

COUNTY COLLEGE OF MORRIS
BOARD OF TRUSTEES MINUTES
REGULAR MEETING
December 14, 2016

CALL TO ORDER

Board of Trustees Chair Dr. Joseph L. Ricca, Jr. called the regular meeting of the Board of Trustees of the County College of Morris to order at 5:34 p.m., in the Board Room, Henderson Hall. Chair Ricca 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 is posted on the bulletin board outside the President's Office, was mailed to the Daily Record and Star Ledger, and was filed with the Clerk of the County of Morris on November 17, 2016.

ROLL CALL

Trustees Advokat, Bogaard, Frost, Hadzima, Jinks, Licitra, Pepe, Van Allen, and Chair Ricca were in attendance. Trustees Giarratano, Weisberg, and Alumni Trustee Saavedra were absent. Trustee Van Allen was absent from the reconvened public meeting. President Iacono and Attorney Chait were also in attendance.

ADOPTION OF RESOLUTION TO DISCUSS MATTERS IN CLOSED SESSION

RESOLVED, At the Regular Meeting of the Board of Trustees on December 14, 2016, 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 5:30 p.m., Henderson Hall, Room HH 103.

1. Compensation for Professional Services
2. Employee Retirement and Resignation
3. TAACCCT Grant Staffing Revisions
4. Authorization to Recruit for Faculty Positions and Disability Services Position
5. New Employee Appointments
6. Adjunct Faculty Appointment and Salary Revisions, Fall 2016 Semester
7. NJ First Act Exemption List
8. Policy Revision: Management and Confidential Administrative Support Staff Sick Leave Payout Policy
9. 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 6:00 p.m. with the exception of Item #9.

Upon the motion of Trustee Pepe and the second of Trustee Jinks, Chair Ricca called for discussion by members of the Board. There being no discussion, Chair Ricca 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 5:35 p.m. The public meeting reconvened at 6:18 p.m.

Trustee Van Allen left the meeting at this time, 6:18 p.m.

PLEDGE OF ALLEGIANCE

Chair Ricca invited everyone to rise and salute the flag. Everyone rose, saluted the flag and recited the Pledge of Allegiance. Following the flag salute the Board of Trustees and others present at the meeting observed a moment of silence.

APPROVAL OF MINUTES

Chair Ricca called for consideration of the minutes of the regular meeting of November 16, 2016, including the closed session. Upon the motion of Trustee Licitra and the second of Trustee Advokat, Chair Ricca called for a voice vote of the Board. The voice vote of the Board indicated that all were in favor.

PRESENTATION ON FACULTY POSITIONS

President Iacono provided the Board with a power point presentation on faculty positions and faculty hiring. The presentation is on file in the Office of the President. Trustees Bogaard, Jinks, Advokat, Licitra, Pepe, Frost, and

Chair Ricca asked questions and made comments about the data presented. Trustee Bogaard asked if the additional faculty would not hinder on-line, blended, or hybrid class development. It was confirmed and acknowledged by President Iacono that blended learning would continue. Thomas Burk, Director of Human Resources and Labor Relations, added information regarding the data on faculty retirements.

REPORT OF THE PRESIDENT

President Iacono referred the Board to the written Report of the President that is on file in the Office of the President. Trustee Jinks commented on his meeting with Dean Bruce Dutra regarding the College Readiness NOW 3 grant.

REPORT OF THE TREASURER

On behalf of Treasurer Bogaard, Trustee Pepe moved for the adoption of the following resolutions 7.A. – 7.D. on the Consent Agenda of the Report of the Treasurer.

- A. RESOLVED, That the checks numbered 0133325 in the amount of \$36,230.43; numbered 0133496 in the amount of \$37,055.70; and numbered 0133773 in the amount of \$68,220.00 be approved and payment authorized for capital improvements.
- B. RESOLVED, That in accordance with the County College Contracts Law, a purchase order be issued to the following vendors for purchases that are exempt from public advertising and as exceptions to the requirement for public advertising:

<u>Ref.</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
15	Consultant	Nan Sussman Brooklyn, NY	\$565.00 estimated

Consultant Services plus estimated reimbursable expenses for 6 year Program Review 1130 Humanities/Social Science.

