

COUNTY COLLEGE OF MORRIS
BOARD OF TRUSTEES MINUTES
REGULAR MEETING
March 13, 2018

CALL TO ORDER

Board of Trustees Chair Paul R. Licitra called the regular meeting of the Board of Trustees of the County College of Morris to order at 6:02 p.m., in the Board Room, Henderson Hall. Chair Licitra stated that in compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this Regular Meeting of the Board of Trustees has been satisfied by 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 16, 2017.

ROLL CALL

Trustees Advokat, Bogaard, Dredden, Hadzima, Pepe, Raymond, Weisberg, and Chair Licitra were in attendance. Trustees Frost and Jinks were absent. Alumni Trustee Abat, 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 March 13, 2018, 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, Room HH 103.

1. Compensation for Professional Services
2. Employee Terminations, Resignations, and Retirements
3. New Employee Appointments
4. Faculty Appointment and Salary Revisions, Spring 2018 Semester
5. Appointment of Adjunct II Level
6. Matters involving the attorney-client privilege.

It is anticipated that all of the above items will be disclosed to the public at the reconvened session of the Board at 6:30 p.m. with the exception of Item #6.

Upon the motion of Trustee Pepe and the second of Trustee Weisberg, Chair Licitra called for discussion by members of the Board. There being no discussion, Chair Licitra called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The meeting was closed to the public at 6:03 p.m. The public meeting reconvened at 6:33 p.m.

PLEDGE OF ALLEGIANCE

Chair Licitra 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 Licitra called for consideration of the minutes of the regular meeting of February 15, 2018, including the closed session. Upon the motion of Trustee Weisberg and the second of Trustee

Advokat, Chair Licitra called for a voice vote of the Board. The voice vote of the Board indicated that all were in favor of the minutes as distributed.

Freeholder Mastrangelo, liaison to the County College of Morris Board of Trustees, was in attendance at the meeting and took a seat at the table with the Trustees. Chair Licitra allowed Freeholder Mastrangelo to address the Board at this time.

Freeholder Mastrangelo noted that the Board intends to approve the Strategic Plan (“Plan”) and commented that the County has not yet looked at it. Freeholder Mastrangelo stated that because the County provides funding to the college the County should have an opportunity to review the Plan. Chair Licitra stated that the approval of the Plan is required for Middle States accreditation and a site visit is scheduled at the end of March 2018. Freeholder Mastrangelo responded that he is asking for the review on behalf of Morris County citizens and wants to understand the costs that the Plan may generate. Trustee Advokat suggested that the Trustees approve the Plan with the caveat that if the Freeholders have any recommended revisions the Board would consider amending the Plan. Freeholder Mastrangelo asked how long the college has been developing the Plan. President Iacono responded about a year. Freeholder Mastrangelo commented that the cost impact is a concern. Trustee Advokat repeated his suggestion that the Trustees approve the Plan and consider amending the Plan if required by the Freeholders. Trustee Dredden asked about the deadline for approval of the Plan. President Iacono responded that the Plan will be provided to the Middle States visiting team on March 25, 2018 upon their arrival. Freeholder Mastrangelo asked why the Plan was not given to the Freeholders. President Iacono responded that the college strategic plans have never been provided or reviewed by the Board of Chosen Freeholders. Attorney Chait added that there is no legal reason to provide the Freeholders with the Plan as approval by the Freeholders is not needed. Freeholder Mastrangelo stated that the Freeholders should have been included. Trustee Weisberg noted that discussion of the Plan’s development have been included in minutes of the Board and the timing of the approval is critical. Trustee Weisberg noted that if the approval of the Plan is delayed, the Middle States evaluation team could cite the college with a finding which in turn could impact the image and future enrollment of the college. Freeholder Mastrangelo asked Trustee Weisberg how long he has served on the CCM Board of Trustees. Trustee Weisberg responded that he has served as a Trustee for 32 years. Freeholder Mastrangelo stated that he would like a high level review of the Plan at the County. Chair Licitra stated that Freeholders should receive information about college plans from the Board not just one person on the Board. Freeholder Mastrangelo asked Chair Licitra when his term on the Board concluded, and stated that he has not talked with any Board of Trustees member. Chair Licitra stated that it is preferred to provide the Board of Chosen Freeholder with a presentation on the Plan so the Freeholders can fully understand it. Freeholder Mastrangelo stated that the Freeholder meeting agenda is already set so a presentation at the March 14, 2018 Freeholder meeting would not be feasible. President Iacono stated that he will be provided with copies of the Plan before he leaves the college. Freeholder Mastrangelo stated that he should have his questions on the Plan within a week. After discussion by the Trustees, Attorney Chait was asked to draft language to be added to the resolution allowing for the possibility of amendments to the Plan upon review by the Board of Chosen Freeholders.

