

COUNTY COLLEGE OF MORRIS
BOARD OF TRUSTEES MINUTES
RESCHEDULED REGULAR MEETING
March 23, 2017

CALL TO ORDER

Board of Trustees Chair Dr. Joseph L. Ricca, Jr. called the regular meeting of the Board of Trustees of the County College of Morris to order at 6:00 p.m., in the Board Room, Henderson Hall. Chair Ricca stated that in compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this rescheduled Regular Meeting of the Board of Trustees was provided on March 14, 2017. Advance written notice of this meeting was posted on the bulletin board outside the President's Office, was sent to the Star Ledger and Daily Record, and was filed with the Clerk of the County of Morris.

ROLL CALL

Trustees Advokat, Bogaard, Frost, Giarratano, Hadzima, Jinks, Licitra, Weisberg, and Chair Ricca were in attendance. Trustee Pepe was absent. President Iacono and Attorney Schneider 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 23, 2017, 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 Retirement
3. Employee Appointments
4. Adjunct Faculty Appointment and Salary Revisions, Spring 2017
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 Weisberg and the second of Trustee Jinks, Chair Ricca called for discussion by members of the Board. There being no discussion, Chair Ricca called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The meeting was closed to the public at 6:02 p.m. The public meeting reconvened at 6:30 p.m.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MINUTES

Chair Ricca called for consideration of the minutes of the rescheduled regular meeting of February 7, 2017, including the closed session, and the special meeting of March 7, 2017. Upon the motion of Trustee Weisberg and the second of Trustee Advokat, Chair Ricca called for a voice vote of the Board. The voice vote of the Board indicated that all were in favor 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 in the Office of the President. In addition to the printed report, President Iacono announced that BestColleges.com rated CCM as a top community college in New Jersey in its 2017 Top Ranked Colleges, and announced that the Capital Campaign silent leadership phase has begun.

REPORT OF THE TREASURER

Treasurer Bogaard moved for the adoption of the following resolutions 7.A. – 7.B. on the Consent Agenda of the Report of the Treasurer.

- A. RESOLVED, That the checks numbered 135688 in the amount of \$176,940.00; and numbered 137188 in the amount of \$37,899.95 be approved and payment authorized for capital improvements.
- B. RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following state contract vendors:

<u>State</u>	<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
	A70256	Computers	Dell Round Rock, TX	\$43,471.27

Four Dell Latitude 5280 Laptop Computers @ \$980.00 each = \$3,920.00; ten Dell Inspiron 15 7000 Series Laptop Computers @ \$721.87 each = \$7,218.70; one Dell Latitude E5570 @ \$883.98; one Dell Mobile Computing Cart Unmanaged @ \$1,405.99; Perkins funded twenty Dell Latitude E5570 Computers @ \$1,502.13 = \$30,042.60.

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

Trustee Bogaard left the meeting at this time, 6:40 p.m.

PERSONNEL MATTERS

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

- A. RESOLVED, That the Board approves compensation for those person listed on Attachment #1 for professional services to the college for the purposes stated on Attachment #1.

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

- B. RESOLVED, That the Board of Trustees approve the acceptance of the following employee retirement:

- Kathryn E. Avola, retirement, effective 5/31/17

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

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

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

- D. RESOLVED, That the revisions to the adjunct faculty appointments and salaries for the 2017 spring semester be approved as stated on Attachment #3.

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

- 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 2017.

