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Meeting Minutes 08/19/2022  
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**MERCER COUNTY COMMUNITY COLLEGE**

Minutes of the 689<sup>th</sup> Meeting  
of the Board of Trustees  
August 19, 2022

The meeting was called to order by Chair Mark Matzen at 9:04 a.m. at the Mercer County Community College Conference Center, West Windsor Campus. In addition to the Chair, the following members were in attendance: Angela Delli Santi, Kevin Drennan, Kristin Appelget, Blanca Berrios-Ohler, Julie Blake, Shannon Mason, Ph.D., Lawrence A. Nespoli, D.Ed., and Greg Puliti. Winnifred Brown-Glaude, Ph.D joined the meeting following the voting items. Also in attendance were Deborah E. Preston, Ph.D. - MCCC President, Barbara Basel, MCCC Vice President of Human Resources, Laura Schepps, MCCC Vice President of Finance & Administration, and 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 Appelget, Berrios-Ohler, Blake, Mason, Nespoli, and Puliti voting aye.

D) PUBLIC COMMENT

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

**II. FINANCE & FACILITIES MATTERS**

Mr. Drennan presented Agenda Items II (A) for ratification, which were second by Ms. Delli Santi. The items were ratified with Trustees Appelget, Berrios-Ohler, Blake, Mason, Nespoli, and Puliti voting aye.

A. GRANT APPLICATION HIGHER EDUCATION FACILITIES TRUST FUND

INFORMATION TECHNOLOGY PROJECT

WHEREAS, the Board of Trustees (the "Board") of Mercer County Community College (the "College") desires to approve the undertaking and implementation of the Information Technology Project (the "Project") consisting of upgrades and replacements of information technology equipment; and

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WHEREAS, that this Board commits to using the grant funds for the purposes set forth in the Program-specific Project Eligibility Criteria; and

WHEREAS, that this Board desires to approve the aggregate costs of the Project paid through the Program in an amount not to exceed \$7,900,861.00; and

WHEREAS, the Programs are the Higher Education Fund Capital Improvement Fund Act, N.J.S.A. 18A:72A72 et seq. ("CIF"); the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. ("HEFT"); the Higher Education Technology Infrastructure Trust Fund Act, N.J.S.A. 18A:72A-59 et seq. ("HETI"); and the Higher Education Equipment Leasing Fund Act, N.J.S.A. 18A:72A-40 et seq. ("ELF");

WHEREAS, that this Board has determined that the Project will assist in serving the needs of its students and providing a benefit to the College; and

WHEREAS, that this Board desires to approve financing all of the Project through HEFT; and

WHEREAS, that this Board wishes to approve the form of the Application to be submitted to the Secretary of Higher Education (the "Secretary") for the Proposed Programs for the Project, and to designate and authorize officer(s) of the College to take necessary and desirable actions to undertake, implement and submit to the Secretary the Application for the Project; and

WHEREAS, that this Board hereby approved at the November 2021 BOT Meeting the Facilities Master Plan Update of the College in the form attached hereto as Exhibit A and authorizes and directs the officer(s) designated in this resolution to include the Facilities Master Plan Update of the College in the Application approved herein; and

NOW, THEREFORE, BE IT RESOLVED, that this Board, as follows:

SECTION 1. The Board approves the Project and authorizes the undertaking and implementation of the Project in a maximum aggregate amount not to exceed \$7,900,861.00. [The Board approved at the November 2021 BOT Meeting the Facilities Master Plan Update of the College in the form attached hereto as Exhibit A].

SECTION 2. The Board approves the financing of the Project through HEFT. The Board approves the Application for funding of the Project through such Program[s] in the form submitted to the Board and authorizes and directs the herein defined Designated Officer to submit such Application to the Secretary with such changes, modifications and additions as are approved by the Designated Officer and such changes, modifications and additions shall be conclusively evidenced by the submission of the Application to the Secretary.

[The Board expressly directs and authorizes the Designated Officer to submit the Facilities Master Plan Update in the Application for HEFT for which it is required.]

