



**BOARD OF TRUSTEES**

Tentative Agenda Summary for the  
Regular Meeting of March 24, 2020

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

**Teleconference # 1-646-558-8656, Meeting ID 876915819#.**

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**Teleconference # 1-646-558-8656, Meeting ID 876915819#.**

**BOARD OF TRUSTEES  
TENTATIVE AGENDA FOR THE REGULAR RELOCATED MEETING OF  
MARCH 24, 2020**

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

1. Meeting called to order. Reading of public announcement:

In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of the revised format of this Regular Meeting of the Board of Trustees was provided on March 19, 2020. 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.

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

2. Roll Call
3. Pledge of Allegiance
  - A. Moment of Silence
4. Consideration of the minutes of the regular meeting of February 25, 2020, including the closed session, and the special meeting of March 10, 2020, including the closed session.
5. Report of the President – Dr. Iacono
6. Report of the Treasurer

Motion for the adoption of items 6.A. – 6.B. on the Consent Agenda of the Report of the Treasurer, which resolutions are available to the public.

- A. RESOLVED, That the check numbered 25568 in the amount of \$1,089,450.00 be approved and payment authorized for capital improvements.
- B. RESOLVED, That in accordance with the County College Contracts Law, purchase orders be issued to the following state contract vendors:

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A81616	Furniture	Business Furniture Inc. Parsippany, NJ	\$15,842.68

Eddy Armless Swivel Chairs, (59) @ \$268.52 each, for Advanced Engineering & Manufacturing Building.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A81715	Furniture	Gunlocke Wayland, NY	\$34,799.64

Gunlocke Conference Table and Base 5' x 18' (1) @ \$13,023.36, Gunlocke Credenza 2' x 10' (1) @ \$9,810.84 and Gunlocke Geneva High Back with Arms Chairs (16) @ \$747.84 totaling \$11,965.44 for Advanced Engineering & Manufacturing Building.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
A81613	Furniture	CF Group Newport, TN	\$152,963.40

Spectra Tables 24" x 60" (20) totaling \$14,592.80; Adjustable Height Table 24" x 60" (1) @ \$1,026.02; Adjustable Height Tables 24" x 60" (2) totaling \$3,366.90; Spectra Tables 24" x 60" (8) totaling \$6,695.52 and Components for tables totaling \$4,265.32; Spectra Tables 24" x 60" (22) totaling \$20,773.28 and Components for tables totaling \$12,475.22; Tables 30" x 60" (8) totaling \$6,203.68; Tables 30" x 60" (1) @ \$1,002.82; Tables 48" x 48" (3) totaling \$3,010.20; Butcher Block Tables 42" x 60" (3) totaling \$9,065.40; Butcher Block Tables 42" x 60" (1) @ \$2,025.94; Tables 48" x 48" (3) totaling \$9,075.84; Spectra Table 48" x 48" (1) @ \$2,062.48; Maker Tables 24" x 72" (22) totaling \$42,746.00; Spectra ADA Compliant Tables 24" x 72" (2) totaling \$3,464.92; Tables with casters 24" x 60" (2) totaling \$1,659.96; Tables 24" x 60" (7) totaling \$8,241.80; and Adjustable Height Table 24" x 60" (1) @ \$1,209.30 for Advanced Engineering & Manufacturing Building.

State			
<u>Contract #</u>	<u>Description</u>	<u>Vendor</u>	<u>Amount</u>
ITS58	Software licenses	Software House International	\$175,811.28
Sub-contract: 89851	and Support	Somerset, NJ	

VMware Horizon Enterprise v7 concurrent licenses (100 pack) 4 @ \$30,044.43 for a total of \$120,178.12; and HZ7 ENC 100 P SSS A VMware Support and

Subscription (100 pack) 4 @ \$13,908.29 for a total of \$55,633.16. For remote access for students.

7. Committee on Personnel

Motion for the adoption of items 7.A. – 7.B. on the Consent Agenda of the Report of the Committee on Personnel, which resolutions are available to the public.

- A. BE IT RESOLVED, That the Board of Trustees approve compensation for those persons listed on Attachment #1 for professional services to the College for the purposes stated on Attachment #1.

**Attachment #1 is on pages 6 through 7.**

- B. BE IT RESOLVED, That the Board of Trustees approve the acceptance of the following employee resignation:

Alexandra Mohr, resignation effective March 13, 2020

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

**Attachment #2 is on page 8.**

- D. RESOLVED, That the revisions to the Adjunct Faculty appointments and salaries for the Spring 2020 semester be approved as stated on Attachment #3.

