

MERCER COUNTY COMMUNITY COLLEGE

Minutes of the 688th Meeting

of the Board of Trustees

July 21, 2022

The meeting was called to order by Chair Mark Matzen at 6:35 p.m. at the James Kearny Campus, Kerney Hall. In addition to the Chair, the following members were in attendance: Blanca Berrios-Ohler, Julie Blake, Winnifred Brown-Glaude, Angela Delli Santi, Kevin Drennan, Shannon Mason, Lawrence Nespoli, Greg Puliti, and Deborah E. Preston, MCCC President. Also present was Adam Herman, 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 Mr. Puliti and adopted with Trustees Berrios-Ohler, Blake, Brown-Glaude, Delli, Mason, Matzen, and Nespol voting aye.

D) PUBLIC COMMENT

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

E) AUDIT REPORT

Carol McAllister, Partner at Bowman & Company LLP, presented the FY2021 audit showing an unmodified opinion. The audit report was vetted by the Audit Committee.

II. APPROVAL OF MINUTES

A) APPROVAL OF MINUTES OF JUNE 7, 2022 BOARD MEETING

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

BE IT RESOLVED, that the minutes of the June 7, 2022 meeting of the Board of Trustees are approved as presented.

B) APPROVAL OF EXECUTIVE SESSION MINUTES FROM JUNE 7, 2022

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

BE IT RESOLVED, that the minutes of the June 7, 2022 Executive Session meeting of the Board of Trustees are approved as presented.

C) APPROVAL OF MINUTES OF JUNE 16, 2022 BOARD MEETING

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

BE IT RESOLVED, that the minutes of the June 16, 2022 meeting of the Board of Trustees are approved as presented.

D) APPROVAL OF EXECUTIVE SESSION MINUTES FROM JUNE 16, 2022

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

BE IT RESOLVED, that the minutes of the June 16, 2022 Executive Session 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 Mr. Puliti. The items were ratified with Trustees Berrios-Ohler, Blake, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, Puliti, and Nespoli voting aye.

A) MONTHLY FINANCIAL STATEMENT

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

B) INVESTMENT DETAIL

The members of the Board noted receipt and ratified the Report 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 JUNE

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

Mr. Drennan presented Agenda Items III (E) through (S) for ratification, which were second by Ms. Berrios-Ohler. The items were ratified with Trustees Berrios-Ohler, Blake, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, Puliti, and Nespoli voting aye.

E) ALL STATE OFFICE INTERIORS

WHEREAS, Mercer County Community College has a need to acquire carpet and carpet installation services for the Kelsey Theatre (TH) on the Windsor campus, at a cost not to exceed \$40,000 through June 30, 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 contract with Allstate Office Interiors of Robbinsville, New Jersey to purchase carpet and carpet installation services for the Kelsey Theatre (TH) on the Windsor campus, at a cost not to exceed \$40,000 from July 1, 2022 through June 30, 2023.

*New Jersey State Contract #(s) 81748

F) ASSESSMENT TECHNOLOGIES INSTITUTE, LLC

WHEREAS, Mercer County Community College has a need to acquire testing and assessment services for the Nursing program for the FY 2023 academic year; 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-25.19, exempts the purchase of any materials, supplies, goods, services or equipment from public advertising for bids when the contracting agent deems it impractical to solicit competitive quotations, but requires a resolution authorizing the award of; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with Assessment Technologies Institute, LLC of Leawood, Kansas to purchase testing and assessment services for students enrolled in the Nursing program at a cost not to exceed \$90,000 from August 1, 2022 to July 31, 2023. Paid by nursing program student course fees.

G) ARC MERCER, INC. – CAMPUS SHUTTLE BUS SERVICES

WHEREAS, Mercer County Community College provides campus shuttle services for student transportation between the James Kerney and West Windsor campuses and between Quakerbridge Mall and the West Windsor campus for Academic Years 2022-23; and

WHEREAS, ArcMercer, Incorporated was approved by the Board of Trustees on July 19, 2018, to have the most responsible and cost-effective bid for campus shuttle services for student transportation; and

WHEREAS, the College is exercising its one-year option to extend the current Agreement with ArcMercer, Incorporated to provide shuttle services for student transportation services as described above; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract for one-year with ArcMercer, Incorporated of Ewing, New Jersey for campus shuttle services, in accordance with the resolution adopted by the Board of Trustees on July 19, 2018, at a daily rate of \$729.30 (for the James Kerney to West Windsor campus trip) and \$396.60 (for the Quakerbridge Mall to West Windsor campus trip), for an amount not to exceed \$150,000 from August 1, 2022 to July 31, 2023.

H) CANTEEN/COMPASS GROUP, USA

WHEREAS, Mercer County Community College has a need to acquire food management services to operate a Hybrid Café/Market and provide catering and vending services on the West Windsor campus and provide vending services only, on the James Kerney campus, for students, faculty and staff in FY 2023; 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 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, Canteen / Compass Group, U.S.A. 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 and reporting contributions through the term of the contract; and

WHEREAS, on September 17, 2020, this Board authorized the College to enter into a three (3) year contract, with two (2) one-year extension options with Canteen / Compass Group, U.S.A. of Charlotte, North Carolina to provide food service management, catering and vending services to the West Windsor campus and vending services only to the James Kerney campus;

BE IT RESOLVED, that the President is authorized, on behalf of this Board to issue the annual purchase order in an amount based on the projected annual (FY2023) subsidy amount, pursuant to the current contract with Canteen/Compass Group, U.S.A. of Charlotte, North Carolina, in accordance with the resolutions adopted by the Board of Trustees on September 17, 2020 and July 15, 2022, to provide Hybrid Café/Market and food management and vending services for the West Windsor campus and vending services for the James Kerney campus, at a projected cost not to exceed \$115,000 (including catering purchase orders), from August 1, 2022 to July 31, 2023.

I) CRAFTMASTER HARDWARE LLC

WHEREAS, Mercer County Community College has a need to acquire locks for the Facilities Department for installation in various classrooms at the West Windsor and James Kerney Campuses; and

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

WHEREAS, Mercer County Community College is a member of the Educational Services Commission of New Jersey (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 Craftmaster Hardware, LLC of Northvale, New Jersey for an annual aggregate spending amount not to exceed \$60,000 for this vendor for the period from July 1, 2022 to June 30, 2023.

* ESCNJ 20/21-08

J) DYNAMIC SECURITY

WHEREAS, Mercer County Community College has a need for 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, paid by the Chapter 12 program; 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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with General Services Administration awarded vendor, Dynamic Security of Edison, New Jersey 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 an amount not to exceed \$400,000 through June 30, 2023. Paid by New Jersey Chapter 12 program.

* General Services Administration Contract #GS-07-F0251X9

K) FRANKLIN GRIFFITH ELECTRICAL SUPPLY

WHEREAS, Mercer County Community College has a need to purchase electrical supplies and light bulbs for 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-25.9, exempts the purchase of equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property* from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with Franklin Griffith Electrical Supply Company, Trenton, New Jersey for the purchase of electrical supplies and light bulbs for the James Kerney and West Windsor campuses at a cost not to exceed \$55,000 from August 1, 2022 to July 31, 2023.

*New Jersey State Contract #85580

L) GREENLEAF LANDSCAPE SYSTEMS & SERVICES, INC.

WHEREAS, Mercer County Community College has a need to acquire lawn cutting, trimming, weeding and leaf removal services in FY 2023; and

WHEREAS, the County of Mercer conducts a voluntary Cooperative Pricing System with municipalities and the Boards of Education located in Mercer County, utilizing administrative purchasing services and facilities of the County of Mercer; and this Cooperative Pricing Agreement* is to effect economies in the purchase of lawn cutting, tree trimming services and leaf removal services; and

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue a purchase order (FY 2023) with the County of Mercer's awarded vendor, Greenleaf Landscape Systems and Services, Inc. of Eatontown, New Jersey, for an amount not to exceed \$125,000 to acquire lawn cutting, trimming, weeding and leaf removal services at the West Windsor campus from July 1, 2022 through July 31, 2023.

