



**Board of Trustees Regular Meeting
Tuesday, October 27, 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 Mr. Curcio 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 people were present: Mr. Curcio-Chair, Dr. Morgus-Vice Chair, Mr. Spekhardt-Treasurer, Ms. Brown, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Connolly-President and Ex-Officio Member, Miss Fisher-Alumni Trustee, and Mrs. Fullem-Executive Assistant to the President and Board of Trustees/Recording Secretary.

Also present were: Mr. Gandhi-Executive Vice President of Finance and Operations, and CFO, Dr. Okay-Senior Vice President of Academic and Student Affairs, Mrs. Fitzgerald-Associate Vice President of Academic Affairs & Dean of Arts and Humanities, Mr. Homer-Associate Vice President of Student Success and Institutional Effectiveness, Mrs. Gallo-Dean of Professional Studies, Social Sciences, and STEM, Mr. Kula-Executive Director of the College Foundation, Mr. Kuntz-Dean of Student Affairs & Director of Athletics, Mr. Fruge-Dean of Technical Occupations, and Mr. Edelstein-College Counsel.

1.4 Mr. Curcio welcomed the guests.

1.5 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker) – No one spoke.

1.6 Approval/Acceptance of Minutes:

1.6.1 Minutes from the Tuesday, September 22, 2020 Regular Meeting.
(Resolution No. GI10272020-1)

Ms. Brown moved to approve minutes as noted above. Dr. Morgus seconded the motion. Motion carried unanimously.

1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, October 20, 2020. (Resolution No. GI10272020-2)

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

Dr. Morgus moved to acknowledge receipt of committee minutes as noted above. Ms. Brown 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 all items on the Consent Agenda. Mrs. Fox seconded the motion.

Roll call vote: Ms. Brown, 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 (Resolution No. PI10272020-1)

2.2 Approval of Curriculum Items

New Certificate of Achievement – Welding Technology (Resolution No. CI10272020-1)

This 15-credit certificate of achievement is designed for professional development, and provides a core skillset for individuals entering the field of welding. It is designed to be completed within twelve months, and is a stackable credential with both the Certificate in Welding, and the A.A.S. Technical Studies/Welding Technology Option.

New Certificate – Welding Technology (Resolution No. CI10272020-2)

This 30-credit certificate is designed for professional development, and provides a training in multiple welding processes. It is designed to be completed within two years, and is a stackable credential with the A.A.S. Technical Studies/Welding Technology Option.

2.3 Approval of Policy Items

2.3.1 Policy No. 200.25 Holiday Policy. (Resolution No. AP10272020-1)

2.3.2 Policy No. 200.26 Time Benefits for Part-Time Employees. (Resolution No. AP10272020-2)

2.3.3 Policy No. 200.27 Jury Duty Policy. (Resolution No. AP10272020-3)

2.3.4 Rescind Policy No. 500.3, Early College Advantage Program (ECAP), Adopted October 21, 2013. (Resolution No. AP10272020-4)

2.3.5 Approve Policy No. 503.3 Early College Advantage Program (ECAP). (Resolution No. AP10272020-5)

2.4 Approval of Finance Items

2.4.1 Gas Consortium Award - New supplier UGI Energy Services LLC NJ

County College Consortium - OPEX Funded. (Resolution No. BFF10272020-1)

- 2.4.2 Unemployment BPO Increase to \$70,000 OPEX - Includes 1st & 2nd Quarters. (Resolution No. BFF10272020-2)
- 2.4.3 Additional AV Equipment for Academic Center in the Amount of \$21,400, to Distinctive Voice and Data - HEFT Funded. (Resolution No. BFF10272020-3)
- 2.4.4 Municipal Taxes – Payment per Agreement, Payable in FY 21 January and April Payments of \$7,000 Each. Approval is for \$14,000 – One half of 2021 annual contribution, payable in FY21 \$14,000 (January 2021 and April 2021). OPEX Funded. (Resolution No. BFF10272020-4)
- 2.4.5 September Purchases Over \$10k Report. (Resolution No. BFF10272020-5)

