

## MERCER COUNTY COMMUNITY COLLEGE

Minutes of the 690<sup>th</sup> Meeting  
of the Board of Trustees  
September 15, 2022

The meeting was called to order by Chair Mark Matzen at 6:34 p.m. at the the Mercer County Community College Conference Center, West Windsor Campus. In addition to the Chair, the following members were in attendance: Julie Blake, Winnifred Brown-Glaude, Angela Delli Santi, Kevin Drennan, Shannon Mason, Daryl Minus-Vincent, Lawrence Nespoli, Greg Puliti, Madelaine Benowitz (Alumni Trustee) and Deborah Preston (MCCC President). Also present was Perry Lattiboudere, College Counsel.

### I. OPENING OF MEETING

#### A) FLAG SALUTE

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

#### 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 emailed to The Trentonian and The Times.

#### C) ADOPTION OF REVISED AGENDA

Mr. Drennan moved to approve the Revised Agenda, which was seconded by Ms. Delli Santi and adopted with Trustees Blake, Brown-Glaude, Mason, Matzen, Minus-Vincent, Nespoli, and Puliti voting aye.

#### D) PUBLIC COMMENT

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

### II. APPROVAL OF MINUTES

#### A) APPROVAL OF MINUTES OF JULY 21, 2022 BOARD MEETING

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

BE IT RESOLVED, that the minutes of the July 21, 2022 meeting of the Board of Trustees are approved as presented.

#### B) APPROVAL OF MINUTES OF AUGUST 19, 2022 BOARD MEETING

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

BE IT RESOLVED, that the minutes of the August 19, 2022 meeting of the Board of Trustees are approved as presented.

**III. FINANCE & FACILITIES MATTERS**

Mr. Drennan presented Agenda Items III (A) through (D) for ratification, which were second by Ms. Blake. The items were ratified with Trustees Blake, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, Nespoli, and Puliti voting aye. Trustee Minus-Vincent abstained.

A. MONTHLY FINANCIAL STATEMENT

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

B. INVESTMENT DETAIL

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

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

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

D. MONTHLY PAYMENTS LIST FOR JULY AND AUGUST

The members of the Board noted receipt and ratified the monthly payments lists for July and August.

Mr. Drennan presented Agenda Items III (E) through (M) and (O) through (Z) for ratification, which were second by Ms. Blake. The items were ratified with Trustees Blake, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, Nespoli, and Puliti voting aye. Trustee Minus-Vincent abstained.

Mr. Drennan motioned that Agenda Item III (N), be tabled for further review, which was seconded by Ms. Delli Santi. Trustee Minus-Vincent abstained. The item was tabled.

E. ALLEGRA PRINTING OF PRINCETON

WHEREAS, Mercer County Community College has a need to complete its College-wide wayfinding project and acquire interior wayfinding and signage to update offices, classroom labs and lecture halls for all buildings at the James Kerney and West Windsor campuses in fiscal year 2023; 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 Allegra Printing of Princeton, New Jersey has the needed new interior wayfinding and signage to update offices, classroom labs and lecture halls available under the Cooperative Pricing Agreement with the Educational Services Commission of New Jersey\* which represents the best value for the College; now therefore

WHEREAS, the Board previously approved a resolution on May 20, 2021 that authorized the President to contract with Allegra Printing of Princeton, New Jersey for an amount not to exceed \$650,000 (FY22) to initiate a College-wide wayfinding project including acquiring interior wayfinding and signage to update offices, classroom labs and lecture halls available under the Cooperative Pricing Agreement with the Educational Services Commission of New Jersey\* which represents the best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board to amend the contract with Allegra Printing of Princeton, New Jersey to complete a College-wide wayfinding project and acquire interior wayfinding and signage to update offices, classroom labs and lecture halls for various buildings at the James Kerney and West Windsor campuses at a cost not to exceed \$200,000, through June 30, 2023 (FY23). Paid by Chapter 12 program.

\* Educational Services Commission of New Jersey Contract #18/19-10

F. ALLSTATE OFFICE INTERIORS BATHROOM AND OFFICE RENOVATION

WHEREAS, Mercer County Community College has a need to purchase materials and installation labor to replace the bathroom floors in the Engineering Technology (ET) building (paid by Chapter 12 program), replace the carpet in the WWFM radio station offices, (paid by WWFM bequest funds), and to purchase flooring supplies and material for various internal renovation projects (paid by the College's operating budget), at the West Windsor campus in FY 2023; 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 the Board, to amend the contract with Allstate Office Interiors of Robbinsville, New Jersey to purchase materials and installation labor to replace the bathroom floors in the Engineering Technology (ET) building (paid by Chapter 12 program), replace the carpet in the WWFM radio station offices (paid by WWFM bequest funds), and to purchase flooring supplies and material for various internal renovation projects (paid by the College's operating budget), at the West Windsor campus, at a cost not to exceed \$160,000 through June 30, 2023.

\*New Jersey State Contract #(s) 81754, 81721, 81729

G. BID REJECTION AND DIRECT NEGOTIATION AUTHORIZATION – LIBERAL ARTS BUILDING HVAC UPGRADE

WHEREAS, Mercer County Community College solicited publicly advertised bids to perform mechanical alterations needed to upgrade the HVAC system on the Liberal Arts (LA) building at the West Windsor campus ("Project"), paid by Chapter 12 funds; and

WHEREAS, a provision of the County Colleges Contracts Law, N.J.S.A. 18A:64A-25.4, requires that every contract or agreement for the performance of any work or the furnishing or hiring of any materials and supplies which is to be paid with or out of college funds, and which is not included within the exceptions set forth in N.J.S.A. 18A:64A-25.5, shall be made and awarded only by a county college after public advertising for bids and bidding; and

WHEREAS, the College received zero (0) bids in response to the initial publicly advertised solicitation for this Project by the required due date of March 31, 2022; and

WHEREAS, the project was bid a second time via a publicly advertised bid solicitation, and two (2) vendor proposals were received by Mercer County Community College by the required submission date of August 24, 2022; and

WHEREAS, both of the bids received and publicly opened on August 24, 2022 exceeded the amount of funds budgeted for this Project, and pursuant to N.J.S.A. 18A:64A-25.15, the Mercer County Community College may reject all such bids; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-25.5c., when a county college has publicly advertised for bids on two occasions, and whereby on one occasion, the community college did not receive any bids, and whereby on the second occasion, the community college determined that the bids received were not reasonable as to price, and subsequently rejects all such bids, the community college may negotiate the contract without any further requirement to publicly advertise the bid solicitation; and now

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to reject all bids received on August 24, 2022 and is authorized to proceed with direct negotiations with qualified vendors to perform mechanical alterations needed to upgrade the HVAC system on the Liberal Arts (LA) building at the West Windsor campus, pursuant to N.J.S.A. 18A:64A-25.5c; and

BE IT FURTHER RESOLVED that the direct negotiations and award of any contract for the Project shall comply with the procedure set forth in N.J.S.A. 18A:64A-25.5c. (1), (2) and (3).

H. DYNAMIC SECURITY – AMENDED RESOLUTION

WHEREAS, Mercer County Community College has a need for acquisition and installation of CCTV as part of a College-wide security upgrade project at various buildings on the James Kerney and West Windsor campuses, paid by Chapter 12 program funds; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9 (b), exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the Federal Supply Schedules of the General Services Administration\* as permitted by the Federal Acquisition Streamlining Act of 1994 (Pub. L. 103-355) from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

WHEREAS, On July 21, 2022, the Board approved a resolution for the President to

contract with Dynamic Security for the acquisition and installation of exterior card access readers at various buildings on the West Windsor campus and parking lot gates and operators at the West Windsor and James Kerney campuses for a not to exceed amount \$400,000 through June 30, 2023, paid by Chapter 12 program funds; and

WHEREAS, in order to complete the College-wide security upgrade, the President is seeking approval to amend the contract with Dynamic Security for the acquisition and installation of CCTV (\$523,768) interior card access (West Windsor campus - \$523,768), interior card access - alternates (West Windsor campus - \$149,256) and interior card access (James Kerney campus and Trenton Hall - \$211,847) for \$1,416,788, paid by Chapter 12 program funds; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the contract with General Services Administration awarded vendor, Dynamic Security of Edison, New Jersey for the acquisition and installation of CCTV (\$523,768) interior card access (West Windsor campus - \$523,768), interior card access - alternates (West Windsor campus - \$149,256) and interior card access (James Kerney campus and Trenton Hall - \$211,847) for a subtotal of \$1,416,788, plus the \$400,000 amount approved on July 21, 2022 for an aggregate spending amount with this vendor not to exceed \$1,816,788. Paid by Chapter 12 program funds.

