

BOARD OF TRUSTEES OF MIDDLESEX COLLEGE

Minutes of the Meeting of September 15, 2021

The scheduled meeting of the Board of Trustees of Middlesex College was held remotely at 8:30 a.m. via Zoom. Board members present were: Mmes. Buteas, Caquias and Power and Messrs. Anderson, Finkelstein, Oras, Paluri, Raja, Sica and Taffet. Also present were President McCormick, Counsel Mr. Hoffman, Acting Assistant Secretary Ms. Roa, Vice Presidents Dr. Herron and Dr. Scherr, Human Resources Executive Director Mr. Morgan, Chief Financial Officer Mr. Maltino, 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 November 17, 2020, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On November 17, 2020, advance written notice of this meeting was emailed to the Home News Tribune and The Star Ledger.
- (c) On November 17, 2020, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of County Commissioners.
- (d) On November 17, 2020, a copy of this advance notice was filed with the President of Middlesex 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. Paluri moved, seconded by Mr. Oras, to adopt the regular meeting minutes of the Board on June 16, 2021, and to ratify actions taken by the Board Executive Committee on July 29, 2021, August 4, 2021 and August 26, 2021.

After discussion, the motion was approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. Scherr reported that there were four resolutions relating to grants for consideration by the Board.

Mr. Raja moved, seconded by Ms. Buteaus, for adoption of resolutions 1 through 4.

1. WHEREAS, an application entitled HUNGER FREE CAMPUS GRANT has been submitted by the College to the New Jersey Office of the Secretary of Higher Education (hereinafter referred to as the “State”) in the amount of \$100,000.00; and

WHEREAS, the State has approved the application entitled HUNGER FREE CAMPUS GRANT 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 the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled HUNGER FREE CAMPUS 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 HUNGER FREE CAMPUS GRANT as submitted by the College to the New Jersey Office of the Secretary of Higher Education for the period July 1, 2021 through September 30, 2023 in the total amount of \$100,000.00.
- b. The Board herein accepts the award of \$100,000.00 and authorizes the College President and/or his designee to implement the project.
- c. The Board approves the submission of the project entitled HUNGER FREE CAMPUS GRANT.

2. WHEREAS, an application entitled SECURING OUR CHILDREN’S FUTURE BOND ACT CAREER AND TECHNICAL EDUCATION PROGRAM EXPANSION GRANT has been submitted by the College to the New Jersey Office of the Secretary of Higher Education, (hereinafter referred to as the “State”) in the amount of \$2,997,691.00; and

WHEREAS, the State has approved the application entitled SECURING OUR CHILDREN’S FUTURE BOND ACT CAREER AND TECHNICAL EDUCATION PROGRAM EXPANSION GRANT 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 the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled SECURING OUR CHILDREN’S FUTURE BOND ACT CAREER AND TECHNICAL

EDUCATION PROGRAM EXPANSION 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 SECURING OUR CHILDREN'S FUTURE BOND ACT CAREER AND TECHNICAL EDUCATION PROGRAM EXPANSION GRANT as submitted by the College to the New Jersey Office of the Secretary of Higher Education for the period July 1, 2021 through June 30, 2023 in the total amount of \$2,997,691.00.
- b. The Board herein accepts the award of \$2,997,691.00 and authorizes the College President and/or his designee to implement the project.
- c. The Board approves the submission of the project entitled SECURING OUR CHILDREN'S FUTURE BOND ACT CAREER AND TECHNICAL EDUCATION PROGRAM EXPANSION GRANT.

3. WHEREAS, an application entitled OPPORTUNITY MEETS INNOVATION CHALLENGE GRANT has been submitted by the College to the New Jersey Office of the Secretary of Higher Education (hereinafter referred to as the "State") in the amount of \$542,000.00; and

WHEREAS, the State has approved the application entitled OPPORTUNITY MEETS INNOVATION CHALLENGE GRANT 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 the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled OPPORTUNITY MEETS INNOVATION CHALLENGE 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 OPPORTUNITY MEETS INNOVATION CHALLENGE GRANT as submitted by the College to the New Jersey Office of the Secretary of Higher Education for the period July 1, 2021 through September 30, 2023 in the total amount of \$542,000.00.
- b. The Board herein accepts the award of \$542,000.00 and authorizes the College President and/or his designee to implement the project.

