

MERCER COUNTY COMMUNITY COLLEGE
Minutes of the 685th Meeting
of the Board of Trustees
April 21, 2022

The public meeting was called to order by Chair Mark Matzen, at 6:35 p.m. in Kerney Hall at the James Kerney Campus. In addition to the Chair, the following members were in attendance: Blanca Berrios-Ohler, Winnifred Brown-Glaude, Angela Delli Santi, Kevin Drennan, Dave Fried, Shannon Mason, Larry Nespoli, Laura Ceras, Alumni Trustee, and Jianping Wang, President. Also present was Perry Lattiboudere, College Counsel.

I. OPENING OF MEETING

A) FLAG SALUTE

Chair Matzen led those attending the meeting in the Pledge of Allegiance to the flag of the United States of America.

B) STATEMENT OF NOTIFICATION

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend meetings of public bodies at which any business affecting its interests is discussed or acted upon. In accordance with the provisions of this Act, the Board of Trustees of Mercer County Community College has caused notice of this meeting to be published by having the date, time and place posted on the bulletin board in the lobby of the Administration Building, on the West Windsor Campus, at the James Kerney Campus, on the College's website homepage, and faxed to The Trentonian and The Times.

C) ADOPTION OF REVISED AGENDA

Ms. Delli Santi moved to approve the Revised Agenda, which was seconded by Dr. Nespoli, and adopted with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, and Nespoli voting aye.

D) PUBLIC COMMENT

No one from the attending public addressed the board at this time.

E) STUDENT RECOGNITIONS

In honor of Community College Month, a recognition ceremony was held for students who have excelled in commitment to their studies and to community service. Dr. Tonia Conley, introduced the fourteen students who were present, who then received certificates and had their pictures taken with the President and Board Members.

II. A) APPROVAL OF MINUTES OF THE MARCH 8, 2022 BOARD MEETING

Mr. Drennan presented Agenda Item II (A), which was seconded by Ms. Berrios-Ohler. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

BE IT RESOLVED, that the minutes of the March 8, 2022 meeting of the Board of Trustees are approved as presented.

B) APPROVAL OF MINUTES OF THE MARCH 9, 2022 BOARD MEETING

Mr. Drennan presented Agenda Item II (B), which was seconded by Ms. Berrios-Ohler. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

BE IT RESOLVED, that the minutes of the March 9, 2022 meeting of the Board of Trustees are approved as presented.

C) APPROVAL OF MINUTES OF THE MARCH 10, 2022 BOARD MEETING

Mr. Drennan presented Agenda Item II (C), which was seconded by Ms. Berrios-Ohler. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

BE IT RESOLVED, that the minutes of the March 10, 2022 meeting of the Board of Trustees are approved as presented.

D) APPROVAL OF MINUTES OF THE MARCH 11, 2022 BOARD MEETING

Mr. Drennan presented Agenda Item II (D), which was seconded by Ms. Berrios-Ohler. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

BE IT RESOLVED, that the minutes of the March 11, 2022 meeting of the Board of Trustees are approved as presented.

E) APPROVAL OF MINUTES OF THE MARCH 17, 2022 BOARD MEETING

Mr. Drennan presented Agenda Item II (E), which was seconded by Ms. Delli-Santi. The item passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustees Brown-Glaude and Mason abstained.

BE IT RESOLVED, that the minutes of the March 17, 2022 meeting of the Board of Trustees are approved as presented.

F) APPROVAL OF MINUTES OF THE MARCH 17, 2022 EXECUTIVE SESSION MEETING

Ms. Berrios-Ohler presented Agenda Item II (F), which was seconded by Ms. Delli Santi. The item passed with Trustees Berrios-Ohler, Delli Santi, Drennan, and Nespoli voting aye. Trustees Brown-Glaude, Mason and Matzen abstained.

BE IT RESOLVED, that the minutes of the March 17, 2022 Executive Session meeting of the Board of Trustees are approved as presented.

G) APPROVAL OF MINUTES OF THE APRIL 6, 2022 BOARD MEETING

Ms. Delli Santi presented Agenda Item II (G), which was seconded by Mr. Drennan. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

BE IT RESOLVED, that the minutes of the April 6, 2022 meeting of the Board of Trustees are approved as presented.

III. FINANCIAL MATTERS

Mr. Drennan presented Agenda Items III (A) through (D) for ratification, which were seconded by Dr. Nespoli. The items were ratified with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen and Nespoli voting aye. Trustee Mason abstained.

A) MONTHLY FINANCIAL STATEMENT

The members of the Board noted receipt and ratified the Monthly Financial Statement, which is attached. (Attachment #1)

B) INVESTMENT DETAIL

The members of the Board noted receipt and ratified the Report on Investment Detail, which is attached. (Attachment #2)

C) PURCHASE ORDERS AND CONTRACTS UNDER \$37,500

The members of the Board noted receipt and ratified the Report on Purchase Orders and Contracts under \$37,500.00, which is attached. (Attachment #3)

D) MONTHLY PAYMENT LISTS FOR MARCH

The members of the Board noted receipt and ratified the monthly payments list for March.

Mr. Drennan presented Agenda Items III (E) through (O), which were seconded by Dr. Nespoli. The items passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen and Nespoli voting aye. Trustee Mason abstained.

