



BOARD OF TRUSTEES MINUTES
REGULAR MEETING VIA ZOOM VIDEO CONFERENCE
September 21, 2021

CALL TO ORDER

Board of Trustees Vice Chair Jeffrey M. Advokat called the regular meeting of the Board of Trustees of the County College of Morris to order at 6:03 p.m. The meeting was held using a teleconference format. Vice Chair Advokat stated that in compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this Rescheduled Meeting of the Board of Trustees was provided on September 14, 2021. Advance written notice of this meeting was posted on the County College of Morris webpage, was sent to the Star Ledger and Daily Record, and was filed with the Clerk of the County of Morris. The meeting agenda and referenced attachments are made available to the public and can be accessed on the CCM website at the following link: <https://www.ccm.edu/trustees/public-meeting-schedule-agenda/>.

Vice Chair Advokat added that this remote meeting of the County College of Morris Board of Trustees is being conducted via Zoom video conference due to the State declaration of a health emergency. Individuals attending were reminded that the meeting was being audio recorded; audio should be muted until such time as they wish to address the Board during the public comment portion of the meeting; and the function of *6 allows individuals to mute and unmute telephones.

ROLL CALL

Trustees Aprile, Dredden, Frost, Inganamort, Licitra, Milonas, Purnell, Weisberg and Vice Chair Advokat were in attendance. President Iacono and Attorney Flaum were also in attendance. Trustee Hadzima was absent.

ADOPTION OF RESOLUTION TO DISCUSS MATTERS IN CLOSED SESSION

RESOLVED, At the Regular Meeting of the Board of Trustees on September 21, 2021, 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., via Zoom video conference.

1. Compensation for Professional Services
2. New Employee Appointments
3. Full-Time and Adjunct Faculty Appointments and Salaries for Summer 2021 Semesters
4. Employee Resignations, Retirements and Position Elimination
5. Athletic Coach and Assistant Coach Stipends
6. Employment Reclassifications
7. United Adjunct Faculty of New Jersey Memorandum of Understanding
8. Association of Academic Chairs and Assistant Chairs Memorandums of Understanding

9. Establishment of Wages for Management, and Confidential Administrative Support Staff

10. 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 6:45 p.m. with the exception of Item #10.

Upon the motion of Trustee Licitra and the second of Trustee Dredden, Vice Chair Advokat called for discussion by members of the Board. There being no discussion, Vice Chair Advokat 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 6:09 p.m. The public meeting reconvened at 6:53 p.m.

Vice Chair Advokat reported for the public in attendance that this remote meeting of the County College of Morris Board of Trustees is being conducted via Zoom video conference due to the State declaration of a health emergency. Individuals on the call were reminded that the meeting was being audio recorded; audio should be muted until such time as they wish to address the Board during the public comment portion of the meeting; and the function of *6 allows individuals to mute and unmute telephones.

PLEDGE OF ALLEGIANCE

Vice Chair Advokat invited everyone to rise and recite the Pledge of Allegiance. Following the Pledge of Allegiance, Vice Chair Advokat led the Board of Trustees and others in a moment of silence.

APPROVAL OF MINUTES

Vice Chair Advokat called for consideration of the minutes of the regular meeting, including the closed session, of July 20, 2021. Upon the motion of Trustee Licitra and the second of Trustee Dredden, Vice Chair Advokat called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor of the minutes as distributed.

REPORT OF THE PRESIDENT

President Iacono referred the Board to the written Report of the President that is on file with the Office of the President and posted on the webpage with materials for this Trustee meeting. The written report provided information on enrollment, a financial update, CCM Foundation information, and a campus safety report.

In addition to the written report, President Iacono reported on CCM accolades listed by College Factual, a national ranking organization that draws its data from the United States Department of Education. These accolades show that CCM is receiving positive local and national attention and represents the hard work of CCM employees. The list of accolades includes #1 most popular fine arts program in New Jersey; top 10 percent in the country for fine arts; #1 best fine and studio arts associate degree school; top 15 percent for visual and performing arts in the country; top 10 percent in the country for radiography; top 10 percent in the country for respiratory care therapy; #1 best value of associate degree colleges for graphic design in the middle Atlantic region; #1 best value of associate degree colleges for radiography in the middle Atlantic region; #1 best value of associate degree colleges for radiography in New Jersey; #2 best value of associate

degree colleges for allied health. President Iacono also reported on the successful pass rates for health science licensure exams coming in above the national average. The Marketing and Public Relations Department will be awarded two national recognitions. It was also noted that the CCM expends the most on direct instruction compared with other New Jersey county colleges (49% versus 40.8%) and the least on administrative costs compared with other New Jersey county colleges (20.8% versus 24.7%).

Continuing, President Iacono reported on the campus safety plan in response to deteriorating health conditions related to the COVID-19 pandemic. President Iacono stated that the development of the safety plan involved multiple meetings with faculty, staff, department chairs, students, and administrators. It was faculty that provided the recommendation for the current course of action. The health and well-being of employees and students has been the priority in the college response. CCM's plan was determined prior to mandates issued by New Jersey Governor Murphy and President Biden. To date, about a dozen positive COVID-19 cases of students have been reported. Two of those reported are students who had an on-campus presence. Two other county colleges in New Jersey have reported outbreaks. There have not been any outbreaks at County College of Morris at this time. Weekly meetings with employees and students continue to be scheduled. President Iacono acknowledged AAPF bargaining unit president Marianne Perfetto and AAPF member Rosemary Grant for their role in establishing a COVID-19 testing center on campus.

Adjunct faculty bargaining unit officers and members Nan Shoenfelt and Julian Costa were commended for the swift completion of their contract negotiations.

REPORT OF THE TREASURER

Treasurer Licitra indicated the intent to take the following resolutions as consent items, voted as a group. All Trustees present and the College Counsel were in agreement with this intent. Treasurer Licitra moved for the adoption of the following resolutions.

Resolution #2021-09-21-07A Purchase orders to state contract vendors

Resolution #2021-09-21-07B Purchase orders to vendors for a purchase that is exempt from public advertising and as an exception to the requirement for public advertising

Resolution #2021-09-21-07C Purchase order to vendor through the Joint Purchase Agreements - Consortium

Trustee Aprile seconded the motion. Vice Chair Advokat called for discussion by members of the Board. There being no discussion, Vice Chair Advokat called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The motion carried. The Report of the Treasurer was concluded.

PERSONNEL MATTERS

Committee Chair Weisberg moved for the adoption of the following resolutions. Vice Chair Advokat indicated the intent to take the following resolutions as consent items, voted as a group. All Trustees present and the College Counsel were in agreement with this intent.

- Resolution #2021-09-21-08A Compensation for Professional Services to the College
- Resolution #2021-09-21-08B New Employee Appointments
- Resolution #2021-09-21-08C Full Time and Adjunct Faculty Appointments and Salaries for Summer Semesters
- Resolution #2021-09-21-08D Acceptance of Resignations, Retirements, and Position Elimination
- Resolution #2021-09-21-08E Stipends for Athletic Coaches
- Resolution #2021-09-21-08F Organizational Changes
- Resolution #2021-09-21-08G Establishment of salaries for Management, and Confidential Administrative Support Staff employees
- Resolution #2021-09-21-08H Memorandum of Understanding for the United Adjunct Faculty of New Jersey
- Resolution #2021-09-21-08I Memorandum of Understanding for the Association of Academic Chairs and Assistant Chairs
- Resolution #2021-09-21-08J Memorandum of Understanding for the Association of Academic Chairs and Assistant Chairs

Trustee Dredde seconded the motion. Vice Chair Advokat called for discussion by members of the Board. There being no discussion, Vice Chair Advokat called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. Trustee Milonas abstained from voting on Resolution #2021-09-21-08F. The motion carried. The Report of the Committee on Personnel was concluded.

COMMITTEE ON FINANCE AND BUDGET

Committee Chair Aprile indicated the intent to take the following resolutions as consent items, voted as a group. All Trustees present and the College Counsel were in agreement with this intent. Committee Chair Aprile moved for the adoption of the following resolutions.

Resolutions #2021-09-21-09A(1-9) Contracts not solicited by public advertisement, 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.

