



BOARD OF TRUSTEES
Tentative Agenda Summary for the
Regular Meeting of December 15, 2020
*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 # 987 8709 1460

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Teleconference # 1-646-876-9923, Meeting ID # 987 8709 1460

**BOARD OF TRUSTEES
TENTATIVE AGENDA
FOR THE REGULAR MEETING OF
DECEMBER 15, 2020**

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 December 10, 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.

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 December 15, 2020, 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 Appointments
3. Adjunct Faculty Appointment and Salary Revision, Fall 2020 Semester
4. Authorization of Stipend, Business and Finance Division
5. Employee Retirements and Terminations
6. Matters involving the attorney-client privilege.

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

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.*
-

4. Pledge of Allegiance
 - A. Moment of Silence
5. Consideration of the minutes of the regular meeting of November 17, 2020, including the closed session.
6. Report of the President – Dr. Iacono
7. Report of the Treasurer – Trustee Licitra
 - A. 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 | Union Mutual Insurance Company | \$40,500.00 estimated |

Renewal of UNUM Voluntary Life (100 percent paid by CCM employee participants) effective from 1/1/21 thru 12/31/21.

- B. RESOLVED, That in accordance with the County College Contracts Law, a purchase order be issued to the following vendor through the Joint Purchase Agreements - Consortium:

| <u>Contract #</u> | <u>Description</u> | <u>Vendor</u> | <u>Amount</u> |
|-------------------|--------------------|------------------------|--------------------------|
| Various | Paramedic Supplies | VE Ralph Kearny, NJ | \$40,000.00 estimated |

Miscellaneous equipment and supplies for the new Paramedic Program and other Health and Natural Science programs.

| <u>Contract #</u> | <u>Description</u> | <u>Vendor</u> | <u>Amount</u> |
|------------------------|--------------------|----------------------------|--------------------------|
| Camden # FY19JPC-45 | Paramedic Supplies | Pocket Nurse Monaca, PA | \$40,000.00 estimated |

Miscellaneous equipment supplies for the new Paramedic Program and other Health and Natural Science programs.

- 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> |
|--------------------------------|--|--|---------------|
| NJ NASPO HPE M-0483-E-40116 | HP SimpliVity Maintenance Support for VDI | PKA Technologies, Inc. Montvale, NJ | \$30,314.68 |

HP SimpliVity Maintenance Support for VDI effective 11/1/20 thru 10/31/21 for Institutional Effectiveness.

State

| <u>Contract #</u> | <u>Description</u> | <u>Vendor</u> | <u>Amount</u> |
|---------------------------|-------------------------------|--|--------------------------|
| NJEdge 269EMCPS-19-001 | Microsoft Campus Agreement | Software House International Somerset, NJ | \$47,218.81 estimated |

Microsoft Campus Agreement to be renewed for a 12-month term. The Agreement will commence on February 1, 2021 with a termination date of January 31, 2022. The Agreement gives CCM the right to run the following platform products at a cost per FTE (FTE count of approximately 475): Microsoft Campus Desktop (consisting of Office Pro, Windows Upgrade, Microsoft

Publisher and Core CAL). The Agreement also includes the licensing of Windows Servers and the SQL environment, and licensing renewal of the College’s email server software and prepaid Azure server services.

D. RESOLVED, That in accordance with the County College Contracts Law, the following emergency purchase orders be issued to the following vendor:

| <u>Vendor</u> | <u>Description</u> | <u>Amount</u> |
|-------------------------------|---|---------------|
| CDW-Government | (35) Surface Pro 7’s, (35) Surface Pro Covers, (15) Surface Go 2’s and (15) Surface Go Covers | \$51,980.45 |
| Fastenal Company | Misc. PPE Supplies (i.e. disposable coveralls, nitrile gloves, safety glasses) | \$10,933.15 |
| Fastenal Company | Misc. Air Filters for HVAC | \$15,254.59 |
| W.W. Grainger Inc. | (24) Ultraviolet Germicidal Fixtures and (800) Surgical Gowns | \$6,226.96 |
| Scoles Floorshine Industries | (3) Commodore Carpet Extractors, (10) Victory Electrostatic Handheld Sprayers and (10) Victory Electrostatic Backpack EA Sprayers | \$60,276.50 |
| Garden State Highway Products | (2) Solar Tech Message Boards – Mid Size (46 x 78) @ \$19,693.00 each. | \$39,386.00 |