E) CM3 BUILDING SOLUTIONS

WHEREAS, Mercer County Community College has a need to provide ten (10) classrooms in the Administration (AD), Business (BS), Engineering Technology (ET) and Liberal Arts (LA) buildings at the West Windsor campus with one (1) new laser projector and one (1) new PTZ (“pan-to-zoom”) camera in each classroom and ancillary supplies and installation, with the purchase of equipment in FY 22 and installation in FY 2023; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreements*; and

WHEREAS, CM3 Building Solutions Inc. is a member of the Camden County Educational Services Commission Cooperative Purchasing Consortium and was selected to provide licensed electrician services based on price, experience and references and deemed to be qualified to provide the best value for Mercer County Community College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with CM3 Building Solutions Inc., of Fort Washington, PA, to provide ten (10) classrooms in the Administration (AD), Business (BS), Engineering & Technology (ET) and Liberal Arts (LA) buildings at the West Windsor campus with one (1) new laser projector and one (1) new PTZ (“pan-to-zoom”) camera in each classroom, and ancillary supplies and installation services for an amount not to exceed \$110,067 from April 21, 2022 through June 30, 2023.

*Camden County Educational Services Commission Cooperative Purchasing (CCESP) Contract #66

F) CONSTELLATION NEW ENERGY INC.

WHEREAS, Mercer County Community College requires the purchase of natural gas supply service to provide heating for the James Kerney and West Windsor campuses for FY2023; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25-10, allows for one or more county colleges to provide for such purchases by joint agreement with the governing bodies of the municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located pursuant to Local Public Contracts Law, P.L. 1971, c.198 (C.40A:11-1 et seq.); and

WHEREAS, New Jersey’s community colleges appointed Ocean County College to act as purchasing agent with respect to the purchase and delivery of natural gas supply service; and

WHEREAS, public bids were solicited for the provision of this service and the low bid was submitted by Constellation NewEnergy Incorporated of Chicago, Illinois at \$0.476 per therm unit for a period of twenty-four (24) months, beginning November 1, 2020 and continuing through October 31, 2022; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue a new purchase order with Constellation NewEnergy Inc., for a cost not to exceed \$50,000 for natural gas supply service for the James Kerney and West Windsor campuses for the four (4) month period from July 1, 2022 to October 31, 2022, as

the underlying New Jersey County Community College joint purchase agreement expires on October 31, 2022.

G) DELL MARKETING L.P.

WHEREAS, Mercer County Community College has a need to purchase twenty (20) Dell Precision 3450 computers and ancillary equipment for the Electronic Engineering department, funded with New Jersey Department of Education Carl D. Perkins grant program funds as well as various computer software, hardware and other equipment to support college-wide needs, for FY 2022; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to increase the FY 2022 aggregate purchase order amount for \$335,129 by \$60,000 to \$395,129 with Dell Marketing LP of Round Rock, Texas, to purchase twenty (20) Dell Precision 3450 computers and ancillary equipment (\$37,000) for the Electronic Engineering department, paid by New Jersey Department of Education Carl D. Perkins FY 2022 grant program funds, as well as various computer software, hardware and other equipment to meet college-wide needs (\$23,000) paid by College funds, from July 1, 2021 through June 30, 2022.

Dell NASPO Computer Equipment PA – State of NJ Contract # M0483/19TELE00656

H) ELIZABETHTOWN WATER COMPANY

WHEREAS, Mercer County Community College requires water supply services to operate and provide water on the West Windsor Campus in FY 2023; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.5. (8) exempts from public bidding or advertising the supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments not to exceed \$70,000 to Elizabethtown Water Company, Philadelphia, Pennsylvania for the cost to provide water supply services for the period from July 1, 2022 through June 30, 2023.

I) HAMILTON TOWNSHIP SEWER AUTHORITY

WHEREAS, Mercer County Community College requires sewer/wastewater treatment services for the West Windsor Campus in FY 2023; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.5 (b) allows for any purchase, contract or agreement of the character described in N.J.S.A. 18A:64A-25.4, to be made, negotiated or awarded by the county college by resolution at a public meeting of its board of trustees without public advertising for bids or bidding, when it is to be made or entered into with the United States of America, the State of New Jersey, with a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision thereof; and

WHEREAS, government agencies are exempt from New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4, et seq. (Pay-to-Play Law) and therefore are not required to submit a Business Entity Disclosure Certification and a Political Contribution Disclosure Certification, and the Hamilton Township Sewer Authority is a governmental entity,

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to purchase sewer/wastewater treatment services from the Hamilton Township Sewer Authority of Hamilton Township, New Jersey, at a total cost not to exceed \$55,000 from July 1, 2022 to June 30, 2023.

J) HORIZON DENTAL

WHEREAS, Mercer County Community College is contractually required to provide dental insurance coverage to all full-time employees and their dependents; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (11) exempts insurance services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, contracts with insurance companies that are the actual insurer are exempt from the application of N.J.S.A. 19:44A, Political Contribution Disclosure; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into an eighteen month contract with Horizon Dental (BC/BS) of Newark, New Jersey to secure the required dental insurance coverage at a cost not to exceed \$253,421 from July 1, 2022 through December 31, 2023.