- c. The Board approves the submission of the project entitled OPPORTUNITY MEETS INNOVATION CHALLENGE GRANT.

4. WHEREAS, an application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION has been submitted by the College to the State of New Jersey, Department of Education (hereinafter referred to as the "State") in the amount of \$540,588.00, and

WHEREAS, the State has approved the application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION 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 the State of New Jersey or any of its political subdivisions; and

WHEREAS, the State requires approval by the governing body of Middlesex College for modifications to the grant budget,

WHEREAS, the Board has determined that the operation of a project entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION 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 CARL D. PERKINS CAREER AND TECHNICAL EDUCATION as submitted by the College to the State of New Jersey, Department of Education for the period July 1, 2021 to June 30, 2022 in the total amount of \$540,588.00.
- b. The Board herein accepts the award of \$540,588.00 and authorizes the College President and/or his designee to implement the project.
- c. The Board approves the submission of the project entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION.

After discussion, the motion was approved.

FINANCE COMMITTEE

Mr. Maltino reported that the Finance Committee met on September 8, 2021, to discuss various matters consisting of resolutions for contracting vendor payments, planning and other financial matters at the College and recommends approval of the following sixteen resolutions.

Mr. Finkelstein moved, seconded by Mr. Raja, for adoption of resolutions 1 through 16:

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>
JPC	#20/21 B-1035	UGI Energy Services	Natural gas supply charges	\$197,000.00
JPC	#20/21 R-935	Constellation New Energy	Electricity supply charges	\$235,000.00
NJ Edge	-	NJ Edge	Annual membership dues	\$12,000.00
NJ Edge	-	NJ Edge	FY22 NJ Transfer Assessment per New Jersey President's Council	\$15,452.00
NJ Edge	269EMCPS- 19-003-LA- CBT	CBTS	Voice Over IP phone system lines and implementation fees	\$39,730.00
NJ Edge	269EMCPS- 19-005- CWK	CampusWorks	Business process readiness and Enterprise Resource Planning (ERP) system assessment	\$355,425.00

- (1) JPC – Joint Purchasing Consortium (New Jersey Council of County Colleges)
- (2) NJ Edge – NJ Edge Consortium

2. WHEREAS, the College has previously solicited proposals for the first year with a second-year renewal option as permitted by N.J.S.A 18A:65A-25.28;

NOW, THEREFORE, BE IT RESOLVED, That the following contracts are renewed:

- a. Arthur J. Gallagher & Co., Whippany, NJ for Broker of Record services for dental insurance to be extended for the optional one (1) year renewal period in accordance with SQ #10725 through December 31, 2022.
- b. Cigna Health and Life Insurance Company, Morristown, NJ for dental insurance to be extended for the optional one (1) year renewal period in accordance with SQ

#10733 through December 31, 2022 for the not-to-exceed amount of \$490,124.00.

3. WHEREAS, the College has previously solicited proposals for goods and services with a third-year renewal option as permitted by N.J.S.A 18A:65A-25.28;

NOW, THEREFORE, BE IT RESOLVED, That the following contract is renewed through June 30, 2022:

- a. Nu-Way Concessionaires, Kearny, NJ for food and supplies for the Child Care Center in accordance with Bid # 20-5 for the not-to-exceed amount of \$37,000.00.
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.a(14), be made to the following firms:
- a. Conserve, Fairport, NY for student debt collection services for Fiscal Year 2022.
- b. Penn Credit, Harrisburg, PA for student debt collection services for Fiscal Year 2022.
5. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, awards be authorized to the following firms pursuant to a fair and open process:
- a. Special Quote #10643O for the printing of *Harvestfest* postcards from a total of six (6) responses:
Hummel Printing, Union, NJ for the not-to-exceed amount of \$11,359.00.
- b. Special Quote #10718I for professional engineering services to perform a site survey for the North Hall renovations from a total of three (3) responses:
Remington & Vernick Engineers, Old Bridge, NJ for the not-to-exceed amount of \$5,000.00.
- c. Bid # 22-1 for security officer services at the Perth Amboy and New Brunswick Centers from a total of four (4) responses:
Aegis Security Agency, LLC, Randolph, NJ for the not-to-exceed amount of \$53,919.00 for the period of October 1, 2021 through September 30, 2022 with two (2) optional one-year renewals through September 30, 2024, subject to the availability and appropriation annually of sufficient funds necessary to support the ongoing obligation.
- d. Bid # 22-2 for janitorial cleaning services at the New Brunswick Center from a total

of five (5) responses:

ACB Services, Inc., Cream Ridge, NJ for the not-to-exceed amount of \$49,660.00 for the period of October 1, 2021 through September 30, 2022, with two (2) optional one-year renewals through September 30, 2024, subject to the availability and appropriation annually of sufficient funds necessary to support the ongoing obligation.