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

COMMITTEE ON LANDS AND BUILDINGS

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

- A. WHEREAS, The County College of Morris pursuant to public advertisement, received and opened bids on February 28, 2017 for the Student Community Center HVAC Project under Bid #B1617-30JK and,

WHEREAS, DeSesa Engineering Co., Inc., 83 Dorsa Avenue, Livingston, NJ 07039, submitted a bid in the amount of \$2,097,700.00, which is the lowest responsible bid received from a qualified bidder for the project; and,

WHEREAS, by correspondence dated February 28, 2017, the architects, EI Associates, recommended award of the bid to DeSesa Engineering Co., Inc.;

NOW, THEREFORE, BE IT RESOLVED, on this 15th day of March, by the Board of Trustees of the County College of Morris that DeSesa Engineering Co., Inc. be awarded the contract for Bid #B1617-30JK for the Student Community Center HVAC Project in the amount of \$2,097,700.00

- B. WHEREAS, The County College of Morris pursuant to public advertisement, received and opened bids on February 23, 2017 for the Reconstruction and Repaving of Parking Lot 3 under Bid #B1617-31JK and,

WHEREAS, Glenn G. Hale, Inc. DBA Hale Built, 356 Highway 31, Flemington, NJ 08822 submitted a bid in the amount of \$836,900.00, which is the lowest responsible bid received from a qualified bidder for the project; and,

WHEREAS, by correspondence dated February 28, 2017, the architects, NV5, recommended award of the bid to Hale Built;

NOW, THEREFORE, BE IT RESOLVED, on this 15th day of March, by the Board of Trustees of the County College of Morris that Hale Built be awarded the contract for Bid #B1617-31JK for the Reconstruction and Repaving of Parking Lot 3 in the amount of \$836,900.00.

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

COMMITTEE ON FINANCE AND BUDGET

On behalf of Committee Chair Bogaard, Trustee Licitra moved for the adoption of the following resolutions 10.A. – 10.C.

- A. RESOLVED, That the cash donations in the amount of \$99,172.38 for the month of February 2017 be accepted with appreciation. Attachment #5.

- B. BE IT RESOLVED, by the Board of Trustees of the County College of Morris that a professional service contract be awarded to Investors Bank, based upon the proposal submitted on February 17, 2017, for an initial contract term of two years with an option to renew for a third year, to provide primary depository banking services.
- C. 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 the fiscal year starting July 1, 2016 and ending June 30, 2017 (Project # 277155).

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

COMMITTEE ON ORGANIZATION, BYLAWS AND NOMINATION

Committee Chair Advokat reported that the Committee is reviewing certain policies related to trusteeship. The Report of the Committee on Organization, Bylaws and Nomination was concluded.

MATTERS FOR ATTENTION OF THE BOARD BY OFFICERS OF THE BOARD.

Chair Ricca acknowledged receipt of Board of School Estimate certificates from the February 8, 2017 and March 8, 2017 meetings.

NEW BUSINESS.

Trustee Advokat invited Trustees to propose Trustee officer nominees for consideration by the Committee on Organization, Bylaws and Nomination.

PICATINNY INNOVATION CENTER BOARD OF DIRECTORS

Trustee Licitra provided the motion for the following resolution for the Picatinny Innovation Center Board of Directors.

RESOLVED, That Hank Lyon be appointed to the Board of Directors of the Picatinny Technology Innovation Center, Inc. for the term fixed by the By-Laws.

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

There were no reports on Program Advisory Committees.

Chair Ricca reported on the Morris County Superintendents Roundtable meeting hosted by President Iacono.

QUESTIONS AND COMMENTS FROM THE PUBLIC

Chair Ricca called for questions or comments from the public at 6:50 p.m. There were no questions or comments from the public.

The public meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Denise M. Bell
Recording Secretary

