



BOARD OF TRUSTEES MINUTES
REGULAR MEETING
June 27, 2023

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 6:02 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 16, 2022.

ROLL CALL

Trustees Frost, Gabrielsen, Gartenberg, Modi, Pepe, and Chair Milonas were in attendance. Trustee Paugh arrived during the closed session (6:12 p.m.) President Iacono and Attorney Flaum were also in attendance. Trustees Hadzima, Inganamort, Licitra, and Weisberg were absent.

ADOPTION OF RESOLUTION TO DISCUSS MATTERS IN CLOSED SESSION

RESOLVED, At the Regular Meeting of the Board of Trustees on June 27, 2023, that pursuant to Sections 7 and 8 of the Open Public Meetings Act, the following subjects be discussed in a session closed to the public at approximately 6:00 p.m., Henderson Hall, Board Room HH 103.

1. New Personnel Appointments
2. Compensation for Professional Services
3. Approval of Adjunct Faculty Appointments and Salaries
4. Employee Resignations and Retirement
5. Position Reclassifications
6. Establishment of Management, Confidential Administrative Support Staff, and Non-Affiliated Part-Time Employee Salaries and Wages, 2023-2024
7. Approval of the Academic Administrative Personnel Federation Professional Recognition Award
8. 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 7:15 p.m. in Henderson Hall, Board Room HH 103, with the exception of Item #8.

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 6:03 p.m. The public meeting reconvened at 7:01 p.m. in the Henderson Hall Board Room, HH 103.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MINUTES

Chair Milonas called for consideration of the minutes of the regular meeting of May 23, 2023, including the closed session. Upon the motion of Trustee Pepe and the second of Trustee Frost, 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.

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 also presented a power point presentation that is on file with the Office of the President with highlights of the 2022-2023 academic year. In response to a question from Chair Milonas, President Iacono reported that the launch of the new website will occur in the fall during a time period that will be non-disruptive to users. President Iacono, Cabinet members and administration were acknowledged for the successes of the college.

COMMUNICATIONS

- A. Reports of the Standing Committees. There was no report from the Standing Committees.
- B. Unfinished or new business. There was no unfinished or new business.

RESOLUTIONS

Trustee Pepe provided 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 #2023-06-27-A Purchases through State Contract Vendors

Resolution #2023-06-27-B Purchases Exempt from and Exception to the Requirements for Public Bidding

Resolution #2023-06-27-C Purchase through a Joint Purchasing Agreement

Resolution #2023-06-27-D Award of Contract for Annual Licensing Fees for Learn SaaS

Resolution #2023-06-27-E Award of Contract for Books for Resale and Curriculum Materials

Resolution #2023-06-27-F Award of Contract for Mass Notification System

Resolution #2023-06-27-G Award of Contract for Books for Resale

- Resolution #2023-06-27-H Award of Contract for Print and Digital Advertising
Resolution #2023-06-27-I Award of Contract for PeopleAdmin Applicant Tracking 7
Software Maintenance
Resolution #2023-06-27-J Award of Contract for Library Books/Electronic
Books/DVD/CD Acquisition
Resolution #2023-06-27-K Authorization for Trees for Schools Grant Funding Application
Resolution #2023-06-27-L Authorization for Perkins Grant Funding Application
Resolution #2023-06-27-M Authorization to Replenish the Technology Fund
Resolution #2023-06-27-N Authorization to Transfer from the Current Fund to the Plant
Fund
Resolution #2023-06-27-O Approval of Capital Improvements Vouchers
Resolution #2023-06-27-P New Personnel Appointments
Resolution #2023-06-27-Q Compensation for Professional Services
Resolution #2023-06-27-R Approval of Adjunct Faculty Appointments and Salaries
Resolution #2023-06-27-S Employee Resignations and Retirement
Resolution #2023-06-27-T Position Reclassifications
Resolution #2023-06-27-U Establishment of Management, Confidential Administrative
Support Staff, and Non-Affiliated Part-Time Employee Salaries and Wages, 2023-
2024
Resolution #2023-06-27-V Resolution Approving the Memorandum of Agreement
Between Dr. Matthew Jones, the Association of Academic Chairs and Assistant
Chairs, and the County College of Morris
Resolution #2023-06-27-X Approval of the Academic Administrative Personnel
Federation Professional Recognition Award
Resolution #2023-06-27-Y Approval of Revisions to the Policy Establishing Standards for
Granting Degrees and Certificates, Section (I)
Resolution #2023-06-27-Z Approval of Nomenclature Change

Trustee Frost 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; Trustee Modi abstained from Resolution #2023-06-27-O Approval of Capital Improvements Vouchers; Resolution #2023-06-27-V Resolution Approving the Memorandum of Agreement Between Dr. Matthew Jones, the Association of Academic Chairs and Assistant Chairs, and the County College of Morris; and Resolution #2023-06-27-X Approval of the Academic Administrative Personnel Federation Professional Recognition Award. The motion carried.

Continuing, Chair Milonas provided the motion for the resolution honoring Alumni Trustee Peter Balluffi-Fry. 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 all Trustees present and voting were in favor. The motion carried. Mr. Balluffi-Fry will be invited to attend a future meeting of the Board to be personally presented with the resolution.

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

Chair Milonas commented on the commencement ceremony.

COMMENTS FROM THE PUBLIC

Chair Milonas stated that the Board will take comments from the public at this time, 7:47 p.m., in accordance with the Procedure for Conduct of the Public Comments Portion of the Board Meetings. There was no public comment, the public comment portion of the meeting was adjourned at 7:47 p.m.

There being no further business to conduct, the public meeting was adjourned at 7:48 p.m. by a motion from Trustee Pepe and a second by Trustee Gartenberg. 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

Resolution #2023-06-27-A

PURCHASE ORDERS THROUGH STATE CONTRACT VENDORS

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

State

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A87720	SmartNet Renewals for Maintenance Services for Software and Hardware	Core BTS Chicago, IL	\$17,811.52 estimated

SmartNet Maintenance Service Agreement for Fiscal Year 2023 - 2024 for networking infrastructure, switches, routers, software, and licensing. For the Information Systems Department.

State

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
M0483/ 19TELE00656	(2) PowerSwitches and (4) VxRail Servers	Dell Marketing, LP Buffalo Grove, IL	\$528,912.52

Two PowerSwitch S5224-ON @ \$15,566.38 each, four VxRail E660/F/N Servers @ \$124,444.92 each, four Recoverpoint for Virtual Machines @ \$0.01 each and four Professional Services for VxRail @ \$0.01 each. For the Information Systems Department.

State

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
81711	Furniture for Sheffield Hall Renovation	Exemplis Corp. Cypress, CA	\$3,593.10

Twenty-one Rio armless chairs @ \$171.10 each. For Plant and Maintenance Department.

State

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A81620	Furniture for Sheffield Hall Renovation	Business Furniture, Inc. Parsippany, NJ	\$50,010.03

Replacement of thirty-year-old furniture in six offices. Twelve wall hung shelves @ \$120.80 each, one two-high file @ \$746.24; six five-high files @ \$796.06, seven five-high file @ \$1,613.32 each, one Everywhere table – 36” round @ \$560.40, three Everywhere table – 36” square @ \$509.60, one Everywhere table – 36” x 72” rectangular @ \$610, hardware to support shelves and tackboards @ \$122.40, one L-shaped desk with corner worksurface @ \$1,400, six L-shaped desks with corner worksurface @ \$1,369.60, two L-shaped desks with corner worksurface @ \$1,349.60, one L-shaped reception station with transaction corner @ \$4,657.20, one meeting table @ \$1,858.40, one modesty panel @ \$181.79, one tackboard @ \$136.80, one tackboard @ \$142.80, twelve tackboards @ \$160.80, nine tackboards @ \$169.20, one wall hung shelf @ \$106.40, one wall hung shelf @ \$110, nine wall hung shelves @ \$124.80, thirty-four wall strips @ \$40.80 and labor @ \$3,450. For Plant and Maintenance Department.

Resolution #2023-06-27-B

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

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

<u>Ref #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
6	Blackboard Ally Software (web-based)	NJEdge.net Newark, NJ	\$18,700.00

Blackboard - Ally annual service fees for Product Services AS-LC-HE-P (formerly WebCt Licensing) which includes Learn SaaS Plus. Blackboard Data, Production and Test, and Mobile for Fiscal Year 2023 - 2024. For the Information Systems Department.