- e. Bid # 22-4 for campus roadway and parking lot sweeping at the Edison Campus from a total of one (1) response:

Reilly Sweeping DBA SCA Sweeping of PA, Fairless Hills, PA for the not-to-exceed amount of \$28,200.00 for the period of October 1, 2021 through September 30, 2022 with two (2) optional one-year renewals through September 30, 2024, subject to the availability and appropriation annually of sufficient funds necessary to support the ongoing obligation.

- f. Bid # 22-5 for charter bus services for Athletics, Student Activities, and Academics from a total of three (3) responses:

Suburban Trails, Inc., New Brunswick, NJ for the not-to-exceed amount of \$94,834.00 for the period of September 20, 2021 through August 31, 2022 with an optional one-year renewal through August 31, 2023, subject to the availability and appropriation annually of sufficient funds necessary to support the ongoing obligation.

6. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, a contract previously awarded at the June 2021 Board of Trustees meeting be cancelled due to the vendor's failure to perform the services:

- a. Sunshine Tree and Landscape, LLC, Stewartsville, NJ for emergency tree services in accordance with Bid #21-3 for the not-to-exceed amount of \$18,000.00.

7. 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 be authorized to the following vendors:

- a. Bonfire Interactive, Ltd., Kitchener, Ontario to provide licensing and support for proprietary procurement bidding and contract management software for the annual not-to-exceed amount of \$10,000.00 for the period of November 1, 2021 through October 31, 2023, for a total not-to-exceed amount of \$20,000.00, subject to the availability and appropriation annually to sufficiently meet the extended obligation.
 - b. Johnstone Supply, South Plainfield, NJ to provide HVAC supplies and refrigerant for the not-to-exceed amount of \$20,000.00 through June 30, 2022.
 - c. Modern Campus (previously Destiny Solutions), Toronto, Ontario to provide licensing and support for proprietary enterprise resource planning software for the Workforce Development and Lifelong Learning division in accordance with Special Quote #10714, as previously awarded, for the not-to-exceed amount of \$60,423.00 for annual licensing and support fees, and for the not-to-exceed amount of \$73,577.00 for implementation fees for the total not-to-exceed amount of \$134,000.00 for the period of September 16, 2021 through August 31, 2022.
 - d. NJ Mobile Health Care, Mahwah, NJ to provide instructional services for Fall 2021 Continuing Education '911 Dispatcher/Telecommunicator' courses for the not-to-exceed amount of \$25,000.00.
 - e. Unicorn HRO, Florham Park, NJ to provide licensing, implementation, and support for proprietary human resources information software for a one-time implementation fee of \$9,150.00 and a monthly cost not-to-exceed \$825.00 for the total not-to-exceed amount of \$16,575.00 for the period of October 1, 2021 through June 30, 2022.
8. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, the following contract amendment be made:
- a. OCLC, Dublin, OH for additional proxy hosting services for the IT department:

Previous Contract Amount	\$21,394.12
Amendment #1	<u>4,101.97</u>
New Contract Amount	<u>\$25,496.09</u>
9. BE IT RESOLVED, That based on the recommendation of the Executive Director

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of Facilities Management and the Chief Financial Officer, payment be authorized to the following firms:

- a. Environmental Connection Inc., Trenton, NJ for Phase 3 abatement observation and monitoring environmental consulting services in conjunction with the L’Hommedieu Dental Clinic project in the amount of \$12,920.00.

Contract Amount	\$32,390.00
Payment #1	<u>12,920.00</u>
Balance	<u>\$19,470.00</u>

- b. Johnson & Urban, LLC, Colts Neck, NJ for Phase 1 construction document engineering services in conjunction with the Billy Johnson Hall Boiler Replacement project in the amount of \$1,500.00.

Contract Amount	\$8,500.00
Previous Payment	7,000.00
Payment #2 (FINAL)	<u>1,500.00</u>
Balance	<u>\$ 0.00</u>

- c. Netta Architects, Mountainside, NJ for Phase 2 construction document architectural services in conjunction with the North Hall Renovations in the amount of \$7,131.00.