Continuing, Freeholder Mastrangelo asked about any contributions by the Gates Foundation to the college. President Iacono stated that he is familiar with the Gates Foundation but CCM does

not have any connection to them at this time. President Iacono stated that the Gates Foundation grants are very specific; the Gates Foundation initiates the invitation; the Gates Foundation does not invest in strategic operating plans; the purpose of grant provided by the Gates Foundation was explained; and the Gates Foundation does not come to a college on invitation.

Freeholder Mastrangelo then asked about the planned event with poet Richard Blanco. President Iacono responded that Mr. Blanco is a poet that spoke at the second inauguration of President Obama, he is an engineer from southern Maine. President Iacono stated that he is unaware of Mr. Blanco's relationship to the Gates Foundation.

Freeholder Mastrangelo inquired about the new building being constructed for workforce development. President Iacono responded that the college used the initial study provided by Freeholder Mastrangelo to identify appropriate locations for the building on our campus; and the Trustees will award the contract for architectural services of the new building later in this meeting. Freeholder Mastrangelo asked how many bids were received and if the selected architect was the lowest bidder. President Iacono responded that 3 bids were received, and USA Architects was the lowest bidder.

RECOGNITION OF RETIRING EMPLOYEES

Kenneth Albiston was recognized for his 30 years of service to County College of Morris in the Office of Admissions.

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. President Iacono added that CCM student Andrea Alfonso has been selected as the recipient for Phi Theta Kappa's 2018 Hites Transfer Scholarship, the society's most prestigious and largest scholarship offering. President Iacono also added that he participated on a conference call earlier this day with a briefing of Governor Murphy's budget address as it relates to higher education.

Trustee Advokat asked who was included on the conference call regarding the Governor's budget. President Iacono responded that the invite list is unknown as the invitation addressees was listed in the "bcc" section.

Trustee Advokat asked about the JCP&L post-storm staging area on the campus. President Iacono responded that the power company asked to be housed at the college and the college agreed to the use of the college parking lot as it appropriately serves and supports the community.

Trustee Raymond asked about the Foundation Golf Outing. Katie Olsen, Executive Director of the Foundation, responded that it is scheduled in September.

Trustee Weisberg noted that the Foundation has broken all records of resources received and commended Ms. Olsen.

Freeholder Mastrangelo asked about the Capital Campaign chart of donations which includes cash, pledges, and bequest gifts and wanted to know the amount that was actual cash received versus the amount of pledges. Ms. Olsen responded that of the \$1,386,972.00 reported, approximately \$1,000,000 is cash and the remaining \$300,000 is pledges.

Trustee Dredde first thanked Ms. Olsen for her work on the Foundation. Continuing, Trustee Dredde mentioned that he personally knows Andrea Alfonso and her family. Andrea

was a classmate of his daughter, and she has accomplished extraordinary success coming from an immigrant family.

Chair Licitra commented on the Educational Opportunity Fund program and encouraged Trustees to attend an EOF advisory committee meeting and/or the EOF Recognition Dinner.

PERSONNEL MATTERS

Committee Chair Weisberg moved for the adoption of the following resolutions 7.A. – 7.B. on the Consent Agenda of the Report of the Committee on Personnel.

- A. RESOLVED, That the Board of Trustees approve compensation for those person listed on Attachment #1 for professional services to the college for the purposes stated on Attachment #1.
- B. RESOLVED, That the Board of Trustees approve the acceptance of the following employee terminations, resignations, and retirements:
 - Thomas Pierson, resignation, effective 3/8/18
 - Pranav Rele, Grant Ended, effective 3/30/18
 - Laura Sancic, resignation, effective 4/7/18
 - Kate Schwartz, resignation, effective 4/12/18
 - Anand Balgobin, resignation, effective 5/16/18
 - Kathy Knapik, retirement, effective 5/31/18
 - Salvatore Bordonaro, retirement, effective 6/29/18

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

Continuing, Committee Chair Weisberg moved for the adoption of the following resolutions.

