



BOARD OF TRUSTEES MINUTES
REGULAR MEETING
January 30, 2024

1. CALL TO ORDER

Board of Trustees Chair George J. Milonas called the regular meeting of the Board of Trustees of the County College of Morris to order at 6:05 p.m. The meeting was held in the Henderson Hall Board Room, HH 103. Chair Milonas stated that in compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this Regular Meeting of the Board of Trustees has been satisfied by the inclusion of the date, and time of this Regular Meeting in the annual notice of regular meetings of the Board. Such annual schedule and notice of regular meetings was posted on the bulletin board outside the President's Office, 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 on November 21, 2023.

2. ROLL CALL

Trustees Frost, Gabrielsen, Gartenberg, Hadzima, Inganamort, Loveys, Modi, and Chair Milonas were in attendance. President Iacono, Attorney Flaum, were also in attendance. Trustees Licitra, Pepe, and Alumni Trustee Rida were absent.

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 January 30, 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. Compensation for Professional Services
2. Adjunct Faculty Appointments and Salaries, Fall 2023 and Winterim 2024
3. Employee Resignations
4. 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 #4.

Upon the motion of Trustee Frost and the second of Trustee Gartenberg, Chair Milonas called for discussion by members of the Board. There being no discussion, Chair Milonas called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The meeting was closed to the public at 6:06 p.m. The public meeting reconvened at 7:25 p.m. in the Henderson Hall Board Room, HH 103.

4. PLEDGE OF ALLEGIANCE

Chair Milonas invited everyone to rise for the reciting of the Pledge of Allegiance. Following the Pledge of Allegiance, Chair Milonas led the Board of Trustees and others in a moment of silence.

5. APPROVAL OF MINUTES

Chair Milonas called for consideration of the minutes of the regular meeting of December 19, 2023, including the closed session. Upon the motion of Trustee Frost and the second of Trustee Gabrielsen, Chair Milonas called for a voice vote of the Board. The voice vote of the Board indicated that all present and voting were in favor of the minutes as distributed; Trustee Modi abstained from the vote.

6. ADOPTION OF THE PROPOSED COLLEGE BUDGET FOR FISCAL YEAR 2024-2025 AND THE TUITION RATES AND COLLEGE FEE, AND THE REVISIONS TO THE SCHEDULE OF FEES.

Chair Milonas stated that in compliance with NJSA 18A:3B-6, adequate notice of the January 30, 2024 public hearing on adoption of the College budget for fiscal year 2024-2025, in the form attached, was provided in the following manner:

On January 18, 2024, advanced written notice of this meeting was posted on the bulletin board outside the President's Office; posted on the CCM Website; sent to each bargaining unit representative and the President of the Student Government Association; and was published in the CCMemo.

Executive Vice President VanDerhoof provided an overview of the proposed College budget for fiscal year 2024-2025 and the college fee, tuition rates, and the Schedule of Fees. The power point presentation is on file with the Office of the President.

Chair Milonas explained that the Committee on Finance and Budget reviewed the budget and believes it to be financially sound with no increase in tuition. Continuing, at 7:34 p.m. Chair Milonas opened meeting for comments from the public regarding the proposed College budget for fiscal year 2024-2025 and the college fee, tuition rates, and the Schedule of Fees.

Michele Altieri, FACCM Pride Chairperson and faculty member, appreciated the consideration not to increase tuition and highlighted her concerns with the budget. Professor Altieri commented on the decrease in the budget allotted to instruction, academic support, and the student experience.

There being no further comments from the public related to the budget, college fee, tuition rates, and Schedule of Fees, the public comment portion of the meeting was adjourned at 7:37 p.m.

Chair Milonas called for discussion by the Board of Trustees. Trustee Treasurer Frost commented that last year's budget was challenged with the high increase in employee benefit premiums and utilities; the Board instructed the college administration to develop this budget with no increase in tuition; more money is spent on instruction than last year; and any decrease in the instruction line is due to the removal of positions. Chair Milonas thanked the college administration for the work on this budget. Trustee Gartenberg thanked the Committee on Finance and Budget for the goal of no tuition increase. Trustee Hadzima expressed her pleasure with no tuition increase.

There being no further discussion by Board members, Chair Milonas called for a motion for the adoption of the following resolutions approving the College budget for fiscal year 2024-2025 and the college fee, tuition rates, and the Schedule of Fees. Chair Milonas stated that it is the intent to take these resolutions as consent items, voted as a group, unless any Board member or College Counsel wishes to remove it from the Consent Agenda and discuss separately. All Trustees present and the College Counsel were in agreement with this intent.

Resolution #2024-01-30-A College budget for fiscal year 2024-2025

Resolution #2024-01-30-B Tuition Rate, College Fee, Schedule of Fees for 2024-2025

Trustee Frost provided the motion and Trustee Inganamort seconded the motion. Chair Milonas called for discussion by members of the Board. There being no discussion, Chair Milonas called for a roll call vote of the Board. The roll call vote of the Board indicated that all Trustees present and voting were in favor. The motion carried.

7. REPORT OF THE PRESIDENT

President Iacono referred the Board to the written Report of the President that is on file with the Office of the President and posted on the webpage with materials for this Trustee meeting. The Report of the President includes information on enrollment, finances, Foundation fundraising, campus safety and campus safety training. President Iacono distributed an article regarding national enrollments at community colleges noting that nationally enrollment is down, enrollment is down in New Jersey, and County College of Morris enrollment is up 4% in the fall semester. The college continues to prepare for the expected decline in high school graduates in 2025. The success of our grants program was highlighted noting that grant funds lessen the reliance on operating funds. Dr. Aaron Fichtner, President of New Jersey Council of County Colleges will be invited to a future Trustee meeting to provide an overview of the statewide goals and funding request. Trustees will be asked to support the funding request with letters to our legislators. President Iacono, other administrators, and students will be attending the Association of Community College Trustees National Legislative Summit in February seeking support increased of federal funding. The success of the CCM Foundation was highlighted. The flyer listing Black History Month events was distributed to the Trustees. President Iacono and Trustee Gartenberg discussed the needed financial support for dual enrollment.

8. COMMUNICATIONS

- A. Reports of the Standing Committees. Trustee Inganamort reported on the discussions at the meetings of the Committee on Audit, and the Committee on Lands and Buildings. Congratulations were extended to EVP VanDerhoof and her team for the perfect audit, and impeccable financial reporting leading to CCM being a model for other community colleges.
- B. Unfinished or new business. There was no unfinished or new business..

9. RESOLUTIONS

Chair Milonas called for the motion for the adoption of the following resolutions and stated that it is the intent to take these resolutions as consent items, voted as a group, unless any Board member or College Counsel wishes to remove it from the Consent Agenda and discuss separately. All Trustees present and the College Counsel were in agreement with this intent.

- Resolution #2024-01-30-C Purchases Following Public Bidding
- Resolution #2024-01-30-D Award of Contract for Drone Pilot Training Certificate Program
- Resolution #2024-01-30-E Approval of Capital Improvements Vouchers
- Resolution #2024-01-30-F Compensation for Professional Services
- Resolution #2024-01-30-G Employee Resignations
- Resolution #2024-01-30-H Adjunct Faculty Appointment and Salary Revision, Fall 2023 Semester
- Resolution #2024-01-30-I Adjunct Faculty Appointments and Salaries, Winterim 2024
- Resolution #2024-01-30-J Authorization and Execution of Easement and Right of Way Agreement with Jersey Central Power and Light Company and Verizon of New Jersey, Inc.
- Resolution #2024-01-30-K Chapter 12 Funding Request
- Resolution #2024-01-30-L Acceptance of Report of Audit of Financial Statements for Year Ended June 30, 2023
- Resolution #2024-01-30-M Revisions to the Bylaws of the County College of Morris Board of Trustees

Chair Milonas provided the motion and Trustee Frost seconded the motion. Chair Milonas called for discussion by members of the Board. There being no discussion, Chair Milonas called for a voice vote of the Board. The voice vote of the Board indicated that the majority of Trustees present and voting were in favor; Trustee Modi abstained from Resolution #2024-01-30-E Approval of Capital Improvements Vouchers, and Trustee Modi voted against Resolution #2024-01-30-M Revisions to the Bylaws of the County College of Morris Board of Trustees. The motion carried.

10. REPORT OF ANY OTHER OFFICERS OR MEMBERS OF THE BOARD OF TRUSTEES

Chair Milonas reported on the recent Nurses Pinning Ceremony and the video recording of congratulatory messages for Trustee Emeritus Weisberg. There were no further reports from officers or members of the Board of Trustees.

11. COMMENTS FROM THE PUBLIC

Chair Milonas stated that the Board will take comments from the public at this time, 8:07 p.m., in accordance with the Procedure for Conduct of the Public Comments Portion of the Board Meetings.

Dee McAree, President of the Faculty Association of CCM, stated that the faculty have been working out of contract for sixteen months. She thanked Attorney Flaum and the administration negotiating team as they move toward a tentative agreement. The financials of the contract do not reflect a win for faculty but assist with the increase in the cost of living. She noted the financial differential between nurses in hospitals to nursing faculty, and adjunct faculty at Montclair State University to CCM adjunct faculty. She is glad the college budget does not increase tuition. She looks forward to a successful contract so faculty can assist with the self-study process with Middle States. She noted Middle States request for information and the college president's response relative to a labor matter. She stated that she is confident that the PERC hearing officer was correct in her ruling.

As there was no further public comment, the public comment portion of the meeting was adjourned at 8:11 p.m.

