

MERCER COUNTY COMMUNITY COLLEGE  
Minutes of the 675<sup>th</sup> Meeting  
of the Board of Trustees  
June 17, 2021

The public meeting was called to order by Chair Mark Matzen, at 6:33 p.m., via Zoom Conferencing. In addition to the Chair, the following members were in attendance: Blanca Berrios-Ohler, Winnifred Brown-Glaude, Angela Delli Santi, David Fried, Lenora Green, Yasmin Hernandez-Manno, Anthony Inverso, Larry Nespoli, and Jianping Wang, President. Also present was Perry Lattiboudere, College Counsel. Absent were Kevin Drennan and Kaleb Gittens, Alumni Trustee.

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 AGENDA

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

D) PUBLIC COMMENT

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

II. A) APPROVAL OF MINUTES OF THE MAY 20, 2021 BOARD MEETING

Ms. Delli Santi presented Agenda Item II (A), which was seconded by Dr. Nespoli. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Green, Hernandez-Manno, Inverso, Matzen, and Nespoli voting aye.

BE IT RESOLVED, that the minutes of the May 20, 2021 meeting of the Board of Trustees are approved as presented.

B) APPROVAL OF EXECUTIVE SESSION MINUTES FROM MAY 20, 2021

Ms. Delli Santi presented Agenda Item II (B), which was seconded by Dr. Nespoli. The item passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Green, Hernandez-Manno, Inverso, Matzen, and Nespoli voting aye.

BE IT RESOLVED, that the minutes of the May 20, 2021 Executive Session of the Board of Trustees are approved as presented.

### III. FINANCIAL MATTERS

Mr. Inverso 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, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

#### 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 \$36,400

The members of the Board noted receipt and ratified the Report on Purchase Orders and Contracts under \$36,400.00, which is attached. (Attachment #3)

#### D) MONTHLY PAYMENT LISTS FOR MAY

The members of the Board noted receipt and ratified the monthly payment list for May.

Mr. Inverso presented Agenda Items III (E) through (AA), which were seconded by Ms. Berrios-Ohler. The items were passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

#### E) ADAMS, GUTIERREZ & LATTIBOUDERE, LLC – ADDITIONAL LEGAL SERVICES

WHEREAS, Mercer County Community College has a need to acquire legal service outside of the original contract scope assigned by the College's insurance carrier, to provide legal representation involving employees and other related insurance claims in FY 2021; 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 will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments to Adams, Gutierrez and Lattiboudere, LLC of Newark, New Jersey, for legal service outside of the original contract scope assigned by the College's insurance carrier, to provide legal representation involving employees and other related insurance claims at a cost not to exceed \$75,000 from July 1, 2020 through June 30, 2021.

F) INFINITY FLIGHT GROUPS, LLC

WHEREAS, Mercer County Community College has need to obtain aviation flight instructional training and equipment (including aircraft) for students enrolled in the College's Aviation program through July 31, 2022; 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 will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Infinity Flight Group, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Infinity Flight Group, LLC has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit Infinity Flight Group, LLC from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments using student paid flight school fees that are passed-through to Infinity Flight Group LLC to acquire aviation flight instructional training for students enrolled in the College's Aviation program, pursuant to the resolution adopted by the Board of Trustees on July 16, 2020, from \$3,790,371 to \$4,653,000 for the period August 1, 2020 through July 31, 2021. Paid exclusively from student flight instructional pass-through fees.

G) BOLLINGER SPECIALTY GROUP – STUDENT MEDICAL AND ACCIDENT INSURANCE

WHEREAS, the College has a need to acquire intercollegiate sports and student accident insurance coverage for FY2022; and

WHEREAS, the acquisition 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 will exceed \$17,500; and

WHEREAS, a provision of County College Contract 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 a contract; and

WHEREAS, Bollinger Specialty Group has completed and submitted a Business Entity Disclosure Certification which certifies that Bollinger Specialty Group has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit Bollinger Specialty Group from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to enter into a contract with Bollinger Specialty Group of Short Hills, New Jersey for intercollegiate sports and student accident insurance for an amount not to exceed \$47,300 for the period July 1, 2021 and June 30, 2022.

H) BOWMAN & COMPANY, AMENDED RESOLUTION FOR TIME PERIOD

WHEREAS, the Higher Education Reorganization Act of 1994 requires that there be a comprehensive audit of the financial condition of Mercer County Community College by a certified public accounting firm and be performed in accordance with generally accepted auditing standards; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A 18A:64A-25.4 requires every contract or agreement for the performance of any work or the furnishing or hiring of any materials and supplies, the cost or contract price of which is to be paid with or out of college funds, shall be made and awarded only by the County College after public advertising for bids and bidding and therefore, the requirements to a fair and open contract process were met; and

WHEREAS, of the four (4) vendors which responded to the advertised bid for Foundation Auditing Services by the required due date of April 4, 2018, Bowman and Company LLP was considered the most overall responsible and best value best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to sign a letter of engagement, extending agreement with Bowman and Company LLP of Voorhees, New Jersey, for one (1) year, to provide the required College auditing services for FY 2021 at a cost not to exceed \$90,000 from July 1, 2021 through June 30, 2022.

I) BROADVIEW NETWORKS TELEPHONE SERVICES

WHEREAS, Mercer County Community College has a need to obtain digital landline telephone services in FY2022; 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 body 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, the New Jersey colleges selected NJEdge.Net to act as purchasing agent with respect to the purchase of digital landline telephone services; and

WHEREAS, Broadview Networks in an approved affiliate with NJEdge.Net to provide digital landline telephone services at reduced pricing; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract with Broadview Networks of Philadelphia, Pennsylvania, in accordance with the resolution adopted by the Board of Trustees on February 23, 2017, by twelve (12) months, to provide digital landline telephone services for FY 2022 at a cost not to exceed \$175,000 from July 1, 2021 through June 30, 2022.

J) CAMDEN COUNTY EDUCATIONAL SERVICES COMMISSION

WHEREAS, the Camden County Educational Services Commission conducts a voluntary Cooperative Pricing System with educational institutions, including County Community Colleges, located within the State of New Jersey, utilizing the administrative purchasing services of the Camden County Educational Services Commission; and a subsequent Cooperative Pricing Agreement to effect substantial economies for the provision of work, materials, goods and services; and

WHEREAS, a provision of the County Colleges Contracts Law, N.J.S.A. 18A:64A-25.11a, specifically provides that a county college is authorized to participate in a cooperative pricing system established pursuant to the laws of New Jersey; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a Cooperative Pricing Agreement with Camden County Educational Services Commission for the provision and performance of various goods and services (including Smart Classroom Technology electrician services), commencing on June 17, 2021 for perpetuity.

K) CBIZ, INC.

WHEREAS, Mercer County Community College has need to acquire property, liability and casualty insurance coverage for FY2022; 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 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, Mercer County Community College utilized the New Jersey Community College Insurance Pool pricing for property/liability/casualty insurance coverage; and

WHEREAS, CBIZ Inc. of Cleveland, Ohio acquired Borden Perlman Salisbury & Kelly Insurance Agency, Inc. effective January 21, 2021; and

WHEREAS, CBIZ Inc., has completed and submitted a Business Entity Disclosure Certification which certifies that CBIZ Inc. has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one 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 the President be authorized, on behalf of this Board, to enter into agreements with CBIZ Inc. of Cleveland, Ohio (formerly Borden Perlman Salisbury & Kelly Insurance Agency Inc.) to acquire property, liability and casualty insurance coverage for the period from July 1, 2021 through June 30, 2022 for an amount not to exceed \$573,977. Mercer County Community College is one of seven (7) community colleges utilizing the pricing obtained under the New Jersey Community College Insurance Pool, update annually.

L) CDW GOVERNMENT – COOPERATIVE PRICING FOR COMPUTER EQUIPMENT

WHEREAS, Mercer County Community College has a need to purchase computer hardware, software, communication and other related equipment at both the James Kerney and West Windsor campuses during FY 2022; and

WHEREAS, Mercer County Community College has prepared a COVID-19 Technology Plan for College re-opening support and has a need to purchase laptop computers and ancillary equipment and software, whose costs are paid from the Coronavirus Aid, Relief and Economic Security (CARES) Act

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of 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 refresh the annual Purchase Order with CDW Government of Verona, Illinois for the purchase of computer hardware, software, communication and other related equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$125,000 from July 1, 2021 through June 30, 2022.

\*Educational Services Commission of New Jersey Contract #18/19-03

M) DELL COMPUTER CORPORATION

WHEREAS, Mercer County Community College has a need to purchase various computer software, hardware and other equipment at the James Kerney and West Windsor campuses during 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 refresh the annual Purchase Order with Dell Computer Corporation of Round Rock, Texas, for the purchase of various computer software, hardware and other related equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$225,000 from July 1, 2021 through June 30, 2022.

\*New Jersey WSCA/NASPO Contract #89850

N) FOLLETT

WHEREAS, Mercer County Community College has an on-going need to acquire bookstore management services and to reimburse the Follett Higher Education Group for textbooks, merchandise and other purchases made with awarded student financial aid in FY 2022; and

WHEREAS, Mercer County Community College intends to award a contract with Follett Emergency Bookstore Services to provide the College bookstore management services from July 1, 2021 through June 30, 2022, in order to investigate its longer-term options beyond the June 30, 2022; and

WHEREAS, during this period, the College will be evaluating all options for acquisition of future bookstore management services, including issuing a publically advertised Request for Bids (RFB), or invoking the provision of the County Contracts Law, N.J.S.A 18A:64A-25.10 that allows one or more county colleges to provide for such purchases by joint agreement with the governing body 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.);

NOW THEREFORE BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract with Follett Higher Education Group to continue to provide necessary bookstore management services and reimburse them for textbooks, merchandise and other purchases made with awarded student financial aid in FY 2022 for an additional one (1) year from July 1, 2021 through June 30, 2022, in order to investigate its longer-term options beyond fiscal year 2022.

O) F.W. WEBB

WHEREAS, Mercer County Community College has the need to acquire seven (7) new replacement boilers that failed integrity testing in the (BS) Business, (ET) Engineering Technology, (LA) Liberal Arts buildings on the West Windsor campus in FY2021 and FY 2022; and

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

WHEREAS, Mercer County Community College has identified that F.W. Webb Company d.b.a. Lincoln Supply of Bedford, Massachusetts has the required equipment, parts and supplies under the Cooperative Pricing Agreement with the Hunterdon County Education Services Commission\* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with

F.W. Webb d.b.a Lincoln Supply of Bedford, Massachusetts to acquire seven (7) new replacement boilers and associated supplies to replace boilers that failed integrity testing in the BS, ET and LA buildings on the West Windsor campus at a cost not



to exceed \$103,000, increasing the FY 2021 aggregate spending with this vendor from \$77,000 to a not to exceed amount of \$180,000. Paid by the Chapter 12 program.

\* Hunterdon County Education Services Commission #HCESC-Cat-19-09

P) KRUEGER INTERNATIONAL C/O EDUCATIONAL FURNITURE SOLUTIONS, INC.

WHEREAS, Mercer County Community College has the need to furnish and install new theater seating and ancillary supplies (panels, lights, ADA end panels and transfer arms) for the Kelsey Theater at the West Windsor campus; 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, Mercer County Community College is a member of the Educational Services Commission of New Jersey Cooperative Pricing Agreement for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified that Krueger International care of Educational Furniture Solutions Inc. of West Point, Pennsylvania, has the expertise to furnish and install new theater seating and ancillary supplies (panels, lights, ADA end panels and transfer arms) for the Kelsey Theater at the West Windsor campus, under the Cooperative Pricing Agreement with the Educational Services Commission of New Jersey Cooperative\* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Krueger International, under the care of Educational Furniture Solutions Inc. of West Point, Pennsylvania, to furnish and install new theater seating and ancillary supplies (panels, lights, ADA end panels and transfer arms) for the Kelsey Theater at the West Windsor campus for an amount not to exceed \$115,000 from July 1, 2021 through June 30, 2022. Paid by the New Jersey Chapter 12 program.

\* Educational Services Commission Co-op #ESCNJ 20/21-01

Q) KSI CONSULTING ENGINEERS, LLC

WHEREAS, Mercer County Community College has a need to acquire consulting engineer and professional services needed for new, replacement or upgraded HVAC and boiler projects for the James Kerney and West Windsor campuses; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; 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, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (15) exempts consulting and professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, KSI Consulting Engineers, LLC of Farmingdale, New Jersey has demonstrated that they have the necessary expertise needed for new, replacement or upgraded HVAC and boiler projects ; now therefore

BE IT RESOLVED, the President is authorized, on behalf of the Board, to increase the contract amount with KSI Consulting Engineers, LLC of Farmingdale, New Jersey to provide consulting engineer and professional services needed for new, replacement or upgraded HVAC and boiler projects for the James Kerney and West Windsor campuses, from a cost not to exceed amount of \$30,000 to \$80,000 from March 1, 2021 through February 28, 2022. FY22 aggregate spending is not to exceed \$50,000.

R) MERCER COUNTY PUBLIC LIBRARY – INTEGRATED AUTOMATED LIBRARY SYSTEM

WHEREAS, Mercer County Community College has participated in an integrated and automated library system with Mercer County Public Library since 1994 to provide on-line web access to all branches of the joint library system to facilitate student and faculty access to information; 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, c.198 (C.40A:11-1, et seq.); and

WHEREAS, Mercer County has included Mercer County Community College in the next scheduled equipment and software upgrade to the integrated library system; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to continue to participate in an annual agreement with Mercer County Public Library to offset

the costs associated with the integrated and automated library system that provides on-line web access to all branches of the joint library system to facilitate student learning and faculty access to information, at a cost not to exceed \$76,000 for the period between July 1, 2021 and June 30, 2022.

S) NJEDGE.NET

WHEREAS, Mercer County Community College has a need to acquire internet services for data and video communication, VM Ware maintenance, and payments for the Virtual Academic Library Environment (VALE) of New Jersey for Library on-line database periodical subscriptions in FY 2022; 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 \$210,000 to acquire internet services for data and video communication, VM Ware maintenance, 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, 2021 to June 30, 2022.

T) OPEN SYSTEMS INTEGRATORS, INC.

WHEREAS, Mercer County Community College has the need to furnish and install a new Fire Alarm System in the Maintenance (MW) building and an ONYXWORKS Fire Systems Command Interface for the West Windsor campus; 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, Mercer County Community College is a member of the Educational Services Commission of New Jersey Cooperative Pricing Agreement for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified that Open Systems Integrators, Inc. of Hamilton Twp., Mercer County, New Jersey, has the expertise to furnish and install a new Fire Alarm System in the Maintenance (MW) building and an ONYXWORKS Fire Systems Command Interface for the West Windsor campus, under the Cooperative Pricing Agreement with the Educational Services Commission of New Jersey Cooperative\* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Open Systems Integrators Inc. of Hamilton Twp., Mercer County, New Jersey, to furnish and install a new Fire Alarm System in the Maintenance (MW) building and an ONYXWORKS Fire Systems Command Interface at the West Windsor campus for an amount not to exceed \$255,000 for July 1, 2021 through June 30 2022. Paid by the New Jersey Chapter 12 program.

\* Educational Services Commission Co-op #ESCNJ 17/18-59.

U) PRESIDIO NETWORKED SOLUTIONS GROUP, LLC – ANNUAL MAINTENANCE

WHEREAS, Mercer County Community College needs to purchase annual wireless communications, infrastructure and network equipment hardware and maintenance services including the annual SmartNet contract for both the James Kerney and West Windsor campuses in FY 2022; and

WHEREAS, a provision of County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) exempts a county college from public advertising for bids and authorizes them to make purchases and contract for goods and services through the use of a nationally recognized and accepted cooperative purchasing agreements, but requires a resolution authorizing the award of such a contract;

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with Presidio Networked Solutions Group, LLC, Morristown, NJ, in FY 2022 of for the purchase of wireless communications, infrastructure and network equipment and maintenance services including the annual SmartNet contract at the James Kerney and West Windsor campuses at a cost not to exceed \$215,000 for the period from July 1, 2021 to June 30, 2022.

\*GSA GS-35F-333GA

V) PRESIDIO NETWORKED SOLUTIONS GROUP, LLC – WI-FI NETWORK

WHEREAS, Mercer County Community College has an immediate need to upgrade and expand the College's Wi-Fi network in twenty-four (24) buildings at the James Kerney and West Windsor campuses in FY 2022; and

WHEREAS, Mercer County Community College has prepared a COVID-19 Technology Plan for College re-opening support and has a need to acquire computer network hardware, software, professional services and installation services, whose costs will be reimbursed by the Coronavirus Aid, Relief and Economic Security (CARES) Act pursuant applicable guidance; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of 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 contract with Presidio Networked Solutions Inc., Morristown, NJ, to acquire computer network hardware, software, professional and installation services, to upgrade and expand the College's Wi-Fi network in twenty-four (24) buildings at the James Kerney and West Windsor campuses in FY 2022, at a cost not to exceed \$600,000 from July 1, 2021 through June 30, 2022. Paid by the CARES Act.

\*New Jersey State Contract NASPO ValuePoint AR233 (14-19) NJ 87720

W) PROQUEST

WHEREAS, Mercer County Community College has need to acquire library resource services that support all academic studies offered by the College including e-books, databases, newspapers, and other primary resources for use by faculty and students for course research in FY 2022; and

WHEREAS, this 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 will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (6) exempts library materials including without limitation books, periodicals and newspapers from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, the firm of ProQuest Subscription Services has completed and submitted a Business Entity Disclosure Certification which certifies that ProQuest Subscription Services has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit ProQuest Subscription Services from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with ProQuest Subscription Services of Tinton Falls, New Jersey to provide library resource services that support all academic studies offered by the College using e-books, databases, newspapers and other primary resources for course research from July 1, 2021 through June 30, 2022 at a cost not to exceed \$62,500.

