



**BOARD OF TRUSTEES
TENTATIVE AGENDA
FOR THE RESCHEDULED REGULAR MEETING OF
APRIL 22, 2024**

Subject to such additional items as members of the
Board of Trustees wish to bring before the meeting.

1. Meeting called to order. Reading of public announcement:

In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of the revised format of this Regular Meeting of the Board of Trustees was provided on April 11, 2024. Advance written notice of this meeting was posted on the County College of Morris webpage, was sent to the Star Ledger and Daily Record, and was filed with the Clerk of the County of Morris.

2. Roll Call

3. Private session in accordance with NJSA 10:4.1 et seq. Adoption of resolution to discuss matters in closed session.

RESOLVED, At the Regular Meeting of the Board of Trustees on April 22, 2024, that pursuant to Sections 7 and 8 of the Open Public Meetings Act, the following subjects be discussed in a session closed to the public at approximately 6:00 p.m., Henderson Hall, Board Room HH 103.

1. New Personnel Appointments
2. Compensation for Professional Services
3. Adjunct Faculty Appointments and Salaries, Spring 2024 Late 7-Week Semester
4. Employee Resignation
5. Tenured Faculty Promotions, Establishment of Teaching Assignments, Reappointment of Non-Tenured Faculty, and Faculty Sabbaticals 2024-2025
6. Matters involving the attorney-client privilege.

It is anticipated that all of the above items will be disclosed to the public at the reconvened session of the Board at 7:00 p.m. in the Henderson Hall Board Room, HH 103, with the exception of Item #6.

4. Pledge of Allegiance
 - A. Moment of Silence
5. Consideration of the minutes of the regular meeting of March 26, 2024, including the closed session.
6. Report of the President – Dr. Iacono
7. Communications
 - A. Report of the Standing Committees
 - B. Unfinished or new business
8. Resolutions
 - A. The intent is to take the following resolutions as consent items, unless any Board member or College Counsel wishes to remove it from the Consent Agenda and discuss separately.

Resolution #2024-04-22-A Purchasing Following Public Bidding
Resolution #2024-04-22-B Purchase Exempt from and Exceptions to the Requirements for Public Bidding
Resolution #2024-04-22-C Purchase Orders through Joint Purchasing Agreements
Resolution #2024-04-22-D Award of Contract for Legal Services
Resolution #2024-04-22-E Award of Contract for Vending Services
Resolution #2024-04-22-F Award of Contract for Salesforce Customization and Training Consultant (Grant Funded)
Resolution #2024-04-22-G Post-Issuance Compliance Policies and Procedures
Resolution #2024-04-22-H Approval of Capital Improvement Vouchers
Resolution #2024-04-22 I Change Order, Center for Entrepreneurship and Culinary Science Project
Resolution #2024-04-22-J New Personnel Appointments
Resolution #2024-04-22-K Compensation for Professional Services
Resolution #2024-04-22-L Adjunct Faculty Appointments and Salaries, Spring 2024 Late 7-Week Semester
Resolution #2024-04-22-M Employee Resignation
Resolution #2024-04-22-N Tenured Faculty Promotions, Establishment of Teaching Assignments, and Reappointment of Non-Tenured Faculty, 2024-2025
Resolution #2024-04-22-O Faculty Sabbaticals

These resolutions are found on pages 4 through 26.
9. Report of any other officers or members of the Board of Trustees

10. Comments from the public. Public Comments will be received in accordance with the Procedure for Conduct of the Public Comments Portion of the Board Meetings.
11. Adjournment

Resolution #2024-04-22-A

PURCHASING FOLLOWING PUBLIC BIDDING

WHEREAS, County College of Morris pursuant to public advertisement for Nursing and Respiratory Therapy Equipment-Rebid did not receive any proposals under Bid B2324-47DDE for Categories 1-4 which was publicly opened on March 19, 2024; and

WHEREAS, County College of Morris after two unsuccessful bids has negotiated pricing pursuant to 18A:64A-25.5(24c) for each category;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of County College of Morris, that after two unsuccessful bids this equipment was negotiated and should be awarded as follows; Category 1 – Limbs and Things, Inc. for (1) Trucor Airway Mannequin @ \$3,870 and shipping @ \$35.69 (total \$3,905.69); Category 2 – Baxter Health Care Corp. for (2) Spectrum IQ Infusion Pumps @ \$1,800/each, (2) Spectrum Wireless Battery Modules @ \$400/each, and (2) Spectrum Annual Licenses/Supporting Fees @ \$40/each (total \$4,480); Category 3 – Braun Medical Inc. for (4) B. Braun Pump Kit Infusomat 2nd Generation Pump Packages @ \$2,050/each and shipping @ \$30.05 (total \$8,230.05); Category 4 – Braun Medical Inc. for (1) Perfusor Space 2nd Generation OPM Pump @ \$2,250 and shipping @ \$13.79 (total \$2,263.79). For Respiratory Therapy and Nursing.

Resolution #2024-04-22-B

**PURCHASE EXEMPT FROM AND EXCEPTION TO
THE REQUIREMENTS FOR PUBLIC BIDDING**

RESOLVED, That in accordance with the County College Contracts Law, a purchase order be issued to the following vendor for a purchase that is exempt from public advertising and as an exception to the requirement for public advertising:

<u>Ref #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
15	Professional Services	Christine Schloesser, Psy. D. Morristown, NJ	\$5,000.00 estimated

Consultant Services plus estimated reimbursable expenses for Psychological Service including Psychological Assessments Services @ \$300.00 per hour; Consultation Services @ \$300.00 per hour; Educational Seminars @ \$500.00 per presentation hour; Legal Consultation Services @ \$400.00 per hour and Travel Expense @ \$0.67 per mile. Services for March 1, 2024, through June 30, 2024. For Student Engagement and Success.

Resolution #2024-04-22-C

PURCHASE ORDERS THROUGH JOINT PURCHASING AGREEMENTS

RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following vendors through the Joint Purchase Agreements - Consortiums:

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
NASPO	Dell OptiPlex 3000	Dell Marketing, LP	\$42,000.00
NJ#24 -TELE- 71883	Thin Client Computers	Round Rock, TX	

(100) Dell OptiPlex 3000 Thin Client Computers @ \$420.00 each; Intel Pentium, 8GB RAM, 32GB eMMC. For Information Systems.