12. ADJOURNMENT

There being no further business to conduct, the public meeting was reconvened to adjourn at 8:11 p.m. by a motion from Trustee Gartenberg and a second by Trustee Hadzima. Chair Milonas called for a voice vote of the Board. The voice vote of the Board indicated that all Trustees present were in favor.

Respectfully submitted,
Denise M. Bell
Recording Secretary

DRAFT



**NOTICE OF CONSIDERATION OF THE
ANNUAL BUDGET,
TUITION RATES, COLLEGE FEE
AND THE SCHEDULE OF FEES**

NOTICE is hereby given that at the regular public meeting of the Board of Trustees of County College of Morris to be held on **Tuesday, January 30, 2024, at 7:00 p.m.**, in the Henderson Hall Board Room, Room HH 103, on the campus of the County College of Morris, 214 Center Grove Road, Randolph, NJ, the Board of Trustees will consider approval of the college budget for fiscal year 2024-2025 and submission of the budget to the Board of School Estimate pursuant to NJSA 18A:64A-17; and the Board of Trustees will consider the tuition rates and college fee, and revisions to the Schedule of Fees.

At the regular public meeting on January 30, 2024, and prior to the Board's consideration and action, the Board of Trustees shall afford an opportunity for members of the college community to comment on the proposed budget, tuition rates and fees. An itemized statement of the college budget, together with comparative data for the prior year, is now on file and open to examination by the public at the offices of the Division of Business and Finance, County College of Morris, 214 Center Grove Road, Randolph Township, New Jersey, 9:00 a.m. to 3:30 p.m., Monday through Friday, until consideration by the Board of Trustees.

Board of Trustees
County College of Morris
January 18, 2024

COUNTY COLLEGE OF MORRIS
FY2025 BUDGET SUMMARY
July 1, 2024 - June 30, 2025

FY2025 BUDGET

CURRENT INCOME:

Education & General	
Tuition and Fees	\$31,710,109
State of New Jersey	8,335,188
County of Morris	12,105,000
Chargeback	357,210
Self Pay & OC	3,976,218
Investment Income	2,000,000
Other	938,085
Application of Fund Balance	2,826,769
Sub-total Education & General	\$62,248,579
Auxiliary Enterprises	\$1,938,000
Student Clubs & Organizations	238,500
Student Aid	14,018,668
Grants & Contracts	3,881,571
	\$82,325,318
TOTAL CURRENT REVENUES	\$82,325,318

CURRENT EXPENDITURES:

Education & General	
Instruction	\$23,991,840
Academic Support	5,358,883
Public Service	261,646
Student Services	5,743,427
Institutional Support	20,079,108
Operation of Plant	6,354,044
Transfers	459,631
Sub-Total Education & General	\$62,248,579
Auxiliary Enterprises	\$1,938,000
Student Clubs & Organizations	238,500
Student Aid	14,018,668
Grants & Contracts	3,881,571
	\$82,325,318
TOTAL CURRENT EXPENDITURES	\$82,325,318

Resolution #2024-01-30-A

**RESOLUTION APPROVING THE
COLLEGE BUDGET FOR FISCAL YEAR 2024-2025**

As required by law, this Board has given notice and conducted a public hearing on January 30, 2024, prior to adoption of the Annual Budget.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Trustees of County College of Morris, that pursuant to N.J.S.A. 18A:64A-17 the amount of money estimated to be necessary for the fiscal year commencing July 1, 2024 is \$82,325,318;

BE IT FURTHER RESOLVED, That a copy of this resolution, together with an itemized statement showing how said amount of \$82,325,318 was calculated, be delivered to each member of the Board of School Estimate of County College of Morris;

BE IT FURTHER RESOLVED, That February 13, 2024 at 12:00 p.m. via Zoom, is hereby fixed as the time and method for the holding of a public hearing by said Board of School Estimate with respect to said itemized statement and the amounts of money estimated to be necessary.

BE IT FURTHER RESOLVED, That notice of this public hearing and said itemized statement shall be published as required by law, said notice set forth that said itemized statement will be on file, and open to examination to the public at the office of the Division of Business and Finance, County College of Morris, 214 Center Grove Road, Randolph Township, NJ, during the hours said office is open, from date of publication of said notice.

Resolution #2024-01-30-B

RESOLUTION APPROVING THE COLLEGE FEE AND THE TUITION RATES, AND THE ESTABLISHMENT OF THE SCHEDULE OF FEES.

As required by law, this Board has given notice and conducted a public hearing on January 30, 2024, prior to approving the college fee, tuition rates, and establishment of the Schedule of Fees.

NOW, THEREFORE, BE IT RESOLVED, That the following college fee and tuition rates shall be approved commencing with the Summer 2024 semester:

College Fee	\$29.00 per credit
Tuition Rate	\$164.00 per credit
Out-of-County Tuition Rate and Differential Fee:	
Tuition	\$164.00 per credit
Differential Fee	<u>\$144.00</u> per credit
	\$308.00
Out-of-State Tuition Rate and Differential Fee:	
Tuition	\$164.00 per credit
Differential Fee	<u>\$270.00</u> per credit
	\$434.00

The above per credit fees and tuition changes shall be applicable to all credits for which the student is registered.

BE IT FURTHER RESOLVED, That the Board of Trustees adopts the revisions to the Schedule of Fees effective the Summer 2024 semester as set forth on the following pages.

Resolution #2024-01-30-B

SCHEDULE OF FEES

COURSE FEES

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
ACC105	Computerized Accounting		100
ACC 111	Principles of Accounting I	40	55
ACC 112	Principles of Accounting II	40	55
ART 122	Drawing I	75	100
ART 123	Drawing II	75	100
ART 124	Figure Drawing	75	100
ART 130	2D Design	75	100
ART 131	Color Theory	75	100
ART 132	3D Design	75	100
ART 219	Painting I	75	150
ART 220	Painting II	75	150
ART 228	Sculpture I	75	150
ART 229	Sculpture II	75	150
ART 230	Portfolio and Presentation	75	100
ART 233	Independent Study I	75	100
ART 234	Independent Study II	75	100
ART 238	Independent Study III	250	250
ART 241	Ceramics I	75	115
ART 242	Ceramics II	75	150
ART 250	Beginning Glassblowing I	1500	
ART 251	Intermediate Glassblowing	1750	
ART 291	Special Topics in Art	75	140
ART 292	Special Topics in Art	75	140
BIO 101	Anatomy Physiology I	105	120
BIO 102	Anatomy Physiology II	105	120
BIO 121	General Biology I	105	120
BIO 122	General Biology II	105	120
BIO 127	Biology Environmental Concerns	105	120
BIO 129	Introduction to Botany	105	120
BIO 132	Concepts in Biology	105	120
BIO 133	Human Biology	105	120
BIO 180	General Biology I-Honors	105	120
BIO 181	General Biology II-Honors	105	120
BIO 201	Genetics	105	120
BIO 202	Ecology	105	120
BIO 215	Microbiology	105	120
BIO 223	Cell and Molecular Biology	105	120
BIO 233	Independent Study in Biology	105	120
BIO 295	Special Topics in Biology	105	120
BUS 119	Business Information Systems and Applications	40	60
BUS 136	Personal Finance	35	10

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
BUS 211	Money and Banking	35	10
BUS 212	Principles of Finance	35	10
BUS 218	Investment Principles	35	10
BUS 222	International Finance	35	10

CHM 105	Forensic Science	105	120
CHM 118	Introductory Chemistry-Lab	105	120
CHM 126	General Chemistry I-Lab	105	120
CHM 128	General Chemistry II-Lab	105	120
CHM 210	Essentials of Organic Chemistry	105	120
CHM 212	Biochemistry	105	120
CHM 218	Analytical Chemistry-Instrumental Analysis	105	120
CHM 232	Organic Chemistry I-Lab	105	120
CHM 234	Organic Chemistry II-Lab	105	120
CHM 235	Independent Study in Chemistry	105	120
CHM 295	Special Topics in Chemistry	105	120

CMP 101	Computer Information Literacy	40	50
CMP 108	Game Design Concepts	40	5
CMP 120	Foundations of Information Security	40	5
CMP 124	Network Security	40	5
CMP 125	Information Security Management	40	5
CMP 126	Computer Technology & Applications	40	40
CMP 128	Computer Science I	40	55
CMP 129	Computer Science II	40	55
CMP 130	Introduction to Information Technology	40	55
CMP 131	Fundamentals of Programming (Python)	40	55
CMP 135	Computer Concepts with Applications	40	55
CMP 149	Critical Game Play	40	55
CMP 150	Game Programming	40	55
CMP 160	Digital Forensics I	40	55
CMP 170	Mobile Applications Design	40	55
CMP 200	Computer Operating Systems and Utilities	40	55
CMP 207	Electronic Spreadsheets (MS Excel)	40	55
CMP 230	Computer Assembly Language	40	55
CMP 233	Data Structures and Algorithms	40	55
CMP 239	The Internet and Web Page Design	40	55
CMP 241	Database Programming (SQL)	40	55
CMP 243	Ethical Hacking and Systems Defense	40	55
CMP 244	Web Design II	40	55
CMP 246	Operating Systems	40	55
CMP 249	Advanced Web Programming	40	55
CMP 250	Game Production	40	100
CMP 255	Linux	40	50
CMP 261	Digital Forensics II	40	50
CMP 262	Data Science Programming	40	75
CMP 263	Web Development Workflow	40	75