Trustee Milonas seconded the motion. Vice Chair Advokat called for discussion by members of the Board. There being no discussion, Vice Chair Advokat called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The motion carried. The Report of the Committee on Finance and Budget was concluded.

COMMITTEE ON ACADEMIC AND EDUCATIONAL PROGRAMS

Committee Chair Frost acknowledged with appreciation the presentations by Vice President John Marlin, Department Chair John Williford and Department Chair James Hart. Committee Chair Frost indicated the intent to take the following resolutions as consent items, voted as a group. All Trustees present and the College Counsel were in agreement with this intent. Committee Chair Frost moved for the adoption of the following resolutions.

Resolution #2021-09-21-10A Acceptance of the six year review of the Psychology Department

Resolution #2021-09-21-10B Acceptance of the six year review of the International Studies Program

Trustee Aprile seconded the motion. Vice Chair Advokat called for discussion by members of the Board. There being no discussion, Vice Chair Advokat called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The motion carried. The Report of the Committee on Academic and Educational Programs was concluded.

COMMITTEE ON ORGANIZATION, BYLAWS, NOMINATION AND PLANNING

Committee Chair Advokat reported that the Committee discussed Foundation matters, the September 18, 2021 retreat agenda, Board goals, and the following policy revisions. Continuing, he indicated the intent to take the following resolutions as consent items, voted as a group. All Trustees present and the College Counsel were in agreement with this intent. Committee Chair Advokat moved for the adoption of the following resolutions.

Resolution #2021-09-21-11A Revisions to the Infectious Disease Control Policy for Employees

Resolution #2021-09-21-11B Revisions to the Infectious Disease Control Policy for County College of Morris Students

Trustee Milonas seconded the motion. Vice Chair Advokat called for discussion by members of the Board. There being no discussion, Vice Chair Advokat called for a voice vote of the Board. The voice vote of the Board indicated that all present were in favor. The motion carried. The Report of the Committee on Organization, Bylaws, Nomination and Planning was concluded.

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

Secretary Milonas recognized President Iacono on being named by NJ BIZ to the Education Power 50. This recognition was only given to two county college presidents. This is the third year President Iacono has been honored with this recognition.

Vice Chair Advokat thanked the Board for attending the recent retreat meeting. It was noted that Trustee Hadzima will represent County College of Morris at the Association of Community College Trustees (ACCT) Leadership Congress. ACCT has scheduled the National Legislative Summit in February.

NEW BUSINESS

Trustee Inganamort and Vice Chair Advokat reported on the Association of Community College Trustees Governance Leadership Institute. The New Jersey Council of County Colleges sponsored the attendance of Vice Chair Advokat to assist with the development of a trustee training program being required by the State.

Trustee Licitra, Vice Chair Advokat, and President Iacono reported on the New Jersey Council of County Colleges Council meeting.

COMMENTS FROM THE PUBLIC

At this time, 7:45 p.m., Vice Chair Advokat stated that the Board will take comments from the public in accordance with the Procedure for Conduct of the Public Comments Portion of the Board Meetings. Vice Chair Advokat outlined the Procedure for Conduct of the Public Comments Portion of the Board Meetings.

Joseph Schilp, CCM employee, Associate Director of Media, commented on the college policies to minimize the risks associated with the pandemic and stated that he feels that the established policies provide a safe environment. He viewed a recent article as an unfair attack on the leadership of the college.

Michelle Altieri, CCM employee, Professor in the Communication Department, reminded the Board that for several years faculty claimed they are fearful, feel intimidated, and do not feel safe at the workplace. She hopes the Board will allow to have voices heard even if they do not agree with what is being said. She mentioned the Pride grant to assist local non-profits and which also provided textbooks to 60 CCM students.

Ian Colquhoun, FACCM President, questioned the role of the Trustees and their fiscal responsibility.

Jim Medvid, echoed the points made at the meeting, lack of interaction with FACCM, the reopening plan, discontent within the community, and discontent with the President.

Dee McAree, FACCM Secretary, reminded the Board of the votes of no confidence by the Department Chairs and Faculty. She also commented on the Reopening Plan and FACCM's response to the Reopening Plan. She stated that she feels that the college leadership is inept and the college is ill-prepared to reopen. She described an event FACCM sponsored to keep students connected.

Laura Murray, CCM employee. She was not speaking as the CCMSA president. She said she is CCM Proud and increasingly frustrated with the negative publicity, tired of the distractions, and wants to focus on our students. She reminded the Board that a reduction in force occurred in 2015 which included the CCMSA president. She does not want President Iacono to leave.

John Akeson, CCM maintenance mechanic and Vice President of the CCMSA, praised Dr. Iacono and said the abuse Dr. Iacono is getting is very disrespectful and should stop.

Ivan Bliminse, self-identified name as a CCM out-of-county student, commented that he is outraged with the Return to Campus Plan.

Mary McElroy, self-identified as an aunt of a CCM student, commented on and disagreed with the Return to Campus Plan.

John Rogan, self-identified as the grievance committee chair of Local 95 International Chemical Workers, commented on his curiosity with an adversarial relationship with the faculty, the non-

reappointment of faculty, and questioned financial sacrifices made by college administration and the Board of Trustees.

There being no further public comment, the public comment portion of the meeting was adjourned at 8:09 p.m.

There being no further business to conduct, the public meeting was adjourned at 8:09 p.m. by a motion from Trustee Milonas and a second by Trustee Aprile.

Respectfully submitted,
Denise M. Bell
Recording Secretary

DRAFT

Resolution #2021-09-21-07A

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

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A87720	Cisco Collaboration Flex Plan for Education	Core BTS Chicago, IL	\$34,271.25

Cisco Collaboration Flex Plan for Education for FY 2021 - 2022 for the annual maintenance of our on-premises telecommunications system (phone system, Jabber, WebEx licensing). For Information Systems.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
NJ NASPO HPE M-0483- E-40116	Servers	PKA Technologies, Inc. Montvale, NJ	\$135,672.44

(4) HPE DL380 Gen10 24SFF CTO Servers with Intel Xeon-G 5218 Processor for DL380 G10, (96) 32GB RAM, (64) 2.4TB HD, (8) 480GB HD, and (32) 800GB HD for backup and redundancy of an existing on-site server infrastructure. For Information Systems.

Resolution #2021-09-21-07B

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

<u>Ref #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
11	Insurance	Delta Dental Plan of NJ Newark, NJ	\$732,070.56 estimated

Renewal for Delta Dental Insurance Premium of \$366,035.28 estimated annually for a two-year term beginning January 1, 2022, through December 31, 2023, for dental benefits. For Human Resources.

Resolution #2021-09-21-07C

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>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
NJEdge	Ocelot Chatbot	CareerAmerica, LLC DBA Ocelot Boulder, CO	\$52,500.00

Ocelot Chatbot for FY 2021-2022 for the entire campus use of AI and LiveChat services. For Information Systems.

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
NERCOMP	Adobe Creative Cloud Site License with Adobe Sign	Software House International Somerset, NJ	\$38,393.25

(515) Adobe Creative Cloud Suite licenses @ \$66.15 each and \$4,326.00 to add Adobe Sign for FY 2021-2022, third year of a three-year agreement. For Information Systems.

<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
ESCNJ 18/19-03	Apple Computers	CDW-Government, Inc. Vernon Hill, IL	\$79,306.84

(17) Apple iMac 27" 1TB @ \$2,208.74 each, (20) Apple MacBook Pro 512GB SSD @ \$1,666.47 each, (1) Apple iMac 27" 512GB @ \$2,392.66, (18) AppleCare+ 3 years for iMac @ \$128.00 each, and (20) AppleCare+ @ \$186.61 each. For Performing Arts, Information Technologies, and Virtual Campus. Perkins Grant Funded except (1) Apple iMac 27" 512GB.

Resolution #2021-09-21-08A

BE IT RESOLVED, That the Board of Trustees approve compensation for those persons listed below for professional services to the College for the purposes stated.

