

COUNTY COLLEGE OF MORRIS
BOARD OF TRUSTEES MINUTES
REGULAR MEETING
November 19, 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 6:00 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 rescheduled Regular Meeting of the Board of Trustees was provided on October 31, 2018. 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, Dredden, Hadzima, Milonas, Pepe, Raymond, Weisberg and Chair Licitra were in attendance. Trustees Allen-McMillan, Frost and Alumni Trustee Seligson were absent. President Iacono, Attorney Chait, 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 November 19, 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 Resignations, Retirements, and Termination
3. New Employee Appointments
4. Adjunct Faculty Appointment and Salary Revisions, Fall 2018 Semester
5. 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 #5.

Upon the motion of Trustee Pepe and the second of Trustee Hadzima, 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 6:05 p.m. The public meeting reconvened at 6:50 p.m.

MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

Chair Licitra called for a moment of silence and then invited everyone to rise and salute the flag. Everyone rose, saluted the flag and recited the Pledge of Allegiance.

APPROVAL OF MINUTES

Chair Licitra called for consideration of the minutes of the regular meeting of October 16, 2018, including the closed session. Upon the motion of Trustee Pepe and the second of Trustee Milonas, 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.

ORGANIZATION OF THE BOARD OF TRUSTEES

ELECTION OF CHAIRMAN PRO TEM

Attorney Chait was appointed Chairman Pro Tem to conduct the election of the Board of Trustees officers.

ELECTION OF OFFICERS OF THE BOARD

Chairman Pro Tem Chait called for a report of the Committee on Organization, Bylaws, Planning and Nomination with the proposed slate of officers of the Board of Trustees for the year November November 19, 2018 through November 19, 2019. Trustee Advokat, Chair of the Committee on Organization, Bylaws, Planning, and Nomination, moved for the election of the slate of officers as follows: Chair – Paul R. Licitra; Vice Chair – Thomas A. Pepe; Treasurer – Jeffrey M. Advokat, and Secretary – Dr. Barbara L. Hadzima. Trustee Weisberg seconded the

motion. Chairman Pro Tem Chait called for nominations from the floor. There being none, Chairman Pro Tem Chait called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

MEETING SCHEDULE AND OFFICIAL NEWSPAPER

Trustee Advokat moved for the adoption of a resolution determining the date, time and place of the regular monthly meetings of the Board, and the official newspaper for legal notices. Trustee Advokat noted that the resolution was prepared using the present arrangement for regular monthly meetings and the designation of the Daily Record as the official newspaper. Trustee Weisberg seconded the motion.

- A. The Board of Trustees shall hold its regular monthly meetings, until the next organizational meeting, on the following dates. Unless otherwise modified by resolution of the Board of Trustees, the regular monthly public meetings shall be held in the designated locations.

Tuesday, December 11, 2018	Board Room, Henderson Hall
Tuesday, January 15, 2019	Board Room, Henderson Hall
Tuesday, February 26, 2019	Board Room, Henderson Hall
Tuesday, March 19, 2019	Board Room, Henderson Hall
Tuesday, April 23, 2019	Board Room, Henderson Hall
Tuesday, May 21, 2019	Board Room, Henderson Hall
Tuesday, June 18, 2019	Board Room, Henderson Hall
Tuesday, July 16, 2019	Board Room, Henderson Hall
Tuesday, August 20, 2019	Board Room, Henderson Hall
Tuesday, September 17, 2019	Board Room, Henderson Hall
Tuesday, October 22, 2019	Board Room, Henderson Hall
Tuesday, November 19, 2019	Board Room, Henderson Hall

The Board Room, Henderson Hall is located on the campus of County College of Morris, 214 Center Grove Road, Randolph Township, New Jersey.

All regular meetings shall commence at 6:00 p.m. for the sole purpose of publicly adopting resolutions required by the “Open Public Meetings Act,” P.L. 1975, Chapter 231, following which the Board will meet in closed session and reconvene in public session at 6:30 p.m.

The next organizational meeting of the Board of Trustees will be held in public session, November 19, 2019, at 6:30 p.m., in the Board Room, Henderson Hall on the campus of County College of Morris, 214 Center Grove Road, Randolph Township, New Jersey.

- B. Except as hereinafter provided, notice of special or rescheduled meetings of the Board of Trustees shall be posted 48 hours in advance at the following location:

The bulletin board outside the President’s Office.

- C. The following newspaper, circulating in Morris County, is hereby designated the official newspaper for the publishing of all legal notices of the Board of Trustees:

Daily Record.

A copy of this resolution, together with the advance notice of special and rescheduled meetings of the Board of Trustees, shall be mailed to the above-named newspaper.

The annual schedule of regular meetings shall be published in said newspaper within seven days of adoption of this resolution.

- D. A copy of this resolution and advance notices of special and rescheduled meetings of the Board of Trustees shall be filed with the Clerk of the County of Morris.

- E. Any person may request in writing that the Board of Trustees mail to him/her a copy of the annual schedule of regular meetings of the Board of Trustees and/or advance written notice of special or rescheduled meetings of the Board of Trustees. Upon prepayment by such person of the applicable fee hereinafter set forth, such annual schedule and/or advance notices shall be mailed to such person. All requests made pursuant to this paragraph shall terminate at midnight, December 31st of the current year, subject to renewal thereafter upon the filing of a new written request to the Board of Trustees, together with prepayment of the applicable fee. Notices requested by news media shall be mailed to one representative of such media free of charge.

SCHEDULE OF MAILING FEES

For copy of annual schedule of regular meetings and revisions thereto \$10
For advance written notice of all special or rescheduled meetings during the calendar year \$20

- F. All advance written notices referred to in this resolution of special or rescheduled meetings of the Board of Trustees, shall to the extent known include: (a) the agenda, and (b) those matters upon which formal action may be taken.
- G. Accommodation will be made for individuals with a disability, pursuant to the Americans with Disabilities Act (ADA), provided the individual with the disability provides 48 hours advance notice to the Board Secretary before the public meeting.

With respect to individuals with a hearing disability who require live transcription services, such as the services of a CART transcriber, seven days advance notice to the Board Secretary before the public meeting is required.

Chair Licitra called for discussion by members of the Board. There being no further discussion, Chair Licitra called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

DESIGNATION OF STANDING COMMITTEES

Chair Licitra distributed the list of designated Standing Committees to function during the ensuing year; and the appointment of Standing Committee Chairs and members.

BOARD OF SCHOOL ESTIMATE

Chair Licitra made a motion for the adoption of a resolution appointing the Board’s two representatives and alternate to the Board of School Estimate.

BE IT RESOLVED, That Paul R. Licitra and Jeffrey M. Advokat shall serve as two representatives, and Thomas A. Pepe shall serve as alternate to the Board of School Estimate for the period November 19, 2018 through November 19, 2019.

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

APPOINTMENT OF RECORDING SECRETARY

Trustee Weisberg moved for the adoption of the following resolution.

BE IT RESOLVED, That Denise M. Bell be appointed Recording Secretary to the Board of Trustees for the period November 19, 2018 through November 19, 2019, at a stipend of \$8,500 prorated for the period.

Upon the second of Trustee Pepe, Chair Licitra called for discussion by members of the Board. There being no discussion, Chair Licitra called for a roll call vote of the Board. The roll call vote of the Board indicated that all were in favor.

BYLAWS

Trustee Advokat moved for the adoption of the following resolution continuing the Bylaws, and continuing policies and procedures now in force for the ensuing year, except as they may be changed from time-to-time by the Board of Trustees.

BE IT RESOLVED, That the Board of Trustees of the County College of Morris shall continue the Bylaws, and continue the policies and procedures now in force for the ensuing year, except as they may be changed from time-to-time by the Board of Trustees.

Upon the second of Trustee Pepe, Chair Licitra called for discussion by members of the Board. There being no discussion, 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 ORGANIZATION OF THE BOARD WAS CONCLUDED.