Contract Amount	\$81,310.00
Previous Payments	42,786.00
Payment #3	<u>7,131.00</u>
Balance	<u>\$31,393.00</u>

- d. Northeastern Interior Services, Little Falls, NJ for construction services in conjunction with the L’Hommedieu Dental Clinic project in the amount of \$51,300.00.

Contract Amount	\$2,778,400.00
Previous Payments	324,000.00
Payment #4	51,300.00
Retainage	<u>41,700.00</u>
Balance	<u>\$2,403,100.00</u>

- e. Remington & Vernick Engineers, Old Bridge, NJ for Phase 1 construction document engineering services in conjunction with the College Center Sprinkler Installation with Fire Pump project in the amount of \$787.50.

Contract Amount	\$22,150.00
Previous Payments	20,143.28
Payment #6	<u>787.50</u>

Balance	<u>\$1,219.22</u>
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- f. Remington & Vernick Engineers, Old Bridge, NJ for Phase 1 construction document engineering services in conjunction with the PEC HV/HVAC Upgrade project in the amount of \$2,415.00.

Contract Amount	\$63,370.00
Previous Payments	23,370.00
Payment #4	<u>2,415.00</u>
Balance	<u>\$37,585.00</u>

- g. RSC Architects, Hackensack, NJ for Phase 3 construction observation architectural services in conjunction with the L'Hommedieu Dental Clinic project in the amount of \$1,636.00.

Contract Amount	\$16,360.00
Previous Payments	3,272.00
Payment #3	<u>1,636.00</u>
Balance	<u>\$11,452.00</u>

- h. Spiezle Architects, Hamilton, NJ for Phase 1 construction document architectural services in conjunction with the Main Hall Restroom Renovation project in the amount of \$725.00.

Contract Amount	\$14,500.00
Previous Payments	13,050.00
Payment #4	<u>725.00</u>
Balance	<u>\$ 725.00</u>

10. BE IT RESOLVED, That based on the recommendation of the Executive Director of Facilities Management and the Chief Financial Officer, a change order be made to the contract with the following firm:

- a. Northeastern Interior Services, Little Falls, NJ for additional labor and materials required to replace an existing wall and abate electrical panels in conjunction with the L'Hommedieu Dental Clinic project in the net amount of \$26,466.00.

Original Contract Amount	\$2,778,400.00
Change Order #1	(+) 26,466.00
New Contract Amount	<u>\$2,804,866.00</u>

11. BE IT RESOLVED, That based on the recommendation of the Chief Financial Officer, payment be authorized to the following firm:

- a. Weiner Law Group, LLC, Parsippany, NJ for legal services rendered regarding labor matters for the month of July 2021 in the amount of \$23,153.69.

12. BE IT RESOLVED, That based on the recommendation of the Chief Financial Officer, the Board of Trustees authorized \$1,766,191.96 to be written off under the Student Debt Amnesty program covering the period of Spring 2020 through Summer 2021 semesters as a result of the COVID-19 pandemic.

13. BE IT RESOLVED That the Chief Financial Officer be authorized to pay salaries to the members of the American Federation of Teachers (AFT Local 1940) for the months of October, November, and December 2021 at salary rates based on those in force for the fiscal year ended June 30, 2021.

14. BE IT RESOLVED That the Chief Financial Officer be authorized to pay salaries to the members of the American Federation of State, County and Municipal Employees (AFSCME) for the months of October, November, and December 2021 at salary rates based on those in force for the fiscal year ended June 30, 2021.

15. BE IT RESOLVED That the Chief Financial Officer be authorized to pay salaries to the members of the International Brotherhood of Teamsters (AFL-CIO) for the months of October, November, and December 2021 at salary rates based on those in force for the fiscal year ended June 30, 2021.

16. BE IT RESOLVED That the Chief Financial Officer be authorized to pay salaries to the members of the Fraternal Order of Police (FOP) for the months of October, November, and December 2021 at salary rates based on those in force for the fiscal year ended June 30, 2021.

After discussion, the motion was approved. Mr. Taffet abstained from Resolutions 2a, 2b and 11.

HUMAN RESOURCES COMMITTEE

Mr. Morgan reported that the Human Resources Committee met on September 8, 2021, and reviewed the 37 items listed below.