- C. RESOLVED, That the new employee appointments listed on Attachment #2 be approved.
- D. RESOLVED, That the revisions to the faculty appointments and salaries for the 2018 Spring semester be approved as stated on Attachment #3.
- E. RESOLVED, That the adjunct faculty listed on Attachment #4 qualify for placement at the Adjunct II level, with a pay rate in accordance with the Adjunct Faculty Promotion and Evaluation Procedures, effective Fall 2018.

Trustee Dredde seconded the motion. Chair Licitra called for discussion by members of the Board. There being no questions or comments, Chair Licitra 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 Personnel was concluded.

COMMITTEE ON LANDS AND BUILDINGS

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

- A. WHEREAS, The estimated cost of the renovations of the Roads, Walkways and Parking Lots, Buildings, Fire Protection Systems, and HVAC improvements (the “Project”) is \$6,700,000 (of the amount so estimated, the sum of \$3,350,000 is to be provided pursuant to Chapter 12 of the Laws of 1971);

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

The amount of the estimated cost and the estimated amount of money needed for such purposes is \$6,700,000 (of which \$3,350,000 is expected to be provided pursuant to Chapter 12 of the Laws of 1971). The Statement of Estimated Cost of the Project, attached hereto as Exhibit A, is hereby adopted by the Board of Trustees. It is proposed to the Board of School Estimate that \$6,700,000 or an amount equal to the Chapter 12 funding, whichever is less, shall be raised by the County of Morris by bond ordinance or other means authorized by law.

BE IT FURTHER RESOLVED, That March 28, 2018 at 4:00 p.m., in the Knox Room, Morris County Administration and Records Building, Morristown, NJ is hereby fixed as the time and place for public meeting by said Board of School Estimate to fix and determine the sum of money needed for the purposes specified in Exhibit A and the amount to be raised by the County of Morris.

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

- B. RESOLVED, That the resolution set forth in Attachment #5 be adopted awarding the contract for architectural services for the Advanced Engineering and Manufacturing Building to USA Architects.

Trustee Weisberg seconded the motion. Chair Licitra called for discussion by members of the Board. There being no questions or comments, Chair Licitra 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 Lands and Buildings was concluded.

COMMITTEE ON FINANCE AND BUDGET

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

- A. RESOLVED, that the following contracts not solicited by public advertisement, be awarded based upon preclusion from consideration for the contract award of

any contractor who is ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution.

Contractor	Nature of Contract	Term of Contract	Estimated Contract Value
Immersive Engineering, Inc.	Proprietary Virtual Training Software for Engineering Department	04/01/18-03/31/19	\$21,000.00
Morris County School of Glass, LLC	Classes for Art & Design Department	07/01/17-06/30/19	Will Exceed \$17,500.00

The forms of resolutions hereby adopted awarding the contracts are set forth in Attachment #6.

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

- B. RESOLVED, That the Board of Trustees hereby authorizes the amendment to the spending plan for the Carl D. Perkins Career and Technical Education Improvement Act of 2006 grant for fiscal year starting July 1, 2017 and ending June 30, 2018 (Project Number: 277155).

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

- C. RESOLVED, That the resolution set forth in Attachment #7 be adopted awarding the contract for auditing and tax preparation services to Nisivoccia LLP.

Trustee Weisberg seconded the motion. Chair Licitra called for discussion by members of the Board. There being no questions or comments, Chair Licitra 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 LONG RANGE PLANNING

Committee Chair Advokat moved for the adoption of the following resolution noting that he has communicated with each member of the Committee on Long Range Planning and other members of the Board of Trustees regarding the Strategic Operating Plan. Committee Chair Advokat there were no objections reported to him by a member of the Committee or full Board.

- A. BE IT RESOLVED, That the Board of Trustees approve the Strategic Plan for Fiscal Years 2018-2020. The Board of Trustees will conduct a Special Meeting if

necessary to address questions or comments of the Board of Chosen Freeholders regarding the 2018-2020 Strategic Plan.

Trustee Weisberg seconded the motion. Chair Licitra called for discussion by members of the Board. Trustee Bogaard asked for clarification on the hiring practices of faculty. President Iacono responded that the college recruits nationally and needs to avoid academic inbreeding. Trustee Weisberg responded that it is discriminatory to only recruit from within New Jersey. Trustee Bogaard asked if there has been a change in the sources used to recruit. President Iacono responded that there has been no change in the sources we utilize to recruit. President Iacono reported that in addition to the traditional presses such as the Chronicle of Higher Education, the college advertises available positions in minority recruitment presses. President Iacono stated that the college is committed to employing a diverse population consistent with the student body and county population. Trustee Weisberg left the room at this time.