X) TOWNSQUARE NEW JERSEY HOLDCO, LLC

WHEREAS, Mercer County Community College has a need to purchase radio spots on WPST and WNJE as part of the College's overall marketing plan to promote student enrollment; 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) (20) 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, Townsquare New Jersey Holdco, LLC, of New York, New York has completed and submitted a Business Entity Disclosure Certification which certifies that Townsquare New Jersey Holdco, LLC has not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit Townsquare New Jersey Holdco, LLC 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 enter into a contract with Townsquare New Jersey Holdco, LLC of New York, New York to purchase radio spots on WPST and WNJE as part of the College's overall marketing plan to promote student enrollment at a cost not to exceed \$45,000 from June 17, 2021 through June 30, 2022.

Y) VALLEY EDUCATION

WHEREAS, Mercer County Community College has a need to acquire professional services to provide a course instructor for the Medical Cannabis Training courses to be offered by the Center of Continuing Studies in FY 2022;

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 will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Mercer County Community College has determined that Valley Education LLC of Long Valley, New Jersey has the required license(s) and experience to provide course instruction for the Medical Cannabis Training courses to be offered by the Center of Continuing Studies in FY 2022; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with Valley Education LLC to provide course instruction services for the Medical Cannabis Training courses to be offered by the Center of Continuing Studies in FY 2022 not to exceed \$70,500 from July 1, 2021 through June 30, 2022.

Z) WB MASON – COOPERATIVE PRICING FOR OFFICE SUPPLIES

WHEREAS, Mercer County Community College has a continuing need to acquire general office supplies in 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; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, specifically provides for the purchase of work, materials and supplies by Cooperative Agreement with the governing bodies of any municipality or of the county within whose boundaries any such college is wholly or partially located; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract with State of New Jersey's and County of Mercer's awarded vendor, W.B. Mason of Boston, Massachusetts for the purchase of office supplies for an amount not to exceed \$100,000 annually for the period from July 1, 2021 to June 30, 2022.

\* New Jersey Contract SC#000003

\* Mercer County Contract CK09Mercer2019-24

AA) ACCELERATED INFORMATION SYSTEMS, INC.

WHEREAS, Mercer County Community College has a need to acquire annual user licenses associated with its existing cloud-based document management system (Laserfiche), with the capability of migrating documents from existing legacy systems that are no longer supported by the College and maintaining records, transcripts and other documents for various departments College-wide (Financial Aid, Administration, Human Resources); and

WHEREAS, Mercer County Community College has a need to renew the annual user licenses associated with its existing cloud-based document e-signature approval and routing software (HelloSign); 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 agreement; and

WHEREAS, Mercer County Community College Purchasing Policies and Procedures require every contract or agreement for the performance of any work or the furnishing or hiring of any materials and supplies greater than \$7,280 but less than \$36,400 and is not available under an accepted cooperative purchasing agreement shall be made and awarded only after soliciting a Request for Quotation (RFQ) from at least three (3) bidders; and

WHEREAS, Mercer County Community College had identified Accelerated Information Systems Inc. of Hicksville, New York has the needed Laserfiche software available under the cooperative pricing agreement with the Educational Services Commission of New Jersey\* pricing system which represents the best value for the College; and

WHEREAS, Mercer County Community College determined that its existing cloud-based document e-signature approval and routing software was not available for purchase under a nationally recognized and accepted cooperative purchasing agreement or New Jersey State contract and therefore solicited three (3) competitive quotes pursuant to MCCC RFQ-2101<sup>+</sup> for e-signature software (HelloSign); now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the College's contract with Accelerated Information Systems of Hicksville, New York to maintain and expand its use of the cloud-based document management software (Laserfiche), with the capability of migrating and maintaining documents from existing legacy systems that are no longer supported by the College and maintain documents for various departments College-wide (Financial Aid, Administration, Human Resources), and for its cloud-based document e-signature routing and approval software, (HelloSign<sup>+</sup>) from July 1, 2021 through



March 9, 2024 with aggregate spending for this vendor not to exceed \$76,000 in FY2022, \$76,000 in FY2023 and \$76,000 in FY 2024.

\*Educational Services Commission of New Jersey #65MCESSCCPS

+MCCC RFQ-2101

#### IV. HUMAN RESOURCES MATTERS

Ms. Berrios-Ohler presented Agenda Items IV (A) through (D), which were seconded by Ms. Delli Santi. The items were passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

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

BE IT RESOLVED, that this Board approves the Appointments, Ratification of Appointments, and notes receipt of the Staff Separation Report, all of which will be made a part of the minutes of this meeting. (Attachment #4)

B) 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, 2022 are hereby reappointed for two additional years as recommended by the President and shall be issued three-year contracts for the period July 1, 2021 through June 30, 2024 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #5)

C) 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 contract expire on June 30, 2022 are hereby reappointed for one additional year as recommended by the President and shall be issued two-year contracts for the period July 1, 2021 through June 30, 2023 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #6)

D) 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, 2021 through June 30, 2022 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #7)

V. OPERATIONS MATTERS

Ms. Delli Santi presented Agenda Items V (A) through (E), which were seconded by Dr. Nespoli. The item was passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

A) ADVISORY COMMISSION APPOINTMENTS AND REAPPOINTMENTS

BE IT RESOLVED, that this Board approves the appointments and reappointments to the advisory commission as recommended by the President and as outlined on the attached, which will be made a part of the minutes of this meeting. (Attachment #8)

- CRIMINAL JUSTICE
- AUTOMOTIVE
- RADIO
- MEDICAL LAB TECHNOLOGY
- NURSING

B) APPROVAL OF REVISED PROGRAMS OF STUDY

WHEREAS, the College faculty recommends the following Revised Programs of Study for academic programs:

1. Audio Production
2. CP Building Construction
3. Information Technology
4. Computer Information Systems
5. Paralegal AAS Program
6. Paralegal Certificate of Proficiency
7. Public Health AS Program

WHEREAS, the President and Vice President for Academic Affairs have reviewed and approve the recommendations; now therefore

BE IT RESOLVED, that the Board of Trustees approves the recommendations for the revision to the listed programs.

C) APPROVAL OF NEW PROGRAMS OF STUDY

WHEREAS, the College faculty recommends the following New Programs of Study for academic programs:

New Programs

1. Cybersecurity
2. Entrepreneurial Management (Micro Credential)

WHEREAS, the President and Vice President for Academic Affairs have reviewed and approve the recommendations; now therefore

BE IT RESOLVED, that the Board of Trustees approves the recommendations for the new listed programs.

D) REVISED 2021-2022 ACADEMIC CALENDAR

BE IT RESOLVED, that this Board hereby approves the proposed revision to the Academic Calendar for academic year 2021-22 as recommended by the President and the Operations Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting. (Attachment #9)

E) REVISED OMB 989 – PANDEMIC POLICY

BE IT RESOLVED, that the Board hereby approves the proposed revised Pandemic Policy (OMB 989) as recommended by the President and Operations Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting. (Attachment #10)

Ms. Delli Santi presented Agenda Item V (F) for ratification, which was seconded by Dr. Nespoli. The item was ratified with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

F) MAY 2021 CLERY REPORT

The members of the Board noted receipt and review and ratified the May 2021 Clery Report, which is attached. (Attachment #11)

VI. AUDIT REPORT

Mr. Inverso presented Agenda Item VI (A) for ratification, which was seconded by Ms. Delli Santi. The item was passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

WHEREAS, Bowman & Company LLP has completed the audit for the College for FY'2020; and

WHEREAS, Bowman & Company LLP has rendered an unmodified opinion; now therefore

BE IT RESOLVED, that the Board of Trustees hereby accepts the audit report for the College for the fiscal year ending June 30, 2020.

VII. PRESIDENT'S UPDATE

***Enrollment***

As of today, Summer Enrollment is down 11.9% and Fall Enrollment is down 8.7%. The FY 2022 budget is built on a 1.9% enrollment increase. We will continue to think out of the box to generate revenue to put the college on solid financial footing.

### ***Fiscal Health***

The Board Chair, Treasurer and I met with County representatives virtually on Tuesday, May 25 for our annual Board of School Estimate Meeting, where we presented our request for county funding toward our operating budget as well as Chapter 12 projects. Once again, the County showed support for the College by granting a 2% increase over last year's funding and approving our Chapter 12 allocation. We thank the County Executive and County Commissioners for their continued support of the College.

As of June 14, the College has disbursed \$4,279,075 through 4,848 awards to students under the federal stimulus funds.

Thanks to our collective efforts and sacrifice, the college continues to stay fiscally healthy. Due to continued enrollment challenges, we will have to continue to impose restrictions on all non-essential expenses while we fill a number of key positions in preparation for the full reopening.

The College Foundation is closing its fiscal year with an endowment reaching over \$15 million.

### ***COVID-19 Responses***

Thanks to the lift of the state's Public Health Emergency Order, the College has begun its transition to full reopening in the fall. All departments are in the process of getting ready for in-person services beginning August 16. We will provide you with frequent updates on the reopening as they become available. You are encouraged to check the college's website frequently.

The PLT, union leadership, and the representatives across the campus have been working together to ensure that we continue to provide a healthy and safe environment for our students, employees, and visitors. To do your part, we continue to strongly encourage everyone who has not been vaccinated to get vaccinated.

We will have an in-person commencement on the quad on Friday, August 6. Members of the graduating classes of 2020 and 2021 are invited. Honors Convocation and other celebratory activities will also take place in-person. We look forward to celebrating our graduates for their success in spite of unprecedented challenges and hope you will attend these special ceremonies.

### ***College News***

On June 3 we received an exciting update from the Office of Secretary of Higher Education regarding the Securing Our Children's Future Bond Act. Mercer was selected as one of the nine community colleges receiving the first level of approval and we are one of three community colleges approved for the maximum \$4 million. Now this heads to the legislature for final approval. Once approved, the grant will be used to develop the Innovation Center for Technology and Renewable Energy at our Trenton Campus. It will house three academic programs: Electrical Automotive Technology, Mechatronics, and Advanced Manufacturing.

The College's help desk service is transitioning back in-house by the end of the month.

We celebrated the inaugural class of Athletic Hall of Fame on Saturday, June 12. More than 260 guests attended and we raised more than \$60,000.

Our music department received donations of two 6'1" baby grand pianos. A Schimmel was donated in January by Marita & Wolfgang Engshubar, and a Yamaha was recently donated by ETS. These donations will enhance our students' educational experience at Mercer

### ***Student Successes***

We have yet more exciting news regarding our student athletes. Baseball Player Gregory Delgado was named to the national junior college All-American First Team for his performance on the field. Gregory will attend Nova Southeastern University in Florida this fall on a scholarship.

Mercer also had four students named to the national junior college Academic All-American Team for outstanding performance in the classroom. These students' GPA's ranged from 3.60 to 3.99. The awarded students were Brianna Davis (women's tennis), Robert Pinto (lacrosse), Heather Kerlin (softball), and Michael Marano (lacrosse).

## VIII. NEW JERSEY COUNCIL OF COUNTY COLLEGES REPORT

Dr. Nespoli reported on three high-priority issues for community colleges throughout the state.

### 1. FEDERAL FUNDING FOR COMMUNITY COLLEGES

The three federal programs previously approved – CARES, CRRSAA, and ARP – are right now providing important short-term financial support for community colleges throughout the country. However, the passage of longer-term initiatives proposed by the Biden Administration – infrastructure funding for community colleges plus a national free community college tuition program – is less certain.

### 2. NEW JERSEY'S FREE COLLEGE TUITION PROGRAM(S) – COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG)

Governor Murphy's proposed FY2022 state budget includes full funding for the Community College Opportunity Grant (CCOG) program. Additionally, the Governor has proposed an expansion of the state's free tuition program to include two years at state colleges and universities. The NJCCC is advocating that these two years of free tuition at state colleges and universities be for the junior and senior years only.

### 3. STATE BUDGET UPDATE

There appears to be strong support in the Legislature for the \$5 million increase in state aid to community colleges that Governor Murphy has proposed. The NJCCC is advocating for a \$10 million increase.

## IX. CHAIR'S REPORT

Chair Matzen reported that, in celebration of National Community College Month, the College was pleased to introduce student award recipients, who were nominated by faculty and staff for their hard work throughout the 2020-21 academic year. He said the recognition applauds the students' commitment and persistence during unprecedented times of a global pandemic. Dr. Tonia Conley introduced the students.

Chair Matzen then made a plea asking all to contribute to the Closing the Gap Campaign for students. He said this is an important campaign, and takes the place of the Annual Spring Gala.

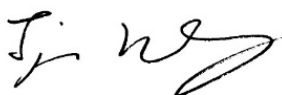
Chair Matzen then introduced Dr. Aamir Rehman, Chair of the Foundation Board. Dr. Rehman said that it is important to take the time for student recognitions and that is why the Foundation exists. He then introduced Foundation Board member Charles Plohn, who gave an update on the inaugural Athletic Hall of Fame event, which took place on June 12. Mr. Plohn reported that athletes came from as far away as California and Colorado for the event. The Hall of Fame will be housed in the hallway between the gym and the weight room.

BE IT RESOLVED, that this Board adjourns to Executive Session at 7:50 p.m. to discuss personnel issues. Circumstances under which these discussions will be disclosed to the public when necessary actions are taken at public session

The public session reconvened at 8:34 p.m.

There being no further business to discuss, Ms. Delli Santi moved to adjourn the meeting. The motion was seconded by Ms. Berrios-Ohler and passed unanimously. The meeting adjourned at 8:35 p.m.

Respectfully submitted,



Dr. Jianping Wang  
President, Mercer County Community College

/bb  
Attachments

MCCC

Attachment #1



31-May-21

	<b>FY2021 Budget</b>	<b>May-21 YTD Actual</b>	<b>(Over)/Under Annual Budget</b>	<b>Actual % Used/Earned</b>	<b>Expected % Used/Earned</b>	<b>Variance % Used/Earned</b>
<b>Revenues:</b>						
State of New Jersey	6,230,000	5,904,634	325,366	94.78%	91.67%	3.11%
Mercer County	18,228,000	15,417,278	2,810,722	84.58%	91.67%	-7.09%
Tuition & Fees	27,003,000	24,740,958	2,262,042	91.62%	99.00%	-7.38%
Non - Credit Tuition & Fees	1,750,000	688,089	1,061,911	39.32%	90.00%	-50.68%
Other **	4,983,000	3,829,649	1,153,351	76.85%	96.50%	-19.65%
<b>Total Revenue</b>	<b>58,194,000</b>	<b>50,580,608</b>	<b>7,613,392</b>	86.92%	96.00%	-9.08%
<b>Salaries - 55.05% of total Budget</b>	32,034,000	29,809,850	2,224,150	93.06%	95.35%	-2.29%
<b>Benefits - 18.44% of total Budget</b>	10,730,000	9,773,552	956,448	91.09%	95.35%	-4.26%
<b>Total Salary and Benefits - 73.49% of total Budget</b>	42,764,000	39,583,402	3,180,598	92.56%	95.35%	-2.79%
<i>- Salaries and Benefits allocated below</i>						
<b>Expenses:</b>						
Instruction	25,767,900	24,051,844	1,716,056	93.34%	96.00%	-2.66%
Academic Support	3,281,400	2,001,224	1,280,176	60.99%	96.00%	-35.01%
Student Services	5,359,500	4,885,550	473,950	91.16%	96.00%	-4.84%
Institutional Support	17,190,900	14,960,633	2,230,267	87.03%	96.00%	-8.97%
Plant Operations	6,594,300	4,566,890	2,027,410	69.26%	96.00%	-26.74%
	58,194,000	50,466,142	7,727,858	86.72%	96.00%	-9.28%
<b>KEY BUDGET ITEMS (included above):</b>						
Utilities	1,870,000	1,323,623	546,377	70.78%	90.00%	-19.22%
Custodial Contract	850,000	469,600	380,400	55.25%	91.00%	-35.75%
Maintenance, Grounds and Equipment	2,254,000	1,121,969	1,132,031	49.78%	91.50%	-41.72%
IT Management, Computer Software and Hardware	3,729,000	2,140,864	1,588,136	57.41%	90.00%	-32.59%
	8,703,000	5,056,055	3,646,945	58.10%	90.00%	-31.90%
<b>Total Expenditures</b>	<b>58,194,000</b>	<b>50,466,142</b>	<b>7,727,858</b>	86.72%	97.00%	-10.28%
<b>(Surplus)/Deficit</b>	<b>-</b>	<b>(114,466)</b>	<b>(114,466)</b>			
<b>** Other Revenue Key Items:</b>						
WWFM Listener Donations	540,000	394,963	(145,037)	73.14%	91.25%	-18.11%
Conference Center and Food Commissions	582,000	2,721	(579,279)	0.47%	89.50%	-89.03%
Partner Schools (Rutgers, Felician, William Patterson)	274,000	168,902	(105,098)	61.64%	100.00%	-38.36%
Mercer Institute	840,000	147,464	(692,536)	17.56%	91.25%	-73.69%
Kelsey Theater	307,500	5,090	(302,410)	1.66%	96.00%	-94.34%
Tower Rentals	425,000	235,000	(190,000)	55.29%	92.50%	-37.21%
Facility Rentals	254,000	442,445	188,445	174.19%	92.50%	81.69%
Bookstore	150,000	43,383	(106,617)	28.92%	97.50%	-68.58%
Summer Camps (Tomato Patch/Athletics/Camp Colle	780,000	158,015	(621,985)	20.26%	100.00%	-79.74%

\*\* Negative variance in the expected revenue equates to unfavorable anticipated earnings

\*\* Negative variance in the expected expense equates to favorable cost savings

**INVESTMENT DETAIL  
 FOR THE PERIOD ENDING May 31, 2021**

		<b>TERM &amp; INTEREST</b>		
<u>DATE</u>	<u>SHORT TERM INVESTMENTS</u>	<u>RATE</u>	<u>DUE</u>	<u>AMOUNT</u>
05/31/21	Bank of Princeton	0.10%	N/A	3,586,531.99
05/31/21	Bank of Princeton	2.00%	7/11/2021	523,915.35
05/31/21	FIRST BANK	0.35%	N/A	996,798.28
05/31/21	WELLS FARGO BANK BALANCE	0.25%	N/A	<u>6,596,630.69</u>
				<u>11,703,876.31</u> ***
 <b><u>LONG TERM INVESTMENTS</u></b>  				
05/31/21	WELLS FARGO BANK - UNEMPLOYMENT TRUST FUND	N/A		<u>546,901.94</u>

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



MCCC

Attachment #3

MCCC PURCHASE ORDER REPORT  
 \$7,280 - \$36,400  
 DATE OF BOARD MEETING: June 17, 2021  
 Budget lines beginning with "2" indicate grant funded

PO#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
P13403	4/27/21	Entrinsik Raleigh, NC	\$11,132.00	10-01-01-03-301304-69713	Exemption: Sole Source
Reporting software used by IT department to generate Colleague reports.					
B6442	4/30/21	Document Depot Princeton, NJ	\$12,000.00	10-07-01-03-301401-68550	MCCC RFQ #2140
Blueprint scanning services for Facilities department.					
P13429	5/3/21	Modern Group Bristol, PA	\$34,799.00	10-07-01-03-301401-72100	ESCNJ #18/19-25
Purchase of a Bandit 12XPC wood chipper for Facilities department.					
P13431	5/3/21	Parchment Inc. Scottsdale, AZ	\$13,125.00	10-06-01-03-301001-63100	Exemption: Diplomas & Awards
Payment for online transcript service for the College.					
P13435	5/3/21	EMSI Moscow, ID	\$8,450.00	10-01-01-02-200402-63000	JPC #19/20 R-227
Payment # 1 of 2 payment for Economic Impact Study for the College.					
P13436	5/3/21	National Public Radio Inc. Washington, DC	\$14,588.00	32-03-01-03-301501-60001	Exemption: Sole Source
WWFM annual membership service fee.					
P13451	5/4/21	Ellucian Company Fairfax, VA	\$22,036.00	10-01-01-03-301304-64110	Exemption: Proprietary
Annual Colleague portal maintenance contract by IT Department.					
B6456	5/6/21	Valley Education Long Valley, NY	\$15,000.00	38-03-01-02-207003-15011	Exemption: Professional Services
Instructional Services fees for Medical Cannabis Dispensary Technician class by Center for Continuing Studies.					

