

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of September 16, 2020

The scheduled meeting of the Board of Trustees of Middlesex County College was held remotely at 8:30 a.m. via Zoom. Board members present were: Mmes. Buteas, Cortes, McLean, and Power, and Messrs. Anderson, Finkelstein, Okparaeke, Oras, Paluri, 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, Human Resources Executive Director Mr. Morgan, Executive Director Facilities Management Mr. Drost, Executive Dean for Student and Enrollment Services Mr. Laureano, 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 August 17, 2020, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On August 17, 2020, advance written notice of this meeting was e-mailed to the Home News Tribune and The Star Ledger.
- (c) On August 17, 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 August 17, 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.

OATH OF OFFICE

Chairman Power introduced and welcomed Trustee Anand Paluri and Graduating Class Representative Trustee Gabrielle McLean to the Board of Trustees. Chairman Power administered the Oath of Office to the new trustees.

MINUTES

Mr. Sica moved, seconded by Mr. Raja, to adopt the June 17, 2020 regular meeting minutes, and the minutes from the July 29, 2020 and August 28, 2020 Executive Committee meetings as presented.

After discussion, motion was carried. Mr. Paluri abstained.

CORRESPONDENCE

Chairman Power received a letter of congratulations from Paige B. L’Hommedieu as the 2020 recipient of the prestigious Paige D. L’Hommedieu award.

PRESENTATION

Dr. McCormick introduced the recently promoted faculty members, Professor Susan Altman, Professor Thomas Halasinski, and Professor Lakshmi Nagarajan-Iyer. Professors Altman and Halasinski spoke to the Board about their passion for the College’s mission, what they love about teaching, and the creative ways faculty and students have successfully overcome the trials of working remotely during the pandemic. Professor Nagarajan-Iyer was unable to attend the meeting as she was teaching a class at the time. Dr. Scherr read a letter from her.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. Scherr is recommending approval of a resolution to revise the 2020-2021 Academic Calendar. The revision lengthens Wintersession by two weeks for a total of five weeks. This change allows student additional time for their online and remote live classes.

Mr. Raja moved, seconded by Mr. Finkelstein, for adoption of the following resolution:

1. BE IT RESOLVED, That the attached revised Academic Calendar for 2020 – 2021 be approved.

After discussion, the motion was approved.

FINANCE COMMITTEE

Mr. Maltino reported the Finance Committee met on September 10, 2020, and reviewed the finance resolutions and the monthly financial reports of the College.

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*	18/19-03	CDW- Government	Computer Hardware	\$12,147.46
ESCNJ	18/19-04	CDW- Government	IT Services	\$4,977.13
ESCNJ	19/20-14	Sherwin Williams	Paint Supplies	\$12,279.48
HCESC**	CAT-19-09	FW Webb	FY2021 Plumbing Supplies and for Crabiel Hall repair and Library Boiler install	\$33,949.00
HCESC	CAT-18-02	B & H Foto & Video	Cameras and accessories for remote instruction of Photography courses	\$5,249.89
HCESC	CAT-18-02	B & H Foto & Video	Computer Hardware	\$901.73
HCESC	CAT-18-02	ePlus Technology Inc.	Firewall upgrades and VPN for remote access	\$257,185.74
HCESC	Bid #186	The Gillespie Group	Carpet and supplies for Raritan Hall refresh	\$13,626.16
JPC***	18/19 Q-227	EMSI	Career Coach Renewal	\$12,000.00
NJSC****	89967	SHI International	Google Chromebooks and licensing	\$52,643.88
NJSC	89967	SHI International	Laptops and accessories	\$147,008.00
NJSC	89967	SHI International	Warranty services	\$12,191.47
NJSC	80802	Black Box Network Services	Phone system maintenance	\$51,200.00
NJSC	19-FLEET- 0565	Fastenal Company	Hardware for Box Light installations	\$208.20
NJSC	11-DPP- 00650	Independence Constructors Corp.	Emergency tree services related to Summer storm	\$11,492.16

NJSC	83717	Johnson Controls Fire Protection LP	Fire alarm system repairs and upgrades	\$9,650.48
NJSC	40465	Kyocera Document Solutions New York Metro, Inc.	Managed print services and preventative maintenance through June 30, 2021	\$36,392.41
SOCCP*****	CC-0112-18	Continental Hardware	Lumber and related supplies	\$12,524.77

- * Educational Services Commission of New Jersey
- ** Hunterdon County Educational Services Commission
- *** Joint Purchasing Consortium (New Jersey Council of County Colleges)
- **** New Jersey State Contract
- ***** Somerset County Cooperative

2. WHEREAS, the College desires to participate in cooperative purchasing systems to reduce costs and improve efficiency, and

WHEREAS, N.J.S.A. 18A:64A-25.11a.b. and 52:34-6.2(b)(3) authorizes the College to make purchases and contract for services through the use of a nationally-recognized and accepted cooperative purchasing agreements, hereinafter referred to as a “national cooperative”, and

WHEREAS, OMNIA is a national cooperative comprised of contracts awarded by Lead Agencies (public entities) across the nation to source goods and services through a competitive solicitation in order to provide an advantageous procurement method to institutions;

NOW, THEREFORE BE IT RESOLVED That the Board of Trustees approves membership and participation in the OMNIA national cooperative.