There being no further questions or comments, Chair Licitra 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 Long Range Planning was concluded.

Trustee Weisberg returned to the room at this time.

NEW BUSINESS.

Chair Licitra reported that the Executive Committee of the Board of Trustees will meet immediately following the public meeting.

QUESTIONS AND COMMENTS FROM THE PUBLIC

Chair Licitra called for questions or comments from the public at 8:00 p.m.

Human Resources Director Thomas Burk introduced to Jean Wallace who was appointed to the position of Department Administrative Assistant/Budget in Academic Affairs. Ms. Wallace will be transferring to this position from the Bursar Office.

Trustee Raymond commented on his recent experience attending a Planetarium Show and encouraged Trustees to attend a show. Trustee Raymond also reported on the Music Technology Advisory Committee meeting which he attended. He plans to connect Randolph High School teachers and students to this CCM program.

President Iacono introduced Dr. Richard Gradone, Professor of Music, and commented on the stellar faculty within the Music Department.

Freeholder Mastrangelo asked about the Office of Institutional Effectiveness mentioned in the Strategic Operating Plan. President Iacono responded that the Office of Institutional Effectiveness (IE) is currently in place and staffed. IE is where all college data is housed and controls how the college will use the data through research. In response to a further question asked by Freeholder Mastrangelo, President Iacono stated that the college continues to use the same system it already had in place; it is being used more thoroughly, no additional expense was involved; the budget remains consistent with prior years; the Strategic Plan fits into our budget; the Strategic Plan describes a change in the approach the college takes to accomplish its success; no use of reserve funds or deficit are included in the Plan. Freeholder Mastrangelo asked if the Strategic Plan is a re-engineering of college procedures and practices. President Iacono and Trustee Advokat agreed with that description of re-engineering.

Freeholder Mastrangelo asked about the college mission statement which does not specify that we serve Morris County. President Iacono responded that the Values Statement states that it serves the residents of Morris County and the State of New Jersey.

Trustee Advokat commented to Freeholder Mastrangelo that the term re-engineering is the description of what President Iacono has done; and that is why the Board of Trustees hired President Iacono.

There were no further questions or comments from the public.

The being no further business to conduct, the public meeting was adjourned at 8:17 p.m.