REPORT OF THE PRESIDENT

The following individuals were recognized by the Board for recently received awards:

- Dr. Joseph S. Weisberg; New Jersey Council of County Colleges Ronald D. Winthers Trustees Leadership Award
- CCM Marketing and Public Relations; National Council of Marketing and Public Relations Bronze Medallion Award for the college’s “Name the Titan” school pride campaign
- Prof. Venancio Fuentes; Association of Community College Trustees (ACCT) 2018 Faculty Award for the Northeast region

President Iacono also distributed the 2017-2018 Annual Report and acknowledged the work of Marketing and Public Relations and the CCM Print Shop.

Continuing, President Iacono referred the Board to the written Report of the President that is on file in the Office of the President.

ADVANCED ENGINEERING AND MANUFACTURING (AEM) BUILDING UPDATE

Vice President VanDerhoof reported that eleven (11) bids were received for the AEM Project. The award of contract will be considered at the December meeting of the Board.

REPORT OF THE TREASURER

Treasurer Advokat moved for the adoption of the following resolutions.

- A. RESOLVED, That the check numbered 8994 in the amount of \$97,201.08 be approved and payment authorized for capital improvements.
- B. RESOLVED, That in accordance with the County College Contracts Law, a purchase order be issued to the following vendor through the Joint Purchase Agreements - Consortium:

<u>Consortium #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
Camden CC	NMReady 60 MHz	VWR	\$38,525.00
#FY18JPC-33	Benchtop NMR Spectrometers, Nanalysis	Arlington Heights, IL	

NMReady 60 MHz Benchtop NMR Spectrometer, Nanalysis, one @ \$37,025.00; and on-site installation and training @ \$1,500.00 for Biology/Chemistry Department for the School of Health Professions and Natural Sciences.

<u>Consortium #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
ESCNJ 17/18-16	Office furniture	Business Furniture Inc. Parsippany, NJ	\$2,503.19

Two (2) Citi Lounge Chairs #7875 @ \$586.93 each = \$1,173.86. One (1) Citi 2-seat Sofa #7876 @ \$793.02. One (1) River Rectangular Coffee Table #7733 @ \$536.31 for DeMare Hall Faculty Offices.

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
U.S. Communities #4400003403	Desks	Business Furniture Inc. Parsippany, NJ	\$13,644.35

Three (3) Flip Dr Units #5-7239-ODT @ \$1,068.10 = \$3,204.30. One (1) Desk Shell #5F0-6630-LL @ \$810.15. Seven (7) Desk Shells #5F0-7230-LL @ \$848.10 = \$5,936.70. Four (4) Return Shells #5PO-4824-LOD @ \$496.65 = \$1,986.60. Four (4) Return Shells #5PO-4824-OLD @ \$426.65 = \$1,706.60 for DeMare Hall Retention Center.

- C. 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>
81711	Chairs	Exemplis Cypress, CA	\$4,166.58

Thirty-three (33) Rio Four Leg Charis #1051FT1A0PSSC5 @ \$126.26 each = \$4,166.58 for DeMare Hall Faculty Offices and Cohen Hall Retention Center.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A81620	Office furniture	Business Furniture Inc. Parsippany, NJ	\$48,695.82

Twelve (12) Aeron Work Chairs #AER1B23DW @ \$844.56 = \$10,134.72. Twelve (12) Mobile Pedestal #M16-1522-BBF @ \$464.94 = \$5,579.28. Twelve (12) Mobile Pedestals #M16-1522-FF @ \$448.20 = \$5,378.40. Two (2) Lateral Files #26-3620-5 @ \$1,090.26 = \$2,180.52. Eight (8) Lateral Files #26-4220-5 @ 1,222.02 = \$9,776.16. One (1) Bookcase #46-3015-OB-68 @ \$487.62. Thirteen (13) Bookcases #46-3615-OB-68 @ \$538.92 = \$7,005.96. Four (4) Everywhere Rectangular Table #DT1AS.2466LP @ \$518.94 = \$2,075.76. Three (3) Everywhere Rectangular Table #DT1AS.3048LP @ \$449.82 = \$1,349.46. One (1) Rectangular Table #DV6ATS.3048LE @ \$808.08. Twenty-seven (27) Wall Strips #AO213.60 @ \$25.62 = \$691.74. Eighteen (18) Shelves #A3210.1336 @ \$79.38 = \$1,428.84. Eighteen (18) Tackboards #A3410.2036 @ \$99.96 = \$1,799.28. For DeMare Hall Faculty Offices and Cohen Hall Retention Center.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A81721	Desks	National Office Furniture Jasper, IN	\$4,489.80

Four (4) Waveworks Surface #WW3072WSSDL @ \$317.40 = 1,269.60. Four (4) Waveworks Surface #WW2448WSSDL @ \$194.40 = \$777.60. Eight (8) Waveworks End Panels #WW2928EPL @ \$157.20 = \$1,257.60. Four (4) Waveworks End Panels #WW2328EPL @ \$143.40 = \$573.60. One (1) Waveworks Modesty Panel #WW7227MPL @ \$167.40. Four (4) Undersurface Support Rails @ \$111.00 = \$444.00 for Cohen Hall Retention Center.

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.

- D. RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following vendors for purchases following public advertising:

<u>Bid #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
B1819-23DD	Printing Services	Paper Mart, Inc.	\$26,000.00
	Paper	East Hanover, NJ	Estimated

Printing Services Paper for the Print Shop for a six (6) month period, December 1, 2018 through May 31, 2019.

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 Treasurer was concluded.

PERSONNEL MATTERS

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

- A. RESOLVED, That the Board of Trustees approve compensation for those persons listed on Attachment #1 for professional services to the College for the purposes stated on Attachment #1.
- B. BE IT RESOLVED, That the Board of Trustees approve the acceptance of the following employee resignations, retirements, and termination:
- Michael Sipple, resignation, effective 10/9/18
 - Joseph Reynolds, termination, effective 10/12/18
 - Christopher Kolwicz, resignation, effective 11/10/18
 - Ronee Lynn Power, resignation, effective 11/15/18
 - Annette Kopacka, retirement, effective 1/7/19
 - Lois Slaski, retirement, effective 1/7/19
 - Marie Giuriceo, retirement, effective 1/17/19

Trustee Hadzima 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 new employee appointments listed on Attachment #2 be approved.
- D. RESOLVED, That the revisions to the adjunct faculty appointments and salaries for the 2018 Fall semester be approved as stated on Attachment #3.

Trustee Hadzima 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 FINANCE AND BUDGET

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

- A. BE IT RESOLVED, That the Board of Trustees of the County College of Morris accepts the Report of Expenditures of Legal Fees, Governmental and Public Relations, for the fiscal year ending June 30, 2018. Attachment #4.

Trustee Milonas 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 following contract 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
Beasley Media Group LLC	Radio Advertising Services	12/01/18-11/30/19	\$29,940.00
Peg LLC	CART Services	09/04/18-12/31/18	Will Exceed \$17,500.00
Vogel, Chait, Collins and Schneider	Legal Services	12/01/18-11/30/19	Will Exceed \$17,500.00

The form of resolution hereby adopted awarding the contract is set forth in Attachment #5.

Trustee Raymond 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. BE IT RESOLVED, That the contract for the services of a professional market research firm be awarded to Clarus Corporation as set forth in Attachment # 6.

Trustee Dredden 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 AUDIT

Committee Chair Pepe reported that the Committee received a presentation on CCM Information Security and Risk Management. The Report of the Committee on Audit was concluded.

COMMITTEE ON ACADEMIC AND EDUCATIONAL PROGRAMS

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

- A. BE IT RESOLVED, That the Program Advisory Committees be accepted for 2018-2019 as indicated on Attachment #7.

Trustee Pepe 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. BE IT RESOLVED, that the college calendar for Academic Years 2020-2021 be established as shown on Attachment #8.

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 Academic and Educational Programs was concluded.

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

Chair Licitra reminded the Board that a Special meeting will be scheduled in February to receive a presidential briefing.