\* General Services Administration Contract #GS-07-F0251X9

I. ELLUCIAN COMPANY L.P. - ACCOUNTING CHART OF ACCOUNTS REDESIGN

WHEREAS, Mercer County Community College has a need to acquire professional consulting services for redesign of the College's chart of accounts and for subsequent implementation in Ellucian Colleague to streamline various Accounting processes; 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, Ellucian Company L.P. has completed and submitted a Business Entity Disclosure Certification which certifies that Ellucian Company L.P. has not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit Ellucian Company L.P. making any reportable contributions through the term of the contract; now therefore

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, the Board of Trustees approved a resolution on December 9, 2021 that authorized the President to contract with Ellucian Company L.P. to acquire 350 hours of professional consulting services for redesign of the College's chart of accounts and subsequent implantation in Ellucian Colleague to streamline various Accounting

processes through June 30, 2022, at a cost not to exceed \$80,000; and

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the contract with Ellucian Company L.P. of Fairfax, Virginia, to acquire additional hours of professional consulting services in FY 2023, for redesign of the College's chart of accounts and subsequent implementation in Ellucian Colleague to streamline various Accounting processes, through June 30, 2023, at a cost not to exceed \$51,804 (paid in installments of \$4,317 per month).

J. HOGAN SECURITY GROUP LLC

WHEREAS, Mercer County Community College has the need to purchase and install replacement doors at the entrance(s) of the Administration (AD) building on the West Windsor campus (paid by Chapter 12) and locksmith parts and services College-wide (paid by College operating budget funds) at the James Kerney and West Windsor campuses in FY 2023; 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, a provision of 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 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;

WHEREAS, Mercer County Community College has identified that Hogan Security Group LLC of Pennington, New Jersey has the expertise to acquire and install replacement doors required by the College and acquire and install secured key tracking systems and locksmith services, under the Cooperative Pricing Agreement with the Hunterdon County Education Services Commission+ and an applicable New Jersey Division of Purchase and Property\* state contract, 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 Hogan Security Group LLC of Pennington, New Jersey to purchase and install replacement doors at the entrance(s) of the Administration (AD) building on the West Windsor campus (paid by Chapter 12) and locksmith parts and services College-wide (paid by College operating budget funds) at the James Kerney and West Windsor campuses, for an amount not to exceed \$195,000 from July 1, 2022 to June 30, 2023. Paid by Chapter 12 program and College operating funds (FY 2023).

+ Hunterdon County Education Services Commission #HCESC-203

\* New Jersey State Contract 18-GNSV2-00332

K. IMBUE CREATIVE LLC

WHEREAS, Mercer County Community College has a need to acquire marketing services with the goal of improving student enrollment for academic year(s) 2022 and 2023; and

WHEREAS, the College has a need for additional resources to elevate the College's enrollment marketing and ongoing marketing and branding efforts in support of student enrollment campaigns; 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) (20) exempts without limitation advertising seeking student enrollment and associated consulting services from public solicitation for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Imbue Creative LLC has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit them 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 Imbue Creative LLC of Lambertville, New Jersey to provide marketing services with the goal of improving student enrollment for the academic year(s) 2022 and 2023 for an annual aggregate spending amount with this vendor not to exceed \$137,500 from July 29, 2022 through June 30, 2023.

L. INSIGHT PUBLIC SECTOR SLED – HELP DESK TICKETING SYSTEM

WHEREAS, Mercer County Community College has a need to purchase a cloud-software, IT help desk work order ticketing system for the IT Department; and

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

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, 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 an advertised solicitation but requires a resolution authorizing the award of such a contract; and

WHEREAS, Insight Public Sector Sled has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit them 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 enter into a contract with Insight Public Sector Sled, of Chandler, Arizona, to purchase and install a cloud-based, work order ticketing system for the IT Department for a period of three (3) years from October 1, 2022 through September 30, 2025 in an amount not to exceed \$145,000.

State of NJ Software Licenses and Services #T3121/20-TELE-01512

M. KYOCERA DOCUMENT SOLUTIONS, INCORPORATED - COPIER SERVICES

WHEREAS, Mercer County Community College has a need to obtain multi-function/copier machines at the James Kerney and West Windsor campuses and the Dempster Center Fire Academy for fiscal years 2023-2027; and

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

WHEREAS, Mercer County Community College is a member of the OMNIA Pricing Consortium for the procurement of goods and services at competitive pricing;

WHEREAS, of the three (3) vendors who were solicited to submit quotes under a state and/or cooperative purchasing contract and that responded by the required due date of August 24, 2022, Kyocera Document Solutions, Incorporated was evaluated to have the most responsible and cost-effective bid proposal representing the best value for Mercer County Community College; now therefore

BE IT RESOLVED, that the Board authorizes the President to contract with Kyocera Document Solutions, Incorporated of Fairfield, New Jersey, for a new forty-eight (48) month lease for forty-one (41) multi-function/copier machines (including maintenance, toner, and supplies) at the James Kerney and West Windsor campuses and the Dempster Center Fire Academy from October 1, 2022 through September 30, 2026 for an amount not to exceed \$100,813 annually from October 1, 2022 and ending September 30, 2026.

\* OMNIA Cooperative Contract # R191102

MERCER COUNTY COMMUNITY COLLEGE

PURCHASE ORDER OVER \$37,500

REQUEST FOR BOARD APPROVAL: September 15, 2022  
Budget lines beginning with "2" indicate grant funded

VENDOR

Kyocera Document Solutions 230 Rt. 206, Suite 2C Flanders, NJ 07836	AMOUNT:  BUDGET LINE: DEPARTMENT:	\$ 100,813  10-06-01-03-301001-69350 College Business
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TYPE OF PURCHASE:

RFQ: 2203

RFQs Distributed: 3

RFQs Received: 3

DESCRIPTION: Multi-function Copier Fleet

RFQ SUMMARY:

<b>Vendor</b>	<b>RFQ</b>
Kyocera	\$100,813.32
Ricoh	\$111,261.60
Xerox	Did not quote to RFQ specs. Bid deemed non-responsive

O. MAGIC TOUCH CONSTRUCTION COMPANY

WHEREAS, Mercer County Community College Facilities Department has a need to purchase labor, parts and materials to replace seven (7) grease traps and associated masonry and plumbing services (including the cost for construction debris disposal) in the HRIM program's kitchen area in the Engineering Systems (ES) building 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 nationally recognized and accepted cooperative purchasing agreements\*; and

WHEREAS, Mercer County Community College is a member of the Educational Services Commission of New Jersey (ESCNJ) Pricing Consortium for the procurement of goods and services at competitive pricing; and provision of the County College Contracts Law,

WHEREAS, Mercer County Community College Purchasing Policy states that when an individual vendor exceeds an annual, cumulative spending threshold exceeding \$37,500 that a Board of Trustee resolution is required, now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Magic Touch Construction Co. of Keyport, NJ in an amount not to exceed \$130,000 to purchase labor, parts and materials to replace seven (7) grease traps and associated masonry and plumbing services (including the cost for construction debris disposal) in the HRIM program's kitchen area in the Engineering Systems (ES) building, and \$17,000 for other projects, at the West Windsor campus, for FY23 not to exceed aggregate spending amount of \$147,000 with this vendor, for the period July 1, 2022 to June 30, 2023. Paid by Chapter 12.