*Mercer County Contract CK09Mercer2018-02

M) MTB ELECTRICAL LLC

WHEREAS, Mercer County Community College has the need to install site lighting consisting of replacement lights on the Administration (AD) building and pole lights for the AD parking lot area at the West Windsor campus, paid by the New Jersey Chapter 12 program; and

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

WHEREAS, Mercer County Community College is a member of the Educational Services Commission of New Jersey Cooperative Pricing Agreement for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified that MTB Electric, LLC of Long Valley, NJ, has the expertise to install site lighting on and adjacent to the AD building and parking lot area at the West Windsor campus, under the Cooperative Pricing Agreement with the Educational Services Commission of New Jersey Cooperative* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with MTB Electric, LLC of Long Valley, NJ, to install site lighting consisting of replacement lights on the Administration (AD) building and pole lights for the AD parking lot area at the West Windsor campus for an amount not to exceed \$65,000, through June 30, 2023.

Paid by the New Jersey Chapter 12 program.

* Educational Services Commission Co-op #ESCNJ 18/19-77

N) PERFORMANCE FOODS

WHEREAS, Mercer County Community College has a need to acquire food supplies to support its James Kerney campus cafeteria, the Conference Center, and the Hotel Restaurant and Institution Management (HRIM) Program partially funded by the Conference Center and HRIM Program for FY 2023; and

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

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

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (7) exempts food supplies and related services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Performance Food Service has completed and submitted a Business Entity Disclosure Certification which certifies that Performance Food Service has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit Performance Food Service 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 Performance Food Service of Elizabeth, New Jersey, for an

amount not to exceed \$55,000 for the period between August 1, 2022 and July 31, 2023 partially funded by the Conference Center and HRIM Program.

O) UNITED STATES POSTAL SERVICE – PITNEY BOWES BULK MAIL

WHEREAS, Mercer County Community College has a need to acquire electronic payment processing services for its bulk mail delivery services for 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-25.5, (b) exempts from public advertising services made or entered into with the United States of America, the State of New Jersey, a county or municipality or any board, body, or officer, agency or authority or any state or subdivision thereof; and 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 extend the contract with United States Postal Service– Pitney Bowes of Trenton, New Jersey for electronic payment processing to the United States Postal Service at \$60,000 to provide bulk mail delivery services for the period from August 1, 2022 through July 31, 2023.

P) U.S. FOOD SERVICES

WHEREAS, Mercer County Community College has a need to acquire food supplies to support the Conference Center and the Hotel Restaurant and Institution Management (HRIM) Program funded by the Conference Center and HRIM Program for FY2023; and

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

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

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (7) exempts food supplies and related services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, US Foodservices has completed and submitted a Business Entity Disclosure Certification which certifies that US Foodservice has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit US Foodservice 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 renew its contract with US Foodservices of Philadelphia, Pennsylvania for an amount not to exceed \$40,000 for the period between August 1, 2022 and July 31, 2023 funded by the Conference Center and HRIM Program.

Q) RUTGERS UNIVERSITY FACILITY USE AGREEMENT – UNIVERSITY CENTER

WHEREAS, Mercer County Community College has established a partnership with Rutgers, The State University of New Jersey that enables students to complete the upper division courses required for certain undergraduate and/or graduate degree programs at the 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 Rutgers, The State University of New Jersey; and

WHEREAS, N.J.S.A. 18A:64A-12 (l) requires the Board of Trustees to approve a resolution to lease college property which is necessary or desirable for college purposes; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the Facility Use Agreement with Rutgers, the State University of New Jersey, in accordance with the resolutions adopted by the Board of Trustees on October 16, 2014 and September 17, 2022, to provide classroom and administrative space on the West Windsor campus for an annual facility use fee of \$45,150 through June 30, 2023.

R) RUTGERS UNIVERSITY PARTNERSHIP AGREEMENT – UNIVERSITY CENTER

WHEREAS, Mercer County Community College has established a partnership with Rutgers, the State University of New Jersey, that enables students to complete the upper division courses required for certain undergraduate and/or graduate degree programs at the James Kerney 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 Rutgers, the State University of New Jersey; 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 Rutgers, the State University of New Jersey, in accordance with the resolution adopted by the Board of Trustees on September 15, 2016, to extend the partnership agreement and authorize the associated fee for up to a maximum of \$25,000 (revenue) annually, used to reimburse the College for increased educational program utilization and related services by faculty, staff and students on the West Windsor campus, through June 30, 2023.

S) TRIO UPWARD BOUND GRANT (FIVE YEARS)

WHEREAS, Mercer County Community College Board of Trustees hereby certifies that a Notification of Grant Award has been received for the U.S. Department of

Education TRIO Upward Bound Grant Program for the purposes described in the application for an amount up to \$2,346,640 five a five (5) year period from September 1, 2022 through August 31, 2027, including \$469,328 in FY 2023; and

WHEREAS, the goal of the grant is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education; and

WHEREAS, Mercer County Community College, as grantee, must continue to demonstrate substantial progress to meet the statutory requirement of two-thirds of participants being low income, potential first generation College students and must serve 85% of the number of participants the project was funded to serve each budget period; now therefore

BE IT RESOLVED, that the Board of Trustees approve the acceptance of the grant award from the U.S. Department of Education TRIO Upward Bound Grant Program, of \$2,346,640 for the five (5) year period from September 1, 2022 through August 31, 2027, including an amount of \$469,328 for FY 2023 (September 1, 2022 to August 31, 2023).

IV. HUMAN RESOURCE MATTERS

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

A) APPOINTMENTS, RATIFICATION OF APPOINTMENTS, RECLASSIFICATIONS, PROMOTIONS, STIPENDS, EQUITY ADJUSTMENTS AND STAFF SEPARATION REPORT

BE IT RESOLVED, that this Board approves the appointments, ratification of appointments, reclassifications, promotions, stipends, equity adjustments, and Staff Separation Report, all of which will be made a part of the minutes of this meeting. (Attachment # 4)

V. OPERATIONS MATTERS

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

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)

B) APPROVAL OF 2023-2024 ACADEMIC CALENDAR

BE IT RESOLVED, that this Board hereby approves the proposed Academic Calendar for academic year 2023-2024 as recommended by the President and the Operations Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting. (Attachment #6)

C) APPROVAL OF 2024-2025 ACADEMIC CALENDAR

BE IT RESOLVED, that this Board hereby approves the proposed Academic Calendar for academic year 2024-2025 as recommended by the President and the Operations Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting. (Attachment #7)

D) JUNE 2022 CLERY REPORT

The members of the Board noted receipt and review and ratified the June 2022 Clery Report, which is attached. (Attachment #8)

VI. PRESIDENT'S UPDATE

Dr. Preston provided an update on enrollment, grants, student news, college news and events.

VII. NEW JERSEY COUNCIL OF COUNTY COLLEGE'S REPORT

Dr. Nespoli provided a summary of the recently approved state budget for 2022-2023, which includes some good news for NJ's community colleges including:

- State Operating Aid Increase – \$5 million increase.
- Community College Opportunity Grant (CCOG) Expansion – Students from households with income from \$65,000 to \$80,000 will be able to receive financial aid up to half of their cost for tuition and fees.
- Adult Students – \$3 million will be provided for a new program to help adult students who have earned some college credits (but never a degree) finish their college education.
- Workforce Training Programs – \$9 million will be available to support community college workforce training programs through the NJ Community College Workforce Consortium, part of the NJCCC. MCCC has historically been a statewide leader in offering training to business sectors important to New Jersey's future economic growth.
- Continued Funding for Current Programs – The approved FY2023 state budget also provides continued strong support for other programs important to NJ's community colleges including:
 - Student Success Grants - \$5 million to support student success programs, same as prior years;
 - Chapter 12 – Full funding for capital funding projects at community colleges;
 - College Readiness Now - \$1 million to support the transition of high school students into community college programs;
 - Part-time TAG – Full funding for Tuition Aid Grants (TAG) to part-time community college students. Only students enrolled at community colleges are eligible for these grants;
 - NJSTARS – Full funding for full tuition scholarships at community colleges for high school students graduating in the top 15 percent of their class; and

- Mental Health Programs – Finally, the state will be dedicating \$26 million in federal COVID-relief funding to support mental health programs across NJ’s colleges and universities.

Dr. Nespoli concluded his report by suggesting that the Chair and President send thank you notes to Mercer County state legislators thanking them for their support of the state budget for community colleges as noted above.

