



**Board of Trustees Regular Meeting
Tuesday, January 24, 2023 – 5:00 p.m.
Performing Arts Center Atrium**

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, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on Friday, December 2, 2022, when the 2023 meeting schedule was noticed, 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, Dr. Carrick, Dr. Digby, Mrs. Fox, Mr. Hofmann, Mr. Santillo, Mrs. Smith, Dr. Conolly-President, and Mrs. Fullem-Chief of Staff/EA to the Board of Trustees/Recording Secretary.

Also present: Dr. Okay-Senior Vice President of Academic and Student Affairs, Dr. Homer-Vice President of Student Success and Institutional Effectiveness, Dr. Gallo-Associate Vice President of Academic Affairs and Dean of Professional Studies, Social Sciences and STEM, Mr. Cosentino-Dean of Arts and Humanities, 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 SCCC Foundation, Mrs. Meseha-Institutional Comptroller, and Mrs. Unrath-Chief Budget Officer.
- 1.4 Dr. Morgus welcomed the guests and noted: 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 meeting with the same time restrictions as 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
 - 1.6.1 Minutes from the Tuesday, November 22, 2022 Annual Organization Meeting. (Resolution No. GI01242023-1)
 - 1.6.2 Minutes from the Tuesday, November 22, 2022 Regular Board of Trustees Meeting. (Resolution No. GI01242023-2)

- 1.6.3 Minutes from the Tuesday, November 22, 2022 Executive Session. (Resolution No. GI01242023-3)
- 1.6.4 Acknowledgment of Receipt of Committee Meeting Minutes. (Resolution No. GI01242023-4)
 - Personnel and Curriculum Committee – January 17, 2023.
 - Audit and Policy Committee – January 17, 2023.
 - Finance and Facilities Committee – January 17, 2023.

Mrs. Smith moved to approve/accept all minutes as noted above in item 1.6 (1.6.1-1.6.4). Dr. Carrick seconded the motion. Motion carried unanimously.

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. Mrs. Smith seconded the motion.

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

- 2.1 Approval of Personnel Items
 - 2.1.1 November 10, 2022 – January 10, 2023 Personnel Actions. (Resolution No. P01242023-1)
 - 2.1.2 Appointment of Maureen Lynch as Alternate (backup) Recording Secretary for the Board of Trustees. (Resolution No. P01242023-2)
- 2.2 Approval of Curriculum Items
 - 2.2.1 New Cybersecurity Option under A.A.S Computer Information Systems. (Resolution No. CI01242023-1)
 - 2.2.2 New Medical Administrative Assistant Certificate of Achievement. (Resolution No. CI01242023-2)
 - 2.2.3 New 3+1 degree programs, in Collaboration with Ramapo College of New Jersey (Resolution No.): CI01242023-3
 - Associate of Science in Advanced and Continuous Studies: Social Science with Crime & Justice Studies (for SCCC AS Criminal Justice graduates).
 - Associate of Science in Advanced and Continuous Studies: Psychology (for SCCC AA Liberal Arts/Psychology Option graduates).
- 2.3 Approval of Policy Items
 - 2.3.1 The following Policies are Being Presented for Readoption:
 - 301.55 Auditing a Class. (Attachment pg. 20, Resolution No. AP01242023-1)
 - 301.60 Administrative Drop. (Resolution No. AP01242023-2)

2.3.2 New Policy 200.49 Probationary Period Policy. (Resolution No. AP01242023-3)

2.4 Approval of Finance Items

2.4.1 Revised HEFT Resolution. Additional language as requested by the OSHE has been added to the Resolution approved at the July 2022 Board Meeting. (Resolution No. BFF01242023-1)

2.4.2 Vanta Element Scientific Equipment for \$26,484.00. (Chapter 12) (Resolution No. BFF01242023-2)

2.4.3 November and December 2022 Purchases Over \$10,000. (Resolution No. BFF01242023-3)

2.5 Approval of Facilities Items – None This Month.

3. Personnel

3.1 Recommendation: Award Tenure to Sal Paolucci, Instructor of Business and Economics, and Program Coordinator for the Business Program. (Resolution No. P01242023-3)

Mrs. Smith moved to award tenure to Sal Paolucci. Mr. Santillo seconded the motion.

Drs. Connolly, Okay, and Gallo spoke about Mr. Paolucci's accomplishments during his time as a faculty member with SCCC. Mr. Paolucci thanked everyone for this award. A recording of all comments is on file in the Office of the President.

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

4. Finance – ACTION/RC

4.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – December 31, 2022, Six Months YTD FYE June 30, 2023. (Resolution No. GI01242023-5)

Dr. Connolly presented an overview of the Financial Statements and offered commentary about the College's financial stability. He thanked everyone involved with increased enrollment and all of the hard work done by many.

Financials review included: Credit Hours, Income Statement, Income Variances 6 months FY23, Revenue (Student/Support), Expenses, Expense Variances 6 months FY23 Summary, Operating Statement, Balance Sheet-Assets, Assets Variances 6 Months FY23. Balance Sheet-Liabilities, Liabilities Variances 6 Months FY23, Three Year Comparison, Current Assets, # of Month of OPEX covered by Liquid Assets and Current Ratio, Staffing Headcount, and CAPEX Projects.

Mr. Gewecke moved to acknowledge receipt and review of the Financial Statements noted above. Mr. Santillo seconded the motion.

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

5. **Reports**

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

6. **Presentations** – None this month.

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 – None this month.

8.2 Alumna Trustee Report – Alumna Trustee has resigned due to class scheduling conflicts.

8.3 President's Report – Dr. Connolly noted that he is sending a written report to the Board.

Mr. Kuntz provided an update regarding our sports teams, and academic success of our athletes.

Mr. Kula updated the Board about SCCC Foundation community outreach and upcoming events.

8.4 Chair's Comments – Dr. Morgus commented that tonight's meeting was very positive and uplifting. He congratulated Sal Paolucci on receiving tenure, and the College for enrollment being up for the first time in over a decade. He reiterated that we are in good financial shape, and he is happy in knowing that the College and our Foundation are active in community volunteering, and that our student athletes are academically successful. He thanked Dr. Connolly and every person who works at the College for doing an amazing job.

8.5 The next meeting of the Board of Trustees will take place Tuesday, February 28, 2023, at 5:00 p.m. in the Performing Arts Center Atrium.

9. **Executive Session** – None this Month.

10. **Adjournment**

At 5:53 p.m. Mrs. Smith moved to adjourn from the meeting. Mr. Santillo seconded the motion. Motion carried unanimously.

Approved:



Kurt Gewecke, Secretary-Board of Trustees