REMUNERATION FOR PROFESSIONAL SERVICES

Name	Date(s) of Service	Payment	Reason
Adamo, Michael	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Introduction to Business (BUS112)
Alikhani, Maryam	04/01/2021	\$100.00	Workshop 6: Poetry Across the Curriculum: Writing Poetry about Bus, Sci, Art
Archibald, Constance	06/17/21-06/30/21 & 07/01/21-07/17/21	\$1,938.00	Certified Nurse Aide - Compreh for WFD
Archibald, Constance	07/28/2021	\$331.50	Certified Nurse Aide - Pine Acres for WFD
Archibald, Constance	07/29/21-08/11/21	\$994.50	Certified Nurse Aide - Pine Acres for WFD
Bahner, Hilda	02/08/21-05/28/21	\$540.00	Bilinguals service including program assistance, student interpretation and promotion services for WFD
Balish, Alexander	07/24/2021	\$282.00	HC Prof BLS (Basic Life Support) for WFD
Balish, Alexander	07/27/2021	\$235.00	CPR Recertification - Nursing Dept. for WFD
Bilotti, Joseph	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Rock History & Culture (MUS163)
Binowski, Nancy	01/06/21-06/30/21	\$600.00	Computing Program Materials Development
Cecala, Anna	06/03/21 & 06/10/21	\$200.00	Workshop Pre-Calculus Tutoring Workshop
Chase, Philip	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Composition II (ENG112)
Danna, Karen	06/14/21-06/27/21	\$1,000.00	SOC-120 Student Success Development
Elliott, Betsy	By 12/31/21	\$1,500.00	Completion of QM Certification seven modules and submission of QM Certificate
Erez, Avi	06/30/2021	\$3,000.00	High Resolution Photography of Each Piece from the Stone Collection and NAS
Faines, Ronald	06/29/21-07/01/21	\$408.00	C101-Initial Interviewing Process for WFD
Faines, Ronald	07/06/21-07/15/21	\$816.00	C102-Biopsychosocial Assessment for WFD
Faines, Ronald	07/20/21-07/29/21	\$816.00	C103 - Diagnostic Summaries for WFD
Faines, Ronald	08/03/21-08/12/21	\$816.00	C104-Differential Diagnosis for WFD
Fameux, Edna	07/17/2021	\$250.00	Certified Nurse Aide - CAN Skills Review & Exam - 5 Students for WFD
Fitzpatrick, Kelly	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Intro to Data Science (MTH114)
Garcia, Gina	06/01/21-06/30/21	\$1,800.00	EOF Special Project, CCM/EOF Virtual Recruitment & Marketing Toolkit
Gigliotti, Samantha	06/14/21-06/27/21	\$840.00	Legacy Project Archive Project
Gigliotti, Samantha	07/01/21-09/07/21	\$840.00	Advise Honor Applicants
Gigliotti, Samantha	07/28/21-09/07/21	\$210.00	Advise Honors Applications
Hollowell, Dorothy	08/03/21-08/11/21	\$300.00	Reading and Writing Workshops via Hybrid (Campus and Zoom Conference)
Iden, Michelle	06/14/21-06/27/21	\$840.00	Legacy Project Archive Project

Resolution #2021-09-21-08A

Name	Date(s) of Service	Payment	Reason
Iden, Michelle	07/01/21-09/07/21	\$840.00	Advise Honor Applicants
Iden, Michelle	07/28/21-09/07/21	\$210.00	Advise Honors Applications
Lemme, Bryan	04/20/21-05/17/21	\$1,000.00	Facilitate Online Workshop for Teaching DE Courses
Lemme, Bryan	07/01/21-07/28/21	\$1,125.00	Center for Teaching and Learning Co-Director - July Remote Assistance
Lesce, Lauren	06/14/21-06/27/21	\$840.00	ESL Bridge Program Development
Levitch, Alison	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus: Dev. Psychology - The Human Lifespan
Marcenaro, Pamela	01/01/21-06/30/21	\$2,500.00	Dover College Promise - Coordinator
McCoy, Jabou	06/14/21-06/27/21	\$840.00	SOC-120 Student Success Development
Moore, Clifford	07/22/21-07/27/21	\$600.00	Pharm Tech Intro - Apprenticeship for WFD
Moore, Clifford	08/09/21-08/11/21	\$900.00	Pharm Tech Core - Apprenticeship for WFD
Moore, Kevin	Summer 2021	\$1,260.00	Development Summer Bridge, Daily Prep. Teaching Hours
O'Brien, Emily Rae	08/04/2021	\$100.00	Excel Tools and Functions: Data Validation Logical Functions, Conditional Formatting for WFD
O'Brien, Emily Rae	08/11/2021	\$100.00	Excel Functions: Lookup and Reference Functions: VLookup, HLookup, Index, Match for WFD
Occhipinti, Georgann	07/14/2021	\$106.00	Successful Negotiation: Essential Strategies and Skills for WFD
Occhipinti, Georgann	08/04/2021	\$106.00	Build Confidence and Sharpen Your Public Speaking Skills to Win at Work for WFD
Patten, Ann	Summer 2021	\$1,260.00	Development Summer Bridge, Daily Prep. Teaching Hours
Poetsch, Deborah	07/05, 07/12, 07/19 & 07/26/21	\$450.00	Center for Teaching and Learning Co-Director - July Remote Assistance
Poetsch, Deborah	06/21/2021	\$63.00	College Readiness Now VII
Schennum, Jill	06/14/21-06/27/21	\$1,000.00	SOC-120 Student Success Development
Schorr, Brian	06/14/21-06/27/21	\$840.00	ESL Bridge Program Development
Scott, June	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Computer Concepts with Appl (COM126)
Shuck, Kathryn	04/21/21-05/05/21	\$1,500.00	Quality Matters Training
Soltes, John	06/14/21-06/27/21	\$840.00	Legacy Project Archive Project
Stigliano, Deanne	06/21/2021	\$63.00	College Readiness Now VII
Stoler, Loryn	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Introduction to Chemistry (CHM117)
Tamburelli, Patricia	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Web Design Work Flow (CMP263)
Thurman, Alexis	08/09/21-08/10/21	\$300.00	Math & Algebra Workshops via Hybrid (Campus and Zoom Conference)
Tirrito, Michael	01/19/21-04/30/21	\$1,500.00	Course Development for Virtual Campus - Web Design II (CMP244)
Viola, Thomas	06/28/21-06/30/21	\$282.00	C501 - Ethical Standards for WFD
Viola, Thomas	07/07/21-07/12/21	\$282.00	C502 - Legal Aspects for WFD

Resolution #2021-09-21-08A

Name	Date(s) of Service	Payment	Reason
Viola, Thomas	7/14/21-7/19/21	\$282.00	C503 - Cultural Competency for WFD
Viola, Thomas	07/21/21-07/26/21	\$282.00	C504 - Professional Growth for WFD
Viola, Thomas	07/28/21-08/02/21	\$282.00	C505-Personal Growth for WFD
Viola, Thomas	08/04/21-08/09/21	\$282.00	C506-Dimensions of Recovery for WFD
Whalen, Kelly	06/08/21-06/30/21	\$1,250.00	Research Installation and Display Options of Artwork throughout AMEC Building
Whalen, Kelly	05/04/2021	\$500.00	Design Fashion Show
Williams-Bogar, Rita	07/27/21-07/29/21	\$260.00	Interviewing Techniques - PNY for WFD Business Solutions
Williford, John	08/12/2021	\$100.00	Diversity Workshop via Zoom Conference
Zhang, Fan	05/04/2021	\$500.00	Design Fashion Show

Resolution #2021-09-21-08B

BE IT RESOLVED, That the employee appointments listed below be approved. The following actions commence as of the date indicated and end on June 30, 2022.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
FAC:				
REPLACEMENT	Bibeault, Roberta	7-Sep-21	<u>Appointed to:</u> Assistant Professor Radiography	\$80,297
REPLACEMENT	Khalkhali, Zahra	7-Sep-21	<u>Appointed to:</u> Assistant Professor Engineering Technologies/Engineering Science	\$73,003
REPLACEMENT	Reinschmidt, Richard	7-Sep-21	<u>Appointed to: One Semester Appointment</u> Assistant Professor Sociology	\$34,935
MANAGEMENT:				
REPLACEMENT	Dimas, Christine	7-Sep-21	<u>Appointed to:</u> Executive Administrative Assistant Business & Finance	\$64,591
REPLACEMENT	Mattia, Patricia	18-Oct-21	<u>Appointed to:</u> Budget & Compliance Manager Budget Office	\$82,000
REPLACEMENT	Wright, Ivette	4-Oct-21	<u>Appointed to:</u> Executive Administrative Assistant VP of Academic Affairs	\$52,000
AAPF:				
REPLACEMENT	McNeil, Victor	26-Aug-21	<u>Appointed to:</u> Coordinator, Bursar Services Accounting	\$49,165
CCMSA:				
REPLACEMENT	Eggert, Janet	7-Oct-21	<u>Appointed to:</u> Department Administrative Assistant Plant & Maintenance	\$35,847
REPLACEMENT	Arrieta, Vickimara	16-Aug-21	<u>Appointed to:</u> Accounting Assistant II Accounting	\$35,847