\* ESCNJ T&M 20/21-18

P. MARSHALL, DENNEHEY, WARNER, COLEMAN AND GOGGIN

WHEREAS, Mercer County Community College has a need to obtain legal counsel services assigned by its insurance carrier to provide legal representation involving employee and other related insurance claims in FY 2023; 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, Marshall, Dennehey, Warner, Coleman and Goggin has completed and submitted a Business Entity Disclosure Certification which certifies that Marshall, Dennehey, Warner, Coleman and Goggin has not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit Marshall, Dennehey, Warner, Coleman and Goggin 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 to Marshall, Dennehey, Warner, Coleman and Goggin of Mount Laurel, New Jersey, to obtain legal counsel services assigned by its insurance carrier to provide legal representation involving employee and other related insurance claims in an amount not to exceed \$75,000 through June 30, 2023

Q. ROOT24 INC. EMERGENCY SEWERAGE LIFT PUMP REPAIR SERVICES

WHEREAS, Mercer County Community College had a need to acquire sewerage lift pump repair services to take corrective action to address a condition on campus that constituted the health, safety and welfare of staff and students at the West Windsor campuses in FY 2022-2023; and

WHEREAS, Mercer County Community College awarded an emergency contract with Root24 Inc., New Jersey to provide sewerage lift pump repair services at the West Windsor campus, as interim corrective action to address the emergency situation until a permanent solution is in effect; and

WHEREAS, a provision of County Contracts Law, N.J.S.A 18A:64A-25.6 authorizes the award of any purchase, contract or agreement by a County College without public advertising when an emergency affecting the health, safety or welfare of occupants of college property requires the immediate delivery of materials, supplies or the performance of work; and

WHEREAS, not performing the sewage lift pump repairs in an expedient manner would constitute an emergency affecting the health, safety or welfare of staff and students; and

WHEREAS, the College representative in charge of facilities has described the nature of the emergency, the time of its occurrence and the need to invoke N.J.S.A 18A:64A-25.6; and

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

NOW THEREFORE BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the contract with Root24 Inc. in accordance with N.J.S.A 18A:64A-25.6 for performance of emergency and necessary sewage lift pump repairs from April 27, 2022 through December 31, 2022 as interim corrective action to address the emergency situation until a permanent solution is in effect for an amount not to exceed \$120,000.

R. SETTLEMENT OF LITIGATION

BE IT RESOLVED, that this Board hereby approves the proposed settlement agreement between Barbara D. Jefferson and Mercer County Community College for the specified amount of \$150,000.00, inclusive of attorney's fees and costs, as recommended by the College Counsel.

S. THE SHERWIN WILLIAMS COMPANY

WHEREAS, Mercer County Community College has a need to acquire interior and exterior paint, paint supplies and wall coverings for use by the Facilities Department for College-wide projects at the James Kerney and West Windsor campuses in FY 2023; and

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

WHEREAS, Mercer County Community College Purchasing Policy states that when an individual vendor exceeds an annual, cumulative spending threshold exceeding \$37,500 that a Board of Trustee resolution is required, now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with The Sherwin Williams Company of Cleveland, Ohio to acquire interior and exterior paint, paint supplies and wall coverings for use by the Facilities Department for College-wide projects at the James Kerney and West Windsor campuses for a not to exceed amount of \$70,000 for the period July 1, 2022 to June 30, 2023.

\* Educational Services Commission of New Jersey #ESCNJ 19/20-14

T. TOUCHNET INFORMATION SYSTEMS INC. - E-COMMERCE SYSTEMS

WHEREAS, Mercer County Community College has a need to acquire Ellucian-SaaS compliant E-Commerce services for College credit card payment processing and student tuition payment plan administration ; 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-25.4 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 two (2) vendors which responded to the advertised bid for E-Commerce services, TouchNet Information Systems Inc. was evaluated and deemed as the lowest responsive bidder to provide Ellucian-SaaS compliant E-Commerce services including College credit card payment processing and student tuition payment plan administration and was considered the most overall responsive and best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to exercise the second of three (3), one-year contract extension options with TouchNet Information Systems, Inc. of Lenexa, Kansas to provide Ellucian-SaaS compliant E-Commerce services for College credit card processing and student tuition payment plan administration at a cost not to exceed \$65,000 from July 1, 2022 to June 30, 2023.

U. WEST WINDSOR CAMPUS QUAD ELEVATOR PROJECT – LEVY CONSTRUCTION

WHEREAS, Mercer County Community College has need to provide handicapped accessible to the West Windsor campus quad area at the West Windsor campus in FY 2023; 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 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 two (2) vendors that responded to the publically advertised bid by the required due date of August 26, 2022, Levy Construction was evaluated and deemed as the lowest responsive bidder to install an elevator in the Quad area of the West Windsor campus and considered the most overall responsible and best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Levy Construction of Oaklyn, New Jersey to install an elevator in the Quad area of the West Windsor campus for an amount not to exceed \$808,300 through June 30, 2023. Paid by the New Jersey Chapter 12 program.

MCCC RFB #2302

MERCER COUNTY COMMUNITY COLLEGE

PURCHASE ORDER OVER \$37,500  
 REQUEST FOR BOARD APPROVAL: September 15, 2022

Budget lines beginning with "2" indicate grant funded

VENDOR

LEVY CONSTRUCTION AMOUNT: \$808,300  
 BUDGET LINE: 70-07-01-03-701527-76101  
 DEPARTMENT: Facilities- Chapter 12

TYPE OF PURCHASE:

Bids Distributed: 4 Bids Received: 2

DESCRIPTION: ELEVATOR FOR QUAD AT WEST WINDSOR CAMPUS (FY 2023)

BID SUMMARY:

Vendor(s)	Bid Amount (\$)
LEVY CONSTRUCTION	808,300
JH WILLIAMS	927,000

V. W.W. GRAINGER, INC.

WHEREAS, Mercer County Community College has a continuing need to purchase custodial, electrical, furniture and other supplies for the Advanced Manufacturing program, the Fire Academy and the Facilities Department in FY 2023; 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 contract with the State of New Jersey's awarded vendor, W.W. Grainger, Incorporated, of Cranford, New Jersey for the purchase of custodial, electrical, furniture and other supplies for the Advanced Manufacturing program, the Fire Academy and the Facilities Department for an amount not to exceed \$50,000 from July 1, 2022 through June 30, 2023.

\* New Jersey Contracts #A79875 and 19-FLEET-00566

W. ACCEPTANCE OF FY 2023 CARL D PERKINS CAREER AND TECHNICAL EDUCATION (CTE) GRANT

WHEREAS, the New Jersey Department of Education, Office of Grants Management, has approved Mercer County Community College's application for Carl D. Perkins Career and Technical Education Grant for FY2023; and

WHEREAS, the New Jersey Department of Education notified the College on July 22, 2022 that it is approving its Carl D. Perkins Career and technical Grant FY 2023 for the amount of \$611,727; now therefore

BE IT RESOLVED, that the Mercer County Community College Board of Trustees accept the New Jersey Department of Education Carl D. Perkins Career and Technical Education Grant, for \$611,727 for the period from July 1, 2022 through June 30, 2023.

X. HUAXIA PLAINSBORO CHINESE SCHOOL – LEASE AGREEMENT

WHEREAS, the Mercer County Community College has a need to support education services in Mercer County, New Jersey as identified in the College's Strategic Plan and consistent with the Facilities Master Plan; and

WHEREAS, the College has identified a suitable tenant for lease at the West Windsor Campus and would meet the needs to establish education services outreach for Mercer County, New Jersey; and

WHEREAS, Huaxia Plainsboro Chinese School, which provides multi-lingual information technology and general business instruction, has a desire to lease classrooms in the Liberal Arts (LA) and the Business (BS) buildings and the gymnasium and a dance studio on the West Windsor campus, beginning September 11, 2022 and ending on June 4, 2023; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a Lease Agreement with the Huaxia Plainsboro Chinese School of Plainsboro, NJ to lease twenty one (21) classrooms on the first and second floors of the Liberal Arts (LA) and second floor of the Business (BS) buildings at the West Windsor campus, for twenty-nine (29) sessions and the gymnasium/dance studio for (22) sessions, on Sunday afternoon at the West Windsor campus from September 11, 2022 through June 4, 2023 (ten-month term) for \$54,559 for classroom rent and \$7,000 for the gymnasium/dance studio rent, for a total annual rent amount of \$61,559, payable to the College on a monthly basis.