<u>Ref #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
15	COBRA Administration for Dental Coverage	MY FSA LINK, LLC – Gente Wayne, NJ	\$4,000.00 estimated

COBRA Administration for dental coverage for Fiscal Year 2023 - 2024. For the Human Resources Department.

<u>Ref #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
15	Health Services	FastER Urgent Care Morris Plains, NJ	\$5,000.00 estimated

FastER Services for Student Athletic Physicals @ \$300/hour (2 hour minimum), Faculty/Employee Pre-Employment Physical Exam @ \$75/each, AED program/review and any AED uses @ \$125/review, Consultative services @ \$225/hour, Fitness for Duties exams @ \$200/each, Drug Screening @ \$70/each, and other test and immunizations as required at the FastER Facility from July 1, 2023, through June 30, 2024. For Student Services, Nursing & Allied Health, and Human Resources Departments.

<u>Ref #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
15	Medical Director	Dr. Bassel Noumi Clifton, NJ	\$3,000.00 estimated

Medical Director Fee for Northwest New Jersey Respiratory Care Education effective July 1, 2023, through June 30, 2024 @ an estimated \$3,000.00 per year. For the Health Professions and Natural Sciences School.

Resolution #2023-06-27-C

PURCHASE ORDER THROUGH JOINT PURCHASING AGREEMENT

RESOLVED, That in accordance with the County College Contracts Law, a purchase order be issued to the following vendor through the Joint Purchase Agreement - Consortium:

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
NJ Edge #269EMCPS- 21-001-EM-SHI	Veeam Backup & Replication Universal License	Software House International Somerset, NJ	\$21,062.80

Veeam Backup and Replication Universal License - Upfront Billing License renewal for Fiscal Year 2023 - 2024. For the Information Systems Department.

Resolution #2023-06-27-D

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR ANNUAL LICENSING FEES FOR LEARN SAAS**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for annual licensing fees for Learn SaaS Plus, Blackboard Data, Production & Test and Mobile; 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 be \$74,625.01; 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, Blackboard NJ (“Contractor”) has submitted a proposal for goods or services dated May 16, 2023, indicating that Contractor will provide goods or services for annual licensing fees for Learn SaaS Plus, Blackboard Data, Production & Test, and Mobile for a value of \$74,625.01; 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 #2023-06-27-E

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR BOOKS FOR RESALE AND CURRICULUM MATERIALS**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for books for resale and curriculum materials; 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 estimated to be \$20,000 annually; and

WHEREAS, the anticipated term of this contract is two years commencing July 1, 2023, through June 30, 2025; 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, Elsevier Sciences (“Contractor”) is a sole source contractor and will provide books for resale and curriculum materials estimated at \$20,000 annually based upon the published price on the date of the order; 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 the 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 #2023-06-27-F

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR MASS NOTIFICATION SYSTEM**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for mass notification system; 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 be \$20,400; 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, Lyme Computer Systems, Inc., DBA Lyme Technology Solutions (“Contractor”) has submitted a proposal for goods or services dated March 30, 2023, indicating that Contractor will provide goods or services for Rave Mass Notification System, for a value of \$20,400; 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 #2023-06-27-G

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

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for books for resale; 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 estimated to be \$125,000 annually; and

WHEREAS, the anticipated term of this contract is two years commencing July 1, 2023, through June 30, 2025; 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, McGraw Hill, LLC (“Contractor”) is a sole source contractor and will provide books for resale for an estimated \$125,000 annually based upon the published wholesale price on the date of the order; 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 the 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 #2023-06-27-H

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR PRINT AND DIGITAL ADVERTISING**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for Print and Digital Advertising; and

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

WHEREAS, the anticipated term of this contract is for 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, NJ Advance Media, LLC (“Contractor”) has submitted a proposal for goods or services dated June 1, 2023, indicating that Contractor will provide goods or services for the Print and Digital Advertising for an estimated value of \$45,000; 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 the 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 #2023-06-27-I

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR PEOPLEADMIN APPLICANT TRACKING 7
SOFTWARE MAINTENANCE**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for PeopleAdmin Applicant Tracking 7 Software Maintenance; 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 is \$19,451.25; 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, PowerSchool Group, LLC (“Contractor”) has submitted a proposal for goods or services dated March 20, 2023, indicating that Contractor will provide goods or services for the PeopleAdmin Applicant Tracking 7 Software Maintenance, for a value of \$19,451.25; 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 the 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 #2023-06-27-J

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR LIBRARY BOOKS/ELECTRONIC BOOKS/DVD/CD AQUISITION**

WHEREAS, County College of Morris (“College”) has a need to acquire goods or services for library books/electronic books/DVDs/CDs; 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 estimated at \$50,000 annually; and

WHEREAS, the anticipated term of this contract is two years commencing July 1, 2023, through June 30, 2025; 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, Yankee Book Peddlers, Inc., DBA GOBI Library Solutions from EBSCO (“Contractor”) will provide library books/electronic books/DVDs/CDs estimated at \$50,000 annually based upon the published price on the date of the order; 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 the 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 #2023-06-27-K

**RESOLUTION AUTHORIZING THE APPLICATION FOR
AND TO OBTAIN GRANT FUNDING**

WHEREAS, planting trees on school grounds will bring many benefits to our students, staff, and the wider community, including providing cooling shade, habitat, beauty, air and water filtration, stormwater runoff reduction, energy savings, climate change mitigation, and educational opportunities; and

WHEREAS, The Board of Trustees of County College of Morris (“College”) seeks to support and work with school administrators, staff, students, and community partners to create a safe and healthy environment for students now and into the future by planting and maintaining trees at appropriate locations;

THEREFORE, the Board of Trustees of County College of Morris has determined that the College should apply for a grant from the Trees for Schools: Tree-planting Grants for New Jersey Public Schools, Colleges, and Universities Program. The Grant will be used to plant trees at the following location: 214 Center Grove Road, Randolph, NJ 07869.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of County College of Morris authorizes the College’s submission of the aforementioned grant.

BE IT FURTHER RESOLVED that if County College of Morris is awarded this grant, the college commits to protecting and maintaining the trees planted with grant funds.

Resolution #2023-06-27-L

**RESOLUTION AUTHORIZING 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 application for the Perkins postsecondary federal grant allocation funded through the Strengthening Career and Technical Education for the 21st Century Act passed through the New Jersey Department of Education for fiscal year starting July 1, 2023 and ending June 30, 2024 (Project Number: 277155) in the amount of \$569,916.

Resolution #2023-06-27-M

**RESOLUTION TO
REPLENISH THE TECHNOLOGY FUND**

WHEREAS, the Board of Trustees of County College of Morris has previously approved a technology fee to fund software and technology; and

WHEREAS, it is anticipated that essential software and technology improvements will be submitted for approval by the Board; and

WHEREAS, technology fees collected a total of \$1,525,073;

NOW, THEREFORE, BE IT RESOLVED that \$1,525,073 be appropriated and transferred from the Current Fund to the Plant Fund for County College of Morris funded software and technology improvements as may be approved by the Board.

Resolution #2023-06-27-N

**RESOLUTION TO AUTHORIZE
TRANSFER FROM THE CURRENT FUND TO THE PLANT FUND**

WHEREAS, the Board of Trustees of County College of Morris has previously approved certain capital projects including furnishings and equipment; and

WHEREAS, it is anticipated that essential capital projects including furnishings and equipment will be submitted for approval by the Board; and

WHEREAS, the estimated cost to complete County College of Morris funded capital projects is \$1,000,000;

NOW, THEREFORE, BE IT RESOLVED that \$1,000,000 be appropriated and transferred from the Current Fund to the Plant Fund for County College of Morris funded capital projects as may be approved by the Board.