Resolution #2021-09-21-08B

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
PART-TIME:				
REPLACEMENT	Fischer, Evelin	26-Aug-21	Appointed to: <i>Grant Funded</i> PT Tutoring Center Administrative Assistant & Technical Support Specialist Tutoring	\$18.00ph
REPLACEMENT	Fulton, Alexandra	9-Aug-21	Appointed to: PT Administrative Assistant HPNS	\$15.00ph
REPLACEMENT	Pignatelli, Victoria	9-Aug-21	Appointed to: PT Campus Store Assistant (Shift II) Campus Store	\$15.87ph
Coaches:				
REPLACEMENT	Fiore, Jason	Seasonal	Appointed to: Head Coach Baseball	\$8,500 Stipend
REPLACEMENT	Vaccaro, Richard	Seasonal	Appointed to: Head Coach Softball	\$8,500 Stipend
REPLACEMENT	Hawk, Jo	Seasonal	Appointed to: Heach Coach Women's Basketball	\$8,500 Stipend

Resolution #2021-09-21-08C

RESOLVED, That the Full-Time and Adjunct Faculty appointments and salaries for the Summer 3 Week, Late 5 Week, 7 Week, and Late 8 Week semesters be approved as stated below.

Summer 2021 3 Week

Dept Name	First Name	Last Name	Salary (\$)
ENGP	Margaret	Carey	1,298.00
ENGP	Richard	Carpenter	1,730.00
ENGP	Peter	Clavin	2,326.00
ENGP	Thomas	Furlong	2,596.00
ENGP	Thomas	Furlong	519.00
ENGP	Michael	Giffoniello	3,028.00
ENGP	Shana	Kisatsky	1,730.00
HOS	Mark	Cosgrove	692.00
LGESL	Edith	Nelson	1,730.00
LGESL	Edith	Nelson	865.00
MATH	Keith	Eberhardt	775.00
MATH	Inessa	Goldberg	1,730.00
MATH	Stacey	Opper	1,730.00
MATH	Heather	Wolfgang	865.00
NUR	Samir	Samour	1,159.00

Summer 2021 Late 5 Week

Dept Name	First Name	Last Name	Salary (\$)
AAD	Brian	Sahotsky	2,595.00
AH	Maryam	Alikhani	865.00
AH	Kaylee	Allatta	1,440.00
AH	Michelle	Altieri	865.00
AH	Diane	Andrascik	7,837.50
AH	Alannah	Badini	7,012.50
AH	Jami	Bailey	2,475.00
AH	Barbara	Becmer	6,187.50
AH	Monica	Bianco	1,440.00
AH	Roberta	Bibeault	2,700.00
AH	Theresa	Blough	1,800.00
AH	Karen	Casey	1,440.00
AH	Robin	Cleaves	4,537.50
AH	Juliet	Colvin	2,887.50
AH	Krista	Cronin	5,362.50
AH	Dawn	Fisher	2,880.00
AH	Gracielle	Fong	3,600.00
AH	Nicole	Galizia	7,012.50
AH	Cassidy	Grady	1,440.00
AH	Nicole	Grigoras	7,012.50

Resolution #2021-09-21-08C

Dept Name	First Name	Last Name	Salary (\$)
AH	Albert	Heuer	1,440.00
AH	Stephanie	Lefkaritis	1,440.00
AH	Kunjumon	Mathai	1,440.00
AH	Melissa	Montagna	1,440.00
AH	Faye	Niemczyk	5,400.00
AH	Mariella	Plaza-Oquendo	1,440.00
AH	Bonnetter	Rodrigues-Irving	1,440.00
AH	John	Rutkowski	1,800.00
AH	Nanette	Shoenfelt	1,730.00
AH	Katie	Smith	1,440.00
AH	Jacquelyn	Stouch	2,062.50
AH	Jecil	Thomas	3,240.00
AH	Diana	Vasile-Diesel	9,487.50
AH	Amanda	Vasquez	1,440.00
AH	Ana	Vasquez	2,887.50
AH	Sueanne	Verna	10,800.00
AH	Ann	Verschuuren	2,700.00
AH	Denise	Vill'Neuve	10,800.00
AH	Malou	Whitney	1,440.00
AH	Nicole	Wilson	2,475.00
AH	Brianna	Wolff	4,950.00
AH	Nicole	Wolfrum	7,012.50
BICHM	Teresa	Birrer	4,333.65
BICHM	Caitlin	Burns	4,333.65
BICHM	Paulina	Cardaci	4,333.65
BICHM	Edward	Cooke	1,550.00
BICHM	Fariborz	Firooznia	1,550.00
BICHM	Samantha	Gigliotti	2,595.00
BICHM	Aoife	Hernon	4,325.00
BICHM	Jason	Hudzik	1,738.65
BICHM	Maria	Isaza	4,333.65
BICHM	Timothy	Mure	5,190.00
BICHM	Brian	Olson	4,333.65
BICHM	Frank	Pietropollo	1,738.65
BICHM	Loryn	Stoler	10,380.00
BICHM	Loryn	Stoler	865.00
BUS	Michael	Adamo	5,190.00
BUS	Karen	Crisonino	9,523.65
BUS	Melissa	Hopper-Ford	2,595.00
BUS	Raye Jean	Leastman	865.00
BUS	Susan	Miller	5,190.00
BUS	Mona	Ressaissi	2,595.00
BUS	Sugeily	Rodriguez	775.00
COM	Danielle	Lenar Cummins	2,595.00

Resolution #2021-09-21-08C

Dept Name	First Name	Last Name	Salary (\$)
ENGP	Maryam	Alikhani	2,595.00
ENGP	Patrick	Andriani	4,650.00
ENGP	Richard	Carpenter	4,325.00
ENGP	Thomas	Furlong	2,595.00
ENGP	Thomas	Furlong	346.00
ENGP	Michael	Giffoniello	5,709.00
ENGP	Dymphna	McAree	2,595.00
ENGP	Dymphna	McAree	865.00
ENGP	Kenneth	Shouler	5,190.00
ENGP	John	Soltes	2,595.00
ESET	John	Hurd	5,190.00
ESET	John	Klages	6,072.30
HESD	William	McHugh	1,159.10
HESD	Marianne	Morano	5,190.00
HESD	Trayer	Run-Kowzun	1,159.10
HIS	Alexander	Clemente	4,152.00
HIS	Craig	Pilant	5,190.00
HOS	Mark	Cosgrove	4,498.00
IT	Barbara	Adamczyk	4,048.20
LGESL	Anne	Beacken	1,730.00
LGESL	Megan	Biondi	5,190.00
LGESL	Brenda	Miers	2,595.00
LGESL	Iris	Regueiro-Caskey	3,875.00
MATH	Elizabeth	Barlowe	3,100.00
MATH	Dale	Garlick	3,460.00
MATH	Aditi	Ghosh Dastidar	2,325.00
MATH	Howard	McKenzie	2,595.00
MATH	Brad	Ottino	6,200.00
MATH	Meimee	Persau	2,595.00
MATH	Anna	Philhower	2,595.00
MATH	Ralph	Prinz	2,325.00
MATH	Jorge	Sarmiento	3,460.00
MATH	Nanette	Shoenfelt	2,595.00
MUSIC	Teresa	Rocanova	1,384.00
MUSIC	Teresa	Rocanova	865.00
PSY	Diana	Aria	2,595.00
PSY	Melissa	Kasmin	5,190.00
PSY	Melissa	Kasmin	865.00
PSY	Stephen	Maret	2,325.00
PSY	John	Williford	5,017.00
SAHS	Karen	Danna	7,785.00
SAHS	Stephen	Kaifa	7,785.00
SAHS	Richard	Reinschmidt	1,730.00

