



BOARD OF TRUSTEES MINUTES
REGULAR MEETING
March 24, 2026

1. CALL TO ORDER

Board of Trustees Chairman Paul R. Licitra called the March 24, 2026, regular meeting of the Board of Trustees of County College of Morris to order at 6:03 p.m. The meeting was held in the Henderson Hall Board Room. Chair Licitra 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 its inclusion in the annual schedule and notice of regular meetings which 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, 2025.

2. ROLL CALL

Trustees Gartenberg, Gragnani, Hadzima, Inganamort, Lash, Loveys, Milonas, Mislavsky, Pepe, Alumni Trustee Tanyeri, and Chair Licitra were all in attendance. President Iacono and Attorney Giacobbe were also in attendance.

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 March 24, 2026, 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., in the Henderson Hall Board Room:

1. March 2026 Personnel Appointments
2. Compensation for Professional Services
3. Spring 2026 15-Week Adjunct Salary Changes
4. March 2026 Employee Resignations and Retirement
5. Adjunct II Promotions Fall 2026
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, with the exception of Item #6.

Upon the motion of Trustee Hadzima and the second of Trustee Gartenberg, Chair Licitra called for discussion by members of the Board. There being no discussion, Chair Licitra 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 6:04 p.m. The public meeting was reconvened at 7:10 pm in the Henderson Hall Board Room.

4. PLEDGE OF ALLEGIANCE

Chair Licitra invited everyone to rise for the reciting of the Pledge of Allegiance followed by a moment of silence.

5. APPROVAL OF MINUTES

Chair Licitra called for consideration of the minutes of the regular meeting of March 5, 2026, including the closed session. Upon the motion of Trustee Pepe and the second of Trustee Hadzima, Chair Licitra called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor of approving the minutes.

6. 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 provided a brief update on the following: Enrollment, Spring Open House, CCM Foundation, spring events, accreditation, and strategic planning. Dr. Iacono then introduced Associate Vice President Kelly Fitzpatrick.

Associate Vice President Fitzpatrick presented a brief video and PowerPoint presentation giving an overview of the Middle States accreditation process. She also reported on the upcoming visit by the Middle States team and answered questions.

7. COMMUNICATIONS

- A. Reports of the Standing Committees: OBPN Committee Chair Loveys reported that the Committee reviewed its last batch of policies, which were also reviewed by legal counsel. This month, the Committee is recommending the revision of policies from Human Resources and Labor Relations. Committee Chair Loveys recommended that, going forward, the Committee work with the college attorney to review and revised some policies each year. He also thanked the Cabinet members and staff for their work on this project. This concluded the reports of the Standing Committees.

8. RESOLUTIONS

Chair Licitra 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 #2026-03-24-A Purchases Following Public Bidding

Resolution #2026-03-24-B Purchases through Joint Purchasing Agreements-Consortiums

Resolution #2026-03-24-C Contract for Auditing and Tax Preparation Services

Resolution #2026-03-24-D Approval of Capital Improvement Vouchers

Resolution #2026-03-24-E Amendment to the Application for Perkins Federal Grant

Resolution #2026-03-24-F March 2026 Personnel Appointments

Resolution #2026-03-24-G Compensation for Professional Services

Resolution #2026-03-24-H Spring 2026 15-Week Adjunct Faculty Salary Changes

Resolution #2026-03-24-I March 2026 Employee Resignations and Retirement

Resolution #2026-03-24-J Recommendations for Adjunct II-Fall 2026

Resolution #2026-03-24-K Contract for Architectural Services

Resolution #2026-03-24-L Revisions of Human Resources and Labor Relations Policies
(Policies found in APPENDIX I)

Resolutions can be found on pages 4-16

Trustee Mislavsky provided the motion and Trustee Pepe seconded the motion. Chair Licitra called for discussion by members of the Board. There being no discussion, Chair Licitra called for a vote of the Board. The Roll Call of the Board indicated that all were in favor. Trustee Milonas abstained from voting on Resolution #2026-03-24-J. Motion carried.

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

Chair Licitra provided an update on the Veterans Resource Center, noting its growth and adding his thanks to Shenandoah Ellis-Ulmer and the Veterans Steering Committee.