Resolution #2023-06-27-O

RESOLUTION APPROVING CAPITAL IMPROVEMENTS VOUCHERS

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

<u>Vendor</u>	<u>Amount</u>
USA Architects	\$1,418.75
CJ Vanderbeck & Son, Inc.	\$26,778.00
Your Way Construction	\$173,240.20
Becht Engineering BT, Inc.	\$2,200.00
Brahma Construction	\$160,137.42

Resolution #2023-06-27-P

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, 2024.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
MANAGEMENT:				
REPLACEMENT	Panek, Ariella	1-Jul-23	<u>Appointed to:</u> Dean of Students Student Engagement & Success	\$108,000
CCMSA:				
REPLACEMENT	Diaz, Yokerly	29-Jun-23	<u>Appointed to:</u> Computer Solutions Specialist Information Systems - Administration	\$46,849
REPLACEMENT	Santos, Aisha	29-Jun-23	<u>Appointed to:</u> Accounting Assistant II-AP & AR Accounting	\$38,768
PART-TIME:				
REPLACEMENT	Williams, Stephanie	10-Jun-23	<u>Appointed to:</u> PT Public Safety Officer Public Safety	\$18.96ph
REPLACEMENT	Williams, Josefina	12-Jun-23	<u>Appointed to:</u> PT Custodian I (Evenings) Custodial Services	\$15.75ph
REPLACEMENT	Cullen-Reed, Christine	10-Jul-23	<u>Appointed to:</u> PT Lab Assistant Visual Arts	\$25.00ph

Resolution #2023-06-27-Q

**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
Adamczyk, Barbara	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Comp Info Literacy CMP101
Adamo, Michael	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Small Business Operations BUS219
Adamo, Michael	01/18/23-06/30/23	\$1,000.00	Peer Coach Moving Images PHO225
Adamo, Michael	01/18/23-06/30/23	\$1,000.00	Peer Coach Photography II PHO116
Adamo, Michael	01/18/23-06/30/23	\$1,000.00	Peer Coach Photographic Processes PHO114
Alikhani, Maryam	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Creative Writing ENG113
Altieri, Michelle	01/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Intro to Communications COM101
Andrew, Lesley	02/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Nursing Trans: Adv Placement NUR012
Andrew, Lesley	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Nursing Colloquium NUR224
Archibald, Constance	04/20/23-05/13/23	\$2,550.00	Certified Nurse Aide-Compreh for WFD
Aria, Diana	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Teaching in America EDU111
Aria, Diana	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Behavioral Observation in Education EDU211
Ashley, Marline	04/17/23-05/17/23	\$940.00	ESL Intermediate-Book 3-Part 1 for WFD
Atanasio, Michael	02/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Food Management HOS102
Atanasio, Michael	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Intro to Hospitality HOS118
Ayres, Matthew	02/16/23-06/30/23	\$1,500.00	Course Development for Virtual Campus for British Lit II
Bahner, Hilda	04/17/23-05/18/23	\$2,160.00	ESL Intermediate-Book 3-Part 1 for WFD
Balish, Alexander	04/26/23-04/27/23	\$564.00	OSHA-10 Day Cohort for WFD
Bamford, Colleen	04/05/2023	\$100.00	Facilitating CTL Learning Session: Using Blackboard Rubrics
Bamford, Colleen	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Data Structures & Algorithms CMP233
Benitez, Mario	04/25/23-05/25/23	\$940.00	Foundations of English for WFD
Bilotti, Joseph	001/19/23-04/28/23	\$1,476.00	Accompanist/Assistant to CCM Chamber Choir
Binowski, Nancy	09/01/22-05/31/23	\$2,600.00	Survey Admin, Author Monthly WiT Newsletters, Create WiT Programs

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Name	Date(s) of Service	Payment	Reason
Binowski, Nancy	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Software Engineering CMP280
Biondi, Megan	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Elementary Italian ITL111
Birrer, Teresa	01/01/23-05/31/23	\$800.00	Anatomy & Physiology I (BIO-101) Weekly Review Session Schedule
Birrer, Teresa	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Gen Bio II BIO122
Bouziotis, Christy	04/25/23-04/26/23	\$282.00	Powerful, Purposeful Public Speaking for WFD Business Solutions
Bouziotis, Christy	05/02/2023	\$100.00	Advancing Your Career Workshops - Resumes and Cover Letters for WFD
Bouziotis, Christy	05/17/23-05/19/23	\$282.00	Constructive Feedback in the Workplace for WFD Business Solutions
Briggs, William	05/17/2023	\$125.00	Instrumental Music Adjudicator
Broderick, Catherine	01/01/23-05/31/23	\$1,500.00	Course Development for Virtual Campus (CJS120)
Broderick, Catherine	03/10/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Dom & Int Terrorism CJS231
Burns, Caitlin	04/13/2023	\$100.00	Session 6 - Macronutrients and Absorptive vs. Postabsorptive States
Burns, Caitlin	01/01/23-05/31/23	\$800.00	Anatomy & Physiology I (BIO-101) Weekly Review Session Schedule
Burns, Caitlin	01/18/23-06/30/23	\$1,000.00	Peer Coach Intro to IT CMP 130
Burns, Caitlin	01/18/23-06/30/23	\$1,000.00	Peer Coach Data Structures & Algorithms CMP233
Callahan, Patricia	04/25/23-04/27/23	\$300.00	Outlook in a Nutshell for WFD Business Solutions
Callahan, Patricia	05/16/23-05/18/23	\$300.00	Exploring and Understanding How to Use Microsoft SharePoint for WFD Business Solutions
Callahan, Patricia	04/25/23-04/27/23	\$300.00	Outlook in a Nutshell for WFD Business Solutions
Canales, Karina	04/18/23-05/18/23	\$940.00	ESL Advanced Intermediate-Part 2 for WFD
Cardaci, Paulina	01/01/23-05/31/23	\$800.00	Anatomy & Physiology I (BIO-101) Weekly Review Session Schedule
Carmeli, Colleen	05/17/2023	\$125.00	Workshop Facilitator
Carmeli, Colleen	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Foundations of Info Security CMP120
Carroll, Steven	05/01/23-05/03/23	\$188.00	How to Build Your Executive Presence for WFD Business Solutions
Caruso, Bianca	04/17/23-05/17/23	\$940.00	ESL Early Beginner-Book 1-Part 1 for WFD
Cecala, Anna	01/01/23-05/31/23	\$400.00	Grant Funded Workshops: Tutoring Math Center - Faculty Liaison
Cecala, Anna	01/18/23-06/30/23	\$1,000.00	Peer Coach Teaching in America EDU111
Cecala, Anna	01/18/23-06/30/23	\$1,000.00	Peer Coach Behavioral Observation in Education EDU211
Collins, Todd	05/17/2023	\$125.00	Recording Mix Down Workshop Facilitator
Cosgrove, Mark	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Marketing & Event Planning HOS201

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Name	Date(s) of Service	Payment	Reason
Cosgrove, Mark	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Human Res/Hosp Industry HOS211
Cosgrove, Mark	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Food Bev Purch Cost Cntrl HOS213
Cosgrove, Mark	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Hotel Operations HOS240
Costigan, Theresa	04/20/23-05/03/23	\$799.00	Pharmacy Technician Core for WFD
Dag, Yusuf	09/01/22-05/31/23	\$5,070.00	NSF Rest Grant with NJIT (Year 4 Grant Extension)
Danna, Karen	01/18/23-06/30/23	\$1,000.00	Peer Coach 3D Digital Design PHO203
Danna, Karen	01/18/23-06/30/23	\$1,000.00	Peer Coach Color Photography PHO117
Deardorff, Rick	05/17/2023	\$125.00	Coffee House Facilitator
Deardorff, Rick	01/19/23-05/10/23	\$1,182.00	Music Special Projects
DePope, Jason	04/19/23-04/22/23	\$750.00	Musical Accompaniment for 2023 Spring Musical
Dimas, Christine	11/16/22-06/30/23	\$6,000.00	Eternal Facilities Rental Coverage for 30 Weeks
Donahue, Michael	01/19/23-03/11/23	\$1,500.00	Director for PA spring Drama 2023
Donahue, Michael	05/17/2023	\$125.00	Drama Adjudicator
Donatello, Christine	04/17/23-05/15/23	\$470.00	Community ESL Program Level 1 for WFD
Donatello, Christine	04/19/23-05/17/23	\$470.00	Community ESL Program Pre ESL for WFD
Doney, Todd	05/17/2023	\$125.00	Workshop Facilitator
Driver, Laura	02/16/23-06/30/23	\$1,500.00	Course Development for Virtual Campus British Lit II ENG247
Duncan, Terence	04/24/23-05/26/23	\$1,500.00	Direction of Spring 2023 Dance Theatre Showcase
Duncan, Terence	04/19/23-04/22/23	\$200.00	Musical Accompaniment for 2023 Spring Musical
Duncan, Terence	05/17/2023	\$125.00	Dance Adjudicator
Eannetta, Joseph	04/24/23-05/03/23	\$2,040.00	AWS Level 1 - Welding - Bundle for WFD
Ejigu, Genetie	04/17/23-05/17/23	\$940.00	ESL Early Beginner-Book 1-Part 2 for WFD
Ejigu, Genetie	04/18/23-05/18/23	\$940.00	ESL Beginner-Book 2-Part 1 for WFD
Ejigu, Genetie	04/18/23-05/18/23	\$940.00	ESL Beginner-Book 2-Part 2 for WFD
Faines, Ronald	04/25/23-04/27/23	\$408.00	C203-Crisis Intervention for WFD
Faines, Ronald	05/02/23-05/18/23	\$1,224.00	C204-Addiction Focused Counseling for WFD
Fameux, Edna	05/13/2023	\$250.00	Certified Nurse Aide -CAN Skills Review and Exam for WFD
Ferreira, Sharton	04/17/23-05/17/23	\$1,020.00	ESL Advanced Intermediate-Book 4-Part 1 for WFD
Fitzpatrick, Kelly	01/01/23-05/10/23	\$2,400.00	Faculty Stipend Data Science NSF Grant #2000887
Flanagan, Keri	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Organic Chemistry I CHM231
Flanagan, Keri	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Organic Chemistry II CHM233

