



**Board of Trustees Regular Meeting  
Tuesday, April 25, 2023  
Performing Arts Center Atrium**

**MINUTES**

**1. General Institutional Functions**

- 1.1 Dr. Morgus called the meeting to order at 5:00 p.m. and then read the Public Statement:
- 1.2 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 December 5, 2022 when the 2023 Board 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 in attendance: Dr. Morgus-Chair, Dr. Crowley-Vice Chair, Ms. Brown-Treasurer, Mr. Gewecke-Secretary, Dr. Carrick, Mr. Hofmann, Mr. Santillo, Mrs. Smith, Dr. Connolly, Ex-Officio Member-President, and Mrs. Fullem-Chief of Staff/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. Gaddy-Chief Operating and Human Resources Officer, Mr. Fruge-Dean of Technical Occupations, Mr. Cosentino-Dean of Arts and Humanities, Mr. Kula-Executive Director, Foundation, Mrs. Meseha-Institutional Comptroller, and Mrs. Unrath-Chief Budget Officer.
- 1.4 Dr. Morgus welcomed the guests and read the public statement:  
  
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  
  
Mrs. Smith moved to approve all minutes, as noted in items 1.6.1 and 1.6.2. Ms. Brown seconded the motion. Dr. Carrick abstained from the vote. Motion carried.

- 1.6.1 Minutes from the Tuesday, March 28, 2023 Regular Board of Trustees Meeting. (Resolution No. GI04252023-1)
- 1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes. (Resolution No. GI04252023-2)
  - Personnel and Curriculum Committee – April 18, 2023.
  - Audit and Policy Committee – April 18, 2023.
  - Finance and Facilities Committee – April 18, 2023.

## **Consent Agenda**

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

Mrs. Smith moved to approve all items on the Consent Agenda. Mr. Santillo seconded the motion.

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

- 2.1 Approval of Personnel Items
  - 2.1.1 March 15, 2023 – April 12, 2023 Personnel Actions. (Resolution No. P04252023-1)
- 2.2 Approval of Curriculum Items
  - 2.2.1 Change in nomenclature from A.A.S. Graphic Design: 3D Computer Arts Option to A.A.S. Graphic Design: 3D Art and Animation Option. (Resolution No. CI04252023-1)
  - 2.2.2 Change in nomenclature from A.A.S. Technical Studies: Robotics Technology Option to A.A.S. Technical Studies: Robotics & Automation Option. (Resolution No. CI04252023-2)
  - 2.2.3 New Academic Certificate: Diesel Service Technician.  
  
This 30-credit academic certificate gives students the opportunity to gain essential knowledge and skills necessary to become employed as an entry-level Diesel Service Technician. Once completed, students have the option to continue their education, and broaden those skills further, by enrolling in our 60-credit A.A.S. Technical Studies: Diesel Service Technology Option. (Resolution No. CI04252023-3)
- 2.3 Approval of Policy Items
  - 2.3.1 The following policies are being presented for a 3-year review.
    - a. Policy No. 101.6 Trustee Orientation and Training (Resolution No. AP04252023-1)
    - b. Policy No. 101.7 Policy Approval (Resolution No. AP04252023-2)
    - c. Policy No. 101.8 Naming of Facilities (Resolution No. AP04252023-3)

2.4 Approval of Finance Items

2.4.1 Recommendation: Pre-Approval for the Purchase of a Pre-Owned Backhoe/Loader Not to Exceed \$60,000. (BFF04252023-1)

2.5 Approval of Facilities Items – None This Month

3. **Finance – ACTION/RC**

3.1 Financial Statements March 31, 2023 Nine Months YTD FYE June 30, 2023 were presented. (Resolution No. GI04252023-3) Presentation included: March YTD FY23 Credit Hours Dashboard, Income Statement, Income Variances, Revenue (Student/Support), Expenditures, Expense Variances, Operating Statement, Balance Sheet-Assets, Assets Variances, Balance Sheet-Liabilities, Liabilities Variances, Three Year Comparison, Current Assets, Staffing Head Count, and CAPEX Projects. There were conversations about adjunct faculty additional duties, and changing/diminishing student/county demographics.

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)

No one spoke.

7. **Other Business**

**Discussion / Reports / Announcements:**

7.1 Trustee Activity Update

Dr. Carrick and Dr. Connolly spoke about their visits with Gus Modla from Sussex Tech, to other New Jersey county tech schools. The visits were to Cumberland, Passaic, and CCM, and conversation centered on how the county colleges partner with the tech schools. They noted differentials in tuition and county contributions and plan to meet with presidents of tech school boards in efforts to move forward.

7.2 The President's Report is on file in the Office of the President.

7.3 Chair's Comments – None this month.

7.4 The next meeting of the Board of Trustees will take place Tuesday, May 23, 2023, at 5:00 p.m. in the Performing Arts Center Atrium.

8. **Adjournment**

At 5:52 p.m. Mrs. Smith motioned to adjourn the Regular Meeting. Ms. Brown seconded the motion. The motion carried unanimously.

Approved:



Kurt Gewecke, Secretary-Board of Trustees