10. COMMENTS FROM THE PUBLIC

Chair Licitra stated that the Board will take comments from the public, in accordance with the Procedure for Conduct of the Public Comments Portion of the Board Meetings. The meeting was opened to public comment at 8:05 pm.

Dr. Maureen Stivala, '89, proud alumna of County College of Morris, announced her retirement as of 3/31/26. Dr. Stivala reported on the positive experience she had at CCM as both a student and employee over the course of more than 30 years. She reported having a very positive experience working with faculty and administrators, thanked the Board of Trustees for the opportunity and stated she will be back to volunteer at future events.

Chair Licitra thanked Dr. Stivala and congratulated her.

11. ADJOURNMENT

There being no further business to conduct, the public meeting was adjourned at 8:09 p.m. by a motion from Trustee Gartenberg and a second by Trustee Milonas. Chair Licitra called for a voice vote of the Board. The voice vote of the Board indicated that all Trustees present were in favor.

Respectfully submitted,

Joanne C. Hugues
Recording Secretary

RESOLUTION #2026-03-24-A

PURCHASES FOLLOWING PUBLIC BIDDING 18A:64A-25.4

WHEREAS, County College of Morris, pursuant to public advertisement for a Respiratory Ventilator Rebid, received two bid proposals under B2526-32DD, which were publicly opened on February 25, 2026; and

WHEREAS, the bid proposals submitted by Getinge USA Sales LLC and Southwest Medical Equipment were determined to be non-compliant and therefore should be rejected; and

WHEREAS, after receiving two unsuccessful bids, County College of Morris, negotiated pricing pursuant to N.J.S.A. 18A:64A-25.5(24c);

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of County College of Morris, that the bid proposals submitted by Getinge USA Sales LLC and Southwest Medical Equipment are hereby rejected; and

BE IT FURTHER RESOLVED That, following two unsuccessful bids, the equipment was negotiated and shall be awarded to Getinge USA Sales LLC for (1) Getinge Servo-U Ventilator Base Unit @ \$30,682.65; (1) New Handle for mobile cart @ \$750.40; (1) SW Upgrade @ \$0.01; (1) Country Kit @ \$177.55; (1) Base SW @ \$0.01; (1) Mobile Cart @ \$1,493.43; (1) O2 Sensor @ \$795.96; (1) Hose, O2 Green @ \$77.38; (1) DISS Air Hose @ \$177.99; (1) Support Arm 178 @ \$821.69; (1) N Cable Holder @ \$31.66; (1) Y Piece Holder/Hook Vent Handle @ \$31.49; and Freight @ \$700.80 (Total \$35,741.02). This purchase is for Respiratory Therapy equipment and is funded through the Perkins Grant.

RESOLUTION #2026-03-24-B

**PURCHASES THROUGH JOINT PURCHASING AGREEMENTS –
 CONSORTIUMS 18A:64A-25.10**

RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following vendors:

<u>Contract#</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
Edge Market 269EMCPS- 21-001-EM- SHI	Video Wall with Control CSAV Systems for Cybersecurity Lab	Software House International Somerset, NJ	\$187,205.02

(1) ABSEN 28’ x 5’ DVLED Video Wall SMD 1.5PP, (1) ABSEN Spare Module Package, (1) Novastar H2 Processor w/HDMI/DP Inputs, (1) ABSEN Mounting Frame, Special Freight, (1) WYRESTORM 4K60 8x8 Seamless Scaling HDMI Matrix with USB-C, (1) BARCO Clickshare Hub Core US with 1 Button, (1) COMPREHENSIVE HDMI & USB-C 4K60Hz Wall Plate Extender Kit, (1) NETGEAR 12 Port AV POE Switch, (1) QSC Audio DSP Processor, (1) QSC 7” Touch Screen Controller, (1) CSAV/QSC Custom Programming, (2) MIDDLE ATLANTIC Ultra Quiet Fan Panel Series, (1) SURGEX Surge Eliminator and Power Conditioner with Remote, (1) SURGEX Online/Double Conversion UPS, (1) MIDDLE ATLANTIC 24 Space Furniture Rack, Black Cascade, Cables, Connectors & Misc. Hardware @ \$155,942.15 and Custom Design/Engineering/Installation @ \$31,262.87. Grant Funded

<u>Contract#</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
Edge Market 269EMCPS- 21-001-EM- SHI	Omnissa Horizon 8 Enterprise Software Renewal for Information Systems	Software House International Somerset, NJ	\$9,281.50

Omnissa Horizon 8 Enterprise Software Renewal which is a comprehensive Virtual Desktop Infrastructure solution for the term March 16, 2026, through March 15, 2027.