- C. RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following vendor through the Joint Purchase Agreements - Consortium:

<u>Ref. #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
72AGE	Microsoft Campus Agreement and IT Academy	Dell Buffalo Grove, IL	\$27,559.81 estimated

Microsoft Campus Agreement through NJEDge RFP 13-08 to be renewed for a twelve (12) month term. The Agreement will commence on February 1, 2017 with a termination date of January 31, 2018. The Agreement gives CCM the right to run the following platform products at a cost per FTE (FTE count of approximately 515): Microsoft Campus Desktop (consisting of Office Pro, Windows Upgrade, Microsoft Publisher and Core CAL). The Agreement also includes the licensing of Windows Servers and the SQL environment (6 physical cores), and licensing renewal of the College’s email server software, Exchange 2010 as well as the renewal of the College’s membership/subscription into the Microsoft IT Academy.

- D. RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following state contract vendors:

<u>State Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A70256	Dell Compellent Network Storage Unit	Dell Round Rock, TX	\$59,597.18

Dell Compellent Network Storage System which includes Storage Center OS core base license,

Optimization Bundle base license, Remote Data Protection Bundle base license and ProDeploy replication services @ \$59,597.18.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A70256	Dell Inspiron Laptops	Dell Round Rock, TX	\$14,250.00

30 Dell Inspiron 11 Series 3000 laptops: m3-7Y30 processor, 4GB RAM, 500GB hard drive @ \$420.00 each; 1 Dell PS2 mobile computer charging cart @ \$1,650.00

Trustee Bogaard seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor; Trustee Jinks abstained from the vote. The Report of the Treasurer was concluded.

PERSONNEL MATTERS

On behalf of Committee Chair Weisberg, Trustee Licitra moved for the adoption of the following resolutions 8.B. – 8.G. on the Consent Agenda of the Report of the Committee on Personnel.

- B. RESOLVED, That the Board approves compensation for those person listed on Attachment #1 for professional services to the college for the purposes stated on Attachment #1.
- C. RESOLVED, That the Board of Trustees approve the acceptance of the following employee retirement and resignation:
 - Cynthia Tedesco, resignation effective 11/23/16
 - Barbara Karpinski, retirement effective 01/16/17
 - Kevin Keefe, retirement effective 02/15/17
- D. BE IT RESOLVED, That the six year review of the Office of Human Resources and Labor Relations be accepted, and that the Office of Human Resources and Labor Relations be continued without reservation.
- E. WHEREAS, the Personnel Committee has reviewed the rationale to make the changes to the staffing of the TAACCCT Grant, contingent upon receipt of final funding anticipated from the grant administrator at Bergen Community College;

BE IT RESOLVED, That upon the recommendation of the Personnel Committee and the President, the Board authorizes the College make the following changes to the staffing of the TAACCCT Grant, contingent upon receipt of final funding anticipated from the grant administrator at Bergen Community College:

 - upgrade the Program Counselor to Health Professions Site Coordinator, Management, grade 31;
 - upgrade the Job Developer from part time to full time Job Developer and Business Relations Coordinator, AAPF, grade 12; and
 - create a new position of Data Entry and Intake Assistant, part-time.
- F. WHEREAS, the Personnel Committee has reviewed the rationale to recruit for the position of Learning Disabilities Specialist, AAPF, Grade 15, Department of Disability Services, now therefore;

BE IT RESOLVED, That upon the recommendation of the Personnel Committee and the President, the Board authorizes the College to recruit for the position of Learning Disabilities Specialist, AAPF, Grade 15, Department of Disability Services.