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Name	Date(s) of Service	Payment	Reason
Flanagan, Keri	03/10/23-06/30/23	\$1,000.00	Course Development for Virtual Campus Bio & Chem Refresher
Frye, Joshua	04/26/2023	\$100.00	Workshop: Sequences and Series
Frye, Joshua	04/19/2023	\$100.00	Workshop: Unit Circle
Gallagher, Joshua	02/21/23-03/22/23	\$714.00	Advanced Manufacturing - Spring 2023 for WFD
Ganapathy, Preethi	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Concepts of Physics PHY103
Garbarino, Claude	04/22/23-05/13/23	\$816.00	Evaluation and Management for WFD
Garcia, Amy	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus American Sign Language I ASL111
Garcia, Amy	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus American Sign Language II ASL112
Garrett, Lakeisha	04/18/23-04/27/23	\$376.00	Excel Intermediate for WFD Business Solutions
Gigliotti, Samantha	01/01/23-05/01/23	\$500.00	Management of Parks Program
Gigliotti, Samantha	02/15/23-05/15/23	\$800.00	The Legacy Project Co-Director Responsibilities
Gonzalez, Angelica	04/24/23-05/06/23	\$500.00	Choreography and Assistant for Spring 2023 Dance Theatre Showcase
Gonzalez, Angelica	05/17/2023	\$125.00	Dance Adjudicator
Grant, Rosemary	04/25/2023	\$100.00	Advancing Your Career Workshops - Interview for WFD
Grundfest, Robert	04/13/23-05/01/23	\$705.00	Alternate Route to Teaching - 50 Hour Preservice Component for WFD
Guderian, Emily	02/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Hospitality Accounting ACC108
Guderian, Emily	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Hospitality Leader Capstone HOS255
Halo, Candace	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus American Government POL111
Hamersma, Carol	05/17/2023	\$125.00	Coffee House Facilitator
Herlihy, William	04/20/23-05/03/23	\$408.00	Pharmacy Technician Core for WFD
Hopper-Ford, Melissa	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Services Marketing MKT207
Hurd, John	03/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Intro to Homeland Security CJS127
Iden, Michelle	01/01/23-05/01/23	\$500.00	Management of Parks Program
Iden, Michelle	02/15/23-05/15/23	\$800.00	The Legacy Project Co-Director Responsibilities
Jahn, Candice	04/18/23-05/18/23	\$940.00	ESL Intermediate-Book 3-Part 2 for WFD
Kaifa, Steve	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Elements of Economics ECO113
Kaitsa, Celeste	04/17/23-05/17/23	\$940.00	ESL Beginner-Book 2-Part 1 for WFD
Keane, Michael	04/11/23-04/21/23	\$470.00	Program Development - ELL Foundations for WFD
Keane, Michael	04/17/23-05/17/23	\$940.00	Foundations of English for WFD
Keane, Michael	04/17/23-05/17/23	\$940.00	ESL Intermediate-Part 2 for WFD

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Name	Date(s) of Service	Payment	Reason
Kelly, Christine	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Gen Bio I BIO121
Landolfi, Sherri	04/18/23-05/18/23	\$940.00	ESL Beginner-Book 2-Part 2 for WFD
Lee, Maria	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus History of American Women HIS209
Levitch, Allison	01/18/23-06/30/23	\$1,000.00	Peer Coach Intro to Analog Photography Techniques (PHO101)
Levitch, Allison	01/18/23-06/30/23	\$1,000.00	Peer Coach 2D Digital Design (PHO103)
Malik, Shehroz	05/02/23-05/11/23	\$376.00	Tableau III for WFD
McAndrews, Lynn	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Introduction to Food HOS101
McAndrews, Lynn	02/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Food Production HOS103
McArdle, Colleen	01/19/23-04/16/23	\$850.00	Choreographer for 2023 Spring Musical
McArthur, Rachel	03/09/2023	\$300.00	Guest Speaker Capstone Course Portfolio Preparation
Miller, Susan	01/18/23-06/30/23	\$1,000.00	Peer Coach Intro to Homeland Security CJS127
Miller, Susan	1/1/2023-06/30/23	\$500.00	CTL Exploratory Teaching Grant
Miller, Susan	01/18/23-06/30/23	\$1,000.00	Peer Coach Intro to Visual Fashion Merchandising DSN145
Moore, Clifford	04/21/23-05/03/23	\$540.00	Pharmacy Technician Core for WFD
Moore, Clifford	04/27/23-05/08/23	\$180.00	Program Management and Coordination - Pharm Tech for WFD
Moore, Clifford	05/04/23-05/08/23	\$660.00	Pharmacy Technician Core for WFD
Moore, Kevin	04/05/2023	\$100.00	Workshop: The Nuts and Bolts of Writing an Essay
Moore, Kevin	01/01/23-05/31/23	\$800.00	Grant Funded Workshops: Tutoring Writing Center - Faculty Liaison
Morano, Marianne	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Lifetime Wellness HED128
Muller, Michael	03/25/23-04/23/23	\$510.00	Program Development - Accounting for WFD
Muller, Michael	03/29/23-05/03/23	\$816.00	Accounting Fundamentals for WFD
Murphy, Frank	01/24/23-05/09/23	\$500.00	Assistant to Jazz Ensemble and Advisor/Coordinator for Performing Arts Club
Murphy, Frank	04/27/2023	\$50.00	EOF Awards Dinner - Independent Music Ensemble
Nalepka, Stephen	04/20/23-05/17/23	\$612.00	Advanced Manufacturing - Spring 2023 for WFD
O'Brien, Emily Rae	04/17/23-04/26/23	\$400.00	Excel for Beginners for WFD Business Solutions
O'Brien, Emily Rae	05/02/23-05/03/23	\$520.00	Excel for Beginners - Arc Morris for WFD Business Solutions
O'Brien, Emily Rae	05/09/23-05/11/23	\$520.00	Excel for Beginners-B&G Foods for WFD Business Solutions
Occhipinti, Georgann	04/27/23-04/27/23	\$318.00	Mindfulness to Decrease Workplace Stress for WFD Business Solutions