QUESTIONS AND COMMENTS FROM THE PUBLIC

Chair Licitra called for questions or comments from the public at 7:45 p.m. There were no questions or comments from the public.

The being no further business to conduct, the public meeting was adjourned at 7:45 p.m.

Respectfully submitted,
Denise M. Bell
Recording Secretary

**REMUNERATION FOR PROFESSIONAL SERVICES
FOR THE MONTH OF NOVEMBER 2018**

NAME	DATES OF SERVICE	PAYMENT	REASON
Adamczyk, Barbara	9/17/18-10/22/18	\$280.00	Taught Blackboard Coordinator for CBT
Adamczyk, Barbara	7/1/18-9/14/18	\$1,225.00	Program Development for CBT
Andrew, Lesley	09/14/2018	\$35.00	Program Development for CBT
Andrew, Lesley	9//15/18	\$240.00	Taught Peripheral IV Therapy for CPP
Ayres, Matt	10/16/2018	\$100.00	How to Write an Effective Research Paper Workshop for Tutoring
Bahner, Hilda	9/17/18-10/18/18	\$3,009.00	Taught ESL Early Beginner & Advanced for CPP
Baker, JoAnn	10/06/2018	\$329.00	AAPC Coding Exam for CPP
Balish, Alexander	10/20/2018	\$210.00	Taught HC Prof BLS for CPP
Balish, Alexander	09/22/2018	\$210.00	Taught HC Prof BLS for CPP
Cagno, Kristina	9/17/18-10/22/18	\$400.00	Taught Career Readiness-AM Cohort-Stress for CBT
Cagno, Kristina	7/1/18-9/14/18	\$175.00	Program Development for CBT
Callahan, Patricia	9/19/18-10/17/18	\$630.00	Taught MS PowerPoint Essentials for CPP
Callahan, Patricia	9/24-25/18	\$300.00	Taught SharePoint 2016 for CBT
Cantelmo, Concetta	9/13,20/18	\$112.50	Testing Center Admin & Proctoring Coverage
Cantelmo, Concetta	10/11,17,18/18	\$150.00	Testing Center Admin & Proctoring Coverage
Chambers, Catherine	07/17/2018	\$210.00	Math consultation w/ HS staff
Chambers, Catherine	07/25/2018	\$210.00	Math consultation w/ HS staff
Crespo-DiStefan, Leonor	9/29/18-10/20/18	\$504.00	Taught Accounting Fundamentals for CPP
Crespo-DiStefan, Leonor	10/15/2018	\$126.00	Taught Fundamentals Fundraising Prof for CPP
Cupo, Marina	9/17/18-10/17/18	\$2,000.00	Taught ESL, Beginner & Level 3 for CBT
Cupo, Marina	9/17-18/18	\$250.00	Taught ESL for Beginners & Level 3 for CBT
Eberhardt, Nancy	09/24/2018	\$126.00	Taught Fundamentals Fundraising Prof for CPP
Faines, Ronald	9/6/18-12/21/18	\$510.00	Program development, revision work-CADC for CPP
Faines, Ronald	09/29/2018	\$408.00	Taught C201 Intro to Counseling for CPP
Faines, Ronald	10/06/2018	\$408.00	Taught C202 Intro to Tech & Approach for CPP
Faines, Ronald	10/13/2018	\$408.00	Taught C203 Crisis Intervention for CPP
Favia, Dale	9/18/18-10/2/18	\$300.00	Taught Neighbors Helping Neighbors for CBT
Favia, Dale	10/12/2018	\$400.00	Taught Elevate the Customer Service Exp. For CBT
Favia, Dale	10/18/2018	\$200.00	Taught Business Professionalism for CBT
Favia, Dale	10/19/2018	\$400.00	Taught Managers Matter for CBT
Ferreira, Sharon	9/17/18-10/17/18	\$1,020.00	Taught ESL Advanced for CPP
Fitzpatrick, Kelly	9/20/18-10/18/18	\$750.00	Taught Intro to R Programming for CPP
Garbarino, Claude	9/15/18-10/6/18	\$816.00	Taught ICD-10-CM Intro & Application for CPP
Garver, Alyce	10/17/2018	\$400.00	Taught Outlook in a Nutshell for CBT
Garver, Alyce	10/25/2018	\$300.00	Taught Skype for Business for CBT
Garver, Alyce	09/21/2018	\$400.00	Taught Excel for Beginners for CBT
Gigliotti, Samantha	10/30/2018	\$100.00	Bio Workshop, Tutoring Center
Gordon, Ramon	9/17/18-10/18/18	\$2,040.00	Taught ESL Early Beginner & Beginner for CPP
Grant, Rosemary	09/17/2018	\$37.50	Testing Center Admin & Proctoring Coverage
Grant, Rosemary	10/1,8/18	\$75.00	Testing Center Admin & Proctoring Coverage
Grant, Rosemary	10/15/2018	\$52.50	Testing Center Admin & Proctoring Coverage
Gruneiro, Nieves	9/12/18, 10/10/18	\$400.00	Portrait photos of new Trustees
Hubbard, Susan	9/17/18-10/22/18	\$400.00	Taught Career Readiness for CBT
Hubbard, Susan	7/1/18-9/14/18	\$385.00	Program Development for CBT
Kari, Jessica	9/18/18-10/18/18	\$940.00	Taught ESL - Beginner for CPP
Kelly, Christine	10/02/2018	\$100.00	Bio Workshop, Tutoring Center

