



BOARD OF TRUSTEES

Tentative Agenda Summary for the
Regular Meeting of January 26, 2021

*Subject to such additional items as members of the
Board of Trustees wish to bring before the meeting.*

Teleconference # 1-646-876-9923, Meeting ID # 922 1933 1139

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*Board of Trustees
County College of Morris
Tentative Agenda
January 26, 2021*

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Teleconference # 1-646-876-9923, Meeting ID # 922 1933 1139

**BOARD OF TRUSTEES
TENTATIVE AGENDA
FOR THE REGULAR MEETING OF
JANUARY 26, 2021**

Subject to such additional items as members of the Board of Trustees wish to bring before the meeting.

1. Meeting called to order.

A. Reading of public announcement:

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 January 20, 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/> .

I direct that this public announcement be entered in the minutes of this meeting.

B. Announcement from Meeting Chair.

This remote meeting of the County College of Morris Board of Trustees is being conducted via teleconference due to the State declaration of a health emergency. Please be aware of the following:

- This meeting is being audio recorded.
- All members of the public are asked to mute their phones until such time as they wish to address the Board during the public comment portion of the meeting.
- To unmute your phones, enter * 6.

2. Roll Call

3. Adoption of resolution to discuss matters in closed session.

RESOLVED, At the Regular Meeting of the Board of Trustees on January 26, 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 teleconference.

1. Compensation for Professional Services
2. New Employee Appointment
3. Adjunct Faculty Appointment and Salary Revisions, Fall 2020 Semester
4. Authorization of Stipend, Assignment Contracts Transition
5. Employee Resignation
6. Organizational Changes, Student Development and Enrollment Management Division
7. President's Annual Review and Compensation Adjustment
8. Matters involving the attorney-client privilege.

It is anticipated that all of the above items will be disclosed to the public at the reconvened session of the Board at 6:45 p.m. with the exception of Item #8.

RECONVENED PUBLIC SESSION

Reminder of Announcement from Meeting Chair.

This remote meeting of the County College of Morris Board of Trustees is being conducted via teleconference due to the State declaration of a health emergency. Please be aware of the following:

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 - *To unmute your phones, enter * 6.*
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4. Pledge of Allegiance

- A. Moment of Silence

5. Adoption of the proposed College budget for fiscal year 2021-2022.

- A. Public announcement of public hearing notice in compliance with the Public Hearing Notice Requirements:

In compliance with NJSA 18A:3B-6, adequate notice of the January 26, 2021 public hearing on adoption of the College budget for fiscal year 2021-2022, in the form attached, was provided in the following manner:

On January 20, 2021, advanced written notice of this meeting was posted on the bulletin board outside the President's Office; posted on the CCM Website; sent to each bargaining unit representative and the President of the Student Government Association; and was published in the CCMemo.

I direct the Secretary to enter in the minutes of this meeting this public announcement and the advance written notice of this meeting.

- B. Open meeting for questions/comments from the public regarding the proposed College budget for fiscal year 2021-2022.
- C. Discussion by Board of Trustees.
- D. Vote on resolution approving the College budget for fiscal year 2021-2022:

As required by law, this Board has given notice and conducted a public hearing on January 26, 2021, prior to adoption of the Annual Budget.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Trustees of County College of Morris, that pursuant to N.J.S.A. 18A:64A-17 the amount of money estimated to be necessary for the fiscal year commencing July 1, 2021 is \$74,934,203;

BE IT FURTHER RESOLVED, That a copy of this resolution, together with an itemized statement showing how said amount of \$74,934,203 was calculated, be delivered to each member of the Board of School Estimate of County College of Morris.

BE IT FURTHER RESOLVED, That February 11, 2021 at 2:00 p.m. via teleconference, is hereby fixed as the time and method for the holding of a public hearing by said Board of School Estimate with respect to said itemized statement and the amounts of money estimated to be necessary.

BE IT FURTHER RESOLVED, That notice of this public hearing and said itemized statement shall be published as required by law, said notice set forth that said itemized statement will be on file, and open to examination to the public at the office of the Division of Business and Finance, County College of Morris, 214 Center Grove Road, Randolph Township, NJ, during the hours said office is open, from date of publication of said notice.

The Budget Summary is on Attachment #1, page 10.

Out-of-State Tuition Rate and Differential Fee:

Tuition	from	\$144.00	to	\$148.00 per credit
Differential Fee	from	<u>\$270.00</u>	to	<u>\$270.00</u> per credit
		\$414.00		\$418.00

The above per credit fees and tuition changes shall be applicable to all credits for which the student is registered.

BE IT FURTHER RESOLVED, That the Board of Trustees adopts the revisions to the Schedule of Fees as set forth on Attachment #2 effective the Summer 2021 semester.

Attachment #2 is on pages 11 through 21.

7. Consideration of the minutes of the regular meeting of December 15, 2020, including the closed session.
8. Report of the President – Dr. Iacono
9. Report of the Treasurer – Trustee Licitra
 - A. RESOLVED, That the check numbered 32780 in the amount of \$197,570.00 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 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 – Flexible Spending	National Benefit Services West Jordan, UT	\$3,000.00 estimated

Medical Care Expense Reimbursement (FSA) and Dependent Care (DCP) with NBS for the contract period 1/1/21 through 12/31/21. Administrative fee is \$3.50 per participant per month. For Human Resources.

- 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>
ITS58	Liquidware Flex	Software House International	\$50,840.00
Sub-contract: 89851	Software	Somerset, NJ	

Liquidware Flex software to assist with layering applications, 400 licenses @ \$123.35 = \$49,340.00 and six hours of remote professional services @ \$250.00/hour = \$1,500.00. For Information Systems. CARES Funded.

- 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>
B2021-25DDP-CV19	Nursing Equipment	DiaMedical USA Equipment LLC West Bloomfield, MI	\$8,568.90
		Laerdal Medical Corporation Wappingers Falls, NY	\$51,124.29

DiaMedical USA for One Detecto Wet Diaper Scale @ \$739.95; One Detecto Digital Infant Scale @ \$278.95; One Amico Multi-Treatment Stretcher @ \$3,155.00; and One SimLab Solutions 7013 Radiant Infant Warmer @ \$4,395.00. Laerdal Medical Corporation for One SimNewB Tetherless Manikin @ \$17,774.50; One Laptop for use with LLEAP Software, Ultrasound, Patient Monitor @ \$1,831.50; One All in One Panel PC for use with LLEAP Software, SimPad or SimPad Plus Patient Monitor @ \$2,320.85; One USB HD Web Cam @ \$186.20; One ValuePlus SimNewB Platinum Installation and Warranty @ \$12,187.50; One SimNewB Education Bundle @ \$5,985.00; One 12-Lead Task Trainer @ \$10,720.80; and Shipping and Handling @ \$117.94. For Nursing Department. Perkins Funded.