K) NJEDGE

WHEREAS, Mercer County Community College has a need to acquire internet services for data and video communication and VM Ware maintenance for the James Kerney and West Windsor campuses and payments for the Virtual Academic Library Environment (VALE) of New Jersey for Library on-line database periodical subscriptions in FY 2023; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, allows for one or more county colleges to provide for such purchases by joint agreement

with the governing of the municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to Local Public Contracts Law, P.L.1971, c198 (C.40A:11-1, et seq.); and

WHEREAS, NJEdge.Net is a non-profit technology consortium of New Jersey colleges and procures reduced rates for internet services for consortium members; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with NJEdge.Net of Newark, New Jersey for an amount not to exceed \$225,000 to acquire internet services for data and video communications and VMWare maintenance for the James Kerney and West Windsor campuses and payments for the Virtual Academic Library Environment (VALE) of New Jersey for the College Library's on-line database periodical subscriptions from July 1, 2022 to June 30, 2023.

L) PUBLIC SERVICE ELECTRIC AND GAS

WHEREAS, Mercer County Community College requires the purchase and delivery of electric and natural gas supply service to operate and provide heat, light, cooling and other utilities on the James Kerney and West Windsor Campuses for FY2023; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (8) exempts from public bidding or advertising the supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments not to exceed \$685,000 to Public Service Electric and Gas of New Brunswick, New Jersey for the cost to purchase and deliver electric and natural gas power supply service to the James Kerney and West Windsor campuses for the period from July 1, 2022 to June 30, 2023.

M) SUNLIGHT GENERAL MERCER SOLAR, INC.

WHEREAS, Mercer County Community College requires the purchase of electric supply service to operate and provide heat, light, and cooling for the West Windsor Campus for FY2023; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, the Board of Trustees approved on September 15, 2011 a Power Purchase Agreement with Sunlight General Capital and Power Partners Mas Tec and pay the Power Purchase agreement price as defined therein, which commences at \$0.03 per kWh with an annual escalation of 1.5% throughout the fifteen year term of the agreement; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments not to exceed \$370,000 to Sunlight General Capital of Englewood, New Jersey, in accordance with the resolution adopted by the Board of Trustees on September 15, 2011, to purchase electric power supply services for the period from July 1, 2022 through June 30, 2023.

N) TLG SIGNS INC. DBA FASTSIGNS

WHEREAS, Mercer County Community College has a need to purchase customized signage and products for the West Windsor and James Kerney campuses as part of an increased effort at maintaining a visible brand presence and to achieve marketing goals for the current fiscal year (2022) and move several key projects forward; and

WHEREAS, the purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service may exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (2) exempts without limitation advertising seeking student enrollment from public solicitation for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, TLG Signs, Inc. dba as Fastsigns, Lawrenceville, NJ has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit this vendor from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that President is authorized, on behalf of this Board, to contract with TLG Signs, Inc. dba Fastsigns, Lawrenceville, NJ to purchase customized signage and products at the West Windsor and James Kerney campuses, as part of an increased effort at maintaining a visible brand presence and to achieve marketing goals for the current fiscal year (2022) and move several key projects forward, at a cost not to exceed \$50,000 through June 30, 2022.

O) VICINITY ENERGY – TRENTON LP

WHEREAS, Mercer County Community College requires the purchase and delivery of

steam supply services to provide heat to the James Kerney Campus for FY2023; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (8) exempts from public bidding or advertising the supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments not to exceed \$250,000 to Vicinity Energy-Trenton LP, Trenton, New Jersey for the cost to provide steam supply services to James Kerney Hall at the James Kerney Campus for the period from July 1, 2022 through June 30, 2023.

Mr. Drennan presented Agenda Item III (P), which was seconded by Dr. Nespoli. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen and Nespoli voting aye. Trustee Mason abstained.

P) APPROVAL OF FY2023 CHAPTER XII FUNDING

BE IT RESOLVED, that the Board of Trustees approves Mercer County Community College's FY2023 funding not to exceed \$3,781,000 under New Jersey's Chapter XII program, and authorizes the President to request the endorsement and support of the County of Mercer.

Mr. Drennan presented Agenda Item III (Q), which was seconded by Dr. Nespoli. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen and Nespoli voting aye. Trustee Mason abstained.

Q) REVISED TUITION RATES, TECHNOLOGY AND COLLEGE FEES

BE IT RESOLVED, that this Board approves increasing the Tuition Rates, Technology and College Fees effective for the summer semester of 2022 and thereafter:

In-county tuition:	\$4.30 per credit hour from \$143.30 to \$147.60 (3.00%)
Out-of-county tuition:	\$5.90 per credit hour from \$195.85 to \$201.75 (3.01%)
Out-of-state tuition:	\$9.00 per credit hour from \$293.25 to \$302.25 (3.07%)
Technology fee:	\$1.00 per credit hour from \$ 26.50 to \$ 27.50 (3.77%)
College fee:	\$1.00 per credit hour from \$ 25.75 to \$ 26.75 (3.88%)

Mr. Drennan presented Agenda Item III (R), which was seconded by Dr. Nespoli. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen and Nespoli voting aye. Trustee Mason abstained.

