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MERCER COUNTY COMMUNITY COLLEGE
Minutes of the 687th Meeting
of the Board of Trustees
June 16, 2022

The public meeting was called to order by Chair Mark Matzen, at 6:31 p.m. in the Board Room at the West Windsor Campus of Mercer County Community College. 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, Larry Nespoli, Greg Puliti, Laura Ceras, Alumni Trustee, and Barbara Basel, Acting 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 of America.

B) STATEMENT OF NOTIFICATION

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

D) PUBLIC COMMENT

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

II. A) APPROVAL OF MINUTES OF THE MAY 19, 2022 BOARD MEETING

Mr. Drennan presented Agenda Item II (A). Mr. Puliti asked that the minutes be revised to add the following in the Chair's Report: "Trustee Puliti stated that the Climate Survey was too important not to have as an agenda item at our regular meetings for discussion and not to push the discussions off until another time, as requested by Mr. Carter in his presentation." With this revision, Mr. Puliti seconded Mr. Drennan's motion. The item passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Mason, Matzen, Nespoli and Puliti voting aye. Trustees Blake and Brown-Glaude abstained.

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BE IT RESOLVED, that the minutes of the May 19, 2022 meeting of the Board of Trustees are approved with revision.

III. FINANCIAL MATTERS

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

A) MONTHLY FINANCIAL STATEMENT

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

B) INVESTMENT DETAIL

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

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

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

D) MONTHLY PAYMENT LISTS FOR MAY

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

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

E) ADAMS, GUTIERREZ & LATTIBOUDERE, LLC – AMENDED RESOLUTION FOR COST

WHEREAS, Mercer County Community College has a need to acquire legal service outside of the original fiscal year 2022 contract scope, as assigned by the College's insurance carrier, to provide legal representation involving employees and other related insurance claims; and

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

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

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

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BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments to Adams, Gutierrez and Lattiboudere, LLC of Iselin, New Jersey, for legal service outside of the original fiscal year 2022 contract scope, assigned by the College's insurance carrier, to provide legal representation involving employees and other related insurance claims, for an additional \$35,000 above the \$90,000 annual retainer amount approved by the Board on June 17, 2021, for a new not to exceed amount of \$125,000, from July 1, 2020 through June 30, 2021 (FY 2022).

F) PUBLIC SERVICE ELECTRIC & GAS (PSE&G) – AMENDED RESOLUTION FOR COST

WHEREAS, Mercer County Community College requires the purchase and delivery of electric and natural gas supply service to operate and provide heat, light, cooling and other utilities on the James Kerney and West Windsor Campuses as well as the property leased by the College at 101 North Broad Street, Trenton, NJ for FY2022; and

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments to Public Service Electric and Gas of New Brunswick, New Jersey above the \$575,000 amount approved by the Board on April 15, 2021 by \$35,000 to \$610,000 to purchase and deliver electric and natural gas power supply service for the property leased by the College at 101 North Broad, Trenton, NJ for the period from July 1, 2021 to June 30, 2022.

Agenda Item III (G) (Adams, Gutierrez & Lattiboudere) was tabled for further discussion.

Mr. Drennan presented Agenda Items III (H) through (HH), which were seconded by Ms. Blake. The items passed with Trustees Berrios-Ohler, Blake, Brown-Glaude, Delli Santi, Drennan, Mason, Matzen, Nespoli, and Puliti voting aye.

H) BLACKBOARD LEARNING MANAGEMENT SYSTEM – AMENDED RESOLUTION FOR COST

WHEREAS, Mercer County Community College has a need to extend the contract for the licensing of the on-line course delivery hosting system software Blackboard Learn SaaS and NJEIS, Ally, Collaborate and Storage for FY2023; and

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

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (3) exempts materials or supplies which are not available from more than one potential bidder from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Blackboard, Incorporated has completed and submitted a Business Entity Disclosure Certification which certifies that Blackboard, Incorporated 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 Blackboard, Incorporated from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue the annual purchase order for the final year of the three- year contract approved by the Board on May 21, 2020 with Blackboard, Inc. of Washington, D.C., for the on-line course delivery hosting system software Blackboard Learn SaaS, Ally, Collaborate and Storage by an additional \$43,500 from \$186,500 to \$230,000 for FY2023 from July 1, 2022 through June 30, 2023.

I) SUPLEE, CLOONEY & COMPANY, COLLEGE AUDITING SERVICES

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

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

WHEREAS, to obtain the best overall value for the College, a request for proposals was issued on May 4, 2022 to certain qualified certified public accounting firms, with evaluation criteria that included price and other factors; and

WHEREAS, of the four (4) vendors which responded to the request for proposals for College Auditing Services by the required due date of May 31, 2022, Suplee, Clooney & Company was considered the most overall responsible and best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to sign a letter of engagement, to enter into an agreement with Suplee, Clooney & Company of Westfield, New Jersey for an initial two (2) year period with three (3) one-year extension options, to provide the required services to perform the FY 2022 audit at a cost not to exceed \$96,000 annually and the FY 2023 audit at a cost not to exceed \$98,500 annually for the period from July 1, 2022 through June 30, 2024.

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MCCC RFP #B2207

J) CBIZ, INC.

WHEREAS, Mercer County Community College has need to acquire athletic, commercial, cyber, excess and liability, property, school leaders and student accident insurance coverage for FY2023; and

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

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

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

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

BE IT RESOLVED, that the President be authorized, on behalf of this Board, to enter into agreements with CBIZ Inc. of Cleveland, Ohio to acquire athletic, commercial, cyber, excess and liability, property, school leaders and student insurance coverage for the period from July 1, 2022 through June 30, 2023 for an amount not to exceed \$681,038. Mercer County Community College is one of seven (7) community colleges utilizing the pricing obtained under the New Jersey Community College Insurance Pool, updated annually.

K) CDW GOVERNMENT

WHEREAS, Mercer County Community College has a need to purchase computer hardware, software, communication and other related equipment at both the James Kerney and West Windsor campuses during FY 2023; and

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

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from public advertising from bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Mercer County Community College has identified that CDW Government of Verona, Illinois has the needed equipment and supplies available under the Educational Services Commission of New Jersey Cooperative Pricing Agreement* which represents the best value for the College and determined that purchase from this contract will produce the best overall value; now therefore,

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to refresh the annual Purchase Order with CDW Government of Verona, Illinois for the purchase of computer hardware, software, communication and other related equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$135,000 from July 1, 2022 through June 30, 2023.