RESOLUTION #2026-03-24-C

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION**

CONTRACT FOR AUDITING AND TAX PREPARATION SERVICES

WHEREAS, County College of Morris (“College”) has a need to acquire auditing and tax preparation services; 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 will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is two years commencing May 1, 2026, through April 30, 2028; 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, Nisivoccia LLP (“Contractor”) has submitted a proposal for goods or services dated January 12, 2026, indicating that Contractor will provide auditing and tax preparation services for fiscal year 2026 for \$48,125, and for fiscal year 2027 for \$49,100; 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 and the Determination of Estimated Value be placed on file with this resolution.

RESOLUTION #2026-03-24-D

RESOLUTION APPROVING CAPITAL IMPROVEMENT VOUCHERS

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

Vendor	
RSC Architects, PA	\$ 26,250.00
Dobco, Inc.	\$ 838,545.74
TOTAL	\$ 864,795.74

RESOLUTION #2026-03-24-E

RESOLUTION AUTHORIZING AN AMENDMENT TO THE APPLICATION FOR THE PERKINS POSTSECONDARY FEDERAL GRANT ALLOCATION FUNDED THROUGH THE STRENGTHENING CAREER AND TECHNICAL EDUCATION FOR THE 21ST CENTURY ACT

BE IT RESOLVED, That the Board of Trustees hereby authorizes an amendment to the application for the Perkins postsecondary federal grant allocation, funded through the Strengthening Career and Technical Education for the 21st Century Act, administered through the New Jersey Department of Education, for the fiscal year starting July 1, 2025, and ending on June 30, 2026 (Project Number: 277155) in the amount of \$526,947.

RESOLUTION #2026-03-24-F

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, 2026.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
AAPF:				
REPLACEMENT	Chang, Won *	25-Mar-26	<u>Appointed to:</u> Systems Administrator II Information Systems	\$73,000
CCMSA:				
REPLACEMENT	Orama, Claudia	26-Mar-26	<u>Appointed to:</u> Custodian I (Evenings) Custodial Services	\$36,973
REPLACEMENT	Novillo, Alex	2-Apr-26	<u>Appointed to:</u> Security Officer Public Safety	\$48,221
REPLACEMENT	Tobon, Carlos	26-Mar-26	<u>Appointed to:</u> Custodian II (Evenings) Custodial Services	\$41,153
PART-TIME:				
REPLACEMENT	Olivo, Jorge	30-Mar-26	<u>Appointed to:</u> PT Custodian I (Evenings) Custodial Services	\$15.92ph
COACHES:				
REPLACEMENT	Womer, Michael	Seasonal	<u>Appointed to:</u> Assistant Baseball Coach, Tier 2 Men's Baseball	\$3,750 Stipend