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
CMP 264	Machine Learning	40	50
CMP 271	Mobile Applications Programming	40	50
CMP 280	Software Engineering	40	50
CMP 290	Independent Study in Information Technology	20	20
CMP 291	Special Topics in Information Technology	40	0
CMP 292	Special Topics in Information Technology	40	0
CMP 293	Special Topics in Information Technology	40	0

COM 120	Broadcast Journalism	48	26
COM 209	Editing & Publication Design	48	26
COM 211	Television Production	40	26
COM 212	Television Production II	40	26
COM 214	Sports Journalism	40	26

DAN 111	Introduction to Dance	25	75
DAN 117	Introduction to Ballet	25	75
DAN 125	Jazz I	25	75
DAN 126	Jazz II	25	75
DAN 130	Tap Dance I	25	75
DAN 134	Dance History	25	19
DAN 135	Dance Theatre Workshop I	25	75
DAN 136	Dance Theatre Workshop II	25	75
DAN 137	Ballet I	25	75
DAN 138	Ballet II	25	75
DAN 141	Modern Dance I	25	75
DAN 142	Modern Dance II	25	75
DAN 146	Dance for Musical Theatre	25	55
DAN 211	Intermediate Ballet	25	75
DAN 212	Advanced Ballet	25	75
DAN 216	Intermediate Modern Dance	30	75
DAN 217	Advanced Modern Dance	30	75
DAN 220	Dance Theatre Workshop III	25	75
DAN 222	Dance Theatre Workshop IV	25	75
DAN 224	Choreography I	30	75
DAN 226	Choreography II	30	75

DSN 106	Intro to Sewing and Textiles		50
DSN 120	Design Concepts I	75	110
DSN 125	Design Rendering	75	110
DSN 135	Fashion Construction Technology I	75	110
DSN 145	Introduction to Fashion & Visual Merchandising	75	110
DSN 146	Fashion Merchandising II	75	110
DSN 155	Custom Design and Construction	75	90
DSN 160	Fashion Construction Technology II	75	110
DSN 165	Drawing for Designers	75	110
DSN 220	Design Concepts II	75	110

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
DSN 291	Special Topics in Design I	75	90
DSN 292	Special Topics in Design II	75	90

ELT 100	Circuit Analysis DC/AC	65	85
ELT 102	Circuit Measurement and Fundamentals	65	100
ELT 110	Digital Principles	65	100
ELT 115	Active Circuit Components	65	100
ELT 121	Circuit Analysis	60	60
ELT 123	Studio Maintenance	75	75
ELT 201	Electricity and Electronics	60	60
ELT 209	Advanced Digital and Microprocessors	65	100
ELT 210	Electronic Fabrication	65	100
ELT 213	Active Circuit Design	65	100
ELT 215	Industrial Electronics	65	100
ELT 227	Biomedical Clinical Experience	80	60
ELT 230	Optoelectronics	55	60
ELT 231	Electronic Communication Systems	65	100
ELT 250	Solar Photovoltaic and Alternative Energy System	60	100

ENR 117	Computer-Aided Drafting I	60	100
ENR 118	Computer-Aided Drafting II	60	100
ENR 119	Technical Computer Applications	45	45
ENR 120	Technical Computer Programming	45	45
ENR 121	Engineering Graphics	60	100
ENR 124	Instrumentation and Measurements	55	55
ENR 125	Computer Programming for Engineers	55	85
ENR 126	CAD and Applications	55	55
ENR 132	Introduction to Experimentation and Design	65	85
ENR 220	Hydraulics and Fluid Power	40	40
ENR 230	Engineering Strength of Materials	60	60
ENR 236	Engineering Circuit Analysis Lab I	60	85
ENR 238	Engineering Circuit Analysis Lab II	60	60
ENR 240	Engineering Technology Project	60	85
ENR 241	Instrumentation and Controls	65	65
ENR 264	Machine Learning	40	40

GRD 118	Typography	75	100
GRD 120	Graphic Design I	75	100
GRD 215	Commercial Illustration	75	100
GRD 218	Typography II	75	100
GRD 220	Graphic Design II	75	100
GRD 230	Computer Assisted Illustration	75	100
GRD 240	Computer Assisted Page & Cover Design	75	100
GRD 250	Brochure and Magazine Design	75	100
GRD 255	Advertising Design	75	100
GRD 291	Special Topics in Graphic Design	75	21

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
GRD 292	Special Topics in Graphic Design	75	21
GRD 293	Special Topics in Graphic Design	75	21
HED 112	Drugs, Society and Human Behavior	35	35
HED 115	Personal and Family Nutrition	35	35
HED 128	Lifetime Wellness	35	44
HED 130	Mind-Body Health	35	35
HED 132	Stress Management	25	25
HED 283	Cardiopulmonary Resuscitation	40	44
HED 286	Personal Health and Wellness	35	44
HED 295	First Aid and Emergency Care	35	44
HES 104	Foundations of Personal Training	40	
HES 107	Program Design and Implementation	40	44
HES 111	Introduction to Exercise Science	40	44
HES 125	Stretching & Strengthening	40	44
HES 126	Personal Fitness	40	44
HES 127	Weight Training	40	44
HES 128	Yoga	40	44
HES 129	Self Defense	40	
HES 130	Tai Chi	40	
HES 131	Pilates	40	
HES 132	Cardio Conditioning	40	
HES 141	Personal Challenge I	65	
HES 162	Basic Swimming	40	
HES 186	Badminton	40	44
HES 211	Kinesiology	95	100
HES 212	Exercise Physiology	95	100
HES 213	Exercise Measurement and Prescription	95	100
HOS 101	Introduction to Food	100	175
HOS 103	Food Production	100	175
HOS 105	Food Science and Nutrition	100	175
HOS 117	Introduction to Baking	100	175
HOS 121	Advanced Baking	100	175
HOS 123	International Cuisines	100	175
HOS 125	Chocolates	100	175
HOS 126	American Regional Cuisine	50	175
HOS 127	Italian Cuisine	50	175
HOS 128	Chinese Cuisine	50	125
HOS 129	Latin Cuisine	50	125
HOS 210	Dining Room Management	100	100
HOS 233	Food as Art	100	100
HOS 235	Restaurant Operations	100	100
HOS 250	Food Truck Entrepreneur	100	100
LHT 101	Introduction to Turf Management	95	105

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
LHT 108	Herbaceous Plant Materials	95	105
LHT 110	Plant Science	95	105
LHT 111	Introduction to Horticulture	95	105
LHT 114	Land Plant Identification Management and Use	95	105
LHT 115	Horticultural Computer Software Applications	95	105
LHT 116	Horticultural Soils	95	105
LHT 124	Grounds Maintenance and Development	95	105
LHT 130	Arboriculture	95	105
LHT 211	Landscape Design and Planning I	105	105
LHT 212	Landscape Design and Planning II	105	105
LHT 215	Plant Pest Management	95	105
LHT 231	Landscape Construction & Equipment	95	105
LHT 234	Landscape and Turf Installation	95	105
LHT 235	Irrigation Systems	95	105
LHT 291	Special Topics in Agriculture I	55	105
LHT 292	Special Topics in Agriculture II	55	105
MAT 006	Elements of Algebra	50	100
MEC 109	Manufacturing Processing for Engineering Technology	110	125
MEC 110	Materials for Engineering Technology	75	125
MEC 117	Mechanical Prototyping	60	60
MEC 118	Computer Integrated Manufacturing (CIM)	60	60
MEC 141	Strength of Materials For Engineering Technology	60	125
MEC 209	Introduction to Advanced Manufacturing and CNC Programs	110	125
MEC 235	Kinematics	35	40
MEC 236	Machine Design	55	40
MED 110	Multimedia I	40	40
MED 113	Multimedia II	40	40
MED 119	Digital Media Production	40	40
MED 210	Digital Video Editing	40	40
MED 213	Multimedia Authoring and Design	40	40
MED 220	Animation	40	40
MED 224	Independent Study in Media Studies	20	20
MED 240	Advanced Animation	40	40
MED 291	Special Topics in Media Studies	20	20
MED 292	Special Topics in Media Studies	40	40
MED 293	Special Topics in Media Studies	40	40
MUS 112	Introduction to Electronic Music	100	100
MUS 124	Electronic Music II	100	100
MUS 135	Applied Music Primary I	425	425
MUS 136	Applied Music Primary II	425	425
MUS 137	Applied Music Primary III	425	425

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
MUS 138	Applied Music Primary IV	425	425
MUS 165	Introduction to Music Recording	100	100
MUS 167	Music Recording II	100	100
MUS 176	Aural Comprehension I	35	75
MUS 177	Aural Comprehension II	35	75
MUS 178	Aural Comprehension III	35	75
MUS 179	Aural Comprehension IV	35	75
MUS 180	Microphone Techniques	100	125
MUS 182	Audio Production Techniques	100	100
MUS 233	Independent Study in Music	150	175
MUS 234	Independent Study in Music	150	175
MUS 244	Independent Study-Electronic Music I	150	175
MUS 245	Independent Study-Electronic Music II	150	175
MUS 249	Practicum	150	175
MUS 250	Internship in Music Recording	250	250
MUS 252	Internship to Theatre Technology	150	175
MUS 253	Independent Study in Music II	150	175
MUS 254	Independent Study in Music III	150	175
MUS 255	Independent Study in Music IV	150	175
MUS 259	Hard Disc Recording	100	100

