



**Board of Trustees Regular Meeting
Tuesday, June 23, 2020 – Zoom Virtual Meeting**

MINUTES

1. General Institutional Functions

1.1 Mr. Curcio called the meeting to order at 5:00 p.m.

1.2 Dr. Crowley read the Public Statement:

Adequate notice of this meeting has been provided at least 48 hours in advance of its commencement by posting in at least one public place reserved for such or similar announcements and by mail, telephone, or hand delivery to all appropriate parties pursuant to the Open Public Meetings Act, N.J.S.A. 10:4.1.

1.3 Roll Call / Pledge of Allegiance – The following were present: Mr. Curcio-Chair, Dr. Morgus-Vice Chair, Dr. Crowley-Secretary, Mr. Spekhardt-Treasurer (arrived at 5:05 p.m.), Ms. Brown, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Connolly-President and Ex-Officio Member, and Mrs. Fullem-Recording Secretary.

Also present were: Mr. Gandhi-EVP Finance and Operations and CFO, Dr. Aguirre Batty-VP Academic Affairs and CAO, Dr. Okay-VP of Student Services, Dr. Conde-Dean of Liberal Arts and Sciences, Mr. Homer-Associate Dean of Institutional Effectiveness and Marketing, Enrollment Management, and Distance Learning, and Mr. Kienz-Board Counsel.

1.4 Mr. Curcio welcomed the guests.

1.5 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker)

Mr. DiPaolo, Chair of the Foundation Board, addressed the Board of Trustees regarding the importance of hiring an Executive Director of the Foundation at this time. Dr. Connolly added that Mr. DiPaolo's comments relate to the meeting agenda because foundation items are included in the request to approve Board Designated Funds allocations (agenda item 2.4.4).

Mrs. Fox, Trustee Liaison to the Foundation Board, noted that there currently a strong focus on higher education and community colleges, and now is the time to move forward with the foundation's plan of action.

1.6 Approval/Acceptance of Minutes:

1.6.1 Minutes from the Tuesday, May 26, 2020 Regular Meeting.

Dr. Crowley moved to approve minutes from the Tuesday, May 26, 2020 Regular Meeting. Mrs. Fox seconded the motion. Motion carried unanimously.

1.6.2 Minutes from the Tuesday, May 26, 2020 Executive Session.

Dr. Morgus moved to approve minutes from the Tuesday, May 26, 2020 Executive Session. Ms. Brown seconded the motion. Motion carried unanimously.

1.6.3 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, June 16, 2020.

- Personnel and Curriculum Committee
- Audit and Policy Committee
- Finance and Facilities Committee

There was an error in adjournment time for the Personnel and Curriculum Committee meeting. Minutes will be edited to reflect that the meeting concluded at 3:30 p.m. Dr. Morgus moved to acknowledge receipt of committee meeting minutes as noted above. Mrs. Fox seconded the motion. Motion carried unanimously.

2. Consent Agenda

The President recommends items 2.1 - 2.5 for Board approval, as brought forth after discussion and review by Board Committees:

Dr. Morgus moved to approve items on the Consent Agenda. Mr. Hofmann seconded the motion.

Roll call vote: Ms. Brown, Dr. Crowley, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Morgus, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

2.1 Approval of Personnel Items

2.1.1 Monthly Personnel Actions

2.2 Approval of Curriculum Items – None this month.

2.3 Approval of Policy Items

2.3.1 The following policies are being presented for 3-year review.

200.14 Internal Posting of Non-Management, Non-Faculty Positions Policy.

200.31 SCCC - Tuition Waiver for Full Time Employees Policy.

200.32 Tuition Waiver for Part-Time SCCC Employees Policy.

200.36 Resignation Policy.

2.4 Approval of Finance Items

2.4.1 Bid for Security Services from Aegis Security (current contractor), 3-Years as Follows:

Hourly Rates	Yr 1	Yr 2	Yr 3
Security Agent – Supervisor	\$17.47	\$18.23	\$19.23
Security Agent	\$16.23	\$17.48	\$18.49

2.4.2 Bid for Janitorial Services from Best Cleaning Building Service, Up to Three Years, as Follows:

Base Bid:	Hourly Rate Year 1	Hourly Rate Year 2	Hourly Rate Year 3
Cleaning Personnel	\$ 15.50	\$ 16.50	\$ 17.50
Working Supervisor	\$ 19.00	\$ 20.00	\$ 21.00