**Attachment #3 is on page 9.**

- E. RESOLVED, That the adjunct faculty listed on Attachment #4 are recommended for promotion to Adjunct II status, effective Fall 2020, in accordance with the Adjunct Faculty Promotion and Evaluation Procedures.

**Attachment #4 is on page 10.**

8. Committee on Finance and Budget

- A. BE IT RESOLVED, that the following contract not solicited by public advertisement, be awarded based upon preclusion from consideration for the contract award of any contractor who is ineligible under N.J.S.A. 19:44A-20.4 by reason of a reportable political contribution.

Contractor	Nature of Contract	Term of Contract	Estimated Contract Value
ASR Analytics LLC	Professional Services	3/25/20 – 6/30/20	\$32,500

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

**Attachment #5 is on page 11.**

9. Committee on Lands and Buildings

- A. WHEREAS, The estimated cost of repairs and renovations including Building Modifications, Accessibility, Water Penetration; Roads, Walkways and Parking Lots; and Exterior Facilities (the “Project”) is \$5,240,000 (of the amount so estimated, the sum of \$2,620,000 is to be provided pursuant to Chapter 12 of the Laws of 1971);

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

The amount of the estimated cost and the estimated amount of money needed for such purposes is \$5,240,000 (of which \$2,620,000 is expected to be provided pursuant to Chapter 12 of the Laws of 1971). The Statement of Estimated Cost of the Project, attached hereto as Exhibit A, is hereby adopted by the Board of Trustees. It is proposed to the Board of School Estimate that \$5,240,000 or an amount equal to the Chapter 12 funding, whichever is less, shall be raised by the County of Morris by bond ordinance or other means authorized by law.

BE IT FURTHER RESOLVED, That April 22, 2020 at 4:00 p.m., in the Knox Room, Morris County Administration and Records Building, Morristown, NJ is hereby fixed as the time and place for public meeting by said Board of School Estimate to fix and determine the sum of money needed for the purposes specified in Exhibit A and the amount to be raised by the County of Morris.

**Exhibit A is on pages 12 through 13.**

- B. WHEREAS, The estimated cost of the HVAC, Roads, Walkways, and Parking Lot Improvements (the “Project”) is \$630,000;

NOW THEREFORE, BE IT RESOLVED, That pursuant to NJSA 18A:64A-10(1), the Board of Trustees of the County College of Morris deems it necessary to raise money for the Project.

The amount of the estimated cost and the estimated amount of money needed for such purposes is \$630,000. The Statement of Estimated Cost of the Project, attached hereto as Exhibit B, is hereby adopted by the Board of Trustees. It is proposed to the Board of School Estimate that \$630,000 shall be raised by the County of Morris by bond ordinance or other means authorized by law.

The Secretary of this Board of Trustees shall mail a certified copy of this resolution to the members of the Board of School Estimate. Upon receipt of this statement, the Board of School Estimate shall, at a specified public meeting called and noticed pursuant to law, fix and determine the sum of money needed for the purposes specified in this statement and the amount to be raised by the County of Morris.

**Exhibit B is on page 14.**

10. Any matters to be brought to the attention of the Board by officers of the Board
11. Unfinished business
12. New business
13. Comments from the public
14. Adjournment