The Board acknowledges and agrees that approval of the Application and receipt of

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funds pursuant to HEFT will obligate the College to fulfill other conditions imposed under HEFT, and hereby directs and authorizes the Designated Officer to certify such acknowledgement and agreement as part of the submitted Application. The Designated Officer is hereby authorized and directed to fulfill all conditions of HEFT including without limitation providing for the operation and maintenance of the Project.

SECTION 3. The President (an "Authorized Officer") is hereby authorized and directed to approve, execute and deliver any and all agreements necessary to undertake and implement the Project. The Authorized Officer is further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate to implement the purposes of this resolution to undertake and implement the Project.

BE IT FURTHER RESOLVED: That no further approvals by this Board are necessary to implement this Resolution

#### HVAC PROJECT

WHEREAS, the Board of Trustees (the "Board") of Mercer County Community College (the "College") desires to approve the undertaking and implementation of the HVAC Project (the "Project") consisting of heating, ventilation and air-conditioning upgrades/replacements; and

WHEREAS, that this Board commits to using the grant funds for the purposes set forth in the Program-specific Project Eligibility Criteria; and

WHEREAS, that this Board desires to approve the aggregate costs of the Project paid through the Program in an amount not to exceed \$16,818,600.00; and

WHEREAS, the Programs are the Higher Education Fund Capital Improvement Fund Act, N.J.S.A. 18A:72A72 et seq. ("CIF"); the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. ("HEFT"); the Higher Education Technology Infrastructure Trust Fund Act, N.J.S.A. 18A:72A-59 et seq. ("HETI"); and the Higher Education Equipment Leasing Fund Act, N.J.S.A. 18A:72A-40 et seq. ("ELF");

WHEREAS, that this Board has determined that the Project will assist in serving the needs of its students and providing a benefit to the College; and

WHEREAS, that this Board desires to approve financing all of the Project through HEFT; and

WHEREAS, that this Board wishes to approve the form of the Application to be submitted to the Secretary of Higher Education (the "Secretary") for the Proposed Programs for the Project, and to designate and authorize officer(s) of the College to take necessary and desirable actions to undertake, implement and submit to the Secretary the Application for the Project; and

WHEREAS, that this Board hereby approved at the November 2021 BOT Meeting the Facilities Master Plan Update of the College in the form attached hereto as Exhibit A and authorizes and directs the officer(s) designated in this resolution to include the Facilities Master Plan Update of the College in the Application approved herein; and

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NOW, THEREFORE, BE IT RESOLVED, that this Board, as follows:

SECTION 1. The Board approves the Project and authorizes the undertaking and implementation of the Project in a maximum aggregate amount not to exceed \$16,818,600.00.

[The Board approved at the November 2021 BOT Meeting the Facilities Master Plan Update of the College in the form attached hereto as Exhibit A].

SECTION 2. The Board approves the financing of the Project through HEFT. The Board approves the Application for funding of the Project through such Program[s] in the form submitted to the Board and authorizes and directs the herein defined Designated Officer to submit such Application to the Secretary with such changes, modifications and additions as are approved by the Designated Officer and such changes, modifications and additions shall be conclusively evidenced by the submission of the Application to the Secretary.

[The Board expressly directs and authorizes the Designated Officer to submit the Facilities Master Plan Update in the Application for HEFT for which it is required.]

The Board acknowledges and agrees that approval of the Application and receipt of funds pursuant to HEFT will obligate the College to fulfill other conditions imposed under HEFT, and hereby directs and authorizes the Designated Officer to certify such acknowledgement and agreement as part of the submitted Application. The Designated Officer is hereby authorized and directed to fulfill all conditions of HEFT including without limitation providing for the operation and maintenance of the Project.

SECTION 3. The President (an "Authorized Officer") is hereby authorized and directed to approve, execute and deliver any and all agreements necessary to undertake and implement the Project. The Authorized Officer is further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate to implement the purposes of this resolution to undertake and implement the Project.

BE IT FURTHER RESOLVED: That no further approvals by this Board are necessary to implement this Resolution.