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

L) CINTAS

WHEREAS, Mercer County Community College has a need to acquire uniforms and uniform cleaning services for Facilities and College Safety Officers, as well as first aid, floor mat (including cleaning), safety and other supplies and training classes for the West Windsor and James Kerney campuses in FY 2023; and

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

WHEREAS, Mercer County Community College has identified that Cintas of Cincinnati, Ohio has the needed equipment and supplies available under a Federal GSA Cooperative Pricing Agreement* which represents the best value for the College and determined that consolidation of safety equipment and training class purchases and utilization of better technology through utilizing Cintas will produce reduced spending with other safety equipment vendors used in the past; and

WHEREAS, Mercer County Community College has joined the Omnia Partners, Public Sector+ cooperative pricing system for the procurement of goods and services at competitive pricing and offers competitively solicited and awarded service agreements by public agencies and governmental units to insure that industry best practices, processes and procedures are applied to obtain the most cost-effective bids representing the best value for its membership; now therefore

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BE IT RESOLVED, that the President is authorized, on behalf of this Board, to refresh the annual purchase order with Cintas, Cincinnati, Ohio, to acquire uniforms and uniform cleaning services for Facilities and College Safety Officers, as well as first aid, floor mats (including cleaning), safety and other supplies and training classes for the West Windsor and James Kerney campuses for an amount not to exceed \$71,500 from July 1, 2022 through June 30, 2023.

* GSA Contract #47-QSWA18D 000M
+ OMNIA Partners #R-BB-19002

M) DELL MARKETING LP

WHEREAS, Mercer County Community College has a need to purchase various computer software, hardware and other equipment at the James Kerney and West Windsor campuses during FY 2023; and

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to refresh the annual purchase order with Dell Marketing LP of Round Rock, Texas, for the purchase of various computer software, hardware and other related equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$350,000 from July 1, 2022 through June 30, 2023.

*New Jersey WSCA/NASPO Contract #89850

N) FOLLETT HIGHER EDUCATION GROUP

WHEREAS, Mercer County Community College has an on-going need to acquire bookstore management services for the on-site and on-line bookstore and to reimburse the Follett Higher Education Group for textbooks, merchandise and other purchases made with awarded student financial aid in FYs 2023 and 2024; and

WHEREAS, Mercer County Community College intends to award a two-year contract extension with Follett Higher Education Group to provide the College bookstore management services for the on-site and on-line bookstore, from July 1, 2022 through June 30, 2024; and

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WHEREAS, during this period, the College will be evaluating all options for acquisition of future bookstore management services, including issuing a publically advertised Request for Bid (RFB), or invoking the provision of the County Contracts Law, N.J.S.A 18A:64A-25.10 that allows one or more county college to provide for such purchases by joint agreement with the governing body of the municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to Local Public Contracts Law, P.L. 1971, c198 (C.40A:11-1, et seq.); now therefore,

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract with Follett Higher Education Group to continue to provide necessary bookstore management services and reimburse them for textbooks, merchandise and other purchases made with awarded student financial aid in FYs 2023 and FY2024, for an additional two (2) years from July 1, 2022 through June 30, 2024, in estimated amounts of \$600,000 in FY23 and \$750,000 in FY24. Paid for by awarded student financial aid.

O) GLOBAL INDUSTRIAL

WHEREAS, Mercer County Community College has the need to purchase janitorial, safety, and sanitation services and supplies as well as restroom, classroom and office furniture and supplies for the James Kerney and West Windsor campuses for FY 2023; and

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

WHEREAS, Mercer County Community College is a member of The Interlocal Purchasing System (TIPS) for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified that Global Industrial of Port Washington, New York, has the experience and credentials necessary to supply janitorial, safety, and sanitation services and supplies as well as restroom, classroom and office furniture and supplies for the James Kerney and West Windsor campus, under the Cooperative Pricing Agreement with The Interlocal Purchasing System (TIPS)* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to issue purchase orders with Global Industrial, Port Washington, New York to supply

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janitorial and sanitation services and supplies and restroom, classroom and office furniture and supplies for the James Kerney and West Windsor campuses for an amount not to exceed \$90,000 from July 1, 2022 to June 30, 2023 (FY 2023).

*The Interlocal Purchasing System (TIPS) Contract #s 200106, 200301, 190101

P) HONORLOCK

WHEREAS, Mercer County Community College has an ongoing need to acquire campus-wide online proctoring services for approximately 2,000 licenses for the Division of Innovation, Online Education and Student Success, procured through the New Jersey County Community College (NJCCC) Joint Purchasing Consortium (JPC); and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.10, authorizes the Board of Trustees of two or more county colleges to provide jointly by agreement for the purchase of professional services, work, materials or supplies for their respective colleges; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.10 exempts the purchase of any materials, supplies, goods, services or equipment from public advertising for bids when two or more county colleges agree jointly for the purchasing for their respective colleges, but requires a resolution authorizing the award of such a contract; and

WHEREAS, the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) is composed of the membership of the county colleges in New Jersey and was formed to provide an instrument for the county colleges to combine purchasing power and realize savings to benefit the participating institutions; and

WHEREAS, Ocean County College has acted as the lead agency on behalf of the New Jersey Council of County Colleges (NJCCC) and acting on behalf of the Joint Purchasing Consortium with Honorlock, Boca Raton, Florida, procured through New Jersey County College Joint Purchasing Consortium (JPC) RFP #20/21 R-891; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, through participation in the NJ County Community College (NJCCC) Joint Purchasing Consortium (JPC) to renew its annual agreement with Honorlock, Inc. Boca Raton, Florida for the purchase of 2,000 licenses for campus-wide online proctoring services for an amount not to exceed \$110,000 for the period July 1, 2022 to June 30, 2023.

NJCCC Joint Purchasing Consortium (JPC) RFP #20/21 R-891

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Q) INFINITY FLIGHT GROUP, LLC

WHEREAS, Mercer County Community College seeks to re-engage Infinity Flight Group, LLC to provide aircraft and flight instructional training, under direct supervision by the College for students enrolled in the College's Aviation program in FYs 2023 and 2024 and;

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

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

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

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a new two (2) year Agreement and issue payments, using student paid flight school fees that are passed-through to Infinity Flight Group, LLC of Ewing, New Jersey, to provide aircraft and flight instructional training, for students enrolled in the College's Aviation program flight for payments not to exceed \$5,500,000 annually, from August 1, 2022 to July 31, 2024. These payments are entirely funded from student flight instructional pass-through fees and financial aid.

R) KINSLEY POWER SYSTEMS, INC. – AMENDED RESOLUTION FOR TIME

WHEREAS, Mercer County Community College has the need to acquire and install replacement emergency generators in the Physical Education (PE), Liberal Arts (LA) and the Business (BS) buildings at the West Windsor campus, paid by the New Jersey Chapter 12 program, in FY 2023; and

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

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

WHEREAS, Mercer County Community College has identified that Kinsley Power Systems, Inc. of East Granby, Connecticut, has the expertise to provide and install the appropriate emergency generators under the Cooperative Pricing Agreement with the Sourcewell Cooperative Pricing consortium* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to extend the contract with Kinsley Power Systems Inc. of East Granby, Connecticut, to acquire and install replacement emergency generators in the Physical Education (PE), Liberal Arts (LA) and Business (BS) buildings at the West Windsor campus for an amount not to exceed \$174,186, for FY 2023. Paid by the New Jersey Chapter 12 program.