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
EMSS-19-002	Internet and Related Services and Annual Dues	NJEdge.net Newark, NJ	\$59,016.00 estimated

Internet Services and Extended Services provider @ \$47,016 for the term July 1, 2024, through June 30, 2025; Annual dues @ \$12,000 estimated for FY 2024/2025. For Information Systems.

Resolution #2024-04-22-D

**RESOLUTION AUTHORIZING CONTINUATION OF CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR LEGAL SERVICES**

BE IT RESOLVED, that the contract with DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C for legal services be continued until December 31, 2024 as set forth in the resolution adopted by the Board of Trustees on December 20, 2022.

Resolution #2024-04-22-E

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
FOLLOWING WEBSITE PUBLIC SOLICITATION
CONTRACT FOR VENDING SERVICES**

WHEREAS, County College of Morris ("College") has a need to acquire food vending services; and

WHEREAS, the purchasing agent has determined and certified in writing that the estimated value of the extended term of the contract for the above goods or services will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for one year starting July 1, 2024, through June 30, 2025, with the option to renew on a yearly basis up to the maximum allowed by law; 30 years, as per N.J.S.A. 18A:64A-25.28(h); and

WHEREAS, notice of request for proposals for the above contract was publicly advertised on May 16, 2019, in the following manner: CCM website; and

WHEREAS, the solicitation of proposals is based upon a Request for Proposals for Vending Services for County College of Morris dated March 19, 2024 (the "RFP") which sets forth the contract terms and specifications of the proposal solicited, including the criteria to be used as the basis of the contract award; and

WHEREAS, three proposals were received and opened on April 3, 2024; and

WHEREAS, a review of the RFP Proposals submitted by the following vendor did not provide a Bid Bond as required in the RFP specifications and therefore should be rejected as non-conforming: Universal Vending Management; and

WHEREAS, Culinary Ventures Vending submitted a proposal dated April 1, 2024, and will guarantee a minimum commission of 35% plus 2% incentive on beverages and snacks, and a minimum commission of 20% on sundries, and electronics; and

WHEREAS, under N.J.S.A. 18A:64A-25.5 food service contracts are exempted from public advertising for bids; and

WHEREAS, sufficient funds are available to pay for the aforesaid services or goods;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of County College of Morris, that a contract be awarded to Culinary Ventures Vending ("Contractor") based upon the proposal submitted by the Contractor dated April 1, 2024. This contract award is based upon determination that the named Contractor has submitted the most advantageous proposal, price and other factors considered. This Contract is awarded pursuant to a fair and open contract solicitation process.

Resolution #2024-04-22-F

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
FOLLOWING PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR SALESFORCE CUSTOMIZATION
AND TRAINING CONSULTANT**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for Salesforce Customization and Training Consultant; and

WHEREAS, the purchasing agent has determined and certified in writing that the estimated value of the full term of the contract for the above services is \$49,950 (grant funded); and

WHEREAS, the anticipated term of this contract is one year commencing May 1, 2024, through April 30, 2025; and

WHEREAS, notice of request for proposals for the above contract was publicly advertised on February 21, 2024; in the following manner: CCM website; and

WHEREAS, the solicitation of proposals is based upon a request for proposals for Salesforce Customization and Training Consultant dated February 21, 2024 (the “RFP”) which sets forth the contract terms and specifications of the proposal solicited, including the criteria to be used as the basis of the contract award; and

WHEREAS, four proposals were received and opened on March 21, 2024; and

WHEREAS, sufficient funds are available to pay for the aforesaid services or goods;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of County College of Morris that a contract be awarded to Servio Consulting, LLC (“Contractor”) based upon the proposal submitted by the Contractor dated March 13, 2024, to provide Salesforce Customization and Training Consultant. This contract award is based upon determination that the named Contractor has submitted the lowest responsible proposal. This Contract is awarded pursuant to a fair and open contract solicitation process. The form of contract shall be approved by the attorney for the College.

Resolution #2024-04-22-G

**RESOLUTION ADOPTING THE
POST-ISSUANCE COMPLIANCE POLICIES AND PROCEDURES**

BE IT RESOLVED, that County College of Morris Board of Trustees adopts the Post-Issuance Compliance Policies and Procedures related to certain bonds issued by the New Jersey Educational Facilities Authority pursuant to financing programs for institutions of higher education sponsored by the State of New Jersey. The Policy is stated below.

Post-Issuance Compliance Policies and Procedures of County College of Morris Related to Certain Bonds Issued by the New Jersey Educational Facilities Authority Pursuant to Financing Programs for Institutions of Higher Education Sponsored by the State of New Jersey

Policy Sections

- I. Organizational Responsibility
- II. Tracking Expenditures of Grant Proceeds and Use of Grant-Financed Facilities
- III. Private Business Use and Private Payments
- IV. Record Retention
- V. Arbitrage and Rebate
- VI. Continuity and Training
- VII. Remedial Action