- G. WHEREAS, the Personnel Committee has reviewed the rationale to recruit for 17 budgeted and funded full-time faculty positions, two (2) in Mathematics, two (2) in Nursing, one (1) in Business, five (5) in English/Philosophy, two (2) in Sociology, one (1) in ETES/CIS, one (1) in Biology, one (1) in Art/Design, one (1) in History/Political Science, and one (1) in Languages/ESL for the spring 2017 semester, therefore;

BE IT RESOLVED, That upon the recommendation of the Personnel Committee and the President, the Board authorizes the College to recruit for 17 budgeted and funded full-time faculty positions, two (2) in Mathematics, two (2) in Nursing, one (1) in Business, five (5) in English/Philosophy, two (2) in Sociology, one (1) in ETES/CIS, one (1) in Biology, one (1) in Art/Design, one (1) in History/Political Science, and one (1) in Languages/ESL for the spring 2017 semester.

Trustee Pepe seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor; Trustee Jinks abstained from the vote.

Continuing, Trustee Licitra moved for the adoption of the following resolutions.

- H. RESOLVED, That the new employee appointments listed on Attachment #2 be approved.

Trustee Advokat seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

- I. RESOLVED, That the adjunct faculty appointments and salaries for the 2016 Fall semester be approved as stated on Attachment #3.

Trustee Pepe seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

- J. BE IT RESOLVED, That the Management and Confidential Administrative Support Staff Sick Leave Payout Policy be revised as indicated on Attachment #4.

Trustee Advokat seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

- K. BE IT RESOLVED, That the Board of Trustees approve the filing of the report of positions to be exempt from the residency requirements under the New Jersey First Act as stated on Attachment #5.

Trustee Pepe seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that a majority were in favor; Trustee Frost voted against the motion; the motion carried. The Report of the Committee on Personnel was concluded.

COMMITTEE ON LANDS AND BUILDINGS

Committee Chair Licitra reported on the discussions at the December 12, 2016 meeting of the Committee. The Report of the Committee on Lands and Buildings was concluded.

COMMITTEE ON FINANCE AND BUDGET

On behalf of Committee Chair Bogaard, Trustee Pepe moved for the adoption of the following resolutions.

- A. RESOLVED, That the cash donations in the amount of \$37,645.67 for the month of November 2016 be accepted with appreciation. Attachment #6.

Trustee Hadzima seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a voice vote of the Board. The voice vote of the Board indicated that all were in favor.

- B. WHEREAS, The College adopted a flexible spending plan on January 1, 2002 within the context of Section 125 of the Internal Revenue Code for the benefit of eligible employees; and

WHEREAS, The cost of the College to administer this plan would be more than offset by savings which would be incurred;

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees authorizes the Administration to enter into an agreement with National Benefit Services, LLC to adopt a Flexible Benefits Plan to be effective January 1, 2017, and to execute the Adoption Agreement, and any related documents or amendments which may be necessary or amendments which may be necessary or appropriate to adopt the plan or maintain its compliance with federal, state and local law.

Trustee Jinks seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor. The Report of the Committee on Finance and Budget was concluded.

COMMITTEE ON AUDIT

Committee Chair Pepe moved for the adoption of the following resolution.

- A. 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, 2016, conducted by Nisivoccia LLP, certified public accountants, Mount Arlington, New Jersey.

Trustee Jinks seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor. The Report of the Committee on Audit was concluded.

COMMITTEE ON ACADEMIC & EDUCATIONAL PROGRAMS

Committee Chair Licitra moved for the adoption of the following resolutions 12.A. – 12.C. on the Consent Agenda of the Report of the Committee on Academic and Educational Programs.

- A. BE IT RESOLVED, That the County College of Morris does terminate the A.A.S. Telecommunications Systems, CIP 150305, and the A.A.S. Telecommunications Systems Technology Networking Option, CIP 150305, effective December 31, 2016. Students currently enrolled in this major will be able to continue with the major until May 31, 2020 to complete the degree.
- B. RESOLVED, That all nursing, radiography and respiratory therapy students enrolled in the professional phase of their programs be required to have malpractice insurance, effective the Fall Semester, 2016, at their own expense and students may choose their own providers.
- C. RESOLVED, That all nursing, radiography and respiratory therapy students enrolled in the professional phase of their programs be required to have criminal history background checks performed effective the Fall Semester, 2016, arrangements are made through the college and charges are incurred by students through course fees.

