Business and Computer Science  
Action: Promoted to Professor  
Salary: \$102,969  
Effective: 7/1/20

FACULTY – COMPENSATION

1. Name: Daniel Grek  
Department: Engineering Technologies  
Reason: Faculty Contact Overload 2019-2020 Academic Year  
Payment: \$2,451.48
2. Name: Meenu Jain  
Department: Natural Sciences  
Reason: Faculty Contact Overload 2019-2020 Academic Year  
Payment: \$7,463.65
3. Name: James Martiney  
Department: Natural Sciences  
Reason: Faculty Contact Overload 2019-2020 Academic Year  
Payment: \$3,677.22
4. Name: Rick Schieni  
Department: Engineering Technologies  
Reason: Faculty Contact Overload 2019-2020 Academic Year  
Payment: \$2,146.58
5. Name: Moe Tabanli  
Department: Natural Sciences  
Reason: Faculty Contact Overload 2019-2020 Academic Year  
Payment: \$8,377.08

FACULTY – OBSERVATIONS OF ADJUNCTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>PAYMENT</u>
Alexandra Fields	English	\$600
Hillary Hyman	ESL, Languages, Cultures	\$450
Crystal Quillen	History and Social Sciences	\$150
Giuseppe Rotolo	History and Social Sciences	\$600

FACULTY – REDUCED LOAD

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REDUCED ANNUAL SALARY</u>	<u>DATE</u>
Natalia Malyk-Selivanova	Natural Sciences	\$63,630	Fall 2020

FACULTY ASSISTANT CHAIR AND CURRICULUM COORDINATORS 2020/2021

<u>NAME</u>	<u>DEPARTMENT</u>	<u>PAYMENT</u>
Altman, Susan	Visual, Performing and Media Arts – Assistant Chair	\$2,516
Anderson, Kellie	Engineering Technologies – Engineering Science	\$2,516
Applebee, Jennifer	Mathematics – Developmental Math – Statistics Pathway	\$2,516
Archer, Nick	History and Social Sciences – Political Science	\$2,516
Christensen, Erin	Natural Sciences – Microbiology	\$2,516
Corrigan, Terrence	History and Social Sciences – History	\$2,516
Costanzo, Kathleen	Dental Hygiene – Freshman Curriculum Coordinator	\$2,516
Dademo, Raymond	English – English Composition I and II	\$2,516
Drew, Christopher	History and Social Sciences – Homeland Security	\$2,516
Fields, Alexandra	English – Developmental Reading	\$2,516
Finne, James	Engineering Technologies – Electrical Engineering Technology	\$2,516
Gardner, Donna-Marie	Natural Sciences – General Biology I	\$2,516
Grek, Daniel	Engineering Technologies – Civil Engineering Technology	\$2,516
Luis, Melissa	History and Social Sciences – Education	\$2,516
Lynch, Deborah Keenan	Hospitality, Culinary Arts and Dietetics – Culinary Arts	\$2,516
Marshall, Maria	Visual, Performing and Media Arts – Media Arts	\$2,516
Nagarajan-Iyer, Lakshmi	Business and Computer Science – Business and Economics	\$2,516
Narayanan, Uma	Natural Sciences – Biotechnology	\$2,516
Nesi, Joseph	Business and Computer Science – Accounting	\$2,516
Novio, Adrian	Mathematics – Developmental Math – Calculus Pathway	\$2,516
Paquette, Michael	History and Social Sciences – Criminal Justice	\$2,516
Quillen, Crystal	History and Social Sciences – Psychology	\$2,516
Rotolo, Giuseppe	History and Social Science – Philosophy	\$2,516
Saborido, Juan	ESL, Languages and Cultures – Language	\$2,516
Schieni, Rick	Engineering Technologies – Mechanical Engineering Technology	\$2,516
Shur, Ellen	English – Developmental Writing	\$2,516
Spector, Jeffrey	Business and Computer Science – Computer Science	\$2,516