R) APPROVAL OF FY2023 OPERATING BUDGET

BE IT RESOLVED, that the Board of Trustees approves Mercer County Community College's operating budget in the amount of \$56,524,580 for fiscal year 2023, as

indicated in the attached, which will be made part of the minutes of this meeting.
(Attachment #4)

IV. HUMAN RESOURCES MATTERS

Ms. Berrios-Ohler presented Agenda Item IV (A), which was seconded by Ms. Delli Santi. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

A) RATIFICATION OF APPOINTMENTS, TITLE CORRECTION, AND STAFF SEPARATION REPORT

BE IT RESOLVED, that this Board approves the Ratification of Appointments, Title Correction, and notes receipt of the Staff Separation Report, all of which will be made a part of the minutes of this meeting. (Attachment #5)

Ms. Berrios-Ohler presented Agenda Items IV (B) through (E), which were seconded by Ms. Delli Santi. The items passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

B) FIRST YEAR FACULTY REAPPOINTMENT

BE IT RESOLVED, That this Board hereby approves the offering of new appointments effective with the 2022-2023 academic year to certain faculty members currently in their first year of service, as recommended by the President as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #6)

C) REAPPOINTMENT OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ELIGIBLE FOR MULTIPLE YEAR CONTRACTS (3 YEAR)

BE IT RESOLVED, that certain members of the administrative and professional staff whose current contract expire on June 30, 2023 are hereby reappointed for two additional years as recommended by the President and shall be issued three-year contracts for the period July 1, 2022 through June 30, 2025 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #7)

D) REAPPOINTMENT OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ELIGIBLE FOR MULTIPLE YEAR CONTRACTS (2 YEAR)

BE IT RESOLVED, that certain members of the administrative and professional staff whose current contracts expire on June 30, 2022 are hereby reappointed for two years as recommended by the President, and shall be issued contracts for the period July 1, 2022 through June 30, 2024 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #8)

E) REAPPOINTMENT OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ELIGIBLE FOR ONE-YEAR CONTRACTS

BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one-year contracts for the period July 1, 2022 through June 30, 2023 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #9)

Ms. Berrios-Ohler presented Agenda Item IV (F), which was seconded by Mr. Drennan. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

F) SABBATICAL APPLICATION

WHEREAS, that this Board approves the granting of a sabbatical leave for Professor Edward Carmien during the Spring 2023 Semester, Professor Carmien will be released from teaching duties during the Spring 2023 and will teach a full load in the Fall 2023 semester; now therefore

BE IT RESOLVED, that Professor Carmien will research and produce a white paper detailing the manner in which the project enhances his teaching practice in service to students and is in support of MCCC's Diversity, Equity, and Inclusion efforts; and

BE IT FURTHER RESOLVED, that Professor Carmien will return to full-time employment for at least two (2) years following completion of sabbatical leave

Ms. Berrios-Ohler presented Agenda Item IV (G), which was seconded by Mr. Drennan. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, and Nespoli voting aye.

G) CONTRACT FOR THE PRESIDENT

WHEREAS, the Board of Trustees undertook a national search to hire its next College President; and

WHEREAS, the Board of Trustees desires to employ Dr. Deborah Preston ("Dr. Preston") as its College President under a three (3) year employment contract; and

WHEREAS, Dr. Preston has agreed to undertake the role as MCCC's next College President; and

NOW BE IT RESOLVED that the Board of Trustees approves the employment contract with Dr. Preston as President of MCCC for the period of July 1, 2022 through June 30, 2025.

V. OPERATIONS MATTERS

Dr. Brown-Glaude presented Agenda Item V (A), which was seconded by Ms. Delli Santi. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen, and Nespoli voting aye. Trustee Mason abstained.

A) HONORARY ASSOCIATES DEGREE – DR. AAMIR A. REHMAN

WHEREAS the MCCC Foundation acts to encourage, solicit, receive, hold, invest and award private and public gifts, bequests and donations for the benefit of Mercer County Community College;

WHEREAS Dr. Aamir A. Rehman serves as Chair of the Board of Directors of the Mercer County Community College Foundation for the term July 2020 to June 2022;

WHEREAS the MCCC Foundation launched numerous innovative initiatives during this period such as COVID Emergency Fund, Mercer Tuesday, the Mercer Athletic Hall of Fame, named scholarships for students at the Trenton campus, Closing the Gap Campaign, and more;

WHEREAS the MCCC Foundation achieved 100% participation in board giving, and has enhanced its governance practices and board diversity;

WHEREAS the MCCC Foundation's enhanced scale and capabilities enables it to increasingly provide not only tuition assistance but also "tuition-plus" grant-making for a wide range of student and College needs;

WHEREAS the MCCC Foundation has embarked on a multi-year campaign to continue expanding its contributions to the College and impact on student success;

WHEREAS the MCCC Foundation's scale and impact under Dr. Rehman's leadership has expanded significantly, with assets reaching over \$15 million and annual scholarship allocations has exceeded \$1 million;

WHEREAS Mercer County Community College recognizes Dr. Aamir A. Rehman for having made a meaningful difference in the lives of our students and graduates; and

WHEREAS Dr. Aamir A. Rehman has displayed exemplary achievement worthy of the recognition conveyed by the conferral of an honorary degree by Mercer County Community College;

NOW THEREFORE BE IT RESOLVED that Mercer County Community College will confer upon Dr. Aamir A. Rehman an Honorary Associate Degree in Arts at the Commencement Ceremony on May 20, 2022.

Dr. Brown-Glaude presented Agenda Item V (B) for ratification, which was seconded by Ms. Delli Santi. The item was ratified with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Matzen and Nespoli voting aye. Trustee Mason abstained.

B) MARCH 2022 CLERY REPORT

The members of the Board noted receipt and review and ratified the March 2022 Clery Report, which is attached. (Attachment #10)

VI. OTHER MATTERS

A) APPOINTMENT OF BOARD OF SCHOOL ESTIMATE MEMBERS

Chair Matzen reported that he and Trustee Drennan will serve as this year's Board of School Estimate members.