Y. WILLIAM PATERSON UNIVERSITY - MEMORANDUM OF UNDERSTANDING

WHEREAS, Mercer County Community College ("College") seeks to continue its partnership with William Paterson University that enables students to complete the upper division courses required for certain undergraduate and/or graduate degree programs at the James Kerney Trenton and West Windsor campuses; and

WHEREAS, Mercer County Community College agrees to provide classroom and administrative space necessary for the effective functioning of classes offered by

William Paterson University; and

WHEREAS, Mercer County Community College will assign classroom and administrative space to William Paterson University; and

WHEREAS, N.J.S.A. 18A:64A-12 (j) authorizes the Board of Trustees to enter into contracts and agreements with the State or any of its political subdivisions, or with any public body, department or agency of the State or the United States which is necessary or desirable for college purposes; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the Memorandum of Understanding with William Paterson University, in accordance with the initial resolution adopted by the Board of Trustees on September 15, 2016, to provide classroom and administrative space that enables students to take upper division courses required for certain William Paterson University undergraduate and/or graduate degree programs for payments (revenue) to the College of up to \$150,000 through June 30, 2023 (FY 23).

Z. FACILITIES DEPARTMENT – VEHICLE SALE OR DISPOSITION

WHEREAS, Mercer County Community College Facilities Department has surplus vehicles that are unrepairable and no longer needed, as listed below; and

2003	Ford Econoline 12 Passenger Van	VIN # 1FBSS3IL13HA69738
2007	Dodge Caravan SE Van	VIN # 1D4GP25E67B146561

WHEREAS, a provision of County College Contracts Law, N.J.S.A. 18A:64A-25-27 requires a resolution authorizing the disposal of such surplus equipment; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to sell or dispose of the above listed vehicles that are unrepairable and no longer needed in a manner consistent with Board policy and the provisions of County College Contracts Law.

IV. HUMAN RESOURCE MATTERS

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

Ms. Delli Santi welcomed all new employee of the college, thanked those who were taking on added responsibilities, and congratulated those who were promoted.

A) APPOINTMENTS, RATIFICATION OF APPOINTMENTS, PROMOTIONS, STIPENDS, CONTRACTUAL OBLIGATIONS, AND STAFF SEPARATION REPORT

BE IT RESOLVED, that this Board approves the appointments, ratification of appointments, reclassifications, promotions, stipends, equity adjustments, and notes receipt of the Staff Separation Report, which will be made a part of the minutes of this

meeting. (Attachment #4)

**V. OPERATIONS MATTERS**

Dr. Brown-Glaude presented Agenda Item V (A) for ratification, which were second by Mr. Drennan. The items were ratified with Trustees Blake, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, Nespoli, and Puliti voting aye. Trustee Minus-Vincent abstained.

A) ADVISORY COMMISSION APPOINTMENT

BE IT RESOLVED, that this Board approves the appointment 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 #5)

Dr. Brown-Glaude presented Agenda Item V (B) and (C) for ratification, which were second by Ms. Delli Santi. The items were ratified with Trustees Blake, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, Nespoli, and Puliti voting aye. Trustee Minus-Vincent abstained.

B) JULY 2022 CLERY REPORT

The members of the Board noted receipt and review and ratified the July 2022 Clery Report, which is attached. (Attachment #6)

C) AUGUST 2022 CLERY REPORT

The members of the Board noted receipt and review and ratified the August 2022 Clery Report, which is attached. (Attachment #7)

**VI. OTHER MATTERS**

A) APPOINTMENT OF NOMINATING COMMITTEE

Chair Matzen appointed the Nominating Committee for the Board. Ms. Delli Santi will Chair the committee and Dr. Brown-Glaude and Dr. Mason will be members.

**VII. PRESIDENT'S UPDATE**

Dr. Preston provided an update on the new MCCC Town Hall (formerly PLT Forum), upcoming retreat for the leadership team, upcoming search for an Executive Director of Marketing & Communications, and new format of the President's Update.

**VIII. NEW JERSEY COUNCIL OF COUNTY COLLEGE'S REPORT**

Dr. Nespoli provided an update on three statewide issues important to NJ's community colleges:

- State Funding Formula – The NJCCC recently approved a new state funding formula for FY2023. Allocations to NJ's 18 community colleges were recently distributed.
- Trustee Leadership Academy – The first statewide NJ Community College Trustee Academy will be on November 19th at Middlesex County College. Recent legislation requires that new trustees attend this trustee training program, but it is open to all trustees.
- Rising Health Insurance Costs – NJ community colleges recently received word that health insurance costs for its employees will be rising sharply in January 2023 – 15 percent or more.



Possible remedies are being explored including legislative proposals. But it is unlikely that any of these potential remedies will occur in time to change the short-term impact that these rising health care costs will have on MCCC's budget and our employees.

**IX. CHAIR'S REPORT**

Chair Matzen introduced new Trustee Daryl Minus-Vincent and new Alumni Trustee Madelaine Benowitz.

BE IT RESOLVED, that this Board adjourned to Executive Session at 7:07 p.m. to discuss personnel matters. Circumstances under which these discussions will be disclosed to the public when necessary actions are taken at public session. There being no further public business to discuss, Mr. Drennan moved to adjourn the meeting. The motion was seconded by Ms. Delli Santi and passed unanimously. The public meeting adjourned at 7:08 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Deborah E. Preston". The signature is written in a cursive, flowing style.

Deborah E. Preston, Ph.D.  
President, Mercer County Community College



26-Aug-22

	<u>FY2023</u>		<u>Aug-22</u>	<u>Over/(Under)</u>	<u>Actual %</u>	<u>Expected %</u>	<u>Over/(Under)</u>
	<u>Annual Budget</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Used/Earned</u>	<u>Used/Earned</u>	<u>YTD Budget %</u>
<b>Revenues:</b>							
State of New Jersey	7,344,000	1,224,000	1,251,116	27,116	17.04%	16.67%	0.37%
Mercer County	18,963,840	3,160,640	1,397,938	(1,762,702)	7.37%	16.67%	-9.30%
Tuition & Fees Total	26,376,240	13,654,605	12,089,833	(1,564,772)	45.84%	51.77%	-5.93%
Non-Credit Tuition & Fees	450,000	75,000	111,854	36,854	24.86%	16.67%	8.19%
Other **	3,390,500	565,083	655,133	90,049	19.32%	16.67%	2.65%
<b>Total Revenue</b>	<b>56,524,580</b>	<b>18,679,328</b>	<b>15,505,873</b>	<b>(3,173,455)</b>	<b>27.43%</b>	<b>33.05%</b>	<b>-5.61%</b>
<b>Salaries - 59.28% of total Budget</b>	33,509,501	5,584,917	3,970,725	(1,614,192)	11.85%	16.67%	-4.82%
<b>Benefits - 20.75% of total Budget</b>	11,728,336	1,954,723	874,045	(1,080,677)	7.45%	16.67%	-9.22%
<b>Total Salary and Benefits - 80.03% of total Budget</b>	<b>45,237,837</b>	<b>7,539,640</b>	<b>4,844,770</b>	<b>(2,694,869)</b>	<b>10.71%</b>	<b>33.34%</b>	<b>-22.63%</b>
<i>- Salaries and Benefits allocated below</i>							
<b>Expenses:</b>							
Instruction	26,035,344	4,339,224	3,039,445	(1,299,779)	11.67%	16.67%	-5.00%
Academic Support	3,294,617	549,103	539,919	(9,184)	16.39%	16.67%	-0.28%
Student Services	5,322,559	887,093	488,438	(398,655)	9.18%	16.67%	-7.49%
Institutional Support	15,256,169	2,542,695	1,978,053	(564,641)	12.97%	16.67%	-3.70%
Plant Operations	6,615,891	1,102,649	454,135	(648,514)	6.86%	16.67%	-9.81%
	<b>56,524,580</b>	<b>9,420,763</b>	<b>6,499,990</b>	<b>(2,920,774)</b>	<b>11.50%</b>	<b>83.35%</b>	<b>-71.85%</b>
<i>KEY BUDGET ITEMS (included above):</i>							
Utilities	1,880,000	313,333	64,292	(249,041)	3.42%	16.67%	-13.25%
Custodial Contract	895,000	149,167	-	(149,167)	0.00%	16.67%	-16.67%
Maintenance, Grounds and Equipment	2,100,000	350,000	241,461	(108,539)	11.50%	16.67%	-5.17%
IT Management, Computer Software and Hardware	2,300,000	383,333	190,257	(193,076)	8.27%	16.67%	-8.40%
	<b>7,175,000</b>	<b>1,195,833</b>	<b>496,011</b>	<b>(699,823)</b>	<b>6.91%</b>	<b>66.68%</b>	<b>-59.77%</b>
<b>Total Expenditures</b>	<b>56,524,580</b>	<b>9,420,763</b>	<b>6,499,990</b>	<b>(2,920,774)</b>	<b>11.50%</b>	<b>16.67%</b>	<b>-5.17%</b>
<b>Surplus/(Deficit)</b>	<b>-</b>	<b>9,258,565</b>	<b>9,005,883</b>	<b>(252,682)</b>			
<b>Other Revenue Key Items:</b>							
WWFM Listener Donations	503,000	83,833	50,109	(33,725)	9.96%	16.67%	-6.71%
Conference Center and Food Commissions	174,600	29,100	12,498	(16,602)	7.16%	16.67%	-9.51%
Partner Schools (Rutgers, Felician, William Patterson, FD)	260,000	43,333	-	(43,333)	0.00%	16.67%	-16.67%
Mercer Institute	200,000	33,333	38,392	5,058	19.20%	16.67%	2.53%
Kelsey Theater	230,000	38,333	38,165	(169)	16.59%	16.67%	-0.08%
Tower Rentals	225,000	37,500	32,785	(4,715)	14.57%	16.67%	-2.10%
Facility Rentals	450,000	75,000	147,254	72,254	32.72%	16.67%	16.05%
Bookstore	150,000	25,000	-	(25,000)	0.00%	16.67%	-16.67%
Summer Camps (Tomato Patch/Athletics/Camp College)	500,000	500,000	197,426	(302,574)	39.49%	100.00%	-60.51%