**REMUNERATION FOR PROFESSIONAL SERVICES
FOR THE MONTH OF MARCH 2017**

NAME	DATES OF SERVICE	PAYMENT	REASON
Adams, Rebecca	11/3/16-12/15/16	\$378.00	Taught Employment Law for CPP
Adams, Rebecca	01/05/2017	\$63.00	Taught HR Information Session for CPP
Ayres, Matthew	February 2017	\$285.00	English Placement Essay Readings/Grading
Bacino, AnnMarie	11/2016 – 01/2017	\$252.00	Language Doc Periodic Review Project
Balish, Alexandra	02/11/2017	\$210.00	Taught CPR Healthcare for CPP
Birx, Emily	February 2017	\$60.00	English Placement Essay Readings/Grading
Bonfiglio, Adam	01/28/2017	\$30.00	Shot clock for Winter Sports Season
Bowers, Glenn	1/21,24,26/17;2/2,11/17	\$230.00	Shot clock & scoreboard for Winter Sports Season
Brown, Mark	01/14/2017	\$378.00	Taught Intro to Counseling for CPP
Brown, Mark	01/21/2017	\$378.00	Taught Counseling Skills for CPP
Brown, Mark	01/28/2017	\$378.00	Taught Crisis Intervention for CPP
Brown, Mark	02/04/2017	\$378.00	Taught Addiction Counseling for CPP
Brown, Mark	02/11/2017	\$378.00	Taught Group Counseling for CPP
Calotta, Anita	01/05/2017	\$84.00	Alternate Route Info for CPP
Cantelmo, Concetta	1/19/17;2/1/17	\$105.00	Testing Center Administration & Proctoring Coverage
Cantelmo, Concetta	2/8,15/17	\$142.50	Testing Center administration & Proctoring Coverage
Chegwidden, Jim	1/21,24/17	\$95.00	Shotclock & scoreboard for Winter Sports Season
Ciccolella, Birthe	11/7/16-12/7/16	\$840.00	Computer Instruction for Women's Center, Excel 1 & 2
DeAlessi, Marianne	1/13/17-2/5/17	\$3,192.00	Taught Cert. Homemaker/Home Health Aide for CPP
Dee McAree	8/15/16, 12/2/16	\$252.00	College Readiness Now III
D'Marco, Christopher	01/27/2017	\$400.00	Taught Root Cause Analysis for CBT
Driver, Laura	12/02/2016	\$126.00	College Readiness Now III
Eber, Janet	8/8,15/16,10/25/16, 12/2/16,1/24/17	\$399.00	College Readiness Now III
Eber, Janet	February 2017	\$165.00	English Placement Essay Readings/Grading
Emma, Evelyn	8/15/16, 12/2/16	\$252.00	College Readiness Now III
Emma, Evelyn	February 2017	\$75.00	English Placement Essay Readings/Grading
Faines, Ronald	01/28/2017	\$408.00	Taught Intro to Counseling for CPP
Faines, Ronald	02/04/2017	\$408.00	Taught Counseling Skills for CPP
Faines, Ronald	02/11/2017	\$408.00	Taught Crisis Intervention for CPP
Farmer, Therese	01/21/2017	\$416.00	Taught Intravenous Venipuncture Certificate for CPP
Favia, Dale	1/12-19/17	\$700.00	Taught Work Readiness for CBT
Favia, Dale	1/17-31/17	\$300.00	Taught Neighbors-Helping-Neighbors for CBT
Gabrielsen, Laura	8/15/16, 12/2/16	\$252.00	College Readiness Now III
Garbaino, Claude	12/10/16-1/14/17	\$816.00	Taught Evaluation & Management for CPP
Garbrielsen, Laura	February 2017	\$480.00	English Placement Essay Readings/Grading
Grant, Rosemary	01/31/2017	\$45.00	Testing Center administration & Proctoring Coverage
Grant, Rosemary	2/7,8,13/17	\$127.50	Testing Center administration & Proctoring Coverage
Grundfest, Robert	01/05/2017	\$84.00	Taught Information Session - Alt Route
Halbach, Chuck	1/26/17, 2/11/17	\$60.00	Shotclock for Winter Sports Season
Hamersma, Carol	12/1/16, 2/1/17	\$200.00	Music performance for 2 scholarship events
Kang, Jennifer	11/16 – 01/17	\$252.00	Language Doc Periodic Review Project