* Sourcewell Co-op contract # 120617-KOH

S) KSI CONSULTING ENGINEERS, LLC

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

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

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

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (15) exempts consulting and professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

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

BE IT RESOLVED, the President is authorized, on behalf of the Board, to amend the contract with KSI Consulting Engineers, LLC of Farmingdale, New Jersey and issue a annual purchase order for FY 2023 to provide consulting engineer and professional services needed for new, replacement or upgraded HVAC and boiler

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projects for the James Kerney and West Windsor campuses, for an amount not to exceed \$60,000 from July 1, 2022 through June 30, 2023.

T) KYOCERA DOCUMENT SOLUTIONS

WHEREAS, Mercer County Community College has a need to obtain copier services at the Dempster Fire Academy, James Kerney and West Windsor campuses beyond the current lease agreement expiration date of June 30, 2022; and

WHEREAS, On April 20, 2022, Mercer County Community College issued a request for quotes to three (3) NJ State Contract vendors to provide the College copier services for a new lease term based on the sole criteria of price only; and

WHEREAS, on May 17, 2022 the College received three (3) quote responses but upon subsequent evaluation determined they were non-responsive in providing information needed to recommend the award of such a contract at this time;

WHEREAS, the College intends to extend the current lease agreement with an expiration date of June 30, 2022 on a month to month basis from July 1, 2022 to a date to be specified later, to re-issue a new request for quotes in order to evaluate and determine the new quotes for the best price for necessary copier services for the College;

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the current contract with Kyocera Document Solutions, Inc. on a month to month basis from July 1, 2022 to a date to be specified later, to re-issue a new request for quotes in order to evaluate and determine the new quotes for the best price for necessary copier services, for an amount not to exceed \$26,000 (FY 2023 – 1st Quarter), in order to investigate longer-term options beyond fiscal year 2022.

U) MCCLOSKEY MECHANICAL ENGINEERS, INC. – AMENDED RESOLUTION FOR TIME

WHEREAS, Mercer County Community College has the need for installation services for seven (7) new replacement boilers and associated supplies at the (BS) Business, (ET) Engineering Technology, and (LA) Liberal Arts buildings and for removal and replacement of a 40-ton rooftop Copeland compressor on the (CM) Communications Center Annex at the West Windsor campus, paid for by the Chapter 12 program, in FY 2023; and

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

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WHEREAS, Mercer County Community College has identified that McCloskey Mechanical Contractors, Inc. of Blackwood, NJ has the required experience, equipment, parts and supplies under the Cooperative Pricing Agreement with the Hunterdon County Education Services Commission* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to extend the contract with McCloskey Mechanical Contractors, Inc. of Blackwood, NJ for installation services for seven (7) new replacement boilers and associated supplies at the (BS) Business, (ET) Engineering Technology, and (LA) Liberal Arts buildings and for removal and replacement of the 40-ton rooftop Copeland compressor on the (CM) Communications Center Annex at the West Windsor campus, at a cost not to exceed \$175,000 for FY2023. Paid by the Chapter 12 program.

* Hunterdon County Education Services Commission #HCESC-SER-12A, HVAC Services and #HCESC-SER-20C, Plumbing Services and Supplies,

V) MERCER COUNTY PUBLIC LIBRARY – INTEGRATED AUTOMATED LIBRARY SYSTEM

WHEREAS, Mercer County Community College has participated in an integrated and automated library system with Mercer County Public Library since 1994 to provide on-line web access to all branches of the joint library system to facilitate student and faculty access to information; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, allows for one or more county colleges to provide for such purchases by joint agreement with the governing of the municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to Local Public Contracts Law, P.L.1971, c.198 (C.40A:11-1, et seq.); and

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to continue to participate in an annual agreement with Mercer County Public Library to offset the costs associated with the integrated and automated library system that provides on-line web access to all branches of the joint library system to facilitate student learning and faculty access to information, at a cost not to exceed \$76,018 for the period July 1, 2022 and June 30, 2023.

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W) NEW JERSEY COUNCIL OF COUNTY COLLEGES

WHEREAS, Mercer County Community College has a need to acquire advocacy, legislative liaison, informational and other related professional services 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 pay an annual assessment not to exceed \$60,000 to the New Jersey Council of County Colleges in Trenton, New Jersey for advocacy, legislative liaison, informational and other related professional services for July 1, 2022 through June 30, 2023 (FY 2023).

X) OPEN SYSTEMS INTEGRATORS, INC.

WHEREAS, Mercer County Community College has a need to replace the obsolete fire alarm system in the Kelsey Theatre (TH) building on the West Windsor campus, paid by Chapter 12 program funds; and

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

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

WHEREAS, Mercer County Community College has identified that Open Systems Integrators, Inc. of Hamilton Twp., Mercer County, New Jersey, has the expertise to replace the obsolete fire alarm system in the Kelsey Theatre (TH) building on the West Windsor campus, under the Cooperative Pricing Agreement with the Educational Services Commission of New Jersey Cooperative* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Open Systems Integrators Inc. of Hamilton Twp., Mercer County, New Jersey, to replace the obsolete fire alarm system in the Kelsey Theatre (TH) on the West Windsor campus for an amount not to exceed \$230,000 for July 1, 2022 through June 30 2023. Paid by the New Jersey Chapter 12 program.

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* Educational Services Commission BID #ESCNJ 17/18-59 Co-op 65MCESCCPS

Y) PRESIDIO NETWORKED SOLUTIONS GROUP, LLC

WHEREAS, Mercer County Community College has a continuing need to upgrade and expand the College's Wi-Fi network in twenty-four (24) buildings at the James Kerney and West Windsor campuses in FY 2023; and

WHEREAS, Mercer County Community College has a continuing need to purchase annual wireless communications, infrastructure and network equipment hardware and maintenance services including the annual SmartNet contract for both the James Kerney and West Windsor campuses in FY 2023;

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

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to refresh the annual purchase order with Presidio Networked Solutions Inc., Morristown, NJ, to acquire computer network hardware, software, professional and installation services, to upgrade and expand the College's Wi-Fi network in twenty-four (24) buildings at the James Kerney and West Windsor campuses in FY 2023, at a cost not exceed \$600,000 from July 1, 2022 through June 30, 2023. Paid by the CARES Act and/or the American Rescue Plan funds.

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with Presidio Networked Solutions Inc., Morristown, NJ, at a cost not to exceed \$280,000 for the annual SmartNet maintenance contract for the existing wireless communications and networked equipment hardware (for Security Surveillance), at the James Kerney and West Windsor campuses from July 1, 2022 to June 30, 2023. Paid by College business/operating funds.