Resolution #2021-09-21-08C

Summer 2021 7 Week

Dept Name	First Name	Last Name	Salary (\$)
AAD	Clayton	Allen	2,595.00
AAD	Clayton	Allen	865.00
AAD	Avi	Erez	2,595.00
BICHM	Samantha	Gigliotti	4,333.65
BICHM	Janet	Johannessen	1,444.55
BICHM	Christine	Kelly	4,333.65
BICHM	Frank	Pietropollo	2,595.00
COM	Julian	Costa	2,595.00
COM	Julian	Costa	865.00
COM	Devon	Gifis	2,325.00
ENGPH	Thomas	Furlong	1,298.00
ENGPH	Kellie	McKinney	2,595.00
ENGPH	Kevin	Moore	4,671.00
ENGPH	Yoonha	Shin	7,266.00
ENGPH	Susan	Toth	2,595.00
ESET	Catherine	Broderick	1,730.00
ESET	Preethi	Ganapathy	3,875.00
ESET	Preethi	Ganapathy	775.00
ESET	Richard	Johnson	3,174.55
ESET	Albert	Messano	3,875.00
ESET	William	Solomons	1,384.00
ESET	Marybeth	Soutar	3,487.40
ESET	Andrew	VandenHeuvel	6,727.00
HESD	Marianne	Morano	2,595.00
HESD	Trayer	Run-Kowzun	692.00
HIS	Craig	Pilant	5,190.00
HIS	Scott	Riotto	1,038.00
IT	Colleen	Carmeli	2,588.50
IT	Eric	Guadara	1,038.00
IT	John	Hankin	2,588.50
IT	Gloria	Lagerman	3,754.10
IT	James	Lam	2,076.00
IT	Hailey	Lopez	2,325.00
IT	Dawn	Rywalt	2,889.10
IT	Patricia	Tamburelli	2,595.00
IT	Carolyn	Wade	2,889.10
LGESL	Brian	Schorr	5,190.00
LHT	Craig	Tolley	1,730.00
MATH	Anna	Cecala	6,920.00
MATH	Catherine	Chambers	3,460.00
MATH	Emel	Demirel	3,460.00
MATH	Emel	Demirel	1,211.00

Resolution #2021-09-21-08C

Dept Name	First Name	Last Name	Salary (\$)
MATH	Kelly	Fitzpatrick	2,595.00
MATH	Inessa	Goldberg	1,730.00
MATH	Evren	Gulistan	2,595.00
MATH	Christopher	Masullo	2,325.00
MATH	Lisa	Mathus	5,190.00
MATH	Howard	McKenzie	2,595.00
MATH	Kathia	Nieves	3,100.00
MATH	Meimee	Persau	5,190.00
MATH	Cheryl	Riehl	2,076.00
MATH	Gitanjali	Rizk	3,460.00
MATH	Jorge	Sarmiento	2,595.00
MATH	Deborah	Seipp	2,595.00
MATH	Nanette	Shoenfelt	2,595.00
MATH	Deanne	Stigliano	2,595.00
MATH	Maureen	Stivala	2,325.00
MATH	Jason	Wilke	2,595.00
MUSIC	Carol	Hamersma	2,076.00
MUSIC	Carol	Hamersma	865.00
PSY	Randolph	Fodali	2,595.00
PSY	Alison	Levitch	2,595.00

Summer 2021 Late 8 Week

Dept Name	First Name	Last Name	Salary (\$)
AH	Kyle	Egan	1,000.32
AH	Michael	Manchester	500.16
AH	Ryan	Murray	2,000.64
AH	Daniel	Vitale	500.16
IT	Stephen	Stoll	346.00

Resolution #2021-09-21-08D

BE IT RESOLVED, That the Board of Trustees approve the acceptance of the following resignations, retirements, and position elimination:

Jutta Braun, retirement effective 01.14.22
Cheryl Buzby, resignation effective 08.30.21
Elizabeth Elliott, resignation effective 06.30.21
Craig Pilant, retirement 6.29.22
Brandon Rojas, resignation effective 08.13.21
David Saunders, position elimination 10.01.21
Jennifer Strasle, resignation effective 08.17.21

Resolution #2021-09-21-08E

BE IT RESOLVED, That the stipends for head coaches and assistant coaches listed below be established for the 2021-2022 Fiscal Year.

2021-2022 ATHLETIC COACH ASSIGNMENTS & STIPENDS	
	2021-2022 Coaching Stipends (\$)
Men's Soccer	
Head Coach - Kevin Rosenberg (#0010856)	8,908.00
Assistant Coach 1 - Scott Maloney (0931166)	5,000.00
Assistant Coach 2 - VACANT	3,500.00
Women's Soccer	
Head Coach - VACANT	8,500.00
Assistant Coach 1 - VACANT	5,000.00
Assistant Coach 2 - VACANT	3,500.00
Volleyball	
Head Coach - Marc Gaydos (0757721)	5,666.00
Assistant Coach - Julia Murawinski (0941425)	5,000.00
Men's Basketball	
Head Coach - Anthony Obery (0868641)	8,908.00
Assistant Coach - Kory Roberson (093043)	5,100.00
Women's Basketball	
Head Coach - Jo Hawk	8,500.00
Assistant Coach - VACANT	5,000.00
Baseball	
Head Coach - Jason Fiore	8,500.00
Assistant Coach 1 - VACANT	5,000.00
Assistant Coach 2 - VACANT	3,500.00
Softball	
Head Coach - Richard Vaccaro	8,500.00
Assistant Coach 1 - VACANT	5,000.00
Assistant Coach 2 - VACANT	3,500.00
E-SPORTS	
Head Coach - Eric Guadara (0906792)	8,500.00
Golf	
Head Coach - James Chegwidden (0000298)	8,908.00

Resolution #2021-09-21-08F

BE IT RESOLVED, that the Board of Trustees approve the organizational changes as stated below.

Effective August 26, 2021

- Transfer RoseAnn Maione from Electronic Forms Coordinator, IS/IE, AAPF 14, to Lab Coordinator, Testing Center, AAPF 13, with no change in salary
- Eliminate the position of Electronic Forms Coordinator, IS/IE, AAPF 14
- Transfer Anita Williams, Testing Center Assistant, CCMSA D 35, to Department Administrative Assistant, Counseling and Wellness Center, CCMSA E 35, with an increase of \$1,000 to her base salary

Effective September 22, 2021

- Reclassify the vacant position of Astronomer, AAPF 14, to Astronomer, Part Time
- Eliminate the position of Data Coordinator, CCMSA F 35
- Create the position of Admissions Systems Coordinator, AAPF 14
- Reclassify Karyn Norberg, Benefits Manager, Management 31, to Benefits Officer, Management 33, with an increase of \$5,500 to her base salary
- Reclassify Lori Sanchez, Human Resources Assistant, Recruitment, CASS 27, to Human Resources Specialist, Recruitment, CASS 28, with an increase of \$2,164 to her base salary
- Reclassify Joanne Leong Louis, Division Program Assistant, CASS 28, to Workforce Business Services Coordinator, AAPF 14, with an increase of \$5,000 to her base salary
- Create the position of Environmental Safety Coordinator, Management 30
- Reclassify John Fichter from Assistant Director, Public Safety, AAPF 13, to Associate Director, Public Safety, AAPF 14, with an increase of \$2,200 to his base salary
- Reclassify Paul Hildebrand, Security Sergeant, CCMSA E40, to Public Safety Sergeant, AAPF 11, with an increase of \$2,200 to his base salary
- Reclassify Charles Munk, Security Sergeant, CCMSA E40, to Public Safety Sergeant, AAPF 11, with an increase of \$2,200 to his base salary
- Reclassify Ana Figueroa, Senior Programmer Analyst, AAPF 16, to Associate Director of ERP Applications, AAPF 17, with an increase of \$5,000 to her base salary
- Reclassify Anthony Spagnuolo, Senior Systems Analyst, AAPF 16, to Director of ERP Applications, Management 33, with an increase of \$7,471 to his base salary

Resolution #2021-09-21-08G

BE IT RESOLVED, That the Management, and Confidential Administrative Support Staff employees be granted the salaries/wages as stated below effective July 1, 2021.