Purpose

The Secretary of Higher Education of the State of New Jersey (the "Secretary") has awarded County College of Morris (the "Institution") funds for capital projects or equipment leases pursuant to one or more of the following programs: Higher Education Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 *et seq.* ("CIF"); the Higher Education Equipment Leasing Fund Act, N.J.S.A. 18A:72A-40 *et seq.* ("ELF"); the Higher Education Technology Infrastructure Fund Act, N.J.S.A. 18A:72A-59 *et seq.* ("HETI"); and the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 *et seq.* ("HEFT" and together with CIF, ELF and HETI, the "State-Backed Programs"). The funds for capital projects or equipment leases awarded pursuant to these State-Backed Programs are referred to herein collectively as "Grants". The Grants are disbursed to the institutions of higher education ("Grantees") from proceeds of tax-exempt bonds (the "State-Backed Bonds") issued by the New Jersey Educational Facilities Authority (the "Authority" or "NJEFA") pursuant to the applicable State-Backed Programs. The debt service on these State-Backed Bonds is payable by the State of New Jersey (the "State") subject to appropriation by the New Jersey Legislature. A Grantee that receives funds pursuant to the CIF or ELF Programs is required to reimburse the State for a portion of the debt service paid by the State on the CIF Bonds or ELF Bonds. Grantees that receive funds pursuant to the HETI or HEFT Programs have no obligation to reimburse the State for any debt service on HETI Bonds or HEFT Bonds. Because the State-Backed Bonds are issued as tax-exempt bonds, the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and regulations adopted thereunder (collectively, "Federal Tax Law Requirements") must be satisfied during the term of the State-Backed Bonds for the tax-exempt status of such State-Backed Bonds to be maintained. As a Grantee that has received proceeds of State-Backed Bonds, the Institution understands that it has an obligation to comply with such Federal Tax Law Requirements, with respect to each of the Institution's Grant-funded project(s), throughout the full term of any State-Backed Bonds that financed the Institution's Grant(s). That means that the Institution must continue to comply with such requirements with respect to each Grant-funded project beyond the date of the final disbursement of the Grant to the Institution. Pursuant to a Grant or Lease Agreement with the Authority, the Institution has agreed to adopt these Post-Issuance Compliance Policies and Procedures (the "Policy") in order to assist it in fulfilling its obligations to comply with Federal Tax Law Requirements applicable to the State-Backed Bonds. The Institution recognizes that this compliance is an ongoing process, and that analysis of information and implementation of this Policy will require annual or more frequent monitoring and likely ongoing consultation with NJEFA and its bond counsel. Further policies and procedures may be identified from time to time by NJEFA

Resolution #2024-04-22-G

with respect to outstanding or future State-Backed Bonds from which this Institution receives a Grant and the Institution will take all necessary steps to ensure compliance with such policies and procedures.

Policy Sections

I. Organizational Responsibility

The Executive Vice President of Business & Finance (the "Compliance Officer") has primary responsibility for post-issuance compliance pursuant to this Policy to ensure and monitor post-issuance matters with respect to State-Backed Bonds.

The Compliance Officer has overall responsibility for carrying out all aspects of this Policy including providing information and training on implementing post-issuance compliance policies, tracking expenditures, allocating sources of funding for a particular project between Grants funded from State-Backed Bond proceeds and other sources of money, identifying any potential impermissible private use of Grant-funded projects and reviewing rebate reports, if requested by the Authority, and keeping adequate records to support all of the foregoing. The Compliance Officer may delegate specific responsibilities to other officers, employees and agents of this Institution as designated in this Policy and as may be modified or supplemented in the future.

The Business & Finance Division shall: separately track utilization of Grant proceeds and other sources of funding (i.e., other bonds, equity, other grants, contributions, etc.) for each project financed by each issue of State-Backed Bonds; prepare and review requisitions to ensure that Grant proceeds are expended on projects as approved by the Secretary and as authorized in the applicable bond documents and requisitions; confirm that reimbursement of pre-issuance costs are permissible; and submit reviewed requisitions to the NJEFA. The Business & Finance Division in consultation with the Plant & Maintenance Department shall also determine when projects financed by Grants are completed and/or placed in service and advise the Authority that such events have occurred. The Business & Finance Division and Plant & Maintenance Department will consult with the Compliance Officer if questions arise relating to the foregoing matters.

II. Tracking Expenditures of Grant Proceeds and Use of Grant-Financed Facilities

The Institution's Business & Finance Division shall maintain records regarding the use and allocation of Grants funded from State-Backed Bonds and other sources for Grant-financed facilities. Such records shall be maintained with respect to each series of State-Backed Bonds. The Authority's Finance Division shall maintain copies of approved requisitions and copies of invoices. Requisitions submitted to the Authority must be accompanied by copies of invoices for Contractor/Architect/Engineering bills and any other required items before being approved.

The Business & Finance Division will monitor the application and use of Grants on an ongoing basis and inform the Authority of events relating to the use of Grant proceeds and financed facilities which may result in private business use or other tax compliance issues that must be analyzed for compliance with Federal Tax Law Requirements. As soon as the Institution becomes aware of a possible instance of private business use with respect to a Grant-financed facility, the Business & Finance Division and the Plant & Maintenance Department will work together to identify the nature and extent of such potential private business use, including, for example, the square footage or other measurements of private business use of the affected financed facilities. The Institution will comply with the covenants and representations relating to the Grants and the State-Backed Bonds in the applicable bond documents (including the Institution's Grant or Lease Agreements and Tax Certificates delivered in connection with the Grants) and will cooperate with the Authority in obtaining necessary information, keeping records, seeking advice from bond counsel, and undertaking any remediation, if necessary.

At least once every twelve months, the Authority is expected to send a certification form to the Institution regarding the application and use of Grants and other matters. The Compliance Officer will coordinate with assigned individuals at the Institution to provide updated information about the use of the Grant-financed facilities and other matters and will promptly complete and return the certification form and any supporting documentation (the "Annual Review Process"). The Institution will provide an annual certification to the Authority regardless of receipt of a form therefore from the Authority. The Compliance Officer will work with the Authority and/or bond counsel, if necessary, to assist

Resolution #2024-04-22-G

in making a final allocation of expenditures for a Grant-financed project when required under the Code and applicable regulations.

III. Private Business Use and Private Payments

The Institution's Business & Finance Division in conjunction with the Plant & Maintenance Department (which will maintain records of all permitted private business use contracts (if any)) will monitor the use of Grant-financed property to identify any potential impermissible private business use of Grant-financed property and any payments being made or anticipated to be made by private parties for the purpose of using such property for private business use.