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

A. Hires

Recommendations

	Grants	1
	Support Staff	6
B.	<u>Change of Status</u>	<u>Recommendations</u>
	Administrative	7
	Support Staff	4
C.	<u>Separations</u>	<u>Recommendations</u>
	Faculty	1
	Support Staff	1
D.	<u>Miscellaneous</u>	<u>Recommendations</u>
	Administrative	1
	Faculty	13
	Support Staff	1
A.	HIRES	

GRANTS

- Name: Senem Kaptan
 Department: Grants
 Position: Program Manager
 Salary: \$60,000
 Effective: 10/1/21 – 9/30/22

SUPPORT STAFF

- Name: James Carey
 Department: Facilities Maintenance
 Position: Custodian
 Salary: \$31,352 + \$2,506 (Shift differential) = \$33,858
 Effective: 9/16/21
- Name: Ruth Garcia
 Department: Perth Amboy Center
 Position: Enrollment Services Assistant
 Salary: \$42,300
 Effective: 9/13/21
- Name: Ryan Klich
 Department: Facilities Maintenance
 Position: Custodian
 Salary: \$31,352 + \$2,506 (Shift differential) = \$33,858
 Effective: 9/1/21
- Name: James Madden
 Department: Facilities Maintenance
 Position: Custodian
 Salary: \$31,352 + \$2,506 (Shift differential) = \$33,858
 Effective: 9/1/21
- Name: Kelly Rega

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Department: Facilities Management
 Position: Department Assistant
 Salary: \$40,126
 Effective: 9/16/21

6. Name: Darryl Williams
 Department: Facilities Maintenance
 Position: Custodian
 Salary: \$31,352 + \$2,506 (Shift differential) = \$33,858
 Effective: 9/1/21

B. CHANGE OF STATUS

ADMINISTRATIVE

1. Name: Fatima Decarvalho
 Department: Facilities Maintenance
 Position: Acting Custodial Supervisor
 Salary: \$59,917*
 Effective: 9/30/21 – 12/31/21 (extended)
 *Annual Salary
2. Name: Michael Gutierrez
 Department: Information Technology
 Action: \$700/month Stipend – Additional Responsibilities
 Effective: 7/1/21 – 12/31/21 (extended)
3. Name: John Mattaliano
 Department: Information Technology
 Title: Executive Director of Information Technology
 Salary: \$127,500
 Effective: 9/16/21
4. Name: Gina Napurano
 Department: Information Technology
 Action: \$700/month Stipend – Additional Responsibilities
 Effective: 1/1/21 – 12/31/21 (extended)
5. Name: Richard Pelesko
 Department: Information Technology
 Action: \$700/month Stipend – Additional Responsibilities
 Effective: 1/1/21 – 12/31/21 (extended)
6. Name: Anita Rosen
 Department: Purchasing
 Action: \$300/month Stipend – Additional Responsibilities
 Effective: 7/1/21 – 12/31/21 (extended)
7. Name: Antony Stoikovski
 Department: Purchasing
 Action: \$300/month Stipend – Additional Responsibilities
 Effective: 7/1/21 – 12/31/21 (extended)

SUPPORT STAFF

1. Name: Mark Andersch
Department: Facilities Maintenance
Action: COPE Increase
Salary: \$57,636 + \$1,879 (COPE) = \$59,515
Effective: 8/1/21
2. Name: Carl Cabanas
Department: Police
Position: Change from Police Officer 3 to Police Officer 2
Salary: \$65,104*
Effective: 9/17/21
*Master's Degree
3. Name: Joseph Monte
Department: Facilities Maintenance
Action: COPE Increase
Effective: 8/1/21
Salary: \$47,973 + \$1,879 (COPE) = \$49,852
4. Name: Geoff Stash
Department: Facilities Management
Position: Change from Warehouseperson II to Groundsperson II
Salary: \$41,948
Effective: 9/1/2021