VIII. CHAIR’S REPORT

Chair Matzen reported that there will not be a board meeting during the month of August. A Board Retreat is scheduled for August 19th and more details will be forthcoming.

There being no further business to discuss, Dr. Drennan moved to adjourn the meeting. The motion was seconded by Mr. Puliti and passed unanimously. The meeting adjourned at 7:28 p.m.

Respectfully submitted,



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

MCCC

Agenda Item III (A)



Preliminary

30-Jun-22

	FY2022 Budget	Jun-22 YTD Actual	(Over)/Under Annual Budget	Actual % Used/Earned	Expected % Used/Earned	(Over)/Under YTD Budget %
Revenues:						
State of New Jersey	7,000,000	7,433,816	(433,816)	106.20%	100.00%	-6.20%
Mercer County	18,592,000	18,592,000	-	100.00%	100.00%	0.00%
Tuition & Fees	27,511,000	24,403,724	3,107,276	88.71%	100.00%	11.29%
Non-Credit Tuition & Fees	450,000	463,037	(13,037)	102.90%	100.00%	-2.90%
Other **	3,840,500	2,808,270	1,032,230	73.12%	100.00%	26.88%
Total Revenue	57,393,500	53,700,846	3,692,654	93.57%	100.00%	-6.43%
Salaries - 56.93% of total Budget						
	32,676,286	35,134,060	(2,457,774)	107.52%	100.00%	-7.52%
Benefits - 19.07% of total Budget						
	10,946,025	10,562,664	383,361	96.50%	100.00%	3.50%
Total Salary and Benefits - 76.00% of total Budget	43,622,311	45,696,724	(2,074,413)	104.76%	100.00%	-4.76%
<i>- Salaries and Benefits allocated below</i>						
Expenses:						
Instruction	26,293,263	27,386,125	(1,092,862)	104.16%	100.00%	-4.16%
Academic Support	3,327,896	2,653,000	674,896	79.72%	100.00%	20.28%
Student Services	5,477,331	5,408,848	68,483	98.75%	100.00%	1.25%
Institutional Support	15,612,292	16,267,353	(655,061)	104.20%	100.00%	-4.20%
Plant Operations	6,682,718	5,581,711	1,101,007	83.52%	100.00%	16.48%
	57,393,500	57,297,037	96,463	99.83%	100.00%	0.17%
KEY BUDGET ITEMS (included above):						
Utilities	1,870,000	1,766,186	103,814	94.45%	100.00%	5.55%
Custodial Contract	892,500	860,693	31,807	96.44%	100.00%	3.56%
Maintenance, Grounds and Equipment	2,035,429	1,167,814	867,615	57.37%	100.00%	42.63%
IT Management, Computer Software and Hardware	2,400,000	1,847,099	552,901	76.96%	100.00%	23.04%
	7,197,929	5,641,793	1,556,136	78.38%	100.00%	21.62%
Total Expenditures	57,393,500	57,297,037	96,463	99.83%	100.00%	0.17%
(Surplus)/Deficit	-	3,596,191	3,596,191			
Other Revenue Key Items:						
WWFM Listener Donations	503,000	464,274	38,726	92.30%	100.00%	7.70%
Conference Center and Food Commissions	174,600	147,138	27,462	84.27%	100.00%	15.73%
Partner Schools (Rutgers, Felician, William Patterson, FI	260,000	169,822	90,178	65.32%	100.00%	34.68%
Mercer Institute	650,000	214,539	435,461	33.01%	100.00%	66.99%
Kelsey Theater	230,000	74,610	155,390	32.44%	100.00%	67.56%
Tower Rentals	225,000	293,801	(68,801)	130.58%	100.00%	-30.58%
Facility Rentals	317,400	543,736	(226,336)	171.31%	100.00%	-71.31%
Bookstore	150,000	82,770	67,230	55.18%	100.00%	44.82%
Summer Camps (Tomato Patch/Athletics/Camp College)	500,000	496,045	3,955	99.21%	100.00%	0.79%

Note: Excludes drawdown of \$3.4 million of ARP funds.

July 2022 Finance & Facilities Materials - Investment Detail

**MERCER COUNTY COMMUNITY COLLEGE
 FINANCE OFFICE**

**INVESTMENT DETAIL
 FOR THE PERIOD ENDING JUNE 30, 2022**

<u>DATE</u>	<u>SHORT TERM INVESTMENTS</u>	<u>TERM & INTEREST</u>		<u>AMOUNT</u>
		<u>RATE</u>	<u>DUE</u>	
06/30/22	BANK OF PRINCETON	0.20%	N/A	3,588,802.55
06/30/22	BANK OF PRINCETON	0.35%	7/23	534,391.96
06/30/22	FIRST BANK	0.35%	N/A	1,047,857.75
06/30/22	WELLS FARGO BANK BALANCE	0.25%	N/A	3,194,036.60
06/30/22	CASH MANAGEMENT FUND-NJ	1.15%	N/A	<u>4,010,942.70</u>
				<u>\$ 12,376,031.56</u> *
	<u>LONG TERM INVESTMENTS</u>			
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

July 2022 Finance & Facilities Materials - Purchase Orders and Contracts Under \$37,500

MCCC

Agenda Item III (C)

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

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

PO#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
P15350	6/2/22	State of New Jersey Trenton, NJ	\$ 8,750.00	10-06-01-03-301001-60130	Exemption: State Entity
Fire Inspection penalty settlement.					
P15354	6/3/22	Global Industrial Port Washington, NY	\$13,595.53	70-07-01-03-701516-76101	TIPS Cooperative #200301
Water refilling stations (12). Paid by Chapter 12.					
B7131	6/3/22	Exude Human Capital Consulting Philadelphia, PA	\$9,975.00	10-06-01-06-600100-64100	Exemption: Consulting
Recruiting consulting.					
P15385	6/13/22	Carrier Jamesburg, NJ	\$12,947.00	10-07-01-03-301401-61530	Sourcewell Co-op #070121CAR
Carrier chiller repairs in Student Center.					
P15388	6/13/22	Coursedog New York, NY	\$22,833.00	10-04-01-02-200105-69712	Exemption: Proprietary
Annual payment for software subscription of student information system.					
B7133	6/13/22	BG Engineering Ewing, NJ	\$29,800.00	70-07-02-03-700125-64105	Exemption: Professional Services
Engineering services for Trenton Innovation Center renovations. Paid by SOCF.					
B7134	6/13/22	Clarke Caton Hintz, PC Trenton, NJ	\$10,000.00 \$15,000.00 \$ 5,000.00	70-07-01-03-701527-64105 70-07-01-03-701510-64105 70-07-01-03-701263-64105	MCCC RFP #2103
Architect services for elevator, HVAC, and wayfinding projects. Paid by Chapter 12.					
B7135	6/13/22	Dynamic Security Edison, NJ	\$23,657.28	70-07-01-03-701532-76101	GSA #07F-0251X
Greenhouse and ES building cameras. Paid by Chapter 12.					

July 2022 Finance & Facilities Materials - Purchase Orders and Contracts Under \$37,500

P15402	6/16/22	ArcMercer Ewing, NJ	\$8,599.68	10-06-01-03-301001-62335	MCCC Bid #1815
<u>May 2022 shuttle bus services.</u>					
P15403	6/16/22	Townsquare Media New York, NY	\$10,005.00	10-06-01-02-210122-66350	Exemption: Advertising
<u>Advertising on radio stations. Paid by WWFM.</u>					
P15405	6/16/22	Positive Expectations LLC Belmar, NJ	\$12,000.00	10-06-01-02-210122-66350	Exemption: Advertising
<u>Digital marketing. Paid by CCOG.</u>					
P15407	6/16/22	Atrion Communication Resources Branchburg, NJ	\$10,220.01	10-01-01-03-301303-69711	MCCC RFQ #2238
<u>GFI software to control internet traffic.</u>					
P15411	6/21/22	Allegra Princeton Cranbury, NJ	\$8,914.26	10-06-01-02-210122-66350	ESCNJ #21/22-02
<u>Advertising postcards. Paid by CCOG.</u>					
P15412	6/21/22	NRCCUA LLC Chicago, IL	\$10,995.00	10-05-01-04-40100-66220	Exemption: Professional Services
<u>Annual payment for Enrollment management software.</u>					
P15429	6/28/22	Cobblestone Creek Country Club Lawrenceville, NJ	\$15,515.11	91-00-01-05-590326-66550	MCCC RFQ #2213
<u>Hall of Fame event. Paid by MCCC Foundation.</u>					
P15431	6/30/22	Allegra Princeton Cranbury, NJ	\$21,950.62	10-06-01-05-500120-66350	Exemption: Advertising
<u>County-wide postcard printing.</u>					
P15432	6/30/22	Interstate Outdoor Advertising LP Cherry Hill, NJ	\$15,000.00	10-06-01-02-210122-66350	Exemption: Advertising
<u>Digital billboard advertising.</u>					
B7136	6/30/22	Clarke Caton Hintz PC Trenton, NJ	\$7,500.00	10-06-01-03-301001-64105	MCCC RFP #2102
<u>Architect services.</u>					