Respectfully submitted,
Denise M. Bell
Recording Secretary

REMUNERATION FOR PROFESSIONAL SERVICES

NAME	DATES OF SERVICE	PAYMENT	REASON
Apwah, John	Fall 2017	\$210.00	Taught College Readiness Now IV
Aria, Diana	7/1/17-8/15/17	\$5,927.00	Co-Principal Investigator, NSF Grant
Ayres, Matthew	Sept. 2017-Jan. 2018	\$210.00	English Placement Essay Readings/Grading
Bahner, Hilda	1/9-27/18	\$408.00	ESL Testing for CPP
Bahner, Hilda	1/27-29/18	\$208.50	ESL Testing for CPP
Baker, JoAnn	1/23/18-2/10/18	\$1,222.00	Taught AAPC CPC National Coding Cert for CPP
Balish, Alexander	01/20/2018	\$210.00	Taught HC Prof Basic Life Support for CPP
Bamford, Colleen	1/18-31/18	\$125.00	CTL Blackboard Tutor
Burns, Caitlin	02/08/2018	\$100.00	Biology Workshop: Study Strategies in Bio
Calotta, Anita	01/09/2018	\$63.00	Information Session-Alternate Route for CPP
Cantelmo, Concetta	2/1,12/18	\$97.50	Testing Center Admin & Proctoring coverage
Capozzi, James	Fall 2017	\$210.00	Taught College Readiness Now IV
Cartano, Jefferson	02/15/2018	\$100.00	Math Anxiety Workshop for Tutoring center
Choe, David	12/05/2017	\$55.74	Quarterly meeting/Trans Housing Assistance OVW grant
Ciccolella, Bea	1/23,25,30/18;2/1/18	\$420.00	Taught Excel for Women's Center clients
Driver, Laura	Fall 2017	\$210.00	Taught College Readiness Now IV
Driver, Laura	Sept. 2017-Jan. 2018	\$165.00	English Placement Essay Readings/Grading
Eber, Janet	Fall 2017	\$210.00	Taught College Readiness Now IV
Eber, Janet	Sept. 2017-Jan. 2018	\$120.00	English Placement Essay Readings/Grading
Edwards, Naomi	Fall 2017	\$210.00	Taught College Readiness Now IV
Emma, Evelyn	Fall 2017	\$210.00	Taught College Readiness Now IV
Emma, Evelyn	Sept. 2017-Jan. 2018	\$45.00	English Placement Essay Readings/Grading
Erienne, Greg	1/31/17 - 4/14/17	\$1,000.00	Course Design/Redesign Program
Faines, Ronald	1/20,27/18	\$816.00	Taught Ethical Standards & Legal Aspects for CPP
Faines, Ronald	02/03/2018	\$408.00	Taught Cultural Competency for CPP
Ferreira, Sharon	01/09/2018	\$76.50	Information Session - ESL
Fitzpatrick, Kelly	11/1/17-1/15/18	\$575.00	Prof. Dev. & Info Session - R Programming Course for CPP
Gabrielsen, Laura	Fall 2017	\$210.00	Taught College Readiness Now IV
Gabrielsen, Laura	Sept. 2017-Jan. 2018	\$615.00	English Placement Essay Readings/Grading
Gaffney, Anthony	01/09/2018	\$70.50	Info Session: AutoCAD for CPP
Garbarino, Claude	1/13/18-2/3/18	\$816.00	Taught ICD-10-CM Intro & Application for CPP
Garbowsky, Maryanne	Fall 2017	\$210.00	Taught College Readiness Now IV
Garver, Alyce	01/26/2018	\$400.00	Taught Excel for Beginners for CBT
Grant, Rosemary	02/05/2018	\$30.00	Testing Center Admin & Proctoring coverage
Grundfest, Robert	01/09/2018	\$63.00	Info Session: Alternate Route for CPP
Harris, Lisa	01/30/2018	\$400.00	Taught Problem Solving: Elim Barriers...for CBT
Kari, Jessica	01/25/2018	\$70.50	ESL Testing for CPP
Kari, Jessica	1/25-29/18	\$493.50	ESL Testing for CPP
Kelly, Christine	02/15/2018	\$100.00	Biology Workshop: Scientific Writing
Kenneweg, Lisa	01/11/2018	\$400.00	Taught Access level 1 for CBT
Kenneweg, Lisa	2/2,8/18	\$800.00	Taught Excel: Pivot Tables & Advanced for CBT
Kenneweg, Lisa	2/9,14/18	\$800.00	Taught Excel Interm & PowerPoint for CBT
Lemme, Bryan	1/18-31/18	\$575.00	CTL Blackboard Tutor
Maione, RoseAnn	2/1,8/18	\$127.50	Testing Center Admin & Proctoring coverage
Martinez, Christina	01/31/2018	\$400.00	Taught Achieve Your Vision through Focused...for CBT
Martinez, Christina	01/24/2018	\$260.00	Taught Service Excel. For Private Practice for CBT