2.5 Approval of Facilities Items

- 2.5.1 Snow Bid Award to J. Kramer Landscaping for 3 Years, Public Bid 20-03-0115, Hourly Rates Listed on Procurement Memo. (Resolution No. BFF10272020-6)
- 2.5.2 New Academic Center – Paving for Parking Lot in the Amount of \$29,339.28, to Murray Paving and Concrete (an ESCNJ Vendor). Chapter 12 Funded. (Resolution No. BFF10272020-7)
- 2.5.3 Increase Current Blanket Order from 14k to 25k, to A Party Center (supplier), to Accommodate Outdoor Classroom Needs through November 23rd 2020. Cares Act Funded. (Resolution No. BFF10272020-8)

3. Finance

- 3.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – September 30, 2020 Three Months YTD FYE June 30, 2021. (Resolution No. GI10272020-3)

Mr. Gandhi presented the financials, including: September YTD FY21 Credit Hours Dashboard, Income Statement, Expenses, Operating Statement, and Headcount.

Ms. Brown moved to acknowledge receipt and review of Financial Statements, as noted above. Mrs. Fox seconded the motion.

Roll call vote: Ms. Brown, Dr. Digby, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Dr. Lamonte, Dr. Morgus

4. Reports

- 4.1 Correspondence File – None this month.

5. Presentations

- 5.1 Foundation Update – Stan Kula, Executive Director of the SCCC Foundation. A copy of Mr. Kula's report is on file.

6. Report of the Nominating Committee

The Nominating Committee, comprised of Dr. Lamonte-Chair, and members Mr. Hofmann, and Dr. Digby, put forth the following slate of officers:

Bill Curcio – Chair
Tyler Morgus – Vice Chair
Paul Crowley – Secretary
Elizabeth (Jane) Brown – Treasurer

Board elections will take place at the November, 24, 2020 Reorganization Meeting.

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

8. Other Business

Discussion / Reports / Announcements:

8.1 Trustee Activity Update

Mrs. Fox provided a report regarding sector conversations and events. The report included general concerns (i.e.-unemployment, depression/suicide, diversity), certificate programs, and a CCOG update. A copy of the report is on file.

8.2 Alumni Trustee Report – Miss Fisher noted that the college should look to the future at student-centered events such as Homecoming/Cotillion/soccer game, class reunions/reunion weekend, and a yearbook.

8.3 President's Report – A copy of the President's Report is on file in the Office of the President.

8.4 Chair's Comments – Mr. Curcio indicated that after spending eight years on the Board of Trustees, this meeting is Mr. Spekhardt's last meeting. He noted Mr. Spekhardt's important contributions to the Board, and stated that he appreciates his time, effort, and commitment to the Board of Trustees.

Mr. Spekhardt noted how much positive change has happened during his time on the Board. He stated that SCCC is in a much better position in many ways and in a better mindset than before. He said, "There has been an explosion of new, relevant programs, agreements with prestigious universities, the new Academic Center, the McGuire Technical Center, and bringing a college football program to Sussex County. This is due largely to the hard work of Dr. Connolly, his entire staff and the faculty. It's a lot more than hard work. It also has to do with vision. It's the vision of what Sussex County Community College could be that Dr. Connolly brought here and continues to expand on it. It was the ability of our leadership, first with Judge Parker, and now with our current Chair, Bill Curcio, to see, share, and support the vision with excellent leadership of a Board that is assembled with one purpose – and that is to do right by the students and community. All of our leaders subscribe to what I call the three do's. We should do it. We can do it. We will do it. It's been a pleasure knowing and working alongside you all."

8.5 The Annual Reorganization Meeting will take place Tuesday, November 24, 2020 at 4:30 p.m. Location or Virtual Meeting TBD.

8.6 The Next Regular Meeting of the Board of Trustees will take place Tuesday, November 24, 2020, at 5:00 p.m. Location or Virtual Meeting TBD.

9. **Executive Session**

At 6:01 p.m., Dr. Morgus read the Resolution to enter into Executive Session. Mr. Spekhardt moved to enter into Executive Session. Dr. Morgus seconded the motion. Motion carried unanimously.

The Executive Session adjourned at 6:27 p.m.

10. **Adjournment**

The Regular meeting of the Board of Trustees adjourned at 6:28 p.m., upon unanimous consent.

Approved:



William P. Curcio, Chair – Board of Trustees