Federal GSA GS-35F-333GA.

NJ State Contract NASP ValuePoint R233 (14-19) NJ 87720

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Z) PROQUEST

WHEREAS, Mercer County Community College has need to acquire library resource services that support all academic studies offered by the College including e-books, databases, newspapers, and other primary resources for use by faculty and students for course research in FY 2023; and

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

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

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

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with ProQuest Subscription Services of Tinton Falls, New Jersey to provide library resource services that support all academic studies offered by the College using e-books, databases, newspapers and other primary resources for course research from July 1, 2022 through June 30, 2023 at a cost not to exceed \$63,500.

AA) REPUBLIC WASTE SERVICES

WHEREAS, Mercer County Community College has a need to purchase solid waste removal and recycling services for the James Kerney and West Windsor campuses during FY 2023; and

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

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BE IT RESOLVED, that the President is authorized, on behalf of this Board, to re-fresh the annual purchase order with Republic Waste Services, New Brunswick, NJ, for the purchase of solid waste removal and recycling services for both the James Kerney and West Windsor campuses at a cost not to exceed \$60,000 annually from July 1, 2022 through June 30, 2023.

*New Jersey WSCA/NASPO Contract #89850

BB) SHI INTERNATIONAL CORPORATION

WHEREAS, Mercer County Community College has a need to purchase computer hardware, software, communications and other related equipment for both 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 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 refresh the annual purchase order with SHI International Corporation of Somerset, New Jersey to purchase computer hardware, software, communications and other related equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$135,000 from July 1, 2022 to June 30, 2023.

* New Jersey State Contract #89851 and/or Omnia Contract # RFP2018011-02

CC) STOUT'S CHARTER SERVICE, INC. – AMENDED RESOLUTION FOR COST

WHEREAS, Mercer County Community College has a need to acquire charter bus transportation services for the athletic teams schedule for the Athletic Department's Spring and Fall 2022 Semesters athletic schedule ; 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 shall be made and awarded only by the County College after public advertising for bids and bidding therefore, except as provided otherwise in this article or specifically by any other law; and

WHEREAS, of the (5) vendors which responded to the publically advertised bid (MCCC RFB 2101A) due on February 24, 2021 for Charter Bus Transportation Services for the Athletic Department's Spring 2021 Semester's athletic event schedule,

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Stout's Charter Service, Inc. was evaluated to have the most responsible and cost-effective bid for Charter Bus services for Mercer County Community College; now therefore

BE IT RESOLVED, that the President be authorized, on behalf of this Board, to increase the contract amount with Stout's Charter Service Inc. of Trenton, New Jersey, as approved by the Board on March 18, 2021, to provide Charter Bus services for the Athletic Department's Spring and Fall 2022 Semester athletic event schedule by \$95,000 from \$60,000 to \$155,000, from April 1, 2022 through March 31, 2023. Paid by Student Athletic fees.

MCCC RFB 2101A

DD) SYSCO FOOD SERVICES

WHEREAS, Mercer County Community College has a need to acquire food supplies to support its James Kerney campus cafeteria, and the Conference Center and the Hotel Restaurant and Institution Management (HRIM) Program on the West Windsor campus in 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, Sysco Foodservice has completed and submitted a Business Entity Disclosure Certification which certifies that Sysco 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 Sysco 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 enter into a contract with Sysco Foodservice of Philadelphia, Pennsylvania for an amount not to exceed \$125,000 for the period July 1, 2022 to June 30, 2023.

EE) WB MASON – COOPERATIVE PRICING FOR OFFICE SUPPLIES

WHEREAS, Mercer County Community College has a continuing need to acquire general office supplies in FY 2023; and

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

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract with State of New Jersey's and County of Mercer's awarded vendor, W.B. Mason of Boston, Massachusetts for the purchase of office supplies for an amount not to exceed \$110,000 annually for the period from July 1, 2022 to June 30, 2023.

* New Jersey Contract SC#000003

* Mercer County Contract CK09Mercer2019-24

FF) CARL D. PERKINS CAREER AND TECHNICAL EDUCATION GRANT APPLICATION

Whereas, the New Jersey Department of Education, Office of Grants Management, is soliciting applications for Carl D. Perkins Career and Technical Education Grant for FY2023; and

Whereas, Perkins fiscal year 2023 funding will be used to improve Mercer's delivery of instruction of Career and Technical Education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions; and

WHEREAS, Perkins fiscal year 2023 grant expenditures will focus on the purchase of equipment, instructional salaries, materials and supplies for CTE academic programs such as Nursing, Medical Lab Technology, Automotive, Radiography, Entertainment Technology and Culinary. Purchases under the Perkins FY 2023 grant will provide for student instruction, using state-of-the-art programming that meets business and industry standards; and

WHEREAS, Mercer County Community College will submit a grant proposal to the New Jersey Department of Education; now therefore

BE IT RESOLVED, that the Mercer County Community College Board of Trustees approves the application submission to the New Jersey Department of Education

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for a Carl D. Perkins Career and Technical Education Grant for an estimated funding amount of \$611,727 for the period from July 1, 2022 through June 30, 2023 (FY2023).

GG) CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT PROGRAM

WHEREAS, Mercer County Community College Board of Trustees hereby certifies that permission has been granted to apply for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Discretionary Grant Programs for the purposes described in the application for an amount up to \$856,308; and

WHEREAS, this grant will allow Mercer County Community College to continue serving as the lead agency for the Mercer County Literacy Consortium; and

WHEREAS, the current Mercer County Literacy Consortium includes Literacy Volunteers in Mercer County, Mercer Street Friends, and YWCA of Princeton; and

WHEREAS, this consortium will provide Adult Basic Education (ABE) and English-as-a-Second Language (ESL) instruction to county residents; and

WHEREAS, the creation of this education partnership will allow consortium participants to make a seamless transition into Mercer County Community College; now therefore

BE IT RESOLVED, that the Board of Trustees approve the acceptance of the grant award totaling \$856,308, contingent upon the State of New Jersey's confirmation of this amount, for the period July 1, 2022 through June 30, 2023.

HH) WILLIAM PATERSON UNIVERSITY PARTNERSHIP AGREEMENT

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

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

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

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

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the August 13, 2018 Memorandum of Understanding with William Paterson University, in accordance with the initial resolution adopted by the Board of Trustees on September 15, 2016, to provide classroom and administrative space that enables students to take upper division courses required for certain William Paterson University undergraduate and/or graduate degree programs for payments (revenue) to the College of up to \$185,000 from July 1, 2022 to June 30, 2023 (FY 2023).

