

BOARD OF TRUSTEES OF MIDDLESEX COLLEGE
EXECUTIVE COMMITTEE

Minutes of the Meeting of August 4, 2021

A meeting of the Board of Trustees of Middlesex College Executive Committee was held remotely at 11:15 a.m. via Zoom. Board members present were: Mme. Power and Messrs. Finkelstein, Sica and Taffet. Also present were President McCormick, Counsel Mr. Hoffman, Acting Assistant Secretary Ms. Roa, Vice Presidents Ms. Campbell, Dr. Herron, and Dr. Scherr, Human Resources Executive Director Mr. Morgan, Chief Financial Officer Mr. Maltino, Executive Director Facilities Management Mr. Drost, 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 July 28, 2021, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On July 28, 2021, advance written notice of this meeting was emailed to the Home News Tribune and The Star Ledger.
- (c) On July 28, 2021, a copy of this advance notice was filed with the President of Middlesex College.
- (d) 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.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

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

1. WHEREAS, an application entitled MEN'S VOLLEYBALL GRANT has been submitted by the College to the National Junior College Athletic Association and First Point Volleyball Foundation in the amount of \$10,000.00; and

WHEREAS, the National Junior College Athletic Association and First Point Volleyball Foundation has approved the application entitled MEN'S VOLLEYBALL GRANT as submitted by the College; and

WHEREAS, the Board has determined that the operation of a project entitled MEN'S VOLLEYBALL GRANT 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 MEN'S VOLLEYBALL GRANT as submitted by the College to the National Junior College Athletic Association and First Point Volleyball Foundation for the period July 1, 2021 through June 30, 2022 in the total amount of \$10,000.00.
- b. The Board herein accepts the award of \$10,000.00 and authorizes the College President and/or his designee to implement the project.

2. WHEREAS, an application entitled SFY21 BODY-WORN CAMERA GRANT PROGRAM has been submitted by the College to the New Jersey Department of Law and Public Safety in the amount of \$26,494.00; and

WHEREAS, the New Jersey Department of Law and Public Safety has approved the application entitled SFY21 BODY-WORN CAMERA GRANT PROGRAM as submitted by the College; and

WHEREAS, the Board has determined that the operation of a project entitled SFY21 BODY-WORN CAMERA GRANT PROGRAM 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 SFY21 BODY-WORN CAMERA GRANT PROGRAM as submitted by the College to the New Jersey Department of Law and Public Safety for the period January 1, 2021 through December 31, 2025 in the total amount of \$26,494.00.
- b. The Board herein accepts the award of \$26,494.00 and authorizes the College President and/or his designee to implement the project.

FINANCE COMMITTEE

Mr. Maltino reported that the two resolutions presented today are over the amount of \$100,000.00. The first is for cooperative purchase for the replenishment of our lap top inventory. The second is for an award authorization for media services for rebranding and strategic marketing initiatives.

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

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>
NJSC	89967	SHI International	100 laptops for staff	\$126,626.00

(1) NJSC – New Jersey State Contract

2. 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 #10773 for Media Buying and Planning services from a total of six (6) responses, based on price and other factors:

Electric Symphony Media, Hoboken, NJ for the not-to-exceed amount of \$226,500.00.

After discussion, the motion carried.

HUMAN RESOURCES COMMITTEE

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

Hires, Change of Status, Separations and Miscellaneous – This month includes 29 recommended items total. A summary of the action items is listed below.

A.	<u>Hires</u>	<u>Recommendations</u>
	Administrative	3
	Support Staff	2
B.	<u>Change of Status</u>	<u>Recommendations</u>
	Administrative	4
	Faculty	1
	Support Staff	5
C.	<u>Separations</u>	<u>Recommendations</u>
	Administrative	1
	Faculty	2
	Confidential	1
	Support Staff	5
D.	<u>Miscellaneous</u>	<u>Recommendations</u>
	Faculty	2

Confidential 1
Support Staff 2

A. HIRES

ADMINISTRATIVE

1. Name: Rocco Constantino
Department: Athletics and Recreation
Position: Director, Athletics and Recreation
Salary: \$90,354
Effective: 8/16/21
2. Name: Anibal Hernandez
Department: Athletics and Recreation
Position: Athletic Trainer
Salary: \$69,060
Effective: 8/16/21
3. Name: Michael Tavarone
Department: Finance
Position: Associate Director of Financial Reporting
Salary: \$82,139
Effective: 7/1/21

SUPPORT STAFF

1. Name: Victor Adorno
Department: Facilities Maintenance
Position: Mechanic I
Salary: \$53,878
Effective: 8/16/21
2. Name: Joan O'Brien
Department: New Brunswick Center
Position: New Brunswick Center Coordinator
Salary: \$45,104
Effective: 7/6/21

B. CHANGE OF STATUS

ADMINISTRATIVE

1. Name: George Goros
Department: Human Resources
Position: Human Resources Business Partner
Salary: \$69,060
Effective: 10/1/2021

2. Name: Anny Lantigua Jaquez
Department: Human Resources
Position: Human Resources Coordinator
Salary: \$54,764
Effective: 10/1/2021

3. Name: Gina Napurano
Department: Information Technology
Actions: \$700/month stipend – Additional responsibilities
Effective: 1/1/21 – 9/30/21

4. Name: Gina Vilchez
Department: Human Resources
Position: Benefits Coordinator
Salary: \$54,764
Effective: 10/1/2021

FACULTY

1. Name: Gina Bedoya
Action: Adjustment in Salary
Salary: \$104,891*
Effective: 7/1/21

*Reflects 12-month salary; faculty member's request to work and be paid for 10-months for FY 2021-2022 as per union agreement has been approved and processed.