B6460	5/7/21	Presidio Networked Solutions Iselin, NJ	\$10,001.25	10-06-01-03-301001-69741	NJ NASPO ValuePoint Cisco AR233 (14-19)
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Professional services for Core Infrastructure upgrade by IT department. Paid by CARES Act.

P13472	5/7/21	Cherry Valley Tractor Sales Marlton, NJ	\$28,672.89	10-07-01-03-301406-72100	ESCNJ #18/19-25
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Kubota 4WD Utility vehicle for Facilities department.

P13478	5/7/21	Barnes & Noble Princeton, NJ	\$7,375.00	22-01-01-02-302049-61100	Exemption: Textbooks
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Textbooks for summer XL program for high-risk high school students. Paid by NJ College Readiness Grant.

P13479	5/7/21	Onsolve Orlando, FL	\$17,604.00	10-01-01-03-301307-64110	NJ Edge #269EMCPS-200-001-CP-ONS
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Crisis communication service to provide alerts to recipients on multiple devices by IT department.

P13480	5/7/21	Downs Government Affairs Washington, DC	\$26,500.00	10-06-01-05-500110-64110	Exemption: Professional Services
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Grants consulting services.

P13486	5/7/21	Burlington English Inc. Boca Raton, FL	\$9,600.00	22-01-02-02-302022-61100	Exemption: Textbooks
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Digital learning platform for ESL students. Funded by NJDOL/Workforce training grant.

P13502	5/13/21	Water Engineering Services Pennsauken, NJ	\$10,800.00	10-07-01-03-301401-61530	MCCC RFQ #2153
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Water treatment controllers for HVAC towers by Facilities department.

P13510	5/17/21	Ellucian Company Fairfax, VA	\$34,936.00	10-01-01-03-301304-64110	Exemption: Proprietary
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Annual Payment Processing maintenance fee for April 1, 2021 – March 31, 2022.

P13537	5/18/21	Miller's Rental Sales Edison, NJ	\$36,000.00	10-06-01-03-301016-61100	MCCC RFQ #2152
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Rental of 16 tents for Summer Camps by Innovation, Online Education, & Student Success department. Paid by CARES Act.

MCCC  
**APPOINTMENTS**

Attachment #4

1. Brendan Davis                      Laboratory Technology (MTL) Clinical Coordinator/Instructor  
Health Science

Appointment as Laboratory Technology Clinical Coordinator/Instructor, in the Health Science Division, at an annual salary of \$65,419 annually – plus 15% for Clinical Coordinator duties based on a 12 month contract, effective June 21, 2021.

2. James Whitney                      Assistant Vice President for Academic Affairs  
Academic Affairs

Appointment as Assistant Vice President for Academic Affairs, at an annual salary of \$135,000, effective July 19, 2021.



*Academic Affairs*

*May 10, 2021*

**To: Dr. Robert Schreyer, Vice President of Academic Affairs**

**From: Kevin Duffy, Dean of Math, Science & Health Professions** *KD*

**Subject: Brendan Davis, MLT Clinical Coordinator/Instructor**

Based upon the recommendation of the Search Committee and Lisa Shave, Program Coordinator for the MLT program, I recommend the appointment of Brendan Davis to the position of MLT Clinical Coordinator/Instructor in the Health Professions division.

Brendan has currently been working at Cooper University Hospital in Camden, NJ doing professional instruction of 30+ students in Hematology and Body Fluids Laboratory (Grad & Undergrad). Here he has developed and adapted in-person & online classroom instruction, homework, study guides, exams, and grading rubrics. Brendan has extensive knowledge/experience with hematology analyzers, highly complex manual testing, body fluid analysis and peripheral blood differentials.

Brendan will be a valuable contributor to the College, as well as a great addition to our MLT program.

NEW TITLE:	Medical Laboratory Technology (MTL) Clinical Coordinator/Instructor
DIVISION:	Health Professions
RECOMMENDED SALARY:	\$65,419 annually – plus 15% for Clinical Coordinator duties based on a 12 month contract
SALARY RANGE:	Faculty Association Contract – Level B4 – FY 20 - 21
BUDGET CODE:	10_01_01_02_206130_50300
EFFECTIVE DATE:	June 21, 2021

**Recommended and approved for presentation to the Board of Trustees:**

\_\_\_\_\_  
Barbara Basel, Vice President, Human Resources

\_\_\_\_\_  
Date

\_\_\_\_\_  
Susan Perkins, Interim Vice President, Finance & Administration

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Jianping Wang, President

\_\_\_\_\_  
Date

## BIOGRAPHICAL SKETCH

**Name:** Brendan Davis

**Position:** Medical Laboratory Technology (MTL) Clinical Coordinator/Instructor

**Education:** Thomas Jefferson University, Philadelphia, PA  
MS in Medical Laboratory Science, May 2020

Fairleigh Dickinson University, Madison, NJ; and,  
University of Medicine and Dentistry of New Jersey, Newark, NJ  
BS in Clinical Laboratory Science, September 2011

**Related Experience:**

2018 – present  
Cooper University Hospital, Camden NJ  
MLS Hematology/Micro 09

2016 – 2020  
Thomas Jefferson University, Philadelphia, PA  
MLS Hematology  
Teaching Assistant

2011 – 2016  
Cooper University Hospital, Camden, NJ  
MLS Hematology

2013 – 2016  
MD Anderson Cancer Center, Camden, NJ  
MLS Stat Hematology Lab



*Academic Affairs*      *May 25, 2021*

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**To:** Dr. Wang, President  
**From:** Dr. Robert Schreyer, Vice President of Academic Affairs  
**Subject:** **Assistant Vice President Academic Affairs New Hire - James Whitney III**

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Based upon the recommendation of the Search Committee, I recommend the appointment of James Whitney III to the position of Assistant Vice President of Academic Affairs department.

James has been working at Rutgers State University, in New Brunswick, NJ as the Assistant Vice Chancellor, reporting directly to the Vice Chancellor for Division of Diversity, Inclusion, and Community Engagement. James was responsible for this newly created division that includes operations, budget, planning, educational equity, student success, community partnerships, and K-12 engagement.

TITLE:	Assistant Vice President of Academic Affairs
DIVISION:	Academic Affairs
UNION AFFILIATION:	Administrative
FLSA STATUS:	Exempt
SALARY RANGE:	\$72,807 - \$131,531
RECOMMENDED SALARY:	\$135,000
BUDGET CODE:	10-04-01-02-200100-50100
EFFECTIVE DATE:	July 19, 2021

**Recommended and approved for presentation to the Board of Trustees**

\_\_\_\_\_  
Barbara Basel, Vice President, Human Resources      \_\_\_\_\_ Date

\_\_\_\_\_  
Susan Perkins, Interim Vice President, Finance & Administration      \_\_\_\_\_ Date

\_\_\_\_\_  
Dr. Jianping Wang, President      \_\_\_\_\_ Date

## BIOGRAPHICAL SKETCH

**Name:** James H. Whitney III

**Position:** Assistant Vice President of Academic Affairs

**Education:** RUTGERS STATE UNIVERSITY, NEW BRUNSWICK

- NJ DOCTOR OF EDUCATION IN SOCIAL & PHILOSOPHICAL FOUNDATIONS 2016
- GRADUATE SCHOOL OF EDUCATION MASTER OF SOCIAL WORK IN ADMINISTRATION, POLICY, AND PLANNING 2005
- SCHOOL OF SOCIAL WORK BACHELOR OF SCIENCE IN ADMINISTRATION OF JUSTICE & AFRICANA STUDIES 2002

**Related**

**Experience:** 2019–present  
Rutgers State University, New Brunswick  
Assistant Vice Chancellor, Diversity, Inclusion and Community Engagement

2015-2019  
Rutgers State University, New Brunswick  
Assistant Vice Chancellor, Undergraduate Academic Affairs

2013-2015  
Rutgers State University, New Brunswick  
Senior Executive Director, Student Access & Educational Equity,  
Undergraduate Academic Affairs



*Human Resources Office*

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**To: Jianping Wang, President**  
**From: Barbara Basel, Vice President for Human Resources**  
**Date: June 2, 2021**  
**Re: Ratification of Appointments**

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The following appointments have been made since May 3, 2021.

Effective Date of Hire	Department	Name	Title	Salary	Range	FLSA
7/1/2021	Enrollment Management & Student Experience	Calandra, Patricia	Registrar	\$88,000	\$48,048 - \$85,422	Exempt





**Human Resources**

**June 3, 2021**

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**To:** Barbara Basel, Vice President of Human Resources  
**From:** Jeby Mathew, Coordinator HRIS Operations, Human Resources  
**Subject:** **Separation Report for May 2021**

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<b>Date</b>	<b>Name</b>	<b>Title</b>	<b>Division</b>	<b>Type*</b>
05/10/2021	Bilquis Zaka	Associate Director	Financial Aid	TR
05/15/2021	Natalie Boyd	Assistant Professor of Psychology, Liberal Arts		NR

\*  
**TR** - **Termination**  
**NR** - **Non-Reappointment**

**Recommended and approved for presentation to the Board of Trustees**

\_\_\_\_\_  
Barbara Basel, Vice President of Human Resources

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jianping Wang, President

\_\_\_\_\_  
Date

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

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Hire Date</b>	<b>Title/Department</b>
Barbu	Marinela	1/1/2007	Sr. Tech Support Specialist/ User Services
Bianco	Richard	5/27/2001	Manager, Application Services/ Network Services
Bledsoe	Floyd	6/29/1998	Media Center Technician II/ Media & Info Tech Services
Brown	Peggy	1/6/2003	Director of Educational Talent Search/ Youth College - Talent Search
Calandro	Daniel	8/11/2008	Electronic Resources Librarian/ Library Services
Carpino	Marcia	10/1/2008	WWFM- Membership Coordinator/WWFM
Cody	Brian	4/25/2011	Assistant Director, Upward Bound/ Youth College
Cook	Dawn	8/15/2005	Coordinator, Laboratory Operations /Biology
Cornely	Esveidy	9/26/2004	Education Specialist I/ Community Education Training
Crabtree	Martin	10/4/2010	Reference and Information Literacy Librarian/ Library Services
Denton* <sup>1</sup>	Stacy	10/27/2002	Director of Upward Bound/Youth College
Dove * <sup>1</sup>	Darius	10/27/2002	Associate Director of Operations/ Community Education Training
Faheem	Yasir	2/21/2011	Technical Support Specialist/ User Services
Fiorello	Rosemarie	5/23/2005	Director: Youth Programs/Camp College
Fitzpatrick	Tim	10/28/2002	Web Developer/ Marketing & Public Information
Flaherty	Michael	5/23/2011	Commanding Officer – Security/College Safety
Gayley	David	5/1/2007	Senior Teaching Assistant/Fire Academy
Gould * <sup>1</sup>	Margaret	11/24/2008	Assistant Director Career Development/ Community Education Training
Harrison	Tonia	5/20/1991	Manager, User Services/ Information Technology Services

\*1 Contingent upon grant funding

LAST NAME	FIRST NAME	Hire Date	Title/Department
Howard	Winifred	10/1/2008	Jazz Program Manager/WWFM
Hylton	Levar	11/20/2006	Manager, Academic Testing Centers/ Academic Testing Center
Kent	Bradley	8/5/2002	Editor, Web & Print Media/ Marketing & Public Information
Krause	Shannon	2/28/2005	Coordinator of Campus Scheduling/Academic Affairs
Mathew	Jeby	11/20/2006	Coordinator, HRIS Operations/ Human Resources
Mercene	Delia	3/8/2010	Grant Accountant/ Finance & Accounting
Neagu	Florin	9/26/2005	Sr. Tech Support Specialist/ User Services
Norcross	Maryann	2/22/1999	Senior Teaching Assistant/Math, Science & Health Professions
Onaitis	Susan	9/26/2005	Manager DREAM Program & ASS/Academic Support Services
O'Neal	Bryan	3/10/1997	Assistant to the Dean/ JKC Learning Center
Pinner	Kathryn	8/17/1992	Coordinator, Technical Theater/Liberal Arts
Pollard	Clifford	7/19/2010	Second in Command – Security/College Safety
Price	Darren	12/4/2006	Conference Center Technician/ Media & Info Tech Services
Price	Pamela	5/18/1981	Director, Library Services/ Library Services
Valentino	David	9/1/2002	Manager, Media and Technical Services /Media & Info Tech Services
Weatherspoon *1	Charles	3/3/2003	Coordinator Student Services, EOF/ Student support Services
Weiss Miller	Alice	11/14/1988	Station Manager/Program Direct/WWFM

\*1 Contingent upon grant funding

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

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Hire Date</b>	<b>Title/Department</b>
Anderson	Elizabeth	9/21/2015	Dean of Institutional Effectiveness/Institutional Effectiveness
Becker	John	8/24/2015	Director of Veterans Services/Veterans Services
Bogdziewicz	Lisa	1/25/2016	Admissions Recruiter and Advisor/Admissions And Outreach
Dalce	Widmarc	6/1/2016	Coordinator Student Services/Student Services
Edu *1	Nwasha	7/25/2016	Education Specialist II/Community Education Training
Erazo	Vicente	8/24/2015	Interim LMS Manager/Innovation, Online Education And Student Success
Freihaut	Christopher	1/3/2012	Recruiter/Admissions And Outreach
Haas	Charles	8/8/2016	Dir of Testing and Learning Center/Tutorial Center
Herrick	Courtney	4/13/2015	Accounting Manager/Finance & Accounting
Johnson *1	Ashley	8/22/2016	Education Specialist I Teaching/Community Education Training
Kaklamanis	Jennifer	11/16/2015	Account Executive/ODCP- Mercer Institute
Keck *1	Bernadine	9/19/2016	Education Specialist I/Community Education Training

\*1 Contingent upon grant funding

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Hire Date</b>	<b>Title/Department</b>
Livingston	Keir	9/20/2016	Associate Athletic Director-Trainer/Student Services
Marcus	Jill	8/24/2015	Interim Program Manager/Merceronline
McCann	James	8/1/2011	Senior Director/Fire Academy
Mizerek	Elizabeth	1/3/2017	Director of Nursing/Health Professions
Mohamed *1	Jehan	10/24/2016	Success Coach/Center For Retention & Completion
Natale	Patrick	6/25/2012	Teaching Assistant/Biology
Neilson	Cheryl	7/24/2012	Payroll Accountant & Coordinator/Finance & Accounting
Nellums	Olivia	9/21/2015	Acquisitions Librarian/Library Services
O'Neill	Kerri	1/20/2015	Teaching Assistant, Visual Arts/Liberal Arts
Owen	Lois	1/2/2013	Teaching Assistant /Biology
Paone	Deborah	9/24/2012	Sr. Purchasing Agent/Purchasing
Rzasa	Elizabeth	3/25/2013	Teaching Assistant I/Liberal Arts
Srinath	Lavanya	11/18/2013	Library Associate/Library Services

\*1 Contingent upon grant funding

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Hire Date</b>	<b>Title/Department</b>
St. Omer *1	Jade	9/23/2013	Education Specialist I Teaching/Community Education Training
Walters *1	Tashell	9/22/2014	Education Specialist I Teaching/Youth College-Talent Search
Waniak	Stephen	3/20/2017	Student Advocate/Enrollment & Student Services
Ward	Lisa	8/3/2015	Learning Disabilities Specialist/Academic Support Services