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Name	Date(s) of Service	Payment	Reason
Occhipinti, Georgann	04/25/23-04/26/23	\$318.00	Implicit Bias in the Workplace for WFD Business Solutions
Occhipinti, Georgann	05/09/23-05/11/23	\$318.00	Constructive Collaboration in Teams and Organizations for WFD Business Solutions
Oleksak, Brian	02/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Intro to Botany BIO129
Pang, Jimmy	04/20/23-05/17/117323	\$612.00	Advanced Manufacturing - Spring 2023 for WFD
Persau, Meimee	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Calc Appl to Bus & Eco MTH118
Pietropollo, Frank	04/26/2023	\$100.00	Facilitating CTL Learning Session Using Kahoot! To Engage Students
Pietropollo, Frank	04/25/2023	\$100.00	Session 7 - Nephron Anatomy and Glomerular Filtration
Pietropollo, Frank	01/01/23-05/31/23	\$800.00	Grant Funded Workshops: Tutoring Science Center - Faculty Liaison
Pietropollo, Frank	01/01/23-05/31/23	\$800.00	Anatomy & Physiology I (BIO-101) Weekly Review Session Schedule
Pietropollo, Frank	01/18/23-06/30/23	\$1,000.00	Peer Coach Studio Lighting I (PHO216)
Pietropollo, Frank	02/01/23-06/30/23	\$1,000.00	Peer Coach Introduction to Botany BIO129
Pinto, Joan	04/17/23-05/17/23	\$940.00	ESL Beginner-Book 2-Part 1 for WFD
Pinto, Joan	04/18/23-05/18/23	\$940.00	ESL Early Beginner Book 1-Part 1 for WFD
Poetsch, Deborah	04/27/2023	\$100.00	Workshop: Solving Trigonometric Equations
Pravec, Norma	04/17/23-05/17/23	\$1,020.00	ESL Early Beginner-Book 1-Part 1 for WFD
Pravec, Norma	04/18/23-05/18/23	\$1,020.00	ESL Early Beginner-Book 1-Part 2 for WFD
Pravec, Norma	04/18/23-05/18/23	\$1,020.00	ESL Intermediate-Book 3-Part 1 for WFD
Roskop, Thomas	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Intro to Adv Mfg & Prog MEC209
Rywalt, Dawn	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Network Security CMP124
Rywalt, Dawn	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Linux CMP255
Sa, Catherine	04/17/23-05/17/23	\$940.00	ESL Beginner-Book 2-Part 2 for fwd.
Sa, Catherine	04/17/23-05/17/23	\$940.00	ESL Intermediate-Book 3-Part 1 for WFD
Sabella, David	04/27/2023	\$100.00	Workshop: Integration Review for Calculus I Students
Sahotsky, Brian	01/01/23-05/01/23	\$500.00	Management of Parks Program
Sahotsky, Brian	05/17/2023	\$500.00	Teen Arts Assistance: Gallery
Salinas, Dorothy	01/18/23-06/30/23	\$1,000.00	Peer Coach Integrative Studio (PHO-214)
Salinas, Dorothy	01/18/23-06/30/23	\$1,000.00	Peer Coach Integrative Studio (PHO-213)
Salinas, Dorothy	03/10/23-06/30/23	\$1,000.00	Course Development for Virtual Campus Bio & Chem Refresher
Santangelo-Mosley, Linda	04/25/2023	\$300.00	Guest Speaker Portfolio Preparation and Review Course
Savio, Gianmarco	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Social Policy and Politics SOC240

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Name	Date(s) of Service	Payment	Reason
Schennum, Jill	02/15/23-05/15/23	\$800.00	The Legacy Project Co-Director Responsibilities
Schwartz, Nicole	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Studio Lighting I PHO-216
Schwartz, Nicole	05/17/2023	\$125.00	Workshop Facilitator
Schwartz, Nicole	01/18/23-06/30/23	\$1,500.00	Course Development Virtual Campus Contemporary Photography PHO-119
Schwartz, Nicole	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Portfolio Preparation PHO226
Schwartz, Nicole	01/18/23-06/30/23	\$1,500.00	Course Dev Virtual Campus Professional Studio Photography PHO227
Schwartz, Nicole	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus 3D Digital Design PHO203
Schwartz, Nicole	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Color Photography I PHO117
Sferra, Brian	04/17/23-05/17/23	\$940.00	ESL Conversational for WFD
Shepherd, Jessica	05/13/2023	\$280.50	Peripheral IV Therapy Skills for WFD
Shin, Yoonha	04/11/2023	\$100.00	Workshop: Crafting Compelling Resumes and Cover Letters
Shouler, Kenneth	01/18/23-05/10/23	\$2,202.90	Youngtown Edition Adviser
Siegelman, Stuart	01/01/23-06/30/23	\$90.00	Exam Scribe
Slovenec, Hrvoje	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Integrative Studio PHO214
Slovenec, Hrvoje	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Documentary Photography PHO-213
Slovenec, Hrvoje	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Intro to Analog Photography Techs PHO101
Slovenec, Hrvoje	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus 2D Digital Design PHO103
Slovenec, Hrvoje	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Moving Images PHO225
Slovenec, Hrvoje	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Photography II PHO116
Slovenec, Hrvoje	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Photographic Processes PHO114
Smith, Keith	04/17/2023	\$125.00	Teen Arts Assistance: Workshops
Solomons, William	01/18/23-06/30/23	\$1,000.00	Peer Coach Software Engineering CMP280
Solomons, William	01/18/23-06/30/23	\$1,000.00	Peer Coaching Nursing Trans: Adv Placement NUR012
Soltes, John	01/01/23-05/01/23	\$500.00	Management of Parks Program
Soltes, John	02/15/23-05/15/23	\$800.00	The Legacy Project Co-Director Responsibilities
Soltes, John	01/18/23-06/30/23	\$1,000.00	Peer Coach Portfolio Preparation PHO226
Soltes, John	01/18/23-06/30/23	\$1,000.00	Peer Coach Professional Studio Photography PHO227
Sorbino, Michael	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Community Mental Health PSY229
Stearns, Jeff	03/21/23-05/09/23	\$1,128.00	SolidWorks for WFD

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Name	Date(s) of Service	Payment	Reason
Stigliano, Deanne	01/18/23-06/30/23	\$1,000.00	Peer Coach Services Marketing MKT207
Stigliano, Deanne	01/18/23-06/30/23	\$1,000.00	Peer Coach American Government POL111
Sutton, Maureen	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Entrep Mindset & Leadership BUS239
Swern, Lauren	03/27/23-05/01/23	\$1,551.00	Nonprofit Fundraising Essentials for WFD
Swiss, Matthew	05/17/2023	\$125.00	Vocal Music Adjudicator
Swiss, Matthew	01/19/23-04/22/23	\$2,000.00	Music Director for PA Spring Musical 2023
Taub, Eve	01/18/23-06/30/23	\$1,500.00	Course Dev for Virtual Campus Human Needs & Social Services SOC131
Taylor, Anna	04/17/23-05/17/23	\$1,020.00	ESL Beginner-Book 2-Part 1 for WFD
Taylor, Anna	04/18/23-05/18/23	\$1,020.00	ESL Early Beginner-book 1-Part 1 for WFD
Theiler, Kim	11/16/22-06/30/23	\$6,000.00	Eternal Facilities Rental Coverage for 30 Weeks
Thurman, Alexis	01/18/23-06/30/23	\$1,000.00	Peer Coach Linux CMP255
Thurman, Alexis	01/18/23-06/30/23	\$1,000.00	Peer Coach Intro to Adv Mfg & Prog MEC209
Tirrito, Michael	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Intro to Philosophy PHL111
Tirrito, Michael	01/18/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Intro to IT CMP130
Uong, Rebecca	04/17/23-05/17/23	\$1,120.00	ESL Early Beginner Part 2 for WFD
Uffelman, Mark	03/07/23-06/30/23	\$1,500.00	Course Development for Virtual Campus - Intro to Philosophy PHL111
Vill'Neuve, Denise	09/17/22-12/02/22	\$500.00	Supervisor of Continuing and New Students in Imaging Academy Clinicals - Ivan Kikuyama - CT/MRI Program for WFD
Vincelette, Kathy	05/09/2023	\$100.00	Advancing Your Career Workshops - Job Search for WFD
Viola, Thomas	05/01/23-05/17/23	\$918.00	C302-Consultation (Case Management) for WFD
Wayne, Celeste	02/01/23-06/30/23	\$1,500.00	Course Development for Virtual Campus Foundations of Nursing NUR105
Whalen, Kelly	01/18/23-06/30/23	\$1,500.00	Course Dev for Virtual Campus Intro to Visual & Fashion Merch DSN145
Williams-Bogar, Rita	05/05/2023	\$260.00	Mastering the Delivery of Performance Reviews for Managers - Norwescap for WFD Business Solutions
Wolfgang, Heather	01/01/23-05/31/23	\$400.00	Grant Funded Workshops: Tutoring Math Center - Faculty Liaison
Yanagi, Yuka	05/15/2023	\$125.00	Workshop Facilitator
Zejnnullahi, Rreze	03/25/23-05/06/23	\$1,200.00	Microsoft Office Excel MO-200 Certification for WFD
Zhang, Fan	05/17/2023	\$125.00	Workshop Facilitator
Zirkel, Jennifer	04/18/23-05/18/23	\$940.00	ESL Early Beginner-Book 1-Part 2 for WFD

Resolution #2023-06-27-R

RESOLUTION APPROVING ADJUNCT FACULTY APPOINTMENTS AND SALARIES, SUMMER 2023 10-WEEK AND EARLY 5-WEEK

BE IT RESOLVED, That the Adjunct Faculty appointments and salaries for the Summer 2023 10-week and Early 5-week semesters be approved as stated below.