*Board of Trustees
County College of Morris
November 19, 2018
Attachment #1*

NAME	DATES OF SERVICE	PAYMENT	REASON
Kenneweg, Lisa	9/28/18-10/1/18	\$400.00	Taught Excel for Beginners for CBT
Kenneweg, Lisa	10/18/2018	\$400.00	Taught Excel Functions for CBT
Kenneweg, Lisa	10/19/2018	\$400.00	Taught Excel Intermediate for CBT
Kenneweg, Lisa	10/25/2018	\$400.00	Taught PowerPoint Presentations for CBT
Kenneweg, Lisa	9/20-27/18	\$800.00	Taught Excel Intermediate for CBT
Kenneweg, Lisa	9/21-26/18	\$800.00	Taught Excel for Beginners & Access for CBT
Mach, Mary-Helen	9/18/18-10/18/18	\$940.00	Taught ESL - Beginner for CPP
Mach, Mary-Helen	09/08/2018	\$280.00	SEIU Welcome Back program
Mach, Mary-Helen	8/1/18-9/14/18	\$470.00	Program Development-ESL Beginner Course for CPP
Mach, Mary-Helen	9/22-25/18	\$160.00	Citizenship Exam: Test Prep for CBT
Maione, RoseAnn	9/13,24/18	\$142.50	Testing Center Admin & Proctoring Coverage
Maione, RoseAnn	09/27/2018	\$60.00	Testing Center Admin & Proctoring Coverage
Maione, RoseAnn	10/15,22/18	\$157.50	Testing Center Admin & Proctoring Coverage
Manziona, Toni	9/24-26/18	\$282.00	Taught C102 Initial Interviewing for CPP
Manziona, Toni	10/1-10/18	\$564.00	Taught C102 Biopsychosocial Assess
Manziona, Toni	10/15-24/18	\$564.00	Taught C103 Differential Diagnosis for CPP
Martinez, Christina	10/17/2018	\$400.00	Taught Creative Problem Solving Using the Six hats for CBT
McWilliams, Robin	7/1/18-9/6/18	\$500.00	Program development, Agile Project Mgmt. for CPP
Morales, Frank	9/20/18-10/10/18	\$400.00	Taught Social Media for Business Success for CBT
Morales, Frank	10/24/2018	\$400.00	Taught Social Media for Business Success for CBT
Morales, Frank	09/27/2018	\$200.00	Taught LinkedIn for CBT
Nolte, Cynthia	10/5,9/18	\$200.00	Taught Communications Skills for Business for CBT
O'Brien, Emily Rae	9/17/18-10/22/18	\$400.00	Taught Career Readiness for CBT
O'Brien, Emily Rae	10/19/2018	\$400.00	Taught Excel Intermediate for CBT
O'Brien, Emily Rae	10/24/2018	\$400.00	Taught Put a Stop to Your Inbox Madness & Task Overload/CBT
O'Brien, Emily Rae	9/17/18-10/22/18	\$280.00	CPR Program coordinator for CBT
O'Brien, Emily Rae	7/1/18-9/14/18	\$1,610.00	Program Development for CBT
Occhipinti, Georgann	09/28/2018	\$400.00	Taught Techniques to Build Productive Teams for CBT
Parrillo, Michael	10/10/2018	\$400.00	Taught Intro to Six Sigma for CBT
Petti, Ciro	9/21/18-10/5/18	\$1,224.00	MS Project & Cert Prep for CPP
Petti, Ciro	10/19/2018	\$400.00	Taught Project Management Fundamentals for CBT
Poetsch, Deborah	07/25/2018	\$210.00	Math consultation w/ HS staff
Poetsch, Deborah	07/17/2018	\$210.00	Math consultation w/ HS staff
Pravec, Norma	9/17/18-10/17/18	\$2,040.00	Taught ESL Intermediate for CPP
Publik, Stacy	09/17/2018	\$94.00	Taught ESL - Advanced for CPP
Schmidt, Mark	11/01/2018	\$100.00	Intro & Conclusions: Making Essays exciting workshop Tutoring
Schoenfelt, Nan	9/26/18-10/17/18	\$82.50	Exam Scribe
Shedlawski, Joseph	10/12/2018	\$400.00	Taught Supply Chain Management Fundamentals for CBT
Shera, Kathleen	10/06/2018	\$294.00	AAPC Coding Exam for CPP
Shouler, Kenneth	10/25/2018	\$100.00	Business Writing Workshop for Tutoring Center
Sideris, Gina	10/01/2018	\$126.00	Taught Fundamentals Fundraising Prof for CPP
Solomons, William	10/1-22/18	\$1,000.00	Facilitate Distance Ed Professional Learning Series 3 for VC
Sterzer, Kenneth	9/17-25/18	\$336.00	Taught HR Information & Management & Staffing for CPP
Stigliano, Deanne	07/25/2018	\$210.00	Math Consultation w/ RHS staff
Stigliano, Deanne	Summer 2018	\$630.00	Math tutoring for CRN students
Stigliano, Deanne	07/17/2018	\$210.00	Math consultation w/ HS staff
Stoler, Loryn	11/01/2018	\$100.00	Bio Workshop, Tutoring Center
Swern, Lauren	9/20/18-10/4/18	\$252.00	Taught Prospecting for Grants for CPP
Swern, Lauren	9/17/18-10/15/18	\$504.00	Taught Fundamentals Fundraising Prof for CPP
Sykes, Michelle	9/17/18-10/11/18	\$1,008.00	Taught Medical Term Healthcare Professionals for
Taylor, Anna	9/17/18-10/17/18	\$1,880.00	Taught ESL Beginner & Intermediate for CPP

*Board of Trustees
County College of Morris
November 19, 2018
Attachment #1*

NAME	DATES OF SERVICE	PAYMENT	REASON
Treibman, Judy	10/9-16/18	\$252.00	Taught HR Management & Staffing for CPP
Weinfeldt, James	9/17/18-10/22/18	\$400.00	Taught Career Readiness - Math for CBT
Weinfeldt, James	7/1/18-9/14/18	\$350.00	Program Development for CBT
Weiss, Joan	10/20/2018	\$52.50	Testing Center Admin & Proctoring Coverage
Wheatley, Steven	9/14/18-10/24/18	\$172.50	Exam Scribe
Williams-Bogar, Rita	10/02/2018	\$400.00	Taught Email Etiquette for CBT
Williams-Bogar, Rita	10/05/2018	\$400.00	Taught Essential Traits of Successful Women Leaders for CBT
Williams-Bogar, Rita	10/19/2018	\$400.00	Taught Finance for the Non-Finance Professionals for CBT
Williams-Bogar, Rita	10/10/2018	\$260.00	Taught Managing vs Learning for CBT
Williams-Bogar, Rita	09/17/2018	\$400.00	Taught Email Etiquette for CBT
Wolfgang, Heather	10/09/2018	\$100.00	Math Workshop - Tutoring Center
Yanagi, Yuka	05/06/2018	\$250.00	NJMTA Recital - Site Manager
Yost, Vivian	10/02/2018	\$126.00	Taught HR Management & Staffing for CPP
Zejnnullahi, Rreze	10/19/2018	\$400.00	Taught Excel Intermediate for CBT

November 19, 2018

The following actions commence as of the date indicated and end on June 30, 2019.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
FAC:				
REPLACEMENT	Ryan, Jennifer	18-Jan-19	Appointed to: Assistant Professor Nursing	\$33,076
CCMSA:				
REPLACEMENT	Bonilla, Juan	26-Nov-18	Appointed to: Maintenance Mechanic Plant & Maintenance	\$38,735
PART-TIME:				
REPLACEMENT	Miller, Kelly	25-Oct-18	Appointed to: PT Lab Assistant Performing Arts	\$12.00ph
NEW	Ciesla, Amanda	26-Nov-18	Appointed to: FULLY GRANT FUNDED PT CTE Program Specialist Academic Affairs	\$24.00ph
NEW	Dawkins, Tamara	26-Nov-18	Appointed to: FULLY GRANT FUNDED PT CTE Program Specialist - Non-Traditional Students Academic Affairs	\$24.00ph
COACHES:				
REPLACEMENT	Mero, David	Seasonal	Appointed to: Assistant Coach - Tier 1 Women's Soccer	\$5,000 Stipend

ADJUNCT FACULTY APPOINTMENT AND SALARY REVISIONS
Fall 2018 Semester

<u>Name</u>	<u>Dept.</u>	<u>Salary</u>		<u>Code</u>
		<u>From</u>	<u>To</u>	
Bale, John	01260	\$5,775.00	\$7,425.00	C
Blough, Theresa	01661	\$5,962.50	\$6,360.00	C
Bosch, Jodi	01050	\$2,205.00	\$2,499.00	C
Carney, Betty Lou	01661	\$11,128.00	\$11,510.50	C
Knuth, Anthony	01420	\$6,615.00	\$6,468.00	C
McNeil, Kathleen	01090	\$5,365.00	\$6,600.00	C
Ryan, Jennifer	01650	\$15,224.00	\$15,959.00	C

Code:
C = COURSE/CREDIT HOURS ADDED OR DELETED

COUNTY COLLEGE OF MORRIS
REPORT OF LEGAL FEES, GOVERNMENT RELATIONS
AND
PUBLIC RELATIONS
FISCAL YEAR ENDING JUNE 30, 2018

Legal Fees (Note 1)	\$23,133.00
Government Relations	0.00
Public Relations	<u>476,813.50</u>
Total	\$499,946.50

Note 1: The legal fees expense was incurred by the Operating Fund.