IV. HUMAN RESOURCES MATTERS

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

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

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

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

BE IT RESOLVED, that certain members of the administrative and professional staff whose current contract expire on June 30, 2023 are hereby reappointed for two additional years as recommended by the President and shall be issued three-year contracts for the period July 1, 2022 through June 30, 2025 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #5)

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

BE IT RESOLVED, that certain members of the administrative and professional staff whose current contracts expire on June 30, 2022 are hereby reappointed for two years as recommended by the President, and shall be issued contracts for the period July 1, 2022 through June 30, 2024 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #6)

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

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BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one-year contracts for the period July 1, 2022 through June 30, 2023 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #7)

E) REAPPOINTMENT OF FIRST-YEAR FACULTY

BE IT RESOLVED, That this Board hereby approves the offering of new appointments effective with the 2022-2023 academic year to certain faculty members currently in their first year of service, as recommended by the President as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #8)

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

F) PROMOTIONS IN ACADEMIC RANK

BE IT RESOLVED that this Board hereby approves promotions in academic rank as indicated below, with salary increases as approved by the Faculty contract, effective for the 2022-2023 academic year, as recommended by the President.

To *Professor*
Barbara Hamilton

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

G) CONTRACT MODIFICATIONS FOR THE PRESIDENT

WHEREAS the Board of Trustees (“Board”) previously approved a contract to appoint Dr. Jianping Wang as President of the Mercer County Community College (“MCCC”) for the period July 1, 2021 through June 30, 2022; and

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves a retroactive increase to Dr. Jianping Wang’s base salary by 2.5 % as provided to non-affiliated professional staff employees, effective July 1, 2021 through July 31, 2022.

V. OPERATIONS MATTERS

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

A) MAY 2022 CLERY REPORT

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The members of the Board noted receipt and review and ratified the May 2022 Clery Report, which is attached. (Attachment #9)

VI. FY 2021 AUDIT REPORT FOR MERCER COUNTY COMMUNITY COLLEGE

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

A) FY 2021 AUDIT REPORT FOR MERCER COUNTY COMMUNITY COLLEGE

WHEREAS, Bowman & Company LLP has completed the audit for the College for FY 2021; and

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

BE IT RESOLVED, that the Board of Trustees hereby accepts the audit report for the College for the fiscal year ending June 30, 2021.

VII. OTHER MATTERS

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

B) RESOLUTION OF APPRECIATION – LAURA CERAS

WHEREAS, Ms. Laura Ceras, Alumni Representative to the Board of Trustees at Mercer County Community College for the time July 2021 through June 2022, has served the college faithfully for her term; and

WHEREAS, Ms. Ceras provided assistance in her capacity as alumni representative in shaping the policy of Mercer County Community College, having represented the alumni and student body with passion and dedication; and

WHEREAS, Ms. Ceras earned distinction among her colleagues for dedication to the students; and

WHEREAS, Ms. Ceras brought recognition to the college as an active member of the Board of Trustees; now therefore

BE IT RESOLVED, that this Board extends its grateful appreciation to Ms. Ceras for her contribution and service; and

BE IT FURTHER RESOLVED, that this Board wishes Ms. Laura Ceras many years of health, prosperity, and personal fulfillment in the future.

VIII. PRESIDENT'S UPDATE

Enrollment

Fall enrollment is currently down 14.5% in head count and 10.2% in credit hours. Summer enrollment is currently down 18.1% in head count and 19.4% in credit hours. As with the entire higher education sector, we continue to see challenges in this area.

Grant Updates

MCCC has been awarded the TRIO Upward Bound Grant. This is a five-year grant for \$469,328 per year, totaling \$2,346,640, and serves first-generation, low-income students from Trenton Central High School. It provides students with the skills and motivation necessary to complete a program of secondary education. Students must maintain a 2.5 GPA. It also includes a work/study component and a stipend program.

Grants in Development

Below are some grants that are currently in development:

- Title II Adult Basic Education Renewal - The purpose of this funding opportunity is to assist local program providers with the development of educational programs and services for adult learners who 1) Have attained 16 years of age, are not enrolled or required to be enrolled in secondary school under state law and 2) are basic skills deficient, do not possess a secondary school diploma or its recognized equivalent, and have not achieved an equivalent level of education; or are an English language learner.(Amount To Be Determined)
- Princeton Area Community Foundation Grants – Three mini grants will be submitted under this funding opportunity, and include the following:
 - Community Impact Grant – addresses the needs of children, youth, adults, and families living in poverty within our geography.
 - NextGen Fund Giving Circle- supports accessibility to Mental Health Services, LGBTQ youth, Domestic Violence, Foster Care, Affordable Housing, and innovations for local climate change mitigation.
 - Chamber's Fund – addresses issues focused on education, economic and/or workforce development.
- Revitalizing Our Higher Education Facilities - The goal is to help colleges improve infrastructure and facilities to attract more students from the US and abroad. It is predominantly for the preservation, renewal and construction of our academic facilities. The goal is to provide state of the art labs, classrooms and equipment that feature technological and pedagogical advancements. (Amount to Be Determined)

Student News

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The MCCC Horticulture Program participated in the Philadelphia Flower Show. Approximately 25 students constructed the display “Releaf”. They received a Silver Medal as well as external awards (they were recognized by the Herb Society and received the Chicago Horticulture Society Flower Show Medal – one of only two displays to receive external awards.)

MCCC sports teams continue to be successful. Our men’s baseball team finished fourth in the national championship. Ryan Conover and Matt Ervolina were named to the all-tournament team. Coach Fred Carells was named Regional Coach of the Year.

Mercer Men’s tennis players Ronaldo Jacome and Alfred Kandakai won the national championships at the Division III level in first and second singles, and first doubles.

Thirty student athletes were awarded recognition for All-Conference, and twelve were awarded Academic All-American for 3.60 GPAs or higher.

Student Life and Leadership is gearing up for SOAR new student orientations, which will be held in-person, virtually as well as via webinars.

College News

We held a successful Commencement on Friday, May 20. Thanks to all who worked so hard to make this event special and memorable for our students and their families. Special thanks go out to our facilities and IT departments.

We met with County representatives on May 24. Once again, the County granted a 2% increase over last year’s funding and approved our Chapter XII allocation. We thank them for their unwavering and continued support for the College.

The Class of 2022 was inducted into the MCCC Athletics Hall of Fame on Saturday, June 11 at Cobblestone Creek Country Club in Lawrenceville, NJ. Three National Championship teams and nine individuals were inducted, and we had over 250 guests in attendance. Congratulations to all of the inductees.

VIII. NEW JERSEY COUNCIL OF COUNTY COLLEGES REPORT

Dr. Nespoli provided an update on the FY2023 state budget negotiations related to community colleges. The Governor’s proposed FY2023 state budget recommended level operating aid for community colleges. The colleges are working with legislative leaders to seek an increase in state aid, much like what was accomplished last year. Senator Sandra Cunningham (chair of the Senate Higher Education Committee from Hudson County) and Assemblywoman Mila Jasey (chair of the Assembly Higher Education Committee from Bergen County) have introduced the required legislative resolutions to support such an increase. Now is the time for us to send letters to Mercer County state legislators requesting their support of this request for increased state operating aid to community colleges. Dr. Nespoli reported that he has done so and recommended that the Chair and the President do the same.