<u>Bid #.</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
B2021-21DDP-CV19	Engineering Equipment	Allendale Machinery Systems Upper Saddle River, NJ	\$77,369.60

Two Acer Model Dynamic 1340G High Speed Precision Lathes @ \$7,632.00 each; Two Acer DP700 2-Axis D.R.O. @ \$1,995.00 each; Installation fee on two D.R.O.'s and brackets @ \$300.00 each; Two Chuck Guards with Safety Switch @ \$288.00 each; Two Acer 3V5-11 E-Mill with Servo X-Axis Servo @ \$9,067.00 each; Two Newall DP700 D.R.O. 2-Axis .0002" @ \$1,750.00 each; Two KURT Crossover Mach Vises @ \$620.00 each; Two Acer LED-L95 Work Lights @ \$220.00 each; Five Lincoln Electric MIG Welders @ \$2,699.00 each; Five Lincoln Electric TIG Welders @ \$3,383.12 each; and Five Victor – Gas Welding Outfits @ \$643.00 each. For Engineering Technologies. Perkins Funded.

- E. WHEREAS, The County College of Morris pursuant to public advertisement for Nursing Equipment received three bid proposals under Bid B2021-25DDP-CV19 which was publicly opened on January 11, 2021; and

WHEREAS, the bid received from Stryker Sales Corporation for Category 5 Nursing Equipment was defective because it did not conform with the bid specification, and the Employee/Relative Disclosure form was not notarized;

NOW, THEREFORE BE IT RESOLVED ON THIS 26th DAY OF January, 2021 by the Board of Trustees of the County College of Morris, that the bid proposal from Stryker Sales Corporation be rejected and Category 5 be re-advertised immediately.

10. Committee on Personnel – Trustee Weisberg

- A. BE IT RESOLVED, That the Board of Trustees approve compensation for those persons listed on Attachment #3 for professional services to the College for the purposes stated on Attachment #3.

Attachment #3 is on pages 22 through 24.

- B. BE IT RESOLVED, That the employee appointment listed on Attachment #4 be approved.

Attachment #4 is on page 25.

- C. RESOLVED, That the revisions to the Adjunct Faculty appointments and salaries for the Fall 2020 semester be approved as stated on Attachment #5.

Attachment #5 is on page 26.

- D. BE IT RESOLVED, That the Board of Trustees approve a stipend of \$1,175.00 to Jeri LaBruna for training and administrative support offered during the transition of the Assignment Contracts function to new personnel.

- E. BE IT RESOLVED, That the Board of Trustees accept the resignation of Damaris Medina, effective January 14, 2021.

- F. WHEREAS, The Personnel Committee has reviewed the rationale for the following organizational change;

BE IT RESOLVED, That upon the recommendation of the Personnel Committee and the President, the Board authorizes the following personnel changes:

- reclassification of two grant funded, part-time Student Support Specialists to two grant funded full-time Student Success Specialists, AAPF Grade 14;
- creation of a grant funded part time Student Success Specialist; and
- creation of an Assistant Director of Financial Aid, AAPF Grade 13.

G. President’s Annual Review and Compensation Adjustment

11. Committee on Lands and Buildings – Trustee Licitra

A. WHEREAS, The New Jersey Council of County Colleges requires the preparation and approval of a Facilities/Master and Deferred Maintenance Plan as a condition of eligibility for state funding of major capital projects; and

WHEREAS, The Board of Trustees Committee on Lands and Buildings has reviewed the 2020-2025 CCM Deferred Maintenance Plan,

NOW, THEREFORE, BE IT RESOLVED That the Board of Trustees accepts the 2020-2025 CCM Deferred Maintenance Plan as prepared by the Division of Business & Finance.

12. Committee on Finance and Budget – Trustee Aprile

A. BE IT RESOLVED, that the following contracts solicited by public advertisement, be awarded pursuant to a fair and open contract solicitation process.

Contractor	Nature of Contract	Term of Contract	Estimated Contract Value
DiFrancesco, Bateman, Kunzman, Davis, Leher & Flaum, P.C.	Professional legal services	2/1/21-1/31/22	Will exceed \$17,500.00
Hummel Printing	Printing and mailing of Alumni Advocate	1/1/21-6/30/21	Will exceed \$17,500.00
eWay Corp.	Website Redesign and Development (Grant Funded)	2/1/21-9/30/21	\$65,100.00 estimated

The forms of resolution hereby adopted awarding the contract is set forth in Attachment #6.

Attachment #6 is on pages 27 through 28.

13. Committee on Organization, Bylaws, Planning, and Nomination – Trustee Advokat

A. Affirmation of Equity Statement

“Equity means the intentional design of the college experience, including the promotion of diversity and inclusion as well as the elimination of discrimination, to ensure that all members of the CCM community receive what they need to succeed. An inclusive environment that provides access to and delivery of high-quality education is the right of all individuals and is imperative for a prosperous society. Accordingly, County College of Morris has an obligation to be aware of and to address issues of inequity, particularly for underserved and underrepresented populations. To achieve equity for all, County College of Morris is committed to developing and sustaining a culture, and engaging in practices, that provide appropriate support to remove barriers that limit opportunities.”

14. Any matters to be brought to the attention of the Board by officers of the Board

15. Unfinished business

16. New business

A. Appointment of Legal Counsel – Trustee Frost

17. Comments from the public. Public Comments will be received in accordance with the Procedure for Conduct of the Public Comments Portion of the Board Meetings.