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR RADIO ADVERTISING SERVICES**

WHEREAS, the County College of Morris (“College”) has a need to acquire radio advertising services; 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 goods or services is \$29,940.00; and

WHEREAS, the anticipated term of this contract is from December 01, 2018 to November 30, 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, Beasley Media Group LLC (“Contractor”) has submitted a proposal dated November 2, 2018 indicating that Contractor will provide radio advertising services on stations WMTR and WDHA for a contracted price of \$29,940.00; 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 any reportable contributions through 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 CART SERVICES**

WHEREAS, the County College of Morris (“College”) has a need to acquire a CART (Communication Access Realtime Translation Services); 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 goods or services will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is September 4, 2018 through December 31, 2018; 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, Peg LLC (“Contractor”) has submitted a proposal dated September 4, 2018 indicating that Contractor will provide CART Services with a rate of \$150.00 per hour or any part thereof per CART provider, all assignments have a two hour minimum in addition to a \$35.00 travel/expense fee per CART provider; 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 LEGAL SERVICES**

WHEREAS, the County College of Morris (“College”) seeks legal services; and

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

WHEREAS, the term for the professional services contract is December 1, 2018 through November 30, 2019 subject to the right to terminate at any time, and the option to renew for one additional year; and

WHEREAS, the contract for professional legal services may be awarded without public advertising for bids; and

WHEREAS, in lieu of a publicly advertised solicitation of proposals, the College has confirmed that the law firm providing the professional services is not ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution; and

WHEREAS, the law firm named below has completed and submitted a Business Entity Disclosure Certification which certifies that it 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 the law firm has agreed to contract language prohibiting the law firm from making such reportable contributions during the term of the contract; and

WHEREAS, the law firm named below 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 awards the professional services contract to Vogel, Chait, Collins and Schneider, based on a proposal dated October 15, 2018, for a contract term of one year commencing December 1, 2018, to provide professional legal counsel, which services will be billed at the following hourly rates for the first year and for the optional additional year:

- Uncontested - \$185.00/hour
- Contested, labor negotiations, and construction projects - \$200.00/hour
- Reimbursable services will include:
 - Faxes - \$0.50/page
 - Duplicating - \$0.20/page
 - WestLaw computerized research will be billed at the WestLaw rates
- Vogel, Chait, Collins and Schneider will render monthly invoices to the College that will itemize services by the file matter and will describe the date and nature of the services rendered.

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
FOLLOWING PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR PROFESSIONAL MARKET RESEARCH FIRM**

WHEREAS, the County College of Morris (“College”) requires the services of a Professional Market Research Firm; 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 one year, starting on November 20, 2018 and ending on November 19, 2019; and

WHEREAS, notice of request for proposals was publicly advertised on October 19, 2018, and proposals were received and opened on November 1, 2018; and,

WHEREAS, the solicitation of proposals was based upon a Request for Proposals for Market Research Professional Services dated October 19, 2018, which sets forth the terms and specifications of the proposal solicited, including the criteria to be used to select Firms; and

WHEREAS, Clarus Corporation submitted a proposal dated October 30, 2018 for professional market research services;

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

Clarus Corporation
6354 Wayne Road
Alliance, NE 69301

to provide professional services for the Market Research Project for a flat fee of \$130,526.00 and reimbursable expenses estimated at \$6,000. 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 firm:

- 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.

ADVISORY COMMITTEES

Business

Shari Castelli, Assistant Superintendent for Curriculum & Instruction, Morris County Vocational School
Kevin Chen, Supervisor of Testing Center, County College of Morris
Glenn Diehl, President, Skyline Genesis Event Marketing
Kerry Eberhardt, Supervisor of STEM Programs, Morris County School of Technology
Carol Fitzpatrick
Wendy Hahn, Director Undergraduate Business Administration, College of St. Elizabeth
Barry Lippiello
Mark Merclean, Executive Director, Picatinny Innovation Center
Bernard O'Rourke, Associate Dean/Associate Professor, Caldwell University
Annabel Pierce, President, Jupiter Environmental Services, Inc.
Michael Renahan
Regina Riccioni, Associate Professor Health Administration, College of Saint Elizabeth
Alex Roman, Manager, DTA Auto
Janette Shurdom, Assistant Dean Undergraduate Programs and Student Services, Silberman College
Anthony Yacullo, Assistant Professor of CCSPS/Director of Faculty Services, Centenary University
Amanda Zega, Property Manager, Mack-Cali Realty Corporation
Convener: Maureen Sutton, Chairperson, Department of Business

Criminal Justice

Arthur Adams, Jr.
Augustus Amato
Jon Bell
Robert Buccino
Susan Chait, Trial Court Administrator, Morris County Courthouse
Dan Colucci, Academy Director, Morris County Public Safety Training Academy
James Gannon, Sheriff, Morris County Sheriff's Office
Michael Lasko, Vicinage Chief Probation Officer
Michael Van Allen
Christopher Wagner, Chief of Police, Denville Township Police Department
Thomas Zelante, Esq., First Assistant Morris County Prosecutor
Convener: Venny Fuentes, Convener, Chairperson, Department of Engineering Technologies/Engineering

Dance

Alex Biegelson, Associate Artistic Director & Dancer, 10 Hairy Legs (Highland Park NJ)
Ruth Clark
Dale Julian-Bierce, Director, The West Side Dance Center
Elias Kababa, Artistic Director, Garden State Dance Project
Kathie Kececi, Director, In Motion Dance Company
Colleen McArdle
Christina Paolucci
Lisa Peluso, Dance Director, Morris County Vocational School District Academy
Joanne Whitehill, Artistic Director, Burklyn Ballet Theatre
Convener: Terence Duncan, Assistant Professor, Department of Music, Dance and Performing Arts

Design

Susan Capone
Shari Castelli, Assistant Superintendent for Curriculum, Morris County Vocational School District
Ken Fox, President, Fox Architectural Design
Joanne Mitchell
Adrienne Rich, President, A&R Interiors
Gregory Somjen

Yvonne Urena-Lee
Michael Zambelli
Convener: Kelly Whalen, Convener, Assistant Professor, Department of Art and Design

Electronics Engineering Technology and Biomedical Equipment Option

William Barnes, Associate Professor/Coordinator of Electronics Engineering Technology, New Jersey Institute of Technology
Thomas Barrett, Coordinator of Clinical Engineering, Morristown Medical Center
Daniel Brateris, Director of Experiential Learning; ECET Program Coordinator, New Jersey Institute of Technology
Gary Mulcahy, Vice President of Engineering, Transistor Devices
Paul Nevadomski
Michael Teresa
Gil Zweig, CEO, Glenbrook Technologies, Inc.
Convener: Venny Fuentes, Chairperson, Department of Engineering Technologies/Engineering

Exercise Science

Vincent Conca, Physical Therapist, East Coast Physical Therapy
Bill Lamia, CEO, West Morris Area YMCA
Lori R. Lee, MA, RD, CPT, Executive Director, The Wellness Center of Northwest Jersey
Frank Pucher, Owner, Fitness 121 Personal Training
David Simon, D.C., Chiropractor, Randolph Pain Relief and Wellness Center
Leo Troso, Personal Trainer, Equinox
Kathleen Whitehead, Sports Medicine Trainer, Morris County Vocational School District
Convener: Kelly Minitier, Assistant Professor, Health & Exercise Science

Fire Science Technology

John Belli
Glenn Corbett
James Davidson, Chief, Morris County Office of Emergency Management
Jesse Kaar, Chief, Morris Township Fire Department
Jacqueline Kineavy, Vice President for Academic and Student Affairs, Passaic County Community
Jonathan Prachthausen, Deputy Chief, Morristown Fire Department
John Robb III, Fire Science Coordinator, Passaic County Community College
Convener: Venny Fuentes, Convener, Chairperson, Department of Engineering Technologies/Engineering

Graphic Design

John Baker, Senior Manager/Creative Director, RCI Global Vacation Network
Perry Capelakos, Art Director, Weber Shandwick
Dennis Dittrich, President, The Society of Illustrators, USA
Suzanne Giovanetti, Freelance Art Director
Beth Goozeman Elkis
Allan Gorman, CEO/Owner, Brandspa
Michael Graham, Principal, Second Melody
Jhon Grisales, Owner/Creative Director, My Good Designers
Margaret Grzymkowski, Art Director, Marggrz
Eric Helmstetter
Marco A. Hernandez, Creative Director, Christ Church
Harvey Hirsch, President, Media Consultants
Alex Kelly, Art Director, Sentient
Mary Lalama, Graphics/Co-Owner
John Michael Onuschak, President, ART=THINK
Paul Pullara, Associate Director-Design, KPMG LLP Industries and Marketing
Robert Ryan, CEO/Owner, CMYK Printing
Christian Sabogal, Senior Designer, Pentagram