3. WHEREAS, the College has previously solicited proposals for the first year with renewal options as permitted by N.J.S.A. 18A:65A-25.28, the following second-year renewal contracts are awarded:

a. Based on the criteria reviewed, the following printing vendors are awarded in these categories as per specifications for the period of November 1, 2020 through October 31, 2021:

- Category A (web press printings):
- Evergreen Printing, Bellmawr, NJ
- Graphic Image, Inc., Milford, CT
- Hummel Printing Inc., Union, NJ

Category B (sheet fed press, perfect binding or saddle stitched printings):

Creasey Printing Services, Springfield, IL

Graphic Image, Inc., Milford, CT

Hatteras Press Inc., Tinton Falls, NJ

Hawk Graphics, Inc., Randolph, NJ

Hummel Printing Inc., Union, NJ

Jersey Printing Associates, Inc., Atlantic Highlands, NJ

Nittany Valley Offset, State College, PA

Stuyvesant Press Inc., Irvington, NJ

- b. Bid #20-27 for campus road sweeping services: Reilly Sweeping, Inc., Fairless Hills, PA in an amount not-to-exceed \$28,200.00.
4. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, contracts for purchases and services classified as exempt under the provision of N.J.S.A. 18A:64A-25.5 be authorized for the period of July 1, 2019 through June 30, 2020:
- Drew & Rogers, Inc., Fairfield, NJ for promotional items services in an amount not-to-exceed \$12,479.82.
5. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, contracts for purchases and services classified as exempt under the provision of N.J.S.A. 18A:64A-25.5 be authorized for the period of July 1, 2020 through June 30, 2021:
- A & J Construction, Farmingdale, NJ for repairs to a damaged fire hydrant in an amount not-to-exceed \$11,972.00.
- Black Box Network Services, Minneapolis, MN for services related to telephone system moves, additions and changes in an amount not-to-exceed \$15,650.00.
- CCA, Inc., New York, NY for training events and Employee Assistance Program services in an amount not-to-exceed \$14,600.00.
- GALE Cengage Learning, Farmington Hill, MI for print library materials and database software in an amount not-to-exceed \$14,203.91.
- Josten's, Inc., Del City, OK for diploma covers in an amount not-to-exceed \$13,585.00.
- Libraries of Middlesex Automation Consortium, Edison, NJ for shared library systems and technology, digital resources and services in an amount not-to-exceed \$17,103.72.

Middle States Commission on Higher Education, Philadelphia, PA for annual membership and site dues in an amount not-to-exceed \$14,160.00.

NJ Edge.net, Newark, NJ for annual membership dues in an amount not-to-exceed \$12,000.00.

OCLC, Inc., Dublin, OH for proprietary library access and authentication software in an amount not-to-exceed \$7,725.00.

Roelynn Litho, Lakewood, NJ for branded face masks in an amount not-to-exceed \$7,956.00.

Zoom Video Communications, Inc., San Jose, CA for video teleconferencing software licensing, maintenance and support in an amount not-to-exceed \$17,450.00.

6. WHEREAS, the College has a need to obtain goods and services as Business Entity Disclosure Contracts 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 each acquisition exceeds \$17,500.00; and

WHEREAS, the vendors have completed and submitted Business Entity and Political Contribution Disclosures which certify that the vendors have 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 the vendors from making any reportable contributions through the term of the contract;

NOW, THEREFORE, BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, contracts for purchases and services classified as exempt under the provision of N.J.S.A. 18A:64A-25.5 be authorized to the following vendor(s) for the period of July 1, 2020 through June 30, 2021:

ACF Technologies, Inc., Asheville, NC for Qnomy software in an amount not-to-exceed \$21,532.00.

Ellucian Company, L.P., Reston, VA for PayPal volume and transaction fees in an amount not-to-exceed \$27,300.00.

Proquest LLC, Ann Arbor, MI for Proquest Central library database in an amount not-to-exceed \$25,809.00.

West Publishing Corporation, Egan, MN for monthly access to print library materials in an amount not-to-exceed \$18,305.26.

7. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer an award be authorized to the following firm(s) pursuant to a fair and open process:
- a. Special Quote # 10565C for Phase IIA architectural consulting services contract for redesign services for the Dental Clinic from a total of five responses received:

RSC Architects, Hackensack, NJ for amount of \$18,400.00.
 - b. Special Quote # 10565J for Phase II engineering consulting services contract for HVAC control design services from a total of three responses received:

Keri Engineering PC, Union, NJ for amount of \$9,850.00.
 - c. Special Quote # 10565M for Phase II design services for fire alarm replacement for Edison Hall and the Performing Arts Center from a total of three responses received:

Keri Engineering PC, Union, NJ for amount of \$12,870.00.
 - d. Special Quote # 10565P for architectural consulting services for Campus ADA Restroom Survey from a total of five responses received:

Spiezle Architectural Group, Hamilton, NJ for the amount of \$18,750.00.
 - e. Special Quote # 10643I for previously awarded qualification for printing services for the additional monies for the commencement brochure from a total of eleven responses received:

Hawk Graphics, Mount Freedom, NJ for the amount of 429.70.
 - f. Special Quote # 10718 for request for qualification for architectural and engineering consulting services for capital renewal and replacement projects from proposals received from 47 firms. Based on the criteria reviewed, the following vendors are awarded in these categories as per the specifications for the period of October 1, 2020 through June 30, 2021:

ARCHITECTURE:
DMR Architects, Hasbrouck Heights, NJ
FKA Architects, Oakland, NJ
Gittings Associates PC, Princeton, NJ
Netta Architects, LLC, Mountainside, NJ
Spiezle Architectural Group, Inc., Hamilton, NJ

CIVIL / SITE ENGINEERING:

CME Associates, Parlin, NJ

French & Parrello Associates, PA, Wall, NJ

LAN Associates, Midland Park, NJ

Najarian Associates, Eatontown, NJ

Remington & Vernick Engineers, Old Bridge, NJ

M / E / P ENGINEERING:

Johnson & Urban LLC, Colts Neck, NJ

Keri Engineering PC, Union, NJ

LAN Associates, Midland Park, NJ

Paulus, Sokolowski and Sartor Engineering PC, Warren, NJ

Remington & Vernick Engineers, Old Bridge, NJ

BUILDING ENVIRONMENTAL CONSULTING:

Brinkerhoff Environmental Services, Inc., Manasquan, NJ

Environmental Connection Inc., Trenton, NJ

LAN Associates, Midland Park, NJ

RJB Environmental Inc., Morrisville, PA

Tectonic Engineering Consultants, East Brunswick, NJ

- g. Special Quote # 10726 for Dental Supplies and Catalogs from a total of five responses received:

Patterson Dental Supply, Totowa, NJ for the amount of \$5,802.96.

Dentserve, New City, NY for the amount of \$4,253.68.

Henry Schein Inc., Melville, NY for the amount of \$3,540.59.

Benco Dental Supply Co., Pittston, PA for the amount of \$1,475.64.

Newark Dental Corp., Springfield, NJ for the amount of \$798.05.

- h. Bid # 21-6 for Library restroom renovations from a total of 11 responses received:

MTB LLC, Neptune City, NJ for the amount of \$215,940.00 for the base bid and alternate.

8. BE IT RESOLVED That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, a contract amendment be made to the following firm(s):

- a. Current Elevator Technology, Inc., Milford, PA for additional elevator repair services in accordance with Bid# 20-17:

Previous Contract Amount	\$25,000.00
Amendment #1	<u>14,428.00</u>
New Contract Amount	<u>\$39,428.00</u>

b. Fire and Security Technology, Lebanon, NJ for additional fire alarm repair services in accordance with Bid# 20-16:

Previous Contract Amount	\$22,500.00
Amendment #1	<u>5,000.00</u>
New Contract Amount	<u>\$27,500.00</u>

c. Wiss & Company, Florham Park, NJ for additional account analysis and reconciliation professional consulting services:

Previous Contract Amount	\$27,500.00
Amendment #1	<u>13,500.00</u>
New Contract Amount	<u>\$41,000.00</u>

9. WHEREAS, the College has a need on a regular basis to sell its personal property that is no longer needed for College purposes, and

WHEREAS, N.J.S.A. 18A:64A-25.27 requires the Board of Trustees to authorize such sales, and

WHEREAS, Govdeals, Inc., Montgomery, AL provides an online reverse auction site;

NOW, THEREFORE BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, the College is authorized to use Govdeals, Inc. to sell any of the College surplus provided the aggregate fees paid to Govdeals, Inc. shall not exceed \$36,399.00 for the fiscal year ending June 30, 2021.

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

a. Environmental Connection, Inc. for Phase 2 environmental services in conjunction with L’Hommedieu Dental Clinic project in the amount of \$3,720.00.

Contract Amount	\$3,720.00
Payment #1 (FINAL)	<u>3,720.00</u>
Balance	<u>\$ 0.00</u>

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- b. KeRi Engineering, PC for Phase 1 engineering services in conjunction with the Edison Hall Dehumidification project in the amount of \$13,950.00.