NUR 012	Nursing Transition: Advanced Placement Status	90	90
NUR 121	Fundamentals of Nursing	1700	2200
NUR 123	Basic Medical/Surgical Nursing	1650	2150
NUR 213	Maternal-Child/Mental Health Nursing	1675	2175
NUR 214	Advanced Medical/Surgical Nursing	1805	2305

PAR 120	Paramedic Science I	500	500
PAR 125	Paramedic Clinical Experience I	320	320
PAR 130	Paramedic Clinical Experience II	320	320
PAR 220	Paramedic Science II	500	500
PAR 225	Paramedic - Clinical Experience III	400	400
PAR 230	Paramedic - Clinical Experience IV	320	320
PAR 235	Paramedic Internship - Field Experience	1000	1000

PHO 105	Forensic Photography		75
PHO 115	Photography I	75	120
PHO 116	Photography II	75	120
PHO 117	Color Photography I	75	120
PHO 204	Digital Imaging I	75	120
PHO 213	Documentary Photography	75	120
PHO 216	Studio Lighting Techniques	75	120
PHO 224	Digital Imaging II	75	120
PHO 226	Portfolio Preparation	75	120
PHO 227	Professional Studio Photography	75	120
PHO 290	Independent Study I in Photography	75	120
PHO 291	Special Topics in Photography	75	120

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
PHO 292	Special Topics in Photography	75	120
PHO 293	Special Topics in Photography	75	120
PHY 103	Concepts of Physics	65	85
PHY 111	Technical Physics I	65	85
PHY 112	Technical Physics II	65	85
PHY 118	Meteorology	65	85
PHY 126	General Physics I-Lab	65	85
PHY 128	General Physics II-Lab	65	85
PHY 134	Lab for Engineering Physics II	65	85
PHY 233	Lab for Engineering Physics III	65	85
PKG 101	Packaging Technology I	75	90
PKG 120	Packaging Design I	75	90
PKG 202	Packaging Technology II	75	90
PKG 219	CAD for Packaging Design and Manufacturing	75	90
PKG 220	Packaging Design II	75	90
RAD 104	Principles of Radiography I	470	470
RAD 107	Radiography Clinical Practice I	850	1150
RAD 114	Principles of Radiography II	675	675
RAD 117	Radiography Clinical Practice II	825	1150
RAD 120	Intermediate Clinical Practice	825	1150
RAD 204	Principles of Radiography III	470	470
RAD 213	Radiography Clinical Practice III	825	1150
RAD 220	Principles of Radiography IV	675	675
RAD 227	Radiography Clinical Practice IV	825	1150
RAD 230	Advanced Clinical Practice	825	1150
RTH 199	Respiratory Therapeutics	345	345
RTH 204	Cardiopulmonary Evaluation	345	345
RTH 206	Mechanical Ventilation	345	345
RTH 210	Clinical Practice I	625	925
RTH 211	Clinical Practice II	625	925
RTH 212	Clinical Practice III	625	925
SCI 101	Natural Science	60	60
SCI 106	Introduction to Astronomy	60	60
SCI 118	General Astronomy	60	60
TEL 110	Routing I (CISCO)	60	60
TEL 120	Routing II (CISCO)	60	100
TEL 220	Routing III (CISCO CCNA3& CCNA4)	60	100
TEL 232	Data Communication	50	50
TEL 233	Network Operating Systems	60	60
TEL 234	Telecommunications Systems	50	50

Resolution #2024-01-30-B

Course ID	Course Title	Current Fee (\$)	Proposed Fee as of Summer 2024 (\$)
TEL 291	Special Topics in Telecommunications Systems Technology	50	50
TEL 292	Special Topics in Telecommunications Systems Technology	50	50

OTHER FEES

Fee Description	Current Fee	Proposed Fee as of Summer 2024
Application Fee (Non-Refundable)	\$30	\$30
Late Payment	\$40	\$40
Registration Fee	\$7 per course	\$7 per course
Technology Fee	\$35 per course	\$35 per course
Reinstatement Fee	\$100	\$100
Return Check Fee	\$50	\$50
Graduation Fee	\$30	\$30
Replacement Diploma/Certificate Fee	\$25	\$25
Department Exam	\$50	\$50
External Proctor Services (\$50 for each additional 0-2 hr. time block past initial 2-hour appointment)	\$50	\$50
Make-up Exams	\$20	\$20
Accuplacer Re-Testing Fee	\$10	\$10
Nursing Pins	\$78	\$78
CLEP Testing Fee	\$30	\$30
Criminal Background Check	\$100	\$100
Transcript Fee	\$5	\$5
Health Records Transcript	\$15	\$15
International Studies		
1. Study Abroad: Consortium Fee	\$125	\$125
ID Card Replacement		
First Replacement	\$5	\$5
Second Replacement	\$10	\$10
Third Replacement	\$25	\$25
Senior Citizens (65 and Over)		
College Fees	Waived	Waived
Application Fee	Waived	Waived
Tuition-in-County	\$53 per credit	\$53 per credit
Out-of-County - Tuition + Current Differential	Current rate	Current rate
Out-of-State	No Discount	No Discount
Workforce Development and Continuing Education Professional Education		
Registration Fee	\$5 per course	\$5 per course
General Fees		
Laboratory fees for credit courses apply to credit free courses and are pro-rated on an hourly basis as appropriate.		
WFD Refund Policy		
Students will receive a full refund if notification is received in writing two business days prior to the first class. Thereafter, there is no refund without the approval of the Vice President of Professional Studies and Applied Sciences.		

Resolution #2024-01-30-B

PUBLIC SAFETY FINES

Fine Description	Current Fine (\$)	Proposed Fine as of Summer 2024 (\$)
Failure to obtain authorized use of walkway	25	25
Failure to obtain a temporary parking permit	25	25
Parking in a posted reserve area-first offense	35	35
Parking in a posted reserve area-second offense	70	70
Parking in a posted reserve area-third offense	100	100
Parking in a handicapped or medical reserve area	250	250
Disregarding parking/traffic control signs	25	25
Vehicles parked in other than authorized areas	25	25
Overnight parking first offense	35	35
Overnight parking second offense	70	70
Overnight parking third offense	100	100
Misc. parking and moving violations first offense	35	35
Misc. parking and moving violations second offense	70	70
Misc. parking and moving violations third offense	100	100
Failure to obtain a parking decal sticker	25	25
Failure to display a permit	25	25
Failure to present Student ID	25	25
Exceeded posted speed limit (1-13 mph over)	100	100
Exceeded posted speed limit (14-19 mph over)	125	125
Exceeded posted speed limit (20 mph and over)	225	225
Fire Zone violation	75	75
Careless driving-improper operation (as interpreted by N.J. Title 39:4-97 MV Law)	125	125
Reckless driving-improper operation (as interpreted by N.J. Title 39:4-96 MV Law)	225	225
Failure to obey an officer's direction	75	75
Moving violation – first offense	100	100
Moving violation - second offense	150	150
Moving violation - third offense	200	200
Smoking fines - first offense	75	75
Smoking fines - second offense	100	100
Smoking fines – third offense	125	125

Resolution #2024-01-30-B

Fine Description	Current Fine (\$)	Proposed Fine as of Summer 2024 (\$)
NOTE: Fines must be paid within 10 days of the issuance of a campus summons. If an appeal is filed and upheld, the fine will be refunded.		

LIBRARY FEES/FINES

Fee/Fine Description	Current Fee/Fine	Proposed Fee/Fine as of Summer 2024
All materials - overdue fines	\$.10/day to a max. of \$3	\$.10/day to a max. of \$3
After max is reached, item is considered lost.		
Charges for lost materials		
Hardcover book	\$50	\$50
Paperback Book	\$35	\$35
CD/DVD	\$20 each	\$20 each
CD/DVD set	Full replacement value	Full replacement value
CD-ROM, Blu-ray, interactive media	\$70	\$70
Misc. Media	\$75	\$75
Misc. equipment	Full replacement value	Full replacement value
Reserve items for in-library use	\$10 per hour to max. of \$50	\$10 per hour to max. of \$50

Resolution #2024-01-30-C

PURCHASE ORDER FOLLOWING PUBLIC BIDDING

RESOLVED, That in accordance with the County College Contracts Law, a purchase order be issued to the following vendor for purchase following public advertising:

<u>Bid #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
B2324-25DDP	Engineering Equipment (T) Rebid: Tormach CNC Mill	Educational Solutions Enterprises Effort, PA	\$27,429.80

(1)-Tormach 1100MX CNC Mill, Standard Package with enclosure kit @ \$23,995; (1) Tormach 1100M/1100MX Touch Screen Kit @ \$459.95; (1) Tormach 1100M Job Shuttle Controller @ \$99.95; (1) Tormach 1100M Controller/Arm @ \$359.95; (1) Tormach Lifting Bar Kit @ \$195; (1) Tormach 1100M+/MX Path Pilot Controller/PathPilot Operator VESA @ \$495; (1) Tormach Waterproof Mouse @ \$24.95 and delivery @ \$1,800. Additional quantities may be purchased if additional funding is available. For Engineering Department. (Perkins Grant Funded)

Resolution #2024-01-30-D

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR DRONE PILOT TRAINING CERTIFICATE PROGRAM**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for Drone Pilot Training Certificate Program; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services is in excess of \$17,500; and

WHEREAS, the anticipated term of this contract is one year commencing July 1, 2023, through June 30, 2024; and

WHEREAS, in lieu of a publicly advertised solicitation of proposals, the College has precluded from consideration for the agreement award, any contractor who is ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution; and

WHEREAS, Alpha Drones USA, Inc. (“Contractor”) has provided services for the Drone Pilot Training Certificate Program and will continue to provide services for Drone Pilot Training Certificate Program at a rate of \$3,999 (71.5 hours) per student as per proposal dated January 8, 2024, for a value to exceed \$17,500; total annual expenditure dependent on number of students enrolled; and

WHEREAS, Contractor has completed and submitted a Business Entity Disclosure Certification which certifies that Contractor has not made any reportable contributions to a political or candidate committee representing an elected official of County of Morris in the previous one year, and Contractor has agreed to contract language prohibiting Contractor from making such reportable contributions during the term of the contract; and

WHEREAS, Contractor has completed and submitted ten days in advance of adoption of this resolution, a Chapter 271 Political Contribution Disclosure form which will be placed on file with this resolution; and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of County College of Morris authorizes the College to enter into a contract with the above identified Contractor on an as needed basis; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification be placed on file with this resolution.