State-Backed Bonds may lose their tax-exempt status if there is "private business use" of Grant-funded projects and "private business payments" with respect to such use, in excess of certain permitted amounts, as described in the Tax Certificate(s) signed by the Institution in connection with the issuance of the State-Backed Bonds. **Unless approved in advance by the Authority, no private business use of any Grant-funded projects or property is permitted.** Therefore, the Institution (and each other Grantee) must obtain permission from the Authority before allowing any private business use of its Grant-financed facilities. The **only** exception to this is if, prior to the issuance of the State-Backed Bonds, the Institution had disclosed to the Authority and was approved to have an amount of private business use of its Grant-financed facility. Any potential increase in any previously disclosed and approved private business use of Grant financed facilities, and any potential new private business use of a Grant-financed facility, must be approved in advance by the Authority. The purpose of these rules is to ensure that the tax-exempt status of each issue of State-Backed Bonds is preserved. Accordingly, the Institution will monitor and report the use of Grant-financed facilities as part of the Annual Review Process. The Institution understands that failure to obtain such advance permission may result in loss of tax-exempt status of the State-Backed Bonds and that the Institution may incur liability to the Authority if the Institution's actions cause or threaten to cause the loss of tax-exempt status of the affected State-Backed Bonds.

The Institution should refer to the Tax Certificate(s) that it delivered in connection with executing its Grant or Lease Agreements. The Tax Certificates contain detailed information regarding the types of activities and use of Grant-financed facilities that would be treated as impermissible private business use. For example, "special legal entitlements" to use property financed with State-Backed Bonds can give rise to private business use. Special legal entitlements include leases of Grant-financed property, management contracts with respect to Grant-financed property, sponsored research agreements, naming rights, licenses of Grant-financed facilities and the like. Typical examples of private business use in a college setting often include food service contracts, bookstore contracts, privately sponsored research agreements, and private camp programs, if they do not meet certain safe harbors set out in IRS Revenue Procedures 2017-13 and 2007-47, or exceptions in IRS regulations for short term and incidental use arrangements.

As required in the Authority's bond documents and policies, the Institution will report and certify to the Authority at least annually with respect to the use of Grant-financed facilities and any additions or changes that may have occurred and shall cooperate with the Authority both in determining whether an event has occurred that might adversely affect the tax-exempt status of the State-Backed Bonds and in taking appropriate remedial action if necessary.

IV. Record Retention

The Institution shall maintain all relevant records relating to the expenditure of Grant proceeds (including but not limited to invoices and requisitions, with all necessary backup documentation) and relating to the use of Grant-financed facilities. The Authority will retain documents it receives directly from the Institution or third parties. Both the Institution and the Authority shall maintain records for the length of time required to comply with IRS regulations. Currently, records relating to the issuance of bonds and related post-issuance compliance documentation must be maintained for the life of the bond issue, including any refunding issue, plus three years.

The Authority will rely on the Institution for specific records and documentation relating to application of Grant funds and use of the projects and/or equipment financed by Grants received by the Institution.

Resolution #2024-04-22-G

V. Arbitrage and Rebate

State-Backed Bonds will lose their tax-exempt status if they are classified as “arbitrage bonds.” In general, arbitrage is earned when the gross proceeds of a bond issue are used to acquire investments that earn a yield that is “materially higher” than the yield on the bonds. Arbitrage may also arise if Grant funds received and held by the Institution for the project are invested prior to being expended, or if the Institution invests other funds that are earmarked to pay a portion of the debt service on State-Backed Bonds (in the case of CIF or ELF bonds and grants). The Code contains two separate sets of requirements that must be complied with to ensure that State-Backed Bonds are not arbitrage bonds. They are:

- Yield Restriction requirements, which generally provide that in the absence of an applicable exception, bond proceeds (and amounts being held to pay debt service) may not be invested at a yield in excess of the bond yield; and
- Rebate requirements, which generally provide that when arbitrage is earned on an issue in excess of permitted amounts, unless an exception is met, the excess earnings must be paid to the U.S. Department of Treasury, even if an exception to the yield restriction requirements applies.

The NJEFA will engage the services of an Arbitrage Compliance Servicer, as necessary, to provide written reports to assist the Authority and the State Treasurer in monitoring yield on investments and calculating any rebate that may be due. The Institution will cooperate with the NJEFA and the Arbitrage Compliance Servicer to the extent necessary in order for the Arbitrage Compliance Servicer's calculations to be correct. If the Arbitrage Compliance Servicer provides a written report, it will be provided to the Authority and the State Treasurer and to the Institution, to the extent necessary, to permit the Institution to comply with tax or other reporting requirements.

VI. Continuity and Training

The Compliance Officer and those to whom he or she has delegated responsibilities pursuant to this Policy will receive periodic training regarding the tax-related and other requirements applicable to State-Backed Bonds. Such training will cover the purposes and importance of these procedures.

To provide for continuity of compliance with post-issuance tax requirements, the Institution will periodically consult with the Authority to determine whether this Policy should be modified to reflect changes in law or otherwise relating to outstanding State-Backed Bonds and any changes necessitated if the Authority issues additional State-Backed Bonds.

VII. Remedial Action

Authority bond documents require that the Institution notify the Authority of events which may affect the permissible use and allocation of State-Backed Bond proceeds and require the Institution to cooperate with the Authority in seeking remedial action with respect to such events. The Compliance Officer is responsible for notifying the Authority of any such events. The Compliance Officer and others responsible for compliance pursuant to this Policy should review the Tax Certificate(s) executed by the Institution in connection with the Institution's Grants for more detailed information regarding permitted uses and impermissible uses of the Grants. The Compliance Officer shall cooperate with the Authority or other issuers (as applicable) in seeking remedial action pursuant to the applicable Treasury Regulations relating to tax-advantaged bonds or in seeking a closing agreement with the IRS under its Voluntary Closing Agreement Program (VCAP).

Resolution #2024-04-22-H

RESOLUTION APPROVING CAPITAL IMPROVEMENT VOUCHERS

RESOLVED, That the following vouchers be approved and payment authorized for capital improvement projects.

Vendor	Amount (\$)
NK Architects, PA	2,441.75
RSC Architects, PA	108,900.00
Brahma Construction	235,498.71
Brockwell & Carrington Contractors	131,360.56

Resolution #2024-04-22-I

**RESOLUTION AUTHORIZING
CHANGE TO CONTRACT AMOUNT**

WHEREAS, County College of Morris needs to change the scope of the Entrepreneurship & Culinary Science Center project to comply with the New Jersey Department of Environmental Protection stormwater regulation requirements;

NOW, THEREFORE, BE IT RESOLVED, that the County College of Morris Board of Trustees authorizes the contract with Brockwell & Carrington Contractors, Inc. be increased by the amount of \$333,751.50.