### REMUNERATION FOR PROFESSIONAL SERVICES

NAME	DATES OF SERVICE	PAYMENT	REASON
Ayres, Matthew	FY 2019/2020	\$135.00	English Placement Essay Readings/Grading
Bahner, Hilda	01/27/20-02/20/20	\$1,620.00	ESL Early Beginner - Part 2 for CPP
Bahner, Hilda	01/27/20-2/20/20	\$1,512.00	ESL Early Beginner - Part 1 for CPP
Bowman, Isabel Maria	01/28/20-02/20/20	\$752.00	ESL Beginner - Part 1 for CPP
Callahan, Patricia	01/17/20	\$94.00	Classroom configuration for Intro to MS Office and 365 for CPP
Cantelmo, Concetta	01/30/20	\$67.50	Testing Center Administration and Proctoring Coverage
Chegwidden, Jim	01/09, 01/14, 2/4, 2/11, 2/13-02/26/20	\$420.00	As per Winter Sports Season Schedule
Cupo, Marina	01/28/20-02/20/20	\$972.00	ESL Intermediate - Part 2 for CBT
Cupo, Marina	02/17/20-02/19/20	\$324.00	ESL 2 - Beginner - Part A for CBT
Demattio, Debra	FY 2019/2020	\$75.00	English Placement Essay Readings/Grading
Driver, Laura	FY 2019/2020	\$180.00	English Placement Essay Readings/Grading
Eber, Janet	FY 2019/2020	\$15.00	English Placement Essay Readings/Grading
Faines, Ronald	02/01/20-02/08/20	\$816.00	C102-Biopsychosocial Assessment for CPP
Ferreira, Sharon	01/27/20-02/19/20	\$816.00	ESL Advanced for CPP
Ferreira, Sharon	01/28/20-02/20/20	\$816.00	ESL Intermediate - Part 1 for CPP
Gabrielsen, Laura	FY 2019/2020	\$330.00	English Placement Essay Readings/Grading
Gordon, Ramon	01/27/20-02/19/20	\$816.00	ESL Early Beginner - Part 2 for CPP
Gordon, Ramon	01/28/20-02/20/20	\$816.00	ESL Early Beginner - Part 1 for CPP
Grant, Rosemary	02/26/20	\$30.00	Testing Center Administration and Proctoring Coverage
Luciano, Nick	02/04/20 & 02/11/20	\$70.00	As per Winter Sports Season Schedule
Mach, Mary-Helen	01/27/20-02/19/20	\$752.00	ESL Early Beginner - Part 3 for CPP
Mach, Mary-Helen	01/28/20-02/20/20	\$752.00	ESL Beginner - Part 2 for CPP
Maione, RoseAnn	02/06/2020	\$60.00	Testing Center Administration and Proctoring Coverage
Martino, Nicole	01/27/20-02/19/20	\$752.00	ESL Beginner - Part 2 for CPP
Martino, Nicole	01/28/2020	\$94.00	ESL Beginner - Part 3 for CPP
Medina, Damaris	01/30, 02/03 & 02/06/20	\$135.00	Testing Center Administration and Proctoring Coverage
Moore, Kevin	FY 2019/2020	\$315.00	English Placement Essay Readings/Grading
Occhipinti, Georgann	02/04/2020	\$370.00	Effective Communication for CBT
Pravec, Norma	01/27/20-02/19/20	\$816.00	ESL Intermediate - Part 2 for CPP
Pravec, Norma	01/28/20-02/20/20	\$816.00	ESL Intermediate - Part 3 for CPP
Publik, Stacy	01/28/20-02/20/20	\$752.00	ESL Beginner - Part 2 for CPP
Puizina, Donna	01/28/20-02/20/20	\$752.00	ESL Intermediate - Part 1 for CPP
Sferra, Brian	01/27/20-02/19/20	\$752.00	ESL Early Beginner - Part 1 for CPP
Sferra, Brian	01/27/20-02/19/20	\$752.00	ESL Early Beginner - Part 3 for CPP
Sferra, Brian	01/28/20-02/20/20	\$752.00	ESL Advanced for CPP
Sferra, Brian	01/28/20-02/20/20	\$752.00	ESL Early Beginner - Part 2 for CPP
Shouler, Ken Dr.	02/18/20	\$100.00	Workshop 2: Supporting Positions & Facts in Publication: Bus. Writing Focus
Stigliano, Deanne	02/07/20	\$63.00	College Readiness Now VI Randolph, Roxbury, Parsippany
Stoler, Loryn Dr.	02/18/20	\$100.00	Workshop 4: Solving Problems Using Dimensional Analysis

*Board of Trustees  
County College of Morris  
March 24, 2020  
Attachment #1*

<b>NAME</b>	<b>DATES OF SERVICE</b>	<b>PAYMENT</b>	<b>REASON</b>
Sykes, Michelle	01/16/20-02/13/20	\$1,128.00	Medical Terminology for Healthcare Professionals for CPP
Taylor, Anna	01/27/20-02/19/20	\$752.00	ESL Intermediate - Part 2 for CPP
Taylor, Anna	01/27/20-02/19/20	\$658.00	ESL Beginner - Part 1 for CPP
Viola, Thomas	02/03/20-02/05/20	\$282.00	C502-Legal Aspects for CPP
Viola, Thomas	02/10/20-02/12/20	\$282.00	C503-Cultural Competency for CPP
Watson, Gail	FY 2019/2020	\$60.00	English Placement Essay Readings/Grading
Zejnnullahi, Rreze	02/03/20-02/05/20	\$300.00	Business Analytics with Excel



Board of Trustees  
 County College of Morris  
 March 24, 2020  
 Attachment #2

The following actions commence as of the date indicated and end on June 30, 2020.