**ADJUNCT FACULTY APPOINTMENTS AND SALARIES
 SUMMER 2023 10-WEEK**

Dept Name	First Name	Last Name	Salary
AH	Nicole	Wolfrum	\$ 13,650.00
AH	Brianna	Wolff	\$ 8,407.50
AH	Nicole	Wilson	\$ 4,425.00
AH	Ana	Vasquez	\$ 3,982.50
AH	Diana	Vasile-Diesel	\$ 14,625.00
AH	Jacquelyn	Stouch	\$ 3,982.50
AH	Lindsay	Romano	\$ 4,425.00
AH	Faye	Niemczyk	\$ 14,625.00
AH	Nicole	Galizia	\$ 8,850.00
AH	Darius	Dominguez-Bakstad	\$ 8,407.50
AH	Victoria	Davis	\$ 13,162.50
AH	Krista	Cronin	\$ 4,867.50
AH	Juliet	Colvin	\$ 9,292.50
AH	Robin	Cleaves	\$ 7,965.00
AH	Theresa	Blough	\$ 9,750.00
AH	Zuleyma	Bell	\$ 3,982.50
AH	Barbara	Becmer	\$ 3,982.50
AH	Diane	Andrascik	\$ 12,832.50
AH	Malou	Whitney	\$ 3,096.00
AH	Marisol	Villarroel	\$ 3,096.00
AH	Katie	Smith	\$ 3,096.00
AH	Bonnetter	Rodrigues-Irving	\$ 3,096.00
AH	Cessy	Ramirez	\$ 3,096.00
AH	Stephanie	Petruzzi	\$ 3,096.00
AH	Nicole	Perretti	\$ 3,096.00
AH	Salma	Monaco	\$ 3,096.00
AH	Priya	Mistry	\$ 3,096.00
AH	Jair	Martinez	\$ 3,096.00
AH	Michael	Iannuzzi	\$ 3,096.00
AH	Albert	Heuer	\$ 7,056.00
AH	Jay	Greco	\$ 3,096.00
AH	Dawn	Fisher	\$ 6,192.00
AH	Kaylee	Allatta	\$ 3,096.00
BICHM	Salvatore	Gammaro	\$ 10,782.00
IT	Barbara	Pisciotta	\$ 4,062.00
IT	John	Agar	\$ 2,804.00
MATH	Nanette	Shoenfelt	\$ 7,488.00
MATH	Gitanjali	Rizk	\$ 3,744.00
MATH	Lisa	Mathus	\$ 2,012.40
MATH	John	Elmuccio	\$ 1,563.12

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SUMMER 2023 EARLY 5-WEEK

Dept Name	First Name	Last Name	Salary
AAD	Linda	Santangelo-Mosley	\$ 374.40
BICHM	Cristiana	Savore	\$ 4,206.00
BICHM	Lise	Woodring	\$ 4,689.00
BUS	Julian	Costa	\$ 234.00
BUS	Sugeily	Rodriguez	\$ 1,508.40
BUS	Parker	Shannon	\$ 1,508.40
CJS	John	Hurd	\$ 2,514.00
ENGPH	Richard	Carpenter	\$ 4,118.40
ENGPH	Peter	Clavin	\$ 838.00
ENGPH	Thomas	Furlong	\$ 2,246.40
ENGPH	Justine	Prusiensky	\$ 9,134.20
HESD	Marianne	Morano	\$ 4,998.00
HIS	William	Lorenzo	\$ 2,808.00
HIS	Diana	Olsen	\$ 2,808.00
IT	Barbara	Adamczyk	\$ 1,254.00
IT	Carolyn	Wade	\$ 3,126.00
LGESL	Amy	Garcia	\$ 2,514.00
MATH	Aditi	Ghosh Dastidar	\$ 9,218.00
MATH	Beth	Grivoyannis	\$ 936.00
MATH	Mary	Michailidis	\$ 5,866.00
MATH	Stacey	Opper	\$ 1,872.00
MATH	Cheryl	Riehl	\$ 2,808.00
MATH	Gitanjali	Rizk	\$ 2,808.00
MATH	Nanette	Shoenfelt	\$ 3,744.00
MUSIC	Michael	Donahue	\$ 335.20
PSY	Stephen	Maret	\$ 2,514.00
PSY	Kristin	Nelson	\$ 2,808.00
SAHS	Richard	Reinschmidt	\$ 2,808.00
SAHS	Glen	Caplin	\$ 2,808.00

Resolution #2023-06-27-S

RESOLUTION ACCEPTING EMPLOYEE RESIGNATIONS AND RETIREMENT

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

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

Alexandra Fulton, Resignation effective 08-08-23
Marek Hawrylo, Resignation effective 06-09-23
Stephen Longo, Retirement effective 01-12-24
Dora Zapata Mejia, Resignation effective 06-02-23

Resolution #2023-06-27-T

RESOLUTION APPROVING POSITION RECLASSIFICATIONS

WHEREAS, the Personnel Committee has reviewed the recommended position reclassifications;

NOW, THEREFORE, BE IT RESOLVED, That the following position reclassifications be approved effective July 1, 2023.

- The position of Dover College Promise Program Coordinator, Diversity, Equity and Inclusion Division, AAPF Grade 14 be reclassified to Morristown and Dover College Promise Program Coordinator, Diversity, Equity and Inclusion Division, AAPF Grade 15 with the incumbent, Mr. Eduardo Lopez, receiving an adjusted salary of \$75,000.00.
- The position of Director of Accounting, Management, Grade 35 be reclassified to Director of Accounting, Management Grade 36 with the incumbent, Ms. Jessica Wander, receiving an adjusted salary of \$125,000.00.
- The position of Assistant Vice President for Workforce Development and Experiential Learning, Management, Grade 37 be reclassified to Associate Vice President for Workforce Development and Experiential Learning, Management, Grade 38 with the incumbent, Dr. Katrina Bell, receiving an adjusted salary of \$142,000.

Resolution #2023-06-27-U

**RESOLUTION APPROVING THE
ESTABLISHMENT OF WAGES FOR MANAGEMENT, AND CONFIDENTIAL
ADMINISTRATIVE SUPPORT STAFF**

BE IT RESOLVED, That the Management, Confidential Administrative Support Staff, and Non-Affiliated Part-Time employees be granted a 4% salary/wage increase effective July 1, 2023.

Resolution #2023-06-27-V

**RESOLUTION APPROVING THE
MEMORANDUM OF AGREEMENT BETWEEN
DR. MATTHEW JONES, THE ASSOCIATION OF ACADEMIC CHAIRS AND
ASSISTANT CHAIRS, AND THE COUNTY COLLEGE OF MORRIS**

WHEREAS, Dr. Matthews Jones and the Association of Academic Chairs and Assistant Chairs (ACAC) (the “Grievants”) filed a grievance of disciplinary charges against Dr. Jones; and

WHEREAS, an offer of settlement has been proposed and agreed to by the Grievants;

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of the County College of Morris accepts the settlement agreement executed by the parties; and

BE IT FURTHER RESOLVED, that the administration of County College of Morris is hereby authorized to execute any and all documents to carry out the purposes and intent of the settlement.

Resolution #2023-06-27-X

**RESOLUTION APPROVING THE
ACADEMIC ADMINISTRATIVE PERSONNEL FEDERATION
PROFESSIONAL RECOGNITION AWARD**

BE IT RESOLVED, That Colleen McArdle be granted the Academic Administrative Personnel Federation (AAPF) Professional Recognition Award with the corresponding adjustment to her base salary as provided for in the AAPF collective bargaining agreement effective July 1, 2023.

Resolution #2023-06-27-Y

**RESOLUTION APPROVING REVISION TO THE
POLICY ESTABLISHING STANDARDS FOR GRANTING DEGREES AND
CERTIFICATES, SECTION (L)**

WHEREAS, the Board of Trustees Committee on Organization, Bylaws, Planning and Nomination have reviewed the rationale to revise the Policy Establishing Standards for Granting Degrees and Certificates, Section (l);

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 revisions to Policy 5.4005, Policy Establishing Standards for Granting Degrees and Certificates, Section (l) as indicated below effective immediately.