**MERCER COUNTY COMMUNITY COLLEGE  
 FINANCE OFFICE**

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

		<b>TERM &amp; INTEREST</b>			
<u>DATE</u>	<u>SHORT TERM INVESTMENTS</u>	<u>RATE</u>	<u>DUE</u>	<u>AMOUNT</u>	
08/31/22	BANK OF PRINCETON	0.20%	N/A	3,588,945.12	
08/31/22	BANK OF PRINCETON	0.35%	7/23	536,265.60	
08/31/22	FIRST BANK	0.35%	N/A	1,047,937.03	
08/31/22	WELLS FARGO BANK BALANCE	0.25%	N/A	3,504,947.42	
08/31/22	CASH MANAGEMENT FUND-NJ	1.58%	N/A	<u>4,021,028.62</u>	
				<u>\$ 12,699,123.79</u>	*
	<b><u>LONG TERM INVESTMENTS</u></b>				
05/31/22	WELLS FARGO BANK - UNEMPLOYMENT TRUST	N/A		<u>\$ 510,465.32</u>	

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

MCCC PURCHASE ORDER REPORT  
\$7,500 - \$37,500  
Date of BOARD MEETING: September 15, 2022

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

PO#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
B7146	7/1/22	WB Mason Cranbury, NJ	\$1,000.00 \$4,000.00 \$3,000.00	10-07-01-03-301404-61020 10-07-03-03-301401-61620 10-07-01-03-301401-61020	ESCNJ #20/21-26
Office supplies.					
B7150	7/1/22	Sysco Philadelphia, PA	\$12,000.00	38-03-01-02-207005-61100	Exemption: Food
Supplies for Camp College.					
B7161	7/1/22	Myjove Cambridge, MA	\$10,000.00	10-04-01-02-200300-69724	Exemption: Library
Online library database.					
B7162	7/1/22	OCLC Online Computer Library Center Dublin, OH	\$7,673.41	10-04-01-02-200300-69724	Exemption: Library
Online library database.					
B7165	7/1/22	YBP Library Services Atlanta, GA	\$15,000.00	10-04-01-02-200300-61172	Exemption: Library
Online library resource database.					
B7186	7/1/22	New Directions Behavioral Health LLC Kansas City, NJ	\$14,576.64	10-06-01-03-301002-52107	Exemption: Professional Services
Employee Assistance Program FY 23.					
B7205	7/1/22	Home Depot Atlanta, GA	\$8,000.00	10-07-01-03-301401-61540	ESCNJ #18/19-35
Maintenance supplies FY 23.					
B7206	7/1/22	Dare Living Assoc. Franklinville, NJ	\$21,310.12	10-07-01-03-301401-61540	MCCC RFQ #2143
Road sweeping services FY23.					

P15473 7/1/22 Proquest LLC \$11,597.18 10-04-01-02-200300-69724 Exemption: Library  
Ann Arbor, MI

Search engine on library home page.

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P15473 7/1/22 Middle States \$13,705.00 10-06-01-03-301001-60001 Exemption: Professional Services  
Commission on  
Higher Education  
Philadelphia, PA

Annual membership dues.

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B7227 7/5/22 Pottery Kiln \$10,400.00 38-03-01-02-207005-64206 Exemption: Professional Services  
West Windsor, NJ

Instructor for Camp College.

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B7228 7/5/22 Magic Glass Art \$25,000.00 38-03-01-02-207005-64206 Exemption: Professional Services  
Kintnersville, PA

Instructors for Camp College.

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B7255 7/5/22 Fyr-Fyter Sales \$30,000.00 10-07-01-03-301401-68550 MC #CK09Mercer2021-11  
Pennington, NJ

Fire extinguisher and suppression testing FY23.

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B7256 7/5/22 SiteOne Landscape \$8,000.00 10-07-01-03-301401-69350 MC #CK09Mercer2021-13  
Supply  
Robbinsville, NJ

Landscaping supplies FY23.

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B7258 7/5/22 Sunbelt Rentals \$8,000.00 10-07-01-03-301401-69350 GSA #GS-21F-0028T  
Fort Mill, SC

Backhoe rentals FY23.

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B7261 7/5/22 TruGreen \$36,541.84 10-07-01-03-301401-68550 MCCC RFQ #2237  
Partnership  
Thorofare, NJ

Lawn fertilization service FY23.

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B7268 7/5/22 Magic Touch \$17,000.00 10-07-01-03-301401-68550 ESCNJ # 20/21-18  
Construction  
Keyport, NJ

Sewer pipe cleaning FY23.

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B7276 7/5/22 Marks Plumbing \$12,000.00 10-07-01-03-301401-61540 GSA #GS-07F-0342U  
Parts  
Ft. Worth, TX

Plumbing supplies FY23.

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B7336	7/6/22	Wegmans Food Markets Inc. Rochester, NY	\$9,000.00	10-01-01-02-202604-61200	Exemption: Food
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Food for HRIM program.

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P15480	7/7/22	Ditschman Flemington Ford Flemington, NJ	\$27,372.00	10-07-01-03-301406-72100	MCCC RFQ #2302
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2022 Ford Ecosport for Facility department.

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B7302	7/7/22	SSC Inc. Shelton, CT	\$27,000.00	10-06-01-06-600100-66110	Exemption: Professional Services
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Background Investigations for Human Resources.

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B7337	7/7/22	Atlas Elevator Barnegat, NJ	\$19,080.00	10-07-01-03-301401-68550	MCCC RFQ #2121
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Elevator maintenance FY23.

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B7339	7/7/22	Cintas Philadelphia, PA	\$16,000.00 \$ 6,500.00	10-07-01-03-301401-61610 10-07-01-03-301401-68550	OMNIA #R-BB-19002
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Uniform and building entrance mats FY23.

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B7341	7/7/22	Riggins Millville, NJ	\$25,000.00	10-07-01-03-301406-69821	NJSC #19-Fleet-00696
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Gasoline and diesel fuel FY23.

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B7353	7/7/22	Edward Don & Co. Westampton, NJ	\$8,000.00	10-01-01-02-202604-61200	Exemption: Food
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Food supplies for HRIM program FY23.

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P15487	7/8/22	American Board Funeral Service Education Inc. Woodbury Heights, NJ	\$7,500.00	10-01-01-02-203006-60001	Exemption: Professional Services
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Accreditation renewal FY23.

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B7364	7/8/22	Follett Higher Education Group Westchester, IL	\$12,000.00	22-01-01-04-302013-60451	Exemption: Textbooks
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Textbooks for EOF students. Paid by EOF grant.

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P15519	7/11/22	Effectv Boston, MA	\$19,997.00	10-06-01-05-500120-66350	Exemption: Advertising
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TV commercials for enrollment.