Resolution #2024-01-30-E

RESOLUTION APPROVING CAPITAL IMPROVEMENTS VOUCHERS

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

Project	Vendor	Amount (\$)
Center for Entrepreneurship & Culinary Science	NK Architects, PA	13,016.17
Elevator Replacement	USA Architects	8,512.50
Elevator Replacement	Brahma Construction	747,880.38
UST Replacement/Grounds Garage Replacement	NV5, Inc.	2,000.00

Resolution #2024-01-30-F

**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
Adjiin-Tetty, Gifty	11/02/23-11/16/23	\$180.00	Certified Nurse Aide-Compreh for WFD
Alikhani, Maryam	11/16/2023	\$100.00	Workshop 2: Quick Tips with Dr. Maryam Alikhani and Dr. Ann Patten
Alum, Suja	11/16/23-11/29/23	\$408.00	Pharmacy Technician Core for WFD
Archibald, Constance	11/16/23-12/13/23	\$1,470.00	Certified Nurse Aide-Compreh for WFD
Ashley, Maraline	10/23/23-11/27/23	\$940.00	ESL Intermediate - MCHOA for WFD Business Solutions
Bahner, Hilda	10/23/23-11/28/23	\$3,240.00	Foundation of English for WFD
Baldini, Benjamin	12/16/2023	\$160.00	Pearls of Wisdom Meeting and Holiday Gathering
Balish, Alexander	11/17/2023 & 12/08/23	\$423.00	Heartsaver First Aid CPR/AED Certification for WFD
Balish, Alexander	11/19/2023	\$282.00	Certified Nurse Aide - Comprehensive - CPR for WFD
Balish, Alexander	11/18/2023 & 12/09/2023	\$564.00	Healthcare Professional BLS (Basic Life Support) for WFD
Benitez, Mario	10/24/23-11/28/23	\$940.00	ESL Beginner Part 1 for WFD
Bilotti, Joseph	08/31/23-12/01/23	\$1,510.20	Accompanist/assistant to CCM Chamber Choir
Burke, Pricilla	07/01/23-11/30/23	\$1,600.00	Passed PECP Exam and Created Courses in Python I and II for WFD
Burke, Priscilla	11/08/23-12/06/23	\$564.00	Python PCEP Prep Part 2 for WFD
Callahan, Patricia	11/28/23-12/07/23	\$400.00	SharePoint Advanced for M365 Owner Training for WFD Business Solutions
Callahan, Patricia	12/12/23-12/14/23	\$300.00	Outlook in a Nutshell for WFD Business Solutions
Caplin, Glen	10/14/2023	\$275.00	Participated in the Fall 2023 Open House
Capoano, Denise	9/15/23-12/15/23	\$3,060.00	Horticultural Opportunity Program (HOP) for WFD
Caruso, Bianca	10/23/23-11/27/23	\$940.00	ESL Early Beginner Part 2 for WFD
Colio-Andrade, Yvette	12/5/2023	\$100.00	Job Search Workshops - The Interview for WFD
Costigan, Theresa	11/16/23-12/13/23	\$799.00	Pharmacy Technician Core for WFD
Deardorff, Rick	08/31/23-12/16/23	\$1,182.16	Music Special Projects
DeOliveira, Ana Christina	10/17/23-11/21/23	\$378.00	Employment Law for WFD
DeOliveira, Ana Christina	11/28/23-12/12/23	\$126.00	Training and Staff Development for WFD
Donahue, Michael	10/25/23-12/09/23	\$1,500.00	Director for PA Fall Drama 2023
Donatello, Christine	10/23/23-11/27/23	\$940.00	ESL Intermediate Part 1 for WFD
Donatello, Christine	11/09/23-12/14/23	\$470.00	ESL - UACCNJ for WFD
Eannetta, Joseph	11/02/23-12/16/23	\$2,931.50	AWS Level 1 -Welding - Bundle for WFD
Eannetta, Joseph	11/02/23-11/18/23	\$714.00	AWS Certification Testing for WFD
Ejigu, Genetie	10/23/23-11/28/23	\$940.00	ESL Beginner Part 2 for WFD
Ejigu, Genetie	10/24/23-11/28/23	\$940.00	ESL Beginner Pat 1 for WFD
Ejigu, Genetie	10/24/23-11/27/23	\$940.00	ESL Early Beginner Part 1 for WFD

Resolution #2024-01-30-F

Name	Date(s) of Service	Payment	Reason
Ferreira, Sharon	10/23/23-11/27/23	\$1,080.00	ESL Advanced Intermediate Part 1 for WFD
Gallagher, Joshua	10/19/23-11/15/23	\$688.50	Advanced Manufacturing - Fall 2023 for WFD
Grundfest, Robert	10/23/23-11/20/23	\$705.00	Alternate Route to Teaching for WFD
Herlihy, William	11/16/23-12/13/23	\$1,020.00	Pharmacy Technician Core for WFD
Inguanti, Connie	11/30/23-12/13/23	\$153.00	Pharmacy Technician Core for WFD
Jahn, Candice	10/24/23-11/28/23	\$940.00	ESL Intermediate Part 1 for WFD
Johnson, Michele	11/21/23-11/21/23	\$100.00	Job Search Workshops - Career Planning for WFD
Kaitsa, Celeste	10/23/23-11/27/23	\$940.00	ESL Beginner Part 2 for WFD
Keane, Michael	10/23/23-11/27/23	\$940.00	Foundations of English for WFD
Keane, Michael	10/24/23-11/28/23	\$940.00	ESL Intermediate Part 1 for WFD
Keane, Michael	10/24/23-11/28/23	\$940.00	ESL Advanced Intermediate Part 1 for WFD
Leao, Michael	11/03/23-12/15/23	\$687.50	Horticultural Opportunity Program (HOP) for WFD
Macrae, Emily	10/25/23-12/15/23	\$1,550.00	Culinary Opportunity Program (COP) for WFD
Malik, Shehroz	11/16/23-11/30/23	\$376.90	Tableau IV for WFD
Moore, Clifford	11/02/23-12/19/23	\$180.00	Program Management and Coordination - Pharm Tech for WFD
Moore, Clifford	11/30/23-12/19/23	\$1,200.00	Pharmacy Technician Core for WFD
Moore, Kevin	12/5/2023	\$100.00	Workshop 3: Quick Tips with Professors Laura Driver & Kevin Moore
Muller, Michael	12/05/23-12/14/23	\$408.00	Excel: Pivot Tables & Beyond for WFD Business Solutions
Murphy, Frank	01/24/23-05/02/23	\$500.10	Assistant to Jazz Ensemble and Advisor/Coordinator for Performing Arts Club
Murray, Laura	10/01/23-12/31/23	\$1,000.00	Support for Advanced Manufacturing Bootcamps and Apprenticeships
Nachevnik, Igor	10/28/23-12/02/23	\$1,755.00	CompTIA A+ Core 1-Core 2 for WFD
Nachevnik, Igor	11/06/23-12/11/23	\$1,080.00	CompTIA Network + for WFD
Nasse, Mary	10/01/23-12/29/23	\$1,000.00	Perkins Grant Management
O'Brien, Emily Rae	11/14/23-11/17/23 & 11/27/23-11/30/23	\$424.00	Excel for Beginners for WFD Business Solutions
O'Brien, Emily Rae	11/15/23-11/17/23 & 12/12/23-12/13/23	\$636.00	Top Excel Tools for Efficiency for WFD Business Solutions
O'Brien, Emily Rae	12/04/23-12/07/23	\$424.00	Excel Intermediate for WFD Business Solutions
Occhipinti, Georgann	11/16/23-11/17/23	\$318.00	Implicit Bias in the Workplace for WFD Business Solutions
Occhipinti, Georgann	11/29/23-11/30/23	\$318.00	Self Advocacy & Negotiation for WFD Business Solutions
Occhipinti, Georgann	11/29/23-11/30/23	\$318.00	Mindfulness to Decrease Workplace Stress for WFD Business Solutions
Pang, Jimmy	10/19/23-11/01/23	\$612.00	Advanced Manufacturing - Fall 2023 for WFD
Phelps, Olga	12/23/23-11/27/23	\$940.00	Foundation of English for WFD
Pinto, Joan	10/23/23-11/27/23	\$940.00	ESL Beginner Part 1 for WFD
Pravec, Norma	9/19/22-10/19/23	\$1,080.00	ESL Early Beginner Part 1 for WFD
Pravec, Norma	10/27/23-11/28/23	\$1,080.00	ESL Intermediate Part 1 for WFD
Pietropollo, Frank	11/28/2023	\$100.00	BIO 102 Focus Session Fluid, Electrolyte and Acid-Base Balance
Richardson, Derrick	10/14/2023	\$275.00	Participated in the Fall 2023 Open House