IX. CHAIR’S REPORT

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Chair Matzen introduced Dr. Latonya Ashford-Ligon, Director of the Center for Retention and Completion and Title III Grant Project Director, who provided Title III grant program objectives, outcomes & findings as well as impressive Success Coach student engagement retention data. Mercer is currently operating on a Year six no-cost extension budget. September 30, 2022 is the ending date of Mercer's Title III grant.

Chair Matzen then introduced Dr. Aamir Rehman, Chair of the Foundation Board, who showed a video from the recent Athletics Hall of Fame Induction Ceremony, which was held on June 11. Dr. Rehman reported that Mr. Dan Klim will be the new Foundation Board Chair. Dr. Rehman expressed his gratitude to the Board of Trustees for their support. Chair Matzen said Dr. Rehman's term as Foundation Board Chair has been truly transformative. He gave kudos to Dr. Rehman and Joe Claffey for helping make a difference in students' lives. Chair Matzen also expressed gratitude to Barbara Basel for serving as Acting President during this time. He said she has been phenomenal. In closing, he said the Board is ready for the transition to the College's new President, Dr. Deborah Preston.

BE IT RESOLVED, that this Board adjourns to Executive Session at 7:59 p.m. to discuss labor negotiations and contractual matters. Circumstances under which these discussions will be disclosed to the public when necessary actions are taken at public session.

The public session reconvened at 8:55 p.m.

Mr. Drennan presented Agenda Item III (G), which was seconded by Ms. Delli Santi. The item passed with Trustees Berrios-Ohler, Blake, Brown-Glaude, Delli Santi, Drennan, Matzen, Nespoli voting aye. Trustee Puliti voted nay.

G) ADAMS, GUTIERREZ & LATTIBOUDERE, LLC

WHEREAS, Mercer County Community College has a need to continue legal counsel services for FY2023 and FY2024; and

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

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

WHEREAS, the legal services provided by Adams, Gutierrez and Lattiboudere, LLC have been satisfactory; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into an Agreement for Professional Legal Services with Adams, Gutierrez and Lattiboudere, LLC of Iselin, New Jersey, in accordance with the resolution

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adopted by the Board of Trustees on May 25, 2017, to continue to provide legal services for two (2) year period from July 1, 2022 to June 30, 2024 at a monthly fixed rate of \$8,750, with any litigation matters to be compensated at the hourly rate of \$185 per hour for attorneys and \$100 per hour for paralegals, for a fiscal year not to exceed amount of \$125,000.

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 8:57 p.m.

Respectfully submitted,



Barbara Basel
Acting President, Mercer County Community College

/bb
Attachments



31-May-22

Preliminary

	FY2022 Budget	May-22 YTD Actual	(Over)/Under Annual Budget	Actual % Used/Earned	Expected % Used/Earned	Variance % Used/Earned
Revenues:						
State of New Jersey	7,000,000	7,070,758	(70,758)	101.01%	91.67%	9.34%
Mercer County	18,592,000	18,592,000	-	100.00%	91.67%	8.33%
Tuition & Fees	27,511,000	24,474,859	3,036,141	88.96%	99.00%	-10.04%
Non-Credit Tuition & Fees	450,000	482,936	(32,936)	107.32%	90.00%	17.32%
Other **	3,840,500	2,468,531	1,371,969	64.28%	96.50%	-32.22%
Total Revenue	57,393,500	53,089,084	4,304,416	92.50%	96.00%	-3.50%
		<i>** Negative variance in the expected revenue equates to unfavorable anticipated earnings</i>				
Salaries - 56.93% of total Budget	32,676,286	31,496,270	1,180,016	96.39%	95.35%	1.04%
Benefits - 19.07% of total Budget	10,946,025	9,480,253	1,465,772	86.61%	95.35%	-8.74%
Total Salary and Benefits - 76.00% of total Budget	43,622,311	40,976,523	2,645,788	93.93%	95.35%	-1.42%
		<i>- Salaries and Benefits allocated below</i>				
Expenses:						
Instruction	26,293,263	25,098,115	1,195,148	95.45%	96.00%	-0.55%
Academic Support	3,327,896	2,229,899	1,097,997	67.01%	96.00%	-28.99%
Student Services	5,477,331	4,795,981	681,350	87.56%	96.00%	-8.44%
Institutional Support	15,612,292	15,888,329	(276,037)	101.77%	96.00%	5.77%
Plant Operations	6,682,718	4,916,225	1,766,493	73.57%	96.00%	-22.43%
Total Expenditures	57,393,500	52,928,549	4,464,951	92.22%	96.00%	-3.78%
		<i>** Negative variance in the expected expense equates to favorable cost savings</i>				
KEY BUDGET ITEMS (included above):						
Utilities	1,870,000	1,490,439	379,561	79.70%	90.00%	-10.30%
Custodial Contract	892,500	697,412	195,088	78.14%	91.00%	-12.86%
Maintenance, Grounds and Equipment	2,035,429	1,410,348	625,081	69.29%	91.50%	-22.21%
IT Management, Computer Software and Hardware	2,400,000	1,859,992	540,008	77.50%	90.00%	-12.50%
	7,197,929	5,458,191	1,739,738	75.83%	90.00%	-14.17%
Total Expenditures	57,393,500	52,928,549	4,464,951	92.22%	97.00%	-4.78%
(Surplus)/Deficit	-	(160,535)	(160,535)			
Other Revenue Key Items:						
WWFM Listener Donations	503,000	419,802	83,198	83.46%	91.25%	-7.79%
Conference Center and Food Commissions	174,600	101,176	73,424	57.95%	89.50%	-31.55%
Partner Schools (Rutgers, Felician, William Patterson, FI	260,000	169,822	90,178	65.32%	100.00%	-34.68%
Mercer Institute	650,000	191,702	458,298	29.49%	91.25%	-61.76%
Kelsey Theater	230,000	72,048	157,952	31.33%	96.00%	-64.67%
Tower Rentals	225,000	277,604	(52,604)	123.38%	92.50%	30.88%
Facility Rentals	317,400	516,060	(198,660)	162.59%	92.50%	70.09%
Bookstore	150,000	82,770	67,230	55.18%	97.50%	-42.32%
Summer Camps (Tomato Patch/Athletics/Camp College)	500,000	496,045	3,955	99.21%	100.00%	-0.79%