*Board of Trustees
County College of Morris
March 13, 2018
Attachment #1*

NAME	DATES OF SERVICE	PAYMENT	REASON
McAree, Dee	Fall 2017	\$210.00	Taught College Readiness Now IV
McShane, Barbara	09/12/2017	\$55.74	Quarterly meeting/Trans Housing Assistance OVW grant
McShane, Barbara	12/05/2017	\$55.74	Quarterly meeting/Trans Housing Assistance OVW grant
Nachevnik, Igor	01/09/2018	\$70.50	Info Session - Comptia for CPP
O'Brien, Emily Rae	01/26/2018	\$400.00	Taught Gain Control of Your Workday for CBT
O'Brien, Emily Rae	02/09/2018	\$400.00	Taught Excel Interm. For CBT
Occhipinti, Georgann	02/13/2018	\$400.00	Taught Strategies to Optimize Team Perf. For CBT
Peck, Geoff	Fall 2017	\$210.00	Taught College Readiness Now IV
Petti, Ciro	02/02/2018	\$400.00	Taught Microsoft Project for CBT
Roff, Patrick	01/09/2018	\$76.50	Info Session-Cert Peer Recovery Specialist for CPP
Rothman, Nancy	1/9-31/18	\$2,371.50	Taught Info Session & Certified Nurse Aide for CPP
Rothman, Nancy	2/1-14/18	\$2,473.50	Taught Certified Nurse Aide for CPP
Rousseau, Jennifer	01/09/2018	\$63.00	Info Session for CPP
Rousseau, Jennifer	1/2-31/18	\$420.00	Program Dev Word, Excel & Outlook for CPP
Sandonato, Claudia	01/30/2018	\$400.00	Taught Supervisor Essentials; Making the Transition for CBT
Schmidt, Mark	Fall 2017	\$210.00	Taught College Readiness Now IV
Shera, Kathleen	2/10/2018	\$336.00	Taught AAPC CPC National Coding Cert for CPP
Solomons, William	1/18-31/18	\$50.00	CTL Blackboard Tutor
Swern, Lauren	02/13/2018	\$126.00	Taught Fundamentals, Fundraising Prof for CPP
Sykes, Michelle	1/11/18-2/8/18	\$1,008.00	Taught Medical Term for Health Professionals for CPP
Treibman, Judy	01/09/2018	\$63.00	Prog. Dev, revision work, admin for CPP
Watson, Gail	Fall 2017	\$210.00	Taught College Readiness Now IV
Watson, Gail	Sept. 2017-Jan. 2018	\$240.00	English Placement Essay Readings/Grading
Wayne, Celeste	1/18-31/18	\$150.00	CTL Blackboard Tutor
Williams-Bogar, Rita	01/18/2018	\$400.00	Taught Finance for the Non-Finance Professional for CBT
Williams-Bogar, Rita	1/31/18, 2/9/18	\$800.00	Taught Email Writing: Best Practices & Public Speaking/CBT
Wise, Susan	01/09/2018	\$47.00	Info Session - Google Level 1, MS Office for CPP

March 13, 2018

The following actions commence as of the date indicated and end on June 30, 2018.

The annual salaries are prorated for the period.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
AAPF:				
REPLACEMENT	Schoner, James	26-Mar-18	<u>Appointed to:</u> Assistant Director Auxiliary Enterprises	\$52,000
CCMSA:				
REPLACEMENT	Wallace, Jean	26-Mar-18	<u>Appointed to:</u> Department Administrative Assistant/Budgeting Academic Affairs	\$43,000
PART-TIME:				
NEW	Meade, Sharon	26-Feb-18	<u>Appointed to:</u> PT Computer Solution Specialist Information Systems	\$15.00/ph

ADJUNCT FACULTY APPOINTMENT AND SALARY REVISIONS
Spring 2018 Semester

<u>Name</u>	<u>Dept.</u>	Salary		<u>Code</u>
		<u>From</u>	<u>To</u>	
Beacken, Anne	01020	\$3,152.00	\$7,092.00	C
Catalano, Kelly	01230	\$2,364.00	\$0.00	C
Ciocco, Jared	01020	\$1,714.00	\$1,999.00	C
Kelly, John	01260	\$5,779.00	\$8,143.00	C
Liebmann, Howard	01620	\$952.00	\$0.00	R
Mitrano, Melanie	01050	\$5,664.00	\$5,950.00	C
Morgan, Kobie	01230	\$2,364.00	\$4,137.00	C
Reilly, Catherine	01070	\$4,284.00	\$6,426.00	C
Urgola, John	01070	\$4,728.00	\$7,880.00	C
Weinberg, Myra	01620	\$2,364.00	\$591.00	R

Codes:

C = COURSE/CREDIT HOURS ADDED OR DELETED
R= RESIGNATION/TERMINATION

**PLACEMENT AT ADJUNCT II LEVEL
EFFECTIVE FALL 2018 SEMESTER**

SCHOOL OF LIBERAL ARTS

AnnMarie Bacino, Languages and ESL
Joni Ivankovic, Languages and ESL
James Lavin, English and Philosophy
Laurel Lorber, English and Philosophy
Marybeth McDonald, Psychology and Education
Melanie Mitrano-Duffy, Music, Dance and Performing Arts
Diana Rudio, Art and Design
Eileen Sackman, Art and Design
Joy White, English and Philosophy

SCHOOL OF PROFESSIONAL STUDIES AND APPLIED SCIENCES

Evren Gulistan, Mathematics
Vincent Marchese, Engineering Technologies/Engineering Science
Lyn McCullough, Information Technology
Victor Rudow, Information Technology
Jason Wilke, Mathematics

EXHIBIT A

The Board of Trustees of the County College of Morris (the “Board of Trustees”) herewith estimates that the cost of capital projects (the “Project”) including renovation of the Roads, Walkways and Parking Lots is \$1,000,000; Building Modifications is \$5,360,000, HVAC Improvements is \$300,000 and Fire Protection Systems is \$40,000; totaling \$6,700,000 (of the amount so estimated, the sum of \$3,350,000 is to be provided pursuant to Chapter 12 of the Laws of 1971. The County share of the cost is expected to be \$3,350,000. The expected sources of funding are set forth in Schedule A attached hereto and made a part hereof.)