\*1 Contingent upon grant funding

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

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Hire Date</b>	<b>Title/Department</b>
Bambhrolia	Savita	1/7/2002	Dean/Student Enrollment Management and Student Experience
Banyacski	Mark	11/25/2019	Controller/Finance & Accounting
Basel	Barbara	10/7/2019	VP for Human Resources
Bash	Andrea	10/1/2018	Coordinator/Continuing Studies
Bercaw	Shan	9/30/2019	Program Coordinator/Continuing Studies
Bogdzio	Brielle	1/6/2020	Library Technician/Library Services
Bowman*1	Victoria	2/26/2018	Success Coach/Center For Retention & Completion
Brower*2	Beth	7/11/2016	Special Assistant to the President and Liaison to the Board/President's Office
Brown-Joseph	Lucia	9/25/2006	Bursar and Interim Director, One Stop/Enrollment Management And Student Experience
Bryant*1*2	Stephen	2/22/2021	Education Specialist I/Youth College - Talent Search
Butchley	Scott	1/27/2020	Deputy Director Human Resources/Human Resources
Cahill-Wetzel	Erin	11/19/2018	Coordinator Fitness Center, Swimming Pool/Student Affairs/Athletics
Carter	Jared	4/1/2020	Director Enterprise Application/ITS Central Administration
Claffey	Joseph	2/25/2019	Vice President for College Advancement/College Advancement
Collins	Amy	7/24/2017	Coordinator of Academic Testing/Academic Testing Center
Cuccia	Domenico	2/10/2020	Manager, Records Info. Mgmt/Information Technology Services
Diecidue	Lori	6/24/2019	Office Admin & Graphic Artist/Marketing & Public Information
Duffy	Kevin	3/25/2019	Dean for Health Professions/Health Professions

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Hire Date</b>	<b>Title/Department</b>
Foga* <sup>2</sup>	Thomas		Director/Financial Aid
Frader	Edward	2/26/2018	Technical Support Specialist/User Services
Frumin	Angela	9/7/2017	Coordinator/JKC Learning Center
Fues* <sup>2</sup>	Florian	10/5/2020	Interim Assistant Registrar/Registration & Records
Hannawacker	Stacie-Anne	7/22/2019	Manager, Registration Operations/Continuing Studies
Harris	Cedric	2/26/2018	Head Chef/Conference Center
Hover* <sup>2</sup>	Nicole	7/29/2013	Interim Director of Recruitment and Enrollment/Admissions And Outreach
Johnson* <sup>1</sup>	Alan	6/25/2018	Education Specialist I Teaching/Community Education Training
Johnson* <sup>1</sup>	Joshua	4/23/2018	Manager Facilities Operations/Facilities
Juran	Jennifer	7/23/2018	Assistant to the Dean/Liberal Arts
Kashmer	John	11/25/2019	Coordinator, Tutoring Services/Tutorial Center
Kim* <sup>1</sup>	Moses	7/22/2019	Research Analyst/Inst Research Assess Planning
Klaus	Rachael	9/4/2018	Biology Laboratory Coordinator/Business And Stem
Kleinschmidt	Robert	6/6/2016	Interim Assistant Vice President of Academic /Liberal Arts Administration
Ladson* <sup>2</sup>	Yannick	9/8/2020	Senior Counselor/Student Affairs
Lopez	Edith	7/22/2019	Accountant I/Finance & Accounting
Marks	Irwin	6/24/2019	Technical Support Specialist/User Services
Marshall	Bryon	10/22/2007	Ex Dir of Facilities & Safety/Facilities And College Safety
McIntyre	Sherri	6/29/2020	Procurement Compliance Analyst/Purchasing
Medina	Emanuel	1/11/2021	Interim Success Coach/IOESS
Mok	Eugene	1/6/2020	Honors Program Success Coach/IOESS
Monegro	Robert	9/28/2020	Director of IT, Customer Services Operations/ITS Central Administration
Mostrowski	Audrey	12/7/2020	Coord, HR Generalist/Benefits/Human Resources



<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>Hire Date</b>	<b>Title/Department</b>
Muka	Trisha	8/28/2017	Assistant Director/Financial Aid
Mulkey	Jessica	3/16/2020	Interim Operations and Events Manager/Conference Center
Neureuther	George	1/4/2021	Business Analyst/Enterprise Apps Services
Obermeier	Robert	1/28/2019	Analyst/IOESS
Onyile*2	Chinazakpre	1/4/2021	Instructional Designer/IOESS-Mercer Online
Perez	Gonzalo	1/27/2020	Dean/Innovation, Online Education, Student Success & Lifelong Learning
Perry-Conley	Tonia	2/25/2019	Interim Executive Dean of Student Support Services, and Dean of James Kerney Campus
Pierce*2	James	1/11/2021	Assistant Controller/Finance And Accounting
Quattro	Steven	4/27/2020	Director of Purchasing/Purchasing
Quinn	Andrew	9/17/2018	Chief Pilot/Business, Technology and Professional Studies
Rabideau	Ron	9/19/2016	Laboratory Operations Coordinator
Ratti*2	Denise	3/8/2021	Grant Coordinator/Academic Affairs
Richards	Laura	6/24/2019	Specialist, Development and Special Projects/College Advancement
Rogers	Nina	10/28/2019	Analyst/IOESS
Schepps*2	Laura	5/24/2021	Vice President of Administration and Chief Business Officer
Schreiber*2	Steven	5/17/2021	Social Media and Communications
Schreyer	Robert	6/20/2016	Vice President for Academic Affairs
Singh	Inder	3/23/2020	VP Information Technology Services/Its Central Administration
Sofo*2	Jonathan	3/29/2021	Sr. Purchasing Agent/Purchasing
Sosa	Laura	12/14/2020	Interim Dean/Business, Technology and Professional Studies
Summers*2	Daniel	3/8/2021	Director of Institutional Budget/Finance & Accounting

MCCC Board of Trustees  
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Swiatkowski* <sup>2</sup>	Eileen	2/22/2021	Grant Director/Academic Affairs
Tarr* <sup>2</sup>	Mary Ann	4/5/2021	Associate Coordinator/Marketing & Publications
Thomas	Letrice	5/28/2018	Coordinator Career Services/Transfer And Career Services
Valere* <sup>1*2</sup>	Kimyata	4/19/2021	Academic Advisor/Youth College - Upward Bound
Walsh	Carolyn	4/17/2017	Business Analyst/Enterprise Apps Services
Westfall	Jane	6/29/2020	Accountant I/Finance & Accounting
Williams* <sup>1</sup>	Stefanie	10/23/2017	EOF Student Advocate/Student Support Services
Wolfe	Danielle	7/23/2018	Transfer Counselor Specialist/Transfer And Career Services

\*1 Contingent upon grant funding

\*2 Probationary (new employee, promoted to Professional Union role, or promoted to Administrative role)



**Academic Affairs**

**May 26, 2021**

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**To: From:** Dr. Wang, President

**Subject:**

Dr. Robert J. Schreyer, Vice President Academic Affairs

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**Advisory Commission – Criminal Justice**

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In agreement with the recommendations of Laura Sosa, Interim Dean of Business, Technology and Professional Studies I am pleased to recommend the following Advisory Commission Reappointments to expire in three (3) years on June 30, 2024:

- CHIEF ROBERT GAROFALO, PHD.
- Dr. CHRIS NNAJIOFOR
- ANGELO J. ONOFRI

**CRIMINAL JUSTICE  
 REAPPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	E-Mail	Exp.	Length of term	status	Gen	Race
Robert	Garofalo	Chief of Police	Criminal Justice	West Windsor Police Department	20 Municipal Drive West Windsor NJ 08550	<a href="mailto:garfo@westwindsorpolice.com">garfo@westwindsorpolice.com</a>	6/30/21	3 yr. 6/30/24	Pending RE-APPT.	M	W
Chris	Nnajifor	Superintendent Juvenile Justice Corrections	Criminal Justice	NJ Juvenile Justice Commission	Juvenile Medium Security Bordentown, NJ 08505	Christian nnajifor@jjc.nj.gov	6/30/21	3 yr. 6/30/24	Pending RE-APPT.	M	B
Angelo	Onofri	Mercer County Prosecutor	Criminal Justice	Mercer County Prosecutor's Office	209 South Broad Street PO box 8068 Trenton NJ 08650	<a href="mailto:Aonofri@Mercercounty.org">Aonofri@Mercercounty.org</a>	6/30/21	3 yr. 6/30/24	Pending RE-APPT.	M	W



**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> CRIMINAL JUSTICE	
<b>NOMINEE:</b> CHIEF ROBERT GAROFALO PHD(C)	
HOME ADDRESS: 25 CARSON STREET ROBBINSVILLE, NJ 08691	EMAIL ADDRESS: GARFO@WESTWINDSORPOLICE.COM
BUSINESS NAME: WEST WINDSOR POLICE DEPARTMENT	TELEPHONE: 609-571-2542
BUSINESS ADDRESS: 20 MUNICIPAL DRIVE WEST WINDSOR, NJ 08550	TELEPHONE: 609-799-1222
OCCUPATION: CHIEF OF POLICE	
EXPERIENCE: 33 YEARS AT WEST WINDSOR	
INTERESTS:	
REASON FOR WANTING TO SERVE: CONTINUED SERVICE, MERCER COUNTY CHIEFS CURRENT PRESIDENT	
<b>CATEGORY: (CHECK ALL THAT APPLY)</b>  <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 VP ACADEMIC AFFAIRS

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 PRESIDENT

\_\_\_\_\_  
 DATE

BOARD MEETING DATE:

Upon completion, please **email** electronic copy of Reappointment form, in word format, to [munnr@mccc.edu](mailto:munnr@mccc.edu) (please be sure to complete the Term in years (1, 2 or 3)). Print out a copy, have your Division Dean sign it, and have the **signed original copy** sent to Roxanne Munn,MS161.



**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> CRIMINAL JUSTICE	
<b>NOMINEE:</b> DR. CHRIS NNAJIOFOR	
HOME ADDRESS: 5 BONNIE RAE DR., YARDVILLE, NJ, 08620	EMAIL ADDRESS: CHRISTIANNNAJIOFOR@JJC.NJ.GOV
	TELEPHONE: 609-672-4099
BUSINESS NAME: NEW JERSEY JUVENILE JUSTICE COMMISSION	TELEPHONE: 609-324-6004
BUSINESS ADDRESS: JUVENILE JUSTICE COMMISSION, JUVENILE MEDIUM SECURITY, BORDENTOWN, NJ, 08505	EDUCATION: DOCTORATE
OCCUPATION: SUPERINTENDENT, JUVENILE JUSTICE CORRECTIONS, STATE OF NEW JERSEY	
EXPERIENCE: 24 YEARS IN JUVENILE JUSTICE CORRECTIONS	
INTERESTS: JUVENILE CORRECTIONS – FIELD EXPERIENCE PRACTICUM	
REASON FOR WANTING TO SERVE: TO SUPPORT BY OFFERING CURRENT BEST PRACTICE PRACTICAL CORRECTIONS THROUGH REHABILITATIVE INITIATIVES THAT WORKS.	
<b>CATEGORY: (CHECK ALL THAT APPLY)</b> <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: \_\_\_\_\_

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 VP ACADEMIC AFFAIRS

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 PRESIDENT

\_\_\_\_\_  
 DATE

BOARD MEETING DATE:

Upon completion, please **email** electronic copy of Reappointment form, in word format, to [munnr@mccc.edu](mailto:munnr@mccc.edu) (please be sure to complete the Term in years (1, 2 or 3)). Print out a copy, have our Division Dean sign it, and have the **signed original copy sent to Roxanne Munn,MS161.**



**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> CRIMINAL JUSTICE	
<b>NOMINEE:</b> ANGELO J. ONOFRI	
HOME ADDRESS: 10 DESIREE DRIVE	EMAIL ADDRESS: AONOFRI@MERCERCOUNTY.ORG
HAMILTON, NJ 08690	TELEPHONE: 609-989-6309
BUSINESS NAME: MERCER COUNTY PROSECUTOR'S OFFICE	TELEPHONE: 609-610-5981 CELL
BUSINESS ADDRESS: 209 SOUTH BROAD STREET, PO BOX 8068 TRENTON, NJ 08650	EDUCATION: BA, RUTGERS UNIVERSITY (1987) UNDERGRADUATE ASSOCIATE, EAGLETON INSTITUTE OF POLITICS (1987); JD, VILLANOVA UNIVERSITY SCHOOL OF LAW (1990)
OCCUPATION: MERCER COUNTY PROSECUTOR	
EXPERIENCE: MUNICIPAL PROSECUTOR, CITY OF TRENTON (1992- 1998); ASSISTANT PROSECUTOR (1998-AUGUST 2012); FIRST ASSISTANT PROSECUTOR (AUGUST 2012- MARCH 1, 2015); ACTING PROSECUTOR (MARCH 1, 2015- DECEMBER 28, 2016); MERCER COUNTY PROSECUTOR (DECEMBER 28, 2016 TO PRESENT)	
INTERESTS: READING, TEACHING, GOLF, FAMILY	
REASON FOR WANTING TO SERVE: TO ASSIST IN CRIMINAL JUSTICE EDUCATION AND POLICY	
<b>CATEGORY: (CHECK ALL THAT APPLY)</b> <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: \_\_\_\_\_

APPROVED: _____	DATE _____
DIVISION DEAN	
_____	DATE _____
VP ACADEMIC AFFAIRS	
_____	DATE _____
PRESIDENT	

BOARD MEETING DATE:  
 Upon completion, please **email** electronic copy of Reappointment form, in word format, to [munnr@mccc.edu](mailto:munnr@mccc.edu) (please be sure to complete the Term in years (1, 2 or 3)). Print out a copy, have your Division Dean sign it, and have the signed original copy sent to Roxanne Munn,MS161.



*Academic Affairs*

*May 26, 2021*

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**To:** Dr. Wang, President  
**From:** Dr. Robert J. Schreyer, Vice President Academic Affairs  
**Subject:** **Advisory Commission** – Automotive Technology

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In agreement with the recommendations of Laura Sosa, Interim Dean of Business, Technology and Professional Studies I am pleased to recommend the following Advisory Commission Reappointments to expire in three (3) years on June 30, 2024:

- JOHN DOYLE
- LISA GERSTACKER
- VANESSA PLANGE
- STEVEN POLOTTI
- BRADFORD SCHREFFLER
- CARMEN SEMEZA

I am also to recommend the following new Advisory Commission Appointment for a 3-year term:

- JULIA CLISHAM
- BENJAMIN DOUGLAS
- JESSICA VOLANTE
- MELVIN WHITE



**AUTOMOTIVE TECHNOLOGY  
REAPPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	E-Mail	Exp.	Length of term	status	Gen	Race
John	Doyle	Automotive Repair Technician/ Technical Supervisor	Auto. Tech.	Hamilton Honda	655 Route 130 Hamilton, NJ 08691	<a href="mailto:jdoyle@hamiltonhonda.net">jdoyle@hamiltonhonda.net</a>	6/30/21	3yr. 6/24	Pending Re-Appoint.	M	W
Lisa	Gerstacker	Career and Technical Ed. Teacher Job Placement Coordinator	Auto. Tech.	Katzenbach School For the Deaf	320 Sullivan Way West Trenton, NJ	<a href="mailto:Lisa.gerstacker@mkasd.org">Lisa.gerstacker@mkasd.org</a>	6/30/21	3yr. 6/24	Pending Re-Appoint.	F	W
Vanessa	Plange	Automotive Service Technician	Auto. Tech.	Windsor Nissan	7 Shelley Circle East Windsor NJ 08520	<a href="mailto:v.plange01@gmail.com">v.plange01@gmail.com</a>	6/30/21	3yr. 6/24	Pending Re-Appoint.	F	B
Steven	Polotti	Nissan Master Tech Assist. Service Manager	Auto. Tech.	Windsor Nissan	590 TR 130 East East Windsor NJ 08520	<a href="mailto:Steve.polotti@meuireauto.com">Steve.polotti@meuireauto.com</a>	6/30/21	3yr. 6/24	Pending Re-Appoint.	M	W
Bradford	Schreffler	Realtor/ Tutor	Auto. Tech.	Berkshire Hathaway Fox & Roach	Home: Alumni Student 199 North Harrison Street Princeton, NJ 08540	<a href="mailto:Bradford.schreffler@gmail.com">Bradford.schreffler@gmail.com</a>	6/30/21	3yr. 6/24	Pending Re-Appoint.	M	W
Carmen	Semenza	Service Director	Auto. Tech.	World Chrysler Dodge Jeep	Home: 58 Manor Street South Amboy, NJ 08879	<a href="mailto:carmen@worldfamilyautos.com">carmen@worldfamilyautos.com</a>	6/30/21	3yr. 6/24	Pending Re-Appoint.	M	W

**AUTOMOTIVE TECHNOLOGY  
NEW APPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	E-Mail	Exp.	Length of term	status	Gen	Race
Julia	Clisham	Senior Talent Acquisition Partner/Recruiter	Auto. Tech.	AAA Club Alliance	4604 Daniel Lane Voorhees NJ 08043	JCLISHAM@AAAMIDATLANTIC.COM		3 year 6/30/24	Pending New Appt.	F	W
Benjamin	Douglas	Student/Intern Automotive Technician	Auto. Tech.	Baker Chrysler Jeep Dodge Ram	1045 State Road Princeton NJ 08540	<a href="mailto:Douglasbenjamin13@gmail.com">Douglasbenjamin13@gmail.com</a>		3 year 6/30/24	Pending New Appt.	M	B
Jessica	Volante	Transition Coordinator	Auto. Tech.	Northern Burlington County Regional High School	160 Mansfield Road East Columbus, NJ 08022	Jvolante@NBurlington.com		3yr 6/30/24	Pending New Appt.	F	H
Melvin	White	Job Coach	Auto. Tech.	Northern Burlington County Regional High School	160 Mansfield Road East Columbus, NJ 08022	MWHITE@NBurlington.com		3yr 6/30/24	Pending New Appt.	M	B



**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> JOHN DOYLE	
HOME ADDRESS: 225 JACKSON STREET BRISTOL, PA. 19007	EMAIL ADDRESS: JDOYLE@HAMILTONHONDA.NET
BUSINESS NAME: HAMILTON HONDA	TELEPHONE: 215-601-0046
BUSINESS ADDRESS: 655 ROUTE 130, HAMILTON, N.J. 08691	TELEPHONE: 609-528-2600
OCCUPATION: AUTOMOTIVE REPAIR TECHNICIAN/TECHNICAL SUPERVISOR	
EXPERIENCE: 28 + YEARS IN THE AUTOMOTIVE REPAIR FIELD. ASE CERTIFICATION-MASTER TECHNICIAN- SKILL AREAS 1-8+L1 ADVANCED DIAGNOSTICS, HONDA AND ACURA MASTER LEVEL.	
INTERESTS:	
REASON FOR WANTING TO SERVE: TO HELP STUDENTS ENTER THE AUTOMOTIVE FIELD	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY)	
<input type="checkbox"/> ALUMNI/STUDENT	
<input checked="" type="checkbox"/> BUSINESS/INDUSTRY	
<input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