Resolution #2024-01-30-F

Name	Date(s) of Service	Payment	Reason
Sa, Catherine	10/23/23-11/27/23	\$940.00	ESL Intermediate Part 2 for WFD
Sabella, David	12/7/2023	\$100.00	Integration Review for Calculus I Students
Schnipp, Thomas	11/07/23-12/19/23	\$1,872.00	Project Management PMP, CAPM Exam Prep for WFD
Schwiederek, Stephanie	10/14/2023	\$275.00	Participated in the Fall 2023 Open House
Sferra, Brian	10/24/23-11/28/23	\$940.00	ESL Conversational for WFD
Sferra, Brian	10/24/23-11/28/23	\$940.00	ESL Beginner Part 1 for WFD
Shera, Kathleen	10/28/23-11/18/23	\$940.00	CPT & HCPCS Coding Course for WFD
Shields, Vanessa	10/14/2023	\$275.00	Participated in the Fall 2023 Open House
Stearns, Jeff	10/10/23-11/28/23	\$1,128.00	SolidWorks for WFD
Sterzer, Kenneth	10/17/23-11/21/23	\$282.00	Employment Law for WFD
Sterzer, Kenneth	11/28/23-12/12/23	\$141.00	Training and Staff Development for WFD
Swern, Lauren	08/10/23-11/21/23	\$235.00	Program Coordination - Nonprofit and Grant Writing
Swern, Lauren	11/13/23-12/06/23	\$987.00	Grant Writing Certificate for WFD
Taylor, Anna	10/23/23-11/27/23	\$1,020.00	ESL Beginner Part 1 for WFD
Taylor, Anna	10/24/23-11/28/23	\$1,020.00	ESL Early Beginner Part 1 for WFD
Treibman, Judy	10/17/23-11/21/23	\$141.00	Employment Law for WFD
Treibman, Judy	11/28/23-12/12/23	\$141.00	Training and Staff Development for WFD
Uong, Rebecca	10/23/23-11/27/23	\$940.00	ESL Early Beginner Part 1 for WFD
Uong, Rebecca	10/23/23-11/27/23	\$940.00	ESL Beginner Part 1 for WFD
Vill'Neuve, Denise	06/27/23-10/11/23	\$500.00	Supervisor of Continuing and New Students in Imaging Academy Clinicals for WFD
Vincelette, Kathy	11/28/2023	\$100.00	Job Search Workshops - How to Search and Network for WFD
Williams-Bogar, Rita	12/11/2023 & 12/15/23	\$525.00	Harassment and DEI Compliance Training - Girl Scouts of Northern NJ for WFD Business Solutions
Williams-Bogar, Rita	12/12/23-12/14/23	\$318.00	Team Building: Developing High Performing Teams for WFD Business Solutions
Williams-Bogar, Rita	12/12/23-12/14/23	\$318.00	Leading with Confidence for WFD Business Solutions
Zirkel, Jennifer	10/24/23-11/28/23	\$940.00	ESL Early Beginner Part 1 for WFD

Resolution #2024-01-30-G

RESOLUTION ACCEPTING EMPLOYEE RESIGNATIONS

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

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

Daniela Illera; Resignation effective 12/21/23

Anne Lee; Resignation effective 01/10/24

Sandra Riano Fernandez; Resignation effective 03/14/24

Resolution #2024-01-30-H

**RESOLUTION APPROVING REVISION TO THE
ADJUNCT FACULTY APPOINTMENTS AND SALARIES, FALL 2023**

WHEREAS, the Personnel Committee has reviewed the revision to the appointment of Adjunct Faculty for the Fall 2023 semester;

NOW, THEREFORE, BE IT RESOLVED, That the following revision to the Adjunct Faculty appointments and salaries for the Fall 2023 semester be approved as stated below.

Dept Name	First Name	Last Name	From	To	Code
HOS	Jennifer	Vahalik	\$2,916.00	\$3,788.00	C

Code:

C = Course/Credit Hours Added/Deleted

Resolution #2024-01-30-I

RESOLUTION APPROVING FULL-TIME AND ADJUNCT FACULTY APPOINTMENTS AND SALARIES, WINTERIM 2024 SEMESTER

BE IT RESOLVED, That the Full-Time and Adjunct Faculty appointments and salaries for the Winterim 2024 semester be approved as stated below.

Dept Name	First Name	Last Name	Salary
ARHUM	Maria	Lee	\$ 7,200.00
ARHUM	William	Lorenzo	\$ 2,919.00
BUS	Michael	Adamo	\$ 7,200.00
BUS	Karen	Crisonino	\$ 12,266.68
BUS	Melissa	Hopper-Ford	\$ 4,800.00
BUS	Susan	Miller	\$ 7,200.00
BUS	Maureen	Sutton	\$ 4,800.00
CJS	Maureen	Kazaba	\$ 2,400.00
HESD	Marianne	Morano	\$ 5,838.00
HOS	Mark	Cosgrove	\$ 3,360.00
IT	Nancy	Binowski	\$ 5,866.66
MATH	Anna	Cecala	\$ 6,400.00
MATH	Keith	Eberhardt	\$ 872.00
MATH	Kelly	Fitzpatrick	\$ 5,600.00
MATH	Stacey	Opper	\$ 973.00
MATH	Meimee	Persau	\$ 3,200.00
MATH	Deborah	Poetsch	\$ 4,800.00
MATH	Nanette	Shoenfelt	\$ 973.00
MATH	Deanne	Stigliano	\$ 4,800.00
MATH	Heather	Wolfgang	\$ 2,400.00
NUR	Brittany	Hagopian	\$ 1,333.33
PSY	Timothy	Gagliano	\$ 7,848.00
PSY	Salome	Gonzalez	\$ 3,488.00
PSY	Stephen	Maret	\$ 7,848.00
SAHS	Stephen	Kaifa	\$ 4,800.00

Resolution #2024-01-30-J

**RESOLUTION OF SIGNING AUTHORITY
EASEMENT AND RIGHT OF WAY AGREEMENT WITH JERSEY CENTRAL POWER & LIGHT
COMPANY AND VERIZON OF NEW JERSEY, INC.**

WHEREAS, County College of Morris needs to execute an agreement with Jersey Central Power & Light Company and Verizon of New Jersey, Inc.;

BE IT THEREFORE RESOLVED that County College of Morris Board of Trustees authorizes the College President to sign the Easement and Right of Way Agreement.

Resolution #2024-01-30-K

**RESOLUTION
REQUEST FOR CHAPTER 12 FUNDING OF CAPITAL PROJECTS**

WHEREAS, the estimated cost of the building expansion (the "Project") is \$4,200,000 (of the amount so estimated, the sum of \$2,100,000 is to be provided pursuant to Chapter 12 of the Laws of 1971); and

NOW, THEREFORE, BE IT RESOLVED, that pursuant to NJSA 18A:64A-19(1), the Board of Trustees of County College of Morris deems it necessary to raise money for the Project.

The amount of the estimated cost and the estimated amount of money needed for such purposes is \$4,200,000 (of which \$2,100,000 is expected to be provided pursuant to Chapter 12 of the Laws of 1971). The Statement of Estimated Cost of the Project, attached hereto as Exhibit A, is hereby adopted by the Board of Trustees. It is proposed to the Board of School Estimate that \$4,200,000 or an amount equal to the Chapter 12 funding, whichever is less, shall be raised by the County of Morris by bond ordinance or other means authorized by law.

BE IT FURTHER RESOLVED, that February 13, 2024, at 12:00 p.m. is hereby fixed as the date and place for public meeting by said Board of School Estimate to fix and determine the sum of money needed for the purposes specified in Exhibit A and the amount to be raised by the County of Morris.

Resolution #2024-01-30-K

EXHIBIT A

The Board of Trustees of County College of Morris (the “Board of Trustees”) herewith estimates that the cost of the capital projects (the “Project”) including building expansion is \$4,200,000 (of the amount so estimated, the sum of \$2,100,000 is to be provided pursuant to Chapter 12 of the Laws of 1971. The County share of the cost is expected to be \$2,100,000. The expected sources of funding are set forth in Schedule A attached hereto and made part hereof.).

The Board of Trustees makes this statement in accordance with NJSA 18A:64A-19(1). A copy of this statement shall be delivered to each member of the Board of School Estimate.

IN WITNESS WHEREOF, this statement has been signed by the Chair of the Board of Trustees and the seal of the College has been affixed hereto and attested by its Recording Secretary.

Resolution #2024-01-30-K

SCHEDULE A

APPROVAL OF CAPITAL PROJECTS

The Board of Trustees of County College of Morris has determined the funding for the capital expenditures will be \$4,200,000;

The funding is to be shared between the State and the County;

The State share will be \$2,100,000 and the County share will be \$2,100,000.

Resolution #2024-01-30-L

**RESOLUTION ACCEPTING
THE REPORT OF THE AUDIT OF FINANCIAL STATEMENTS**

WHEREAS, the Committee on Audit has reviewed the independent auditors' report for Fiscal Year ending June 30, 2023;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of the County College of Morris accept the Report of the Audit of Financial Statements, year ended June 30, 2023, conducted by Nisivoccia LLP, certified public accountants, Mount Arlington, New Jersey.