Trustee Pepe seconded the motion. Chair Ricca called for discussion by members of the Board. There being no questions or comments, Chair Ricca called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor. The Report of the Committee on Academic and Educational Programs was concluded.

REPORT OF PROGRAM ADVISORY COMMITTEE MEETINGS

Trustees Licitra reported on the Advisory Committee meetings for Exercise Science, Nursing, Respiratory Therapy, Hospitality, and Radiography. Trustee Licitra was thanked for his dedication and attendance at the Program Advisory Committee meetings.

MATTERS TO BE BROUGHT TO THE ATTENTION OF THE BOARD BY OFFICERS OF THE BOARD

Chair Ricca announced the following dates: February 4, 2017: Presidential Briefing; February 8, 2017: Board of School Estimate meeting; and October 6, 2017: President's Inauguration.

QUESTIONS AND COMMENTS FROM THE PUBLIC

Chair Ricca called for questions or comments from the public at 7:35 p.m. There were no questions or comments from the public.

The public meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Denise M. Bell
Recording Secretary

**REMUNERATION FOR PROFESSIONAL SERVICES
FOR THE MONTH OF DECEMBER 2016**

NAME	DATES OF SERVICE	PAYMENT	REASON
Adams, Rebecca	9/22/16-10/6/16	\$252.00	Taught HR Management & Staffing for CPP
Baker, Joann	10/31/16-11/17/16	\$846.00	Taught ICD-10-CM: Beyond the Basics for CPP
Balish, Alexander	10/15/2016	\$210.00	Taught CPR Healthcare for CPP
Balish, Alexander	11/12/2016	\$210.00	Taught CPR Healthcare for CPP
Bell, Jonathan	10/5/16-11/4/16	\$700.00	Sub for Nick Irons
Brown, Mark	10/15/2016	\$378.00	Taught C104 Differential Diagnosis for CPP
Brown, Mark	10/22/2016	\$378.00	Taught Pharmacology/Physiology for CPP
Buck, Gail	10/29/2016	\$378.00	Taught Prenatal/Fetal Alcohol for CPP
Buck, Gail	11/05/2016	\$378.00	Taught Compulsive Gambling for CPP
Buck, Gail	11/12/2016	\$378.00	Taught C108 Co-Occurring Disorder for CPP
Buck, Gail	11/19/2016	\$378.00	Taught C109 Assessment Tools for CPP
Cantelmo, Concetta	10/19,20,22,25/16	\$202.50	Testing Center Admin. & Proctoring Coverage
Cantelmo, Concetta	10/29/16, 11/2,9/16	\$172.50	Testing Center Admin. & Proctoring Coverage
Choe, David	9/27/16-10/20/16	\$672.00	Taught Professional Development for CPP
Cioffi, Robert	11/17-19/16	\$2,000.00	Fall Production of Dracula
Crew, Patricia	10/22/2016	\$210.00	Warm and Hearty Soup Workshop for CPP