VII. PRESIDENT'S UPDATE

Enrollment

Summer semester enrollment is currently down 30.4%. While this decline is disappointing, we hope that continued outreach to students will result in improvements in the coming weeks.

Fall 2022 registration opened this past Monday. While it is still very early in the process, we are starting at a very negative point of 49.7% down.

Financial Health

The recently completed FY 2021 Audit concludes that the college has increased the reserve fund level and has a healthy cash flow. That being said, the entire higher education sector and Mercer continue to face challenges, especially in enrollment. We need to continue to explore new business models to sustain us for the long haul.

Our rental income has surpassed \$428,000. This continues to be a bright spot in revenue for the College.

Grants also continue to be a bright spot. We applied and were awarded a Community Service grant of \$10,000 from Philanthropy at PNC, which supports job training programs for organizations. Funding will support tuition cost for Mercer students participating in non-credit health care programs.

MCCC has also been approved for Emergency Food & Shelter Program Funding. Our food pantry will receive \$25,000 in supplemental funds from Mercer County United Way.

The New Jersey Community College Consortium for Workforce and Economic Development has awarded the NJ Pathways to Career Opportunities Grant (\$5,700) to MCCC to develop new curriculum and strengthen existing education and workforce training pathways aligned with the needs of employers to build an innovative workforce in Patient Care.

We have also been awarded the NJ Career Accelerator Internship Grant (\$13,614), which provides funding to facilitate innovative connections between undergraduate students enrolled at the College and employers for internship opportunities that can potentially lead to full-time employment.

COVID-19 Responses

We have no change on the pandemic front in terms of guidance. The College continues to do well in terms of protecting our students and employees by continuing to strongly encourage everyone to get vaccinated and boosted. We also strongly encourage everyone to continue to wear masks when in the presence of others to better protect yourself and those around you.

As we move forward, we will continue to follow the CDC and New Jersey state guidelines and adjust the guidance for our campus community accordingly. We urge all our community members to respect the choices each person makes as we navigate the ongoing and changing public health challenges.

College News

This year's Diversity, Equity & Inclusion conference, "Circles that Break Cycles" was held on April 8. The theme was based on RACIAL HEALING CIRCLES, the foundational component of the American Association of Colleges and Universities' (AAC&U's) Truth, Racial Healing, and Transformation (TRHT) Institute. The keynote speaker was Dr. Derek Greenfield, a renowned leader, speaker, and activist dedicated to positive change. Approximately 40 registrants from various colleges and universities attended. The main component of the conference was the Racial Healing Circle, a 90-minute transformative, story-telling and listening session dedicated to compassionate personal truth telling with the aim of transforming hearts and minds toward greater acceptance of racial difference. Participant response was very positive.

After review of the required interim report, the Joint Review Committee on Education in Radiologic Technology (JRCERT) notified us that we will maintain accreditation for the next eight years. Congratulations to our dedicated faculty and staff!

Coach Ryan Zegarski earned his 500th win for our softball team over an 18-year period. Congratulations Coach Zegarski!

As a reminder, we will hold in-person Commencement on Friday, May 20 beginning at 5:30 p.m. in the Quad. Members of the classes of 2020 and 2021 are invited to join the class of 2022 for this very special occasion.

We will also hold an in-person Nursing Pinning Ceremony on Wednesday, May 18 at 6:00 p.m. in Kelsey Theatre.

MCCC, in partnership with the New Jersey Council for the Humanities (NJCH), will hold an Opening Reception for *Voices and Votes: Democracy in America*, a Smithsonian Institution traveling exhibit coming to the MCCC Gallery on Tuesday, May 24 from 5:00 to 7:00 p.m. The exhibit will run from May 18 through June 20.

Student News

The Nerds Concert on April 4, featuring our Mercer Jazz Band, brought in 150 attendees. Student Life raised \$300 that evening with a matching donation of \$300 from SGA for a grand total of \$600 for The Watershed Institute. It was a great night, which brought out students, staff and community members.

SGA along with EOF Club, Architecture Club, Inter-Varsity Christian Fellowship Club, Rainbow Alliance, Viking 89 Radio and Mercer Honors Club collected food and funds for both pantries (JKC and WWC). It was a collaborative team effort with our most active clubs!

SOAR collected a very large box of cookies that they will donate to the Capital Health Auxiliary Cookie Program so cancer patients can enjoy a snack during treatments.

VIII. NEW JERSEY COUNCIL OF COUNTY COLLEGES REPORT

Dr. Nespoli provided an update on the proposed FY2023 state budget for community colleges:

- Student Financial Aid – The Governor’s proposed budget includes significant increases in the Tuition Aid Grant (TAG) and the Community College Opportunity Grant (CCOG) programs, which will be very good news for community college students if approved by the Legislature.
- Workforce Training Programs – The Governor’s proposed budget also includes strong support for community college workforce training programs targeted to industry sectors important to NJ’s economy – health services, technology, energy, and logistics.
- State Aid – The Governor’s proposed state budget recommends level operating aid for NJ’s community colleges. The colleges will be working together with legislative leaders to seek an increase in state aid, much like what was accomplished last year.

IX. CHAIR’S REPORT

Chair Matzen reminded Trustees of the Nursing Pinning Ceremony on Wednesday, May 18 at 6:00 p.m. in Kelsey Theatre. He noted what a fabulous and moving ceremony this is.