RATIONALE:	NAME:	EFFECTIVE DATE:	ACTION/ POSITION:	SALARY/ WAGE:
<b>AAPF:</b>				
REPLACEMENT	Tannia Dominquez	6-Apr-20	<u>Appointed to:</u> Counselor I Counseling & Student Success	\$57,200
<b>COACH:</b>				
REPLACEMENT	Patrick Geraghty	Seasonal	<u>Appointed to:</u> Assistant Coach - Tier 2 Men's Baseball	prorated \$3,500 Stipend

**ADJUNCT FACULTY APPOINTMENT AND SALARY REVISIONS  
 Spring 2020**

<u>Name</u>	<u>Department</u>	<u>From</u>	<u>To</u>	<u>Reason</u>
Rafuse, Brent	01220-SAHS	\$5,070.00	\$4,563.00	Credit hours deleted
Murad, Andrew	01090-AAD	\$3,020.00	\$756.89	Sick
Morano, Marianne	01620-HES	\$5,070.00	\$7,605.00	Course added
Wah, Linsey	01060-ENGPH	\$0.00	\$2,535.00	Course added
Carey, Margaret	01060-COM	\$5,070.00	\$6,338.00	Course added
Grigoras, Nicole	01661-RAD	\$12,150.00	\$15,400.00	Hours added
Spector, Ardra	01090-AAD	\$0.00	\$2,416.00	Hours added
Blacketter, Ryan	01060-ENGPH	\$6,040.00	\$1,321.00	Resignation
Carlock, Thomas	01060-ENGPH	\$4,530.00	\$5,285.00	Hours added
Miller, Kelly	01050-MUS	\$4,681.00	\$5,436.00	Hours added
Santana-Rivera, Oliver	01050-MUS	\$9,577.00	\$9,999.00	Hours Added
Briggs, William	01050-MUS	\$7,323.00	\$8,591.00	Hours added
Lowery, Suzanne	01270-HOS	\$4,507.00	\$7,323.00	Courses added
Malsky, Kaitlyn	01020-LGESL	\$755.00	\$1,133.00	Hours added

**RECOMMENDATIONS FOR ADJUNCT II  
Fall 2020**

**School of Business, Mathematics, Engineering and Technologies**

Daniel Gallagher	Engineering Technologies/Engineering Science (Criminal Justice)
Eric Pedersen	Engineering Technologies/Engineering Science

**School of Health Professions and Natural Sciences**

Allison Nadir	Biology and Chemistry
Faye Niemczyk	Allied Health

**School of Liberal Arts**

Jared Ciorro	Languages and ESL
Brianne Colombo	English and Philosophy
Brenda Miers	Languages and ESL
Nicole Schwartz	Art and Design

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500  
WITHOUT PUBLICLY ADVERTISED SOLICITATION  
CONTRACT FOR PROFESSIONAL SERVICES FOR THE  
MIGRATION OF THE STUDENT SUCCESS ANALYTICS  
ADMISSIONS – RECRUITER MODULE TO THE SAP CLOUD**

WHEREAS, the County College of Morris (“College”) needs to acquire professional services for the Student Success Analytics Admissions-Recruiter module migration to the SAP cloud; 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 \$32,500.00; and

WHEREAS, the anticipated term of this contract is March 25, 2020 – June 30, 2020; and

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

WHEREAS, ASR Analytics (“Contractor”) has submitted a proposal dated March 3, 2020 indicating that Contractor will provide professional services for the Student Success Analytics Admissions-Recruiter module migration to the SAP cloud for a value of \$32,500.00; 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 as stated; and

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

**REQUEST FOR CHAPTER 12 FUNDING OF CAPITAL PROJECTS  
ESTIMATED COST OF THE PROJECT**

The Board of Trustees of the County College of Morris (the “Board of Trustees”) herewith estimates that the cost of the capital projects (the “Project”) including Building Modifications is \$1,220,000; Accessibility is \$1,500,000; Water Penetration is \$1,200,000; Roads, Walkways, and Parking Lots is \$870,000; and Exterior Facilities is \$450,000, totaling \$5,240,000 (of the amount so estimated, the sum of \$2,620,000 is to be provided pursuant to Chapter 12 of the Laws of 1971. The County share of the cost is expected to be \$2,620,000. The expected sources of funding are set forth in Schedule A attached hereto and made part hereof.).

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

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

**SCHEDULE A**

**APPROVAL OF CAPITAL PROJECTS**

The Board of Trustees of County College of Morris has determined the funding for the capital expenditures will be \$5,240,000;

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

The State share will be \$2,620,000 and the County share will be \$2,620,000.

**REQUEST FOR FUNDING OF CAPITAL PROJECTS  
ESTIMATED COST OF THE PROJECT**

The Board of Trustees of County College of Morris (the “Board of Trustees”) herewith estimates that the cost of capital projects (the “Project”) including HVAC is \$300,000 and Roads, Walkways and Parking Lot improvements is \$330,000, totaling \$630,000. The County share of the cost is expected to be \$630,000.

The Board of Trustees makes this statement in accordance with N.J.S.A. 18A:64A-10(1). A copy of this statement shall be delivered to each member of the Board of School Estimate.

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