\_\_\_\_\_  
 DATE

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 VP ACADEMIC AFFAIRS

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 DATE

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 PRESIDENT

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 DATE

BOARD MEETING DATE: JUNE 17, 2021

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**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> LISA GERSTACKER	
HOME ADDRESS: 105 PALMER ROAD PENNINGTON, NEW JERSEY 08534	EMAIL ADDRESS: LISA.GERSTACKER@MKSD.ORG
BUSINESS NAME: KATZENBACH SCHOOL FOR THE DEAF	TELEPHONE: 609-530-8002
BUSINESS ADDRESS: 320 SULLIVAN WAY, WEST TRENTON, NJ	TELEPHONE: 609-530-8002
EDUCATION: BS DEGREE	
OCCUPATION: CAREER AND TECHNICAL ED TEACHER, JOB PLACEMENT COORDINATOR, KATZENBACH LIAISON FOR MERCER COUNTY TECHNICAL SCHOOL	
EXPERIENCE: 7 YEARS TEACHING, 13 YEARS IN JOB DEVELOPMENT AND PLACEMENT IN THE AUTOMOTIVE FIELD	
INTERESTS:	
REASON FOR WANTING TO SERVE: ACTIVELY WORKING WITH DEAF, HARD OF HEARING HIGH SCHOOL STUDENTS AND ESTABLISH CAREER GOALS AND SPECIFIC PATHS TO ACHIEVE THEM. INVOLVEMENT WITH UP TO DATE POST GRADUATE PROGRAMS WILL ASSIST ME IN MY JOB RESPONSIBILITIES TO OUR STUDENTS.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

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 VP ACADEMIC AFFAIRS

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BOARD MEETING DATE: JUNE 17, 2021

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**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> VANESSA PLANGE	
HOME ADDRESS: 7 SHELLEY CIRCLE EAST WINDSOR NJ 08520	EMAIL ADDRESS: V.PLANGE01@GMAIL.COM
BUSINESS NAME: WINDSOR NISSAN	TELEPHONE: 7322774965
BUSINESS ADDRESS: 590 US-130 East Windsor, NJ 08520	TELEPHONE: 609-448-1411
EDUCATION: MERCER COUNTY COMMUNITY COLLEGE : AUTOMOTIVE TECHNOLOGY	
OCCUPATION: AUTOMOTIVE SERVICE TECHNICIAN	
EXPERIENCE: OVER FOUR YEARS WORKING AS TECHNICIAN FOR NISSAN	
INTERESTS: LEARNING NEW SKILLS	
REASON FOR WANTING TO SERVE: I AM HOPING TO GIVE INSIGHT ON NEW TECHNOLOGY IN THE FIELD TO IMPROVE THE AUTOMOTIVE PROGRAM AND BETTER HELP NEW AUTOMOTIVE STUDENTS.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input checked="" type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

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 VP ACADEMIC AFFAIRS

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 DATE

BOARD MEETING DATE: JUNE 17, 2021

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**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> STEVEN POLOTTI	
HOME ADDRESS: 57 SCENIC DR FREEHOLD, NJ 07728	EMAIL ADDRESS: STEVE.POLOTTI@MEGUIREAUTO.COM
	TELEPHONE: 609-448-1411
BUSINESS NAME: WINDSOR NISSAN	TELEPHONE: 732-598-5217
BUSINESS ADDRESS: 590 TR 130 EAST WINDSOR NJ 08520	EDUCATION: MONMOUTH COUNTY VOCATIONAL SCHOOL
OCCUPATION: NISSAN MASTER TECH ASE MASTER TECH ASSIST SERVICE MANAGER	
EXPERIENCE: 19 + YEARS WITH NISSAN	
INTERESTS: SPENDING TIME WITH FAMILY	
REASON FOR WANTING TO SERVE: I WAS PART OF THE YES PROGRAM AND LOOK TO CONTINUE GETTING YOUNG ADULTS INTO THE INDUSTRY	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

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 VP ACADEMIC AFFAIRS

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BOARD MEETING DATE: JUNE 17, 2021

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**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION: AUTOMOTIVE TECHNOLOGY</b>	
<b>NOMINEE: BRADFORD SCHREFFLER</b>	
HOME ADDRESS: 199 NORTH HARRISON STREET, PRINCETON, N.J. 08540	EMAIL ADDRESS: BRADFORD.SCHREFFLER@GMAIL.COM
	TELEPHONE: 609-516-1842
BUSINESS NAME: BERKSHIRE HATHAWAY FOX & ROACH	TELEPHONE: 609-921-2600
BUSINESS ADDRESS: 33 Witherspoon Street Princeton, NJ 08542	EDUCATION: BA-RUTGERS UNIVERSITY, AAA- MERCER CCC-AUTOMOTIVE TECHNOLOGY
OCCUPATION: REALTOR/TUTOR	
EXPERIENCE: GRADUATE OF THE AUTOMOTIVE TECHNOLOGY PROGRAM; SERVICE REPAIR TECHNICIAN FOR 3 YEARS, SERVICE ADVISOR FOR 1 YEAR, REALTOR FOR 6 YEARS	
INTERESTS: EMERGING TECHNOLOGIES AND TRENDS	
REASON FOR WANTING TO SERVE: I FEEL THAT THE PROGRAM IS VALUABLE AND I WISH TO CONTRIBUTE TO ITS CONTINUED EVOLUTION.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input checked="" type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

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 VP ACADEMIC AFFAIRS

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BOARD MEETING DATE: JUNE 17, 2021

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**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> CARMEN SEMENZA	
HOME ADDRESS: 58 MANOR STREET SOUTH AMBOY, NJ 08879	EMAIL ADDRESS: CARMEN@WORLDFAMILYAUTOS.COM
	TELEPHONE: 732-440-1101
BUSINESS NAME: WORLD CHRYSLER DODGE JEEP	TELEPHONE: 732-642-4752
BUSINESS ADDRESS: 4404 U.S. 9, Freehold, NJ 07728	EDUCATION: UNIVERSITY OF OKLAHOMA
OCCUPATION: SERVICE DIRECTOR	
EXPERIENCE: 28 YEARS AUTOMOTIVE SERVICE ADVISOR AND SERVICE DIRECTOR	
INTERESTS: PLAYING SOFTBALL, MARTIAL ARTS, SPENDING TIME WITH MY FAMILY	
REASON FOR WANTING TO SERVE: TO HELP MENTOR AND DEVELOP NEW TECHS ENTERING THE INDUSTRY	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

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 VP ACADEMIC AFFAIRS

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BOARD MEETING DATE: JUNE 17, 2021

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**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> JULIA CLISHAM	
HOME ADDRESS: 4604 DANIEL LANE VOORHEES, NJ 08043	EMAIL ADDRESS: JCLISHAM@AAAMIDATLANTIC.COM
BUSINESS NAME: AAA CLUB ALLIANCE	TELEPHONE: 302-584-5030
BUSINESS ADDRESS: 700 HORIZON DR HAMILTON, NJ 08691	TELEPHONE:
OCCUPATION: SENIOR TALENT ACQUISITION PARTNER / RECRUITER	EDUCATION: MS HUMAN RESOURCES DREXEL UNIVERSITY
EXPERIENCE: 6 YEARS RECRUITING EXPERIENCE IN THE AUTOMOTIVE REPAIR FIELD	
INTERESTS: MUSIC, WRITING, FOOD, FOOTBALL	
REASON FOR WANTING TO SERVE: INTERESTED IN SHARING MY EXPERIENCES IN THE WORLD OF AUTOMOTIVE RECRUITING AND BUILDING RELATIONSHIPS WITH OTHER PROFESSIONALS IN THE INDUSTRY.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: DAVID CARR

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

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DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: JUNE 17, 2021

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BIOGRAPHY: JULIA CLISHAM

JULIA CLISHAM IS A SENIOR TALENT ACQUISITION PARTNER / RECRUITER AT AAA CLUB ALLIANCE. SHE HAS WORKED AT AAA FOR 9 YEARS, AND HAS 6 YEARS OF RECRUITING EXPERIENCE IN BOTH THE AUTOMOTIVE REPAIR AND ROADSIDE ASSISTANCE FIELDS, FOR ALL LEVELS OF TECHNICIANS, SERVICE ADVISORS, AND MANAGEMENT ROLES. JULIA ADVANCED HER EDUCATION BY COMPLETING A MASTER'S OF SCIENCE DEGREE IN HUMAN RESOURCE DEVELOPMENT AT DREXEL UNIVERSITY. JULIA SPECIALIZES IN RECRUITMENT, BUT IS ALSO EXPERIENCED IN OTHER HUMAN RESOURCES DISCIPLINES SUCH AS ASSOCIATE RELATIONS AND SOURCING. SHE RESIDES IN VOORHEES WITH HER TWO CATS, LINK AND ZELDA, AND ENJOYS CONCERTS, WRITING, AND TRAVELING TO ANYWHERE THAT HAS A BEACH.



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> BENJAMIN DOUGLAS	
HOME ADDRESS: 212 PARKWAY AVE	EMAIL ADDRESS: DOUGLASBENJAMIN13@GMAIL.COM
TRENTON, NJ 08618	TELEPHONE: 609-510-0553
BUSINESS NAME: BAKER CHRYSLER JEEP DODGE RAM	TELEPHONE: 844-284-1433
BUSINESS ADDRESS: 1045 STATE ROAD PRINCETON, NJ 08540	EDUCATION: WORKING ON MY AAS
OCCUPATION: STUDENT/INTERN AUTOMOTIVE TECHNICIAN	
EXPERIENCE: INTERN TECHNICIAN FOR ONE YEAR	
INTERESTS:	
REASON FOR WANTING TO SERVE: NEW OPPORTUNITIES	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input checked="" type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

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BOARD MEETING DATE: JUNE 17, 2021

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BIOGRAPHY:

BENJAMIN DOUGLAS IS A STUDENT ATTENDING MERCER COUNTY COMMUNITY COLLEGE, COMPLETING HIS 2<sup>ND</sup> TERM. HE IS HARDWORKING STUDENT THAT IS WILLING TO LEARN NEW SKILLS AND APPLY THEM TO HIS EVERYDAY TASKS. AT A YOUNG AGE, WHILE IN JAMAICA, BENJAMIN KNEW THAT HE WANTED A CAREER WHERE HE COULD WORK WITH EXOTIC CARS; THEREFORE, BECOMING A TECHNICIAN IS A STEPPINGSTONE, AS HE ULTIMATELY AIMS TO BECOME AN OWNER OF A CAR DEALERSHIP.



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> JESSICA VOLANTE	
HOME ADDRESS: 97 BUNTING BRIDGE ROAD COOKSTOWN, NJ 08511	EMAIL ADDRESS: JVOLANTE@NBURLINGTON.COM
BUSINESS NAME: NORTHERN BURLINGTON COUNTY REGIONAL HIGH SCHOOL	TELEPHONE: 732-233-0455
BUSINESS ADDRESS: 160 MANSFIELD ROAD EAST COLUMBUS, NJ 08022	TELEPHONE: 609-298-3900 EXT.2066
EDUCATION: M.A.	
OCCUPATION: TRANSITION COORDINATOR	
EXPERIENCE: I HAVE BEEN ATTENDING THE MCCC ADVISORY COMMISSION MEETINGS FOR 1 YEAR. I HAVE BEEN PROMOTING MCCC AND THE AUTOMOTIVE TECHNOLOGY PROGRAM TO PROSPECTIVE STUDENTS FOR THE PAST 8 YEARS. I HAVE COORDINATED TOURS WITH MCCC AND MCTS FOR POST-SECONDARY STUDENT PLACEMENTS.	
INTERESTS: HELPING STUDENTS FIND THEIR TRUE CALLING BEFORE HIGH SCHOOL ENDS, COMMUNITY PARTNERSHIPS, MENTORING YOUTH AND ADULTS	
REASON FOR WANTING TO SERVE: I HAVE A TRUE PASSION FOR HELPING STUDENTS CONTINUE THEIR SUCCESS AFTER HIGH SCHOOL. EDUCATION DOES NOT NEED TO END AFTER HIGH SCHOOL AND STUDENTS THAT ENJOY HANDS-ON LEARNING SHOULD BE EXPOSED TO THE SAME NUMBER OF OPPORTUNITIES AS TRADITIONAL LEARNERS. I WANT TO CONTINUE PROMOTING MCCC AUTOMOTIVE TECHNOLOGY PROGRAM, CANVASS STUDENTS, AND BE INVOLVED TO ASSIST WITH CONTINUED SUCCESS OF THE PROGRAM.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024  
 REPLACEMENT FOR: MATTHEW MILLER  
 ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
 DIVISION DEAN

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VP ACADEMIC AFFAIRS

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PRESIDENT

\_\_\_\_\_

DATE

\_\_\_\_\_

DATE

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DATE

BOARD MEETING DATE: JUNE 17, 2021

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#### BIOGRAPHY

FOR THE PAST 8 YEARS, I HAVE DEVELOPED AND IMPLEMENTED STRATEGIC PLANS THAT LED TO PROCESS IMPROVEMENT AND PROGRAM DEVELOPMENT FOR STUDENT TRANSITION SERVICES AT NORTHERN BURLINGTON COUNTY REGIONAL HIGH SCHOOL. MY EXPERIENCE COUNSELING STUDENTS WITH VARIOUS DISABILITIES ON GOALS, CAREER GUIDANCE, AND POST-SECONDARY PLANNING HAS PROVIDED STUDENTS WITH TOOLS FOR SELF-ADVOCACY AND STUDENT SUCCESS. FACILITATING POSITIVE POST-SECONDARY OUTCOMES WITH VARYING LEVELS OF ACADEMIC AND PERSONAL NEEDS HAS BEEN KEY IN MY POSITION AS WELL AS RECOGNIZING THE NEED AND IMPORTANCE OF ESTABLISHING STRONG RELATIONSHIPS WITH KEY-STAKEHOLDERS AND COMMUNITY PARTNERS. I EARNED MY BACHELOR'S OF ARTS IN SOCIAL SCIENCE AND MY MASTER'S OF ARTS IN EDUCATION AND HUMAN DEVELOPMENT. I HAVE ALWAYS HAD AN INTEREST TO HELP OTHERS AND MY EXPERIENCE WORKING AT NORTHERN HAS CONFIRMED MY PASSION FOR HELPING STUDENTS FIND THEIR PATHWAY AFTER HIGH SCHOOL. I AM EXCITED ABOUT THE OPPORTUNITY TO SERVE ON THE ADVISORY COMMISSION.



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> AUTOMOTIVE TECHNOLOGY	
<b>NOMINEE:</b> MELVIN WHITE	
HOME ADDRESS: 122 HILLCREST LANE WILLINGBORO, NJ 08046	EMAIL ADDRESS: MWHITE@NBURLINGTON.COM
	TELEPHONE: 609 298-3900 x2885
BUSINESS NAME: NORTHERN BURLINGTON COUNTY HIGH SCHOOL	TELEPHONE:
BUSINESS ADDRESS: 160 MANSFIELD ROAD EAST COLUMBUS, NJ 08022	EDUCATION: B.S. BUSINESS ADMINISTRATION MBA TRANSPORTATION & LOGISTICS
OCCUPATION: JOB COACH	
EXPERIENCE: 10 YEARS UNITED STATES STEEL MANAGEMENT 28 YEARS UNITED PARCEL SERVICE MANAGEMENT 7 YEARS JOB COACH NORTHERN BURLINGTON COUNTY HIGH SCHOOL	
INTERESTS: BICYCLING, COMMUNITY INVOLVEMENT, AUTO ENTHUSIAST, BEACH	
REASON FOR WANTING TO SERVE: PROVIDE ASSISTANCE FOR THE CONTINUATION AND DEVELOPMENT OF THE PROGRAM.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 1 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: JASON EVANS

APPROVED: \_\_\_\_\_  
DIVISION DEAN

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## BIOGRAPHY:

Melvin White is a job coach at Northern Burlington High School, and he has been working at the high school since 2013. In this role, Mr. White speaks to students about different career options available to them, and helps students choose a viable path of education for their future after high school. Mr. White brings with him 28 years of experience working for United Parcel Service, stationed out of Newark Airport. In this role, Mr. White held the position of supervisor and hub operations manager. Earlier in his career, Mr. White worked for 10 years at U.S. Steel Corporation where he held the position of supervisor of business planning. Mr. White earned his B.S. in business administration from Morgan State University and his M.B.A. in transportation and logistics from Wilmington University.





*Academic Affairs*

*May 26, 2021*

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**To:** Dr. Wang, President  
**From:** Dr. Robert J. Schreyer, Vice President Academic Affairs  
**Subject:** **Advisory Commission – Radio**

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In agreement with the recommendations of Dylan Wolfe, Interim Dean of Liberal Arts Division, I am pleased to recommend the following Advisory Commission Reappointments to expire in three (3) years on June 30, 2024:

- DAVID HOEFFEL
- ANNETTE PETRICCIONE
- PAMELA PRUITT

I am also to recommend the following Reappointment to expire in 2 years on June 30, 2023.