Management Employees

<u>Name</u>	<u>Title</u>	<u>FY21/22 Annual Salary (\$)</u>
Steven Ackerman	Director of Public Safety	98,086
Janet Akeson	Executive Administrative Assistant to V.P.	62,027
Melissa Albright	Executive Director, Marketing & Public Relations	130,781
Denise Bell	Executive Administrative Assistant to the President	93,131
Katrina Bell	Director of Institutional Grants & Federal Liaison	99,801
Laura Lee Bowens	Registrar	101,131
Kathleen Brunet	Director, Marketing & Public Relations	95,757
Elaine Cadden	Executive Administrative Assistant to VP	59,351
Janique Caffie	Dean of Student Development & Enrollment Management	122,745
John Carey	Associate Director of Plant & Maintenance	88,382
Heather Craven	Dean, Learning Resource Center	112,809
Christine Dimas	Executive Administrative Assistant to the Vice President	66,529
Casey Dolan	Associate Director of Development	72,100
Patrick Enright	Vice President, Professional Studies & Applied Sciences	177,912
Michael Gilchrist	Associate Director, Network Systems	83,986
Thomas Gillon	Director, Network/User Svs. & Chief Info. Security Officer	116,616
Nieves Gruneiro-Roadcap	Dean, School of Liberal Arts	126,690
Glenn Hamilton	Assistant Vice President, Business & Finance	147,129
Cheryl Hogh	Executive Administrative Assistant	54,492
Anthony Horbert	Coordinator of Advanced Manufacturing & Eng. Lab Supervisor	74,341
Joanne Hugues	Executive Administrative Assistant	49,687
Maria Isaza	Dean, School of Health Professions & Natural Sciences	126,690
Irena Kaler	Director, Workforce Development & Community Partnerships	103,303
Mary Kampas	Executive Administrative Assistant to CIO	59,027
Joanne Kearns	Director of Purchasing	99,176
Shelley Kurland	Dean, Virtual Campus	93,432
Jeffrey Lubnow	Director of Auxiliary Enterprises	92,403
Jenny Marcenaro	Dean, Learning Support & Opportunity Services	98,325
John Marlin	Vice President, Academic Affairs	177,912
Kelly Meola	Business Services Coordinator	63,131
Kathleen Naasz	Dean School of Business, Math, Engineering & Technologies	128,602
Karyn Norberg	Benefits Manager	70,515
Katie Olsen	Executive Director, Foundation	122,816
Amber Pantiliano	CareerAdvance USA Program Manager	76,289
Charlene Peterson	Director of Plant & Maintenance	92,700
Donald Phelps	Director of Campus Life	99,860
Rita Ragany-Bayer	Associate Director of Human Resources	105,726
Vivyen Ray	Vice President, Human Resources & Labor Relations	177,912
Maria Schiano	Director, Accessibility Services	92,609
Joseph Schilp	Associate Director, Media Center	94,444
Denise Schmidt	Director of Career Services & Cooperative Education	110,359
Bette Simmons	Vice President, Student Development & Enrollment Management	186,152
Phebe Soliman	Dean of Institutional Research	110,286
Edward Stirton	VP, Institutional Effectiveness & Chief Information Officer	177,912
John Sullivan	Director of Athletics	95,886

Resolution #2021-09-21-08G

Management Employees (continued)

<u>Name</u>		<u>Title</u>	<u>FY21/22 Annual Salary (\$)</u>
Donna	Tatarka	Director of Admissions	95,183
R. Mark	Tolleson	Associate Director of L.R.C.	101,010
Alexandra	Unis	Associate Director, Workforce Development	74,341
Karen	Van Derhoof	Vice President, Business & Finance	186,152
Jessica	Wander	Director of Accounting	107,247
Pamela	Williams	Executive Administrative Assistant	49,687
Harvey	Willis	Director of Financial Aid	98,728

Confidential Administrative Support Staff

<u>Name</u>		<u>Title</u>	<u>FY21/22 Annual Salary (\$)</u>
Diana	Hawley	Support Services Coordinator	51,175
Joanne	Leong Louie	Division Program Assistant	56,183
Mary Ellen	Poh	Administrative Assistant, Budget Office	54,133
Lori	Sanchez	Human Resources Assistant, Recruitment	48,940
Lori	Zarandona	HR Asst, HRIS & Temporary Staffing Liaison	52,112

Resolution #2021-09-21-08H

BE IT RESOLVED, That the Board of Trustees of the County College of Morris approves and ratify the Memorandum of Understanding for the United Adjunct Faculty of New Jersey (ADJ) bargaining unit summarizing changes to the ADJ Contract.

Resolution #2021-09-21-08I

BE IT RESOLVED, That the Board of Trustees of the County College of Morris approves and ratify the Memorandum of Understanding for the Association of Academic Chairs and Assistant Chairs (ACAC) on establishing the parameters for a pilot for Distance Education procedures for course development and approval through Virtual Campus.

Resolution #2021-09-21-08J

BE IT RESOLVED, That the Board of Trustees of the County College of Morris approves and ratify the Memorandum of Understanding for the Association of Academic Chairs and Assistant Chairs (ACAC) on establishing an agreement for deductions from salary for Academic Chairs and Assistant Chairs.

Resolution #2021-09-21-9A(1)

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR DATA INTEGRATION, IMPLEMENTATION, GUARDIAN SUPPORT
SERVICES, MIGRATION SERVICES, AND MAINTENANCE & SUPPORT**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for Data Integration, Implementation, Guardian Support Services, Migration Services, and Maintenance & Support; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services is \$80,640.00; and

WHEREAS, the anticipated term of this contract is one year commencing July 1, 2021 through June 30, 2022; and

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

WHEREAS, ASR Analytics LLC (“Contractor”) has submitted proposals for goods or services dated April 1, 2021, April 14, 2021, June 16, 2021, and July 19, 2021, indicating that Contractor will provide goods or services for the Student Success Analytics Blackboard Integration (\$17,640.00), Student Success Analytics Program Review Dashboards (\$31,320.00), CROA Migration On-Premise (\$19,800.00), and BI Guardian Support Services (\$11,880.00) for a total value of \$80,640.00; 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 on an as needed basis; 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 #2021-09-21-9A(2)

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR THE RENEWAL OF ENTERPRISE TEXT MESSAGING SOFTWARE
SERVICES FOR THE COLLEGE CAMPUS**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for the renewal of Enterprise Text Messaging Software Services for the College campus; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services is \$27,560.00; and

WHEREAS, the anticipated term of this contract is one year commencing November 1, 2021, through October 31, 2022; and

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

WHEREAS, Mongoose Research, Inc. (“Contractor”) has submitted a proposal for goods or services dated August 10, 2021, indicating that Contractor will provide goods or services for the renewal of Enterprise Text Messaging Software Services for the College campus for a value of \$27,560.00; 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 on an as needed basis; 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 #2021-09-21-9A(3)

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

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for print and digital advertising; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of prior, current, and future orders will exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is for one year commencing October 1, 2021 through September 30, 2022; and

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

WHEREAS, NJ Advance Media LLC (“Contractor”) has submitted a proposal for goods or services dated September 8, 2021, indicating that Contractor will provide goods or services for the Print and Digital Advertising for a value of \$45,000.00; 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 on an as needed basis; 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 #2021-09-21-9A(4)

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

WHEREAS, the County College of Morris (“College”) has a need to acquire books for resale; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services will be \$650,000.00 estimated annually; and

WHEREAS, the anticipated term of this contract is two years commencing July 1, 2021 through June 30, 2023; and

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

WHEREAS, NCS Pearson, Inc. (“Contractor”) is a Sole Source Contractor and will provide books for resale for \$650,000.00 estimated annually based upon the published wholesale price on the date of the order; and

WHEREAS, Contractor has completed and submitted a Business Entity Disclosure Certification which certifies that Contractor has not made any reportable contributions to a political or candidate committee representing an elected official of the County of Morris in the previous one year, and Contractor has agreed to contract language prohibiting Contractor from making such reportable contributions during the term of the contract; and