Business, Technology, and Professional Studies (BTP) Division July 1, 2022

To: Vice President of Academic Affairs, Dr. Robert Schreyer
From: Dean, BTP – Dr. Laura Sosa *LAS*
Subject: **Recommendation for full-time employment of Deanna Lawson, Aviation**

Based upon the recommendation of the Search Committee, I recommend the appointment of Deanna Lawson to the position of full time Faculty in the Aviation department.

This position is a replacement for Judith Stillwagon’s faculty position, who resigned. The search committee was comprised of five (5) members, three (3) faculty and two (2) professional staff, with Program Coordinator Eugene Harris, serving as the chair.

Five (5) candidates applied for this position. After review of application materials, 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 interview with you and I, Deanna Lawson is ultimately being chosen as the final candidate for the position.

Deanna Lawson earned a BS in Aeronautics and a Masters of Aeronautics from Liberty University. Her graduate concentration was in Aviation Education. Deanna has taught Aerodynamics and Air transportation at MCCC this past spring. In addition Ms. Lawson has four years of professional experience as an FAA Certified Flight Instructor. During the interviews, she displayed extensive knowledge and commitment to teaching and supporting diverse student populations. She referenced her involvement and commitment to gender diversity in Aviation as evidenced by the office that she held as the Treasurer of the Liberty University Chapter of Women in Aviation International.

Deanna will be responsible for teaching Aerodynamics, Aerospace Development, Aviation Weather, commercial and flight courses. Deanna will be involved in all department activities including advising and mentoring of students, participating in curriculum planning, program review, serving on College-wide committees and as course coordinator.

Deanna Lawson will be a great addition to the Aviation department.

TITLE: Assistant Professor - Aviation
DIVISION: Business, Technology and Professional Studies
RECOMMENDED SALARY: \$64,124, plus 12 Month Option II, 20% premium for year round teaching and administrative duties.
SALARY RANGE: Faculty Association Contract – FY 2022 - 23
BUDGET CODE: 10_01_01_02_202404_50300
EFFECTIVE DATE: August 29, 2022

Recommended and approved for presentation to the Board of Trustees



Dr. Robert Schreyer, Vice President, Academic Affairs

07 / 06 / 2022

Date



Barbara Basel, Vice President, Human Resources

07 / 06 / 2022

Date



Deborah Preston, Ph.D., College President

07 / 06 / 2022

Date

BIOGRAPHICAL SKETCH

Name: Deanna K. Lawson

Position: Assistant Professor, Aviation Faculty

Education: Liberty University, Online, 2020 - 2021
Masters of Aeronautics, Aviation Education Concentration. 2021

Liberty University, Lynchburg, VA, 2013 – 2017
Bachelor of Science in Aeronautics. Commercial/Corporate Concentration. 2017

Passaic County Community College, Wayne, NJ
Emergency Medical Technician: Basic. 2011

American Flyers, Morristown, NJ
Commercial Flight Instructor Course. 2017

Related

Experience: 2022 – Present
Mercer County Community College, West Windsor, NJ
Part-time Adjunct Professor, Aviation Program
Teaching Aerodynamics (AVI 215) and Air Transportation (AVI 102)

2018 - Present
Commercial Flight Instructor – Circle S Aviation, Starkville, MS (2018-2020)
Private Pilot Instructing – Aero Safety Training, Lincoln Park, NJ (2019-2020)
Instrument Instructing – Freeflight Aviation, Medford, NJ (2020-2021)

2014 – 2017
Administrative Student Worker
School of Aeronautics, Liberty University, VA
Provided customer service, information, & lead tours about flight training to prospective students



Liberal Arts Division

July 9, 2022

To: Vice President of Academic Affairs, Dr. Robert Schreyer
From: Dean, Liberal Arts - Dr. Robert Kleinschmidt
Subject: **Recommendation for full-time employment-
Katie Carnevale, Communication Studies**

Based upon the recommendation of the Search Committee, I recommend the appointment of Katie Carnevale, to the position of full time faculty in Communication Studies. This position is a replacement for Kathi Paluscio, who passed away in July of 2021. The Search Committee was comprised of three faculty and two staff members with Mitch Canter, serving as the chair as Communication Coordinator.

Thirty-two candidates applied for this position. After review of application material, the committee interviewed five candidates. Of the five interviewed, three were chosen to provide a teaching demonstration that I observed. Upon a second round of interviews with us, Katie Carnevale was chosen as the final candidate for the position. Her brief bio is below.

Katie holds a Bachelor's degree in Media Studies from Sacred Heart University, a Master's degree in Broadcast Journalism from Syracuse University, and will be completing an Ed.D in Higher Education from Immaculata University in September 2022. Currently, she is a full time Instructor of Media and Communication at Delaware Valley University and an MCCC Adjunct Professor teaching various courses in Communication Studies. She has also taught at Bucks County Community College and has served as the Director of Communications for Woods Services in Langhorne, PA. During the interview, she demonstrated an excellent understanding of Communication Studies, and her teaching demonstration highlighted a student-focused approach. She also displayed her passion for teaching, our student population, and fit for our needs through answers to the committee questions.

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

TITLE:	Assistant Professor, Communication
DIVISION:	Liberal Arts
RECOMMENDED SALARY:	\$69,306
SALARY RANGE:	Faculty Association Contract – FY 2022-23
BUDGET CODE:	10-01-01-02-205404-50300
EFFECTIVE DATE:	August 29, 2022

Recommended and approved for presentation to the Board of Trustees

BIOGRAPHICAL SKETCH

Name: Katie Carnevale

Position: Assistant Professor, Communication Studies

Education: Immaculata University
Ed.D., Higher Education (Degree anticipated 9/1/22)

Syracuse University
M.S. Broadcast Journalism

Sacred Heart University
B.S Media Studies

Related Experience: 2019 - Present
Delaware Valley University, Doylestown, PA
Instructor, Media and Communication

2015-2019
Woods Services, Langhorne, PA
Director of Communications

2018- Present
Bucks County Community College, Newtown, PA
Communications Adjunct Instructor

2007-2018
Mercer County Community College, West Windsor, NJ
Adjunct Instructor – courses in communication studies



Human Resources Office

To: Deborah Preston, Ph.D.

From: Barbara Basel, Vice President for Human Resources

Date: July 6, 2022

Re: Ratification of Appointments

The following appointments have been made since June 15, 2022.

Effective Date of /Hire	Department	Name	Title	Salary	Range	FLSA
6/6/2022	College Advancement	Joanna Rodriguez	Executive Assistant	\$52,000	\$37,728 - \$67,440	Exempt
6/27/2022	Academic Affairs, Business, Technology and Professional Studies	Elizabeth Rzasa	Asst. to the Dean	\$62,000	\$48,281 - \$76,929	Exempt



Human Resources Office

To: Deborah Preston, PhD., President

From: Barbara Basel, Vice President for Human Resources

Date: July 6, 2022

Re: Ratification of Reclassifications / Promotions

The following promotions have been made since June 15, 2022.