C. SEPARATIONS

FACULTY

1. Name: Richard Strugala
Department: English
Action: Deceased
Effective: 8/14/21

SUPPORT STAFF

1. Name: Kiara Sharpe
Department: Library
Action: Resignation
Effective: 8/12/21

D. MISCELLANEOUS

ADMINISTRATIVE – LEAVE OF ABSENCE

1. Name: Ana Rodriguez
Department: Facilities Maintenance
Type of leave: Unpaid
Effective: 9/30/21 – 12/31/21 (extended)

SUPPORT STAFF – LEAVE OF ABSENCE

1. Name: Amanda Salzman
 Department: Registration
 Type of leave: Unpaid
 Effective: 4/16/21 – 1/3/22

FACULTY COMPENSATION – IX-M

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Raymond Dademo	English	IX-M #663 Reading Placement Scoring	\$1,184.06
Raymond Dademo	English	IX-M #683 Reading Placement Scoring	\$268.00
Alexandra Fields	English	IX-M #663 Reading Placement Scoring	\$2,323.42
Alexandra Fields	English	IX-M #683 Reading Placement Scoring	\$484.00
Alexandra Fields	English	IX-M #679 Juvenile Justice Commission (June)	\$2,448.00
Alexandra Fields	English	IX-M #679 Juvenile Justice Commission (July)	\$1,728.00
Daniel Markowicz	English	IX-M #662 Writing Placement Scoring	\$270.35
Daniel Markowicz	English	IX-M #684 Reading Placement Scoring	\$210.00
Ellen Shur	English	IX-M #662 Writing Placement Scoring	\$375.85
Ellen Shur	English	IX-M #684 Reading Placement Scoring	\$176.00
Celia Winchester	English	IX-M #662 Writing Placement Scoring	\$293.68
Celia Winchester	English	IX-M #684 Reading Placement Scoring	\$122.00

FACULTY CURRICULUM COORDINATORS 2021/2022

<u>NAME</u>	<u>DEPARTMENT</u>	<u>PAYMENT</u>
Fields, Alexandra	English – Developmental Reading	\$2,516*
Rubin, Sheri-Rose *Rescinded	Business and Computer Science – Paralegal Studies	\$2,516

FACULTY MISCELLANEOUS-DEATH

WHEREAS, **Dr. Richard Strugala** began his career at Middlesex College as an instructor in the Department of English on September 1, 1980 and was subsequently promoted to

the academic rank of Assistant Professor in 1984; to the rank of Associate Professor in 1987; and to the rank of Professor in 1994; and

WHEREAS, **Dr. Richard Strugala** received his doctorate in Education (Ed.D.) at Rutgers, the State University of New Jersey; and

WHEREAS, **Dr. Richard Strugala** served on multiple Departmental, Divisional and College-wide committees throughout his career at Middlesex College, applying his expertise, experience, and insight for the academic and cultural betterment of the College community; and

WHEREAS, **Dr. Richard Strugala** taught and inspired generations of students in English Composition, U.S. Literature, Introduction to the Novel, Literature and Film, and Science Fiction; and

WHEREAS, **Dr. Richard Strugala** co-authored a valuable writing textbook that was the Department standard for decades, used by generations of instructors of Developmental and College Writing; and

WHEREAS, the Middlesex College community is deeply saddened by the passing of friend and colleague **Dr. Richard Strugala** on August 14, 2021;

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

BE IT FURTHER RESOLVED, that the Board of Trustees of Middlesex College offers its profound and sincere sympathy to the family and friends of **Dr. Richard Strugala**; and

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

FACULTY MISCELLANEOUS – RETIREMENT

WHEREAS, **Dr. Daniel Zimmerman** began his career at Middlesex College as an instructor in the Department of English on September 1, 1979 and was subsequently promoted to the academic rank of Assistant Professor in 1983; to the rank of Associate Professor in 1994; and to the rank of Professor in 1999; and

WHEREAS, **Dr. Daniel Zimmerman** received his doctorate (Ph.D.) in English at The State University of New York at Buffalo; and

WHEREAS, **Dr. Daniel Zimmerman** served as Associate Chair of the English Department from 2004 to 2006 and as Chair of the English Department from 2006 to 2012, providing outstanding academic leadership at Middlesex College; and

WHEREAS, **Dr. Daniel Zimmerman** served on multiple Departmental, Divisional and College-wide committees throughout his career at Middlesex College, applying his expertise, experience, and insight for the academic and cultural betterment of the College community; and

WHEREAS, **Dr. Daniel Zimmerman** taught and inspired generations of students in English Composition, Journalism, Introduction to Poetry, Mythology in Literature, and World Literature; and

WHEREAS, **Dr. Daniel Zimmerman** served for many years as an editor for *Middlesex: A Literary Journal*, the official literary journal of Middlesex College; as the literary art director of the Edison Arts Society; and as the editor of the Arts Society's journal *Arsenal*; and

WHEREAS, **Dr. Daniel Zimmerman** has published myriad poems in many literary journals and anthologies as well as a half dozen books of original poems, many of which he generously shared with the College community at multiple academic and cultural events;

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

After discussion, the motion was approved.