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

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

SCHEDULE A

APPROVAL OF CAPITAL PROJECTS

The Board of Trustees of County College of Morris has determined the funding for the capital expenditures will be \$6,700,000;

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

The State share will be \$3,350,000 and the County share will be \$3,350,000.

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

WHEREAS, the County College of Morris (“College”) requires the services of an Architect for the Advanced Engineering and Manufacturing Center Project; and

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

WHEREAS, the anticipated term of this professional service contract will be the completion of the Advanced Engineering and Manufacturing Center Project; and

WHEREAS, notice of request for proposals for designation of Architects of Record was publicly advertised on March 15, 2016, and proposals were received and opened on March 31, 2016; and

WHEREAS, the solicitation of proposals was based upon a Request for Proposals for Architectural Services dated March 15, 2016, which sets forth the terms and specifications of the proposal solicited, including the criteria to be used to select Architects of Record; and

WHEREAS, by Resolution adopted on April 20, 2016, the Board of Trustees of the College appointed several architectural firms, including USA Architects, as Architects of Record; and

WHEREAS, USA Architects submitted a proposal dated March 2, 2018 for Architectural Services for the Project;

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

USA Architects
20 N. Doughty Avenue
Somerville, NJ 08876

to provide professional services for the Advanced Engineering and Manufacturing Center Project for a flat fee of \$405,570 and reimbursables not to exceed \$12,000. The form of the Professional Service Contract shall be acceptable to the College attorney.

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

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

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

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR PROPRIETARY VIRTUAL TRAINING SOFTWARE FOR THE
ENGINEERING DEPARTMENT**

WHEREAS, the County College of Morris (“College”) has a need to acquire Proprietary Sole Source Virtual Training Software for the Engineering Department; and

WHEREAS, for the foregoing reasons the purchase is exempt from requirements for public advertising under N.J.S.A.18A:64A-25.5; and

WHEREAS, the anticipated term of this contract is April 1, 2018 to March 31, 2019; and

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

WHEREAS, Immersive Engineering, Inc.(“Contractor”) as a sole source provider has submitted a proposal dated January 12, 2018 indicating that the Contractor will provide Proprietary Virtual Training Software “Immersive LCMS online learning system Classroom Edition V 4.8” for the Engineering Department for \$21,000.00; 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 the County College of Morris authorizes the College to enter into a contract with the above identified Contractor as stated; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Estimated Value be placed on file with this resolution.

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR GLASS BLOWING CLASSES**

WHEREAS, the County College of Morris (“College”) has a need to acquire glass blowing classes for the Art & Design Department; and

WHEREAS, the purchasing agent has determined and certified in writing that the estimated value of the full term of the contract for the above good or services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is August 29, 2017 through August 28, 2019; and

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

WHEREAS, Morris County School of Glass, LLC (“Contractor”) has submitted an addendum dated February 16, 2018 to the original agreement dated August 2, 2017 indicating that the Contractor will provide instruction in glass blowing for the Art & Design Department at a range of \$1,500.00 to \$1,750.00 per student based upon current adjunct rates for each 3 credit class; 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 the County College of Morris authorizes the College to enter into a contract with Contractor as stated; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Estimated Value be placed on file with this resolution.

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR AUDITING AND TAX PREPARATION SERVICES**

WHEREAS, the County College of Morris ("College") has a need to acquire auditing and tax preparation services; and

WHEREAS, the purchasing agent has determined and certified in writing that the estimated value of the full term of the contracted for the above goods and services will exceed \$17,500.00; and

WHEREAS, the anticipated term of contract is for May 1, 2018 through April 30, 2020; and

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

WHEREAS, Nisivoccia LLP ("Contractor") has submitted a proposal dated February 15, 2018 indicating that Contractor will provide auditing and tax preparation services for \$41,000 per year; 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 the County College of Morris authorizes the College to enter into a contract with the above identified Contractor as stated; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Estimated Value be placed on file with this resolution.