Contract Amount	\$15,500.00
Payment #1	<u>13,950.00</u>
Balance	<u>\$ 1,550.00</u>

- c. Protective Paving, LLC for construction services in conjunction with Selected Campus Walkways & Roadway project in the amount of \$29,070.00.

Contract Amount	\$74,040.00
Payment #1	29,070.00
Retainage	<u>3,230.00</u>
Balance	<u>\$44,970.00</u>

- d. Protective Paving, LLC for construction services in conjunction with Selected Campus Walkways & Roadway project in the amount of \$44,970.00.

Contract Amount	\$74,040.00
Previous Payments	29,070.00
Payment #2 FINAL	<u>44,970.00</u>
Balance	<u>\$ 0.00</u>

- e. RSC Architects for Phase 1 architectural services in conjunction with the East Hall Career Training Center feasibility study in the amount of \$3,950.00.

Contract Amount	\$7,900.00
Payment #1	<u>3,950.00</u>
Balance	<u>\$3,950.00</u>

- f. RSC Architects for Phase 1 architectural services in conjunction with the East Hall Career Training Center feasibility study in the amount of \$3,160.00.

Contract Amount	\$7,900.00
Previous Payment	3,950.00
Payment #2	<u>3,160.00</u>
Balance	<u>\$ 790.00</u>

11. Wilentz, Goldman & Spitzer for legal services rendered for the months of April 1, 2020, and July 31, 2020 for normal operations of Middlesex County College.

	\$42,375.50
Less 15% percent courtesy discount	<u>(\$6,356.32)</u>
Total disbursement	<u>\$36,019.18</u>

After discussion, the motion was approved. Mr. Finkelstein abstained from resolution #1. Mr. Taffet abstained from resolution #4.

HUMAN RESOURCES COMMITTEE

Mr. Morgan reported the Human Resources Committee met last week and reviewed the 27 items found in the resolutions below.

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

Hires, Change of Status and Separations – This month includes 27 recommended items total. A summary of the action items is listed below.

A.	<u>Hires</u>	<u>Recommendations</u>
	Faculty	1
	Grants	2
B.	<u>Change of Status</u>	<u>Recommendations</u>
	Administrative	2
	Faculty	1
	Support Staff	5
C.	<u>Separations</u>	<u>Recommendations</u>
	Administrative	1
	Support Staff	2
	Grants	8
D.	<u>Miscellaneous</u>	<u>Recommendations</u>
	Faculty	3
	Support Staff	1
	Grants	1

A. HIRES

FACULTY

1. Name: Thomas Brechka
Department: Engineering Technologies
Position: Instructor
Salary: \$30,985 (1-semester only)
Effective: 8/31/20

GRANTS

1. Name: Ellen Allegra
Department: Child Care Center
Position: Kindergarten Teacher
Salary: \$33,164
Effective: 9/1/20
2. Name: Lisa Haskins
Department: Continuing Education
Position: Success Coach
Salary: \$45,000
Effective: 9/15/20

B. CHANGE OF STATUS

ADMINISTRATIVE

1. Name: Michael Ansonoff
Department: Natural Sciences
Action: \$700/month Stipend –
Additional Departmental Responsibilities
Effective: 8/17/20 – 12/31/20
2. Name: Fatima Decarvalho
Department: Facilities Maintenance
Action: *Acting Custodial Supervisor
Salary: \$59,324
Effective: 8/1/20 – 10/31/20 (Extended)

FACULTY

1. Name: Brian McInerney
Department: Hospitality, Culinary Arts and Dietetics
Position: Instructor – Tenure Track
Salary: *\$62,890
Effective: 8/31/20
*Correction in Salary

SUPPORT STAFF

1. Name: Waseem Ahmad
Department: Facilities Maintenance
Position: Temporary Lead Custodian – Third Shift
Salary: \$31,352 + \$2,506 (Shift diff.) + \$3,135 (Lead)
Effective: 8/1/20 – 10/31/20 (Extended)

2. Name: Mark Andersch
Department: Facilities Management
Action: COPE Increase
Salary: *\$53,878 + \$3,758 (COPE)
Effective: 8/1/20
*Revised Salary
3. Name: Anthony Cavezza
Department: Buildings and Grounds Maintenance
Action: COPE Increase
Salary: *\$56,346 + \$940 (COPE) + \$5,729 (Lead)
Effective: 8/1/20
*Revised Salary
4. Name: John McCauley
Department: Facilities Maintenance
Action: Change from temporary to permanent Lead Custodian
Salary: \$34,273 + \$1,984 (Shift diff.) + \$3,427 (Lead)
Effective: 8/16/20
5. Name: Michael Motika
Department: Facilities Management
Position: Change from Grounds Person II to Grounds Person I
Salary: \$47,973
Effective: *3/1/20
*Date correction