SUPPORT STAFF

1. Name: Anthony Arena
Department: Facilities Management
Action: COPE Increase
Salary: \$48,936 + \$940 (COPE) = \$49,876
Effective: 8/1/21

2. Name: Eddy Avila
Department: Facilities Management
Action: Change from Custodian to Event Custodian
Salary: \$34,273 + \$1,984 (Shift differential) = \$36,257
Effective: 8/1/21

3. Name: Anthony Cavezza
Department: Facilities Management
Action: COPE Increase
Salary: \$57,286 + \$940 (COPE) + \$5,823 (Lead) = \$64,049
Effective: 8/1/21

4. Name: Michael Motika
Department: Facilities Management
Action: COPE Increase
Salary: \$47,973 + \$940 (COPE) = \$48,913
Effective: 8/1/21
5. Name: Misael Rodriguez
Department: Facilities Management
Action: Change from Mechanic to Lead Mechanic
Salary: \$53,878 + \$5,388 (Lead) = \$59,266
Effective: 8/1/21

C. SEPARATIONS

ADMINISTRATIVE

1. Name: Kori Romeo
Department: Information Technology
Action: Resignation
Effective: 7/30/21

FACULTY

1. Name: Anna Sadowska
Department: Business and Computer Science
Action: Retirement
Effective: 8/31/21
2. Name: Daniel Zimmerman
Department: English
Action: Retirement
Effective: 7/31/21

CONFIDENTIAL

1. Name: Patricia Kennedy
Department: Human Resources
Action: Retirement
Effective: 9/30/21

SUPPORT STAFF

1. Name: Felicia Conte
Department: Facilities Management
Action: Resignation
Effective: 7/6/21

8/4/2021

- 2. Name: Ian Englert
Department: Facilities Management
Action: Resignation
Effective: 7/21/21

- 3. Name: Maura Frischmann
Department: Enrollment Management
Action: Resignation
Effective: 7/30/21

- 4. Name: Jaime Perez
Department: Facilities Management
Action: Retirement
Effective: 7/31/21

- 5. Name: Mark Reefer
Department: Police
Action: Resignation
Effective: 7/7/21

D. MISCELLANEOUS

FACULTY COMPENSATION – IX-M

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Alan Sherman	Natural Sciences	IX-M #678 RCRA Training	\$292.57

SUPPORT STAFF – ADDITIONAL COMPENSATION

- 1. Name: Ashley Castiglia
Department: Perth Amboy Center
Reason: Translation of Materials (Grants Project)
Payment: \$2,500

FACULTY MISCELLANEOUS – RETIREMENT

WHEREAS, **Anna Sadowska**, has faithfully served Middlesex College from September 1, 1979 to August 31, 2021; and

WHEREAS, She has performed her duties and responsibilities capably and loyally;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of **Anna Sadowska** as of August 31, 2021; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contributions of

Anna Sadowska during her years of service to Middlesex College and extends its best wishes to her on her retirement.

CONFIDENTIAL MISCELLANEOUS – RETIREMENT

WHEREAS, **Patricia Kennedy**, has faithfully served Middlesex College from January 24, 1990 to September 30, 2021; and

WHEREAS, She has performed her duties and responsibilities capably and loyally;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of **Patricia Kennedy** as of September 30, 2021; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contributions of **Patricia Kennedy** during her years of service to Middlesex College and extends its best wishes to her on her retirement.

SUPPORT STAFF MISCELLANEOUS – RETIREMENT

WHEREAS, **Jaime Perez**, has faithfully served Middlesex College from May 1, 1996 to July 31, 2021; and

WHEREAS, He has performed his duties and responsibilities capably and loyally;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of **Jaime Perez** as of July 31, 2021; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contributions of **Jaime Perez** during his years of service to Middlesex College and extends its best wishes to him on his retirement.

After discussion, the motion was approved.

GENERAL

The members of the Executive Committee acknowledged the action of the President in forgiving debt owed by students to the College from March 2020 through August 2021 and approved such action.

EXECUTIVE SESSION

At 11:28 a.m., Mr. Finkelstein moved, seconded by Mr. Sica, to go into Executive Session for the purpose of discussing personnel issues.

OPEN SESSION

At 11:47 a.m., Mr. Finkelstein moved, seconded by Mr. Sica, to return to Open Session. After discussion the motion was approved. No action was taken after the return to public session.

The above resolutions will be presented for ratification to the full Board of Trustees at the next regular meeting of the Board of Trustees on Wednesday, September 15, 2021, at 8:30 a.m.

There were no comments from the public.

The meeting adjourned at 11:48 a.m.

ROBERT P. SICA
SECRETARY

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