18. Adjournment

**COUNTY COLLEGE OF MORRIS
 FY2022 BUDGET SUMMARY**

	FY2022	
	<u>BUDGET</u>	<u>%</u>
CURRENT INCOME:		
Education & General		
Tuition and Fees	\$29,088,375	50.4%
State of New Jersey	7,350,000	12.7%
County of Morris	11,855,000	20.6%
Chargeback	257,426	.5%
Self Pay & OC	4,666,573	8.1%
Investment Income	265,000	.5%
Other	650,000	1.1%
Application of Fund Balance	3,551,424	6.1%
Sub-Total Education & General	\$57,683,798	100.0%
Auxiliary Enterprises	2,989,000	
Student Clubs & Organizations	284,405	
Student Aid	10,528,000	
Grants & Contracts	3,449,000	
TOTAL CURRENT REVENUES	\$74,934,203	
CURRENT EXPENDITURES:		
Education & General		
Instruction	\$28,278,025	49.0%
Academic Support	5,142,373	9.0%
Public Service	120,165	0.2%
Student Services	6,309,272	11.0%
Institutional Support	11,807,369	20.4%
Operation of Plant	5,782,332	10.0%
Transfers	244,262	0.4%
Sub-Total Education & General	\$57,683,798	100.0%
Auxiliary Enterprises	2,989,000	
Student Clubs & Organizations	284,405	
Student Aid	10,528,000	
Grants & Contracts	3,449,000	
TOTAL CURRENT EXPENDITURES	\$74,934,203	

SCHEDULE OF FEES

Course Fees

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
ACC 111	Principles of Accounting I	\$40	\$40
ACC 112	Principles of Accounting II	\$40	\$40
ART 122	Drawing I	\$75	\$75
ART 123	Drawing II	\$75	\$75
ART 124	Figure Drawing	\$75	\$75
ART 130	2D Design	\$75	\$75
ART 131	Color Theory	\$75	\$75
ART 132	3D Design	\$75	\$75
ART 219	Painting I	\$75	\$75
ART 220	Painting II	\$75	\$75
ART 228	Sculpture I	\$75	\$75
ART 229	Sculpture II	\$75	\$75
ART 230	Portfolio and Presentation	\$75	\$75
ART 233	Independent Study I	\$75	\$75
ART 234	Independent Study II	\$75	\$75
ART 238	Independent Study III	\$75	\$75
ART 241	Ceramics I	\$75	\$75
ART 242	Ceramics II	\$75	\$75
ART 250	Beginning Glassblowing I	\$1,500	\$1,500
ART 251	Intermediate Glassblowing	\$1,750	\$1,750
ART 291	Special Topics in Art	\$50	\$50
ART 292	Special Topics in Art	\$50	\$50
BIO 101	Anatomy Physiology I	\$100	\$100
BIO 102	Anatomy Physiology II	\$100	\$100
BIO 121	General Biology I	\$100	\$100
BIO 122	General Biology II	\$100	\$100
BIO 123	Cell Biology	\$100	\$100
BIO 127	Biology Environmental Concerns	\$100	\$100
BIO 129	Introduction to Botany	\$100	\$100
BIO 132	Concepts in Biology	\$100	\$100
BIO 133	Human Biology	\$100	\$100
BIO 180	General Biology I-Honors	\$100	\$100
BIO 181	General Biology II-Honors	\$100	\$100
BIO 201	Genetics	\$100	\$100
BIO 202	Ecology	\$100	\$100
BIO 215	Microbiology	\$100	\$100
BIO 223	Cell and Molecular Biology	\$100	\$100
BIO 233	Independent Study in Biology	\$95	\$95
BIO 295	Special Topics in Biology	\$95	\$95
BUS 119	Business Info Systems and Applications	\$40	\$40
BUS 136	Personal Finance	\$35	\$35
BUS 211	Money and Banking	\$35	\$35
BUS 212	Principles of Finance	\$35	\$35

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
BUS 218	Investment Principles	\$35	\$35
BUS 222	International Finance	\$35	\$35
CHM 105	Forensic Science	\$100	\$100
CHM 118	Introductory Chemistry-Lab	\$100	\$100
CHM 126	General Chem I-Lab	\$100	\$100
CHM 128	General Chem II-Lab	\$100	\$100
CHM 210	Essentials of Organic Chemistry	\$100	\$100
CHM 212	Biochemistry	\$100	\$100
CHM 218	Analytical Chemistry-Instrumental Analysis	\$100	\$100
CHM 232	Organic Chemistry I-Lab	\$100	\$100
CHM 234	Organic Chemistry II-Lab	\$100	\$100
CHM 235	Independent Study in Chemistry	\$95	\$95
CHM 295	Special Topics in Chemistry	\$95	\$95
CMP 101	Computer Information Literacy	\$40	\$40
CMP 108	Game Design Concepts	\$40	\$40
CMP 120	Foundations of Information Security	\$40	\$40
CMP 124	Network Security	\$40	\$40
CMP 125	Information Security Management	\$40	\$40
CMP 126	Computer Technology & Applications	\$40	\$40
CMP 128	Computer Science I	\$40	\$40
CMP 129	Computer Science II	\$40	\$40
CMP 130	Introduction to Information Technology	\$40	\$40
CMP 131	Fundamentals of Programming (Python)		\$40
CMP 135	Computer Concepts with Applications	\$40	\$40
CMP 149	Critical Game Play	\$40	\$40
CMP 150	Game Programming	\$40	\$40
CMP 160	Digital Forensics I	\$40	\$40
CMP 170	Mobile App Design	\$40	\$40
CMP 200	Computer Operating Sys & Utilities	\$40	\$40
CMP 205	Database Programming (MS Access)	\$40	
CMP 207	Electronic Spreadsheets (MS Excel)	\$40	\$40
CMP 209	Introduction to Unix	\$40	
CMP 230	Computer Assembly Language	\$40	\$40
CMP 233	Data Structures and Algorithms	\$40	\$40
CMP 235	Advanced Unix	\$40	
CMP 237	Visual Basic (VB.NET)	\$40	\$40
CMP 239	The Internet and Web Page Design	\$40	\$40
CMP 241	Database Programming (Oracle)	\$40	\$40
CMP 243	Ethical Hacking and Systems Defense	\$40	\$40
CMP 244	Web Design II	\$40	\$40
CMP 245	Web Design Tools	\$40	
CMP 246	Operating Systems	\$40	\$40
CMP 249	Advanced Web Programming	\$40	\$40
CMP 250	Game Production	\$40	\$40
CMP 255	Linux	\$40	\$40
CMP 261	Digital Forensics II	\$40	\$40
CMP 263	Web Development Workflow	\$40	\$40
CMP 262	Data Science Programming		\$40
CMP 264	Machine Learning		\$40