C. SEPARATIONS

ADMINISTRATIVE

1. Name: Raymond Battaglia
Department: Information Technology
Action: Resignation
Effective: 9/10/20

SUPPORT STAFF

1. Name: Jillian Agnello
Department: Police
Action: Resignation
Effective: 7/31/20

2. Name: Paul Litwa
Department: Media Services
Action: Resignation
Effective 8/1/20

GRANTS

1. Name: Lillian Cortes
Department: Perth Amboy Center
Action: Grant ended
Effective 8/31/20
2. Name: Vianka Curiel
Department: Perth Amboy Center
Action: Grant ended
Effective 8/31/20
3. Name: Ruth Garcia
Department: Perth Amboy Center
Action: Grant ended
Effective 8/31/20
4. Name: Cheryl Kolber
Department: Project Connections
Action: Grant ended
Effective 8/31/20
5. Name: Wendy Medina
Department: Perth Amboy Center
Action: Grant ended
Effective 8/31/20
6. Name: Victor Tavaréz
Department: Perth Amboy Center
Action: Grant ended
Effective 8/31/20
7. Name: Sheila Vazquez
Department: Perth Amboy Center
Action: Grant ended
Effective 8/31/20
8. Name: Meave Woods
Department: Project Connections
Action: Grant ended
Effective 8/31/20

D. MISCELLANEOUS

FACULTY – REDUCED LOAD

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REDUCED ANNUAL SALARY</u>	<u>DATE</u>
Lick, Dennis	Visual, Performing and Media Arts	\$96,387	Fall 2020

FACULTY – STIPENDS

Following are the full-time 10-month faculty teaching in Fall 2020 who are eligible for a one-time stipend of \$500 in recognition of time and effort to prepare for remote instruction for the Academic Year 2020-2021.

NAME	DEPARTMENT	PAYMENT
Allen, George	Natural Sciences	\$500
Aloff, Simon I	Mathematics	\$500
Altman, Jennifer H	History and Social Sciences	\$500
Altman, Susan	Visual, Performing and Media Arts	\$500
Anderson, Kellie V	Engineering Technologies	\$500
Applebee, Jennifer A	Mathematics	\$500
Archer, Nicholas	History and Social Sciences	\$500
Azzolino, Agnes	Mathematics	\$500
Barnhart, Steven	History and Social Sciences	\$500
Becker, Gail	Natural Sciences	\$500
Bender, Jacob	English	\$500
Bernarducci, James G	English	\$500
Biswas, Sudipta	ESL, Languages, and Cultures	\$500
Blanco, Virgil H	ESL, Languages, and Cultures	\$500
Bosler, Keith R.	Mathematics	\$500
Brechka, Thomas	Engineering Technologies	\$500
Burke, Francis J	Business and Computer Science	\$500
Cavanaugh, Brenda A	ESL, Languages, and Cultures	\$500
Christensen, Erin A	Natural Sciences	\$500
Class, Wilson R	English	\$500
Cohn, Ricki Jean	English	\$500
Condie, Claire A	Natural Sciences	\$500
Constantino, John	History and Social Sciences	\$500
Corrigan, Terrence	History and Social Sciences	\$500
Corzo, Aimee	English	\$500
Costanzo, Kathleen	Dental Hygiene	\$500
Dademo, Raymond J	English	\$500

Daniel, Loretta C.	English	\$500
Dell'Omo, Louis	Visual, Performing and Media Arts	\$500
Delvecchio, Sallie	English	\$500
Demers, Anna S	Visual, Performing and Media Arts	\$500
Dey, Timothy	Business and Computer Science	\$500
Dikun, Ellen	Radiography	\$500
Drew, Christopher J	History and Social Sciences	\$500
Drumbore, Keith A.	English	\$500
Dzurisin, Andrew	History and Social Sciences	\$500
Edwards, Melissa D	English	\$500
Elkhalifa, Sally M	Dental Hygiene	\$500
Espinoza-Wulach, Cristobal G	History and Social Sciences	\$500
Farrett, Peter	Business and Computer Science	\$500
Fields, Alexandra L	English	\$500
Finne, James S	Engineering Technologies	\$500
Fleming, Phyllis	Business and Computer Science	\$500
Foley, Ronald G	Mathematics	\$500
Gardner-Beadling, Donna M	Natural Sciences	\$500
Ghiradella, Leah	English	\$500
Ghosh, Phalguni	Natural Sciences	\$500
Girish, Mekhala	Natural Sciences	\$500
Glazer, Barry M	English	\$500
Gorlin, Margaret A.	Mathematics	\$500
Grek, Daniel C	Engineering Technologies	\$500
Gyurian-Toth, Katalin I	ESL, Languages, and Cultures	\$500
Halasinski, Thomas	Natural Sciences	\$500
Heller, Nadine V.	Visual, Performing and Media Arts	\$500
Honey, Patrick J	History and Social Sciences	\$500
Hyman, Hillary	ESL, Languages, and Cultures	\$500
Jain, Meenu	Natural Sciences	\$500
Joasil, Lorna	History and Social Sciences	\$500
Kantor, Irwin H	History and Social Sciences	\$500
Kanwal, Virender	Natural Sciences	\$500
Keller, James	English	\$500
Kim, Seonja	Mathematics	\$500
Kleinelp, William	Natural Sciences	\$500
Krapels, Kim E	Radiography	\$500
Lansinger, Janet M.	Natural Sciences	\$500
Lasky-Macpherson, Jane L	English	\$500
Lavey, Brian J	Natural Sciences	\$500
Leblanc, Gregory J	History and Social Sciences	\$500
Leoniy, Gina M.	Business and Computer Science	\$500
Levi, Risa H.	Dental Hygiene	\$500
Lick, Dennis	Visual, Performing and Media Arts	\$500