*Board of Trustees
County College of Morris
March 23, 2017
Attachment #1*

NAME	DATES OF SERVICE	PAYMENT	REASON
Kenneweg, Lisa	02/03/2017	\$400.00	Taught Access: Acquire Fundamental for CBT
Kenneweg, Lisa	02/10/2017	\$400.00	Taught Excel Intermediate for CBT
Kenneweg, Lisa	02/14/2017	\$200.00	Taught PowerPoint 2013 Intermediate for CBT
Kenneweg, Lisa	01/31/2017	\$400.00	Taught Excel for Beginners for CBT
Kenneweg, Lisa	01/31/2017	\$400.00	Taught PowerPoint Fundamentals for CBT
Lilley, Jeff	02/14/2017	\$400.00	Taught Six Sigma Fundamentals for CBT
Lowery, Suzanne	02/15/2017	\$210.00	Taught Decadent Chocolate Desserts for CPP
Maione, RoseAnn	1/19,31/17;2/1/17	\$195.00	Testing Center administration & Proctoring Coverage
Maione, RoseAnn	2/7,14,15/17	\$202.50	Testing Center administration & Proctoring Coverage
Martinez, Christina	01/25/2017	\$260.00	Taught The Power of Trust for CBT
Martinez, Christina	02/07/2017	\$260.00	Taught Communicating with Clarity 1 for CBT
Martinez, Christina	02/14/2017	\$260.00	Taught Innovation: Unleash the Power for CBT
Martinez, Christina	02/15/2017	\$520.00	Taught Peer to Supervisor for CBT
Menendez, David	11/22/16-2/7/17	\$2,820.00	Taught Electrical Inspector for CPP
Mosso, Ray	1/21,24,26,28/17;2/11/17	\$210.00	Announcer for Winter Sports Season
O'Brien, Emily Rae	02/10/2017	\$400.00	Taught Excel Intermediate for CBT
Occhipinti, Georgann	02/02/2017	\$400.00	Taught Presentations That Capture for CBT
Occhipinti, Georgann	01/24/2017	\$400.00	Taught Emotional Intelligence for CBT
Occhipinti, Georgann	01/25/2017	\$400.00	Taught Communications - Improve Business for CBT
Pacchiano, Linda	01/18/2017	\$210.00	Taught Indian Cuisine for CPP
Petti, Ciro	02/03/2017	\$400.00	Taught Gain Control of Your Workday for CBT
Petti, Ciro	02/15/2017	\$400.00	Taught Excel Functions: Most Needed for CBT
Porteous-Nye, Hilary	11/16 – 01/17	\$252.00	Language Doc Periodic Review Project
Roccanova, Teresa	Spring 2017	\$700.00	Teaching Basic Musicianship - Saturday Challenger Program
Sains, Scott	1/21-28/17,2/2,11/17	\$280.00	Stats for Winter Sports Season
Sandonato, Claudia	01/27/2017	\$400.00	Taught Managing Multiple Priorities for CBT
Shera, Kathleen	1/9-30/17	\$756.00	Taught Medical Billing I for CPP
Shera, Kathleen	1/21/17-2/11/17	\$672.00	Taught Medical Billing for CPP
Sterzer, Kenneth	01/12/2017	\$126.00	Taught Training & Staff Development for CPP
Swern, Lauren	01/30/2017	\$126.00	Taught Fundamentals Fundraising Prof. for CPP
Treibman, Judy	1/5-26/17	\$378.00	Taught Training & Staff Development for CPP
Valentino, Anthony	12/02/2016	\$126.00	College Readiness Now III
Wardlow, Greg	1/28/17;2/2/17	\$105.00	Scoreboard keeper for Winter Sports Season
Watson, Gail	8/15/16,11/25/16,12/2/16	\$378.00	College Readiness Now III
Weiss, Joan	1/26,30/17	\$75.00	Testing Center administration & Proctoring Coverage
Weiss, Joan	02/06/2017	\$37.50	Testing Center administration & Proctoring Coverage
Wise, Susan	01/05/2017	\$70.50	Taught Information Session - PC Repair & Networking for CPP
Yotka, Thomas	01/05/2016	\$70.50	Taught UCC Information Session for CPP

March 23, 2017

The following actions commence as of the date indicated and end on June 30, 2017.