Effective Date of Promotion/ Salary Adjustment	Department	Name / Current Title	New Title	Current Base Salary	Adjusted Base Salary
06/27/22	Academic Affairs / Innovation, Online Learning, Student Success, and Lifelong Learning	Jessica Mulkey, Events Manager / Interim Operations Manager	Director, Division of Lifelong Learning	\$62,023	\$74,428
06/27/22	Academic Affairs / Innovation, Online Learning, Student Success, and Lifelong Learning	Jill Marcus, Interim -Program Manager	Program Manager, Innovative Learning Solutions	\$58,673	\$65,000
06/27/22	Academic Affairs / Innovation, Online Learning, Student Success, and Lifelong Learning	Vincente Erazo, Manager, Mercer On-Line / Interim LMS Manager, IOESS & DLL	Assistant Director, Mercer On-Line	\$58,673	\$64,540
06/27/22	Academic Affairs / Liberal Arts	Jennifer Juran, Assistant to the Dean	Asst. to the Dean	\$48,988	\$62,000
06/27/22	Administration / Human Resources	Jeby Mathew, Coordinator, HRIS	Human Resources Business Partner	\$66,852	\$73,537



Human Resources Office

To: Deborah Preston, PhD., President
From: Scott Butchley, Deputy Director for Human Resources
Date: July 6, 2022
Re: Ratification of Stipends

The following stipends have been made since June 15, 2022.

Effective Date of Stipend	Department	Name	Title	Annual Stipend Based on Additional Duties	Purpose
06/26/22	College Advancement	McCormick, Cheryl	Development Specialist & Foundation Scholarship Manager	\$228.77 bi-weekly	Additional duties related to vacant Development Director position.
04/25/22 – 7/31/22	Facilities and Maintenance	Andrejcik, Ray	Team Leader, Warehouse and Office Services	\$224.00 bi-weekly	Additional duties for employee on medical in the Facilities Department.
04/17/22 – 07/31/22	Facilities and Maintenance	Stupienski, Russell	Interim, Fitness Center Coordinator	\$161.54 bi-weekly	Additional duties for employee on medical in the Fitness Center Coordinator
04/17/22 – 7/31/22	Facilities and Maintenance	Bogdan, Jonathan	Craftsman, HVAC	\$215.00 bi-weekly	Additional duties for employee on medical leave, estimated 8-12 weeks)
04/17/22 – 7/31/22	Facilities and Maintenance	Evans, Latrisa	Craftsman, HVAC	\$180.00 bi-weekly	Additional duties for employee on medical leave, estimated 8-12 weeks)



Human Resources Office

To: Deborah Preston, PhD., President

From: Barbara Basel, Vice President for Human Resources

Date: July 6, 2022

Re: Ratification of Equity Adjustments

The following equity adjustments have been made in conjunction with March 17, 2022, Mercer County Community College Trustees Resolution IV.C. Equitable Compensation.

The total cost of the equity adjustments for 73 employees is \$340,006.06.

- Administrative Professionals \$ 83,918.00
- Maintenance & College Safety \$163,161.06
- Faculty \$ 55,051.00
- Professional Staff \$ 37,876.00

Effective Date of Equity Adjustment	Department	Name	Title	Current Base Salary	Adjusted Base Salary
7/1/22	Lifelong Learning	De Los Santos, Jennifer	Executive Assistant to the Dean	\$45,305.00	\$52,296.00
7/1/22	Enrollment & Student Services	Gordon, Elizabeth	Sr. Administrative Specialist	\$48,778.00	\$54,651.00
7/1/22	Liberal Arts	Burnett, Shana	Sr. Administrative Specialist	\$54,294.00	\$54,556.00
7/1/22	Liberal Arts	Bessellieu, Amy	Sr. Administrative Specialist	\$48,002.00	\$54,556.00
7/1/22	Advisement Enrollment Services	Grant, Reginald	Sr. Administrative Specialist	\$48,002.00	\$53,671.00
7/1/22	Library Services	Struzynski, Melinda	Sr. Administrative Specialist	\$53,007.00	\$54,757.00
7/1/22	Facilities	Bragg, Carnie	Sr. Administrative Specialist	\$51,314.00	\$52,086.00

Effective Date of Equity Adjustment	Department	Name	Title	Current Base Salary	Adjusted Base Salary
7/1/22	Youth College	Ritchie, Wanda	Sr. Administrative Specialist	\$47,174.00	\$52,192.00
7/1/22	Facilities	Greene, Kelly	Department Specialist	\$48,370.00	\$50,284.00
7/1/22	Athletics	Romulus, Diane	Department Specialist	\$43,905.00	\$48,897.00
7/1/22	Math, Science & Health Professions	Murphy Mary	Department Specialist	\$47,717.00	\$48,300.00
7/1/22	Youth College	Marin-Carabajo, Maria	Department Specialist	\$41,812.00	\$47,951.00
7/1/22	Financial Aid	Del Valle, Rosemarie	Department Specialist	\$42,318.00	\$47,438.00
7/1/22	Advisement Enrollment Services	Ayala, Angelica	Department Specialist	\$41,798.00	\$47,451.00
7/1/22	Math, Science & Health Professions	Jaisimha, Radhika	Health Professions Specialist	\$41,798.00	\$47,405.00
7/1/22	Finance & Accounting	McKiernan, Lori	Department Specialist	\$44,597.00	\$46,880.00
7/1/22	Math, Science & Health Professions	Tessein, Chellsea	Health Professions Specialist	\$42,996.00	\$45,311.00
7/1/22	Advisement & Enrollment	Perez (Vono), Lorelei	Administrative Specialist II	\$42,974.00	\$44,811.00
7/1/22	Human Resources	Sanderson, Carol	Administrative Specialist II	\$37,936.00	\$42,440.00
7/1/22	Continuing Studies	DaRocha, Elisete	Administrative Specialist II	\$37,924.00	\$41,440.00
7/1/22	Academic Operations	Munn, Roxanne	Administrative Specialist II	\$37,916.00	\$40,940.00
7/1/22	Transfer * Career Services	Hein, Jessica	Administrative Specialist II	\$37,916.00	\$39,940.00
7/1/22	Finance & Accounting	Citron, Emily	Administrative Specialist II	\$37,922.00	\$39,440.00
7/1/22	College Safety	Jarvis, Hope	Team Leader-Security	\$39,956.00	\$47,289.84

Effective Date of Equity Adjustment	Department	Name	Title	Current Base Salary	Adjusted Base Salary
			Officer Level III - EMT		
7/1/22	College Safety	Frustaci, Steven	Team Leader-Security Officer Level III	\$39,439.00	\$47,289.84
7/1/22	College Safety	Macario, Javier	Security Officer III - EMT	\$36,636.00	\$47,289.84
7/1/22	College Safety	Dello Iacono, Alberto	Security Officer III	\$41,360.00	\$44,793.84
7/1/22	College Safety	Keegan, Thomas	Security Officer II - First Responder	\$37,059.00	\$44,524.56
7/1/22	College Safety	Ortiz, Sebastian	Security Officer II - First Responder	\$31,967.00	\$44,024.56

7/1/22	College Safety	DeBoskey, Eric	Security Officer II - First Responder	\$34,111.00	\$42,527.76
7/1/22	College Safety	Jarvis-Smith, Barry	Security Officer I	\$30,215.00	\$36,254.40
7/1/22	College Safety	Carranza, Jose	Security Officer I	\$28,687.00	\$36,254.40
7/1/22	College Safety	Coleman, Charles	Security Officer I	\$28,687.00	\$36,254.40
7/1/22	College Safety	Roberson, Tammy	Security Officer I	\$28,124.00	\$36,254.40
7/1/22	College Safety	King, Michael	Security Officer I	\$29,149.00	\$36,254.40
7/1/22	College Safety	Yem, Nathan	Security Officer I	\$28,124.00	\$36,254.40
7/1/22	Facilities	Bogdan, Jonathan	Craftsman - HVAC	\$57,357.45	\$63,991.20
7/1/22	Facilities	Evans, Latrisa	Maintenance Specialist II	\$47,758.77	\$57,319.60
7/1/22	Facilities	MacFarland, Richard	Craftsman - Carpenter	\$43,705.99	\$63,991.20
7/1/22	Facilities	Zakrzewski, Michael	Craftsman - Mechanic	\$47,694.77	\$54,080.00
7/1/22	Facilities	Self, Todd	Maintenance Specialist I	\$49,123.91	\$49,920.00
7/1/22	Facilities	Stupienski, Russell	Maintenance II	\$43,748.65	\$45,327.10
7/1/22	Facilities	Dorio, Michael	Maintenance II	\$36,453.65	\$45,327.10
7/1/22	Facilities	Powell, Thomas	Maintenance II	\$37,178.89	\$44,474.30
7/1/22	Math, Science & Health Professions	Kerr, Sandra	Professor of Radiography	\$100,397.00	\$105,577.00
7/1/22	Liberal Arts	Haywood, Alvyn	Professor of Communication	\$93,270.00	\$94,567.00
7/1/22	Math, Science & Health Professions	Smith, Ronald	Professor of Biology	\$84,851.00	\$97,806.00
7/1/22	Liberal Arts	Bork, Carol	Professor of English	\$95,214.00	\$97,806.00
7/1/22	Math, Science & Health Professions	Kalinowski, John	Professor of Physical Education	\$89,385.00	\$93,270.00
7/1/22	Math, Science & Health Professions	Peterson, Betty	Professor of Mathematics	\$86,794.00	\$88,738.00