Crew, Patricia	11/19/2016	\$210.00	Taught Celebrate Southern Cuisine for CPP
DeMarco, John	9/20/16-10/29/16	\$714.00	Taught Youth Swim for CPP
DePope, Jason	10/30/16-11/5/16	\$625.00	Bass for Fall Musical, West Side Story
Dimas, Christine	10/21/2016	\$400.00	Taught Grant Writing, Part 2 for CCP
D'Marco, Christopher	10/28/2016	\$400.00	Taught Problem Solving Using Root Cause Analysis for CCP
Faines, Ronald	10/15/2016	\$408.00	Taught C103-Diagnostic Summaries for CPP
Faines, Ronald	10/22/2016	\$408.00	Taught C104-Differential Diagnosis for CPP
Faines, Ronald	10/29/2016	\$408.00	Taught Pharmacology/Physiology for CPP
Faines, Ronald	11/05/2016	\$408.00	Taught Prenatal/Fetal Alcohol for CPP
Faines, Ronald	11/12/2016	\$408.00	Taught C107 - Compulsive Gambling for CPP
Faines, Ronald	11/19/2016	\$408.00	Taught C108 Co-Occurring Disorder for CPP
Favia, Dale	11/11-18/19	\$700.00	Taught Work Readiness for CCP
Garbarino, Claude	9/24/16-10/15/16	\$816.00	Taught ICD-10-CM Intro & Application for CPP
Garbarino, Claude	10/22/16-11/12/16	\$816.00	Taught CPT & HCPCS Coding for CPP
Gettinger, Marilyn	10/31/16-11/21/16	\$3,000.00	Taught APICS CSCP Supply Chain Mgt. for CCP
Gilmore, Suzanne	7/1/16-9/30/16	\$2,200.00	Program Development-Enhanced Career Advancement for CPP
Gilmore, Suzanne	7/1/16-9/30/16	\$1,875.00	Program Development-Enhanced Career Advancement for CPP
Gordon, Ramon	10/26/2016	\$400.00	Taught Excel for Beginners for CCP
Grant, Rosemary	10/18,26/16	\$97.50	Testing Center Admin. & Proctoring Coverage
Grant, Rosemary	11/2,8/16	\$112.50	Testing Center Admin. & Proctoring Coverage
Grosenstein, Melissa	9/14/16-11/5/16	\$250.00	Admin Hours as lead Coordinator, Youth Swim for CPP
Grosenstein, Melissa	9/20/16-10/29/16	\$840.00	Taught Youth Swim for CPP
Hammersma, Carol	10/30/16-11/5/16	\$625.00	Guitar for Fall Musical, West Side Story
Hannon, Mary Anne	9/13/16-11/5/16	\$500.00	Costumer for Fall Musical - West Side Story
Hannon, Mary Anne	11/7-19/16	\$200.00	Costumer for Fall Drama production of Dracula
Heuer, Albert	9/29/16-10/26/16	\$1,175.00	Temporary Director of Clinical Education
Heuer, Albert	10/27/16-11/23/16	\$2,150.00	Temporary Director of Clinical Education
Horan, Kathleen	7/1/16-9/30/16	\$600.00	Program Development-Strengthen/Revised Current LPN...for CPP
Hurd, John	10/4/16-11/4/16	\$2,530.50	Sub for Nick Irons
Ingman, Megan	9/28/16-10/20/16	\$630.00	Taught Job Search for CPP