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P15520 7/11/22 Kyocera Document Solutions America Inc. \$13,079.10 10-06-01-03-301001-69350 ESCNJ #G2075  
Fairfield, NJ

One quarter lease payment for copier fleet (July 1 – September 30, 2022)

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B7399 7/11/22 WW Grainger Inc. \$1,000.00 10-07-01-03-301401-61520 NJSC #19-Fleet-00566  
Trenton, NJ \$2,000.00 10-07-01-03-301406-69820  
\$2,000.00 10-07-01-03-301401-61550  
\$1,000.00 10-07-01-03-301401-61540  
\$7,000.00 10-07-01-03-301401-61530  
\$1,000.00 10-07-01-03-301401-61511  
\$2,000.00 10-07-01-03-301401-61510  
\$6,000.00 10-07-01-03-301401-61500  
\$4,000.00 10-07-01-03-301401-61401

Maintenance supplies FY23.

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P15524 7/12/22 KFT Fire Trainer \$21,569.0 37-09-04-02-203009-64110 Sole Source  
Allendale, NJ

Training for Mercer County Fire Academy.

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B7412 7/13/22 30 Bird Media \$10,000.00 38-03-01-02-207004-61100 Exemption: Textbooks  
Columbia, MD

Textbooks for Mercer Institute. Paid by student fees.

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B7413 7/13/22 Builders Training Resource LLC \$9,000.00 38-03-01-02-207004-64206 Exemption: Professional Services  
Hamilton, NJ

Instructional services for Mercer Institute. Paid by student fees.

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B7414 7/13/22 On-Site Training Company \$8,000.00 38-03-01-02-207004-64206 Exemption: Professional Services  
Williamstown, NJ

Instructional services for Mercer Institute. Paid by student fees.

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B7415 7/13/22 Personal Development Solutions LLC \$8,000.00 38-03-01-02-207004-64206 Exemption: Professional Services  
Montclair, NJ

Instructional services for Mercer Institute. Paid by student fees.

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B7417 7/13/22 Philips Healthcare \$7,719.00 10-01-01-02-206220-69340 Proprietary  
Andover, MA

Annual service contract for Radiography equipment.

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B7418 7/13/22 Galls LLC \$10,000.00 10-06-01-03-301407-61610 NJSC #20-FOOD-00904  
Chicago, IL

Security uniforms.

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B7424	7/15/22	Atlantic City Electric Philadelphia, PA	\$14,000.00	32-03-01-03-301501-68110	Exemption: Public Utility
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Electric power delivery for WWFM-Cape May station. Paid by membership fees.

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P15541	7/15/22	Craftmaster Hardware LLC Northvale, NJ	\$27,500.00	10-07-01-03-301401-61520	ESCNJ #30/21-08
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Door lock replacement as part of college-wide safety project.

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B7426	7/18/22	Marshall, Dennehey, Warner, Coleman, Goggin Cherry Hill, NJ	\$35,000.00	10-06-01-03-301001-64105	Exemption: Professional Services
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Legal services.

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B7429	7/18/22	Lamp Safe LLC Cherry Hill, NJ	\$10,000.00	10-07-01-03-301401-68141	MCCC RFQ #2133
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Recycling of lightbulbs and ballasts FY23.

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B7430	7/18/22	Pullens Garage Hamilton, NJ	\$10,000.00	10-07-01-03-301406-69820	MCCC RFQ #2130
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Vehicle repairs FY23.

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B7431	7/18/22	Graybar Electric Newark, NJ	\$10,000.00	10-07-01-03-301401-61550	NJSC #85151
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Electrical supplies FY23.

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B7435	7/18/22	FW Webb Db a Lincoln Supply Bedford, MA	\$10,000.00	10-07-01-03-301401-61540	HCESC #CAT-19-09
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Plumbing supplies FY23.

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B7439	7/19/22	EBSCO Information Systems Dallas, TX	\$7,556.90	10-04-01-02-200300-60002	Exemption: Textbooks
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Subscriptions for Library.

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B7440	7/20/22	Leadgood LLC Pennington, NJ	\$35,000.00	10-06-01-06-600100-64110	Exemption: Consulting Services
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Investigations for Human Resources FY23.

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B7443	7/20/22	Root 24 Hours Plumbing Inc. Camden, NJ	\$17,122.50	10-07-01-03-301401-68550	Emergency Declaration
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Emergency sewer pumping.

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B7445 7/20/22 NASCO \$10,000.00 10-01-01-02-206100-61101 NJCC JPC #FY22NJ-19  
Ft. Atkinson, WI

Anatomy supplies for students FY23.

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P15577 7/20/22 Cranbury Buick \$33,532.50 10-07-01-03-301406-72100 MCCC RFQ #2301  
GMC  
Cranbury, NJ

2022 GMC Terrain for Maintenance department.

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P15582 7/21/22 Insight Public \$34,999.99 10-01-01-03-301302-69724 NJSC #T3121/20-TELE-01512  
Sector Inc.  
Tempe, AZ

KACE ticketing system for IT help desk.

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P15583 7/22/22 Blackbaud Inc. \$24,322.05 10-01-01-03-301304-69713 Exemption: Proprietary  
Charleston, SC

Software renewal for phones.

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P15584 7/22/22 Accelerated \$15,500.00 10-01-01-03-301304-69713 Exemption: Proprietary  
Information Systems  
Hicksville, NY

Software renewal for HelloSign.

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B7452 7/22/22 Industrial \$13,000.00 32-03-01-03-301501-64106 Sole Source  
Communications  
Easton, PA

Tower site leases for WWFM. Paid by WWFM listener donations.

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B7455 7/22/22 Honeywell \$17,000.00 10-07-01-03-301401-68550 Exemption: Proprietary  
International Inc.  
Mt. Laurel, NJ

HVAC Maintenance and materials FY23.

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B7456 7/25/22 Tri State LED \$30,000.00 70-07-01G-03-701509-76101 ESCNJ #18/19-39  
Greenwich, CT

Gym and Conference Center lighting project. Paid by NJ Chapter 12 funds.

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B7464 7/26/22 Engle Printing \$9,000.00 61-05-01-04-403033-65010 MCCC RFQ #2305  
Publishing  
Mount Joy, PA

College Voice newspaper printing FY23.

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B7482 7/28/22 US Foods Inc. \$25,000.00 34-09-01-03-301601-61255 Exemption: Food  
Bridgeport, NJ

Groceries for Conference Center FY23.

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B7483	7/28/22	International Produce Windsor, NJ	\$10,000.00	34-09-01-03-301601-61255	Exemption: Food
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Groceries for Conference Center FY23.

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B7485	7/28/22	Radio Visions Toms River, NJ	\$20,000.00	32-03-01-03-301501-64106	Exemption: Professional Services
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Engineering services for WWFM. Paid by WWFM listener donations.

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P15599	7/28/22	Thomas/Boyd Communications Moorestown, NJ	\$10,000.00	10-06-01-05-500120-64110	Exemption: Advertising
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Public relations services.

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P15601	7/28/22	Allegra Princeton Cranbury, NJ	\$9,319.00	10-06-01-05-500120-6010	ESCNJ #21/22-2
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Lifelong Learning programs advertising.

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P15612	7/29/22	Imbue Creative Lambertville, NJ	\$37,499.00	10-06-01-05-500120-66350	Exemption: Advertising
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Social media/Digital marketing.

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P15623	8/3/22	Digital Desk San Antonio, TX	\$11,050.00	10-01-01-03-301304-69713	Proprietary
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Test Center software.

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P15632	8/3/22	Jersey Mail System Freehold, NJ	\$20,562.00	10-07-01-03-301404-69330	NJSC #19-GNSV2-00680
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Lease and maintenance for mailing equipment and software FY23.

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B7520	8/3/22	Trenton Water Works Newark, NJ	\$35,000.00	10-07-02-03-301402-68130	Exemption: Utility
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Water service FY23.

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B7524	8/3/22	Heath Lumber Ewing, NJ	\$18,000.00	10-07-01-03-301401-61500	Mercer County #CK09MERCER2022-02B
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Lumber supplies FY23.

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B7525	8/3/22	Herc Rentals Inc. East Brunswick, NJ	\$20,000.00	10-07-01-03-301401-69350	GSA #GS-21F-0020T
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Construction lift rentals by Facilities department FY23.