GENERAL

Mr. Finkelstein moved, seconded by Mr. Sica, for adoption of resolutions 1 and 2.

1. Based on the recommendation of Middlesex College Board of Trustees Vice Chair Mark Finkelstein, authorize the approval of President McCormick's expenses for the fourth quarter of FY2021.

2. WHEREAS, Coronavirus disease 2019 ("COVID-19") is a contagious, and at times fatal, respiratory disease caused by the SARS-COV-2 Virus, and presents a public health hazard; and

WHEREAS, the U.S. Centers for Disease Control and Prevention (CDC) has recommended that public bodies should take the necessary and appropriate precautions to reduce exposure to the COVID-19; and

WHEREAS, the Board of Trustees of Middlesex College by virtue of N.J.S.A. 18A:64A-11 is responsible for the management and control of the County College and its facilities; and

WHEREAS, on March 17, 2020, the Board of Trustees of Middlesex College approved an Emergency Proclamation in response to COVID-19; and

WHEREAS, we are in the midst of a worldwide COVID-19 pandemic that has resulted in over 642,000 U.S. deaths and over 37,000 deaths in New Jersey to date; and

WHEREAS, the COVID-19 pandemic has impacted and continues to deeply impact the State of New Jersey, including Middlesex County and its municipalities; and

WHEREAS, there has recently been a surge in the number of COVID-19 infections due to the Delta variant (B.1.617.2), which is a highly transmissible variant of the COVID-19 virus; and

WHEREAS, people who have not been vaccinated against COVID-19 are most at risk of infection, adverse health consequences, and further spreading of COVID-19, including the highly transmissible Delta variant, to friends, family, colleagues, and the community at large; and

WHEREAS, the overwhelming majority of serious illness, hospitalizations, and death resulting from COVID-19, including the Delta variant, are among the unvaccinated; and

WHEREAS, three COVID-19 vaccines have received Emergency Use Authorization (EUA) from the U.S Food and Drug Administration (FDA) and are recommended by the Advisory Committee on Immunization Practices (ACIP) of the CDC and have proven to be safe and highly effective in protecting against COVID-19 infections with resulting serious illnesses, hospitalizations, and deaths; and

WHEREAS, one COVID-19 vaccine has received full authorization from the FDA, with authorization for the other vaccines expected soon; and

WHEREAS, the Board has a responsibility to provide a safe and healthy work and academic environment and it has an obligation to take steps to minimize the spread of COVID-19 infections at the College; and

WHEREAS, both public and private employers and colleges and universities across the country have imposed vaccine mandates for employees and students to protect their workforces and educational communities from the continued spread of COVID-19; and

WHEREAS, the requirement of a mandatory COVID-19 vaccination at the workplace and at institutions of higher education has been held to be permissible in recent cases, administrative decisions, and through guidance provided by numerous public agencies, including the U.S. Equal Employment Opportunity Commission.

NOW, THEREFORE, BE IT RESOLVED to Board of Trustees as follows:

Employees

1. That a public health emergency continues to exist that requires Middlesex College to safeguard students and employees against risks of infection, illness, hospitalization, and death from COVID-19.
2. That all employees, which includes but is not limited to administrators, managers, faculty, classified professionals, professional experts, part-time employees, (including adjunct faculty) and temporary employees who physically enter any College campus facility or worksite must be vaccinated and must provide valid documentation of "full" COVID-19 vaccination (as defined by the CDC) through the College-established process effective by a date to be determined by the President, but no later than November 15, 2021, or earlier if otherwise required by law. This mandate shall not apply to an Employee who received an approved medical exemption or religious exemption from Middlesex College ("Exempted Employees").
3. Employees who want to apply for an exemption must complete either a medical or religious exemption form for consideration. All Employees applying for an exemption must complete the form and submit proof of an approved medical or religious exemption. The College will review all completed Exemption Request forms. Employees will be notified of the outcome of their requests. All decisions will be final. All Exempt Employees will be required to undergo regular testing on a schedule to be determined by the President. The College will contract with a testing provider to allow testing to be completed by Employees.
4. Employees not meeting testing and reporting requirements will be subject to progressive discipline consistent with established Collective Bargaining Agreements for bargaining unit members or procedures established by the Division of Human Resources for non-represented employees.

