



**Board of Trustees Regular Meeting
Tuesday, September 28, 2021 – 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. Morgus read the Public Statement: Adequate and electronic notice of this meeting specifying the time, virtual meeting link, and phone conference number, was transmitted via fax, email, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on Thursday, September 23, 2021, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.

1.3 Roll Call / Pledge of Allegiance

The following were present: Mr. Curcio-Chair, Dr. Morgus-Vice Chair, Dr. Crowley-Secretary (arrived 5:15 p.m.), Ms. Brown-Treasurer, Dr. Carrick (arrived 5:25 p.m.), Mr. Castner, Dr. Digby, Mr. Gewecke, Mr. Hofmann, Dr. Connolly-President and Ex-Officio Member, Ms. Mendoza Cobos-Alumna Trustee, and Mrs. Fullem-Executive Assistant to the President and Board of Trustees/Recording Secretary.

Also present: 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. Kuntz-Dean of Student Affairs & Director of Athletics, Mr. Fruge-Dean of Technical Occupations, Mr. Kula-Executive Director, SCCC Foundation, and Mr. Kienz-College Counsel.

1.4 Mr. Curcio welcomed the guests, and read the following:

All members of the public that provide public comment shall first identify themselves. Members of the public may make public comments through audio and video. Public comments may be submitted to the Board of Trustees Secretary via email or written letter if received at least (8) hours prior to the meeting. Written public comments shall be read at the remote meeting with the same time restrictions of all public comments at the meeting. Duplicative comments may be summarized at the discretion of the Board of Trustees Chair.

Members of the public must remain on mute during remote meetings, until such time that they address the Board of Trustees.

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, July 27, 2021, Regular Meeting. (Resolution No. GI09282021-1)

Dr. Morgus moved to approve minutes from the Tuesday, July 27, 2021 Regular Meeting. Ms. Brown seconded the motion. Motion carried unanimously.

1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, September 21, 2021. (Resolution GI09282021-2)

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

Dr. Morgus moved to acknowledge receipt of committee meeting minutes as noted above. Mr. Hofmann seconded the motion. Motion carried unanimously.

1.7 Approval of New SCCC Mission Statement. (Resolution No. GI09282021-3)

Dr. Digby moved to approve the new Sussex County Community College Mission Statement. Dr. Morgus seconded the motion.

Roll call vote: Ms. Brown, Mr. Castner, Dr. Digby, Mr. Gewecke, Mr. Hofmann, Dr. Morgus, and Mr. Curcio voted yes. Dr. Carrick and Dr. Crowley were not yet on the Zoom. Motion carried unanimously.

2. Consent Agenda – ACTION/RC

Item 2.5.5 was removed from the Consent Agenda for a separate vote.

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

2.1 Approval of Personnel Items

2.1.1 August/September 2021 Personnel Actions. (Resolution No. P09282021-1)

2.2 Approval of Curriculum Items

2.2.1 2021-2022 Academic Calendar. (Resolution No. CI09282021-1)

2.3 Approval of Policy Items

The Following Policies are Being Presented for 3-Year Review:

2.3.1 Policy No. 401.8 Tuition and Fees (Resolution No. AP09282021-1)

2.3.2 Policy No. 401.9 Annual Audit (Resolution No. AP09282021-2)

The Following New Policies are Being Presented for Approval:

2.3.3 Policy No. 401.10 Cash Management (Resolution No. AP09282021-3)

2.3.4 Policy No. 508.6 Student-Athlete Insurance (Resolution No. AP09282021-4)

2.4 Approval of Finance Items

2.4.1 July/August 2021 Purchases Over \$10k Report. (Resolution No. BFF09282021-1)

2.4.2 Athletic Insurance Price Increase for Fiscal Years 20/21 and 21/22. Fiscal Year 20/21 Additional Cost \$55,000 (\$110,842 total) Fiscal Year 21/22 Total Cost \$99,820 + \$19,737 (excess coverage) + \$25,000 estimated deductible costs - Total \$144,557. (Opex Funded) (Resolution No. BFF09282021-2)

2.4.3 Higher One (Transact) for Tuition Payment Software in the Amount of \$71,627.05, for One Year, 8/1/21-7/31/22 (OPEX Funded). (Resolution No. BFF09282021-3)

2.4.4 Agreement with Passaic County Community College to Provide Associate of Applied Science in Nurse Education courses at Sussex County Community College per two year contract: Cost FY22 \$115,000 / FY23 \$125,000 (OPEX Funded). (Resolution No. BFF09282021-4)

2.5 Approval of Facilities Items

2.5.1 Architectural Services for HVAC Upgrades to Buildings B/C and L. HQW Architects, as Follows (Cares Act Funded). (Resolution No. BFF09282021-5)

Building B/C

| | |
|--------------------------------|-----------|
| Basic Architectural Services: | \$ 73,000 |
| Structural Engineering up to: | \$ 10,000 |
| Construction Management up to: | \$ 7,500 |
| | \$ 90,500 |