Option 1:	Monthly Rate	Monthly Rate	Monthly Rate
Green Cleaning Products	\$ 800.00	\$ 900.00	\$ 1,000.00

2.4.3 FY21 Blanket Purchase Order to Cover Yearly Costs Exceeding \$17,500 for Fiscal Year 20/21.

2.4.4 Approval of Board Designated Funds Allocations.

2.4.5 Increase of \$15,000 on BPO for Weiner Law - Original BPO \$60,000.

WEINER LAW	*Includes OPRA and BIDS
\$ 25,720.87	Standard College Matters*
\$ 25,436.50	Scanlan/Board Matters
\$ 21,268.05	McGuire
\$ 72,425.42	

2.4.6 April, 2020 Purchases Over \$10k.

2.5 Approval of Facility Items

2.5.1 B/C & D Building Roof Replacements – Chapter 12 Funded:

Recommendation to engage State-approved Roofing contractor, Weatherproofing Technologies, Inc. to fully replace the B Building (Administration Building) Roof and sections of the D Building (Student Center and Cafeteria Building) roof. The roofs will have a 20-year warranty. (This item was discussed at the May committee meetings and inadvertently omitted from the May Board Meeting agenda.) (Attachment pgs. 89-98)

TOTAL COST TO THE COLLEGE...\$491,654.39

2.5.2 Additional Audio Visual Equipment for the Academic Center, in the Amount of \$26,380.32, from SHI International. HEFT Grant Funded.

2.5.3 Quote from Distinctive Voice and Data, in the Amount of \$87,500, for AV Installation and Programming in the Academic Center Addition to Building A.

2.5.4 Preventative Maintenance Agreement for Campus-Wide Air Conditioning Systems, with EMCO Services, Sandor Contract – 1 Year Agreement, in the Amount of \$19,800.00. OPEX

- 2.5.5 Rejection of Bids – PSTA HVAC Improvements. (On June 2, 2020 sealed bids were received and opened for the Public Safety Training Academy HVAC Improvements Project, Bid #20-00-0106-2. This project was to be financed with FY21 Chapter 12 funds, which are no longer available.)
- 2.5.6 Security Cameras for the McGuire Center, in the Amount of \$20,953.00, from Open Systems Integrators -- Equipment, installation, and programming for exterior security cameras at the McGuire Campus – includes server and licensing. Chapter 12 Funded.

3. Finance

- 3.1 Recommendation: Acknowledgment of Receipt and Review of Financial Statements - May 31, 2020 Eleven Months YTD FYE June 30, 2020.

Mr. Gandhi presented the financial statements, including: Credit Hours, Income Statement, Balance Sheet, Head Count, and CAPEX Projects.

Dr. Crowley moved to acknowledge receipt and review of financial statements as noted above. Dr. Morgus seconded the motion.

Discussion occurred regarding the status of restroom renovations. New Chapter 12 is on hold, so at this time, these renovations will have to wait.

Roll call vote: Ms. Brown, Dr. Crowley, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Morgus, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

4. Reports – None this month.

5. Presentations – None this month.

6. Courtesy of the Floor on General Matters (Public Session-5 Minutes per Speaker) – No one spoke.

7. Other Business

Discussion / Reports / Announcements:

- 7.1 President’s Report – A copy of the President’s Report is on file in the Office of the President.

An update regarding the Academic Center was provided. Completion is on target and will be ready for classes in the fall.

- 7.2 Chair’s Comments – Mr. Curcio noted that this is the first meeting after the President’s evaluation. He indicated that it was very good, and that Dr. Connolly excelled in many categories. Dr. Connolly is currently in a 3-year agreement, with no salary increase. All have agreed to maintaining this arrangement.

Mr. Curcio also noted the importance of attending the New Jersey Council of County Colleges meetings, and explained that right now, shared services is a major topic of discussion.

7.3 The Next Regular Meeting of the Board of Trustees Will Take Place Tuesday, July 28, 2020, at 5:00 p.m. Location or Virtual Meeting TBD.

8. **Executive Session** – None

9. **Adjournment**

At 5:36 p.m., Mrs. Fox moved to adjourn from the Regular Meeting. Dr. Morgus seconded the motion. Motion carried unanimously.

Approved:

A handwritten signature in cursive script that reads "Paul B. Crowley".

Paul B. Crowley, Secretary – Board of Trustees