7/1/22	Liberal Arts	Jennings, Heather	Professor of Psychology	\$87,442.00	\$91,328.00
7/1/22	Liberal Arts	Gazenbeek-Person, Jody	Professor of Theatre & Dance	\$86,146.00	\$89,385.00
7/1/22	Math, Science & Health Professions	Sharkey, Charlene	Professor of Mathematics	\$82,908.00	\$84,203.00
7/1/22	Liberal Arts	D'Apra, Daniel	Professor of Spanish	\$80,320.00	\$81,612.00

7/1/22	Liberal Arts	Vogtman, Jacqueline	Associate Professor of English	\$68,656.00	\$70,600.00
7/1/22	Liberal Arts	Schermond, Daniel	Associate Professor of Social Science	\$67,361.00	\$68,656.00
7/1/22	Liberal Arts	Kochis, Matthew	Associate Professor of English	\$66,714.00	\$68,009.00
7/1/22	Math, Science & Health Professions	DeAngelis, Michael	Assistant Professor of Physical Fitness	\$64,124.00	\$67,361.00
7/1/22	Business, Technology and Professional Studies	Bittner, Harry	Assistant Professor of Electornics	\$63,476.00	\$69,306.00
7/1/22	Liberal Arts	Cruz-Cullari, Christopher	Assistant Professor of English Reading	\$66,714.00	\$67,361.00
7/1/22	Business, Technology and Professional Studies	Armour, Guy	Assistant Professor of Criminal Justice	\$64,770.00	\$67,361.00
7/1/22	Math, Science & Health Professions	Wangombe, Douglas	Assistant Professor of Mathematics	\$66,714.00	\$67,361.00
7/1/22	Finance & Accounting	Lopez, Edith	Accountant I	\$40,415.00	\$48,000.00
7/1/22	Mercer Online	Rogers, Nina	Analyst	\$54,681.00	\$56,368.00
7/1/22	Math, Science & Health Professions	Owen, Lois	Biology Laboratory Operations Coordinator	\$47,752.00	\$57,524.00
7/1/22	Youth College - Talent Search	Walters, Tashell	Youth College - Talent Search	\$47,928.00	\$50,801.00

7/1/22	Community Education Training	Edu, Nwasha	Education Specialist II	\$43,604.00	\$46,657.00
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7/1/22	Innovation, Online Ed & SS	Medina, Emanuel	Success Coach	\$44,148.00	\$45,109.00
7/1/22	Marketing & Publications	Diecidue, Lori	Office Administrator & Graphic Artist	\$46,103.00	\$52,000.00
7/1/22	Finance & Accounting	Paone, Deborah	Sr. Purchasing Agent	\$56,855.00	\$58,261.00
7/1/22	User Services	Barbu, Marinela	Sr. Tech Support Specialist	\$61,381.00	\$63,457.00
7/1/22	User Services	Marks, Irwin	Technical Support Specialist	\$45,031.00	\$46,350.00
7/1/22	User Services	Moore, Jonathan	Technical Support Advisor	\$44,103.00	\$45,350.00



Human Resources

July 1, 2022

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

Date	Name	Title	Division	Type*
06/30/2022	William Dorney	System Analyst/Programmer, Information Technology		CNR
06/30/2022	Mary Ann Tarr	Associate Coordinator, Marketing and Publications		CNR
06/30/2022	Caprice Blackwell	Administrative Assistant, Community Education and Training		GE
06/30/2022	Diane Rizzo	Professor of English, Liberal Arts		RS
06/30/2022	Alan Johnson	Education Specialist, Community Education and Training		GE
06/30/2022	Charles Haas	Director of Testing and Learning Center, IOESS		CNR
06/30/2022	Ronald Rabideau	Greenhouse Manager & Instructional Support Staff, MSHP		CNR
06/30/2022	Carol Friend	Professor of English, Liberal Arts		RT
06/30/2022	Debra Stotland	Senior Executive Assistant, Liberal Arts		RT
06/30/2022	Larond Sheppard	Maintenance I, Facilities		TR

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

MCCC

Agenda Item V (A)

MERCER COUNTY COMMUNITY COLLEGE

APPOINTMENT OF ADVISORY COMMISSION MEMBERS

RESOLUTION

BE IT RESOLVED, that this Board approves the appointments to the advisory commissions as recommended by the President and as outlined on the attached, which will be made a part of the minutes of this meeting.


- HGHR (HOLOCAUST, GENOCIDE & HUMAN RIGHTS EDUCATION CENTER)



Academic Affairs

June 28, 2022

To: Dr. Deborah Preston, President

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

Subject: **Advisory Commission – HGHR (Holocaust, Genocide & Human Rights Ed. Center)**

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

- LAUREN COHEN


First	Last	Title	Comm.	Company	Address	Email	Exp.	Length of term	Status	G e n	R a c e
LAUREN	COHEN	Pension Benefits Specialist	HGHR	NJ Division of Pensions & Benefits	50 West State Street Trenton NJ	Lcohen@comcast.net	6/30/25	3yrs	Pending Approval new Appointment	F	W



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

COMMISSION: HGHR CENTER ADVISORY COMMISSION	
NOMINEE: LAUREN COHEN	
HOME ADDRESS: 26 BARCLAY COURT, LAWRENCEVILLE, NJ 08648	EMAIL ADDRESS: LCOHEN325@COMCAST.NET
	TELEPHONE: 609-540-0390
BUSINESS NAME: NJ DIVISION OF PENSIONS & BENEFITS	TELEPHONE: N/A
BUSINESS ADDRESS: 50 WEST STATE STREET, TRENTON, NJ	EDUCATION: <ul style="list-style-type: none"> • BA IN PSYCHOLOGY FROM RAMAPO COLLEGE • MA IN SPECIAL EDUCATION FROM RIDER UNIVERSITY
OCCUPATION: PENSIONS BENEFITS SPECIALIST	
EXPERIENCE: I WORK AS A PENSIONS BENEFITS SPECIALIST FOR THE STATE OF NJ. ADDITIONALLY, I'M AN ADVISOR FOR A TEEN LEADERSHIP PROGRAM. PREVIOUSLY, I WAS A SPECIAL EDUCATION TEACHER IN NJ PUBLIC SCHOOLS. MY VOLUNTEER EXPERIENCES INCLUDE SERVING AS MEMBERSHIP CHAIR FOR THE NJ COUNCIL FOR EXCEPTIONAL CHILDREN, TUTORING STUDENTS IN A LOW-INCOME COMMUNITY, AND I SERVE ON A SPECIAL INTEREST GROUPS COMMITTEE FOR THE NJ EDUCATION ASSOCIATION. I ALSO AM A VOLUNTEER HOST WITH MOISHE HOUSE AND ONETABLE (BOTH ARE ORGANIZATIONS FOR JEWISH YOUNG ADULTS).	
INTERESTS: TRAVELING, JEWISH STUDIES, VISITING MUSEUMS (INCLUDING HOLOCAUST MUSEUMS AROUND THE WORLD), VOLUNTEERING IN THE COMMUNITY	
REASON FOR WANTING TO SERVE: MY GRANDPARENTS ARE/WERE HOLOCAUST SURVIVORS AND EDUCATING OTHERS ABOUT THE HOLOCAUST (WHILE ALSO EDUCATING MYSELF) IS VERY IMPORTANT TO ME. I WOULD LIKE TO DO ALL THAT I CAN TO ENSURE THAT HISTORY DOES NOT REPEAT ITSELF.	
CATEGORY: (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: ALBERT HEPNER
 ORIGINALLY RECOMMENDED BY: BARBARA KRASNER

	<u>Robert Kleinschmitt</u>	<u>07 / 06 / 2022</u>
APPROVED:	DIVISION DEAN	DATE
	<u></u>	<u>07 / 06 / 2022</u>
	VP ACADEMIC AFFAIRS	DATE
	<u>Debrah E. Panton</u>	<u>07 / 06 / 2022</u>
	PRESIDENT	DATE

BOARD MEETING DATE: July 21, 2022

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

Lauren Cohen Bio

I was born and raised in Lawrenceville, NJ and attended Lawrence Township Public Schools. After graduating from Ramapo College with a Bachelor's degree in Psychology, I attended graduate school at Rider University where I earned a Master's degree in Special Education. I spent seven years teaching middle school special education students, and I recently changed careers and work as a Pensions Benefits Specialist for the state of New Jersey. I also work part time as a teen advisor for Jewish Family and Children's Services.