Building L

| | |
|--------------------------------|-----------------|
| Basic Architectural Services: | \$ 72,500 |
| Boiler Replacement: | \$ 12,600 |
| Commissioning: | \$ 19,500 |
| Structural Engineering up to: | \$ 10,000 |
| Construction Management up to: | <u>\$ 7,500</u> |
| | \$122,100 |

2.5.2 Snap-On Automated Tool Control System in the Amount of \$45,474.60 (Perkins Funded). (Resolution BFF09282021-6)

2.5.3 Agricultural Program Equipment from Storr Tractor Company in the Amount of \$57,747.33 (Perkins Funded). (Resolution No. BFF09282021-7)

2.5.4 Multi-Process Power Wave Welding Equipment from Airgas USA, in the Amount of \$24,260.00 (Perkins Funded). (Resolution No. BFF09282021-8)

2.5.5 (Removed from Consent Agenda for separate vote) Renovations to 2nd Floor Building D Restrooms to Aero Plumbing & Heating Co., in the Amount of \$144,000 (Chapter 12 Funded). (Resolution No. BFF09282021-9)

- 2.5.6 Audio Visual Maintenance Support Agreement with Premier HT Inc. for Crestron Audio Visual Hardware, 3-Years, as Follows (OPEX Funded). (Resolution No. BFF09282021-10)
- Year 1 - \$36,000
Year 2 - \$35,000
Year 3 - \$30,000
- 2.5.7 Additional UVC Lighting from Generations Services, in the Amount of \$52,400 (Cares Act Funded). (Resolution No. BFF09282021-11)
- 2.5.8 Frankoski Construction: Change order requested by SCCC to connect water and sewer utilities to the McGuire Campus Building B in conjunction with the Culinary renovations project: CO Proposal 3(a) install new water/sewer utility connections \$84,088 (Chapter 12 Funded). (Resolution No. BFF09282021-12)

Ms. Brown moved to approve the Consent Agenda (with item 2.5.5 removed and voted on separately). Dr. Morgus seconded the motion.

Roll call vote: Ms. Brown, Mr. Castner, Dr. Digby, Mr. Gewecke, Mr. Hofmann, Dr. Morgus, and Mr. Curcio voted yes. Motion carried unanimously.

Separate Vote:

- 2.5.5 (Removed from Consent Agenda for separate vote) Renovations to 2nd Floor Building D Restrooms to Aero Plumbing & Heating Co., in the Amount of \$144,000 (Chapter 12 Funded). (Resolution No. BFF09282021-9)

Dr. Morgus moved to approve renovations to the second floor building D restrooms, as noted above. Mr. Hofmann seconded the motion.

Roll call vote: Ms. Brown, Mr. Castner, Dr. Digby, Mr. Hofmann, Dr. Morgus, and Mr. Curcio voted yes. Mr. Gewecke abstained from the vote. Motion carried.

3. Finance – ACTION/RC

- 3.1 Recommendation: Acknowledgement of Receipt and Review of Financial Statements – August 31, 2021 Two Months YTD FYE June 30, 2022. (Resolution No. GI09282021-4)

Mr. Gandhi presented the financials, including: Credit Hours, Income Statement, Major Revenue Variances to Budget and LYR, Revenue (Student/Support), Expenses, Major Expense Variances to Budget and LYR, and Operating Statement.

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

Roll call vote: Ms. Brown, Mr. Castner, Dr. Digby, Mr. Gewecke, Mr. Hofmann, Dr. Morgus, and Mr. Curcio voted yes. Motion carried unanimously.

4. **Reports**

4.1 The Correspondence File was received, reviewed, and filed.

5. **Presentations** – None This Month

6. **Courtesy of the Floor on General Matters** (Public Session-5 Minutes per Speaker)

Dr. Balzano addressed the Board of Trustees, with his written copy sent to the Recording Secretary in advance. It reads:

“Address to the Board of Trustees, via Zoom, September 28, 2021, regarding Mediation for Contract Negotiations for American Federation of Teachers Locals #4780 (the Faculty Union), #6374 (the Professional Staff Union), and Sussex CCC Chapter #2222 (the Adjunct Faculty Union). 9/28/21, 1:00 pm”

I am Dr. Anthony Balzano, Professor of Anthropology & Sociology, speaking on behalf of AFT Local 4780 (the Faculty Union), AFT Local 6374 (the Professional Staff Union), and the Sussex CCC chapter of AFT Local 2222 (the Adjunct Faculty Union).

A new semester has begun at SCCC with half of our students back on campus and many faculty still being challenging with and meeting the demands of online learning.

When the Covid pandemic hit during Spring 2020, the college pivoted most of our classes online. However, we feel as a group that everyone continued to provide quality education and educational services.