*Board of Trustees
County College of Morris
December 14, 2016
Attachment #1*

NAME	DATES OF SERVICE	PAYMENT	REASON
Kenneweg, Lisa	10/26/2016	\$400.00	Taught Excel Intermediate for CCP
Kenneweg, Lisa	10/27/2016	\$400.00	Taught Creating Cutting Edge, Compelling PP Pres. for CCP
Kenneweg, Lisa	11/02/2016	\$400.00	Taught PowerPoint 2013 Intermediate & Outlook 2013 for CCP
Kenneweg, Lisa	11/16/2016	\$400.00	Taught Excel 2013 Intermediate & Advanced for CCP
Lilley, Roy Jeffrey	10/18-25/16	\$800.00	Taught Intro to Six Sigma for CCP
Maione, RoseAnn	10/13,19,20,26/16	\$217.50	Testing Center Admin. & Proctoring Coverage
Maione, RoseAnn	10/27/16,11/1,3,8/16	\$225.00	Testing Center Admin. & Proctoring Coverage
Mammon, Marielaine	9/13/16-11/5/16	\$2,000.00	Director, Fall Musical, West Side Story
Martinez, Christina	10/21-26/16	\$780.00	Taught Psychology of Winning Teams & Peer to Supv. For CCP
Martinez, Christina	10/27/2016	\$390.00	Taught The Art of Delegation for CCP
Martinez, Christina	11/16/2016	\$260.00	Taught Pediatric Faculty Meeting-Power of Trust for CCP
Martinez, Christina	11/15/2016	\$520.00	Taught The Generational Divide & Looking Thru the Lens for CCP
Martinez, Christina	11/8,9/16	\$1,040.00	Taught Comm. w/ Clarity, Psychology of Winning, Mgn. Stress/CCP
McArdle, Colleen	9/13/16-11/5/16	\$850.00	Choreographer for Fall Musical, West Side Story
McCloskey, Leah	9/13/16-10/18/16	\$300.00	Taught Sign Language 1 for CPP
O'Brien, Emily	10/27/2016	\$400.00	Taught Excel Beginners & Intermediate for CCP
O'Brien, Emily	10/26/2016	\$400.00	Taught Excel Intermediate for CCP
O'Brien, Emily	11/03/2016	\$400.00	Taught Excel 2013 Beginner & Intermediate for CCP
O'Brien, Emily	11/15/2016	\$400.00	Taught Excel 2013 Beginner for CCP
Occhipinti, Georgann	11/17/2016	\$520.00	Taught Understanding Personality Styles Using DiSC Pers Pro/CCP
Pacchiano, Linda	11/18/2016	\$210.00	Taught Flavor Med I: Taste of Morocco for CPP
Petti, Ciro	9/13/16-10/18/16	\$918.00	Taught Plan Project Success for CPP
Petti, Ciro	10/5-26/16	\$612.00	Taught The Strategic Power for CPP
Petti, Ciro	10/25/16-11/15/16	\$612.00	Taught Plan Quality in the Project for CPP
Reilly, Buffy	7/1/16-9/30/16	\$2,650.00	Program Development-Strengthen/Revised Current LPN...for CPP
Reilly, Buffy	9/1/16-9/30/16	\$800.00	Program Development-Strengthen/Revised Current LPN...for CPP
Rivera, Oliver	10/30/16-11/5/16	\$625.00	Saxophone for Fall Musical, West Side Story
Rothman, Nancy	10/13-26/16	\$2,397.00	Program dev. - Certified Nurse Training & Skills Review/Exam, CPP
Rothman, Nancy	10/27/16-11/9/16	\$2,754.00	Taught Certified Nurse Aide for CPP
Rothman, Nancy	11/11/16-11/13/16	\$612.00	Taught Certified Nurse Aide for CPP
Rothman, Nancy	11/15/2016	\$102.00	Program Development & Revision work, Cert. Nurse Aide for CPP
Rothman, Nancy	11/18,19/16	\$765.00	Taught Certified Nurse Aide Skills Review & Exam for CPP
Salazar, Brandon	9/20/16-10/29/16	\$630.00	Taught Youth Swim for CPP
Siebert-Poris, Maryann	9/27/16-11/17/16	\$1,880.00	Taught ESL Advanced & Online at CCM Morristown
Sterzer, Kenneth	09/29/2016	\$126.00	Taught HR Management & Staffing for CPP
Stitt, William	10/4/16-11/3/16	\$700.00	Sub for Nick Irons
Swern, Lauren	10/20/16-11/3/16	\$252.00	Taught Prospecting for Grants for CPP
Swern, Lauren	11/18/2016	\$84.00	Taught Non-Profit Breakfast Networking Session for CPP
Sykes, Michelle	10/10-27/16	\$756.00	Taught Anatomy for Healthcare Professionals for CPP
Treibman, Judy	9/15/16-10/27/16	\$504.00	Taught HR Management & Staffing for CPP
Trinidad, Eden	10/29/2016	\$408.00	Taught Intravenous Venipuncture Certification for CPP
Weiss, Joan	10/15,17,18,22,24,25/16	\$307.50	Testing Center Admin. & Proctoring Coverage
Weiss, Joan	10/29,31/16; 11/1,7/16	\$187.50	Testing Center Admin. & Proctoring Coverage
Williams-Bogar, Rita	10/21/2016	\$400.00	Taught Finance for the Non-Finance Professional for CCP
Williams-Bogar, Rita	10/24/2016	\$260.00	Taught Meeting Management Best Practices for CCP
Williams-Bogar, Rita	11/01/2016	\$400.00	Taught Email Writing: Best Practices for CCP

Board of Trustees
County College of Morris
December 14, 2016
Attachment #2

December 14, 2016

Those actions beginning April 1 or after commence as of that date and end on June 30, 2017.