*Those actions beginning April 1 or after commence as of that date and end on June 30, 2018.

The annual salaries are prorated for the period.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
FAC:				
REPLACEMENT	Fitzgerald, Elizabeth	30-Aug-17	<u>Appointed to:</u> Associate Professor Nursing	\$65,000
MANAGEMENT:				
REPLACEMENT	Carey, John	27-Mar-17	<u>Appointed to:</u> Associate Director Plant & Maintenance	\$77,000
AAPF:				
REPLACEMENT	Jackson, Jessica	10-Apr-17	<u>Appointed to:</u> Accessibility Support Specialist Accessibility Services	\$54,000
CCMSA:				
REPLACEMENT	Vetter, Dylan	10-Apr-17	<u>Appointed to:</u> Library Services Assistant LRC	\$29,600
PART-TIME:				
REPLACEMENT	Travers, Steven	20-Feb-17	<u>Appointed to:</u> PT Security Officer Public Safety	\$14.00ph
REPLACEMENT	Vincelette, Kathy	6-Mar-17	<u>Appointed to:</u> GRANT FUNDED PT Job Developer Women's Center	\$22.50ph
REPLACEMENT	Armstrong, Charlene	16-Mar-17	<u>Appointed to:</u> GRANT FUNDED Career Counselor Women's Center	23.00ph

ADJUNCT FACULTY APPOINTMENT AND SALARY REVISIONS
Spring 2017

<u>Name</u>	<u>Dept.</u>	Salary		<u>Code</u>
		<u>From</u>	<u>To</u>	
Delgiudice, James	01080	\$4,638.00	\$6,725.00	C
Frank, Sibylle	01020	\$2,937.00	\$3,247.00	C
Beacken, Anne	01020	\$3,092.00	\$7,266.00	C

Code:

C = COURSE/CREDIT HOURS ADDED OR DELETED

**RECOMMENDATIONS TO ADJUNCT II
FALL 2017**

BUSINESS, MATHEMATICS, ENGINEERING AND TECHNOLOGIES

Dennis Hammer, Business
Douglas Jones, Engineering Technologies/Engineering Science
Jonathan Kalafer, Information Technologies

HEALTH AND NATURAL SCIENCES

Ellen Calefati, Allied Health (Respiratory Therapy)

LIBERAL ARTS

Riad Abugosh, Languages and ESL
Kathleen Bartlett, English and Philosophy
Marilyn Cahill, Languages and ESL
Marco Cutrone, Art and Design
Dr. Melissa Kasmin, Psychology and Education
Renata Kessler, Languages and ESL
Mary Olson, Languages and ESL
Athina Vella, Communication
Lindsey Wah, English and Philosophy

COUNTY COLLEGE OF MORRIS
FOUNDATION DONATION REPORT FOR THE
MONTH OF FEBRUARY 2017

DONOR		DESIGNATED USE	CASH
1	Dr. Cathryn Clary	Unrestricted General Fund	\$ 500.00
2	Patrick DeMare	Patrick DeMare Endowed Scholarship	\$ 500.00
3	John & Mary Linda Foundation	John & Mary Linda Foundation Scholarship	\$ 1,743.44
4	New Jersey Natural Gas Company	Unrestricted General Fund Women Who Dare Program	\$ 4,000.00
5	Patricia McGrath	Capital Campaign/Scholarships	\$ 3,000.00
6	Mary Newell-Miller	Hospitality Management Program	\$ 1,245.53
7	Bryan & Katie Olsen	Capital Campaign/Unrestricted General Fund	\$ 10,000.00
8	Sam & Louise Olshan	Peggy Walker Baldini Memorial Scholarship	\$ 1,000.00
9	Estate of Antoinette Rinehart	Arthur Fritz Scholarship	\$ 50,000.00
10	Joseph Vitale	Capital Campaign/Scholarships	\$ 25,000.00
	General Contributions		\$ 2,183.41
	TOTAL		\$ 99,172.38