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B7527	8/3/22	Hogan Security Group LLC Pennington, NJ	\$35,000.00	70-07-01-03-701528-76101	HCC Contract #203
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Locksmith supplies FY23. Paid by NJ Chapter 12.

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B7528	8/3/22	Cengage Learning Farmington Hills, MI	\$13,361.83	10-04-01-02-200300-61171	Exemption: Library
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Online literature resource FY23.

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P15648	8/8/22	Pipe Craft Inc. Belle Mead, NJ	\$8,298.00	10-07-01-03-301401-61530	Emergency Declaration
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HVAC piping repairs.

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P15650	8/8/22	Ricoh USA Philadelphia, PA	\$18,899.40	10-07-01-03-301404-69330	Proprietary
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Cloud software for production printing equipment in Print Shop.

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B7531	8/8/22	Exude Human Capital Consulting LLC Philadelphia, PA	\$24,120.00	10-06-01-06-600100-64110	Exemption: Consulting Service
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Recruitment service for Human Resources.

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B7532	8/8/22	Broudy Precision Westville, NJ	\$10,000.00	10-07-01-03-301401-61530	MCCC RFQ #2210
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HVAC supplies FY23.

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B7540	8/9/22	22 <sup>nd</sup> Century Technologies Inc. Princeton, NJ	\$20,000.00	10-06-01-03-301200-64105	NJSC #18-GMSV2-00348
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Recruitment services.

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P15660	8/9/22	Craftmaster Hardware LLC Northvale, NJ	\$27,500.00	10-07-01-03-301401-61520	ESCNJ #30/21-08
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Door locks replacement as part of college-wide safety project.

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P15664	8/11/22	Wenger Owatonna, MN	\$31,850.56	70-07-01-03-700102-69320	Omnia #R191204
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Portable stage for Music department. Paid by NJ Chapter 12.

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P15671	8/11/22	Presidio Network Solutions LLC Iselin, NJ	\$9,978.75	10-01-0103-301303-69612	NJSC #21-TELE-01506
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Data Center engineering.

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B7548	8/11/22	Sherwin Williams Hamilton, NJ	\$21,000.00 \$16,000.00	70-07-01-03-700102-69320 10-07-01-03-301401-61580	ESCNJ #19/20-14
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Painting supplies FY23.

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B7549	8/11/22	Open Systems Integrators Hamilton, NJ	\$10,000.00	10-07-01-03-301401-68550	ESCNJ #19/20-38
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Fire alarm repair and monitoring FY23.

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B7552	8/11/22	HD Supply Inc. Atlanta, GA	\$10,000.00	10-07-01-03-301401-61510	Omnia #16154
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Building and hardware supplies FY23.

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B7555	8/15/22	Follett Higher Education Group Westchester, IL	\$24,000.00	22-06-01-03-301017-61172	MCCC RFP #1154
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Books for OMIC program. Paid by GEERF-II funding.

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B7556	8/15/22	Eastern Armored Services Inc. Trenton, NJ	\$9,000.00	10-06-01-03-301001-64310	MCCC RFQ #2159
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Armored car service FY23.

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B7559	8/15/22	ECMC St. Paul, MN	\$10,500.00	10-05-01-04-400120-64105	Exemption: Professional Services
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Financial Aid default prevention FY23.

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B7560	8/15/22	Thomson Reuters St. Paul, MN	\$26,000.00	10-04-01-02-200300-69724	Exemption: Library
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Paralegal and legal databases for Library FY23.

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P15688	8/15/22	NJEdge Net Newark, NJ	\$8,817.00	10-06-01-03-301001-60001	NJEDGE Consortium
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NJ Transfer Student Assessment.

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P15696	8/16/22	Parchment Inc. Scottsdale, AZ	\$13,125.00	10-06-01-03-301001-63100	Exemption: Graduation
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Diploma services FY23.

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P15697	8/16/22	Global Industrial Port Washington, NY	\$10,544.24	70-07-01-03-701516-76101	TIPS #200301
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Water bottle refilling stations. Paid by NJ Chapter 12.

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P15698 8/16/22 NJEdge Net \$9,495.00 21-01-01-02-302059-64105 NJEDGE Consortium  
Newark, NJ

Blackboard software license and maintenance FY23. Paid by Title III funding.

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P15699 8/16/22 SHI International \$12,402.00 10-05-01-04-400110-69741 NJEDGE Consortium  
Somerset, NJ

One-Stop Center appointment software.

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B7571 8/18/22 Annual Registration \$8,000.00 32-03-01-03-301501-66550 Exemption: Professional Services  
Management Services  
Duluth, GA

Charitable registration for MCCC Foundation. Paid by WWFM donations.

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B7572 8/18/22 Susan K.Perkins LLC \$35,000.00 10-06-01-03-301001-64102 Exemption: Professional Services  
Skillman, NJ

Financial professional services FY23.

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P15721 8/18/22 NJ Sports \$10,860.00 61-05-01-04-402004-64110 NJJPC #21/22-Q-1337  
Assigning Bureau  
Pluckemin, NJ

Referee Fees for Soccer season. Paid by Athletic fees.

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P15741 8/23/22 Virginia Repertory \$12,754.00 33-03-01-02-209001-64550 Exemption: Entertainment  
Theatre  
Richmond, VA

Kelsey theatre touring company fees. Paid by theatre fees.

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P15754 8/25/22 Marks Plumbing \$9,030.30 70-07-01-03-701516-76101 GSA #GS-07F-0342U  
Parts  
Ft. Worth, TX

Handicapped Accessible water bottle filling station. Paid by NJ Chapter 12.

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P15755 8/25/22 Global Industrial \$17,093.00 10-07-0-03-301401-61030 TIPS #200301  
Port Washington, NY

Outdoor trash containers.

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P15761 8/25/22 Ampla Marketing \$37,100.00 10-06-01-05-500120-66350 Exemption: Professional Services  
Business Consulting Inc.  
Decatur, GA

Marketing services Sept. 2022-Feb. 2023.

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B7596 8/26/22 Ampro \$8,126.50 61-05-01-04-402001-61385 NJCCC #20/21-B-1020  
Primos, PA

Baseball clothing and supplies. Paid by Athletic fees.

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Attachment #4

**Human Resources Office****August 31, 2022****To: Deborah Preston, Ph.D.****From: Barbara Basel, Vice President for Human Resources****Date: August 31, 2022****Re: Ratification of Appointments**

The following appointments have been made since July 21, 2022.

Effective Date of /Hire	Department	Name	Title	Salary	Range	FLSA
8/8/2022	Academic Affairs / Liberal Arts	Lyndsey Goehrig	Executive Assistant	\$53,000	\$37,728 - \$67,440	Non-Exempt
8/8/2022	Human Resources	Catherine Roberts	Administrative Specialist II	\$47,198	\$35,295 - \$61,345	Non-Exempt
8/8/2022	Academic Affairs / Student Records	Lauren Williams	Administrative Specialist II	\$41,295	\$35,295 - \$61,345	Non-Exempt
08/08/2022	Facilities & College Safety	Brian Gorman	Security Officer II	\$39,520	\$31,200 - \$65,863	Non-Exempt
08/08/22	Facilities & College Safety	Christopher Rowe	Security Officer III	\$43,680	\$31,200 - \$70,297	Non-Exempt
08/22/2022	EMSE/Financial Aid	Vanessa Reyes	Administrative Specialist II	40,040	\$35,295 - \$61,345	Non-Exempt
8/22/2022	Facilities & College Safety	Jenjenio Conserve	Maintenance II	\$41,600	\$31,200 - \$59,840	Non-Exempt
8/22/2022	Facilities & College Safety	Christian Martz	Maintenance II	\$47,008	\$31,200 - \$59,840	Non-Exempt

8/22/2022	Academic Affairs / Student Records	Kayla M. Garrett	Coordinator, Student Records and Intake Registration	\$50,000	\$42,295 - \$79,135	Exempt
8/22/2022	Academic Affairs / IOESS/CRC	Michelle Pierson	Success Coach, Title III	\$50,000	\$42,295 - \$79,135	Exempt
08/29/2022	President's Office	Lynnette McCarthy	Special Assistant to the President & Liaison to the Board of Trustees	\$84,000	\$54,110 – \$108,797	Exempt
9/6/2022	Student Affairs/ Counseling	Kristen Alestra	Licensed Counselor	\$75,000	\$54,110 – \$108,797	Exempt

*Human Resources Office**August 31, 2022*


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**To:** Deborah Preston, PhD., President  
**From:** Barbara Basel, Vice President for Human Resources  
**Date:** September 2, 2022  
**Re:** Promotions/Reclassifications

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The following Promotions/Reclassifications have been made since July 21, 2022.