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
CMP 271	Mobile App Programming	\$40	\$40
CMP 280	Software Engineering	\$40	\$40
CMP 290	Independent Study in IT	\$20	\$20
CMP 291	Special Topics in IT	\$40	\$40
CMP 292	Special Topics in IT	\$40	\$40
CMP 293	Special Topics in IT	\$40	\$40
COM 114	Media Aesthetics	\$40	\$40
COM 120	Broadcast Journalism	\$48	\$48
COM 209	Editing & Publication Design	\$48	\$48
COM 211	Television Production	\$40	\$40
COM 212	Television Production II	\$40	\$40
COM 214	Sports Journalism		\$40
DAN 111	Introduction to Dance	\$15	\$15
DAN 117	Introduction to Ballet	\$15	\$15
DAN 125	Jazz I	\$15	\$15
DAN 126	Jazz II	\$15	\$15
DAN 130	Tap Dance I	\$15	\$15
DAN 134	Dance History	\$25	\$25
DAN 135	Dance Theatre Workshop I	\$15	\$15
DAN 136	Dance Theatre Workshop II	\$15	\$15
DAN 137	Ballet I	\$20	\$20
DAN 138	Ballet II	\$20	\$20
DAN 141	Modern Dance I	\$20	\$20
DAN 142	Modern Dance II	\$20	\$20
DAN 146	Dance for Musical Theatre	\$20	\$20
DAN 211	Intermediate Ballet	\$25	\$25
DAN 212	Advanced Ballet	\$25	\$25
DAN 216	Intermediate Modern Dance	\$25	\$25
DAN 217	Advanced Modern Dance	\$25	\$25
DAN 220	Dance Theatre Workshop III	\$15	\$15
DAN 222	Dance Theatre Workshop IV	\$15	\$15
DAN 224	Choreography I	\$25	\$25
DAN 226	Choreography II	\$25	\$25
DMS 252	Internship in Theatre Technology		\$90
DSN 120	Design Concepts I	\$75	\$75
DSN 125	Design Rendering	\$75	\$75
DSN 135	Fashion Construction Technology I	\$75	\$75
DSN 145	Intro to Fashion & Visual Merch.	\$75	\$75
DSN 146	Fashion Merchandizing II	\$75	\$75
DSN 155	Custom Design and Construction	\$75	\$75
DSN 160	Fashion Construction Tech. II	\$75	\$75
DSN 165	Drawing for Designers	\$75	\$75
DSN 220	Design Concepts II	\$75	\$75
DSN 291	Special Topics in Design I	\$75	\$75
DSN 292	Special Topics in Design II	\$75	\$75

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
ELT 100	Circuit Analysis DC/AC	\$60	\$60
ELT 102	Circuit Measurement and Fundamentals	\$60	\$60
ELT 110	Digital Principles	\$65	\$65
ELT 115	Active Circuit Components	\$65	\$65
ELT 121	Circuit Analysis	\$60	\$60
ELT 123	Studio Maintenance	\$75	\$75
ELT 201	Electricity and Electronics	\$60	\$60
ELT 209	Advanced Digital and Microprocessors	\$65	\$65
ELT 210	Electronic Fabrication	\$65	\$65
ELT 213	Active Circuit Design	\$65	\$65
ELT 215	Industrial Electronics	\$65	\$65
ELT 227	Biomedical Clinical Experience	\$80	\$80
ELT 230	Optoelectronics	\$55	\$55
ELT 231	Electronic Communication Systems	\$65	\$65
ELT 250	Solar Photovoltaic and Alternative Energy System		\$60
ENR 117	Computer-Aided Drafting I	\$60	\$60
ENR 118	Computer-Aided Drafting II	\$60	\$60
ENR 119	Technical Computer Applications	\$45	\$45
ENR 120	Technical Computer Programming	\$45	\$45
ENR 121	Engineering Graphics	\$60	\$60
ENR 124	Instrumentation and Measurements	\$55	\$55
ENR 125	Computer Programming for Engineers	\$55	\$55
ENR 126	CAD and Applications	\$55	\$55
ENR 132	Introduction to Experimentation and Design	\$65	\$65
ENR 220	Hydraulics and Fluid Power	\$40	\$40
ENR 230	Engineering Strength of Materials	\$60	\$60
ENR 236	Engineering Circuit Analysis Lab I	\$60	\$60
ENR 238	Engineering Circuit Analysis Lab II	\$60	\$60
ENR 240	Engineering Technology Project	\$60	\$60
ENR 241	Instrumentation and Controls	\$65	\$65
ENR 264	Machine Learning		\$40
GRD 111	Introduction to Computer Graphics	\$75	
GRD 116	Electronic Prepress	\$75	\$75
GRD 118	Typography	\$75	\$75
GRD 120	Graphic Design I	\$75	\$75
GRD 215	Commercial Illustration	\$75	\$75
GRD 218	Typography II	\$75	\$75
GRD 220	Graphic Design II	\$75	\$75
GRD 230	Computer Assisted Illustration	\$75	\$75
GRD 240	Comp. Assisted Page & Cover Design	\$75	\$75
GRD 250	Brochure and Magazine Design	\$75	\$75
GRD 255	Advertising Design	\$75	\$75
GRD 291	Special Topics in Graph Design	\$50	\$50
GRD 292	Special Topics in Graph Design	\$50	\$50
HED 112	Drugs, Society and Human Behavior	\$30	\$30
HED 115	Personal and Family Nutrition	\$30	\$30
HED 128	Lifetime Wellness	\$30	\$30
HED 130	Mind-Body Health	\$30	\$30

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
HED 132	Stress Management	\$20	\$20
HED 283	Cardiopulmonary Resuscitation	\$35	\$35
HED 286	Personal Health and Wellness	\$30	\$30
HED 295	First Aid and Emergency Care	\$30	\$30
HES 104	Foundations of Personal Training	\$35	\$35
HES 107	Program Design and Implementation	\$35	\$35
HES 111	Introduction to Exercise Science	\$35	\$35
HES 125	Stretching & Strengthening	\$35	\$35
HES 126	Personal Fitness	\$35	\$35
HES 127	Weight Training	\$35	\$35
HES 128	Yoga	\$35	\$35
HES 129	Self Defense	\$35	\$35
HES 130	Tai Chi	\$35	\$35
HES 131	Pilates	\$35	\$35
HES 132	Cardio Conditioning	\$35	\$35
HES 141	Personal Challenge I	\$60	\$60
HES 162	Basic Swimming	\$35	\$35
HES 186	Badminton	\$35	\$35
HES 211	Kinesiology	\$90	\$90
HES 212	Exercise Physiology	\$90	\$90
HES 213	Exercise Measurement and Prescription	\$90	\$90
HOS 101	Introduction to Food	\$75	\$75
HOS 103	Food Production	\$75	\$75
HOS 105	Food Science and Nutrition	\$75	\$75
HOS 117	Introduction to Baking	\$75	\$75
HOS 121	Advanced Baking	\$75	\$75
HOS 123	International Cuisines	\$75	\$75
HOS 126	American Regional Cuisine	\$25	\$25
HOS 127	Italian Cuisine	\$25	\$25
HOS 128	Chinese Cuisine	\$25	\$25
HOS 129	Latin Cuisine	\$25	\$25
HOS 210	Dining Room Management	\$75	\$75
HOS 233	Food as Art	\$75	\$75
HOS 235	Restaurant Operations	\$75	\$75
LHT 101	Introduction to Turf Management	\$90	\$90
LHT 108	Herbaceous Plant Materials	\$90	\$90
LHT 110	Plant Science	\$90	\$90
LHT 111	Introduction to Horticulture	\$90	\$90
LHT 114	Land Plant Ident Management and Use	\$90	\$90
LHT 115	Horticultural Comp Soft Applications	\$90	\$90
LHT 116	Horticultural Soils	\$90	\$90
LHT 124	Grounds Maintenance and Development	\$90	\$90
LHT 130	Arboriculture	\$90	\$90
LHT 211	Landscape Design and Planning I	\$100	\$100
LHT 212	Landscape Design and Planning II	\$100	\$100
LHT 215	Plant Pest Management	\$90	\$90
LHT 231	Landscape Construction & Equipment	\$90	\$90
LHT 234	Landscape and Turf Installation	\$90	\$90