Resolution #2024-04-22-J

RESOLUTION AUTHORIZING NEW PERSONNEL APPOINTMENTS

WHEREAS, the Personnel Committee has reviewed the recommended employee appointments;

NOW, THEREFORE, BE IT RESOLVED, That the employee appointments listed below be approved. The following actions commence as of the date indicated and end on June 30, 2025.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
AAPF:				
REPLACEMENT	Furth, Christopher	25-Apr-24	<u>Appointed to:</u> Electrical Systems Supervisor Repairs & Maintenance	\$83,000
NEW	Uong, Rebecca	25-Apr-24	<u>Appointed to: Grant Funded</u> CTE-Work-Based Learning & Placement Coordinator Career Services, Perkins Grant AA/CTE	\$46,000
CCMSA:				
REPLACEMENT	Ayers, Thomas	29-Apr-24	<u>Appointed to:</u> Audio-Visual Support Specialist Media	\$49,192
REPLACEMENT	Capwell, Kathleen	25-Apr-24	<u>Appointed to:</u> Department Administrative Assistant - Nursing Nursing	\$46,500

Resolution #2024-04-22-K

**RESOLUTION AUTHORIZING COMPENSATION FOR
PROFESSIONAL SERVICES TO THE COLLEGE**

WHEREAS, the Personnel Committee has reviewed the rationale for compensation of professional services to the College as listed below;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees approve compensation for those persons listed below for professional services to the College for the purposes stated.

Name	Date(s) of Service	Payment	Reason
Adjin-Tetty, Gifty	01/25/24-02/07/24	240.00	Certified Nurse Aide-Comp for WFD
Alum, Suja	02/22/24-03/20/24	1530.00	Pharmacy Technician Core for WFD
Baker, JoAnn	01/22/24-03/06/24	1974.00	ICD-10-CM/CPT 4 Coding - Practical Application for WFD
Balish, Alexander	3/2/2024	282.00	Healthcare Professional BLS (Basic Life Support) for WFD
Binowski, Nancy	3/22/2024	100.00	Workshop Presentation at Career Day 3/22/24
Birrer, Teresa	3/7/2024	100.00	Workshop: Effective Study & Test-Taking Strategies for A&P & BIO Students
Burke, Priscilla	02/26/24-03/04/24	282.00	Introduction to Coding and Computer Programming for WFD
Callahan, Patricia	03/05/24-03/14/24	400.00	Microsoft Word for Beginners for WFD Business Solutions
Callahan, Patricia	3/16/2024	200.00	Computer Basics for WFD Business Solutions
Callahan, Patricia	03/19/24-03/21/24	300.00	Outlook in a Nutshell for WFD Business Solutions
Catizone, Vince	01/25/24-02/27/24	225.00	SB, SC, Stat, Ann, Video, DJ, Site/Post Season
Chegwidden, Jim	01/20/24-02/20/24	400.00	SB, SC, Stat, Ann, Video, DJ, Site/Post Season
Colio-Andrade, Yvette	3/12/2024	100.00	Advancing your Career Workshops - The Interview for WFD
DeOliveira, Ana Christina	02/13/24-03/12/24	252.00	Total Rewards: Compensation and Benefits for WFD
Driver, Laura	3/6/2024	100.00	Workshop 1: Don't Get Caught: Integrating Sources and Avoiding Plagiarism
Eannetta, Joseph	02/22/24-03/20/24	1530.00	AWS Level 1 - Welding - Bundle for WFD
Faines, Ronald	02/12/24-02/29/24	1224.00	C204-Addiction Focused Counseling for WFD
Faines, Ronald	03/05/24-03/07/24	408.00	C205-Group Counseling for WFD
Faines, Ronald	03/12/24-03/21/24	816.00	C206-Family Counseling for WFD
Garrett, Lakeisha	03/07/24-03/14/24	282.00	Business Analytics with Excel for WFD
Gordon, Thomas	01/25/24-02/07/24 & 02/22/24- 03/20/24	918.00	AWS Level 1 - Welding - Bundle for WFD
Herlihy, William	02/08/24-03/20/24	1224.00	Pharmacy Technician Core for WFD
Johnson, Brian	02/02/24-03/15/24	1428.00	Construction Site Aide for WFD
Karakat, Pauline	01/12/24-02/02/24	470.00	Program Development - ELL for WFD
Leao, Michael	01/19/24-03/01/24	787.00	Horticultural Opportunity Program (HOP) for WFD
Matarazzo, Joseph	01/20/24-02/27/24	405.00	SB, SC, Stat, Ann, Video, DJ, Site/Post Season
Moore, Clifford	01/12/24-02/21/24 & 03/07/24- 03/17/24	540.00	Program Management and Coordination - Pharm Tech for WFD
Moore, Clifford	03/07/24-03/20/24	180.00	Pharmacy Technician Core for WFD