Students

1. That student athletes, students participating in onsite or off-site apprenticeships, internships, cooperative education, and clinicals, must provide valid documentation of "full" COVID-19 vaccination (as defined by the CDC) through the College-established process by no later than two weeks prior to in-person participation, or otherwise if required by law.
2. That students registering for in-person or hybrid courses for the Spring 2022 semester must provide valid documentation of "full" COVID-19 vaccination (as defined by the CDC) through the College-established process by a date to be determined by College Administration, or otherwise required by law. The following are Exemptions from this policy:
 - A. Students registering for only online courses for the Spring 2022 semester. To qualify, the student must not have a physical presence on campus.

- B. Students who have a medical condition for COVID-19 immunization if failure to receive this immunization does not prevent fulfillment of essential functions and/or curricular requirements of the academic program. Conditions comprising valid medical contraindications to vaccine administration are set forth by the CDC. Such students shall provide a written statement from a healthcare provider licensed to practice medicine in the United States giving reasons for the Exemption. Students who received a medical Exemption shall be tested on a schedule set forth by the President. The College will contract with a testing provider to allow testing to be completed on campus.
 - C. Students who provide a written signed statement explaining how immunization conflicts with the students' bona fide religious beliefs or practices, and if failure to receive the immunization does not prevent fulfillment of essential functions and/or curriculum requirements of the academic program. A general philosophical or moral objection to immunization shall not suffice as the basis for Exemption on religious grounds. Students who receive a religious exemption shall be tested on a schedule provided by President. The College will contract with a testing provider to allow testing to be completed on campus.
 - D. Any student who tests positive for COVID-19 will not be permitted to be on Middlesex College campus until a further test is given and results in a negative result.
5. The President is directed to promptly develop an implementation plan for this Resolution and take all actions necessary to implement and enforce this Resolution and implement and enforce any written procedures, directives, or guidelines that follow, and given the urgency in effectuating such procedures, directives, or guidelines, the Board hereby grants the President the authority to utilize the emergency powers granted in the March 17, 2020 Emergency Proclamation to take such action deemed necessary to protect the health, safety and welfare of students and employees. The Implementation Plan shall be submitted to the Board of Trustees.
6. The Board hereby grants the President, pursuant to the emergency powers granted in the March 17, 2020 Emergency Proclamation, the authority to modify the requirements set forth in this Resolution after notification to the Board of Trustees if necessary to promote the safe, healthy, and efficient operation of the College.

After discussion, the motion was approved.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Dr. McCormick reported that one of our longtime faculty members, Professor Richard Strugala, passed away in August. Professor Strugala was a faculty member in the English Department and was employed by the College since 1980. He taught a number of English courses and will be deeply missed. Dr. McCormick also reported that the rebranding continues. He highlighted initiatives over the summer to prepare new students for the Fall semester and noted the excitement of having new students on campus this semester. Dr. McCormick also reported that since January the Grants team have applied for a number of grants and to date this calendar year the College has been awarded twelve grants totaling over six million dollars. He applauded the work that has been done under the leadership of Michelle Campbell and Yamilet Febo-Gonzalez.

NEW BUSINESS

Dr. McCormick introduced new Student Representative Ana Caquias. He shared that Ana is lifelong resident of Middlesex County and a graduate of Perth Amboy High School. She received her Associate Degree in Liberal Arts with a concentration in Political Science. While a student here at the College, Ana participated in College Assembly. Her passion is working with immigrants, and she is currently employed at a law firm with a focus on working with the marginalized and vulnerable among our community.

COMMENTS FROM THE COUNTY

County Commissioner Scott McCullum commented that on behalf of the County Commissioners the College has their continued support in its mission and master plan. The County provided support for the College's successful application for funding under Securing our Children's Future Grant and felt the name of the grant was most appropriate; without our children there is no future. She also added that on a personal note, both of her children attended Middlesex College and, in her opinion, received a strong foundation to further their education. She also thanked the students as well as the faculty for their commitment during the pandemic.

The next regular meeting of the Board of Trustees will take place on Wednesday, October 20, 2021, at 8:30 a.m. at a location or means of virtual access to be determined and advertised.

The meeting adjourned at 9:03 a.m.

ROBERT P. SICA
SECRETARY

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