WHEREAS, Contractor has completed and submitted ten days in advance of adoption of this resolution, a Chapter 271 Political Contribution Disclosure form which will be placed on file with this resolution; and

WHEREAS, sufficient funds are available to pay for the aforesaid services or goods;

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the County College of Morris authorizes the College to enter into a contract with the above identified Contractor on an as needed basis; and

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

Resolution #2021-09-21-9A(5)

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR VEERA DATA ANALYTICS SOFTWARE RENEWAL**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for Veera Data Analytics Software Renewal; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services is \$21,000.00; and

WHEREAS, the anticipated term of this contract is one year commencing November 1, 2021 through November 1, 2022; and

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

WHEREAS, Rapid Insight (“Contractor”) has submitted a proposal for goods or services dated August 11, 2021, indicating that Contractor will provide goods or services for the Veera Data Analytics Software Renewal for Veera Predict (\$8,000.00) and Veera Construct (\$13,000.00) for a total value of \$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 on an as needed basis; 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 #2021-09-21-9A(6)

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR STREET SWEEPING SERVICES AND
CONSTRUCTION RELATED REPAIRS**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for street sweeping services and future orders for construction related repairs; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of prior and future orders will exceed \$17,500.00 (future orders for construction related repairs cannot exceed \$37,500.00); and

WHEREAS, the anticipated term of this contract is one year commencing July 1, 2021 through June 30, 2022; and

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

WHEREAS, Shauger Property Services, Inc. (“Contractor”) has submitted a proposal for goods or services dated May 25, 2021, indicating that Contractor will provide goods or services for street sweeping, for an estimated value of \$17,400.00; 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 on an as needed basis; 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 #2021-09-21-9A(7)

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR STRATEGIC PLANNING, ACCREDITATION,
ASSESSMENT AND CREDENTIALING SOFTWARE**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for the renewal of the Strategic Planning Module, Accreditation Module, Assessment Module, and Credentialing Software Module; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services is \$25,000.00; and

WHEREAS, the anticipated term of this contract is for one year commencing September 30, 2021 through September 29, 2022; and

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

WHEREAS, Strategic Planning Online LLC (“Contractor”) has submitted a proposal for goods or services dated August 9, 2021, indicating that Contractor will provide goods or services for the Strategic Planning, Accreditation, Assessment, and Credentialing Software, for a value of \$25,000.00; 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 on an as needed basis; 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 #2021-09-21-9A(8)

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR ONLINE COURSE REDESIGN & CUSTOMIZATION**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for Online Course Redesign and Customization for approximately 35 courses funded by the CARES Grant; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services is \$147,500.00; and

WHEREAS, the anticipated term of this contract is six months commencing October 1, 2021 through March 31, 2022; and

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

WHEREAS, Symbiosis Educational Consultants (“Contractor”) has submitted a proposal for goods or services dated April 21, 2021, indicating that Contractor will provide goods or services for Online Course Redesign and Customization for approximately 35 courses, for a value of \$147,500.00; 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 on an as needed basis; 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 #2021-09-21-9A(9)

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

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for temporary employment services; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for the above goods or services will not exceed \$37,500.00; and

WHEREAS, the anticipated term of this contract is for four months commencing July 1, 2021 through October 31, 2021; and

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

WHEREAS, TeleSearch Inc. (“Contractor”) has submitted a proposal for goods or services dated July 26, 2021, indicating that Contractor will provide goods or services for temporary employment services that will not exceed \$37,500.00; 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 on an as needed basis; 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 #2021-09-21-10A

BE IT RESOLVED, That the six year review of the Psychology Department be accepted.

Resolution #2021-09-21-10B

BE IT RESOLVED, That the six year review of the International Studies Program be accepted.

Resolution #2021-09-21-11A

**INFECTIOUS DISEASE CONTROL POLICY
FOR COLLEGE EMPLOYEES**

It is the goal of County College of Morris (CCM) in the event of an infectious disease outbreak to reasonably operate effectively and help ensure that all essential services are continuously provided and that employees are safe within the workplace. CCM will take appropriate and reasonable steps to protect the workplace during any such time period.

CCM is committed to providing complete and timely information about the nature and transmission of infectious diseases, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak.

In the event of an infectious disease outbreak, this policy and related procedures replaces and supersedes any other college policies and procedures on the following topics. It is understood that the policies herein are subject to change upon directives from Local, County, State and/or Federal agencies.

Preventing the Spread of Infection in the Workplace

Under the OSH Act, employers are responsible for providing a [safe and healthy workplace free from recognized](#) hazards likely to cause death or serious physical harm that includes providing protections for employees during a public health emergency or a health emergency confined to CCM. CCM reserves the right to implement safety measures as mandated and/or as recommended by local, state and Federal officials. Measures mandated or permitted may include wearing face coverings unless not advised to by a physician, social distancing, vaccinations and weekly testing. As always CCM will adhere to requirements of NJLAD, OSHA, OCR, EEOC, the ADA and any government orders.

CCM will take reasonable steps to provide a clean workplace, including the regular cleaning of objects and areas that are frequently used, such as bathrooms, breakrooms, conference rooms, door handles and railings. An emergency management team will be designated to monitor and coordinate events around an infectious disease outbreak, as well as to create work rules that could be implemented to promote safety through infection control.

All employees are requested to cooperate in taking reasonable steps to reduce the transmission of infectious disease in the workplace. A generally acceptable strategy of frequent hand washing with warm, soapy water for at least 20 seconds; covering your mouth whenever you sneeze or cough; and discarding used tissues in wastebaskets are encouraged. We will also maintain alcohol-based hand sanitizers throughout the workplace and in common areas. We require employees to practice social distancing as much as possible and may change work schedules and/or work locations if social distancing cannot be accomplished within the regular work environment. We encourage employees to consult with their medical providers or the public health officials of their respective government agencies to obtain information on making an informed decision on obtaining vaccines to common viruses such as COVID-19 as a measure to prevent the spread of viral infectious disease.

Unless otherwise notified, our normal attendance and leave policies will remain in place. Individuals who believe they may face challenges reporting to work due to an infectious disease outbreak not

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related to CCM, should take steps to develop any necessary contingency plans. For example, employees might want to arrange for alternative sources of child care should schools close and/or speak with supervisors about the potential to work from home temporarily or on an alternative work schedule.

Travel

During periods of an infectious disease outbreak, travel may be restricted. Employees are not permitted to travel out of state for college purposes without approval from their respective vice president. Business-related travel out of the continental United States must receive the approval of the college president and the chair of the Board of Trustees. Employees traveling to or employees returning from travel to locations designated by the CDC or New Jersey State Government as a threat are required to notify their Vice President and the Office of Human Resources before returning to campus. The employee will be required to follow the CDC recommendations for self and/or public health official imposed quarantine. The college reserves the right to require a second medical opinion. Current leave policies will be applied to these types of absences. Employees should check the College website regularly for updates to restrictions which may change rapidly.

Staying Home When Ill

Many times, with the best of intentions, employees report to work even though they feel ill. During the pendency of an infectious disease outbreak, we encourage employees with symptoms of infectious diseases to stay home and consult with a medical provider. We provide paid sick time and other benefits to compensate employees who are unable to work due to illness. Review your union contract or contact Human Resources for additional information.

During an infectious disease outbreak, it is critical that employees do not report to work while they are ill and/or experiencing the following symptoms which may include but are not limited to fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills or fatigue. Currently, the Centers for Disease Control and Prevention recommends that people with an infectious illness such as the flu remain at home until at least 72 hours after they are symptom free without the use of medications. Employees who report to work while ill will be sent home on sick leave in accordance with these health guidelines. The appropriate Vice President and Human Resources should be contacted; however, before sending the employee home.

Requests for Medical Information and/or Documentation

If you are out sick or show symptoms of being ill, it may become necessary to request information from you and/or your health care provider. In general, the Office of Human Resources will request medical information to confirm your need to be absent, to show whether and how an absence relates to the infection, and to know that it is appropriate for you to return to work. As always, we expect and appreciate your cooperation if and when medical information is sought.

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Confidentiality of Medical Information

Our policy is to treat any medical information as a confidential medical record. In furtherance of this policy, any disclosure of medical information is in limited circumstances with supervisors, managers, first aid and safety personnel, and government officials as required by law.