Resolution #2024-04-22-K

Name	Date(s) of Service	Payment	Reason
Mosso, Ray	01/20/24-02/27/24	360.00	SB, SC, Stat, Ann, Video, DJ, Site/Post Season
Muller, Michael	02/21/24-03/06/24	459.00	Accounting Basics for Non-Accountants for WFD
Murray, Laura	01/01/24-03/31/24	1000.00	Support for Advanced Manufacturing Bootcamps and Apprenticeships
Nalepka, Stephen	02/22/24-03/20/24	1224.00	Advanced Manufacturing - Spring 2024 for WFD
Nasse, Mary	07/01/23-06/30/24	1000.00	Perkins Grant Management
O'Brien, Emily Rae	02/13/24-02/27/24	318.00	Top Excel Tools for Efficiency for WFD Business Solutions
O'Brien, Emily Rae	02/28/24-02/29/24 & 03/20/24- 03/21/24	424.00	PowerPoint Introduction for WFD Business Solutions
O'Brien, Emily Rae	03/11/24-03/14/24	424.00	Excel for Beginners for WFD Business Solutions
Occhipinti, Georgann	03/20/24-03/21/24	318.00	Basic Principles of Workplace Risk Assessment for WFD Business Solutions
Pang, Jimmy	02/08/24-03/20/24	1836.00	Advanced Manufacturing - Spring 2024 for WFD
Pezzuti, Lorie	02/26/24-02/29/24 & 03/11/24- 03/14/24	752.00	Excel Advanced for WFD Business Solutions
Pietropollo, Frank	2/14/2024	100.00	Workshop: BIO 102 Focus Session #1 Cardiac Output
Ragany-Bayer, Rita	01/01/24-05/30/24	800.00	NJCCC Human Resources Affinity Group
Reese-Bentley, Jameelah	01/02/24-01/23/24	470.00	Program Development - ELL for WFD
Reese-Bentley, Jameelah	01/27/24-03/16/24	940.00	ESL Pronunciation for WFD
Rollins, Cliff	01/20/24-02/27/24	450.00	SB, SC, Stat, Ann, Video, DJ, Site/Post Season
Rywalt, Dawn	01/08/2024- 05/05/2024	1000.00	NetLab System Maintenance and Upgrades
Sains, Scott	01/20/24-02/06/24	270.00	SB, SC, Stat, Ann, Video, DJ, Site/Post Season
Shera, Kathleen	01/27/24-03/16/24	1504.00	Medical Billing for WFD
Sterzer, Kenneth	02/13/24-03/12/24	282.00	Total Rewards: Compensation and Benefits for WFD
Swern, Lauren	03/18/24-03/20/24	282.00	Networking for Success as a Nonprofit Leader for WFD Business Solutions
Treibman, Judy	02/13/24-03/12/24	141.00	Total Rewards: Compensation and Benefits for WFD
Van Kersen, Sean	03/11/24-03/20/24	141.00	Pharmacy Technician Core for WFD
Vincelette, Kathy	2/27/2024	100.00	Advancing Your Career Workshops - Leveraging Technology for WFD
Viola, Thomas	02/26/24-03/06/24	612.00	C104 - Differential Diagnosis for WFD
Viola, Thomas	03/11/24-03/13/24	306.00	C105-Pharmacology for WFD
Viola, Thomas	03/18/24-03/20/24	306.00	C107-Compulsive Gambling for WFD
Williams-Bogar, Rita	02/22/24-02/23/24	330.00	Resolving Conflict in the Workplace at a Supervisory Level for WFD Business Solutions
Williams-Bogar, Rita	02/28/24-02/29/24	450.00	Critical Thinking Skills to Become a Problem Solver for WFD Business Solutions
Williams-Bogar, Rita	03/05/24-03/12/24	330.00	Leading with Confidence for WFD Business Solutions

Resolution #2024-04-22-L

RESOLUTION ACCEPTING EMPLOYEE RESIGNATION

WHEREAS, the Personnel Committee has reviewed the employee resignation received by the college;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees approve the acceptance of the following employee resignation:

Luke DeVenezia; Resignation effective 04/04/24

Resolution #2024-04-22-M

**RESOLUTION APPROVING ADJUNCT FACULTY APPOINTMENTS AND SALARIES,
SPRING 2024 LATE 7-WEEK**

BE IT RESOLVED, That the Adjunct Faculty appointments and salaries for the Spring 2024 Late 7-week semester be approved as stated below.

Dept Name	First Name	Last Name	Salary (\$)
BICHM	Kenneth	Capps	\$ 3,488.00
BICHM	Salvatore	Gammaro	\$ 4,875.00
BICHM	Donna	Hoefner	\$ 5,246.00
BICHM	Gregorio	Spinelli	\$ 1,758.00
BUS	Joseph	Downey	\$ 3,202.00
BUS	Kristina	Piirimae	\$ 3,202.00
BUS	Sugeily	Rodriguez	\$ 5,838.00
BUS	Parker	Shannon	\$ 2,616.00
DSMS	Stephanie	Schwiederek	\$ 973.00
ENCOM	Anne Claire	Bobis	\$ 6,104.00
ENCOM	Margaret	Carey	\$ 5,838.00
ENCOM	Shana	Kisatsky	\$ 2,919.00
ENCOM	James	Lavin	\$ 2,919.00
ENCOM	Danielle	Lenar Cummins	\$ 2,919.00
ENCOM	Anthony	Lodato	\$ 2,919.00
ENCOM	Susan	Toth	\$ 2,919.00
ENCOM	Shelley	Bromberg	\$ 2,919.00
ENCOM	Devon	Gifis	\$ 2,919.00
HESD	Nathally	Lopez	\$ 1,304.00
HESD	Lois	Manzella-Marchitto	\$ 1,172.00
HESD	Marianne	Morano	\$ 4,865.00
HESD	Trayer	Run-Kowzun	\$ 1,304.00
HESD	DeAnna	Schmitz	\$ 1,172.00
IT	Barbara	Adamczyk	\$ 1,304.00
IT	Regina	Ashford	\$ 2,916.00
IT	Barbara	Pisciotta	\$ 1,304.00
IT	Carolyn	Wade	\$ 3,250.00
MATH	Jason	Wilke	\$ 1,946.00
MUSIC	William	Briggs	\$ 2,919.00
PSY	Caren	Jordan	\$ 2,616.00
PSY	Danielle	Massaro	\$ 5,232.00

Resolution #2024-04-22-N

**RESOLUTION APPROVING TENURED FACULTY PROMOTIONS,
ESTABLISHMENT OF TEACHING ASSIGNMENTS OF TENURED FACULTY, AND
REAPPOINTMENT OF NON-TENURED FACULTY FOR 2024-2025**

WHEREAS, the Personnel Committee has reviewed the recommended tenured faculty promotions, establishment of teaching assignments of tenured faculty, and reappointment of non-tenured faculty;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees hereby approves the tenured faculty promotions, the establishment of teaching assignments of tenured faculty, and the reappointments of non-tenured faculty for the Academic Year 2024-2025 as indicated below.