Resolution #2024-01-30-M

**RESOLUTION AMENDING POLICY #1.001
BYLAWS OF THE COUNTY COLLEGE OF MORRIS BOARD OF TRUSTEES**

WHEREAS, the Board of Trustees have been provided with notice of the proposed revisions to the Bylaws of the Board of Trustees of County College of Morris recommended by the Committee on Organization, Bylaws, Planning and Nomination;

NOW THEREFORE, Upon the recommendation of the Committee on Organization, Bylaws, Planning and Nomination, the County College of Morris Board of Trustees approve and adopt the amended Bylaws of the Board of Trustees of County College of Morris, as follows.

COUNTY COLLEGE OF MORRIS

**BYLAWS OF THE
BOARD OF TRUSTEES**

**ARTICLE I
NAME**

The name of the College shall be "County College of Morris."

The name of the corporation shall be "Board of Trustees of County College of Morris."

**ARTICLE II
PURPOSE**

Section 1. Purpose

The County College of Morris, as a two-year public institution serving primarily county residents, shall offer comprehensive, educational opportunities beyond high school in three distinct areas. These areas shall include, but not be limited to, full- or part-time day or evening curricula of instruction for students who seek:

- a. pre-professional and/or liberal arts courses for transfer to a four-year college (university parallel);
- b. technical, vocational, business, and health service courses in preparation for semi-professional employment (terminal); and
- c. as adults, continuing education courses and/or retraining for various new job opportunities (continuing education).

Section 2.

The broader and more general purpose of the College shall be to provide an educational and cultural center for community services and activities, and to make available its facilities when deemed by the Trustees to serve public interest.

Resolution #2024-01-30-M

ARTICLE III OFFICES

The principal office of the body corporate shall be the Board of Trustees Meeting Room, Henderson Hall, or the College, Route 10 and Center Grove Road, in the Township of Randolph. The Board of Trustees may also establish and have such other offices needed for the conduct of its business at such other place or places within the County of Morris and State of New Jersey as may be designated from time to time by the Board of Trustees.

ARTICLE IV SEAL

The body corporate shall have a seal of such form and design as the Board of Trustees shall adopt. The custody of the seal shall be under the general supervision of the Secretary of the Board of Trustees.

ARTICLE V BOARD OF TRUSTEES

Section 1. Composition

The Board of Trustees shall consist of the County Superintendent of Schools and ten other Trustees. Eight of the Trustees, at least two of whom shall be women, shall be appointed by the appointing authority of Morris County with the advice and consent of the **Board of County Commissioners**. Two of the Trustees shall be appointed by the Governor. The term of office of the appointed Trustees, except initial appointments as otherwise provided by law, shall be four (4) years. Each Trustee shall serve until a successor shall have been appointed and qualified.

The President of the College shall serve as an ex officio member of the Board of Trustees without vote.

In addition, the student body shall be entitled to elect from the graduating class one representative to serve as a non-voting member of the Board for a term of one (1) year commencing July 1 following graduation of **their** class.

Trustees shall serve without compensation, but shall be entitled to reimbursements for all reasonable and necessary expenses.

Vacancies shall be filled in the same manner as the original appointment or election for the remainder of the unexpired term.

Section 1A. Oath of Office

Each Trustee, prior to taking a seat on this Board of Trustees, shall take and execute the following oath of office:

“I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same, and to the Governments established in the United States and in this State, under the authority of the people, and that I will faithfully, impartially and justly perform all of the duties of the Office of _____ according to the best of my ability, so help me God.”

Section 2. Duties and Powers

Board of Trustees shall have all the powers and duties granted to it by law. The Board of Trustees shall have the custody of and be responsible for the management and control of the College.

Resolution #2024-01-30-M

Section 3. Meetings

- a. Place:
Meetings of the Board of Trustees shall be held at the principal office of the body corporate, or any other place which the Chair or a majority of the Board of Trustees may designate from time to time.
- b. Frequency; Calling; Attendance:
The Board of Trustees shall meet and organize annually in November. Unless otherwise directed by the Chair or a majority of the voting Trustees then in office, there shall be a regular meeting of the Board of Trustees at least eleven (11) times a year on a date to be fixed and announced by a majority of the voting Trustees at the annual meeting. **Attendance by all members of the Board of Trustees at the organizational meeting in November is mandatory unless otherwise waived as an excused absence by the Chair of the Board of Trustees.**
- Special meetings **and Retreat meetings** shall be held whenever called by the Chair or upon the written request of any two voting Trustees then in office. Except in the event of an emergency, it shall be a condition of the validity of any special **or retreat** meeting that notice thereof stating the general subjects to be considered shall have been given to each Trustee **and the President with minimum 48 hours notice in accordance with law, either by telephone, mail, or electronically.**
- Notwithstanding the foregoing, any Trustee may waive in writing notice of a special **or retreat** meeting. **The Chairperson, in calling a special or retreat meeting, shall give due consideration to the request of any trustee as to the time and place of any such meeting. All Special Meetings and Retreat Meetings shall comply with the Open Public Meetings Act and other applicable policies of the Board. Attendance by all members of the Board of Trustees is required at each Special Meeting and Retreat Meeting unless otherwise waived as an excused absence by the Chair of the Board of Trustees.**
- c. Continuation of Meetings:
If a meeting is continued to a future named date by agreement of those members of the Board of Trustees present, the Secretary shall thereupon notify absent members. The foregoing notice requirement is intended only to describe the duties of the Secretary, and shall not be deemed a condition of the validity of the meeting.
- d. Quorum:
A majority of the voting Trustees then in office shall constitute a quorum for the transaction of business. The voting Trustees present at any meeting, if less than a quorum, may adjourn any meeting from time to time until a quorum shall be present.
- e. Vote Required:
Providing a quorum is present, all questions coming before the Board of Trustees shall be determined and decided by a majority of those Trustees voting on the question, except for those questions which by law require a different vote, and except for any vote of this Board taken for the purpose of hiring or firing of personnel, or awarding of contracts on bids which require an affirmative vote of a majority of the voting Trustees then in office. Wherever in these Bylaws or elsewhere reference is made to a majority vote of the Board of Trustees, it shall refer, unless otherwise stated, to a majority of the Trustees voting on such question. A Trustee abstention shall be recorded as "not voting."

Section 4. Agenda and Procedure

An agenda for each regular meeting of the Board of Trustees shall be approved by the Chair of the Board of Trustees. Minutes of meetings shall be furnished to each member of the Board of Trustees by a College approved secure cloud

Resolution #2024-01-30-M

content management provider, or ordinary mail at least 18 hours prior to the next meeting of the Board. Items not on the agenda for a meeting may be added thereto by a majority vote of the Trustees present at the said meeting.

Unless otherwise directed by an affirmative vote of a majority of voting Trustees present, the following order of business shall be followed at each regular meeting of the Board of Trustees, exclusive of the Organizational Meeting:

1. Call to Order. Reading of Public Announcement;
2. Roll Call;
3. Private session in accordance with NJSA 10:4.1 et seq;
4. Pledge of Allegiance and Moment of Silence;
5. Consideration of the minutes of previous meetings of Trustees and the approval of amendments thereof;
6. Report of the President;
7. Communications;
 - a. Report of the standing committees;
 - b. Unfinished or new business;
8. Resolutions;
9. Report of any other officers or members of the Board of Trustees;
10. Questions or Comments from the public;
11. Adjournment.

Unless otherwise directed by majority vote of the Board of Trustees, all meetings of the Board of Trustees shall be conducted in accordance with the parliamentary procedure prescribed in the latest edition of the manual known as "Robert's Rules of Order."

The foregoing provisions of this section are intended to describe the desired functioning of the Board and shall not be deemed conditions of the validity of any meeting or of any action taken at a meeting.

Section 5. Rules and Regulations

The Board of Trustees shall make and promulgate from time to time such rules and regulations not inconsistent with statutory provisions and with the rules and regulations of the New Jersey Secretary of Higher Education, as may be necessary and proper for the administration and operation of a county college and to implement said statutory provisions and rules and regulations of the New Jersey Secretary of Higher Education.

ARTICLE VI OFFICERS

Section 1. Officers

The Board of Trustees shall organize annually in November of each year by the election from the membership for a term of one year a Chair, a Vice Chair, a Secretary, and a Treasurer, as provided by law. The Board of Trustees may elect such other officers as the needs of the body corporate may require from time to time. A majority vote of the voting members of the Board of Trustees shall be required for the election of officers.

Section 2. Chair

The Chair shall, when present, preside at all meetings of the Board of Trustees. The Chair shall perform all duties commonly incident to the office and shall have general supervision of the affairs of the corporation, subject to the approval of the Board of Trustees. Unless otherwise directed by the Board of Trustees, and upon proper authorization from the Board of Trustees, the Chair, or the Vice Chair in the absence of the Chair, and the Secretary shall sign and execute all contracts and other documents requiring corporate execution for and on behalf of the body corporate. The Chair, or Vice Chair in the absence of the Chair, or the President of the College, shall sign all reports required to be filed by law or by

Resolution #2024-01-30-M

the rules and regulations of the New Jersey Secretary of Higher Education. The Chair shall also report to the Board of Trustees all matters coming to the Chair's notice relating to the interests of the body corporate that should be brought to the attention of the Board of Trustees. The Chair shall name the members and chairs of all standing and advisory committees and shall be an ex officio member of all such committees. The Chair shall have the right to vote and otherwise participate as a member at all Board meetings.