Tobin, April Lynn	Dental Hygiene – Senior Curriculum Coordinator	\$2,516
Vera, Stephanie	ESL, Languages and Cultures	\$2,516
Young, Theresa	Natural Sciences – Anatomy and Physiology	\$2,516

SUPPORT STAFF – ADDITIONAL COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Robert Coste	VPMA	Served as Set Designer for the 2020 Spring semester theatre production of <i>Unnecessary Farce</i>	\$1,757

E. HOLIDAY CALENDARS

ADMINISTRATIVE

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
April 2	Good Friday
May 31	Memorial Day
Plus two (2) floating holidays	
*Chairpersons will have five (5) floating holidays	

CONFIDENTIAL

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
April 2	Good Friday

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May 31 Memorial Day  
Plus three (3) floating holidays based on date of hire

SUPPORT STAFF

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

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
April 2	Good Friday
May 31	Memorial Day

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

FRATERNAL ORDER OF POLICE (FOP)

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
April 2	Good Friday
May 31	Memorial Day

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

TEAMSTER

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
April 2	Good Friday
May 31	Memorial Day
Plus one (1) floating holiday in accordance with Teamster Agreement	

### GRANTS AND SPECIAL PROJECTS

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
April 2	Good Friday
May 31	Memorial Day
Plus two (2) floating holidays	

After discussion, the motion was approved.

### GENERAL

Dr. McCormick noted the College received from the CARES Act \$7.3 million, at least 50% of which must be distributed as grants to students in need because of the pandemic. Dr. Herron reported that to date \$1.9 million has been awarded to 1,108 students in grants ranging in amount from \$500 to \$2,400 per student, depending on need. The remainder of the portion of the funds focused on students will be distributed in the Summer session and Fall semester. The College has also received \$498,827 as a minority-serving institution under the CARES Act. The College is awaiting additional guidance from the U.S. Department of Education on how the institution-focused funds may be used.

Dr. McCormick reported on the impact of COVID-19 on the College's current (FY 2019-2020) budget as well as projections of impact on the FY 2020-2021 budget. The institution-

focused CARES Act funds noted above may cover part or potentially all of the projected \$4 million shortfall in the FY 2019-2020 budget, but predicts that next year's budget will likely be challenging.

Mr. Anderson moved, seconded by Mr. Sica, for adoption of resolutions 1 through 3:

1. WHEREAS, the United States Department of Education (USDOE) has made resources available to educational institutions through the Coronavirus Aid, Relief and Economic Security Act ("CARES Act"); and

WHEREAS, an application entitled CARES Act Institutional Costs has been submitted by the College to the USDOE in the amount of \$7,378,634 with \$3,689,317 to be used to address institutional costs associated with significant changes to the delivery of instruction due to the coronavirus outbreak and \$3,689,317 to be used for emergency financial aid for students; and

WHEREAS, the USDOE has approved the application entitled CARES Act Institutional Costs as submitted by the College; and

WHEREAS, the Board of Trustees ("Board") by Resolution approved on April 15, 2020 approved the application under CARES Act and accepted funds in the amount of \$3,689,317 to be used for emergency aid to students, and this Resolution related to the approval and acceptance of funds for institutional costs; 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 any public body, department or other agency of the State or the United States; and

WHEREAS, the Board has determined that the implementation of the CARES Act Institutional Costs is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves and reaffirms the application for the project entitled CARES Act Institutional Costs as submitted by the College to the United States Department of Education in the total amount of \$7,378,634, with \$3,689,317 to be used to cover institutional costs associated with significant changes to the delivery of instruction due to the coronavirus outbreak.
- b. The Board authorizes the President of Middlesex County College to execute such documents as may be necessary to apply for and implement the CARES Act funds as the documents relate to institutional costs associated with significant changes to the delivery of instruction due to the coronavirus outbreak.
- c. The Board herein accepts and reaffirms the award of \$7,378,634 and authorizes the College President and/or his designee to comply with the provisions of the CARES Act, including applying the \$3,689,317 awarded to address institutional

costs associated with significant changes to the delivery of instruction due to the coronavirus outbreak.