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Attachment #2

**MERCER COUNTY COMMUNITY COLLEGE
 FINANCE DIVISION**

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

		<i>TERM & INTEREST</i>		
<i><u>DATE</u></i>	<i><u>SHORT TERM INVESTMENTS</u></i>	<i><u>RATE</u></i>	<i><u>DUE</u></i>	<i><u>AMOUNT</u></i>
05/31/22	BANK OF PRINCETON	0.20%	N/A	3,588,655.07
05/31/22	BANK OF PRINCETON	0.35%	7/11/2023	534,391.96
05/31/22	FIRST BANK	0.35%	N/A	1,047,770.74
05/31/22	WELLS FARGO BANK BALANCE	0.25%	N/A	3,538,069.49
05/31/22	CASH MANAGEMENT FUND-NJ	0.55%	N/A	<u>6,007,847.57</u>
				<u>\$ 14,716,734.83</u> *
 <i><u>LONG TERM INVESTMENTS</u></i>				
05/31/22	WELLS FARGO BANK - UNEMPLOYMENT TRUST FUND	N/A		<u>\$ 510,465.32</u>

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

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Attachment #3

MCCC PURCHASE ORDER REPORT

\$7,500 - \$37,500

Date of BOARD MEETING: June 16, 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
B7123	5/4/22	Environmental Connection Trenton, NJ	\$8,000.00	70-07-02-03-700125-64105	Exemption: Consulting Services
Asbestos inspection and remedial design for Trenton Innovation Center. Paid by Securing Our Children's Future Grant.					
P15135	5/4/22	Dell Marketing Round Rock, TX	\$36,031.40	22-01-01-02-302061-61100	NJSC #19TELE00656
Computer replacements for ET212. Paid by Perkins grant.					
P48926	5/11/22	National Public Radio, Inc. Washington, DC	\$36,527.25	21-06-01-03-302105-64110	Exemption: Sole Source
WWFM programming content. Paid by American Rescue Plan grant.					
P15251	5/13/22	Allegra Princeton Cranbury, NJ	\$7,939.00	10-06-01-05-500120-65010	ESCNJ #21-22-09
Commencement booklets Academic Year 2022.					
P15258	5/16/22	ArcMercer Ewing, NJ	\$14,799.36	10-06-01-03-301001-62335	MCCC Bid #1815
April 2022 shuttle bus services for students.					
P15261	5/16/22	RH Perry Associates Inc. Asheville, NC	\$17,398.20	10-06-01-03-301001-64102	Exemption: Professional Services
Presidential search firm retainer payment 4 of 4.					
P15262	5/16/22	Audio Directions Skillman, NJ	\$35,650.00	33-03-014-02-209001-69320	MCCC RFQ #2230
Assisted listening system for Kelsey Theatre. Paid by Kelsey Theatre.					
P15264	5/17/22	Honorlock LLC Boca Raton, FL	\$21,000.00	10-01-01-02-200403-64110	JPC RFP# 20/21-891

Additional licenses for online proctoring services.

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P15300 5/17/22 Burlington English \$9,600.00 22-01-02-02-302022-61100 Exemption: Textbooks
 Boca Raton, FL

Learning platform to teach English. Paid by NJDOL grant.

P15301 5/23/22 Dell Marketing \$9,557.00 22-01-02-02-302046-61100 NJSC #19TELE00656
 Round Rock, TX

Laptops (5) for Gear Up program. Paid by GearUp grant.

P15301 5/23/22 College Board \$10,000.00 10-05-01-04-400100-66220 Exemption: Recruitment
 New York, NY

Purchase student list for recruitment.

P15311 5/24/22 Elsevier Inc. \$13,958.34 10-01-01-02-206200-64110 Exemption: Sole Source
 Maryland Heights, MO

Payment for NextGen RN online package for use by students participating in the Nursing Program. Paid by Nursing fees.

P15312 5/24/22 EMSI \$9,975.00 21-01-01-02-302059-64105 NJCCC Bid #21/22B1191
 Moscow, ID

Career Coach website renewal agreement 5/1/22-4/30/23. Paid by Title III grant.

P15314 5/24/22 Erco Ceilings \$12,939.70 70-07-01-03-701524-76101 MCCC RFQ #2236
 Glassboro, NJ

Doors and framing for HR office space renovations. Paid by Chapter 12 grant.

P15329 5/26/22 Mercadien \$16,800.00 90-00-00-00-000000-22100 MCCC Bid #1811
 Princeton, NJ

MCCC Foundation audit and tax services FYE 6/30/21. Paid by MCCC Foundation.

P15330 5/26/22 SHI International \$17,926.00 10-01-01-03-301303-69612 NJEdge # 269EMCPS-21-001-EMSHI
 Somerset, NJ

Firewall equipment for WWFM radio.

P15331 5/26/22 SHI International \$12,582.30 22-01-01-02-302602-69310 NJEdge # 269EMCPS-21-001-EMSHI
 Somerset, NJ

Materials and career counseling for six-week College Skills Summer XL program. Paid by CRN Project Grant VIII.

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Attachment #4



Human Resources Office

To: Barbara Basel, Acting President
From: Scott Butchley, Deputy Director, Human Resources
Date: June 1, 2022
Re: Ratification of Appointments

The following appointments have been made since May 19, 2022.

Effective Date of /Hire	Department	Name	Title	Salary	Range	FLSA
5/23/2022	Human Resources	Frederick Taylor	HR Generalist, Coordinator/ Talent Acquisition	\$61,500	\$37,695 – \$67,305	Exempt



Human Resources Office

To: Barbara Basel, Acting President

From: Scott Butchley, Deputy Director, Human Resources

Date: June 1, 2022

Re: Ratification of Promotions

The following promotions have been made since May 19, 2022.

Effective Date of Promotion/Salary Adjustment	Department	Name / Current Title	New Title	Current Base Salary	Adjusted Base Salary
03/07/22	Academic Affairs / EMSE	Nicole Hover, Interim Director, Enrollment Services	Senior Coordinator of Enrollment & Student Services, WWC	\$49,254	\$58,000
05/16/22	Academic Affairs / EMSE	Lisa Bogdziewicz, Admissions Recruiter and Advisor	Coordinator of Non-Traditional & Transfer Student Recruitment	\$46,622	\$52,500
05/16/22	Academic Affairs / EMSE	Kimberley Bowser, Coordinator, Enrollment Services	Senior Coordinator, Enrollment & Student Services, JKC	\$55,595	\$58,000
05/16/22	Academic Affairs / EMSE	Athena Patwary, Transfer Services Advisor	Coordinator, Transfer Services	\$50,000	\$51,500
05/16/22	Academic Affairs / EMSE	Latrice Thomas Coordinator Career Services	Coordinator of Career Development & Mentoring	\$48,237	\$51,500