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
LHT 235	Irrigation Systems	\$90	\$90
LHT 291	Special Topics in Agriculture I	\$50	\$50
LHT 292	Special Topics in Agriculture II	\$50	\$50
MAT 006	Elements of Algebra	\$50	\$50
MEC 109	Manufacturing Processing for Engineering Technology	\$100	\$100
MEC 110	Materials for Engineering Technology	\$75	\$75
MEC 117	Mechanical Prototyping	\$60	\$60
MEC 118	Comp. Integrated Manufacturing (CIM)	\$60	\$60
MEC 141	Strength of Materials For Engr. Tech.	\$60	\$60
MEC 209	Introduction to Advanced Manufacturing and CNC Programs	\$100	\$100
MEC 235	Kinematics	\$35	\$35
MEC 236	Machine Design	\$55	\$55
MED 110	Multimedia I	\$40	\$40
MED 113	Multimedia II	\$40	\$40
MED 119	Digital Media Production	\$40	\$40
MED 210	Digital Video Editing	\$40	\$40
MED 213	Multimedia Authoring and Design	\$40	\$40
MED 220	Animation	\$40	\$40
MED 224	Independent Study in Media Studies	\$20	\$20
MED 240	Advanced Animation	\$40	\$40
MED 291	Special Topics in Media Studies	\$20	\$20
MED 292	Special Topics in Media Studies	\$40	\$40
MED 293	Special Topics in Media Studies	\$40	\$40
MUS 112	Introduction to Electronic Music	\$50	\$50
MUS 124	Electronic Music II	\$50	\$50
MUS 135	Applied Music Primary I	\$150	\$150
MUS 136	Applied Music Primary II	\$150	\$150
MUS 137	Applied Music Primary III	\$150	\$150
MUS 138	Applied Music Primary IV	\$150	\$150
MUS 165	Introduction to Music Recording	\$50	\$50
MUS 167	Music Recording II	\$75	\$75
MUS 176	Aural Comprehension I	\$35	\$35
MUS 177	Aural Comprehension II	\$35	\$35
MUS 178	Aural Comprehension III	\$35	\$35
MUS 179	Aural Comprehension IV	\$35	\$35
MUS 180	Microphone Techniques	\$75	\$75
MUS 182	Audio Production Techniques	\$75	\$75
MUS 233	Independent Study in Music	\$75	\$75
MUS 234	Independent Study in Music	\$75	\$75
MUS 244	Independent Study-Electronic Music I	\$75	\$75
MUS 245	Independent Study-Electronic Music II	\$75	\$75
MUS 249	Practicum	\$75	\$75
MUS 250	Internship in Music Recording	\$125	\$125
MUS 252	Internship to Theatre Technology		\$75
MUS 253	Independent Study in Music II	\$75	\$75
MUS 254	Independent Study in Music III	\$75	\$75

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
MUS 255	Independent Study in Music IV	\$75	\$75
MUS 259	Hard Disc Recording	\$75	\$75
NUR 012	Nursing Transition: Advanced Placement Status	\$90	\$90
NUR 121	Fundamentals of Nursing	\$700	\$700
NUR 123	Basic Medical/Surgical Nursing	\$650	\$650
NUR 213	Maternal-Child/Mental Health Nursing	\$675	\$675
NUR 214	Adv. Medical/Surgical Nursing	\$805	\$805
PAR 120	Paramedic Science I	\$500	\$500
PAR 125	Paramedic Clinical Experience I	\$200	\$200
PAR 130	Paramedic Clinical Experience II	\$200	\$200
PAR 220	Paramedic Science II	\$500	\$500
PAR 225	Paramedic - Clinical Experience III	\$400	\$400
PAR 230	Paramedic - Clinical Experience IV	\$100	\$100
PAR 235	Paramedic Internship - Field Experience	\$500	\$500
PHO 115	Photography I	\$75	\$75
PHO 116	Photography II	\$75	\$75
PHO 117	Color Photography I	\$75	\$75
PHO 204	Digital Imaging I	\$75	\$75
PHO 213	Documentary Photography	\$75	\$75
PHO 216	Studio Lighting Techniques	\$75	\$75
PHO 224	Digital Imaging II	\$75	\$75
PHO 226	Portfolio Preparation	\$75	\$75
PHO 227	Professional Studio Photography	\$75	\$75
PHO 290	Independent Study I in Photography	\$75	\$75
PHO 291	Special Topics in Photography	\$50	\$50
PHO 292	Special Topics in Photography	\$50	\$50
PHO 293	Special Topics in Photography	\$50	\$50
PHY 103	Concepts of Physics	\$65	\$65
PHY 111	Technical Physics I	\$65	\$65
PHY 112	Technical Physics II	\$65	\$65
PHY 118	Meteorology	\$65	\$65
PHY 126	General Physics I-Lab	\$65	\$65
PHY 128	General Physics II-Lab	\$65	\$65
PHY 134	Lab for Engineering Physics II	\$65	\$65
PHY 233	Lab for Engineering Physics III	\$65	\$65
PKG 101	Packaging Technology I	\$75	\$75
PKG 120	Packaging Design I	\$75	\$75
PKG 202	Packaging Technology II	\$75	\$75
PKG 219	CAD for Packaging Design and Manufacturing	\$75	\$75
PKG 220	Packaging Design II	\$75	\$75
RAD 104	Principles of Radiography I	\$425	\$425
RAD 107	Radiography Clinical Practice I	\$600	\$600
RAD 114	Principles of Radiography II	\$425	\$425
RAD 117	Radiography Clinical Practice II	\$575	\$575
RAD 120	Intermediate Clinical Practice	\$575	\$575