**III. HUMAN RESOURCE MATTERS**

Ms. Berrios-Ohler presented Agenda Item III (A) which was seconded by Mr. Puliti. The item passed with the Trustees Appleget, Berrios-Ohler, Blake, Mason, Nespola, and Puliti voting aye.

A) RATIFICATION OF APPOINTMENTS, RATIFICATION OF APPOINTMENTS, RECLASSIFICATIONS, PROMOTIONS, STIPENDS, EQUITY ADJUSTMENTS AND RECEIPT OF 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

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Staff Separation Report, which will be made a part of the minutes of this meeting.  
(Attachment #1)

DISCUSSION: Ms. Mason asked why the three faculty appointments needed to be acted on in August. Mr. Drennan also wanted to understand why the action needed to be taken now and not at the September meeting. Dr. Preston explained that the faculty members' benefits would be significantly delayed if the date of hiring occurred after the first day of the academic year. Mr. Lattiboudere explained that many school districts ratified faculty appointments after the employees and did not require pre-approval by the Boards. Ms. Blake inquired about how other community colleges handled such approvals. Mr. Matzen stated that the manner in which faculty were approved should be part of Human Resources' reassessment of the college's hiring processes.

**IV. BOARD RETREAT AGENDA**

The Trustees were led through introductions and discussion led by Dr. Charlene Dukes involving the Role of the Board, the President, Board Committees, the Board and Accreditation and the Board – CEO Relationship.

There being no further business to discuss, Ms. Delli Santi moved to adjourn the meeting. The motion was seconded by Mr. Drennan and passed unanimously. The meeting adjourned at 4:28 p.m.

Respectfully submitted,



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

Attachments

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MCCC

Agenda Item III (A)

MERCER COUNTY COMMUNITY  
COLLEGE

Appointments, Ratification of Appointments, Reclassifications, Promotions, Stipends, Equity  
Adjustments and Receipt of Staff Separation Report

RESOLUTION

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.

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Board of Trustees Meeting  
August 19, 2022

**APPOINTMENTS**

1. Nicole Hall, appointed as Assistant Professor of English as a Second Language (ESL) in Liberal Arts at an annual salary of \$60,884 effective August 29, 2022.
2. Dr. Wan-Ning Yeh appointed as Assistant Professor of English as a Second Language (ESL) in Liberal Arts at an annual salary of \$64,121 effective August 29, 2022.
3. Shainling Wu appointed as Assistant Professor of Computer Science in Business, Technology, and Professional Studies at an annual salary of \$68,655 effective August 29, 2022.

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**Liberal Arts Division**

**8/8/2022**

**To:** Vice President of Academic Affairs, Dr. Robert Schreyer  
**From:** Dean, Liberal Arts - Dr. Robert Kleinschmidt  
**Subject:** **Recommendation for full-time employment-  
Nicole Hall, ESL Instructor**

Based upon the recommendation of the Search Committee, I recommend the appointment of Nicole Hall, to the position of Faculty, English as a Second Language (ESL). The Search Committee was comprised of three faculty members, one administrator, and one staff member with Sharmila Sen, serving as the chair as English Department Chair.

More than 20 candidates applied for this position. After review of application material, the committee interviewed 7 candidates. Of the 7 interviewed, 3 were chosen to provide a teaching demonstration that I observed. Upon a second round of interviews with us, Nicole Hall was chosen as the final candidate for the position. Her brief bio is below.

Nicole holds a Master’s degree in Applied Linguistics from Texas A&M University, a Bachelor’s degree from Washington College, and a TEFL Certification from Via Lingua in Greece. Currently, she is a full-time preschool teacher at Moms Away From Mom Daycare in Manalapan, NJ and a private tutor for ESL, dyslexia, reading, and writing in Freehold, NJ. She has also taught English at BKC International House in Russia, and has served as a volunteer for Great Vision School in South Korea. During the interview, she displayed an excellent understanding of pedagogical concepts, and her teaching demonstration highlighted her ability to apply them in practice. She also expressed interest in working with our underserved populations.

Nicole will be responsible for teaching classes in ESL and will be involved in all division activities including advising, mentoring of students, curriculum planning, program review, and serving on college-wide committees.