2. WHEREAS, the United States Department of Education (USDOE) has made resources available to educational institutions through the Coronavirus Aid, Relief and Economic Security Act (“CARES Act”); and

WHEREAS, an application entitled CARES Act Minority Serving Institutions Support has been submitted by the College to the USDOE in the amount of \$498,827 to be used to cover institutional costs associated with significant changes to the delivery of instruction due to the coronavirus outbreak; and

WHEREAS, the USDOE has approved the application entitled CARES Act Minority Serving Institutions Support 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 any public body, department or other agency of the State or the United States; and

WHEREAS, the Board has determined that the implementation of the CARES Act Minority Serving Institutions Support 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 CARES Act Minority Serving Institutions Support as submitted by the College to the United States Department of Education in the total amount of \$498,827 to be used to cover institutional costs associated with significant changes to the delivery of instruction due to the coronavirus outbreak.
- b. The Board authorizes the President of Middlesex County College to execute such documents as may be necessary to apply for and implement the CARES Act funds.
- c. The Board herein accepts the award of \$498,827 and authorizes the College President and/or his designee to comply with the provisions of the CARES Act, including applying the \$498,827 awarded to address institutional costs associated with significant changes to the delivery of instruction due to the coronavirus outbreak.

3. 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 April 15, 2020 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.

#### MARKETING AND PUBLIC RELATIONS COMMITTEE

Chair Christine Buteas reported this new sub-committee had its kickoff meeting on May 14. Vice President Campbell and members of the Marketing and Communications Department reviewed the various campaigns MCC is currently undertaking with focus on video, social media, and e-mail. The Middlesex County Board of Chosen Freeholders is supporting College efforts to develop a new marketing plan by lending the College the services of Top Right, the agency the County has used to create and implement its highly successful marketing campaign. Showcased will be MCC's affordability, flexibility and proximity, and high-quality preparation for transfer to four-year institutions and the world of work. Ms. Campbell discussed the data on the *Why MCC?* campaign.

Freeholder Director Ronald Rios pledged the County's support to assist with the marketing and in whatever other way they can do to support our students. Ms. Cortes offered her assistance in news segments in using her contacts with NJ12.

REPORT OF COUNSEL – No report.

#### REPORT OF THE PRESIDENT

Attached is Dr. McCormick's report and PowerPoint presentation for May 2020. He focused on our new partnership with the County and the new Cancer Institute, Commencement 2020, and the Virtual Open House.

#### NEW BUSINESS

Vice Chair Finkelstein asked for nominations from the Board for the prestigious L'Hommedieu Award for the year 2020. On behalf of the Board of Trustees, Mr. Oras submitted Chairman Dorothy K. Power's name for consideration. He noted her many years of dedicated service to both the County as a Freeholder and as a Trustee and Chairman of the Middlesex County College Board of Trustees. Mr. Finkelstein asked if there were any further nominations. Hearing none, Mr. Sica moved, Mr. Raja seconded, to close nominations.

Mr. Oras moved, seconded by Mr. Sica, to name Dorothy K. Power as the 2020 L'Hommedieu Award recipient. After discussion, the motion was carried. Mrs. Power thanked the Board for this honor.

COMMENTS FROM THE AUDIENCE

Freeholder Director Ronald Rios thanked the Board of Trustees for all of their hard work. He noted the College's and Trustees' dedication to continue to conduct business during the pandemic. The County is excited about that partnership with the Cancer Institute and being able to provide future students with the opportunity to receive hands-on education in laboratories from professionals.

The next regular meeting of the Board of Trustees will take place on Wednesday, June 17, 2020, at 8:30 a.m. at a location or means of virtual access to be determined and advertised.

The meeting adjourned at 9:28 a.m.

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ROBERT P. SICA  
SECRETARY

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