Arpita Sheth, CEO and Marketing Head, 42 Design Square
James Smith, CEO, Smith Design
Eric Vita, Co-Founder/Creative Director, Inksnobs
Jon Weiman, Principal, Weiman Design, LLC
Convener: Stephen Longo, Convener, Professor, Department of Art and Design

Hospitality Management

Richard Albanese
Jose Aponte
Ann Bartholomay, Sous Chef, The Ridge Hotel
Athena Borzeka, Director of Student Services and Special Education, Morris County Vocational School
Ajay Chaudry, Head, Banquet & Catering Orders, Chand Palace Parsippany
Paula Desimone, Director of Human Resources, The Olde Mill Inn & Grain House Restaurant
Steven DiGioia, Director of Catering, Crystal Springs Resort
Joseph DiPaolo, Jr. CEPC, CHE, Sr. Research Chef, Pinnacle Foods
Sylwia Dobrzycka, Human Resources Coordinator, Remington Hotel
Thomas Donohue, Chef/Owner, End of Elm
Ruth Falvey, Family and Consumer Science Teacher, Roxbury High School
Tami Flanagan, Director of Transfer Student Services, Fairleigh Dickinson University
Christine Foster, Communications and Training Coordinator, Ronetco Supermarkets, Inc.
Preston France, Executive Chef, Wegmans
Andrew Gellert, President, Atalanta Corporation
Karin Giamella, Owner, Blue Sheep Bake Shop
Troy Goldberg, Assistant General Manager, Fairmont Country Club
Jaclyn Graziano, Event Manager, Morris County Golf Club
Kim Hallock, Family and Consumer Science Teacher, Roxbury High School
Jay Haratsis, Complex General Manager, Hilton Hotel/Hampton Inn
Jim Hecox, General Manager, Best Western Plus Morristown Inn
Kurt Helwig, Inside Sales Manager, Platinum Technology Systems
Ruth Hladyk
Eric Levine, Owner, Morris Tap & Grill
Timothy MacHale, Director of Catering, The Madison Hotel
Pam Mandraccia, Family and Consumer Science Teacher, Roxbury High School
Ryan Marowitz, Vice President, Duke Products, Inc. t/a Morristown Deli
Emmanuel Miranda, Executive Chef, Smoke Rise Village Inn
Richard Ramos, General Manager, Blue Morel Restaurant/Westin Hotel
Katherine Rooney, Pub Room Manager, Morris County Golf Club
Marcel Roos, General Manager, Hilton Garden Inn
Lauren Rubio, Training and Development, Harvest Restaurants
Lisa Ryan, CHA, CHE, CMP
Vincent Sammartine, Rooms Division Manager, The Grand Cascades Lodge at Crystal Springs Resort
Jennifer Santana, Director of Catering, Burrini's Olde World Market
Denise Schmidt, Director Career Services, County College of Morris
Andrew Silverstein, Operations Manager, Harvest Restaurants
Victor Simmons, Area Director-Human Resources, Wyndham Hotels
Jacob Stepan, Senior Vice President, Engel & Voelkers
Robert Szklany, General Manager, Encore Catering
Kim Uczkowski, General Manager, The Minerals Resort & Spa
Nikoletta Varvatsoulis, Director of Human Resources, Embassy Suites Parsippany
Shari Verrone, President, Stackable Sensations
Convener: Mark Cosgrove, Convener, Chairperson, Department of Hospitality Management and Culinary Arts

Industrial

Peter Canavan, Ph.D, Executive Director, CPO QA Head USA, Novartis Pharmaceuticals Corporation

Betsy Crocker, Guidance Counselor, Pequannock Township High School
Mike Crocker, Director of Integrated Hospital Systems: Managed Markets (retired), Bayer
Anthony DiStasio, ARDEC Project Officer, Energetics, Arnements Research & Development
Kerry Eberhardt, Supervisor of STEM Programs, Morris County School of Technology
Paul Ferm, Scientist, Global R&D, AkzoNobel Surface Chemistry LLC
Wendy Hahn, Director Undergraduate Business Administration, College of St. Elizabeth
Robert Ianniello, Vice President, Analytics/Catalyst Research (retired), BASF Corporation
Donald Kobayashi, Chair, Department of Plant Biology & Pathology, School of Environmental & Biological Sciences
Caryl Gyneth Munn, Ph.D, Volunteer/Instructor, Students2Science, Inc.
Don Parriott, Vice President, Quality and Regulatory-North America, Ricola USA, Inc.
Jonathan Pereira, MD, Medical Information Manager-Oncology, PRA Health Sciences, Inc.
James Strickland, Senior Director/Team Leader Scientific Laboratory Services, Pfizer, Inc.
Glenn Visscher, Associate Principal Scientist, Mondelez International
Mark Whitener, Department of Chemistry and Biochemistry, Montclair State University
Conveners:
Jason Hudzik, Assistant Professor, Department of Biology and Chemistry
Jennifer Martin, Convener, Associate Professor, Department of Biology and Chemistry

Information Technologies

Tom Brennan
Steven Hendricks
Holly M. Lusardi
LynMarie McCullough
Sarah O'Connor
Victor Rudow
Steven Simmons
Michael Sydor
Convener: Colleen Bamford, Department Chairperson, County College of Morris

Landscape and Horticultural Technology

Rick Close, District Manager, The Davey Tree Expert Company
Eric Cross, President, Duke's Landscape Management Inc.
Michael Deo, CEO and President, NatureScape Lighting
Jay Gruen
Matt Heitzman, Project Manager of Commercial Construction, High Tech Landscapes
Robert Heitzman, Sales Representative, Henry F. Michell Company
Marjorie Hulstrunk, Volunteer Coordinator, Morris County Park Commission
Art Laster, Owner, Plant Detectives
John Scott Mortensen, Owner, Cedarwood Landscaping, Inc.
Peter Nitzsche, County Extension Department Head, Agricultural Cooperative Extension Service
Jeffrey Picher, Arborologist, Rainbow Tree Care
Elaine Stevenson, Landscape Designer
Convener: Brian Oleksak, Convener, Assistant Professor, Chairperson, Department of Landscaping and Horticultural Technologies

Mechanical Engineering and CAD

Stephen Casadevall
Robert Cook, Senior Staff Product Engineer, Siemens Healthcare Diagnostics, Inc.
Glenn Hamilton, AIA
Thomas Juliano, P.E., Department of Engineering Technology, New Jersey Institute of Technology
Robert Leone
Samuel Lieber, PhD, PE, Asst. Professor-Dept of Engineering Technology, New Jersey Institute of Technology
Frank Mastrelli, Technical Program Manager, Arconic

Arijit Sengupta
Shri Singh, ScD., Senior Materials Scientist, US Army RDECOM-ARDEC
Michael Vaillancourt, President, VLV Associates, Inc.
Kristine Westerberger, Senior Project Engineer, Product Support Engineering, Stryker Orthopaedics
Gil Zweig, CEO, Glenbrook Technologies, Inc.
Convener: Venny Fuentes, Convener, Chairperson, Department of Engineering Technologies/Engineering

Music Technology

Christopher Badami
Thomas Beyer
Ben Elliott
Karl Latham
Dan Palladino
Nick Prout
Convener: Marielaine Mammon, Convener, Chairperson, Department of Music, Dance and Performing Arts

Musical Theatre

Nola Adamo Young
Jodi Bosch
Cara Canfield
Vivian Lenyk
Colleen McArdle
Vincent Rufino
Convener: Marielaine Mammon, Convener, Chairperson, Department of Music, Dance and Performing Arts