Course ID	Course Title	Current Fee	Proposed Fee as of Summer 2021
RAD 204	Principles of Radiography III	\$425	\$425
RAD 213	Radiography Clinical Practice III	\$575	\$575
RAD 220	Principles of Radiography IV	\$425	\$425
RAD 227	Radiography Clinical Practice IV	\$575	\$575
RAD 230	Advanced Clinical Practice	\$575	\$575
RTH 199	Respiratory Therapeutics	\$290	\$290
RTH 204	Cardiopulmonary Evaluation	\$290	\$290
RTH 206	Mechanical Ventilation	\$290	\$290
RTH 210	Clinical Practice I	\$475	\$475
RTH 211	Clinical Practice II	\$425	\$425
RTH 212	Clinical Practice III	\$475	\$475
SCI 101	Natural Science	\$60	\$60
SCI 106	Introduction to Astronomy	\$60	\$60
SCI 118	General Astronomy	\$60	\$60
TEL 110	Routing I (CISCO)	\$60	\$60
TEL 120	Routing II (CISCO)	\$60	\$60
TEL 220	Routing III (CISCO CCNA3& CCNA4)	\$60	\$60
TEL 232	Data Communication	\$50	\$50
TEL 233	Network Operating Systems	\$60	\$60
TEL 234	Telecommunications Systems	\$50	\$50
TEL 291	Special Topics in Telecom. Sys. Tech.	\$50	\$50
TEL 292	Special Topics in Telecom. Sys. Tech.	\$50	\$50

OTHER FEES

Description	Current Fee	Proposed Fee as of Summer 2021
Application Fee (NON-REFUNDABLE)	\$30	\$30
Online	\$25	-
Online with Streaming Video	\$45	-
Late Payment	\$40	\$40
Registration Fee	\$7 per course	\$7 per course
Technology Fee	\$14 per course	\$25 per course
Reinstatement Fee	\$100	\$100
Service Fee (Withdrawal Fee)	\$10 per course	\$10 per course
Return Check Fee	\$50	\$50
Graduation Fee	\$30	\$30
Replacement Diploma/Certificate Fee	\$25	\$25
Department Exam	\$50	\$50
External Proctor Services (\$50 for each additional 0-2 hr. time block past initial 2-hour appointment)	\$50	\$50
Make-up Exams	\$15	\$15
Accuplacer Re-Testing Fee	\$10	\$10
Nursing Pins	\$78	\$78
CLEP Testing Fee	\$25	\$25
Criminal Background Check	\$100	\$100
Transcript Fee	\$5	\$5
Health Records Transcript	\$15	\$15
International Studies		
1. Study Abroad: Consortium Fee	\$125	\$125
ID Card Replacement		
First Replacement	\$5	\$5
Second Replacement	\$10	\$10
Third Replacement	\$25	\$25
Senior Citizens (65 and Over)		
College Fees	Waived	Waived
Application Fee	Waived	Waived
Tuition-in-County	\$44 per credit	\$45 per credit
Out-of-County - Tuition + Current Differential	Current rate	Current rate
Out-of-State	No Discount	No Discount
Workforce Development and Continuing Education Professional Education		
Registration Fee	\$ 5 per course	\$ 5 per course
General Fees		
Laboratory fees for credit courses apply to credit free courses and are pro-rated on an hourly basis as appropriate.		
Workforce Development Refund Policy		
Students will receive a full refund (minus a \$10 drop fee) if notification is received in writing three business days prior to the first class. Thereafter, there is no refund with the approval of the Associate Vice President of Workforce Development.		

LIBRARY FEES

Description	Current Fee	Proposed Fee as of Summer 2021
All materials - overdue fines		
	\$.10/day to a max. of \$3	\$.10/day to a max. of \$3
Charges for lost materials		
Hardcover book	\$50	\$50
Paperback Book	\$35	\$35
CD/DVD	\$20 each	\$20 each
CD/DVD set	Full replacement value	Full replacement value
CD-ROM, Blu-ray, interactive media	\$70	\$70
Misc. Media	\$75	\$75
Misc. equipment	Full replacement value	Full replacement value
Reserve items for in-library use	\$10 per hour to maximum of \$50	\$10 per hour to maximum of \$50

PUBLIC SAFETY FEES

Description	Current Fine	Proposed Fine as of Summer 2021
Failure to obtain authorized use of walkway	\$25	\$25
Failure to obtain a temporary parking permit	\$25	\$25
Parking in a posted reserve area-first offense	\$35	\$35
Parking in a posted reserve area-second offense	\$70	\$70
Parking in a posted reserve area-third offense	\$100	\$100
Parking in a handicapped or medical reserve area	\$250	\$250
Disregarding parking/traffic control signs	\$25	\$25
Vehicles parked in other than authorized areas	\$25	\$25
Overnight Parking		1st Offense: \$35, 2nd: \$70, 3rd: \$100
Failure to Produce Documents		\$25
Miscellaneous Parking and Moving Violations		1st Offense: \$35, 2nd: \$70, 3rd: \$100
Failure to obtain a parking decal sticker	\$25	\$25
Failure to display a permit	\$25	\$25
Failure to present Student ID	\$25	\$25
Exceeded posted speed limit (1-13 mph over)	\$100	\$100
Exceeded posted speed limit (14-19 mph over)	\$125	\$125
Exceeded posted speed limit (20 mph and over)	\$225	\$225
Fire Zone violation	\$75	\$75
Careless driving-improper operation (as interpreted by N.J. Title 39:4-97 MV Law)	\$125	\$125
Reckless driving-improper operation (as interpreted by N.J. Title 39:4-96 MV Law)	\$225	\$225
Failure to obey an officer's direction	\$75	\$75
Moving violation – first offense	\$100	\$100
Moving violation - second offense	\$150	\$150
Moving violation - third offense	\$200	\$200
Smoking fines - first offense	\$75	\$75
Smoking fines - second offense	100	100
Smoking fines – third offense	125	125
NOTE: Fines must be paid within 10 days of the issuance of a campus summons. If an appeal is filed and upheld, the fine will be refunded.		