He then introduced Foundation Board Chair, Dr. Aamir Rehman. Dr. Rehman reported that the Foundation is very sensitive to the tuition increase and stands ready to help students with the Tuition Plus program that was adopted this year. He said they are fully aware that students need this support. He also reported that they will be filling some gaps in the Foundation with alumni. He closed by saying the Foundation is scheduled to meet on May 10 and will have a reception following.

Chair Matzen thanked Dr. Rehman for all he has done for the College and for students. He also announced that Dr. Rehman will be the Commencement speaker this year.

Trustee Drennan said he appreciated the opportunity to Chair the Presidential Search Committee and he thanked all those who served. He said it was a dedicated group of individuals and this was a humbling experience. He said this is a proud moment for the College and the community. Trustee Fried said the search committee did a great job and thanked Dr. Wang for her service to the College.

BE IT RESOLVED, that this Board adjourns to Executive Session at 7:45 p.m. to discuss personnel matters. Circumstances under which these discussions will be disclosed to the public when necessary actions are taken at public session

The public session reconvened at 9:29 p.m.

There being no further business to discuss, Mr Drennan moved to adjourn the meeting. The motion was seconded by Ms. Delli Santi and passed unanimously. The meeting adjourned at 9:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Barbara Basel".

Barbara Basel
Acting President, Mercer County Community College

/bb
Attachments



Preliminary

31-Mar-22

	FY2022 Budget	Mar-22 YTD Actual	(Over)/Under Annual Budget	Actual % Used/Earned	Expected % Used/Earned	Variance % Used/Earned
Revenues:						**
State of New Jersey	7,000,000	5,557,142	1,442,858	79.39%	75.00%	4.39%
Mercer County	18,592,000	18,592,000	-	100.00%	75.00%	25.00%
Tuition & Fees	27,511,000	21,048,700	6,462,300	76.51%	80.00%	-3.49%
Non-Credit Tuition & Fees	450,000	393,307	56,693	87.40%	72.00%	15.40%
Other **	3,840,500	1,877,119	1,963,381	48.88%	78.00%	-29.12%
Total Revenue	57,393,500	47,468,268	9,925,232	82.71%	77.25%	5.46%
<i>** Negative variance in the expected revenue equates to unfavorable anticipated earnings</i>						
Salaries - 56.93% of total Budget	32,676,286	25,711,065	6,965,221	78.68%	77.50%	1.18%
Benefits - 19.07% of total Budget	10,946,025	8,125,699	2,820,326	74.23%	77.50%	-3.27%
Total Salary and Benefits - 76.00% of total Budget	43,622,311	33,836,764	9,785,547	77.57%	77.50%	0.07%
<i>- Salaries and Benefits allocated below</i>						
Expenses:						
Instruction	26,293,263	20,801,286	5,491,977	79.11%	78.50%	0.61%
Academic Support	3,327,896	1,852,048	1,475,848	55.65%	78.50%	-22.85%
Student Services	5,477,331	4,034,601	1,442,730	73.66%	78.50%	-4.84%
Institutional Support	15,612,292	12,955,657	2,656,635	82.98%	78.50%	4.48%
Plant Operations	6,682,718	3,877,139	2,805,579	58.02%	78.50%	-20.48%
	57,393,500	43,520,730	13,872,770	75.83%	78.50%	-2.67%
<i>** Negative variance in the expected expense equates to favorable cost savings</i>						
KEY BUDGET ITEMS (included above):						
Utilities	1,870,000	1,240,821	629,179	66.35%	65.00%	1.35%
Custodial Contract	892,500	534,265	358,235	59.86%	72.00%	-12.14%
Maintenance, Grounds and Equipment	2,035,429	998,170	1,037,259	49.04%	75.00%	-25.96%
IT Management, Computer Software and Hardware	2,400,000	1,357,996	1,042,005	56.58%	75.00%	-18.42%
	7,197,929	4,131,250	3,066,679	57.39%	70.00%	-12.61%
Total Expenditures	57,393,500	43,520,730	13,872,770	75.83%	80.00%	-4.17%
(Surplus)/Deficit	-	(3,947,538)	(3,947,538)			
** Other Revenue Key Items:						
WWFM Listener Donations	503,000	330,117	364,177	65.63%	75.00%	-9.37%
Conference Center and Food Commissions	174,600	47,187	144,996	27.03%	68.50%	-41.47%
Partner Schools (Rutgers, Felician, William Patterson, FI)	260,000	117,654	143,293	45.25%	78.00%	-32.75%
Mercer Institute	650,000	137,579	650,000	21.17%	68.00%	-46.83%
Kelsey Theater	230,000	56,103	227,965	24.39%	82.00%	-57.61%
Tower Rentals	225,000	197,228	154,500	87.66%	77.50%	10.16%
Facility Rentals	317,400	421,667	85,926	132.85%	77.50%	55.35%
Bookstore	150,000	52,305	102,814	34.87%	80.00%	-45.13%
Summer Camps (Tomato Patch/Athletics/Camp College)	500,000	496,045	21,145	99.21%	100.00%	-0.79%