**TENURED FACULTY RECOMMENDED FOR PROMOTION
ACADEMIC YEAR 2024-2025**

Name	Present Rank	Proposed Rank
Karen Crisonino	Associate Professor	Professor
Todd Doney	Associate Professor	Professor
Laura Driver	Assistant Professor	Associate Professor
Maureen Kazaba	Assistant Professor	Associate Professor
Alison Levitch	Associate Professor	Professor
Jenifer Martin	Associate Professor	Professor
Kelly Minitier	Assistant Professor	Associate Professor
Brian Olson	Assistant Professor	Associate Professor
Ann Patten	Assistant Professor	Associate Professor
Jennifer Qvotrup	Assistant Professor	Associate Professor
William Solomons	Assistant Professor	Associate Professor
Maureen Sutton	Associate Professor	Professor
Kelly Whalen	Associate Professor	Professor
Heather Wolfgang	Assistant Professor	Associate Professor
Chung Wong	Assistant Professor	Associate Professor

Resolution #2024-04-22-N

**ESTABLISHMENT OF TEACHING ASSIGNMENTS
 OF TENURED FACULTY
 Effective for the Academic Year 2024-2025**

Name	Rank	Department	Discipline
Adamo, Michael	Assistant Professor	Business	Business
Agnihotri, Dr. Vivek	Associate Professor	Nursing	Nursing
Alikhani, Dr. Maryam	Assistant Professor	English & Communication	English
Allen, Clayton	Associate Professor	Arts & Humanities	Art & Design
Altieri, Michelle	Associate Professor	English & Communication	Communication
Aria, Diana	Assistant Professor	Psychology & Education	Psychology
Ayres, Matthew	Associate Professor	English & Communication	English
Bamford, Colleen	Associate Professor	Information Technologies	Information Technologies
Berger, Dr. John	Professor	Biology & Chemistry	Biology & Chemistry
Beviá, Dr. José	Professor	Marielaine Mammon School of Music, Perf. Arts, Music Tech.	Music
Bilotti, Joseph	Professor	Marielaine Mammon School of Music, Perf. Arts, Music Tech.	Music
Binowski, Nancy	Professor	Information Technologies	Information Technologies
Biondi, Dr. Megan	Assistant Professor	Arts & Humanities	Languages
Birrer, Dr. Teresa	Assistant Professor	Biology & Chemistry	Biology & Chemistry
Broderick, Catherine **	Assistant Professor	Criminal Justice	Criminal Justice
Burns, Caitlin	Associate Professor	Biology & Chemistry	Biology & Chemistry
Cardaci, Paulina **	Assistant Professor	Biology & Chemistry	Biology & Chemistry
Cecala, Anna	Assistant Professor	Mathematics	Mathematics
Chambers, Catherine	Assistant Professor	Mathematics	Mathematics
Chase, Dr. Philip	Professor	English & Communication	English & Philosophy
Collins, Todd	Professor	Marielaine Mammon School of Music, Perf. Arts, Music Tech.	Music, Perf. Arts, Music Tech.
Cosgrove, Mark	Professor	Hospitality Management	Hospitality Management
Crisonino, Dr. Karen *	Professor	Business	Business
Demattio, Debra	Associate Professor	English & Communication	English & Philosophy
Doney, Todd *	Professor	Arts & Humanities	Art & Design
Driver, Laura *	Associate Professor	English & Communication	English & Philosophy
Duncan, Terence	Assistant Professor	Marielaine Mammon School of Music, Perf. Arts, Music Tech.	Dance
Emma, Evelyn	Associate Professor	English & Communication	English
Fitzpatrick, Kelly	Associate Professor	Mathematics	Mathematics
Flanagan, Dr. Keri	Associate Professor	Biology & Chemistry	Chemistry
Fong, Gracielle	Assistant Professor	Allied Health	Respiratory Therapy
Frye, Joshua **	Assistant Professor	Mathematics	Mathematics
Gigliotti, Samantha ++	Associate Professor	Biology & Chemistry	Biology
Gradone, Dr. Richard A.	Professor	Marielaine Mammon School of Music, Perf. Arts, Music Tech.	Music
Halo, Dr. Candace	Associate Professor	Social Science	Political Science
Hart, James	Associate Professor	Arts & Humanities	Languages & ESL
Heller, Dr. Rita	Associate Professor	Arts & Humanities	History

Teaching Assignment Indicates Primary Discipline.

* Recommended for Promotion to Rank Listed effective on the first day of academic year 2024-2025

** Pursuant to New Jersey State Statute tenure will accrue on the first day of the sixth year of employment

+ Sabbatical (Fall 2024)

++ Sabbatical (Spring 2025)