For a large number of the staff at SCCC, this meant learning a new way to communicate. For faculty, it meant becoming proficient in new learning methodologies and techniques of Canvas and online learning. As a result, we spent fall 2020 and spring 2021 semesters discovering even more robust means to utilize Canvas.

All needed to rearrange our homes to provide a quiet space to simulate a classroom environment to deliver our course content, ensuring the student’s education never missed a beat.

Some of us were on campus for 2020-2021, risking our health to deliver quality science and laboratory experiences.

It meant updating their home computers for faculty and staff, sometimes printing documents incurring costs to staff and faculty. Many faculty and staff continued to be fully present for our students while balancing the demands for homeschooling and caring for their children. They also needed to learn new ways to interact with teachers, family, and friends. Yet, we took it all in stride and celebrated the fact that we were still providing quality education and, in some cases, moral support amid the pandemic.

Beginning in Spring 2021, dislodged by a year of change, contract negotiations began for the union groups on campus.

However, the professional staff, the adjunct faculty, and the full-time faculty have reached an impasse and are filing for mediation with the NJ Public Employees Relation Commission. Approximately 45 full-time employees and 200 part-time employees have returned to the fall 2021 semester without a new contract. So naturally, we are not happy about this.

The issues at hand are essentially about respect for our work and acknowledgment of our contributions.

These cost nothing. Are the Trustees aware of the demeanor expressed by your representative at the table? Regarding funding academic instruction related to our working conditions, there is more spent on nonacademic projects, 37% of the fiscal year 2020 Chapter 12 funds of \$9.7 million, versus 5% of these funds on academic instructional delivery. Are the Trustees aware of these disparities? Furthermore, there are glaring inequities in 2018-2021 salary raises of between 3.7% and 29.8% for 12 of 24 select supervisory non-union administrative personnel versus 2% or less over those same years for the average unionized employees. Are the Trustees aware of these inequities?

We have not met your representative, as mutually agreed upon, for over two months. During this time, we assessed our situations and the issues under dispute.

As such, we, the negotiators for the unions without contracts, are here to invite the Trustees back to the table to forego working through the New Jersey PERC mediator.

We are confident that we can quickly resolve negotiations conducted with mutual respect and a fresh perspective without assistance from the outside.

Please contact our AFT-NJ representative Richard Gomes if with any questions. Thank you for your time.”

8. **Other Business**

Discussion / Reports / Announcements:

8.1 Appointment of Nominating Committee. (Resolution No. GI09282021-5)

Mr. Curcio noted that according to the Sussex County Community College Board of Trustee By-Laws, at the regular Board meeting in September, the Chair shall appoint an Ad Hoc Nominating Committee composed of a Chair and at least two Trustees. Mr. Curcio appointed:

Dr. Carrick as Chair of the Nominating Committee along with Trustee Members Mrs. Fox, Dr. Digby, and Mr. Hofmann.

He asked Trustees if they had an interest in becoming an Officer of the Board, to officially inform the Chair of the Nominating Committee.

He further stated that the Committee will entertain all Trustee requests to become an officer, and present a slate of Officers to the full Board at the Regular Board meeting in October.

The election of Officers shall be held at the November meeting (Annual Reorganization Meeting). Nominations from the floor can be made at the November meeting. No member of the Nominating Committee can be nominated by the Committee but can be nominated from the floor at the November meeting.

8.2 Trustee Activity Update – None this month.

8.3 Alumni Trustee Report – None this month.

- 8.4 A copy of the President's Report is on file in the Office of the President.
- 8.5 Chair's Comments – Mr. Curcio commended Dr. Connolly and staff for the encouraging enrollment numbers.
- 8.6 The SCCC Scholarship (virtual) reception will take place Thursday, October 7, 2021 at 4:00 p.m. Participation link will be forthcoming.
- 8.7 The next Regular Meeting of the Board of Trustees will take place Tuesday, October 26, 2021, at 5:00 p.m. Location TBD.

9. Executive Session – Collective Bargaining.

At 5:41 p.m., Dr. Crowley read the following: Now be it resolved that the Board of Trustees will now go into an Executive Session to discuss matters pertaining to collective bargaining. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist, however it is not presently known if and when that will be.

It is expected that the Executive Session shall last approximately 30 minutes and it is/is not expected that action shall be taken.

Dr. Crowley moved for the Board of Trustees to enter into an Executive Session at 5:41 p.m. Ms. Brown seconded the motion. Motion carried unanimously.

At 7:22 p.m. Dr. Morgus moved for the Board of Trustees to adjourn from Executive Session. Ms. Brown seconded the motion. Motion carried unanimously.

10. Adjournment

At 7:23 p.m., the Board re-entered into the Regular Meeting, and immediately adjourned upon a motion made by Dr. Crowley, and seconded by Dr. Morgus. Motion carried.

Approved:



Paul B. Crowley, Secretary-Board of Trustees