MCCC

Attachment #2

**MERCER COUNTY COMMUNITY COLLEGE
 FINANCE DIVISION**

**INVESTMENT DETAIL
 FOR THE PERIOD ENDING MARCH 31,2022**

<u>DATE</u>	<u>SHORT TERM INVESTMENTS</u>	<u>TERM & INTEREST</u>		<u>AMOUNT</u>
		<u>RATE</u>	<u>DUE</u>	
03/31/22	BANK OF PRINCETON	0.20%	N/A	3,588,355.21
03/31/22	BANK OF PRINCETON	0.35%	7/11/2023	534,391.96
03/31/22	FIRST BANK	0.35%	N/A	1,047,604.01
03/31/22	WELLS FARGO BANK BALANCE	0.25%	N/A	8,930,421.78 *
03/31/22	CASH MANAGEMENT FUND-NJ	0.33%	N/A	<u>6,002,985.38</u>
				<u>\$ 20,103,758.34</u> **
<u>LONG TERM INVESTMENTS</u>				
03/31/22	WELLS FARGO BANK - UNEMPLOYMENT TRUST FUND	N/A		<u>\$ 538,968.31</u>

* Includes \$6.7million in Mercer County support for FY 22

** Cash Balances are gross, current Liabilities are not netted against these balances

MCCC PURCHASE ORDER REPORT
 \$7,500 - \$37,500
 Date of BOARD MEETING: April 21, 2022

Purchases over \$7,500 require (3) quotes or over \$37,500 require Publically Advertised Bids
 unless specifically exempted by New Jersey County College Contract Law N.J.S.A. 18A:64A-25.5(a)
 Budget lines beginning with "2" indicate grant funded

PO#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
P14793	3/3/22	CDW Government Shelton, CT	\$13,188.74	10-01-01-03-301303-69614	ESCNJ #18/19-03
Preventive maintenance on DataCenter Uninterruptible Power Supplies by IT Department.					
P14801	3/4/22	Entrinsik Raleigh, NC	\$11,132.00	10-01-01-03-301304-69713	Exemption: Sole Source
Informer annual license and support 4/24/22-4/23/23 by IT department.					
P14811	3/7/22	Dell Marketing Round Rock, TX	\$32,069.80	10-06-01-03-301001-69320	NJSC #19-TELE-00656
Laptops for employees by IT department.					
P14812	3/7/22	CM3 Building Solutions Fort Washington, PA	\$14,284.29	10-01-01-03-301306-69642	CCESC #66CCESP
One Stop displays for Qless by IT department.					
P14828	3/10/22	ArcMercer Ewing, NJ	\$14,779.36	10-06-01-03-301001-62335	MCCC Bid #1815
February 2022 shuttle services for students.					
P14830	3/10/22	Clarke Caton Hintz PC Trenton, NJ	\$ 406.05 \$7,203.51	10-06-01-03-301001-64105 70-07-01-03-701510-64105	a.) Exemption: Consulting Services b.) MCCC RFP #2102
a.) Emergency Preparedness plan and Master plan updates. b.) LA Building Mechanical upgrades for Facilities department (paid by Chapter 12)					
P14846	3/16/22	SHI International Somerset, NJ	\$25,871.00	10-01-01-03-301303-69614	Edge #269EMCPS21001EMSHI
Email protection 5/29/22-5/28/23 for College by IT department.					

P14879	3/22/22	Ripken Experience Myrtle Beach, SC	\$11,608.00	61-05-01-04-402001-64110	Exemption: Unspecifiable Services
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Annual Baseball Tournament for team by Athletic department. Paid by Athletic fees.

P14884	3/22/22	Blackboard Washington, DC	\$8,000.00	10-01-01-02-200403-69712	Exemption: Proprietary
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Data foundation services and rubric reporting for Mercer Online. Paid by Mercer Online fees.

P14908	3/22/22	Insight Public Sector, Inc. Tempe, AZ	\$10,872.00	10-01-01-03-301302-69724	NJSC #20-TELE-01512
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Annual payment 3/1/22-3/1/23 for MITTS Helpdesk Ticketing system by IT Department.

P14910	3/25/22	Clarke Caton Hintz PC Trenton, NJ	\$18,900.00	70-07-02-03-700125-64105	MCCC RFP #2102
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Architectural services for Trenton Innovation Center through 1/28/22 by Facilities department. Paid by Securing Our Children's Future grant.

P14911	3/25/22	Krueger International Green Bay, WI	\$17,464.08	70-07-01-03-701522-76101	ESCNJ #20/21-01
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Maintenance (MW) building office dividers by Facilities department. Paid by Chapter 12.



	<u>FY2022</u>	<u>FY2023</u>
	<u>BUDGET</u>	<u>PROPOSED</u>
Revenues:		
State of New Jersey	7,000,000	7,344,000
Mercer County	18,592,000	18,963,840
Tuition & Fees	27,511,000	26,376,240
Non-Credit Tuition & Fees	450,000	450,000
Other Revenue**	3,840,500	3,390,500
Total Revenue	57,393,500	56,524,580
Salaries	32,676,286	33,509,531
Benefits	10,946,025	11,728,336
Total Salary and Benefits	43,622,311	45,237,867
<i>- Salaries and Benefits allocated below</i>		
Expenses:		
Instruction	26,293,262	26,035,344
Academic Support	3,327,896	3,294,617
Student Services	5,477,332	5,322,559
Institutional Support	15,612,292	15,256,169
Plant Operations	6,682,718	6,615,891
	<u>57,393,500</u>	<u>56,524,580</u>
Total Expenditures	57,393,500	56,524,580
<i>(Surplus)/Deficit</i>	<u>-</u>	<u>-</u>

KEY BUDGET ITEMS (included above):

Utilities	1,870,000	1,880,000
Custodial Contract	892,500	895,000
Maintenance, Grounds and Equipment	2,035,429	2,100,000
IT Management, Computer Software and Hardware	2,400,000	2,300,000
	<u>7,197,929</u>	<u>7,175,000</u>