REMUNERATION FOR PROFESSIONAL SERVICES

Name	Date(s) of Service	Payment	Reason
Adamo, Michael	9/25, 10/8, 10/26, 10/30, 11/23, 11/30 & 12/17	\$1,500.00	Quality Matters Teaching Online Certification
Allen, Clayton	By 12/20/20	\$1,500.00	Quality Matters Training Certification
Andrew, Lesley	11/21/2020	\$240.00	Peripheral IV Therapy Skills for WFD
Bahner, Hilda	11/30/20-12/16/20	\$648.00	ESL Early Beginner - Part 1 for WFD
Balish, Alexander	12/12/2020	\$235.00	HC Prof BLS (Basic Life Support)
Barrieres, Richard	09/29/20-12/22/20	\$368.06	Assistant to CCM Wind Ensemble
Bilotti, Joseph	09/29/20-12/22/20	\$1,468.25	Accompanist/Assistant to CCM Chamber Choir
Birrer, Teresa	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Bowman, Isabel Maria	12/01/20-12/17/20	\$564.00	ESL Beginner - Part 1 for WFD
Burns, Caitlin	06/03/20-09/20/20	\$1,000.00	Faculty Distance Education Coach
Crespo-DiStefan, Leonor	11/4/20-12/16/20	\$1,081.00	QuickBooks
Danna, Karen	Summer, 2020	\$1,500.00	Quality Matters Training/Certification
Donahue, Michael	09/29/20-12/22/20	\$1,507.24	Director for PA Fall Musical 2020
Faines, Ronald	12/1/20-12/03/20	\$408.00	C205 Group Counseling for WFD
Faines, Ronald	12/08/20-12/17/20	\$816.00	C206 Family Counseling
Fameux, Edna	11/21/2020	\$331.50	Certified Nurse Aide-Comp for WFD
Fameux, Edna	12/03/20-12/20/20	\$1,909.00	Certified Nurse Aide-Comp
Favia, Dale	10/27/20-12/15/20	\$225.00	Job Search Workshops - Neighbors Helping Neighbors
Ferreira, Sharon	11/30/20-12/16/20	\$612.00	ESL Advanced for WFD
Fink, Wendy	08/25/2020	\$100.00	CTL Training
Fitzpatrick, Kelly	9/14/20-12/22/20	\$2,325.00	Data Science Curriculum Development and efforts NSF Grant #2000887
Fitzpatrick, Kelly	11/10/20-1/08/20	\$750.00	Advanced R Programming/Data Sc - 12 students
Fitzpatrick, Kelly	12/10/20-12/17/20	\$300.00	VBA - Visual Basic Application
Flanagan, Keri	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Gaffney, Anthony	10/10/20-11/21/20	\$1,316.00	AutoCAD Civil 3D
Gaffney, Anthony	11/07/20-11/21/20	\$493.00	AutoCAD Level 2: Beyond Basic
Garbarino, Claude	10/24/20-11/21/20	\$1,020.00	Cpt & Hcpcs Coding Course for WFD
Gettinger, Marilyn	10/02/20-12/11/20	\$1,785.00	Supply Chain Management for Professionals - PNY
Gordon, Ramon	12/01/20-12/17/20	\$612.00	ESL Early Beginner - Part 1 for WFD
Grant, Rosemary	10/20/20-12/08/20	\$200.00	Job Search Workshops - How to Job Search
Gruneiro, Nieves	By 12/20/20	\$1,500.00	Quality Matters Certification
Hart, James	Summer, 2020	\$1,500.00	Quality Matters Training/Certification
Iden, Michelle	By 12/20/20	\$1,500.00	Quality Matters Certification
Johannessen, Janet	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Kelly, Christine	06/03/20-09/20/20	\$270.00	Faculty Distance Education Coach
Kucerovy, Joyce	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Lemme, Bryan	10/19/20-11/15/20	\$1,000.00	Facilitate online workshop for teaching DE courses
Lesce, Lauren	Summer, 2020	\$1,500.00	Quality Matters Training/Certification

Name	Date(s) of Service	Payment	Reason
Lilley, R. Jeff	12/01/20-12/02/20	\$325.00	Six Sigma: Introduction to Managing Projects for CBT
Mach, Mary-Helen	12/01/20-12/17/20	\$564.00	ESL Beginner - Part 1 for WFD
Mammon, Marielaine	09/29/20-12/22/20	\$2,000.00	Director for PA Fall Musical 2020
Marcenaro, Pam	12/08/2020	\$100.00	Workshop: Trigonometry & The Unit Circle
Martin, Jenifer	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Martinez, Christina	12/10/20-12/11/20	\$318.00	Coaching & Mentoring to Develop Your Team
Martino, Nicole	11/30/20-12/16/20	\$564.00	ESL Beginner - Part 2 for WFD
McArdle, Colleen	09/29/20-12/22/20	\$850.00	Choreographer for PA Fall Musical 2020
Moore, Kevin	10/27/2020	\$100.00	Workshop 2: Module Two Review: Commas, Illogical Shifts, Pronoun
Morales, Frank	11/24/2020	\$100.00	Job Search Workshops - LinkedIn for WFD
Morales, Frank	12/01/2020	\$100.00	Job Search Workshops - Interviewing Skills for WFD
Mulholland, Vance	10/31/20-12/12/20	\$1,128.00	Cert Peer Recovery Specialist for WFD
Nachevnik, Igor	10/2/20-11/21/20	\$1,657.50	ComTIA A+ Core 2 for WFD
Olson, Brian	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Petti, Ciro	11/14/2012/22/20	\$1,944.00	Project Management Pmp Capm
Pilant, Craig	By 12/20/20	\$1,500.00	Quality Matters Training/Certification
Publik, Stacy	12/01/20-12/17/20	\$564.00	ESL Advanced for WFD
Restaino, Dena	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Rothman, Nancy	11/18/2020	\$250.00	CNA Program Coordination, Candidate Screening, Scheduling and CNA Makeup for WFD
Rothman, Nancy	12/01/20-12/14/20	\$350.00	CNA Program Coordination, Candidate Screening, Scheduling and CNA Makeup if Needed
Rywalt, Dawn	9/25, 10/8, 10/23, 10/31, 11/23, 11/30 & 12/15	\$1,500.00	Quality Matters Teaching Online Certificate
Sahotsky, Brian	By 12/20/20	\$1,500.00	Quality Matters Certification
Shouler, Kenneth	09/9/20-12/22/20	\$2,202.90	Youngtown Edition Advisor
Slovenec, Hrvoje	Summer 2020	\$1,500.00	Quality Matters Training/Certification
Soltes, John	Summer, 2020	\$1,500.00	Quality Matters Training/Certification
Sterzer, Kenneth	10/20/20-11/24/20	\$252.00	Employment Law for WFD
Sterzer, Kenneth	12/01/20-12/15/20	\$126.00	Training and Staff Development
Stoler, Loryn	By 12/20/20	\$1,500.00	Completion of QM Certification Seven Modules & Submission of Copy of QM Certification
Swern, Lauren	11/09/20-11/30/20	\$611.00	Grant Research/Proposal Write for WFD
Swern, Lauren	12/02/20-12/09/20	\$282.00	Creating Annual Fund Plan
Swern, Lauren	12/07/20-12/14/20	\$329.00	Interactive Proposal Writing
Swern, Lauren	12/16/2020	\$94.00	Ethnics in Grant Writing
Swiss, Matthew	09/29/20-12/22/20	\$2,000.00	Director for PA Fall Musical 2020
Taylor, Anna	11/30/20-12/16/20	\$564.00	ESL Intermediate - Part 1 for WFD
Taylor, Anna	11/30/20-12/16/20	\$564.00	ESL Beginner - Part 2 for WFD
Treibman, Judy	10/20/20-11/24/20	\$423.00	Employment Law for WFD
Treibman, Judy	12/01/20-12/15/20	\$282.00	Training and Staff Development
Viola, Thomas	11/30/20-12/09/20	\$564.00	C303 Documentation
Viola, Thomas	12/14/20-12/16/20	\$282.00	C304 HIV & Resources