Luck, Patricia A.	Radiography	\$500
Lugo, Angela M	English	\$500
Luis, Melissa A	History and Social Sciences	\$500
Lynch, Deborah K	Hospitality, Culinary Arts and Dietetics	\$500
Malyk-Selivanova, Natalia	Natural Sciences	\$500
Markowicz, Daniel M	English	\$500
Marshall, Benjamin V	English	\$500
Marshall, Maria	Visual, Performing and Media Arts	\$500
Martiney, James A	Natural Sciences	\$500
Martinez, Josiane	Engineering Technologies	\$500
Matagrano, Anthony F	Mathematics	\$500
McInerney, Brian	Hospitality, Culinary Arts and Dietetics	\$500
Mitacchione, Aimee P.	Visual, Performing and Media Arts	\$500
Muley, Parag D	Natural Sciences	\$500
Murray, John J	Natural Sciences	\$500
Nagarajan-Iyer, Lakshmi	Business and Computer Science	\$500
Narayanan, Uma	Natural Sciences	\$500
Nesi, Joseph	Business and Computer Science	\$500
Nickerson, Jeremy	Visual, Performing and Media Arts	\$500
Nigam, Mohit	Natural Sciences	\$500
Novio, Adrian	Mathematics	\$500
O'Gorman, Charles T	Business and Computer Science	\$500
Olson, Jerome M	English	\$500
Paquette, Michael D	History and Social Sciences	\$500
Pavlyuk, Iryna	Mathematics	\$500
Payne, Patricia A	History and Social Sciences	\$500
Peleg, Janet	ESL, Languages, and Cultures	\$500
Poirier, Alane	Visual, Performing and Media Arts	\$500
Przygoda, Margaret J	Natural Sciences	\$500
Pullaro, Shannon	Business and Computer Science	\$500
Quillen, Crystal	History and Social Sciences	\$500
Ramer, Elliot J	ESL, Languages, and Cultures	\$500
Ramer, Iris	ESL, Languages, and Cultures	\$500
Ratner, Diane	Natural Sciences	\$500
Reynolds, Guy A	Mathematics	\$500
Rodriguez, Karen M	ESL, Languages, and Cultures	\$500
Rotolo, Giuseppe	History and Social Sciences	\$500
Rubin, Andrew S	Hospitality, Culinary Arts and Dietetics	\$500
Rubin, Sheri-Rose	Business and Computer Science	\$500
Rufo, Stefanie K	Natural Sciences	\$500
Saborido, Juan M.	ESL, Languages, and Cultures	\$500

Sadowska, Anna	Business and Computer Science	\$500
Scanlon, Michael	Mathematics	\$500
Schatz, Naomi H	Business and Computer Science	\$500
Schieni, Rick	Engineering Technologies	\$500
Shaheen, Elizabeth J	ESL, Languages, and Cultures	\$500
Sherman, Alan	Natural Sciences	\$500
Shur, Ellen	English	\$500
Sicilia, Brian D	Mathematics	\$500
Spector, Jeffrey L	Business and Computer Science	\$500
Strugala, Richard A	English	\$500
Swanicke, Helena A	English	\$500
Tabanli, Moe M	Natural Sciences	\$500
Thompson, Richard C	Visual, Performing and Media Arts	\$500
Tobin, April Lynn	Dental Hygiene	\$500
Vassiliadis, Chariklia	Mathematics	\$500
Vera, Stephanie	ESL, Languages, and Cultures	\$500
Volk, Jean	Business and Computer Science	\$500
Wachtel, Shirley R.	English	\$500
Wathen, Christine	Business and Computer Science	\$500
Winchester, Celia M	English	\$500
Young, Theresa	Natural Sciences	\$500
Zale, Steven	Business and Computer Science	\$500
Zimmerman, Daniel J	English	\$500