Nursing

Jan Bednar, Chief Nursing Officer, Saint Clare's Health System
Nancy Bonard, MSN, RN-BCC, Director, Nursing Education and Staff Development, Saint Joseph
James (Penn) Bowditch, Jr., Guidance Counselor, Randolph High School
Kathleen Burke, Assistant Dean of Nursing Programs, Ramapo College of New Jersey
Grace Carcich, Nursing Education Manager, Saint Clare's Health System
Marianne DeAlessi
Cathleen Finkel, Student Alum
Cornelia Gilpin, Manager-Education and Training, Overlook Hospital
Margaret Gorny
Carol Jones, Chief Nursing Officer, Morristown Medical Center, AHS
Matthew Mascari, Registered Nurse/Charge Nurse, Overlook Medical Center
Lourdes Porter, RN, PCCN, CCM Alum & Staff Nurse, Morristown Medical Center
Suzanne Rinato, RN, BA, CPPS, Clinical Risk Manager, Risk Management, Robert Wood Johnson
Mary Beth Russell, Director, Nursing Education, St. Barnabas Medical Center
Roxanne Sabatini, Nurse Educator, Morristown Medical Center
Maureen Schneider, Chief Nursing Officer, Chilton Medical Center
Mary Patrice Sullivan, Chief Nursing Officer, Overlook Medical Center
Kathleen Vnenchak, Nurse Educator, Morristown Medical Center
Convener: Kathleen Horan, Associate Professor, Chairperson, Department of Nursing

Photography

Sergio Burani
Monika De Meyer, Photographer
Candace Dobro, Photographer
Regina Farlekas, Photographer
Jason Jaskot, The Monroe Center
Jeff MacWright, Photographer, Owner, MacWright Studio
Michael Mazzeo, Adjunct Professor, CCM

Donald Mengay, Associate Professor, Baruch College
Mariah Seminara, Photographer, Life in Motion Photography
Jeff Shaffer, Adjunct Professor, County College of Morris
Convener: Hrvoje Slovinc, Convener, Assistant Professor, Department of Art and Design,

Radiography

Christopher Agens, BS, RT (R) (CT), Chief Technologist Diagnostic Imaging, Hackettstown Regional
Stephanie Bartuccelli, RT
Richard Cecere, RT, Manager, Radiology Department, St. Clare's Health Systems - Dover Campus
Timothy Dixon, RT (R) (CT), PACS/CPACS Administrator, Ardent/LHP, Hackensack Meriden Health
Maureen Firth, Assistant Director Quality and Regulatory, Hospital for Special Surgery
Bertin Navarro, Medical Imaging Coordinator, Overlook Medical Center
Convener: Denise Vill'Neuve, Chairperson, Department of Allied Health

Respiratory Therapy

Michele DaSilva, Lead Respiratory Therapist/Pulmonary Disease Management, Bristol Glen United
Janette DeMaio, Respiratory Therapy Student
Janine DeMaio, Respiratory Therapy Student
Cynthia Fernicola, Respiratory Supervisor, St. Clares Health System
Jack Goldshlack, DO, FACP, FC, Medical Director, Pulmonary Associates
Monika Gracia, Respiratory Therapy Student
Robert Guardabasco, CRT, Ventilator Program Manager, Westfield Center Ventilation Unit
Karen Isky, Director of Development, American Lung Association of the Mid-Atlantic
John Kalynovych, RRT, Manager, Respiratory Care, Overlook Medical Center
Rhianna Lees, Neonatal Pediatrics Respiratory Therapist, RWJBH Newark Beth Israel Medical Center
Tara Morella, RRT, Respiratory Care Clinical Coordinator
Joe Morrison, New Jersey State Advocacy Captain, Right2Breathe & COPD Foundation
Ed Peters, RRT, Director, Respiratory Care, Wanaque Center
Anthony Polster, Respiratory Therapist, Millennium Respiratory Services
Daryl Rogers, RRT, Manager, Respiratory Services, At Home Medical
Scott Rogoff, Respiratory Therapist, Compassionate Care Hospice
Sal Ruggerio, RRT, Coordinator, Respiratory Care, Morristown Medical Center
Larissa Telesh, RRT, Respiratory Therapist, Pulmonary and Allergy Associates
Kristen Wright, Student-CCM Respiratory Therapy Program
Diane Pearce, Convener, Respiratory Therapist, Orange Regional Medical Center
Convener: John Rutkowski, Convener, Associate Professor, Assistant Chairperson, Department of Allied Health

ACADEMIC CALENDAR

FALL 2019

April 1, 2019	Fall 2019 open registration
September 4	Classes begin – full semester, Early Start 2 Week and Early Finish 7 Week classes
September 6	Last day to drop classes without academic grade - Early Start 2 Week classes
September 10	Last day to drop classes without academic grade - Early Finish 7 Week classes
September 12	Last day to drop classes with a "W" - Early Start 2 Week classes
September 12	Last day to withdraw from college – Early Start 2 Week classes
September 17	Last day to drop classes without academic grade – full semester classes
September 17	Early Start 2 Week classes end
September 18	Mid Start 2 Week classes and 13 Week classes begin
September 20	Last day to drop classes without academic grade – Mid Start 2 Week classes
September 26	Last day to drop classes with a "W"- Mid Start 2 Week classes
September 26	Last day to withdraw from college – Mid Start 2 Week classes
October 1	Mid Start 2 Week classes end
October 1	Last day to drop classes without academic grade – 13 Week classes
October 2	Late Start 2 Week classes begin
October 4	Last day to drop classes without academic grade – Late Start 2 Week classes
October 10	Last day to drop classes with a "W"- Early Finish 7 Week and Late Start 2 Week classes
October 10	Last day to withdraw from college – Early Finish 7 Week and Late Start 2 Week classes
October 15	Late Start 2 Week classes end
October 22	Early Finish 7 Week classes end
October 30	Late Start 7 Week classes begin
November 5	Last day to drop classes without academic grade – Late Start 7 Week classes
November 21	Last day to drop classes with a “W” – full semester classes
November 21	Last day to withdraw from college – full semester classes
November 26	Thanksgiving recess begins 10:45 p.m.
December 2	Classes resume
December 2	Last day to drop classes with a “W” – 13 Week classes
December 2	Last day to withdraw from college – 13 Week classes
December 9	Last day to drop classes with a “W” – Late Start 7 Week classes
December 9	Last day to withdraw from college – Late Start 7 Week classes
December 18	Classes end – full semester, 13 Week and Late Start 7 Week classes
December 18	Semester ends

WINTERIM 2020

November 4, 2019	Winterim 2020 open registration
December 19	Winterim 4 Week classes begin
Dec. 24 – Jan. 2, 2020	Winter Break - College Closed
January 3	Last day to drop classes without academic grade – 4 Week classes
January 6	Winterim 2 Week classes begin
January 8	Last day to drop classes without academic grade – 2 Week classes
January 9	Last day to drop classes with a “W” – 4 Week classes
January 9	Last day to withdraw from college – 4 Week classes
January 13	Last day to drop classes with a “W” – 2 Week classes
January 13	Last day to withdraw from college – 2 Week classes
January 15	Winterim 4 Week classes end
January 18	Winterim 2 Week classes end

SPRING 2020

November 4, 2019	Spring 2020 open registration
January 22, 2020	Classes begin - full semester classes, Early Start 2 Week and Early Finish 7 Week classes
January 24	Last day to drop classes without academic grade - Early Start 2 Week classes

January 28	Last day to drop classes without academic grade - Early Finish 7 Week classes
January 30	Last day to drop classes with a "W"- Early Start 2 Week classes
January 30	Last day to withdraw from college – Early Start 2 Week classes
February 4	Last day to drop classes without academic grade – full semester classes
February 4	Early Start 2 Week classes end
February 5	Mid Start 2 Week and 13 Week classes begin
February 7	Last day to drop classes without academic grade – Mid Start 2 Week classes
February 13	Last day to drop classes with a “W”- Mid Start 2 Week classes
February 13	Last day to withdraw from college – Mid Start 2 Week classes
February 18	Last day to drop classes without academic grade – 13 Week classes
February 18	Mid Start 2 Week classes end
February 19	Late Start 2 Week classes begin
February 21	Last day to drop classes without academic grade – Late Start 2 Week classes
February 27	Last day to drop classes with a “W”- Early Finish 7 Week and Late Start 2 Week classes
February 27	Last day to withdraw from college – Early Finish 7 Week and Late Start 2 Week classes
March 3	Late Start 2 Week classes end
March 10	Early Finish 7 Week classes end
March 16-21	Spring recess
March 23	Classes resume
March 25	Late Start 7 Week classes begin
March 31	Last day to drop classes without academic grade – Late Start 7 Week classes
April 23	Last day to drop classes with a “W” – full semester and 13 Week classes
April 23	Last day to withdraw from college – full semester and 13 Week classes
April 30	Last day to drop classes with a “W” – Late 7 Week classes
April 30	Last day to withdraw from college – Late 7 Week classes
May 12	Classes end – full semester, 13 Week and Late Start 7 Week classes
May 12	Semester ends
May 22	Commencement