**POLICY ESTABLISHING STANDARDS FOR GRANTING DEGREES AND
CERTIFICATES**

(a) The College is authorized to award degrees of associate in arts, associate in science, and associate in applied science, and to award academic certificates and diplomas to students who have successfully completed the curriculum requirements of approved programs as established by the Board of Trustees and set forth in the College Catalog. The curriculum requirements for awarding degrees and academic certificates shall conform to the standards established in this policy.

1. The associate in art (A.A.) degree is to be awarded to those who successfully complete programs which emphasize the liberal arts, humanities, and other fine and performing arts. These programs are transfer oriented.
2. The associate in science (A.S.) degree is to be awarded to those who successfully complete programs which emphasize mathematics, the biological or physical sciences, business and allied health programs intended as prebaccalaureate work. These programs are transfer oriented.
3. The associate in applied science (A.A.S.) degree is to be awarded to those who successfully complete programs which emphasize preparation in the applied arts and sciences for careers, typically at the technical or semiprofessional level. These programs are designed to prepare students for job entry at the completion of the two-year program, notwithstanding any articulation agreements with four-year programs that may be in effect for a particular A.A.S. program.
4. The associate in Fine Arts (A.F.A.) degree is to be awarded to those who successfully complete programs which emphasize specific arts disciplines of either dance, drama or visual arts through the intensive study of technique, history, theory and hands-on approaches in studio work and/or performance. This program is designed to provide students with the competencies necessary to achieve seamless articulation in a bachelor of fine arts (B.F.A.) program.

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(b) The regular academic year shall fall within a ten-month period and shall include a minimum of 30 weeks, or its equivalent in duration, of regularly scheduled student-faculty instructional activity, exclusive of final examination periods. Holidays and summer sessions are to be excluded.

(c) An associate degree program shall be a course of study which requires not less than 60 nor generally more than 66 semester hours, or the equivalent, except when required for licensure or accreditation by a recognized agency or when required for transfer of full junior status, where applicable. Each program shall provide for the following:

1. Demonstration of the basic skills of communication and mathematics. Basic skills courses shall not be used to satisfy the general education requirements.
2. Electives which offer opportunities for enriched general education, preprofessional education and/or competence in an appropriate occupational field.

(d) General education and other requirements for the associate degree shall include the following:

1. All programs leading to an associate degree shall include a broad distribution of courses contributing to the student's general education which emphasize the acquisition of knowledge, comprehension and evaluation of ideas, the ability to think constructively and creatively, and the capacity to communicate effectively. For the purposes of this section, general education shall be grouped into the major categories of:

- i. Communications, defined as courses designed to enhance facility in the English language.
- ii. Mathematics and sciences, defined as courses designed to enhance mathematical and scientific conceptual understanding and application, including computer science.
- iii. Social sciences, defined as courses designed to promote social awareness, including understanding social, economical and political problems and the responsibilities of citizenship in an interdependent world; and
- iv. Humanities, defined as courses in literary, philosophical, foreign language, historical, aesthetic, or other humanistic studies to promote the understanding and transmission of values to one's own and other cultures.

2. The minimum general education requirements for each associate degree shall be as follows:

- i. For the associate in arts (A.A.) degree programs, the general educational requirements shall total not less than 45 semester credit hours, or the equivalent, in

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an array of representative courses in each of the following categories:
communications, mathematics and sciences, social sciences, and humanities.

ii. For the associate in science (A.S.) degree programs, the general education requirements shall total not less than 30 semester credit hours, or the equivalent, in an array of representative courses from each of the following categories:
communications, mathematics and sciences, social sciences, and humanities.

iii. For the associate in arts (A.A.) and associate in science (A.S.) degree programs, no student shall accumulate more than 16 of the required general education credits in any one discipline, except in the fine and performing arts where the curriculum can demonstrate specific articulation to a program or programs at senior institutions.

iv. For the associate in applied science (A.A.S.) degree programs, the general education requirements shall total not less than 20 semester hour credit hours or the equivalent, in an array of representative courses from the communications category, and at least one course from each of the three following categories: mathematics and science, social sciences, and humanities.

3. The array of general education courses in associate in arts (A.A.) and associate in science (A.S.) curricula shall be designed to prepare the student for transfer into a baccalaureate program.

4. Theoretically-based physical education courses may be counted as general education if they are a requirement of the College.

(e) An academic certificate program or diploma program shall be a credit bearing course of study which, by virtue of educational content or duration, does not satisfy requirements for an associate degree program, but which is specifically designed to offer content and skill acquisition and other experience appropriate to the objective of such a program. An academic program certificate shall be at least 30 credits in length and shall have a minimum of nine credits of general education. A certificate of achievement shall be less than 30 credit hours and shall represent in-depth study in a particular technical or skill area.

(f) The curriculum for degree, academic certificate and diploma programs shall be consistent with the institutional plan and programmatic mission of the College.

(g) To be eligible for award of a degree or academic certificate the student must satisfy the following requirements:

1. Earn a cumulative point average of 2.0 and complete the general and prescribed course work for the student's major.
2. Degree students must complete at least 30 credits at the College.

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3. Academic Certificate students must complete at least 15 credits at the College. (The length of time that the course remains current and acceptable shall be at the discretion of the respective department chairperson.)
4. Complete at least one-half (1/2) of the student's major at the College.
5. Apply for graduation at the Registrar's Office during the first month of the semester in which the student plans to graduate.
6. Make payment of the applicable graduation fee.
7. Students must graduate within 10 years of matriculating in their programs of study. Any deviation from this must be approved by the Department Chair and/or Academic Dean prior to the conferral of a degree.

(h) Programs for secondary and dual degrees shall be governed by the following rules:

1. Second Degrees: Students who have completed an academic certificate or degree will be eligible to matriculate for another academic certificate or degree provided it is not closely related to the first program. Programs with heavy enrollment demands will not accommodate students seeking second degrees.

A credit transfer evaluation from a student's first degree to the second degree will be made at the time of matriculation. Courses will be treated as internal transfer credits and grades will not be used in the grade point average calculation for the second degree.

A minimum of 21 academic credits related to a major must be earned in the second program. This will replace the residency requirement applicable to the first degree. Where necessary, additional credits must be completed to meet the general education requirements for the second degree. All other current degree requirements must also be met before the second degree will be awarded.

2. Dual Degrees: Where a student seeks to earn dual/simultaneous degrees, one program must be selected as the primary degree with the other as a secondary degree. All requirements for both degrees must be completed with at least a 2.0 grade point average. Courses from the primary degree may be used to meet the requirements of the secondary degree, but a minimum of 21 additional credits must be earned in the secondary degree. In some programs, more than 21 credits may be necessary to meet degree requirements.

(i) Courses are recorded in terms of semester hours. One (1) semester hour of credit normally is earned by one (1) hour of class work per week per semester. A semester shall be 16 weeks long including 1 week for final exams.

(j) The following grading system shall be utilized:

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Grade	Interpretation	Quality Points
A	Superior	4
A-		3.67
B+		3.33
B	Above Average	3
B-		2.67
C+		2.33
C	Average	2
D	Minimum passing	1
F	Failure	0
R	Registered to Audit	None
I	Incomplete	None
P	Pass	None*
SP	Satisfactory Progress	None*
W	Withdrew	None**
EX	Credit by Examination	None

* Grades used in non-credit courses

** Without academic penalty

A student's Semester Point Average (SPA) is a measure of his or her credit courses completed for any one semester. The cumulative Grade Point Average (GPA) represents all credit courses completed at the College. Grades for courses transferred to the College and grades removed as a result of the Academic Bankruptcy policy are not included in the GPA calculation.

(k) Academic Distinctions at Graduation. Students with outstanding academic achievements throughout their County College of Morris career are awarded the following honors based on the following cumulative grade point averages.

Degree Designation:

Summa cum laude	3.850 – 4.000 GPA
Magna cum laude	3.650 – 3.840 GPA
Cum laude	3.450 – 3.640 GPA

Academic Certificate Designation:

Academic Certificate with Merit	3.450 – 4.000 GPA
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(l) Students may repeat any course to increase their knowledge level. This choice is left to the discretion of the student except in cases when the student has received an “F” and is required to repeat the course for their particular major. When repeating a course, the original grade and the repeat grade will appear on the student’s transcript. However, the student’s cumulative average and pre-requisite course eligibility will be based on the highest course grade. If a student who repeats a course receives a “W,” the highest grade earned will count. Under no circumstances will a student receive credit more than once for any course. A student may only register for the same course two

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times excluding formal withdrawals. A student will be blocked from registering for the third or more attempt without permission from the appropriate academic department chairperson or school dean.