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Human Resources

June 1, 2022

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

Date	Name	Title	Division	Type*
05/20/2022	John Becker	Director Veteran Service, Student Affairs - Student Services		RS
05/31/2022	Diane Rizzo	Professor of English, Liberal Arts		RS
05/31/2022	Eugene Mok	Honors Program Success Coach, IOESS		RS
05/31/2022	Alexandra Popescu	Sr. Administrative Specialist, Business, Technology and Professional Studies		RT
05/31/2022	Kenneth Horowitz	Associate Professor of Accounting, Business, Technology and Professional Studies		RT
05/31/2022	Kristen Callahan	Professor of Information Technology, Business, Technology and Professional Studies		RT

*
RS - Resignation
RT - Retired

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Attachment #5

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

ACADEMIC AFFAIRS, ENROLMENT MANAGEMENT & STUDENT EXPERIENCE, IOESS, AND JKC

LAST NAME	FIRST NAME	Hire Date	Title/Department
Ashford Ligon	Latonya	9/6/2005	Director of Advisement and Enrollment Services
Benowitz	Frank	9/22/2003	Senior Teaching Assistant
Garruba	Danielle	6/24/2002	Director, Student Life and Leadership
Getlik	Marguerite	9/5/1978	Manager Kelsey Theatre
Simone	John	7/1/1997	Assistant Dean for Student Services/Director of Athletics
Stinson	Arlene	7/25/1999	Director of Center for Inclusion Transition & Accommodation
Wilkerson	Leroy	10/29/2001	Academic Counselor
Zegarski	Ryan	9/26/2005	Assistant Director

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Attachment #6

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

ACADEMIC AFFAIRS, ENROLMENT MANAGEMENT & STUDENT EXPERIENCE, IOESS, AND JKC

LAST NAME	FIRST NAME	Hire Date	Title/Department
Collins	Amy	7/24/2017	Coordinator, Academic Testing Center
Dalce	Widmarc	6/1/2016	Coordinator Student Services
Edu	Nwasha	7/25/2016	Education Specialist II
Erazo	Vicente	8/24/2015	Manager, Mercer Online
Harris	Cedric	02/26/2018	Head Chef, Conference Center
Kaklamanis	Jennifer	11/16/2015	Account Executive
Keck	Bernadine	9/19/2016	Education Specialist I
Livingston	Keir	9/20/2016	Associate Athletic Director/Trainer
Marcus	Jill	8/24/2015	Project Manager
Mizerek	Elizabeth	1/3/2017	Director of Nursing
Nellums	Olivia	9/21/2015	Acquisitions Librarian
O'Neill	Kerri	1/20/2015	Teaching Assistant, Visual Arts
Rzasa	Elizabeth	3/25/2013	Teaching Assistant I
Srinath	Lavanya	11/18/2013	Library Associate
Walters	Tashell	9/22/2014	Education Specialist I Teaching
Ward	Lisa	8/3/2015	Learning Disabilities Specialist
Williams	Stefanie	10/23/2017	EOF Student Advisor

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Attachment #7

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

ACADEMIC AFFAIRS, ENROLMENT MANAGEMENT & STUDENT EXPERIENCE, IOESS, AND JKC

LAST NAME	FIRST NAME	Hire Date	Title/Department
Bash	Andrea	10/1/2018	Coordinator, Continuing Studies
Bercaw	Shan	9/30/2019	Program Coordinator
Bogdziewicz*	Lisa	0125/2016	Coordinator, Non Traditional & Transfer Student Recruitment
Bowser*	Kimberley	06/21/2004	Senior Coordinator of Enrollment Service at JKC
Brown	Alyssa	2/8/2021	Education Specialist I
Bryant	Stephen	2/22/2021	Education Specialist I Teaching
Cahill-Wetzel	Erin	11/19/2018	Coordinator Fitness Center, Swimming Pool
Chyzik*	William	11/15/2021	Manager, Operations and Training
Cooper*	Jeffery	11/15/2021	Assistant Registrar
Denton*	Stacy	10/27/2002	Program Director of Upward Bound
Duffy	Kevin	3/25/2019	Dean for Health Professions
Farmer*	Al-Lateef	6/21/2004	Director of EOF
Freihaut*	Christopher	1/3/2012	Coordinator, OMIC Grant
Gould*	Margaret	11/24/2008	Director for CET
Hannawacker	Stacie-Anne	7/22/2019	Manager, Registration Operations
Hover*	Nicole	07/02/2012	Senior Coordinator of enrollment Services at WWC
Hylton*	Levar	11/20/2006	Assoc. Director, Academic Testing Center
Juran	Jennifer	7/23/2018	Assistant to the Dean
Kleinschmidt	Robert	06/06/2016	Dean of Liberal Arts

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LAST NAME	FIRST NAME	Hire Date	Title/Department
Ladson	Yannick	9/8/2020	Senior Counselor
Medina	Emanuel	1/11/2021	Success Coach
Muka*	Trisha	08/28/2017	Associate Director of Financial Aid
Mulkey	Jessica	3/16/2020	Event Manager
Ng	Jonathan	7/26/2021	Director Financial Aid
Obermeier	Robert	1/28/2019	Analyst
Onyile	Chinazaekpere	1/4/2021	Instructional Designer
Papaccio	Brielle	1/6/2020	Library Technician
Patel*	Vivak	2/7/2022	Director of Recruitment and Enrollment
Patwary*	Athena	12/13/2021	Transfer Service Advisor
Perez	Gonzalo	1/27/2020	Dean for Innovation, Online Education and Student Success
Perry-Conley	Tonia	2/25/2019	Vice President, Student Affairs
Quinn*	Andrew	9/17/2018	Senior Chief Pilot
Ratti	Denise	3/8/2021	Grant Coordinator
Rodgers*	Travis	1/24/2022	Program Coordinator
Rogers	Nina	10/28/2019	Analyst
Samayoa	Anna-Graciela	6/14/2021	EOF Intake Specialist
Sosa*	Laura	12/14/2020	Dean of Business and Engineering Technologies
Swiatkowski	Eileen	2/22/2021	Grant Director
Thomas*	Letrice	5/28/2018	Coordinator Career Development and Mentoring
Thompson*	Diamond	12/13/2021	EOF Retention Specialist
Valere*	Kimyata	4/19/2021	Academic Advisor
Waniak*	Stephen	3/20/2017	Financial Aid Advisor
Whitney III*	James	7/19/2021	Assistant Vice President of Academic Affairs

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Attachment #8

REAPPOINTMENT OF FIRST-YEAR FACULTY MEMBERS

Desiree Alison* ₃	Assistant Professor	Math's, Science and Health Professions	01/10/2022
Thomas Scheuren* ₃	Assistant Professor	Math's, Science and Health Professions	01/24/2022

*₃ Hired after January 1

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Attachment #9



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

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

Date: June 01, 2022

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

Dr. Conley,

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

For the calendar month of May 2022, there were zero (0) Reportable Offense-Crime(s), fires, and other emergencies occurred on campus during the reporting period which were recorded by campus security at this time.