My volunteer experiences include servicing as Membership Chair or the NJ Council for Exceptional Children, tutoring students in a low-income community, and I serve on a special interest groups committee for the NJ Education Association. I am a volunteer host for OneTable where I help bring young adults in the Mercer County area together for Friday night (Shabbat) dinners, and I am also a volunteer host with Moishe House, another organization for Jewish young adults, where I plan educational and social activities each month in the Mercer County area and virtually.

I am the granddaughter of two Holocaust survivors and learning and educating others about the Holocaust has always been important to me. As a teacher, I incorporated Holocaust education into the language arts curriculum I was teaching. I also had the opportunity to travel throughout Europe on a Holocaust tour with the NJ Holocaust Commission, led by Maud Dahme and organized by Paul Winkler, and have visited several Holocaust museums and memorials around the world.

MCCC

Attachment #6

Agenda Item V (B)

MERCER COUNTY COMMUNITY COLLEGE

APPROVAL OF 2023-2024 ACADEMIC CALENDAR

RESOLUTION

BE IT RESOLVED, that this Board hereby approves the Academic Calendar for academic year 2023-24 as recommended by the President and the Operations Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting.

Board of Trustees Meeting
July 21, 2022



Academic Affairs

July 8, 2022

To: Dr. Deborah Preston, President
From: Robert Schreyer, Vice President for Academic Affairs
Subject: 2023-2024 & 2024-2025 Academic Calendar

I am recommending approval of the Academic Calendar for full year 2023-2024 & 2024-2025.

These documents have been reviewed by the Faculty Council on Teaching and Learning (FCTL). In addition, it has been reviewed and recommended by the Academic Affairs Leadership Team, as well as members of the President Leadership Team.

Recommended and approved for presentation to the Board of Trustees

Dr. Deborah Preston, President

Date

Academic Calendar 2023/2024 Fall - Winter

Semester	Event	Day	Begin Date	End Date
Fall 2023	Pre-Class Activities	Mon	8/28/2023	
	Classes Begin	Tue	9/5/2023	
	14 Week Add/Drop Period	Tu - M	9/5/2023	9/11/2023
	7 Week A Session Begins	Tue	9/5/2023	
	7 Week A Add/Drop Period	Tu - W	9/5/2023	9/6/2023
	10 Week Session Begins	Tue	10/3/2023	
	10 Week Add/Drop Period	Tu - W	10/3/2023	10/4/2023
	7 Week A Session Ends	Mon	10/23/2023	
	7 Week A Session Grades Due 2pm	Wed	10/25/2023	
	7 Week B Session Begins	Tue	10/24/2023	
	7 Week B Add/Drop Period	Tue	10/24/2023	10/25/2023
	Thanksgiving - Recess *Tues follows Thur/Wed follows Fri Schedule	Th - F*	11/23/2023	11/24/2023
	Classes End	Wed	12/13/2023	
	Final Exams	Th - M	12/14/2023	12/18/2023
	Grading	Tue	12/19/2023	
Grades Due by 2pm	Wed	12/20/2023		
Winter Break			22-Dec	1-Jan
Winter 2023	Online Classes Begin	Wed	12/20/2023	
	Online Classes Add/Drop Period	W - Th	12/20/2023	12/21/2023
	On Campus Classes Begin	Tue	1/2/2024	
	On Campus Classes Add/Drop Period	Tu - W	1/2/2024	1/3/2024
	On Campus Classes End	Mon	1/15/2024	
	On Campus Grades Due by 2pm	Wed	1/17/2024	
	Online Classes End	Tue	1/23/2024	
	Final Exams	Wed	1/24/2024	
	Online Grades Due by 2pm	Fri	1/26/2024	

Academic Calendar 2023/2024 Spring - Summer

Semester	Event	Day	Begin Date	End Date
Spring 2024	Pre-Class Activities	Tue	1/16/2024	
	Classes Begin	Tue	1/23/2024	
	14 Week Add/Drop Period	Tu - M	1/23/2024	1/29/2024
	7 Week A Session Begins	Tue	1/23/2024	
	7 Week A Add/Drop Period	Tu - W	1/23/2024	1/24/2024
	10 Week Session Begins	Tue	2/20/2024	
	10 Week Add/Drop Period	Tu - W	2/20/2024	2/21/2024
	7 Week A Session Ends	Mon	3/11/2024	
	7 Week A Session Grades Due 2pm	Tue	3/12/2024	
	7 Week B Session Begins	Tue	3/12/2024	
	7 Week B Add/Drop Period	Tu - W	3/12/2024	3/13/2024
	Recess-Spring Break, Mon-Su	Mon	3/18/2024	3/24/2024
	Classes End	Mon	5/6/2024	
	Final Exams	Tu - M	5/7/2024	5/13/2024
	Grades Due by 2pm	Wed	5/15/2024	
	Commencement	Fri	5/17/2024	
Summer 2024	U and UA Session Classes Begin	Mon	5/20/2024	
	U and UA Add/Drop Period	M - Tu	5/20/2024	5/21/2024
	Memorial Day College Closed	Mon	5/27/2024	
	Juneteenth College Closed	Wed	6/19/2024	
	Summer UA Session Ends	Wed	7/3/2024	
	July 4th College Closed	Thu	7/4/2024	
	No U Session Classes	Fri	7/5/2024	
	UA Final Exams Fri	Fri	7/5/2024	
	UA Grades Due by 2pm	Mon	7/8/2024	
	UB Session Begins	Mon	7/8/2024	
	UB Add/Drop Period	M - Tu	7/8/2024	7/9/2024
	U and UB Session Classes End	Fri	8/16/2024	
	Final Exams Thur & Fri	M - Tu	8/19/2024	8/20/2024
	Grades Due by 2pm	Fri	8/23/2024	

Faculty Work Year 2023-2024				
Week #	Week of	Work days		
Pre-Class	8/28/2023	5		
1	9/4/2023	4	Classes Start 9/5	
2	9/11/2023	5		
3	9/18/2023	5		
4	9/25/2023	5		
5	10/2/2023	5		
6	10/9/2023	5		
7	10/16/2023	5		
8	10/23/2023	5		
9	10/30/2023	5		
10	11/6/2023	5		
11	11/13/2023	5	Thanksgiving	
12	11/20/2023	3		
13	11/27/2023	5		
14	12/4/2023	5	Winter Break	
15	12/11/2023	5		
16	12/18/2023	3		
17	12/25/2023	0		
SPRING				
Pre-Class	1/15/2024	4	Pre-Class Week	
1	1/22/2024	4		
2	1/29/2024	5		
3	2/5/2024	5		
4	2/12/2024	5		
5	2/19/2024	5		
6	2/26/2024	5		
7	3/4/2024	5		
8	3/11/2024	5		
9	3/18/2024	0		Spring Break
10	3/25/2024	5		
11	4/1/2024	5		
12	4/8/2024	5		
13	4/15/2024	5		
14	4/22/2024	5		
15	4/29/2024	5		
16	5/6/2024	5		
17	5/13/2024	4	Mon, Tues, Wed, Fri	
Total days:		162		

Attachment #7

MCCC

Agenda Item V (C)

MERCER COUNTY COMMUNITY COLLEGE

APPROVAL OF 2024-2025 ACADEMIC CALENDAR

RESOLUTION

BE IT RESOLVED, that this Board hereby approves the Academic Calendar for academic year 2024-25 as recommended by the President and the Operations Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting.