SUMMER SESSIONS 2020

February 10, 2020	Summer 2020 open registration
May 26	Summer Early 5 Week classes begin
June 1	Last day to drop classes without academic grade - Summer Early 5 Week classes
June 18	Last day to drop classes with a “W” – Summer Early 5 Week classes
June 18	Last day to withdraw from college – Summer Early 5 Week classes
June 27	Summer Early 5 Week classes end
June 29	Summer Late 5 Week classes begin
June 30	Summer 10 Week classes begin
July 3-4	Independence Day - College Closed
July 6	Last day to drop classes without academic grade – Summer Late 5 Week classes
July 14	Last day to drop classes without academic grade –Summer 10 Week classes
July 23	Last day to drop classes with a “W” – Summer Late 5 Week classes
July 23	Last day to withdraw from college – Summer Late 5 Week classes
August 1	Summer Late 5 Week classes end
August 3	Summer 3 Week classes begin
August 5	Last day to drop classes without academic grade – Summer 3 Week classes
August 17	Last day to drop classes with a “W” – Summer 3 Week classes
August 17	Last day to withdraw from college – Summer 3 Week classes
August 20	Last day to drop classes with a “W” – Summer 10 Week classes
August 20	Last day to withdraw from college – Summer 10 Week classes
August 22	Summer 3 Week classes end
September 5	Summer 10 Week classes end

FALL 2020

April 6	Fall 2020 open registration
September 9	Classes begin – full semester, Early Start 2 Week and Early Finish 7 Week classes
September 11	Last day to drop classes without academic grade - Early Start 2 Week classes
September 15	Last day to drop classes without academic grade - Early Finish 7 Week classes
September 17	Last day to drop classes with a "W" - Early Start 2 Week classes
September 17	Last day to withdraw from college – Early Start 2 Week classes
September 22	Last day to drop classes without academic grade – full semester classes
September 22	Early Start 2 Week classes end
September 23	Mid Start 2 Week and 13 Week classes begin
September 25	Last day to drop classes without academic grade – Mid Start 2 Week classes
October 1	Last day to drop classes with a "W"- Mid Start 2 Week classes
October 1	Last day to withdraw from college – Mid Start 2 Week classes
October 6	Mid Start 2 Week classes end
October 7	Late Start 2 Week classes begin
October 6	Last day to drop classes without academic grade – 13 Week classes
October 9	Last day to drop classes without academic grade – Late Start 2 Week classes
October 15	Last day to drop classes with a "W"- Early Finish 7 Week and Late Start 2 Week classes
October 15	Last day to withdraw from college – Early Finish 7 Week and Late Start 2 Week classes
October 20	Late Start 2 Week classes end
October 27	Early Finish 7 Week classes end
November 4	Late Start 7 Week classes begin
November 10	Last day to drop classes without academic grade – Late Start 7 Week classes
November 24	Thanksgiving recess begins 10:45 p.m.
November 30	Classes resume
December 1	Last day to drop classes with a “W” – full semester classes
December 1	Last day to withdraw from college – full semester classes
December 3	Last day to drop classes with a “W” – 13 Week classes
December 3	Last day to withdraw from college – 13 Week classes
December 10	Last day to drop classes with a “W” – Late Start 7 Week classes
December 10	Last day to withdraw from college – Late Start 7 Week classes
December 22	Classes end – full semester, 13 Week and Late Start 7 Week classes
December 22	Semester ends

WINTERIM 2021

November 2, 2020	Winterim 2021 open registration
December 23	Winterim 4 Week classes begin
Dec. 24 – Jan. 2, 2021	Winter Break - College Closed
January 3	Last day to drop classes without academic grade – 4 Week classes
January 4	Winterim 2 Week classes begin
January 6	Last day to drop classes without academic grade – 2 Week classes
January 11	Last day to drop classes with a “W” – 4 Week and 2 Week classes
January 11	Last day to withdraw from college – 4 Week and 2 Week classes
January 16	Winterim 2 Week classes end
January 19	Winterim 4 Week classes end

SPRING 2021

November 2, 2020	Spring 2021 open registration
January 20, 2021	Classes begin - full semester classes, Early Start 2 Week and Early Finish 7 Week classes
January 22	Last day to drop classes without academic grade - Early Start 2 Week classes
January 26	Last day to drop classes without academic grade - Early Finish 7 Week classes
January 28	Last day to drop classes with a "W"- Early Start 2 Week classes
January 28	Last day to withdraw from college – Early Start 2 Week classes
February 2	Last day to drop classes without academic grade – full semester classes
February 2	Early Start 2 Week classes end

February 3	Mid Start 2 Week and 13 Week classes begin
February 5	Last day to drop classes without academic grade – Mid Start 2 Week classes
February 11	Last day to drop classes with a “W”- Mid Start 2 Week classes
February 11	Last day to withdraw from college – Mid Start 2 Week classes
February 16	Last day to drop classes without academic grade – 13 Week classes
February 16	Mid Start 2 Week classes end
February 17	Late Start 2 Week classes begin
February 19	Last day to drop classes without academic grade – Late Start 2 Week classes
February 25	Last day to drop classes with a “W”- Early Finish 7 Week and Late Start 2 Week classes
February 25	Last day to withdraw from college – Early Finish 7 Week and Late Start 2 Week classes
March 2	Late Start 2 Week classes end
March 9	Early Finish 7 Week classes end
March 15-20	Spring recess
March 22	Classes resume
March 24	Late Start 7 Week classes begin
March 30	Last day to drop classes without academic grade – Late Start 7 Week classes
April 22	Last day to drop classes with a “W” – full semester and 13 Week classes
April 22	Last day to withdraw from college – full semester and 13 Week classes
April 29	Last day to drop classes with a “W” – Late 7 Week classes
April 29	Last day to withdraw from college – Late 7 Week classes
May 11	Classes end – full semester, 13 Week and Late Start 7 Week classes
May 11	Semester ends
May 21	Commencement

SUMMER SESSIONS 2021

February 8, 2021	Summer 2021 open registration
May 24	Summer Early 5 Week classes begin
May 28	Last day to drop classes without academic grade - Summer Early 5 Week classes
May 31	Memorial Day – College Closed
June 17	Last day to drop classes with a “W” – Summer Early 5 Week classes
June 17	Last day to withdraw from college – Summer Early 5 Week classes
June 26	Summer Early 5 Week classes end
June 28	Summer Late 5 Week classes begin
June 29	Summer 10 Week classes begin
July 2	Last day to drop classes without academic grade – Summer Late 5 Week classes
July 4-5	Independence Day - College Closed
July 13	Last day to drop classes without academic grade –Summer 10 Week classes
July 22	Last day to drop classes with a “W” – Summer Late 5 Week classes
July 22	Last day to withdraw from college – Summer Late 5 Week classes
July 31	Summer Late 5 Week classes end
August 2	Summer 3 Week classes begin
August 4	Last day to drop classes without academic grade – Summer 3 Week classes
August 16	Last day to drop classes with a “W” – Summer 3 Week classes
August 16	Last day to withdraw from college – Summer 3 Week classes
August 19	Last day to drop classes with a “W” – Summer 10 Week classes
August 19	Last day to withdraw from college – Summer 10 Week classes
August 21	Summer 3 Week classes end
September 4	Summer 10 Week classes end