



**Board of Trustees Regular Meeting
Tuesday, May 24, 2022
Performing Arts Center**

Minutes

1. General Institutional Functions

1.1 Dr. Morgus called the meeting to order at 5:00 p.m.

1.2 Dr. Morgus read the Public Statement: Adequate notice of this meeting specifying the time and location was transmitted via fax, email, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on Wednesday, May 18, 2022, 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: Dr. Morgus-Chair, Dr. Crowley-Vice Chair, Ms. Brown-Treasurer, Mr. Gewecke-Secretary, Mr. Castner, Dr. Digby, Mr. Hofmann, Mr. Santillo, Dr. Connolly-President and Ex-Officio Member, Ms. Mendoza Cobos-Alumna Trustee, and Mrs. Fullem-Chief of Staff and EA to the BOT/Recording Secretary (via Zoom).

Also present were: Dr. Okay-Sr. Vice President of Academic and Student Affairs, Dr. Homer-Vice President of Student Success and Institutional Effectiveness, Mrs. Fitzgerald-Associate Vice President of Academic Affairs/Dean of Arts and Humanities, Mrs. Gallo-Dean of Professional Studies, Social Sciences and STEM, Mr. Gaddy-Chief Operating and Human Resources Officer, Mr. Kuntz-Dean of Student Affairs and Director of Athletics, Mr. Fruge-Dean of Technical Occupations, Mr. Kula-Executive Director of the Foundation, Mr. Gandhi, Mrs. Unrath-Chief Budget Officer, Mrs. Meseha-Institutional Comptroller, and Mr. Kienz-College Counsel.

1.4 Dr. Morgus welcomed the guests.

All members of the public that provide public comment shall first identify themselves. 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.

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

Ms. Brown moved to approve/accept minutes as noted below. Dr. Crowley seconded the motion. Motion carried unanimously.

1.6.1 Minutes from the Tuesday, April 26, 2022, Regular Board Meeting. (Resolution No. GI05242022-1)

1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes. (Resolution No. GI05242022-2)

- Finance and Facilities Committee – May 17, 2022.
- Personnel and Curriculum Committee – May 17, 2022.
- Audit and Policy Committee – May 17, 2022.
- Special Policy Committee – Monday, May 2, 2022, and Tuesday, May 10, 2022

Consent Agenda – ACTION/RC

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

Mr. Gewecke moved to approve all items on the Consent Agenda. Ms. Brown seconded the motion.

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

2.1 Approval of Personnel Items

2.1.1 April 14, 2022-May 11, 2022 Personnel Actions. (Resolution No. P05242022-1)

2.2 Approval of Curriculum Items

2.2.1 Submission of Pike County Educational Enterprise Application. (Resolution No. CI05242022-1)

2.2.2 Approval of the following new 3+1 degree program, in collaboration with Ramapo College of New Jersey: Associate of Science in Advanced and Continuous Studies: Business and Global Studies (for SCCC AA Liberal Arts graduates). (Resolution No. CI05242022-2)

2.3 Approval of Policy Items – None this month.

2.4 Approval of Finance Items

2.4.1 FY22 blanket purchase order Increase for sign language interpreting services to Sign Language Resources for an additional \$12,000 (\$122,000 total) through fiscal year '22 – June 30, 2022. OPEX funded. (Resolution No. BFF05242022-1)

2.4.2 VMware Renewal - VMware virtual server software renewal. NJEdge for \$22,526.00 for the year. OPEX funded. (Resolution No. BFF05242022-2)

2.4.3 Juniper Mist Subscription - Mist subscription renewal licenses for Juniper servers Wireless network access connections. CDW-G in the Amount of \$18,249.53 for the Year. OPEX funded. (Resolution No. BFF05242022-3)

2.4.4 Board resolution to apply for Perkins grant funds. Our allocation is \$321,044 for 2023. (Resolution No. BFF05242022-4)

2.5 Approval of Facilities Items

2.5.1 Compressor Replacement - Three HVAC compressors for Building A to replace rooftop units that are no longer functioning properly. Echelon Services LLC for \$27,200.00. Chapter 12 Funded. (Resolution No. BFF05242022-5)

2.5.2 Sussex Shooting Range Lease Between Sussex County Community College and Sussex Sussex Shooting Range, LLC. (Resolution No. BFF05242022-6)

2.5.3 Well Installation - Well drilling and installation to provide water to upper campus (camp area) to prepare space for new Adults with Intellectual Disabilities Vocational Program. Henderson Well and Pump Co. for \$33,473 (\$32,073 + \$1,400 for trenching). Center for Adult Transition Grant Funded. (Resolution No. BFF052422-7)

3. **Finance – ACTION/RC**

ACTION/RC 3.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – April 30, 2022, Ten Months YTD FYE June 30, 2022 (Resolution No. GI05242022-3)

Mr. Gandhi presented the financials including: Credit Hours, Income Statement, Major Revenue Variances to Budget and LY, Revenue (student/support), Expenses, Major Expense Variances to Budget and LY, Operating Statement, Balance Sheet-Assets, Major Asset Variances to LY, Balance Sheet-Liabilities, Major Liabilities Variances to LY, Three-Year Comparison, Current Assets, # of Month of OPEX Covered by Liquid Assets and Current Ratio, Staffing Headcount, CAPEX Projects, and Investments with Morgan Stanley.

Mr. Santillo moved to acknowledge receipt and review of Financial Statements, as noted above. Dr. Crowley seconded the motion.

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

6. **Reports**

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

7. **Presentations** – None this month.

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

None this month.

9. Other Business

Discussion / Reports / Announcements:

- 9.1 Trustee Activity Update – None this month.
- 9.2 Alumni Trustee Report – This is Ms. Mendoza Cobos’s last meeting. She thanked everyone for the opportunity to be with them this year. She believes that we have a good, new start for reaching alumni.
- 9.3 The President’s Report is on file in the Office of the President.
- 9.4 Chair’s Comments – Dr. Morgus opened this item for Trustee comments about Commencement.

Dr. Crowley said it was a great night. He got to welcome the graduates and their families. Everyone there was enthused and the graduates were so happy. It was nice to share in their success.

Mr. Gewecke noted how interesting and wonderful it was to see the diversity of the graduating class.

- 9.5 There will be a Board Retreat at Thorlabs on Tuesday, June 14th. Time TBD.
- 9.6 The next meeting of the Board of Trustees will take place Tuesday, June 28, 2022 at 5:00 p.m. in the Performing Arts Center.

10. Executive Session – Personnel Matters – President’s Evaluation. No action will take place after the Executive Session.

At 5:33 p.m. Dr. Crowley moved to enter into an Executive Session. Ms. Brown seconded the motion. Motion carried unanimously.

At 6:31 p.m. Mr. Castner moved to adjourn from Executive Session. Dr. Crowley seconded the motion. Motion carried unanimously.

11. Adjournment

At 6:33 p.m. Mr. Castner moved to adjourn from the Regular Board Meeting. Dr. Crowley seconded the motion. Motion carried unanimously.

Approved:



Kurt Gewecke, Secretary-Board of Trustees