**** Other Revenue Key Items:**

WWFM Listener Donations	503,000	503,000
Conference Center and Food Commissions	174,600	174,600
Partner Schools (Rutgers, Felician, William Patterson, FDU)	260,000	260,000
Mercer Institute	650,000	200,000
Kelsey Theater	230,000	230,000
Tower Rentals	225,000	225,000
Facility Rentals	317,400	450,000
Bookstore	150,000	150,000
Summer Camps (Tomato Patch/Camp College)	500,000	500,000



Human Resources Office

To: Jianping Wang, President
From: Barbara Basel, Vice President for Human Resources
Date: April 6, 2022
Re: Ratification of Appointments

The following appointments have been made since March 17, 2022.

Effective Date of /Hire	Department	Name	Title	Salary	Range	FLSA
3/21/2022	Academic Affairs/ EOF	Bowman, Dominic	Specialist, Student Development, EOF	\$44,000	\$37,695 – \$67,305	Exempt
3/21/2022	Administration / Facilities	Harris, Jason	Team Leader, Skilled Trades	\$66,040	\$38,412 - \$81,194	Non-Exempt
4/18/2022	IOESS	Edwin Griffith	Success Coach	\$43,500	\$37,695 – \$67,305	Exempt
04/18/2022	College Advancement	Cheryl McCormick	Development Specialist & Foundation Scholarship Manager	\$58,000	\$42,872 - \$76,364	Exempt



Human Resources Office

To: Jianping Wang, President
From: Barbara Basel, Vice President for Human Resources
Date: April 7, 2022
Re: Ratification of Title Correction

The following title correction has been made.

Effective Date of /Hire	Department	Name	Current Title	Corrected Title
12/13/2021	Academic Affairs	Gould, Margaret	Program Director	Director of the Community Education & Training Department



Human Resources

April 1, 2022

To: Barbara Basel, Vice President of Human Resources
From: Jeby Mathew, Coordinator HRIS Operations, Human Resources
Subject: Separation Report for March 2022

Date	Name	Title	Division	Type*
03/18/2022	Patricia Calandra, Registrar,	Enrollment Management & Student Experience		RS
03/31/2022	Bryan O’Neal, Assistant to Provost/Dean,	James Kerney Campus		RT

*
RS - **Resignation**
RT - **Retired**

MCCC

Attachment #6

REAPPOINTMENT OF FIRST-YEAR FACULTY MEMBERS

Name	Title	Division	Date of FT Hire
Brendan Davis	Instructor /Coordinator, Medical Lab Technology	Math's, Science and Health Professions	06/21/2021

MCCC

Attachment #7

**REAPPOINTMENT OF THREE-YEAR CONTRACT
ADMINISTRATIVE AND PROFESSIONAL PERSONNEL
INFORMATION TECHNOLOGY SERVICES**

LAST NAME	FIRST NAME	Hire Date	Title/Department
Cortes	Rafael	3/5/2001	Manager, Network Services
Valentino	David	9/1/2002	Manager, Media and Technical Services
Von Rhine	Cynthia	11/17/1997	Database Administrator

**REAPPOINTMENT OF TWO-YEAR CONTRACT
ADMINISTRATIVE AND PROFESSIONAL PERSONNEL**

INFORMATION TECHNOLOGY SERVICES

LAST NAME	FIRST NAME	Hire Date	Title/Department
Frader	Edward	2/26/2018	Technical Support Specialist
Walsh	Carolyn	4/17/2017	Business Analyst

**REAPPOINTMENT OF ONE-YEAR CONTRACT
ADMINISTRATIVE AND PROFESSIONAL PERSONNEL**

INFORMATION TECHNOLOGY SERVICES

LAST NAME	FIRST NAME	Hire Date	Title/Department
Carter	Jared	4/1/2020	Director Enterprise Application
Cuccia	Domenico	2/10/2020	Manager, Records Info. Management
Faheem	Yasir	2/21/2011	Network Administrator
Harrison	Tonia	5/20/1991	Assistant Director of User Support Services
Marks	Irwin	6/24/2019	Technical Support Specialist
Monegro	Robert	9/28/2020	Director of IT, Customer Services Operations
Moore	Jonathan	11/29/2021	Technical Support Analyst
Neagu	Florin	9/26/2005	Applications Administrator in Information Technology Services
Owens	Darleen	7/26/2021	Streaming Services Support Analyst



To: Dr. Tonia Perry-Conley,
Executive Dean (interim) - Student Support Services,
Dean - James Kerney Campus

From: Bryon K. Marshall,
Exec. Director for Facilities and College Safety

Date: April 01, 2022

Subj: Reportable Crimes, Fires, and Other Emergencies As Required By S-485/A
1976 Law the Cunningham/ Ruiz Bill

Dr. Conley,

In accordance with S-485/A-1976 law the Cunningham/ Ruiz Bill requiring presidents of public institution of higher education to regularly report on-campus criminal and fire events to the institution's governing board I have the following to report:

For the calendar month of March 2022, there were no Reportable Offense-Crime(s), fires, and other emergencies occurring on campus during the reporting period as recorded by campus security at this time.

3/1/22 – Title IX Allegation

Work-study students expressed concerns about inappropriate sexual remarks from their supervisor. An investigation was conducted and findings were submitted to Human Resources for further action.