The annual salaries are prorated for the period.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
FAC:				
REPLACEMENT	Fong, Gracielle	17-Jan-17	<u>Appointed to:</u> Assistant Professor Respiratory Therapy	\$60,268
REPLACEMENT	Reynolds, Marylee	17-Jan-17	<u>Appointed to: ONE SEMESTER</u> Associate Professor Sociology	\$40,782 (\$81,263 annual)
REPLACEMENT	Capozzi, James	17-Jan-17	<u>Appointed to: ONE SEMESTER</u> Assistant Professor English	\$28,534 (\$57,068 annual)
REPLACEMENT	Schmidt, Mark	17-Jan-17	<u>Appointed to: ONE SEMESTER</u> Assistant Professor English	\$28,041 (\$56,081 annual)
REPLACEMENT	Corcoran, Douglas	17-Jan-17	<u>Appointed to: ONE SEMESTER</u> Assistant Professor English	\$30,679 (\$61,358 annual)
REPLACEMENT	Giffoniello, Michael	17-Jan-17	<u>Appointed to: ONE SEMESTER</u> Assistant Professor English	\$29,405 (\$58,809 annual)
CCMSA:				
REPLACEMENT	Pierson, Thomas	15-Dec-16	<u>Appointed to:</u> Custodian II (Evenings) Plant & Maintenance	\$32,839
REPLACEMENT	Larsen, Ray	19-Dec-16	<u>Appointed to:</u> Custodian II Plant & Maintenance	\$32,839
PART-TIME:				
REPLACEMENT	Simon, Jaime	12-Dec-16	<u>Appointed to: GRANT FUNDED</u> PT Director Women's Center	\$42.00ph
REPLACEMENT	Lee, Michele	3-Jan-17	<u>Appointed to:</u> PT Administrative Assistant Allied Health	\$14.00ph

**ADJUNCT FACULTY APPOINTMENT AND SALARY REVISIONS
FALL 2016**

<u>Name</u>	<u>Dept.</u>	<u>Salary</u>		<u>Code</u>
		<u>From</u>	<u>To</u>	
Nandy, Sandeep	01470	\$ 1,867.00	\$ 1,167.00	R

Code:

R = Resigned

**MANAGEMENT AND CONFIDENTIAL ADMINISTRATIVE SUPPORT STAFF
SICK LEAVE PAYOUT POLICY
(DUE TO REDUCTION IN FORCE)**

Management and Confidential Administrative Support Staff personnel who are laid off from the College due to a reduction in force, as declared by the Board of Trustees, shall receive reimbursement for their accumulated sick leave according to the program outline below. The sick leave reimbursement provided for in this resolution shall not apply or be payable as a result of non-reappointment or termination of employment for reasons other than a reduction in force.

I. Sick Leave Payout Packages

- A. Employees who are laid off and have at least twenty (20) years of service shall be eligible to receive 100% of their accumulated sick leave time, not to exceed a maximum of 100% of their annual base salary.
- B. Employees who are laid off and have at least fifteen (15), but less than twenty (20) years of service, shall be eligible to receive payment of 75% of their accumulated sick leave time, not to exceed a maximum of 75% of their annual base salary.
- C. Employees who are laid off and have at least ten (10), but less than fifteen (15) years of service, shall be eligible to receive payment of 50% of their accumulated sick leave time, not to exceed a maximum of 50% of their annual base salary.
- D. Employees who are laid off and have at least five (5), but less than ten (10) years of service, shall be eligible to receive payment of 25% of their accumulated sick leave time, not to exceed a maximum of 25% of their annual base salary.

II. Payments

- A. In no instance shall the total value of an individual's sick leave payout package exceed the base salary that the individual was earning on the date he/she was laid off from the College.
- B. Years of service will be computed as of the date on which the lay off will take effect.
- C. Due to the current economy and budgetary restrictions facing the College, the compensated absence pay-outs for those employees whose positions are being eliminated will be deferred until January following the employee's effective layoff date. Those employees who will experience an economic hardship as a result of this policy can apply to the President of the College for payment of their compensated absence amount prior to the January following their effective date of layoff. The President will review the employee's request and determine whether the College will be able to honor that request. The form of the application will be determined by the College President at a later date.