The Chair shall be the spokesperson for the Board. The Chair shall represent the Board of Trustees at college events and college-related events. In addition to overall responsibility for Board activities where not otherwise assigned, the Chair is responsible for: (i) setting the agenda of Board meetings in accordance with priorities adopted by the Board; (ii) determining the information to be provided in the agenda materials; and (iii) coordinating the Board-President relationship. The Chair is responsible for coordinating the community-linkage activities of the Board. This includes any Board appointed advisory committees. As with all Trustees, the Chair does not have any authority over or responsibility for specific operational decisions within the College on business or academic matters.

Section 3. Vice Chair

The Vice Chair shall have and exercise all the powers and duties of the Chair in case of their absence or inability to act and shall perform such other duties as may be prescribed, from time to time, by the Board of Trustees.

The Vice Chair shall mentor newly appointed Trustees as outlined in the New Trustee Orientation Process. The Vice Chair shall assist the Committee on Organization, Bylaws, Planning and Nomination with the coordination of Board retreat meetings.

Section 4. Secretary

The Secretary shall cause to be recorded all votes and the minutes of all proceedings. The Secretary shall give or cause to be given notice of all meetings of the Board of Trustees, and shall sign and affix the seal of the body corporate to all documents that may require corporate execution, and shall have charge of the seal of the body corporate and such other books and papers as the Board of Trustees may prescribe, and shall make such reports to the Board of Trustees as it may request, and shall prepare and file or cause to be prepared and filed such reports or statements as may be required by law and by the rules and regulations of the New Jersey Secretary of Higher Education upon authorization from the Board of Trustees.

Section 5. Treasurer

The Treasurer of the Board of Trustees shall have general supervision over the care and custody of all the funds and securities of the body corporate. The Treasurer shall supervise the deposit of such funds and securities in the name of the body corporate in such bank or banks as the Board of Trustees may from time to time designate, and shall also supervise the disbursement of same under such rules and regulations as may be made by the Board of Trustees, or as is required by law, and shall perform such other duties as the Board of Trustees may from time to time prescribe.

The Treasurer shall see that necessary and appropriate internal accounting and financial reporting systems are implemented in accordance with applicable laws and regulations of the New Jersey Secretary of Higher Education.

Pursuant to these regulations, the Treasurer shall see that the Vice President of Business and Finance, as the chief financial officer of the College, keeps or causes to be kept full and accurate accounts of all receipts and disbursements, and otherwise conducts the financial affairs of the College in accordance with said regulations.

The Treasurer shall also see that the Vice President of Business and Finance renders or causes to be rendered such financial reports to the Board of Trustees as it may require, or as are required by law or by rules and regulations of the New Jersey Secretary of Higher Education.

Resolution #2024-01-30-M

The Treasurer shall coordinate with the Vice President of Business and Finance a yearly review and presentation to the Board of Trustees of the financial position of the College. The Treasurer shall make known and alert the Board of any potential financial concerns that can impact the College.

**ARTICLE VII
COMMITTEES**

Section 1. Executive Committee

There shall be an Executive Committee of the Board of Trustees whose purpose shall be to assist the Board of Trustees carry on the business and functions of the College. Members of the Executive Committee shall include the Chair, Vice Chair, Secretary and Treasurer, and any other member of the Board appointed by the Chair. The Executive Committee shall not take any action on behalf of the Board of Trustees except as may be permitted by law.

Section 2. Standing Committees

The Board of Trustees shall have the power to create and dissolve standing committees, each consisting of at least three members, which shall report directly to the Board of Trustees to aid it in carrying on the business of the College. The existence, duties, and functions of standing committees may be created by the Board of Trustees from time to time at its pleasure. The following standing committees are hereby created:

- Academic and Educational Programs Committee
- Audit Committee
- Finance and Budget Committee
- Lands and Buildings Committee
- Organization, ByLaws, Planning and Nomination Committee
- Personnel Committee
- Student Success Committee

The Chair of the Board of Trustees shall appoint the members and designate the Chair of each standing committee. The members of the standing committee shall each be members of the Board of Trustees. The Chair of the Board of Trustees shall be a member ex officio of each standing committee. Each standing committee shall have full power to prescribe its own organization and procedure, and a majority of the members of a committee, exclusive of ex officio members, shall constitute a quorum for the transaction of committee business.

Section 3. Administrative and Faculty Committees

The Board of Trustees shall authorize the President of the College to create administrative and faculty committees for the purpose of carrying on the business and functions of the College. The qualifications for membership on such committees shall be determined by the President of the College with the advice and consent of the Board of Trustees. The members of the administrative and faculty committees shall be appointed by the President of the College and the committees and their members shall be responsible to and report to the President of the College.

Section 4. Advisory Committees

The Board of Trustees shall be empowered to create advisory committees to the Board of Trustees, the members of which shall serve at the pleasure of the Board and without compensation. After consultation with the President of the College, and upon the advice and consent of the Board of Trustees, the Chair of the Board of Trustees shall have the power to appoint the members of such advisory committees and the Chair thereof.

ARTICLE VIII

Resolution #2024-01-30-M

BOARD OF SCHOOL ESTIMATE

The members from the Board of Trustees on the Board of School Estimate shall be appointed annually at the organization meeting held in November of each year. Unless otherwise ordered by a majority vote of the Board of Trustees, the members of the Board of School Estimate from the Board of Trustees shall be the Chair of the Board of Trustees, the Chair of the Committee on Finance and Budget, and an alternate, to be appointed by the Board of Trustees at the annual organization meeting.

ARTICLE IX MEETING AND SPECIAL EVENT ATTENDANCE

Section 1. Meeting Attendance

Trustees shall strive to attend all Committee, Board, Special or Retreat meetings (herein after referred to as “meetings”) as organized by the Board and remain at the meeting until the meeting is adjourned.

A Trustee is required to attend at least 65% of the regularly scheduled meetings, including the Closed Session in each calendar year. Unless excused from attendance by a majority of the members of Board, the Trustee, upon failure to meet this attendance requirement, will be referred to the appropriate appointing body for consideration of removal consistent with any applicable law or rule that would deem the position vacant as a result on non-attendance. The Board may refuse to excuse absences which are not due to legitimate reasons such as an illness.

Any Trustee who does not attend 4 consecutive regular and committee meetings without being excused from attendance for each of those meetings shall be in violation of their oath and “Statement of Trustee Responsibility.” In such an instance the Board reserves the right to seek to have the Trustee removed by the appointing authority. College legal counsel shall review and approve notifications of Trustee non-attendance by the Board to the appointing authority.

It is the responsibility of Trustees to notify the Chair of any anticipated absences from meetings. Notification of an anticipated absence can be made by sending an email to the Chair and/or Recording Secretary of the Board.

The Recording Secretary shall add a Trustee attendance report to the Board Meeting Minutes indicating either an excused or unexcused absence for review and adoption by the majority of the Board during the monthly regularly scheduled meeting.

The Recording Secretary shall notify the Chair of the Board if a Trustee is absent for four consecutive regular and committee meetings without receiving an excused absence(s).

The Board may also seek removal of a trustee for failure to comply with the Statement of Trustee Responsibility or for other cause as defined by law. The process for removal shall be in accordance with N.J.S.A. 18A:64A-9.

Section 2. Special Event Attendance

The annual County College of Morris commencement ceremony is a significant and momentous occasion for all students and the entire college community. The commencement ceremony is generally scheduled in May of each calendar year. Trustee presence at the commencement ceremony is of great importance and symbolizes the culmination of years of hard work and dedication of students. Trustee presence at the commencement ceremony not only honors our graduating students but also demonstrates Trustee commitment to the mission and success of the College. Accordingly, all members of the Board of Trustees are required to attend the commencement ceremony unless otherwise waived as an excused absence by the Chair of the Board of Trustees.

Resolution #2024-01-30-M

**ARTICLE X
CONFLICTS OF INTEREST**

Members of the Board of Trustees are responsible for complying with the Code of Ethics for the County College of Morris Trustees (Policy 1.0003). Violations of this Code of Ethics may constitute cause for removal of a trustee pursuant to N.J.S.A. 18A:64A-9 or imposition of other sanctions determined by the Board to be appropriate.

**ARTICLE XI
CONFIDENTIALITY**

Members of the Board of Trustees, employees, and agents of the College shall not divulge to any person the substance of matters discussed in the private session held in accordance with NJSA 10:4.1 et seq., or communications that are protected by the attorney-client privilege, except as permitted by law.

**ARTICLE XII
EXTERNAL AUDIT**

The Board of Trustees shall appoint annually an external independent certified public accountant to audit the financial books and records of the College and related activities maintained at its direction and report the results of the audits to the Board of Trustees Committee on Audit, and such other authority as required by law. Such audits shall be in addition to the continuing review by the members of the Committee on Finance and Budget. Additionally, the Board of Trustees Committee on Audit may recommend to the Board of Trustees the performance of targeted audits of college activities such as risk management activities to be conducted by the external auditor or other qualified assessors.

**ARTICLE XIII
CLAIMS AND EXPENDITURES**

No claim or demand shall be paid unless it is authorized by law and the rules of the Board of Trustees, and funds for which have theretofore been appropriated by the Board.

**ARTICLE XIV
AMENDMENTS**

These Bylaws may be amended, altered, repealed, or added to in any manner not inconsistent with the laws of the State of New Jersey or the rules and regulations of the New Jersey Secretary of Higher Education by the affirmative vote of a majority of the voting Trustees then in office at any meeting of the Board of Trustees, provided that a copy of the proposed amendment has been furnished to each member of the Board of Trustees by the Secretary at least ten (10) days before the meeting at which the vote upon the amendment is to be taken.