FACULTY MISCELLANEOUS – RETIREMENT

WHEREAS, Professor **Jack Waintraub** was a dedicated member of the faculty and professional staff at Middlesex County College from **September 1970** through **August 2020**; and

WHEREAS, Professor **Jack Waintraub** began his career at Middlesex County College as a faculty member in Electrical Engineering and then served as Chair of the Electrical Engineering Technology Department at Middlesex County College until 2007, in which role he provided outstanding academic leadership at Middlesex County College and within the community college sector in New Jersey and played a prominent role creating extensive local and statewide industry partnerships; and

WHEREAS, Professor **Jack Waintraub** served as a Program Director at the Division of Undergraduate Education as the National Science Foundation (NSF) and the Executive Director of the NJ Center for Advanced Technological Education funded by NSF; and

WHEREAS, Professor **Jack Waintraub** is a Fellow of the American Society of Engineering Education (ASEE) and served ASEE in numerous offices of the Engineering Technology Council and Division, and the Technology Accreditation Commission of ABET, and

was awarded the 2002 Fredrick J. Berger Award for Excellence in Engineering Technology Education; and

WHEREAS, Professor **Jack Waintraub** is a Senior Member of the Institute of Electrical and Electronics Engineering (IEEE) Society; and

WHEREAS, Professor **Jack Waintraub** retired from Middlesex County College on August 31, 2020;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees, based on the recommendation of the President of Middlesex County College, confer the title of Professor Emeritus on **Jack Waintraub**, with all associated rights and privileges in recognition of his long years of dedicated service and continuing commitment to Middlesex County College.

COACHING APPOINTMENT – 2020-2021 ACADEMIC YEAR

<u>NAME</u>	<u>SPORT</u>	<u>SALARY</u>
Catena, Richard	Spring Stipend – Men’s Soccer	\$2,075

GRANTS AND SPECIAL PROJECTS REAPPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>SALARY</u>	<u>DURATION</u>
Barany, Michael	Veterans Services	\$61,500	9/1/20 – 8/31/21
Jones, Jennifer	Continuing Education	\$35,625	9/1/20 – 8/31/21
Keenan, Robert	Continuing Education	\$35,625	9/1/20 – 8/31/21
Peguero, Yunilka	Continuing Education	\$55,000	9/1/20 – 8/31/21

After discussion, the motion was approved.

GENERAL

Mrs. Power moved, seconded by Mr. Oras, for approval of resolution 1:

1. WHEREAS, Judge Roger W. Daley was appointed by the Governor of the State of New Jersey and served with distinction as a member of the Middlesex County College Board of Trustees from January 10, 2018 to August 19, 2020; and

WHEREAS, during his tenure on the College Board, Judge Daley was a member of the Human Resources and Bylaws Committees; and

WHEREAS, Judge Daley generously volunteered his professional knowledge and insight to the College, enhancing the quality of educational services provided by the institution to the residents of Middlesex County, and

NOW, THEREFORE, BE IT RESOLVED, That the members of the Board of Trustees of Middlesex County College do hereby recognize and acknowledge their sincere appreciation and gratitude to Judge Daley for his outstanding contributions, the interest he has shown, and the assistance he has given to the campus community and residents of Middlesex County; and

BE IT FURTHER RESOLVED, That the members of the Board of Trustees wish Judge Daley good health and continued success in all of his future endeavors.

After discussion, the motion was approved.

Mr. Finkelstein moved, seconded by Mr. Raja, for approval of resolution #2:

2. Based on the recommendation of Middlesex County College Board of Trustee Vice Chair Mark Finkelstein, authorize the approval of President McCormick's expenses for the fourth quarter of FY2020.

After discussion, the motion was approved.

Ms. Buteas reported the marketing team, TopRight has recommended removing "County" from the name of the College and renaming it "Middlesex College" effective January 1, 2021.

Ms. Buteas moved, seconded by Mr. Raja, for approval of resolution #3:

3. WHEREAS, the Board of Trustees of the Middlesex County College at its inception established the corporate name to be the Board of Trustees of Middlesex County College and a name for the College of Middlesex County College; and

WHEREAS, the President established a 13-member marketing group ("Marketing Group") consisting of the President, Administrators and representatives of the College to study and review the name of the Middlesex County College and determine whether the name should be revised; and

WHEREAS, the Marketing Group along with Top Right, a marketing consultant, held 5 workshops and interviewed members of key stakeholder groups, including employees, students, alumni and external stakeholders in the community, including elected officials, K-12 superintendents and business representatives relating to the name and potential change of the name of the College; and

WHEREAS, as a result of the study, the President finds merit in the change of the name and recommends to the Board of Trustees that both the corporate name and the college name should be changed to "Board of Trustees of Middlesex College" and "Middlesex College", respectively; and

WHEREAS, the Board of Trustees is granted the power “to adopt or change the name of the County College” pursuant to N.J.S.A. 18A:64A-12a; and

WHEREAS, the Board of Trustees has determined that it is in the best interest of the College to change the corporate name to “Board of Trustees of Middlesex College” and the College name to “Middlesex College.”