RESOLUTION #2026-03-24-G

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
Babich, Bret	01/23/26-02/27/26	\$771.00	Advanced Manufacturing - Spring 2026 for WFD
Babich, Bret	1/24/2026-02/28/26	\$1,173.00	AWS Level 1 - Welding Bundle for WFD
Babich, Bret	1/31/2026 & 02/14/26	\$408.00	Introduction to Welding for WFD
Catizone, Vince	02/14/26-02/25/26	\$180.00	SB, SC, Stat, Ann, Video, DJ/Video/Photo, Sitte
Chegwidden, Jim	01/15/26-01/22/26	\$150.00	SB, SC, Stat, Ann, Video, DJ/Video/Photo, Sitte
Driver, Laura	2/17/2026	\$100.00	Personal Statement Workshop
Garcia, Leo	1/20/2026-01/22/26	\$135.00	SB, SC, Stat, Ann, Video, DJ/Video/Photo, Sitte
Hudzik, Jason	2/16/2026	\$100.00	Solving Problems Using Dimensional Analysis (face-to-face)
Kelly, Marci	12/01/25-06/30/26	\$100.00	OVW-JWS Grant-Provide intakes, career coaching, job readiness and workshops on-site at JBWS.
Lemme, Bryan	12/22/26-01/12/26	\$600.00	Center for Teaching and Learning Co-Director Winterim 2026
Mosso, Ray	02/04/26-02/19/26	\$270.00	SB, SC, Stat, Ann, Video, DJ/Video/Photo, Sitte
Nasse, Mary	01/01/26-03/30/26	\$1,000.00	Grant Management and Administrative Support
Obrycki, Joe	02/05/26-02/25/26	\$90.00	SB, SC, Stat, Ann, Video, DJ/Video/Photo, Sitte
Rollins, Cliff	02/05/26-02/25/26	\$300.00	SB, SC, Stat, Ann, Video, DJ/Video/Photo, Sitte
Smith, Ryan	02/05/26-02/25/26	\$270.00	SB, SC, Stat, Ann, Video, DJ/Video/Photo, Sitte
Thomas-McFarland, Dawn	02/01/26-02/28/26	\$1,279.00	Interim Director for WFD for February, 2026
Thomas-McFarland, Dawn	01/01/26-01/31/26	\$1,279.00	Interim Director for WFD for January, 2026

RESOLUTION #2026-03-24-I

RESOLUTION ACCEPTING EMPLOYEE RESIGNATIONS AND RETIREMENT

WHEREAS, The Personnel Committee has reviewed the employee resignations and retirements received by the College;

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

Employee Name	Hire Date	Term Date	Type	Title	Department
Jacob Fried	03/06/23	03/06/26	Resignation	Business Development Coordinator	WFD-Administration
Jorge Sarmiento	08/31/90	06/18/26	Retirement	Professor, Mathematics	Mathematics
Miao Wang	04/21/22	03/27/26	Resignation	Student Success Specialist	Academic Advisement

RESOLUTION #2026-03-24-J

**RESOLUTION TO APPROVE RECOMMENDATIONS FOR ADJUNCT II
FALL 2026**

WHEREAS, the Personnel Committee has reviewed the rationale for designating Adjunct Faculty at the Adjunct II level;

NOW, THEREFORE, BE IT RESOLVED, That the adjunct faculty listed below qualify for placement at the Adjunct II level, with a pay rate in accordance with the Adjunct Faculty Promotion and Evaluation Procedures, effective Fall 2026.

School of Business, Mathematics, Engineering and Technologies

Thomas Barto	Mathematics
Keith Eberhardt	Mathematics
Joseph A. Prinzivalli	Mathematics
Christopher Houthuysen	Engineering Technologies/Engineering Science
Perry Kwok	Hospitality & Culinary

School of Health Professions and Natural Sciences

Kim Dunn	Biology & Chemistry
Donna Hoefner	Biology & Chemistry
Robert Richman	Biology & Chemistry
Karen Stancil	Biology & Chemistry

School of Liberal Arts

David Ciampichini	Arts & Humanities
Michele Lawrey	Arts & Humanities
Joan Ginty	Design & Media Studies
Bradley Peters	Design & Media Studies
William Romano	Design & Media Studies
Sarah Northrop	English & Communication
Allison Vanouse	English & Communication
Vasiliki Tsigas-Fotinis	Psychology & Education

RESOLUTION #2026-03-24-K

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE CONTRACT OVER \$17,500
FOLLOWING PUBLICLY ADVERTISED SOLICITATION**

CONTRACT FOR ARCHITECTURAL SERVICES

WHEREAS, County College of Morris (“College”) requires the services of an Architect for the Roof Replacement of the Dover Training Center; and

WHEREAS, the purchasing agent has determined and certified in writing that the estimated value of the full term of the contracted professional services exceeds \$17,500; and

WHEREAS, the anticipated term of this professional service contract will be the completion of the Roof Replacement of the Dover Training Center; and