- JEFF RAFTER

**RADIO  
RE-APPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	E-Mail	Exp.	Length of term	status	Gen	Race
David	Hoeffel	East Coast Rep	Radio	All Access Music Group	87 Federal City Road Lawrencevill NJ 08648	<a href="mailto:Dhoeffel@allacces.com">Dhoeffel@allacces.com</a>	6/30/21	3 yr 6/30/24	Pending Re-Appt.	M	W
Annette	Petriccione	Assistant News Director	Radio	Townsquare Media	109 Walters Ave. Ewing, NJ 08638	<a href="mailto:Annette.Petriccione@townsquaremedia.com">Annette.Petriccione@townsquaremedia.com</a>	6/30/21	3 yr. 6/30/24	Pending Re-Appt	F	W
Pamela	Pruitt	Director Multicultural Affairs	Radio	Rider University	BLC 121 Lawrenceville NJ 08648	<a href="mailto:Pamela@thenextlevelconsulting.com">Pamela@thenextlevelconsulting.com</a>	6/30/21	3 yr. 6/30/24	Pending Re-Appt	F	B
Jeff	Rafter	Program Director Operating Manager	Radio	Greater Medica of NJ	78 Veronica Ave. Somerset, NJ 08873	<a href="mailto:jrafter@greatermedicofnj.com">jrafter@greatermedicofnj.com</a>	6/30/21	<b>2 yr.</b> <b>6/30/23</b>	Pending Re-Appt	M	W



**ADVISORY COMMISSION  
RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION: RADIO</b>	
<b>NOMINEE: DAVID HOFFEL</b>	
HOME ADDRESS: SAME AS BUSINESS ADDRESS	EMAIL ADDRESS: DHOEFFEL@ALLACCESS.COM
	TELEPHONE:
BUSINESS NAME: ALL ACCESS MUSIC GROUP	TELEPHONE: (609) 818-1440
BUSINESS ADDRESS: 87 FEDERAL CITY RD. LAWRENCEVILLE, NJ. 08648	EDUCATION: TEMPLE UNIVERSITY, BA COMMUNICATIONS, SCHOOL OF RADIO, TELEVISION AND FILM, 1979.
OCCUPATION: EAST COAST REP/EDITOR - ALL ACCESS MUSIC GROUP OWNER: SOUND CHOICE DISC JOCKEYS, INC. ON AIR HOST: SIRIUS/XM RADIO	
EXPERIENCE: WOND-WMGM/ATLANTIC CITY, ON-AIR, '77-79 WPST/TRENTON-PHILADELPHIA, ON-AIR, '78-'82 WCKO/FT. LAUDERDALE, ON-AIR, PRODUCTION DIRECTOR, OM, '82-'83 WEZI/MIAMI, ON-AIR, PRODUCTION DIRECTOR, PROGRAMMING ASSISTANT '83-'85 WKXW/TRENTON, NJ, ON-AIR, '85-'86 WIOQ/PHILADELPHIA, ON-AIR, PRODUCTION ASSISTANT, '85-'86 SOUND CHOICE DJs, OWNER, '85-PRESENT WPST/TRENTON-PHILADELPHIA (AGAIN), ON-AIR, PRODUCTION DIRECTOR, APD, PD, OM, '86-'92 FMQB/CHERRY HILL, NJ, MANAGING DIRECTOR, VP/EXECUTIVE DIRECTOR, '92-'04 WLCE/PHILADELPHIA, ON-AIR, '00-'02 SIRIUS/SIRIUSXM RADIO, ON-AIR, '04-PRESENT ALL ACCESS MUSIC GROUP, EAST COAST REP, '04-PRESENT	
INTERESTS: DJING, HIGH-END AUDIO, CRAFT BEER	
REASON FOR WANTING TO SERVE: GIVE BACK TO COMMUNITY & HELP INFLUENCE THE DIRECTION OF EDUCATION IN RADIO INDUSTRY.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: MITCH CANTER

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

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PRESIDENT

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DATE

BOARD MEETING DATE:

Upon completion, please **email** electronic copy of Reappointment form, in word format, to [munnr@mccc.edu](mailto:munnr@mccc.edu) (**please be sure to complete the Term in years (1, 2 or 3)**). Print out a copy, have your Division Dean sign it, and have the **signed original copy sent to Roxanne Munn,MS161**.

AA 10/2016



**ADVISORY COMMISSION  
RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION: RADIO ADVISORY COMMISSION</b>	
<b>NOMINEE: ANNETTE PETRICCIONE</b>	
HOME ADDRESS: 21 Scarsdale Ave. Ewing, NJ 08618	EMAIL ADDRESS: annette.petriccione@townsquaremedia.com
	TELEPHONE: 609-771-1541
BUSINESS NAME: Townsquare Media Trenton (NJ 101.5 FM – WKXW)	TELEPHONE: 800-388-6397
BUSINESS ADDRESS: 109 Walters Ave. Ewing, NJ 08638	EDUCATION: The College of New Jersey – 1998 Bachelor’s Degree in Communications Minor – Journalism  Mercer County Community College - 1996 Associate’s Degree in Communications (Concentration: Radio and Television)
OCCUPATION: Assistant News Director, Townsquare Media, Trenton (NJ 101.5 FM – WKXW)	
EXPERIENCE: During her 17-year career at NJ 101.5, Ms. Petriccione has survived several radio ownerships and has held several positions. Currently, she is the assistant news director for the station. Through the years, she has also held other titles including: assignment editor, newsroom coordinator, producer and newsroom desk assistant. Annette has extensive experience managing a newsroom and its staff. She has planned and executed news coverage for Superstorm Sandy, 9/11, Governor Jim McGreevey’s resignation, Bridgegate and other important events that impacted New Jersey. She is the senior producer for the station’s monthly “Ask the Governor” program and other special segments on NJ101.5. She plays a key role in determining the station’s editorial budget for the day including all story assignments for anchors and reporters. She also conducts, edits and writes interviews with various newsmakers throughout the day. In addition, she also manages the station’s public file and internship program for NJ101.5’s news and digital departments. During her tenure, the news department has won several awards from the Associated Press, the New Jersey Broadcasters Association and the Radio Television Digital News Association including: best series, best newscasts, best public service programming and best breaking news coverage.	
INTERESTS: Theatre, traveling and animals are the three biggest interests. During her free time Annette volunteers at EASEL, a local rescue group that serves Mercer County by partnering with municipal animal shelters to find forever homes for dogs and cats.	
<b>REASON FOR WANTING TO SERVE:</b> As a former Mercer County Community College student, it would be an honor to serve on Mercer’s Radio Advisory Commission. Serving on the commission would be a wonderful opportunity to utilize my knowledge and skill set to positively impact the college’s radio program and the students it serves. In my current capacity at NJ 101.5, I manage the station’s internship program for the news and digital departments. This allows me to work closely with students interested in pursuing a career in radio broadcasting and to help them boost their abilities and talent, putting me in a unique position to understand what they are hoping to gain from their college radio program. I would like to be able to contribute where I	

can to make sure Mercer's radio program remains up-to-date and on point with the trends in the industry. Hands down, I think it's one of the best radio programs in the state and I know I will work hard to continue its stellar reputation.

**CATEGORY:** (CHECK ALL THAT APPLY)

- ALUMNI/STUDENT
- BUSINESS/INDUSTRY
- EDUCATORS FROM OTHER INSTITUTIONS

TERM IN YEAR(S) 3 TO EXPIRE ON 6/302024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: MITCHELL CANTER; RADIO PROGRAM COORDINATOR

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

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**ADVISORY COMMISSION  
RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION: RADIO ADVISORY COMMISSION</b>	
<b>NOMINEE: PAMELA PRUITT</b>	
HOME ADDRESS: 33 WOODMONT DRIVE, LAWRENCEVILLE, NJ 08648	EMAIL ADDRESS: PAMELA@THENEXTLEVELCONSULTING.COM
	TELEPHONE: 609-658-0910
BUSINESS NAME: RIDER UNIVERSITY	TELEPHONE: 609-896-5000 EXT. 7294
BUSINESS ADDRESS: BLC121, LAWRENCEVILLE, NJ 08648	EDUCATION: <ul style="list-style-type: none"> <li>• DOCTOR OF EDUCATION IN HIGHER EDUCATION MANAGEMENT (IN PROGRESS; DEGREE ANTICIPATED SPRING 2016) UNIVERSITY OF PENNSYLVANIA, PHILADELPHIA, PA</li> <li>• MASTER OF COMMUNICATION AND INFORMATION STUDIES (MCIS), 2012 RUTGERS, THE STATE UNIVERSITY OF NEW JERSEY, NEW BRUNSWICK, NJ</li> <li>• INTERNATIONAL CORPORATE COMMUNICATION AND CULTURE, 2011 WROXTON COLLEGE OF FAIRLEIGH DICKINSON UNIVERSITY, OXFORDSHIRE, UK</li> <li>• BACHELOR OF ARTS (COMMUNICATIONS), 2010 THOMAS EDISON STATE COLLEGE, TRENTON, NJ</li> </ul>
OCCUPATION: DIRECTOR OF MULTICULTURAL AFFAIRS, RIDER UNIVERSITY PART-TIME LECTURER, RUTGERS UNIVERSITY, NEW BRUNSWICK	
EXPERIENCE: <b>WIMG/MORRIS BROADCASTING COMPANY OF NEW JERSEY, INC.</b> (Sep, 2002 – June, 2013) Vice President for Business Development and Show Host, <i>Trenton, NJ</i> <b>DOW JONES - <i>The Wall Street Journal Radio Network</i></b> (Apr, 2001 – Aug, 2002) Account Executive, Advertising Sales, <i>New York, NY</i> <b>CBS/WESTWOOD ONE</b> (May, 2000 – Apr, 2001) National Account Executive, Advertising Sales, Strategic Partnerships, <i>New York, NY</i> <b>ABC RADIO NETWORKS, INC.</b> (Jan, 1995 – Jan, 1999) Regional Manager, Affiliate Relations, <i>Dallas, TX</i>	
INTERESTS: CHANGING THE LIVES OF YOUNG PEOPLE FOR THE BETTER; BOATING; GOLF	

**REASON FOR WANTING TO SERVE:** WITH MY EXTENSIVE EXPERIENCE IN THE RADIO INDUSTRY, I WOULD BE ABLE TO BE A VIABLE RESOURCE TO THE COLLEGE AND ITS COMMUNITY IN PROVIDING ADVICE FOR PROGRAMMING, TECHNICAL ADVANCEMENTS, AND INNOVATION.

**CATEGORY:** (CHECK ALL THAT APPLY)

- ALUMNI/STUDENT
- BUSINESS/INDUSTRY
- EDUCATORS FROM OTHER INSTITUTIONS

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: MITCHELL CANTER; RADIO PROGRAM COORDINATOR

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

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**ADVISORY COMMISSION  
RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION: RADIO ADVISORY COMMISSION</b>	
<b>NOMINEE: JEFF RAFTER</b>	
HOME ADDRESS: 48 Crest Drive, Brick, NJ 08724	EMAIL ADDRESS: JEFFR@PRESSCOMMRADIO.COM
	TELEPHONE: 732-644-8481
BUSINESS NAME: PRESS COMMUNICATIONS, 107.1 THE BOSS, GREAT GOLD 1410 WHTG	TELEPHONE: 732-774-4755 EXT. 212
BUSINESS ADDRESS: PRESS COMMUNICATIONS, 2355 WEST BANGS AVE., NEPTUNE, NJ 07753	EDUCATION: BACHELOR OF ARTS, WILLIAM PATERSON UNIVERSITY, WAYNE NJ
OCCUPATION: VICE PRESIDENT OF PROGRAMMING	
<p>EXPERIENCE: NEARLY 40 YEARS OF EXPERIENCE IN NEW JERSEY RADIO AS AN ON-AIR AND VOICE OVER TALENT. MORE THAN 30 YEARS AS A PROGRAM DIRECTOR/OPERATIONS MANAGER. DEEP EXPERIENCE IN FORMAT DESIGN AND IMPLEMENTATION, RESEARCH, RATINGS EVALUATION (PPM), WEB SITE DEVELOPMENT AND MARKETING STRATEGY.</p> <p>Greater Media of New Jersey (2002 to 2017) Program Director/Operations Manager/Air Talent</p> <p>Magic98.3 WMGQ-FM, 2007 to 2017 100.1 WJRZ, 2002 to 2011</p> <p>Nassau Broadcasting Company/Seashore Broadcasting (1991 to 2002) Program Director/Air Talent WOBM-FM, Toms River</p>	
<p>INTERESTS:</p> <p>PROFESSIONAL:</p> <p>COACHING AIR TALENT TO REACH THEIR FULL POTENTIAL UTILIZING EXPERIENCE AND RESEARCH SKILLS TO INCREASE STATION RATINGS AND FINANCIAL SUCCESS USING THE STATIONS' TRUSTWORTHINESS AND STANDING IN THE COMMUNITY TO HELP PEOPLE</p> <p>PERSONAL:</p> <p>I ENJOY ANYTHING OUTDOORS! I AM A LONG TIME BOATER. ALSO, BIKING, HIKING, FISHING, AND KAYAKING. I AM ALSO AN AVID WOODWORKER.</p>	
<p>REASON FOR WANTING TO SERVE: At WMGQ, we have a very successful internship program. This has included special needs students. A number of our interns have become employees. It is a very satisfying experience for us.</p> <p>Radio has never been about being just a music box to me. I am still in awe of how it can move people to help one another. It's a power I never take for granted.</p> <p>It would be an honor to share these experiences and insights on the advisory panel to help shape the future of our business.</p>	

<p><b>CATEGORY:</b> (CHECK ALL THAT APPLY)</p> <p><input type="checkbox"/> ALUMNI/STUDENT</p> <p><input checked="" type="checkbox"/> BUSINESS/INDUSTRY</p> <p><input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS</p>

TERM IN YEAR(S) 2 TO EXPIRE ON 6/30/2023

REPLACEMENT FOR: \_\_\_\_\_

ORIGINALLY RECOMMENDED BY: MITCHELL CANTER; RADIO PROGRAM COORDINATOR

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

Upon completion, please **email** electronic copy of Reappointment form, in word format, to [munnr@mccc.edu](mailto:munnr@mccc.edu) (please be sure to complete the Term in years (1, 2 or 3)). Print out a copy, have your Division Dean sign it, and have the **signed original copy sent to Roxanne Munn,MS161.**



*Academic Affairs*

*May 26, 2021*

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**To:** Dr. Wang, President  
**From:** Dr. Robert J. Schreyer, Vice President Academic Affairs  
**Subject:** **Advisory Commission – Medical Lab Technology**

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In agreement with the recommendations of Kevin Duffy, Division Dean of Math, Science and Health Professions I am pleased to recommend the following Medical Lab Technology Advisory Commission Reappointment to expire in three (3) years on June 30, 2024:

- JEAN BUCHENHORST
- BRIANNA LEE
- JANE O'REILLY

I am also to recommend the following Advisory Commission Reappointment for a 1-year term to expire 6/30/22:

- PIJUSH MALLICK

**MEDICAL LABORATORY TECHNOLOGY  
RE-APPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	E-Mail	Exp.	Length of term	status	Gen	Race
Jean	Buchenhorst	Program Director	Medical Lab. Tech.	Pa Hospital School of Medical Laboratory Science	800 Spruce St. Philadelphia PA 19107	<a href="mailto:Jean.buchenhorst@uphs.upenn.edu">Jean.buchenhorst@uphs.upenn.edu</a>	6/30/21	3 yr. 6/30/24	Pending Re-Appoint.	F	W
Brianna	Lee	Adjunct Professor For MCCC MLT Prog.	Medical Lab. Tech.	MCCC	117 Willowbrook Rd. 2 <sup>nd</sup> Floor. Staten Island NY 10302	<a href="mailto:Briannalugo123@gmail.com">Briannalugo123@gmail.com</a>	6/30/21	3 yr. 6/30/24	Pending Re-Appoint.	F	H
Jane	O'Reilly	Retired Coord. Of MLT Program	Medical Lab. Tech.	Retired	14 Peacock Court Mercerville, NJ 08619	<a href="mailto:oreillyj@mccc.edu">oreillyj@mccc.edu</a>	6/30/21	3 yr. 6/30/24	Pending Re-Appoint.	F	W
Pijush	Mallick	Medical Lab. Technician.	Medical Lab. Tech.	N/A	H-2 Windor Castle E.Windsor NJ 08512	<a href="mailto:mallickpijush@gmail.com">mallickpijush@gmail.com</a>	6/30/21	2 yr. 6/30/22	Pending Re-Appoint.	M	A



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> MEDICAL LABORATORY TECHNOLOGY	
<b>NOMINEE:</b> JEAN BUCHENHORST	
HOME ADDRESS: 1136 WAVERLY STREET PHILADELPHIA, PA 19107	EMAIL ADDRESS: JEAN.BUCHENHORST@UPHS.UPENN.EDU
	TELEPHONE: 215-829-7634
BUSINESS NAME: PENNSYLVANIA HOSPITAL	TELEPHONE: 856-272-6283
BUSINESS ADDRESS: 800 SPRUCE STREET CATCHART, CA-519 PHILADELPHIA, PA 19107	EDUCATION M.S MLS(ASCP) <sup>CM</sup>
OCCUPATION: PROGRAM DIRECTOR, PENNSYLVANIA HOSPITAL SCHOOL OF MEDICAL LABORATORY SCIENCE.	
EXPERIENCE: 10 YEARS AS PROGRAM DIRECTOR, MLS LEVEL; ASCLS-PA PRESIDENT 2015-2017	
INTERESTS: MICROBIOLOGY, EDUCATION	
REASON FOR WANTING TO SERVE: HELP TRANSITION MLT STUDENTS TO MLS PROGRAMS	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY)	
ALUMNI/STUDENT BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: N/A

ORIGINALLY RECOMMENDED BY: LISA M SHAVE MLS(ASCP)<sup>CM</sup>SBB<sup>CM</sup>

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

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DATE

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PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

Upon completion, please **email** electronic copy of Appointment and BIO, in word format, to [munnr@mccc.edu](mailto:munnr@mccc.edu) (please be sure to complete the Term in years (1, 2 or 3)). Print out a copy, have your Division Dean sign it, and have the **signed original copy sent to Roxanne Munn, MS161.**



**ADVISORY COMMISSION  
RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> MEDICAL LABORATORY TECHNOLOGY	
<b>NOMINEE:</b> BRIANNA LEE	
HOME ADDRESS:	EMAIL ADDRESS: BRIANNALUGO123@GMAIL.COM
	TELEPHONE: 269-240-5455
BUSINESS NAME: N/A	TELEPHONE:
BUSINESS ADDRESS: N/A	EDUCATION: BACHELOR'S DEGREE IN MEDICAL LABORATORY SCIENCE
OCCUPATION: MEDICAL LABORATORY SCIENTIST (ASCP) ADJUNCT PROFESSOR FOR THE MCCC MEDICAL LABORATORY TECHNOLOGY PROGRAM	
EXPERIENCE: 4+ YEARS WORKING AS A MEDICAL LABORATORY SCIENTIST 1 YEAR WORKING AS AN ADJUNCT PROFESSOR	
INTERESTS: CONTINUING MY EDUCATION IN THIS FIELD, TEACHING, READING, TRAVELING, DRAWING AND CATS	
REASON FOR WANTING TO SERVE: I WOULD LIKE TO PARTICIPATE IN THE EFFORT TO EXPAND THIS PROGRAM WHILE STRIVING TO MEET THE NEEDS OF THE COMMUNITY	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY)  <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: N/A