Name	Date(s) of Service	Payment	Reason
Whalen, Kelly	Summer, 2020	\$1,500.00	Quality Matters Training/Certification
Williams-Bogar, Rita	12/04/2020	\$159.00	Building Productive Virtual Teams for CBT
Yost, Vivian	10/20/20-11/24/20	\$126.00	Employment Law for WFD
Zejnnullahi, Rreze	10/24/20-12/19/20	\$1,400.00	Excel Essentials
Zejnnullahi, Rreze	12/02/2020	\$150.00	Excel Pivot for CBT

The following actions commence as of the date indicated and end on June 30, 2021.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
CCMSA:				
NEW	Lewis, Erica	28-Jan-21	<u>Appointed to:</u> Assignment Contract Specialist Professional Studies & Applied Sciences	\$47,000

ADJUNCT FACULTY APPOINTMENT AND SALARY REVISIONS
Fall 2020

<u>Name</u>		<u>Department</u>	<u>From</u>	<u>To</u>	<u>Reason</u>
Fabio	Castellanos	DSN	\$5,944.25	\$6,200.00	Course/Credit Hours Added
Anita	Collins	DSN	\$5,778.20	\$6,920.00	Course/Credit Hours Added
Wendy	Huron Carmona	DSN	\$2,889.10	\$3,460.00	Course/Credit Hours Added
Linda	Santangelo-Mosley	DSN	\$3,174.55	\$3,460.00	Course/Credit Hours Added
Fan	Zhang	DSN	\$5,014.25	\$5,270.00	Course/Credit Hours Added
Paul	Kiesche	GRD	\$3,174.55	\$3,460.00	Course/Credit Hours Added

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

WHEREAS, the County College of Morris (“College”) needs to acquire professional 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 anticipated term of this professional services contract is one year commencing February 1, 2021 – January 31, 2022 subject to the right to terminate at any time with the option to renew for one additional year; and

WHEREAS, notice of request for proposals for the above contract was publicly advertised on October 27, 2020 in the following manner: The CCM website; and

WHEREAS, the solicitation of proposals is based upon a request for proposal for professional legal services with the option to renew for one year dated October 27, 2020 which sets forth the terms and specifications of the proposal solicited, including the criteria to be used as the basis of the contract award; and

WHEREAS, three proposals were received and opened on November 17, 2020; 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 that a professional services contract be awarded to DiFrancesco, Bateman, Kunzman, Davis, Leher & Flaum, P.C. based on a proposal dated November 12, 2020, to provide professional legal counsel, which services will be compensated at the following hourly rates for the first year and for the optional additional year:

- \$195.00/hour for any member of the Firm including Stephen Davis
- \$175.00 per hour for any Associate of the Firm
- \$100.00 per hour for any Paralegal employed by the Firm

- Reimbursable services will include:
 - Duplicating - \$0.10/page
 - Lexis/Nexis legal research at cost
 - Express mail services at cost

- DiFrancesco, Bateman, Kunzman, Davis, Leher & Flaum, P.C. 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.

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

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
FOLLOWING PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR PRINTING AND MAILING SERVICES FOR ALUMNI ADVOCATE**

WHEREAS, the County College of Morris (“College”) has a need to acquire printing and mailing services for the Alumni Advocate; and

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

WHEREAS, the anticipated term of this contract is six months commencing January 1, 2021 through June 30, 2021 with the option to renew for one additional year; and

WHEREAS, notice of request for proposals for the above contract was publicly advertised on November 12, 2020 in the following manner: The CCM website; and

WHEREAS, the solicitation of proposals is based upon a request for proposal for printing and mailing of one issue for spring 2021 of the Alumni Advocate with the option to renew for one year dated November 12, 2020 which sets forth the contract terms and specifications of the proposal solicited, including the criteria to be used as the basis of the contract award; and

WHEREAS, four proposals were received and opened on November 23, 2020; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the County College of Morris that a contract be awarded to Hummel Printing (“Contractor”) for a contract term of January 1, 2021 to June 30, 2021 to provide printing of a four-color magazine style newsletter, inserting business reply envelopes, and mailing services for one issue of the Alumni Advocate for a total of \$10,335.00; based upon the proposal submitted by the Contractor dated November 13, 2020. Final price may vary based upon total pages printed and number of copies printed and mailed. This contract award is based upon determination that the named Contractor has submitted the lowest responsible proposal.

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

The form of contract shall be approved by the attorney for the College.

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
FOLLOWING PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR WEBSITE REDESIGN AND DEVELOPMENT**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for CCM’s website redesign and development; 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 services exceeds \$17,500.00; and

WHEREAS, the anticipated term of this contract is eight months commencing February 1, 2021 through September 30, 2021; and

WHEREAS, notice of request for proposals for the above contract was publicly advertised on December 23, 2020 in the following manner: CCM website; and

WHEREAS, the solicitation of proposals is based upon a request for proposal for website redesign and development dated December 23, 2020 (the “RFP”) which sets forth the contract terms and specifications of the proposal solicited, including the criteria to be used as the basis of the contract award; and

WHEREAS, one proposal was received and opened on January 11, 2021; and

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

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of the County College of Morris that a contract be awarded to eWay Corp. (“Contractor”) based upon the proposal submitted by the Contractor dated January 4, 2021, to provide website redesign and development for \$37,600.00, reimbursable estimated to be \$10,000.00, mobile application development for \$17,500.00 and additional services billed at \$100.00 per hour. This contract award is based upon determination that the named Contractor has submitted the lowest responsible proposal.

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

The form of contract shall be approved by the attorney for the College.