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

1. The corporate name of the College shall be “Board of Trustees of Middlesex County”;
2. The new name of the College shall be “Middlesex College”;
3. The name changes shall be effective as of January 1, 2021;
4. The President is authorized to take such actions as are appropriate to effectuate the name change.

After discussion, the motion was approved.

BYLAWS COMMITTEE

Bylaws Committee Chair Anderson reported the Committee met last week to discuss two modifications. The first proposed modification clarifies the notice requirements for the Board Executive Committee meetings and ensures compliance with the Open Public Meetings law. The proposed Section 6.5.h. reads:

Section 6.5.h. Executive Committee

1. The Executive Committee shall consist of four voting members as follows: Chairman, Vice Chairman, Treasurer, and Secretary.
2. The Executive Committee shall meet between scheduled meetings of the Board or when there is need for an emergency meeting. The meeting may be called by the Chairman, Vice Chairman, or President.
3. *Meetings of the Executive Committee at which actions may be taken by the Executive Committee on behalf of the Board should be conducted pursuant to the guidelines for Special Meetings of the Board (Section 7.3).*
4. The Committee shall take actions on such matters as President and/or Chairman deem necessary in order to maintain the necessary operations of the College before the next scheduled meeting of the Board.
5. The Secretary shall send minutes containing the actions taken by the Executive Committee to all members of the Board within twenty days after the Executive Committee meeting.
6. The actions taken by the Executive Committee shall be considered for ratification by the full Board at the Board’s next scheduled meeting.

The second proposed change is to the existing Section 7.4 – Attendance of Public. The proposed modification sets forth a procedure that people requesting to be heard at the Board meeting must register with the Secretary of the Board 24 hours prior to the meeting, sets a time limitation of three minutes and sets forth the powers of the Board Chairman to control a meeting. The proposed Section 7.4. – Attendance of Public reads:

Section 7.4 – Attendance of Public

All regular meetings and special meetings shall be open to attendance by the public. Any organization, group or individual from within or without the College will be recognized to be heard on agenda items provided that requests to be heard shall have been registered with the Secretary at least twenty-four hours before the meeting. Public participation shall be governed by the following rules:

1. *A participant must be recognized by the Chair or presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable;*
2. *Each statement made by a participant shall be limited to not more than three minutes;*
3. *No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard;*
4. *All statements, questions, or inquiries shall be directed to the Chair or presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the Chair or presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the Chair or presiding officer on behalf of the Board or by the individual Board member;*
5. *The Chair or presiding officer may:*
 - a. *Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;*
 - b. *Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;*
 - c. *Request any person to leave the meeting when that person does not observe reasonable decorum;*
 - d. *Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and*
 - e. *Waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.*

The proposed amendments to the Middlesex County College Board of Trustees Bylaws were presented to the Board of Trustees. The amended Bylaws were sponsored by Mr. Anderson and Ms. Buteas. Mr. Anderson moved to introduce the amended Bylaws, seconded by Mr. Oras, and approved by the Board. The amended Bylaws will be voted on at the October 21, 2020 Board of Trustees meeting at 8:30 a.m.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Attached is Dr. McCormick's report for September 2020. Dr. McCormick congratulated Chairman Power on her receiving the Paige D. L'Hommedieu award, and welcomed new Trustees Paluri and McLean to the Board. He thanked the County for its ongoing support through appropriations to the College, and the additional support of the use of TopRight in developing the College's marketing plan and branding strategy.

Dr. McCormick reported on how the College is finding new ways to continue to achieve its mission and support students, including recruiting new students via virtual events. He also highlighted the ways faculty and staff prepared for the return to campus for the Fall Semester, and continue to provide support for our students who are in need.

COMMENTS FROM THE COUNTY

County Administrator John Pulomena stated that on behalf of Board of Chosen Freeholders and Freeholder Director Ronald G. Rios, the commitment the County has to education is second to none. The alignment of the College and County will help the economic growth in Middlesex County and enhance the people who live in it. He affirmed that the County supports the College's efforts to develop a new marketing plan and will continue to support the College in those efforts.

COMMENTS FROM THE AUDIENCE

Charlie Kratovil, editor of New Brunswick Today, a community newspaper, commented his disapproval of the proposed Bylaw revision that would require 24-hour preregistration to speak before the Board. He also commented on a lawsuit filed against the College and the County by a former College employee. Counsel responded that the lawsuit had been settled.

The next regular meeting of the Board of Trustees will take place on Wednesday, October 21, 2020 at 8:30 a.m. at a location or mean of virtual access to be determined and advertised.

The meeting adjourned at 9:31 a.m.

ROBERT P. SICA
SECRETARY

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