**TITLE:** Faculty, English as a Second Language  
**DIVISION:** Liberal Arts  
**RECOMMENDED SALARY:** \$60,884  
**SALARY RANGE:** Faculty Association Contract – A2 – FY 2022-23  
**BUDGET CODE:** 10-01-01-02-205810-50300  
**EFFECTIVE DATE:** August 29, 2022

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



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### BIOGRAPHICAL SKETCH

**Name:** Nicole Hall

**Position:** Full time Faculty, English as a Second Language

**Education:** 2020-2022  
Texas A&M University, College Station, Texas  
MS in Applied Linguistics

2006-2010  
Washington College, Chestertown, Maryland  
BASEP

2011  
Via Lingua, Greece  
TEFL Certification

**Related Experience:** 2013-Present  
Moms Away From Mom Daycare, Manalapan, NJ  
Preschool Teacher

2015-Present  
Private Tutor for ESL, Dyslexia, Reading and Writing, NJ

2007-2018  
BKC-International House, Russia  
English Teacher

2011-2011  
Great Vision School, South Korea  
Volunteer

2010-2011  
SLP, South Korea  
English Teacher

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## BIOGRAPHICAL SKETCH

**Name:** Shianling Wu

**Position:** Assistant Professor, Computer Science Dept

**Education:** Columbia University  
M.S. Computer Science

City College of New York  
B.S. Computer Science

**Related Experience:** 2021 - Present  
Mercer County Community College, West Windsor, NJ  
Adjunct Instructor – teaching Intro. to Computer Science

2015 - Present  
Temple University  
Instructor, Electrical & Computer Engineering Dept.

2015 – 2020  
Temple University  
Program Director, Project Admin., NSF Grant Writer

2003 – 2015  
SynTest Tech. Inc. San Jose, CA  
VP of Engineering, Proj&Engr Management

2003 – 2005  
Rutgers University  
Board Member

1987 – 2003  
Bell Laboratories (Lucent, AT&T-Microelectronics)  
Tech Manager

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***Business, Technology, and Professional Studies (BTP) Division July 6, 2022***

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**To:** Vice President of Academic Affairs, Dr. Robert Schreyer  
**From:** Dean, BTP - Dr. Laura Sosa  
**Subject:** **Recommendation for full-time employment of Shianling Wu, Computer Science**

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Based upon the recommendation of the Search Committee, I recommend the appointment of Shianling Wu to the position of full time faculty in the Computer Science department.

This position is a replacement for Donald Reichman’s position, who retired in May of 2020. The Search Committee was comprised of five (5) faculty members with Program Coordinator, Dr. Meimei Gao, serving as the chair.

Twelve candidates applied for this position. After review of application material, four (4) candidates were invited to be interviewed by the committee. One (1) declined as they had accepted another offer and three (3) were interviewed. Of the three (3) interviewed, two (2) were considered by the search committee to be appropriate for the position. Upon a second round of interviews with you and I, Shianling Wu was ultimately chosen as the final candidate for the position. Her bio is provided below.

Shianling holds a Bachelor’s degree in Computer Science from City College of New York and a Master’s degree in Computer Science from Columbia University. Currently, she is an MCCC Adjunct Professor teaching Introduction to Computer Science. In recent years, she has also been teaching at Temple University. In addition, Shianling has many years of industry experience. During the interview, she demonstrated a solid understanding of Computer Science subjects in her teaching demonstration. She also displayed her passion for teaching and helping students through answers to the committee questions.

Shianling will be responsible for teaching Computer Science courses and will be involved in all division activities including advising, mentoring of students, participating in curriculum planning and program review, serving on College-wide committees, and as coordinating courses.

Shianling Wu will be a great addition to the Computer Science program and BTP Technology cluster.

**TITLE:** Computer Science, Assistant Professor  
**DIVISION:** BTP  
**RECOMMENDED SALARY:**  
**SALARY RANGE:** Faculty Association Contract – column/row – FY 2022-23

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**BUDGET CODE:**  
**EFFECTIVE DATE:** August 29, 2022

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