III. Limitations

- A. Employees hired on or after May 21, 2010 are limited to a payout not to exceed \$15,000.00 under P.L. 2010 S-4.**

County College of Morris Exemption Report
Under New Jersey First Act
Submitted on December 15, 2016

Exempt Positions

Rationale

- | | | |
|----|--|--|
| 1. | a. Full Time Professors
b. Part Time (Adjunct) Professors
c. Instructors, Corporate & Community Programs | These teaching positions require special expertise and specific academic, scientific, and professional qualifications. |
| 2. | a. Vice President, Academic Affairs
b. Vice President, Business & Finance
c. Vice President, Student Development & Enrollment Mgt.
d. Executive Director, Advancement & Planning
e. Executive Director, Information Systems
f. Director, Human Resources & Labor Relations
g. Deans | These administrative and management positions require special expertise and extraordinary academic and higher education administrative qualifications. |
| 3. | a. Director, Communications & College Relations
b. Director, Institutional Research & Planning
c. Director, Resource Development/Institutional Grants
d. Director, Academic Services
e. Director of Learning Disabilities & Testing Center
f. Director of Operations-Professional Development Programs
g. Director of Customized Training Solutions
h. Director, Educational Opportunity Fund
i. Director, Learning Resources Center
j. Coordinator, Academic Advisement
k. Director, Admissions
l. Director, Athletics
m. Director, Office of Campus Life
n. Director, Career Services & Cooperative Education
o. Director, Counseling & Student Success
p. Counselor, Counseling & Student Success
q. Director, Financial Aid
r. Coordinator of Health Services
s. Registrar
t. Coordinator of Business Services/Government Records Custodian | These administrative and management positions require special expertise and extraordinary academic and higher education administrative qualifications. |

- u. Coordinator of Transfer Services
- v. Director of Development
- w. College Architect
- x. Controller
- y. Bursar
- z. Director of Accounting
- aa. Manager, Payroll & Special Projects
- bb. Director, Budget & Compliance
- cc. Director, Auxiliary Services
- dd. Director, Public Safety
- ee. Director, Plant and Maintenance
- ff. Manager, Purchasing
- gg. Planetarium Astronomer
- hh. Director of Network and User Services
- ii. Associate Director – Human Resources
- jj. Manager - Benefits

Failure to grant exemption of the above positions from the New Jersey First Act would seriously impede the ability of the college to compete successfully with similar educational institutions in other states, because:

- 1) County College of Morris recruiting draws upon a competitive marketplace that is beyond the state of New Jersey.
- 2) County College of Morris uses publications and websites that reach candidates beyond New Jersey.
- 3) County College of Morris's recruiting experience confirms the receipt of applications from out-of-state applicants for these types of positions.
- 4) County College of Morris competes with out-of-state employers for persons with similar skill sets.

COUNTY COLLEGE OF MORRIS
FOUNDATION DONATION REPORT FOR THE
MONTH OF NOVEMBER 2016

DONOR		DESIGNATED USE	CASH
1	Vivek Agnihotri	Nursing Pinning Award	\$ 1,000.00
2	Daren Cortese	Unrestricted General Fund	\$ 500.00
3	Dr. Kevin Chen	Holiday Card Scholarship General Scholarship Fund	\$ 1,000.00
4	Alice Gianni	Professor Al Gianni Adjunct Scholarship	\$ 500.00
5	Glenbrook Technologies, Inc.	Glenbrook Technologies Scholarship	\$ 2,500.00
6	John and Mary Linda Foundation	John and Mary Linda Scholarship	\$ 1,743.44
7	Mount Olive Area Chamber of Commerce	CCM Foundation Memorial Scholarship	\$ 1,000.00
8	Paragano Family Foundation	Paragano Family Foundation Scholarship	\$ 5,000.00
9	Alexander Sica	Baseball Field Improvements	\$ 10,000.00
10	Jean Snopkowski	Alumni Scholarship	\$ 500.00
	General Contributions		\$ 13,902.23
	TOTAL		\$ 37,645.67