ORIGINALLY RECOMMENDED BY: LISA SHAVE

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

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DATE

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PRESIDENT

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DATE

BOARD MEETING DATE:

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**ADVISORY COMMISSION  
RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> MEDICAL LABORATORY TECHNOLOGY	
<b>NOMINEE:</b> JANE O'REILLY	
HOME ADDRESS: 14 PEACOCK CT	EMAIL ADDRESS: <a href="mailto:JANEOREILLY3@GMAIL.COM">JANEOREILLY3@GMAIL.COM</a>
MERCERVILLE, NJ 08619	TELEPHONE: 609-516-8257
BUSINESS NAME: N/A	TELEPHONE: N/A
BUSINESS ADDRESS: N/A	EDUCATION: M.ED. TRENTON STATE COLLEGE BS UNIVERSITY OF RHODE ISLAND
OCCUPATION: ADJUNCT FACULTY MCCC-DEPT. OF SCIENCE RETIRED COORDINATOR FOR THE MCCC MLT PROGRAM	
EXPERIENCE: 30 YEARS TEACHING MLT/BIOLOGY AT MERCER COUNTY COMMUNITY COLLEGE DEPT SUPERVISOR-MICROBIOLOGY	
INTERESTS: SCIENCE, EDUCATION, VOLUNTEERING (ROBIN HAMILTON SCHOOL SYSTEM, DRESS FOR SUCCESS)	
REASON FOR WANTING TO SERVE: PASSION FOR THE MEDICAL LABORATORY SCIENCE PROFESSION	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY)	
<input type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM *THIS INSTITUTIONS -MCCC EDUCATOR/FORMER COORDINATOR OF THE MLT PROGRAM	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2024

REPLACEMENT FOR: N/A

ORIGINALLY RECOMMENDED BY: LISA SHAVE

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

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DATE

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PRESIDENT

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DATE

BOARD MEETING DATE:

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**ADVISORY COMMISSION  
RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> MEDICAL LABORATORY TECHNOLOGY	
<b>NOMINEE:</b> PIJUSH MALLICK	
HOME ADDRESS: H-2 WINDSOR CASTLE EAST WINDSOR, NJ 08512	EMAIL ADDRESS: MALLICKPIJUSH@GMAIL.COM
	TELEPHONE: 6095787567
BUSINESS NAME: N/A	TELEPHONE:
BUSINESS ADDRESS: N/A	EDUCATION: A.A.S. MERCER COUNTY COMMUNITY COLLEGE MEDICAL LABORATORY TECHNOLOGY GRADUATED MAY 2017
OCCUPATION: MEDICAL LABORATORY TECHNICIAN	
EXPERIENCE: SUPERVISOR FOR 4 YEARS AT OPERATIONS PLANT	
INTERESTS: CAREERS IN MEDICAL LABORATORY FIELD	
REASON FOR WANTING TO SERVE: EXPOSURE TO ACADEMIC FIELD AND HOPING TO CONTRIBUTE TO CURRICULUM DEVELOPMENT	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY)  <input checked="" type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 1 TO EXPIRE ON 6/30/2022

REPLACEMENT FOR: N/A

ORIGINALLY RECOMMENDED BY: LISA SHAVE

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

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VP ACADEMIC AFFAIRS

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DATE

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PRESIDENT

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DATE

BOARD MEETING DATE:

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*Academic Affairs*

*May 26, 2021*

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**To:** Dr. Wang, President  
**From:** Dr. Robert J. Schreyer, Vice President Academic Affairs  
**Subject:** **Advisory Commission** – Nursing

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In agreement with the recommendations of Kevin Duffy, Division Dean of Math, Science and Health Professions I am pleased to recommend the following NEW Advisory Commission Appointment(s) to expire in two (2) years on June 30, 2023:

- BONNIE D'EMILILA
- ELOUISE D. FINCH-CAMPBELL
- DR. FILOMELA A. MARSHALL
- BONNIE PETRAUSKAS
- MATTHEW PIAMONTE
- CAROL THAME

**NURSING  
NEW APPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	E-Mail	E x p .	Length of term	status	Gen	Race
Bonnie	D'Emilila	Director RN to BSN Program Rutgers School of Nursing	Nursing	Rutgers School Of Nursing	530 Federal St. Room 333 Camden, NJ 08012	<a href="mailto:bjdem@camden.rutgers.edu">bjdem@camden.rutgers.edu</a>		2yr 6/3023	Pending New Appt.	F	W
Elouise	Finch- Campbell	Senior/Junior Nurses Ministries	Nursing	Friendship Baptist Church	111 Perry St. Trenton, NJ 08618	<a href="mailto:finchcamp@aol.com">finchcamp@aol.com</a>		2yr 6/3023	Pending New Appt.	F	B
Filomela (Dr.)	Marshall	Dean, W. Cary Edwards School of Nursing & Health Professions	Nursing	Thomas Edison State University	301 W. State St. Trenton NJ 08618	Pmarshall @tesu.edu		2yr 6/3023	Pending New Appt.	F	W
Bonnie	Petrauskas	Regional Outreach Coordinator	Nursing	Hunterdon Regional Cancer Center	2100 Wescott Drive Flemington NJ 08822	Bpetrauskas @hhsnj.org		2yr 6/3023	Pending New Appt.	F	W
Matthew	Piamonte	Cross-Trained ICU and ER Registered Nurse	Nursing	Robert Wood Johnson Hospital	1 Hamilton Health Pl, Hamilton Twp NJ 08690	Mrprietmont e50@gmail. com		2yr 6/3023	Pending New Appt.	M	W
Carol	Thame	Health Educator	Nursing	City of Trenton- Div. of Health	218 North Broad St. Trenton NJ 08609	Cthame@Tr entonnj.org		2yr 6/3023	Pending New Appt.	F	W



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> NURSING ADVISORY COMMISSION	
<b>NOMINEE:</b> BONNIE D'EMILILA	
HOME ADDRESS: 2100 WESCOTT DRIVE	EMAIL ADDRESS: <a href="mailto:bjdem@camden.rutgers.edu">bjdem@camden.rutgers.edu</a>
FLEMINGTON, NJ 08822	TELEPHONE: 856-225-2313
BUSINESS NAME: RUTGERS SCHOOL OF NURSING-CAMDEN	TELEPHONE:
BUSINESS ADDRESS: 530 FEDERAL STREET ROOM 333 CAMDEN, NJ 08012	EDUCATION: PHD, M.P.H, BSN, B.S. BIOCHEMISTRY, RN LICENSE, ONCOLOGY NURSING SOCIETY CERTIFIED BREAST CANCER NURSE.
OCCUPATION: DIRECTOR OF THE RN TO BSN PROGRAM AND ASSOCIATE PROFESSOR	
EXPERIENCE: THREE YEARS OF EXPERIENCE AS DIRECTOR OF THE RN TO BS PROGRAM, THIRTEEN YEARS OF EXPERIENCE IN NURSING EDUCATION, EIGHT YEARS AS AN ASSOCIATE MEMBER OF INSTITUTION OF HEALTH, HEALTH CARE POLICY, AND AGING RESEARCH. TECHNOLOGY CONSULTANT AT NATIONAL HUMAN GENOME RESEARCH INSTITUTE. SEVEN RESEARCH CHAPTERS IN BOOKS AND MONOGRAPHS. TWENTY PUBLISHED CONFERENCE PROCEEDINGS. TWENTY FIVE PEER REVIEWED PODIUM PRESENTATIONS. TWENTY SEVENTY PEER REVIEWED POSTER PRESENTATIONS. MEMBER OF CUMBERLAND COUNTY COLLEGE OF NURSING ADVISORY BOARD. MEMBER OF BIG TEN CANCER RESEARCH CONSORTIUM CORRELATIVE SCIENCE CLINICAL TRAIL WORKING GROUP.	
INTERESTS:	
REASON FOR WANTING TO SERVE: TO ASSIST IN GUIDING THE NURSING PROGRAM AT MCCC IN PREPARING THE STUDENTS FOR THE CURRENT WORKPLACE.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 2021 TO EXPIRE ON 6/30/2023

REPLACEMENT FOR: BRYANA CARREA

ORIGINALLY RECOMMENDED BY: ELIZABETH MIZEREK

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

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**\*BIOGRAPHIC INFORMATION FOR BONNIE M. JEROME-D'EMILIA**

BONNIE M. JEROME-D'EMILIA

DIRECTOR OF THE RN TO BSN PROGRAM AND ASSOCIATE PROFESSOR

THREE YEARS OF EXPERIENCE AS DIRECTOR OF THE RN TO BS PROGRAM, THIRTEEN YEARS OF EXPERIENCE IN NURSING EDUCATION, EIGHT YEARS AS AN ASSOCIATE MEMBER OF INSTITUTION OF HEALTH, HEALTH CARE POLICY, AND AGING RESEARCH. TECHNOLOGY CONSULTANT AT NATIONAL HUMAN GENOME RESEARCH INSTITUTE. SEVEN RESEARCH CHAPTERS IN BOOKS AND MONOGRAPHS. TWENTY PUBLISHED CONFERENCE PROCEEDINGS. TWENTY FIVE PEER REVIEWED PODIUM PRESENTATIONS. TWENTY SEVENTY PEER REVIEWED POSTER PRESENTATIONS. MEMBER OF CUMBERLAND COUNTY COLLEGE OF NURSING ADVISORY BOARD. MEMBER OF BIG TEN CANCER RESEARCH CONSORTIUM CORRELATIVE SCIENCE CLINICAL TRAIL WORKING GROUP.

**RACE: W**

**GENDER: F**



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> NURSING ADVISORY COMMISSION	
<b>NOMINEE:</b> ELOUISE D. FINCH-CAMPBELL	
HOME ADDRESS: 34 MORNINGSIDE DR. TRENTON, NJ 08618	EMAIL ADDRESS: FINHCAMP@AOL.COM
	TELEPHONE: 609-396-3783
BUSINESS NAME: FRIENDSHIP BAPTIST CHURCH	TELEPHONE: 609-947-1376
BUSINESS ADDRESS: 111 PERRY ST, TRENTON, NJ 08618	EDUCATION: RN, BA PSYCHOLOGY, MA MASTERS IN HEALTH ADMINISTRATION, CNAA
OCCUPATION: FRIENDSHIP BAPTIST CHURCH- SENOR/JUNIOR NURSES MINISTRIES	
EXPERIENCE: TWENTY-THREE YEARS OF RN EXPERIENCE. AMERICAN RED CROSS INSTRUCTOR FOR FIRST AID AND CPR, ASSISTANT HEAD NURSE, DIRECTOR OF HEALTH NURSING, AMERICAN PUBLIC HEALTH ASSOCIATION, AND AMERICAN NURSES ASSOCIATION, BOARD AFFILIATIONS. 1986 MAYOR'S CITIZENRY AWARD FOR EXCELLENCE IN LEADERSHIP. 1987 HONORARIUM FROM THE CITY OF TRENTON FOR OUTSTANDING LEADERSHIP IN CREATION OF THE HEALTHY MOTHERS.	
INTERESTS:	
REASON FOR WANTING TO SERVE: TO ASSIST IN GUIDING THE NURSING PROGRAM AT MCCC IN PREPARING THE STUDENTS FOR THE CURRENT WORKPLACE.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 2021 TO EXPIRE ON 6/30/2023

REPLACEMENT FOR:

ORIGINALLY RECOMMENDED BY: ELIZABETH MIZEREK

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

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**\*BIOGRAPHIC INFORMATION FOR ELOUISE D. FINCH-CAMPBELL**

ELOUISE D. FINCH-CAMPBELL

FRIENDSHIP BAPTIST CHURCH- SENIOR/JUNIOR NURSES MINISTRIES

TWENTY-THREE YEARS OF RN EXPERIENCE. AMERICAN RED CROSS INSTRUCTOR FOR FIRST AID AND CPR, ASSISTANT HEAD NURSE, DIRECTOR OF HEALTH NURSING, AMERICAN PUBLIC HEALTH ASSOCIATION, AND AMERICAN NURSES ASSOCIATION, BOARD AFFILIATIONS. 1986 MAYOR'S CITIZENRY AWARD FOR EXCELLENCE IN LEADERSHIP. 1987 HONORARIUM FROM THE CITY OF TRENTON FOR OUTSTANDING LEADERSHIP IN CREATION OF THE HEALTHY MOTHERS.

RACE: B

GENDER: F



**ADVISORY COMMISSION**

**RECOMMENDATION FOR *APPOINTMENT***

**Please attach a short biographical sketch to this form**

<b>COMMISSION:</b> NURSING ADVISORY COMMISSION	
<b>NOMINEE:</b> DR. FILOMELA "PHYLLIS" A. MARSHALL	
HOME ADDRESS: 4139 PRESIDENTIAL DRIVE LAFAYETTE HILL, PA 1944	EMAIL ADDRESS: PMARSHALL@TESU.EDU
BUSINESS NAME: THOMAS EDISON STATE UNIVERSITY	TELEPHONE: (215) 233-0263
BUSINESS ADDRESS: 301 W. STATE ST. TRENTON, NJ 08618	TELEPHONE: (609) 633- 6460, EXT. 3273
EDUCATION: BSN, MSN, ED.D. CURRICULUM THEORY AND DEVELOPMENT, RN	
OCCUPATION: DEAN, W. CARY EDWARDS SCHOOL OF NURSING AND HEALTH PROFESSIONS	
EXPERIENCE: NINE YEARS AS DEAN OF W. CARY EDWARDS SCHOOL OF NURSING AND HEALTH PROFESSIONS, TEN YEARS INTERIM PROVOST OF ACADEMIC AFFAIRS, NINE YEARS AS CURRICULUM CONSULTANT, FACULTY MENTOR CHAIR, AND CURRICULUM COMMITTEE, TWENTY YEARS OF TEACHING EXPERIENCE IN NURSING EDUCATION, SIXTEEN YEARS OF HEALTH CARE EXPERIENCE. THIRTY YEARS OF ADVISORY BOARD AND COMMUNITY COMMITTEE SERVICE. TWELVE PUBLIC PUBLICATIONS AND PRESENTATIONS. CURRENT RN LICENSURE IN PA AND NJ.	
INTERESTS:	
REASON FOR WANTING TO SERVE: TO ASSIST IN GUIDING THE NURSING PROGRAM AT MCCC IN PREPARING THE STUDENTS FOR THE CURRENT WORKPLACE.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input checked="" type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 2021 TO EXPIRE ON 6/30/2023

REPLACEMENT FOR: ROCHELLE RICHARDSON

ORIGINALLY RECOMMENDED BY: ELIZABETH MIZEREK

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

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**\*BIOGRAPHIC INFORMATION FOR DR. FILOMELA "PHYLLIS" A. MARSHALL**

DR. FILOMELA "PHYLLIS" A. MARSHALL

DEAN, W. CARY EDWARDS SCHOOL OF NURSING AND HEALTH PROFESSIONS

NINE YEARS AS DEAN OF W. CARY EDWARDS SCHOOL OF NURSING AND HEALTH PROFESSIONS, TEN YEARS INTERIM PROVOST OF ACADEMIC AFFAIRS, NINE YEARS AS CURRICULUM CONSULTANT, FACULTY MENTOR CHAIR, AND CURRICULUM COMMITTEE, TWENTY YEARS OF TEACHING EXPERIENCE IN NURSING EDUCATION, SIXTEEN YEARS OF HEALTH CARE EXPERIENCE. THIRTY YEARS OF ADVISORY BOARD AND COMMUNITY COMMITTEE SERVICE. TWELVE PUBLIC PUBLICATIONS AND PRESENTATIONS. CURRENT RN LICENSURE IN PA AND NJ.

RACE: W

GENDER: F





**ADVISORY COMMISSION**

**RECOMMENDATION FOR *APPOINTMENT***

**Please attach a short biographical sketch to this form**

<b>COMMISSION:</b> NURSING ADVISORY COMMISSION	
<b>NOMINEE:</b> BONNIE PETRAUSKAS	
HOME ADDRESS: 2100 WESCOTT DRIVE FLEMINGTON, NJ 08822	EMAIL ADDRESS: BPETRAUSKAS@HHSNJ.ORG
BUSINESS NAME: HUNTERDON REGIONAL CANCER CENTER	TELEPHONE: (908) 237- 2328
BUSINESS ADDRESS: 2100 WESCOTT DRIVE FLEMINGTON, NJ 08822	TELEPHONE: (908) 415-8461
EDUCATION: MA BUSINESS ADMINISTRATION, BS BUSINESS ADMINISTRATION WITH CONCENTRATION IN MANAGEMENT	
OCCUPATION: REGIONAL OUTREACH COORDINATOR	
EXPERIENCE: TWO YEAR EXPERIENCE OF CHRONIC DISEASE COALITION, SEVEN YEAR EXPERIENCE AS JOHNSON AND JOHNSON GLOBAL COMMUNITY IMPACT, PEDIATRIC INSTITUTE, WORLDWIDE CORPORATE CONTRIBUTIONS AND COMMUNITY RELATIONS. FIVE YEARS APPOINTMENTS IN RUTGERS COMMUNITY HEALTH FOUNDATION AND ALLIANCE FOR FOOD AND HEALTH. CO-AUTHOR OF <i>THE NEWBORN AS A PERSON</i> . RECEIVED REGINAL F. LEWIS CORPORATE DIVERSITY AWARD AND GREAT OAK AWARD BY NEW JERSEY MONTHLY MAGAZINE.	
INTERESTS:	
REASON FOR WANTING TO SERVE: TO ASSIST IN GUIDING THE NURSING PROGRAM AT MCCC IN PREPARING THE STUDENTS FOR THE CURRENT WORKPLACE.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 2021 TO EXPIRE ON 6/30/2023

REPLACEMENT FOR:

ORIGINALLY RECOMMENDED BY: ELIZABETH MIZEREK

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

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**\*BIOGRAPHIC INFORMATION FOR BONNIE PETRAUSKAS**

BONNIE PETRAUSKAS

REGIONAL OUTREACH COORDINATOR

TWO YEAR EXPERIENCE OF CHRONIC DISEASE COALITION, SEVEN YEAR EXPERIENCE AS JOHNSON AND JOHNSON GLOBAL COMMUNITY IMPACT, PEDIATRIC INSTITUTE, WORLDWIDE CORPORATE CONTRIBUTIONS AND COMMUNITY RELATIONS. FIVE YEARS APPOINTMENTS IN RUTGERS COMMUNITY HEALTH FOUNDATION AND ALLIANCE FOR FOOD AND HEALTH. CO-AUTHOR OF *THE NEWBORN AS A PERSON*. RECEIVED REGINAL F. LEWIS CORPORATE DIVERSITY AWARD AND GREAT OAK AWARD BY NEW JERSEY MONTHLY MAGAZINE.