(m) Recognition of transfer credits and the award of degree credits for non-traditional experience shall be governed by the following rules:

1. Transfer of credits: Previous college transcripts when received in sealed envelopes will be reviewed and evaluated for transfer of credit. Per the *Comprehensive State-Wide Transfer Agreement*, "All decisions made with respect to the transfer process shall be based on the principle of equivalence of expectations requirements for native and transfer students." Upon individual review, in special circumstances a transfer of credits may be accepted from non-accredited institutions and through other forms of post-secondary education. Transfer students must complete at least 30 credits at the County College of Morris to earn a degree, or 15 credits to earn an academic certificate. Credits received at other institutions are not used to compute the accumulated grade point average at the County College of Morris. After the applicant has been matriculated, and with respect to the student's academic program, the Records and Registration Office will notify the student in writing what credits have been accepted for transfer via their CCM email account. Credits that have been earned seven or more years ago may need to be repeated. Students should obtain advisement from the Academic Department regarding expiration of pre-requisites taken more than seven years ago.
2. Challengers Program: The College has established the Challengers Program to provide eligible high school students with the opportunity to enroll in college courses, to gain classroom experience, and to be academically challenged. College credits earned in the Challengers Program will be accepted when the applicant has been matriculated in a degree or academic certificate program if the credits are applicable to the student's degree or academic certificate program at the County College of Morris.
3. Advance Placement Examinations: High school students who score well on the Advanced Placement Examination may earn course credit or advanced placement in County College of Morris courses. To receive such credit students must present official Advance Placement Examination scores of 3, 4 or 5 and the course description to the Testing Office. The number of credits granted to the student will be determined by the appropriate department chairperson.
4. Credit By Examination: Students who have acquired knowledge through life experiences may earn college credit without enrolling in a course. To determine a student's level of knowledge in a particular subject, the college offers College-Level Examination Program (CLEP) Subject Examinations. Additionally, in certain disciplines, Departmental Examinations, approved by the college, may be administered. Credits earned through the examination program will be recorded on the student's official transcript as "Ex." Students who register for a course will not be eligible to take the applicable College-Level Subject Examination (in that semester) unless the student has officially withdrawn from the course

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before the end of the second week of classes. Students will be eligible to challenge the course in a future semester regardless of whether the student received a "W" or an "F" grade. The prior grade will remain on the student's transcript. If the grade is an "F," it will continue to be computed in the student's grade point average even if the student has successfully challenged the course.

5. Reverse Transfer Credit. Matriculated students who complete a minimum of 30 credits at the County College of Morris (CCM) and transfer to another accredited college or university are eligible to have future credits earned at the institution to which they transfer apply towards the completion of their declared CCM associate degree. Students must have completed at least half of the credits from their major at CCM. The reverse credit transfer may be arranged by the student requesting that the transcript be sent for the first two consecutive terms of enrollment at the college/university to CCM. The reverse credit transfer may also be arranged by CCM through formal agreements with select colleges and universities. Students may have seven years from the date of their transfer to take advantage of this policy.

CCM will evaluate the student's college/university transcript to determine if the associate degree requirements are met. A student who meets the requirements will be awarded the associate degree from CCM. All graduation requirements from CCM must be met.

(n) Degree Programs: The degrees offered by the College shall be the associate in arts, the associate in science, and the associate in applied science. The associate in arts degree is a university-parallel program designed especially for the student who wishes to transfer to a four-year college or university after graduating, or for the student who desires to complete the two-year program in liberal education. The associate in science degree is awarded to those who have successfully completed programs intended as prebaccalaureate in special fields. The associate in applied science degree is a specialized career program that prepares the student for entry into the job market. These degrees shall be offered in the specialized fields outlined in the College Catalog.

Certificate Programs: The College shall also offer college-credit programs of varying lengths leading to the certificates as listed in the College Catalog. The certificate programs are intended to meet the needs of individuals for self-development, personal enrichment, and occupational advancement. Students who enroll in certificate programs may elect to continue their education in a degree program or simultaneously matriculate for a degree.

(o) The curriculum requirements as set forth in the College Catalog for the degree and certificate programs offered by the College are hereby adopted and continued. The College President is authorized to approve revisions to curriculum requirements when necessary based upon program changes, new courses added, courses discontinued, or to satisfy accreditation standards.

(p) Programs for honors degrees shall be governed by the following rules:

1. Program Structure

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- i. Admission and Maintenance of Status
 - New students will be admitted to Honors Degrees if they have combined SAT scores of at least 1170 and/or graduation from high school in the top 20% of their class. Any student whose SAT score is older than seven (7) years should consult with the appropriate academic department.
 - Students can be admitted while at the college at any time during their study as well. However, they must have completed at least one full semester of study; been recommended to the chairperson by a professor in the area in which the Honors course(s) is to be offered, and have a grade point average greater than or equal to 3.45 in the area.
 - Once students have been admitted to Honors Degrees, they must maintain overall grade point averages of 3.45 with no grades lower than C. A student who fails to maintain the required grade point average will be dropped from the Honors Degree program and will complete the traditional degree in the major field of study. Students may be readmitted to the Honors Degrees if they raise their grade point averages to 3.45, have no grades lower than C, and submit to the chairperson recommendations for readmission to the Honors Degree by two professors in the area in which the Honors course(s) is offered.
 - ii. Degree Requirements for Students Enrolled in Transfer Programs (A.A., A.S., A.F.A.)
 - As part of their course of study, students will be required to complete a minimum of 18 credits of Honors courses.
 - iii. Degree Requirement for Students Enrolled in Career Programs (A.A.S.)
 - As part of their course of study, students will be required to complete a minimum of 16 credits of Honors courses.
2. Advisement: Each semester, students will be required to meet with designated Honors advisors to discuss their academic goals and planning. Students will be encouraged to meet with their Honors advisors frequently throughout their study at the college. The Honors advisors will coordinate student study and monitor academic progress.
3. Honors Qualifications
- Honors students are also encouraged to demonstrate leadership ability by participating in scholarly, professional or student government co-curricular activities.
 - All Honors courses will be specially designated “Honors” on student transcripts.
 - A special “Honors Degree” designation will be affixed to the transcripts and diplomas of students who successfully complete the requirements for the degrees.
 - Students who do not meet the requirements for the Honors Degrees will be awarded traditional degrees in their major fields of study if they qualify.

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- Students in traditional transfer programs may elect to take less than 18 credits of Honors courses, and although they will not receive Honors Degrees, all Honors courses will be designated “Honors” on their official transcripts.
 - Students in traditional career programs may elect to take less than 16 credits of Honors courses, and although they will not receive Honors Degrees, all Honors courses will be designated “Honors” on their official transcripts.
4. Honors Course Development: All proposed Honors courses must be approved by the Curriculum Committee for inclusion in Honors Degrees. The Curriculum Committee will develop Criteria for Honors Courses.

Resolution #2023-06-27-Z

RESOLUTION APPROVING NOMENCLATURE CHANGE

WHEREAS, the Committee on Academic and Educational Programs has reviewed the recommended change in nomenclature to better reflect the program's purpose and content;

BE IT RESOLVED, That the name of the Associate of Applied Science in Agribusiness be changed to Associate of Applied Science in Landscape Entrepreneur; and

BE IT FURTHER RESOLVED, That President Anthony J. Iacono send notice of change in nomenclature to the New Jersey Presidents' Council Academic Issues Committee, and Office of the Secretary of Higher Education.

**RESOLUTION HONORING
PETER BALLUFFI-FRY**

WHEREAS, Peter Balluffi-Fry has served as an elected alumni member on the Board of Trustees of County College of Morris from July 2022 to June 2023; and

WHEREAS, During this period he demonstrated an abiding concern for the welfare and progress of the College and the enhancement of its programs and services to provide increased educational opportunities for the community it serves; and

WHEREAS, His representation of the interests of students has been of significant value and assistance to the Board in its deliberations;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of County College of Morris hereby expresses its thanks to Peter Balluffi-Fry for his thoughtful guidance.