Board of Trustees Meeting
July 21, 2022



Academic Affairs

July 8, 2022

To: Dr. Deborah Preston, President
From: Robert Schreyer, Vice President for Academic Affairs
Subject: 2023-2024 & 2024-2025 Academic Calendar

I am recommending approval of the Academic Calendar for full year 2023-2024 & 2024-2025.

These documents have been reviewed by the Faculty Council on Teaching and Learning (FCTL). In addition, it has been reviewed and recommended by the Academic Affairs Leadership Team, as well as members of the President Leadership Team.

Recommended and approved for presentation to the Board of Trustees

Dr. Deborah Preston, President

Date

Academic Calendar
2024/2025
Fall - Winter

Semester	Event	Day	Begin Date	End Date
Fall 2024	Pre-Class Activities	Tue	8/27/2024	
	Classes Begin	Tue	9/3/2024	
	14 Week Add/Drop Period	Tu - M	9/3/2024	9/9/2024
	10 week Session Begins	Tue	10/1/2024	
	10 Week Add/Drop Period	Tu - W	10/1/2024	10/2/2024
	7 Week A Session Begins	Tue	9/3/2024	
	7 Week A Add/Drop Period	Tu - W	9/3/2024	9/4/2024
	7 Week A Session Ends	Mon	10/21/2024	
	7 Week A Session Grades Due 2pm	Wed	10/23/2024	
	7 Week B Session Begins	Tue	10/22/2024	
	7 Week B Add/Drop Period	Tu - W	10/22/2024	10/23/2024
	Recess-Thanksgiving *Tues follows Thu/Wed follows Fri schedule	Th-F	11/28/2024	11/29/2024
	Classes End	Wed	12/11/2024	
	Final Exams	Th - M	12/12/2024	12/16/2024
	Grading	Tue	12/17/2024	
Grades Due by 2pm	Wed	12/18/2024		
Winter Break			23-Dec	2-Jan
Winter 2024	Online Classes Begin	Wed	12/18/2024	
	Online Classes Add/Drop Period	Th - F	12/18/2024	12/19/2024
	On Campus Classes Begin	Thu	1/2/2025	
	On Campus Classes Add/Drop Period	Th - F	1/2/2025	1/3/2025
	On Campus Classes End	Wed	1/15/2025	
	On Campus Grades Due by 2pm	Fri	1/17/2025	
	Online Classes End	Tue	1/21/2025	
	Final Exams	Wed	1/22/2025	
	Online Grades Due by 2pm	Fri	1/24/2025	

**Academic Calendar
 2024/2025
 Spring - Summer**

Semester	Event	Day	Begin Date	End Date
Spring 2025	Pre-Class Activities	Tue	1/14/2025	
	Classes Begin	Tue	1/21/2025	
	14 Week Add/Drop Period	Tu - M	1/21/2025	1/27/2025
	10 Week Session Begins	Tue	2/18/2025	
	10 Week Add/Drop Period	Tu - W	2/18/2025	2/19/2025
	7 Week A Session Begins	Tue	1/21/2025	
	7 Week A Add/Drop Period	Tu - W	1/21/2025	1/22/2025
	7 Week A Session Ends	Mon	3/10/2025	
	7 Week A Session Grades Due 2pm	Wed	3/12/2025	
	7 Week B Session Begins	Tue	3/11/2025	
	7 Week B Add/Drop Period	Tue	3/11/2025	3/12/2025
	Recess-Spring Break, M-Su	Mon	3/17/2025	3/23/2025
	Classes End	Mon	5/5/2025	
	Final Exams Tu - M	Tue	5/6/2025	5/12/2025
	Grades Due by 2pm	Wed	5/14/2025	
	Commencement	Fri	5/16/2025	
Summer 2025	U and UA Session Classes Begin	Thu	5/22/2025	
	U and UA Add/Drop Period	Th - F	5/22/2025	5/23/2025
	Memorial Day College Closed	Mon	5/26/2025	
	Juneteenth College Closed	Thu	6/19/2025	
	July 4th College Closed	Fri	7/4/2025	
	Summer UA Session Ends	Mon	7/7/2025	
	UA Final Exams Tues	Tue	7/8/2025	
	UB Session Begins	Tue	7/8/2025	
	UB Add/Drop Period	Tu - W	7/8/2025	7/9/2025
	UA Grades Due by 2pm	Wed	7/9/2025	
	U and UB Session Classes End	Mon	8/18/2025	
	Final Exams Tu - W	Tu - W	8/19/2025	8/20/2025
	Grades Due by 2pm	Fri	8/22/2025	
	Event	Day	Begin Date	End Date

Faculty Work Year 2024-2025				
Week #	Week of	Work days		
Pre-Class	8/26/2024	5		
1	9/2/2024	4	Classes Start 9/3	
2	9/9/2024	5		
3	9/16/2024	5		
4	9/23/2024	5		
5	9/30/2024	5		
6	10/7/2024	5		
7	10/14/2024	5		
8	10/21/2024	5		
9	10/28/2024	5		
10	11/4/2024	5		
11	11/11/2024	5	Thanksgiving	
12	11/18/2024	5		
13	11/25/2024	3		
14	12/2/2024	5		
15	12/9/2024	5	Winter Break	
16	12/16/2024	3		
17	12/23/2024	0		
SPRING				
Pre-Class	1/13/2025	4	Pre-Class Week	
1	1/20/2025	4		
2	1/27/2025	5		
3	2/3/2025	5		
4	2/10/2025	5		
5	2/17/2025	5		
6	2/24/2025	5		
7	3/3/2025	5		
8	3/10/2025	5		
9	3/17/2025	0		Spring Break
10	3/24/2025	5		
11	3/31/2025	5		
12	4/7/2025	5		
13	4/14/2025	5		
14	4/21/2025	5		
15	4/28/2025	5		
16	5/5/2025	5		
17	5/12/2025	4	Mon, Tues, Wed, Fri	
Total days:		162		

Attachment #8
Agenda Item V (D)

MCCC



To: Dr. Tonia Perry-Conley, Interim V.P. - Student Affairs
Elizabeth Mizerek, Title IX Coordinator

From: Bryon K. Marshall,
Executive Director- Facilities and College Safety

Date: July 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 June 2022, there was one (1) reportable offense-crime(s), fires, and other emergencies occurred on campus during the reporting period which were recorded by campus security at this time.

06/01/2022 – Intimate Partner Violence

West Windsor Campus – A faculty member reported that a student had disclosed experiencing intimate partner violence at home. Faculty member provided with local resources for support to extend to student. No Title IX jurisdiction since events happened off campus.

06/06/2022 – Discriminatory Comments

West Windsor Campus – A faculty member reported that she had noted message written on a classroom whiteboard that were written against trans people. This occurred several times over the course of the semester. The faculty member was unable to determine who had written the message; they were on the whiteboard at the time she arrived in the classroom. No further Title IX investigation conducted since unable to determine source of comments.

06/13/2022 – Unwanted Touching

West Windsor Campus – A student reported that another student had touched her on her shoulder, without her consent. The student reported that she told the other student to stop and the behavior was stopped immediately. Support offered to the student. No further Title IX investigation conducted since it did not rise to the threshold of severe or pervasive.

06/22/2022- Hazardous Conditions: Fire

James Kerney Campus- An employee discarded coals/embers from a barbecue grill near the wooden fence that surrounds the generator and other utility systems in the rear parking lot of the JK. A smoldering/fire ensued. An alert employee discovered the situation, alerted the Security team and the fire was promptly extinguished. The matter was investigated; positive and progressive discipline is scheduled to be issued and fire safety training is scheduled to directly address the employee's deficiency and as a refresher for the teams in general.

06/22/2022 – Report of Sexual Assault

West Windsor Campus – Two reports were received within the Information Technology Help Desk on-line ticketing system reporting that a MCCC student had sexually assaulted a person off-campus. The person identified as a MCCC student is not a current student and has not attended for several semesters. No Title IX jurisdiction since incident occurred off-campus and neither reporting, nor responding party is affiliated with the college. Information was shared with the appropriate police department.