WHEREAS, notice of a request for proposals for designation of Architects of Record was publicly advertised on May 12, 2025, and proposals were received and opened on June 02, 2025; and

WHEREAS, the solicitation of proposals was based upon a Request for Proposals for Architectural Services dated May 12, 2025, which sets forth the terms and specifications of the proposal solicited, including the criteria to be used to select Architects of Record; and

WHEREAS, by Resolution adopted on August 26, 2025, the Board of Trustees of the College appointed several architectural firms, including USA Architects as Architects of Record; and

WHEREAS, USA submitted a proposal dated February 20, 2026, for Architectural Services for the Project;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of County College of Morris that a professional service contract is awarded to:

USA Architects
20 N. Doughty Avenue
Somerville, NJ 08876

to provide professional services for the Roof Replacement of the Dover Training Center for a fee of \$57,600, Structural Engineering Allowance of \$5,000 and Hazardous Materials Testing Allowance of \$12,000. The form of the professional service contract shall be acceptable to the College attorney.

This professional service contract award is based upon determination that the named Architect:

- has submitted an advantageous proposal, price and other factors considered; and
- is qualified based upon the performance and technical requirements, and the experience qualifications set forth in the RFP.

This Contract is awarded pursuant to a fair and open contract solicitation process

RESOLUTION #2026-03-24-L

**APPROVAL OF POLICY REVISIONS FOR THE HUMAN RESOURCES AND LABOR
RELATIONS DIVISION**

WHEREAS, the Committee on Organization, Bylaws, Planning and Nominations together with the College Attorney has reviewed the college policies for the Human Resources and Labor Relations Division;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of the County College of Morris approves the revisions to the policies listed below as they appear in Appendix I, attached.

Human Resources and Labor Relations Division Policies Reviewed and Revised:

2.2003	Smoking & Tobacco Policy
2.2004	Affirmative Action Policy
2.2005	Sexual Non-Discrimination Policy
2.2006	Americans with Disabilities Act
2.2007	Policy Prohibiting Sexual Harassment
2.2008	Substance Abuse Policy
2.2012	Policy Prohibiting Discrimination
2.2013	NJ Student Loan Code of Conduct
2.2020	Information Security Program-General Policy
2.2021	Title IX
3.1001	Health Benefits Program
3.1002	Employee Code of Ethics
3.1003	Resignation of Employees
3.1004	Family Health Insurance Coverage
3.1005	Suspension for Criminal Complaint
3.1007	Nepotism
3.1008	Flexible Spending Plan
3.1009	Health Benefits Waiver Incentive-Plan 3
3.1010	Participation in NJ State Health Benefits Program
3.1011	457B Deferred Compensation
3.1012	Policy Defining Full-Time Employment
3.1013	NJ First Act-Position Exemptions
3.1014	Supplemental Annuity-Collective Trust
3.1015	Infectious Disease Control Policy for Employees
3.1016	Employee Code of Conduct
3.2001	Non-Award of Academic Rank for Non-Teaching Professionals
3.2002	Short-Term Salary Continuance
3.2003	Policy for Payment of Unused Sick Leave
3.2004	CASS Service Bonus-Meal Allowance
3.2005	Management-CASS Sick Leave Payout
3.2006	Tuition Reimbursement-Mgmt., CASS, Dept. Chairs
3.2007	Tuition Waiver at CCM
3.2008	Dental Plan for Management-CASS
3.2009	Vacation Policy Management Personnel
3.2010	Vacation Policy-CASS Personnel

- 3.2011 Management-CASS Paid Holidays
- 3.2012 Policy on Presidential Search Process
- 3.2013 Sabbatical Leave for Management
- 3.2014 Mgmt-CASS Policy on Reimbursement of Leave Time/College Closing
- 3.2015 Search-Screen Process for Upper-Level Management
- 3.2017 Management Employee Service Credit
- 3.4001 Employment of Temporary Employees
- 3.4002 Work Authorization Hours of Part-Time
- 3.4003 Tuition Waiver & Bookstore Discount for Permanent PT
- 4.1008 Policy Regarding Certifications Required by CFO
- 4.1009 Affirmative Action-Public Agency Compliance