Resolution #2024-04-22-N

Name	Rank	Department	Discipline
Hopper-Ford, Melissa	Assistant Professor	Business	Business
Hoy, Dr. Calvin	Professor	Social Science	Economics
Hudzik, Dr. Jason	Associate Professor	Biology & Chemistry	Chemistry
Iden, Dr. Michelle	Associate Professor	Arts & Humanities	History
Jones, Dr. Matthew	Associate Professor	English & Communication	Communication
Kaddour, Nadir	Professor	Arts & Humanities	ESL
Kaifa, Dr. Stephen	Professor	Social Science	Economics
Kalas, Ray	Assistant Professor	English & Communication	Communication
Kasmin, Dr. Melissa	Associate Professor	Psychology & Education	Education
Kazaba, Dr. Maureen *	Associate Professor	Engineering Tech/Eng. Sci.	Criminal Justice
Kelly, Christine	Associate Professor	Biology & Chemistry	Biology
Kucerovy, Joyce **	Assistant Professor	Nursing	Nursing
Lee, Dr. Maria	Associate Professor	Arts & Humanities	History
Lemme, Bryan	Associate Professor	Health & Exercise Science	Health & Exercise Science
Levitch, Dr. Alison *	Professor	Psychology & Education	Psychology
Mammon, Marielaine R.	Professor	Marielaine Mammon School of Music, Perf. Arts, Music Tech.	Music
Martin, Jenifer *	Professor	Biology & Chemistry	Biology
McAree, Dymphna +	Associate Professor	English & Communication	English
McCoy, Dr. Jabou	Assistant Professor	Social Science	Sociology
McHugh, William	Assistant Professor	Health & Exercise Science	Health & Exercise Science
Miller, Susan	Associate Professor	Business	Business
Minitier, Kelly *	Associate Professor	Health & Exercise Science	Health & Exercise Science
Moore, Kevin	Assistant Professor	English & Communication	English
Oleksak, Brian	Associate Professor	Landscape/Horticultural Tech.	Landscape/Horticultural Te
Olson, Dr. Brian *	Associate Professor	Biology & Chemistry	Chemistry
Pallant, David	Associate Professor	English & Communication	Communication
Parker, Laura	Professor	Nursing	Nursing
Patten, Ann *	Associate Professor	English & Communication	English
Persau, Meimee	Professor	Mathematics	Mathematics
Picallo, Dr. Marcia	Professor	Arts & Humanities	Languages
Pietropollo, Frank	Assistant Professor	Biology & Chemistry	Biology
Poetsch, Deborah	Associate Professor	Mathematics	Mathematics
Qvotrup, Jennifer *	Associate Professor	Business	Business
Restaino, Dr. Dena	Assistant Professor	Biology & Chemistry	Biology & Chemistry
Roskop, Thomas	Associate Professor	Engineering Tech.	Engineering Technologies
Rywalt, Dawn	Associate Professor	Information Technology	Information Technology
Sahotsky, Dr. Brian	Assistant Professor	Arts & Humanities	Art & Design
Salinas, Dorothy	Associate Professor	Biology & Chemistry	Biology
Samour, Samir	Associate Professor	Nursing	Nursing
Sarmiento, Dr. Jorge	Professor	Mathematics	Mathematics
Savio, Dr. Gianmarco	Assistant Professor	Social Science	Sociology
Sawh, Vickram	Assistant Professor	Information Technologies	Information Technologies

Teaching Assignment Indicates Primary Discipline.

* Recommended for Promotion to Rank Listed effective on the first day of academic year 2024-2025

** Pursuant to New Jersey State Statute tenure will accrue on the first day of the sixth year of employment

+ Sabbatical (Fall 2024)

++ Sabbatical (Spring 2025)

Resolution #2024-04-22-N

Name	Rank	Department	Discipline
Schennum, Dr. Jill	Professor	Social Science	Sociology
Schicho, Bernadette	Associate Professor	Nursing	Nursing
Schorr, Brian	Associate Professor	Arts & Humanities	ESL
Shouler, Dr. Kenneth	Professor	Arts & Humanities	Philosophy
Sidas-Tirrito, Michael	Associate Professor	Information Technologies	Information Technologies
Slovec, Hrvoje	Associate Professor	Design & Media Studies	Art & Design
Smith, Keith	Professor	Arts & Humanities	Art & Design
Solomons, Dr. William *	Associate Professor	Engineering Tech./Eng. Sci.	Criminal Justice
Soltes, John	Associate Professor	Design & Media Studies	Communication
Stigliano, Deanne	Associate Professor	Mathematics	Mathematics
Stoler, Dr. Loryn	Associate Professor	Biology & Chemistry	Chemistry
Sullivan, Deborah	Assistant Professor	Psychology & Education	Psychology
Sutton, Maureen *	Professor	Business	Business
Thurman, Alexis	Professor	Mathematics	Mathematics
Tolley, Craig	Assistant Professor	Landscape/Horticultural Tech.	Landscape/Horticultural Tech.
Uffelman, Dr. Mark D	Associate Professor	Arts & Humanities	Philosophy
Ved, Apurv Vinay	Assistant Professor	Business	Business
Vill'Neuve, Denise	Professor	Allied Health	Radiography
Washburne, Mark	Professor	Arts & Humanities	History
Wayne, Dr. M. Celeste	Professor	Nursing	Nursing
Whalen, Kelly *	Professor	Design & Media Studies	Art & Design
Williford, John	Associate Professor	Psychology & Education	Psychology
Wolfgang, Heather *	Associate Professor	Mathematics	Mathematics
Wong, Dr. Chung * ++	Associate Professor	Mathematics	Mathematics

Teaching Assignment Indicates Primary Discipline.

* Recommended for Promotion to Rank Listed effective on the first day of academic year 2024-2025

** Pursuant to New Jersey State Statute tenure will accrue on the first day of the sixth year of employment

+ Sabbatical (Fall 2024)

++ Sabbatical (Spring 2025)

Resolution #2024-04-22-N

**NON-TENURED FACULTY REAPPOINTMENT
ACADEMIC YEAR 2024-2025**

Name	Department
Agnihotri, Natasha	Nursing
Awawdeh, Raed	Engineering Tech/Engineering Science
Badini, Alannah	Allied Health
Bibeault, Roberta	Allied Health
Carmeli, Colleen	Information Technology
Costa, Tatiana	Nursing
Elbanna, Al	Information Technology
Feichtl, Karissa	Nursing
Hagopian, Brittany	Nursing
Khalkhali, Dr. Zahra	Engineering Tech/Engineering Science
McSherry, Brian	Design & Media Studies
Roche, Sharon	Nursing
Monaco, Salma	Respiratory Therapy
Schwartz, Nicole	Design & Media Studies
Shackil, Dr. Jessica	Psychology & Education
Shepherd, Jessica	Nursing
Sherwood, Allison	Nursing
Yiin, Yeh-Wen Nancy	Engineering Tech/Engineering Science

Resolution #2024-04-22-O

**RESOLUTION APPROVING
FACULTY SABBATICALS**

WHEREAS, In accordance with the contract with the Faculty Association of the County College of Morris, the Personnel Committee has reviewed the recommendation to grant the following faculty sabbatical leave;

NOW, THEREFORE BE IT RESOLVED, That the following faculty be granted a sabbatical leave effective for the stated semester:

<u>Faculty Member</u>	<u>Sabbatical Leave Term</u>
Dymphna McAree	Fall 2024
Samantha Gigliotti	Spring 2025
Chung Wong	Spring 2025