Effective Date of Promotion/ Salary Adjustment	Department	Name	Current Title	Current Base Salary	Adjusted Base Salary
08/5/2022	Finance & Administration	Lucia Brown-Joseph	Bursar to Director, Student Accounts	\$72,925.00	\$85,000



**Human Resources Office****August 31, 2022****To: Deborah Preston, Ph.D., President****From: Barbara Basel, Vice President for Human Resources****Date: August 31, 2022****Re: Ratification of Stipends**

The following stipends have been made since July 21, 2022.

Effective Date of Stipend	Department	Name	Title	Annual Stipend Based on Additional Duties	Purpose
07/01/2022 – 6/30/2023	Math, Science & Health Profession	Elizabeth Mizerek	Director of Nursing	\$500 per month	Additional duties related to Title IX Coordinator.
7/1/2022 – 6/30/2022	Human Resources	Carol Sanderson	Administrative Specialist II	\$166.31 bi-weekly	Additional duties for several vacancies in the department.
5/9/2022 – 9/19/2022	Academic Affairs	Leslie Miller	Executive Assistant	\$232.35 bi-weekly	Additional duties for employee on medical leave.
06/26/2022 – 9/30/2022	College Advancement	Cheryl McCormick	Development Specialist & Foundation Scholarship Manager	\$257.00 bi-weekly	Additional duties for vacancies in the department.
07/25/2022 – 12/22/2022	VIP & Gear Up Grants	Darius Dove	Director of VIP Programs	\$128.42 bi-weekly	Additional duties for vacancies in the department.




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**Human Resources Office**


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**To:** Deborah Preston, PhD., President  
**From:** Barbara Basel, Vice President for Human Resources  
**Date:** July 15, 2022  
**Re:** Contractual Obligations

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Per the Collective Bargaining Agreement with AFSCME Local 2473 , Article 4, **Pay Scales and Rates of Pay**, Section 2: **Promotions/Merit Increases**, the following Contractual Obligations pay increases have been made since July 1, 2022.

Effective Date of Promotion/ Salary Adjustment	Department	Name	Current Title	Current Base Salary	Adjusted Base Salary
07/01/2022	Finance – Facilities & College Safety	Steven M Frustaci	Team Leader – Security Officer III	\$40,455.00 Inclusive of longevity	\$41,445.00 Inclusive of longevity
07/01/2022	Finance – Facilities & College Safety	Hope L Jarvis	Team Leader – Security Officer III	\$40,975.00 Inclusive of longevity	\$41,975.00 Inclusive of longevity
07/01/2022	Finance – Facilities & College Safety	Kenneth Melkonich	Craftsman - Electrician	\$ 73,229.00	\$ 74,229.00
07/01/2022	Finance – Facilities & College Safety	William V Peroni	Document Technician	\$49,725.00 Inclusive of longevity	\$50,725.00 Inclusive of longevity

**Human Resources****August 5, 2022**

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

<b>Date</b>	<b>Name</b>	<b>Title</b>	<b>Division</b>	<b>Type*</b>
07/01/2022	Laura Richards	Director of Development and, College Advancement Alumni Relations		RS
07/01/2022	Barry Jarvis-Smith	Security Officer I,	College Safety	RS
07/08/2022	Christopher Taylor	Administrative Specialist,	Liberal Arts	TR
07/21/2022	Mark White	Security Officer II,	College Safety	RS
07/21/2022	Isaiah White	Director Gear Up,	JKC	RS
07/22/2022	Beth Brower	Special Assistant to President and Board of Trustees		RS
07/29/2022	Marinela Barbu	Senior Technical Support Specialist,	IT-User Services	RS
07/31/2022	Jianping Wang	President	President's Office	RT

\*  
**RS** - Resignation  
**TR** - Termination  
**GE** - Grant Ended  
**RT** - Retired  
**CNR** - Contract Not Renewed

**Human Resources****September 5, 2022**

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

<b>Date</b>	<b>Name</b>	<b>Title</b>	<b>Division</b>	<b>Type*</b>
08/31/2022	Francis Paixao	Director for Marketing and Publications, College Advancement		RT
08/31/2022	Elizabeth Smith	Senior Administrative Specialist, IOESS Lifelong Learning		RT
08/31/2022	Kathryn Pinner	Coordinator, Technical Theater, Kelsey Theater		RT
08/31/2022	Winifred Howard,	Jazz Program Manager, WWFM		RT

\*  
**RS - Resignation**  
**TR - Termination**  
**GE - Grant Ended**  
**RT - Retired**  
**CNR - Contract Not Renewed**



*Academic Affairs*

*August 8, 2022*

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**To:** Dr. Deborah Preston, President

**From:** Dr. Robert J. Schreyer, Vice President Academic Affairs 

**Subject:** **Advisory Commission – Visual Arts**

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In agreement with the recommendations of Dr. Robert Kleinschmidt, Dean of Liberal Arts Division, I am pleased to recommend the following Advisory Commission Re-Appointment to expire in three (3) years on June 30, 2025:

- JIM LEBBAD



**ADVISORY COMMISSION  
 RECOMMENDATION FOR *REAPPOINTMENT***

<b>COMMISSION:</b> VISUAL ARTS ADVISORY COMMISSION	
<b>NOMINEE:</b> JIM LEBBAD	
HOME ADDRESS: 26 SEABROOK ROAD	EMAIL ADDRESS: JIM@LEBBADDESIGN.COM
Stockton, NJ 08559	TELEPHONE: 609-462-1796
BUSINESS NAME: LEBBAD DESIGN	TELEPHONE:
BUSINESS ADDRESS: SAME AS ABOVE	EDUCATION: BFA KUTZTOWN UNIVERSITY
OCCUPATION: GRAPHIC DESIGNER	
EXPERIENCE: ART DIRECTOR BERKLEY PUBLISHING / OWNER LEBBAD DESIGNS	
INTERESTS: MUSIC, DRUMS, RUNNING	
REASON FOR WANTING TO SERVE: TO HELP OUT THE COLLEGE WHEN I CAN WITH MY EXPERIENCE.	
<b>CATEGORY:</b> (CHECK ALL THAT APPLY)  <input type="checkbox"/> ALUMNI/STUDENT <input type="checkbox"/> BUSINESS/INDUSTRY <input type="checkbox"/> EDUCATORS FROM OTHER INSTITUTIONS	

TERM IN YEAR(S) 3 TO EXPIRE ON 6/30/2025

REPLACEMENT FOR:

ORIGINALLY RECOMMENDED BY: TINA LAPLACA

APPROVED:	<u>Robert Kleinschmidt</u>	<u>07 / 13 / 2022</u>
	DIVISION DEAN	DATE
	<u>[Signature]</u>	<u>08 / 05 / 2022</u>
	VP ACADEMIC AFFAIRS	DATE
	<u>[Signature]</u>	<u>08 / 09 / 2022</u>
	PRESIDENT	DATE

BOARD MEETING DATE: September 15, 2022

**Advisory Commission Data**

First	Last	Title	Comm	Company	Address	Email	Exp	Comments	Gender	Race
Jim	Lebbad	Graphic Designer	Visual Arts	Lebbad Design	26 Seabrook Road Stockton, NJ 08559	<a href="mailto:Jim@lebbadesign.com">Jim@lebbadesign.com</a>	6/30/22	New 2019	M	W



To: Dr. Tonia Perry-Conley,  
Acting Vice President- Student Affairs

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

Date: August 01, 2022

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

Dr. Conley,

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

For the calendar month of July 2022, there were no Reportable Offense-Crime(s), fires, and other emergencies that occurred on campus during the reporting period as recorded by campus security.

End of report



Attachment #7



To: Dr. Tonia Perry-Conley,  
Acting Vice President- Student Affairs

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

Date: September 02, 2022

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

Dr. Conley,

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

For the calendar month of August 2022, there were no Reportable Offense-Crime(s), fires, and other emergencies that occurred on campus during the reporting period as recorded by campus security.

End of report