RACE: F

GENDER: W



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> NURSING ADVISORY COMMISSION	
<b>NOMINEE:</b> MATTHEW PIAMONTE	
HOME ADDRESS: 82 STANFORD ROAD	EMAIL ADDRESS: MRPRIAMONTE50@GMAIL.COM
WEST PENNINGTON, NJ 08534	TELEPHONE: 609-802-6761
BUSINESS NAME: ROBERT WOOD JOHNSON UNIVERSITY HOSPITAL: HAMILTON	TELEPHONE:
BUSINESS ADDRESS: 1 HAMILTON HEALTH PL, HAMILTON TOWNSHIP, NJ 08690	EDUCATION: ASN, BSN
OCCUPATION: CROSS-TRAINED ICU AND ER REGISTERED NURSE	
EXPERIENCE: CURRENT RN LICENSURE IN NY AND NJ. RWJ HAMILTON ICU SHARED GOVERNANCE COMMITTEE FACILITATOR. EMERGENCY ROOM TECHNICIAN AT ST. MARY MEDICAL CENTER.	
INTERESTS:	
REASON FOR WANTING TO SERVE: TO ASSIST IN GUIDING THE NURSING PROGRAM AT MCCC IN PREPARING THE STUDENTS FOR THE CURRENT WORKPLACE.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input checked="" type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 2021 TO EXPIRE ON 6/30/2023

REPLACEMENT FOR: CHANTEL RAMSEY

ORIGINALLY RECOMMENDED BY: ELIZABETH MIZEREK

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
DATE

BOARD MEETING DATE: \_\_\_\_\_

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**\*BIOGRAPHIC INFORMATION FOR MATTHEW PIAMONTE**

MATTHEW PIAMONTE

CROSS-TRAINED ICU AND ER REGISTERED NURSE

MCCC ASN ALUMNI, CURRENT RN LICENSURE IN NY AND NJ. RWJ HAMILTON ICU SHARED GOVERNANCE COMMITTEE FACILITATOR. EMERGENCY ROOM TECHNICIAN AT ST. MARY MEDICAL CENTER.

RACE: W

GENDER: M



**ADVISORY COMMISSION  
RECOMMENDATION FOR *APPOINTMENT***  
Please attach a short biographical sketch to this form

<b>COMMISSION:</b> NURSING ADVISORY COMMISSION	
<b>NOMINEE:</b> CAROL THAME	
HOME ADDRESS: 38 Maple Avenue Trenton NJ 08618	EMAIL ADDRESS: CTHAME@TRENTONNJ.ORG
BUSINESS NAME: CITY OF TRENTON-DIVISION OF HEALTH	TELEPHONE: 609-575-6273
BUSINESS ADDRESS: 218 NORTH BROAD ST TRENTON, NJ 08609	TELEPHONE: 609-209-0050
EDUCATION: MASTERS OF SCIENCE, HUMAN SERVICES, SPECIALIZATION IN HEALTHCARE ADMINISTRATION. JERSEY CERTIFIED SOCIAL WORKER.	
OCCUPATION: HEALTH EDUCATOR	
EXPERIENCE: TWENTY-FOUR YEARS OF HEALTH EDUCATION EXPERIENCE. SIXTEEN YEARS OF EXPERIENCE IN SCHOOL HEALTH IN MATTERS OF POLICY DEVELOPMENT FOR THE CITY OF TRENTON. FIVE YEARS OF IMPLEMENTING COMMUNITY SERVICE PROGRAMS AND EVIDENCE BASED HEALTH EDUCATION FOR THE HEALTH INCENTIVE FOR WOMEN AND PARTNERS. HIV COUNSELOR AND TESTER. INSTRUCTOR FOR ALCOHOL ADDICTION COUNSELOR CERTIFICATIONS. MEMBER OF THE MERCER COUNTY HIV CONSORTIUM. CONDUCTED LOCAL AND STATEWIDE CONFERENCES WITH NEW JERSEY STATE DEPARTMENT OF HEALTH.	
REASON FOR WANTING TO SERVE: TO ASSIST IN GUIDING THE NURSING PROGRAM AT MCCC IN PREPARING THE STUDENTS FOR THE CURRENT WORKFORCE.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY) <input type="checkbox"/> ALUMNI/STUDENT <input checked="" type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 2021 TO EXPIRE ON 6/30/2023

REPLACEMENT FOR: ANNA CANTANZARO

ORIGINALLY RECOMMENDED BY: ELIZABETH MIZEREK

APPROVED: \_\_\_\_\_  
DIVISION DEAN

\_\_\_\_\_  
DATE

\_\_\_\_\_  
VP ACADEMIC AFFAIRS

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DATE

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BOARD MEETING DATE: \_\_\_\_\_

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**\*BIOGRAPHIC INFORMATION FOR CAROL THAME**

CAROL THAME

HEALTH EDUCATOR

TWENTY-FOUR YEARS OF HEALTH EDUCATION EXPERIENCE. SIXTEEN YEARS OF EXPERIENCE IN SCHOOL HEALTH IN MATTERS OF POLICY DEVELOPMENT FOR THE CITY OF TRENTON. FIVE YEARS OF IMPLEMENTING COMMUNITY SERVICE PROGRAMS AND EVIDENCE BASED HEALTH EDUCATION FOR THE HEALTH INCENTIVE FOR WOMEN AND PARTNERS. HIV COUNSELOR AND TESTER. INSTRUCTOR FOR ALCOHOL ADDICTION COUNSELOR CERTIFICATIONS. MEMBER OF THE MERCER COUNTY HIV CONSORTIUM. CONDUCTED LOCAL AND STATEWIDE CONFERENCES WITH NEW JERSEY STATE DEPARTMENT OF HEALTH.

RACE: W

GENDER: F

### Academic Calendar - 2021/2022

Semester	Event	Day	Begin Date	End Date
Fall 2021	Pre-Class Activities	Mon	8/30/2021	
	Classes Begin	Tue	9/7/2021	
	7 Week A Term Begins	Tue	9/7/2021	
	10 week Term Begins	Tue	10/5/2021	
	7 Week A Term Ends	Mon	10/25/2021	
	7 Week A Term Grades Due 10am	Wed	10/27/2021	
	7 Week B Term Begins	Tue	10/26/2021	
	Recess-Thanksgiving	Th-F*	11/25/2021	11/26/2021
	*Tues follows Thur/Wed follows Fri schedule			
	Classes End	Wed	12/15/2021	
	Final Exams	TH-M	12/16/2021	12/20/2021
	Final Exams Conflict Day/Grading	Tue	12/21/2021	
	Grades Due by 5 pm	Wed	12/22/2021	
<i>Winter Break</i>			<b>23-Dec</b>	<b>31-Dec</b>
Winter Session 2022	Online Classes Begin	Thur	12/23/2021	
	On Campus Classes Begin	Mon	1/3/2022	
	On Campus Classes End	Fri	1/14/2022	
	On Campus Grades Due by 10am	Mon	1/17/2022	
	Online Classes End	Wed	1/26/2022	
	Online Grades Due by 10:00am	Mon	1/31/2022	
Spring 2022	Pre-Class Activities Tues - Fri	Tues	1/18/2022	1/21/2022
	Classes Begin	Mon	1/24/2022	
	7 Week A Term Begins	Mon	1/24/2022	
	10 week Term Begins	Mon	2/21/2022	
	7 Week A Term Ends	Sun	3/13/2022	
	Recess-Spring Break, M-Su	Mon	3/14/2022	3/20/2022
	7 Week B Term Begins	Mon	3/21/2022	
	7 Week A Term Grades Due 10am	Tue	3/22/2022	
	Classes End	Sun	5/8/2022	
	Final Exams M-Su	Mon	5/9/2022	5/15/2022
	Grades Due by 10:00am	Tue	5/17/2022	
	<b>Commencement</b>	<b>Fri</b>	<b>5/20/2022</b>	
Summer 2022	U and UA Term Classes Begin	Mon	5/23/2022	
	Memorial Day Recess	Mon	5/30/2022	
	Summer UA Term Ends	Mon	6/27/2022	
	Final Exams Tues & Wed	Tue	6/28/2022	6/29/2022
	Summer A Grades Due by 4pm	Fri	7/1/2022	
	July 4th Recess	Mon	7/4/2022	
	Summer UB Begins	Mon	7/11/2022	
	U and UB Term Classes End	Mon	8/15/2022	
	Final Exams Tues & Wed	Tue	8/16/2022	8/17/2022
	Grades Due by 4:00pm	Fri	8/19/2022	



### **Pandemic Policy**

**A. PURPOSE.** This policy documents the authority of the College to act in order to maintain safe university operations during the declaration of a public health emergency, pandemic, or other serious public health threat and outlines the principles under which related directives and mandates will be enacted, communicated and implemented.

**B. APPLICABILITY.** All faculty, staff, administration, students, and other individuals accessing either the West Windsor campus, James Kerney campuses, and any other instructional sites.

**C. POLICY.** The Mercer County Community College Board of Trustees has the authority to direct the College Administration to take all actions necessary and expedient for the ongoing operations of the College and to create and/or revise bylaws, rules and regulations required. During times of public health emergency (as declared by federal, state or local authorities), the Board of Trustees, the President and College Administration will ensure that the College's operations are maintained in compliance with any applicable emergency order.

In addition to complying with College rules and regulations that may be adopted by the Board of Trustees from time to time, all faculty, staff, students and visitors must adhere to the provisions of this policy and any standard, operating procedure or campus rule promulgated under this policy. In the event of a public health emergency due to a communicable disease emergency or pandemic, policies, standards and operating procedures (whether system-wide, campus-specific or unit-level) developed under this policy will be enacted, communicated and implemented in accordance with the following principles. All such mandates will:

1. Conform to applicable federal, state, and local laws, regulations, and orders (executive and public health).
2. Conform to any specific directives and procedures issued by the College and, if requested by the Board of Trustees, be timely presented to the Board for review and ratification.
3. Reflect feedback from stakeholder engagement to the extent practicable given the circumstances of the public health emergency.
4. Be communicated to all relevant College stakeholders through official channels of campus communications, including email, campus websites and local media.
5. Faculty, staff, students and contractors are expected to monitor the stated communication so they remain informed. Faculty, staff and students who do not adhere to mandates promulgated under this policy, whether provisional or interim in nature, may be subject to appropriate discipline, up to and including termination or expulsion.

**D. PUBLIC HEALTH SAFETY PRACTICES:** Measures prescribed by public health officials as a way to prevent or curb the transmission of a communicable disease. The term includes a



wide range of practices that vary depending on the nature of the disease, including but not limited to the following:

1. Hand washing
2. Wearing face covering or other protective gear
3. Social distancing/physical distancing
4. Utilizing protective equipment, such as plastic/glass barriers or plastic covers that can be changed between use
5. Cleaning/sanitizing shared workstations, desks, equipment, and the like
6. Disease testing
7. Vaccination
8. Quarantine

**E. ROLES AND RESPONSIBILITIES.** The Office of Human Resources (OHR) is responsible for putting together detailed guidance for supervisors on COVID-19 precautions, the applicability of Family and Medical Leave Act (FMLA), use of sick time, prohibiting employees from coming to work, and sending people home. Generally, supervisors should encourage employees to stay home when sick, discourage public conversations about the health status of any employee, and continue to follow all applicable laws and policies. The College stresses the following guidance:

**1. Supervisors and Faculty should NOT:**

- a. Ask employees or student to disclose their personal health status or medical conditions.
- b. Discuss, question or list concerns regarding an employee's or student's symptoms or perceived medical condition publicly or in open spaces.
- c. Threaten the status of an employee's employment or a student's enrollment based upon recent travel or based upon their exposure to somebody who has travelled.
- d. Assume an employee or student has traveled to an area or country that has been identified under the public health emergency that they should call the OHR for guidance and resources prior to returning to the Campus. Explain to the employee that it is recommended that they practice social distancing, even if they are asymptomatic, for up to 14 days. Also, when possible, encourage a remote working arrangement during this period if possible. Questions regarding students should be referred to [simonej@mccc.edu](mailto:simonej@mccc.edu).

**2. Supervisors and Faculty SHOULD:**

- a. Discourage interoffice conversations that include negative comments about colleagues that blame them for the spreading of contagion, assume someone has COVID-19, mock those who have COVID-19 and/or disclose the personal health status and medical conditions of others.
- b. Send an employee home if they are exhibiting observable symptoms and/or behaviors in alignment with a severe cold, flu or COVID-19 or are otherwise "under the weather" in a manner that impacts their ability to successfully perform their duties. The College will follow [CDC guidance](#) regarding quarantine and/or isolation.
- c. Explain to employees that the guidelines to request to utilize sick leave and/or file a claim or report off under FMLA still apply. If an employee is unwell and/or required to practice social distancing and unable to work they should notify their direct supervisor and the OHR.

- d. Require employees that are returning from FMLA approved leave to provide OHR with a Medical Release to Full Duty.
- e. Maintain any information in connection with an employee request for leave based upon a medical condition confidential in compliance with HIPAA requirements, and the Americans with Disabilities Act (ADA).
- f. Refer students to a licensed medical person or the college counselor with an LPC based upon HIPAA or ADA for when there is a medical condition confidential in compliance with HIPAA requirements, and the Americans with Disabilities Act (ADA).
- g. Encourage an educational and healthy workplace by promoting and requesting that employees and students adopt infection control practices in the workplace.
- h. Refer to the College's website for more information.
- i. Refer to the College's Procedure Website for specific procedures regarding pandemic, and standards and operating procedures (whether College-wide, or division-level)

**F. USE OF PERSONAL PROTECTIVE EQUIPMENT (PPE).** Based on the nature of the public health emergency, all measures will be taken in accordance with NJ State requirements. All students, faculty and staff are required to follow those measures.

**G. The College will inform the Campus Community when these measures are active and when they are suspended through the Office of Public Relations and Communications, on the website and the Blackboard Learning Management System. Physical Distancing Requirements**

1. Whenever possible, employees are to maintain a minimum of six (6) feet between themselves and other employees, students, or community members who are present.
2. Employees, in consultation with their supervisor, must ensure that their workspace is set up for physical distancing measures to the greatest extent possible.
3. All workspace restroom facilities must display signs that encourage frequent hand washing as guided by county, state, and federal public health agencies.
4. Until further notice, meetings should be conducted using remote means wherever practical. All necessary in-person meetings must follow physical distancing practices.
5. Individuals who believe they may have been exposed to COVID-19, or are experiencing symptoms such as fever, cough, shortness of breath, sore throat and body aches, or loss of taste or smell, should stay home; avoid close contact with others; and contact their primary health care provider.

**H. USE OF COLLEGE'S SYMPTOM TRACKER**

1. All students, faculty and staff reporting to campus MUST fill out the [Symptom Tracker form](#) every time they are coming to campus. Any person coming to campus that does not submit the Symptom Tracker form prior to arrival will be

asked to leave campus immediately and be subject to potential disciplinary action.

2. The College will promulgate procedures regarding the Symptom Tracker that will be maintained and updated on a regular basis. The College will distribute the procedures to the College through the Website and Blackboard Learning Management System.

**I. QUARANTINE AND ISOLATION.** The College will exercise quarantine and isolation only when and so long as the public health is endangered, all other reasonable means for correcting the problem have been exhausted, and no less restrictive alternative exists. (See [CDC Guidance](#))

**J. ENFORCEMENT:** Compliance this policy is mandatory.

1. Employees: Any employee found to have violated, intentionally or unintentionally, this policy may be subject to performance feedback and/or disciplinary action, up to and including termination of employment.
2. Students: Failure to comply with campus signage or a verbal directive from campus personnel not limited to social distance, wearing of a protective face mask, personal protective equipment required by the course syllabus, congregating in common areas and parking lots, a 14 day quarantine period due to exposure and/or at stay home order following a positive test, is a violation of the Student Code of Conduct.
  - a. First Violation = Student receives a written warning notice, suspending campus access (14days), restricted to remote access only. Student may be reinstated, after the 14th day with letter of petition to have campus access;
  - b. Second Violation = Student campus access is suspended for the balance of the semester, restricted to remote access only, up to/and including suspension from all classes.
  - c. Third Violation = Student jeopardizes enrollment, up to/and including suspension from classes and campus for the balance of the academic year and/or Expulsion from the college.
3. No refunds of tuition will be granted to students serving a Suspension. Students on federal and state aid will need to be mindful of a loss of aid, and fund balances which must be paid to the college prior to reinstatement.
4. Additional related student code of conduct violations may apply.

Board of Trustees Meeting September 17, 2020

Revised:

June 17, 2021



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: June 02, 2021

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

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 May 2021, there were ZERO (0) Reportable Offense-Crime(s), fires, and other emergencies occurred on campus during the reporting period recorded by Campus Safety at this time. This report includes a tally of the offenses and information collected by the Office of the Title IX Coordinator or Human Resources Department for the month of May 2021.

End of Report