Request for Temporary Alternative Work Arrangement and/or Accommodation

Employees considered vulnerable due to underlying health concerns during an outbreak may request an alternative work arrangement and/or a leave of absence within the guidelines of federal and state sick leave laws, collective bargaining agreements and Board of Trustees policy. The employee should discuss their circumstances with their direct supervisor first. The Division Vice President; in consultation with the Office of Human Resources, will review the employee's request for an accommodation for final approval. In the case of a medical leave, documentation from a health provider will be required and should be sent to the Office of Human Resources only. HIPPA guidelines will be followed to ensure the confidentiality of the employee's medical information.

Social Distancing Guidelines for Workplace Infectious Disease Outbreaks

In the event of an infectious disease outbreak impacting the CCM community, CCM may issue directives implementing social distancing guidelines to minimize the spread of the disease among the staff and students.

During the workday, employees will be required to:

1. Wear face coverings as mandated by public health officials or by the college. If unable to wear a face covering due to a medical reason, contact Human Resources to apply for a medical accommodation.
2. Practice social distancing as mandated by public health officials or by the college.
3. Avoid meeting people face-to-face. Employees are encouraged to use the telephone, online conferencing, e-mail or instant messaging to conduct business as much as possible, even when participants are in the same building.
4. When a face-to-face meeting is unavoidable, minimize the meeting time, choose a large meeting room and sit at least six feet from each other if possible; avoid person-to-person contact such as shaking hands.
5. Avoid any unnecessary travel and cancel or postpone nonessential meetings, gatherings, workshops and training sessions.
6. Avoid congregating in work rooms, pantries, copier rooms or other areas where people socialize.
7. Bring lunch and eat at your desk or away from others (avoid lunchrooms and crowded restaurants). If you leave the campus, you must have a temperature check upon return.
8. Encourage others to request information and orders via phone and e-mail in order to minimize person-to-person contact. Have the orders, materials and information ready for fast pick-up or delivery.
9. Work staggered schedules or work remotely (if the position may be performed remotely) if social distancing is difficult to maintain.

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10. While most large gatherings should be avoided, in-person meetings must be approved by the Administration.

11. Notify their supervisor and Human Resources if they exhibit symptoms of an infectious disease while at work. The employee must leave campus or isolate themselves in the Health Office until transportation can be arranged.

Essential Personnel

Each division Vice President will designate essential personnel needed to staff emergency operations in the event of a partial or total closure of the college. Essential personnel may be required to report to the campus or may be designated to work remotely. The college will issue computer equipment as necessary. Essential personnel who fail to report for duty may be subject to disciplinary action unless documentation is provided to certify the illness of the employee and/or a member of the employee's family. Comp time or overtime must be approved in advance of the employee working additional hours.

Code of Conduct

Employees are expected to treat all members of the CCM community with dignity and respect.

In the workplace, this means, among other things, that employees must comply with reasonable directions of College officials and must not refuse or fail to comply with the instruction of a supervisor or other person in authority intended to facilitate the employee's proper and timely performance of the responsibilities of the employee's position. Failure to comply with College policy, procedures and protocol during a health emergency may result in disciplinary actions in accordance with collective bargaining agreements and college policies.

Resolution #2021-09-21-11B

**INFECTIOUS DISEASE CONTROL POLICY
FOR COUNTY COLLEGE OF MORRIS STUDENTS**

County College of Morris (CCM) will take proactive steps to protect the campus environment in the event of an infectious disease outbreak. It is the goal of the College during any such time period to strive to operate effectively and ensure that all essential services are continuously provided and that students are safe within the campus.

CCM is committed to providing authoritative information about the nature and spread of infectious diseases, including symptoms and signs to watch for, as well as required steps to be taken in the event of an illness or outbreak.

In the event of an infectious disease outbreak, this *policy* and related procedures replaces and *supersedes* any other college *policies* and procedures on the following topics. It is understood that the policies herein are subject to change upon directives from State and Federal agencies.

Preventing the Spread of Infection in the Campus

CCM will foster a clean campus environment, including the regular cleaning of objects and areas that are frequently used, such as bathrooms, classrooms, learning spaces, study rooms, activity spaces, door handles and railings. An emergency management team will be designated to monitor and coordinate events around an infectious disease outbreak, as well as to create rules that could be implemented to promote safety through infection control.

We ask all students to cooperate in taking steps to reduce the transmission of infectious disease on campus. The best strategy remains the most obvious—frequent hand washing with warm, soapy water; covering your mouth whenever you sneeze or cough; and discarding used tissues in wastebaskets. We will also maintain alcohol-based hand sanitizers throughout the campus environment and in common areas. We encourage students to consult with their medical providers or the public health offices of their respective government agencies to obtain information on making an informed decision on obtaining vaccines to common viruses such as Covid-19 as a measure to prevent the spread of viral infectious disease.

Unless otherwise notified, our normal attendance and leave policies will remain in place. Individuals who believe they may face challenges attending classes due to an infectious disease outbreak not related to CCM, should take steps to develop any necessary contingency plans. For example, students might want to arrange for alternative methods for participating in classes or completing course requirements with their faculty members.

Travel

During periods of an infectious disease outbreak, travel may be restricted. Students traveling to or returning from travel to countries that are restricted by federal, state, or local agencies or organizations will be required to notify the Office of Student Development and Enrollment

Resolution #2021-09-21-11B

Management before returning to campus. The student will be required to follow the CDC recommendations for self and/or public health official imposed quarantine. Students will not be permitted back on campus without medical clearance, and, the college reserves the right to require a second medical opinion. Students should check the College website regularly for updates to restrictions, which may change, should an infection spread either domestically or internationally.

Staying Home When Ill

Many times, with the best of intentions, students continue attending classes even though they feel ill. During the pendency of an infectious disease outbreak, we encourage students with symptoms of infectious diseases to stay home. They should contact the Office of Health Services for guidance on how to address their medical condition in relation to their academic responsibilities.

During an infectious disease outbreak, it is critical that students do not attend classes while they are ill and/or experiencing the following symptoms which may include fever, cough, sore throat, runny or stuffy nose, body aches, headache, chills and fatigue. Currently, the Centers for Disease Control and Prevention recommends that people with an infectious illness such as the flu remain at home until at least 72 hours after they are symptom free without the use medications.

Requests for Medical Information and/or Documentation

If you are out sick or show symptoms of being ill, it may become necessary to request information from you and/or your health care provider. In general, the Office of Health Services would request medical information to confirm your need to be absent, to show whether and how an absence relates to the infection, and to know that it is appropriate for you to return to the College campus. As always, we expect and appreciate your cooperation if and when medical information is sought.

Confidentiality of Medical Information

Our policy is to treat any medical information as a confidential medical record. In furtherance of this policy, any disclosure of medical information is limited to counselors and college administrators, first aid and safety personnel, and government officials as required by law.

Social Distancing Guidelines for Campus Infectious Disease Outbreaks

In the event of an infectious disease outbreak impacting the CCM community, CCM may issue directives implementing the social distancing guidelines below to minimize the spread of the disease among the staff and students.

During the class day, students may be requested to:

1. Wear face coverings as mandated by public health officials or by the college. If unable to wear a face covering due to a medical reason, contact the Office of Health Services to apply for a medical accommodation.
2. Practice social distancing as mandated by public health officials or the college.

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3. Avoid meeting people face-to-face. Students are encouraged to use the telephone, e-mail or instant messaging to conduct business as much as possible. This includes if you have the need to meet with a faculty member in an advising or tutoring capacity.
4. If a face-to-face meeting is unavoidable, minimize the meeting time, be prepared to meet in a larger meeting room and sit at least six feet apart from each other if possible; avoid person-to-person contact such as shaking hands.
5. Avoid congregating in open areas around campus where people socialize.

Student Code of Conduct

County College of Morris is a community of individuals. As such, we must strive to recognize the dignity and worth of each member of our community. It is, therefore, the policy of the college that each individual, regardless of status (student, administrator, support staff or faculty member) must treat every other individual, irrespective of status, rank, title, or position, with dignity and respect. As a member of the college community, students must comply with reasonable directions of college officials. Failure to comply with college policy, procedures, regulations, or protocols during a major health emergency may result in disciplinary actions in accordance with the Student Code of Conduct.