These emergency purchases are required to address a public exigency and are made pursuant to Executive Order 103 and is exempt from Pay to Play compliance. The above items were purchased against the Coronavirus Relief Fund which had to be delivered and invoiced by December 23, 2020.

E. WHEREAS, by Resolution dated November 19, 2020, the County College of Morris awarded a Bid for snow removal and de-icing services pursuant to Bid #2021-07DD-CV19 to Clarke Moynihan Landscaping and Construction (“Clarke Moynihan”) as the low bidder; and

WHEREAS, Shauger Property Services, Inc. (“Shauger”) was the second lowest bidder pursuant to Bid# B2021-07DD-CV19; and

WHEREAS, on November 24, 2020 Shauger filed a Petition Challenging the Award of the contract to Clarke Moynihan under the County College Contracts Law; and

WHEREAS, on December 4, 2020, Clarke Moynihan filed a Notice of Intervention and Answer to the Petition of Shauger; and

WHEREAS, in accordance with the County College of Morris Rules for Hearings before the Board of Trustees, a hearing was noticed and scheduled for December 16, 2020; and

WHEREAS, Clarke Moynihan has requested that its bid be withdrawn pursuant to the terms and conditions herein set forth, and has agreed that it will release any and all claims against the College arising out of its bid submission.

NOW, THEREFORE, BE IT RESOLVED by the County College of Morris as follows:

1. Based upon the agreement of Clarke Moynihan to release any and all claims, the College accepts the withdrawal of the Bid by Clarke Moynihan.
 2. The College agrees that Clarke Moynihan shall not be liable for any damages, including the difference in the bid price between that of Clarke Moynihan and Shauger and that Clarke Moynihan shall otherwise not be deemed to be in default of the contract.
 3. Based on the withdrawal of the bid submission by Clarke Moynihan, Bid #B2021-07DD-CV19 is hereby awarded to Shauger, and the County College of Morris is hereby authorized to execute a contract with Shauger in accordance with the requirements of the Bid Specifications.
8. Committee on Personnel – Trustee Weisberg
- 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 8 through 10.
 - B. BE IT RESOLVED, That the employee appointments listed on Attachment #2 be approved.

Attachment #2 is on page 11.
 - C. RESOLVED, That the revisions to the Adjunct Faculty appointments and salaries for the Fall 2020 semester be approved as stated on Attachment #3.

Attachment #3 is on page 12.
 - D. BE IT RESOLVED, That the Board of Trustees approve a weekly stipend of \$340.00 to the Business Services Coordinator & Government Records Custodian while assuming the duties of the position of Executive Administrative Assistant in

the Office of Business and Finance effective November 9, 2020 and until the vacancy is filled.

- E. BE IT RESOLVED, That the Board of Trustees approve the retirement and termination of the following employees as indicated below:

Kerry Connallon, termination, effective 11/06/20
 Nicholas Falone, retirement, effective 12/23/20
 Monica Maraska, retirement, effective 05/03/21
 Vitus Tindana, termination, effective 11/20/20

- F. BE IT RESOLVED, That the Board of Trustees approve the filing of the report of positions to be exempt from the residency requirements under the New Jersey First Act as stated on Attachment #4.

Attachment #4 is on pages 13 through 14.

9. Committee on Finance and Budget – Trustee Aprile

- A. BE IT RESOLVED, that the following contracts 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 |
|-------------------------------------|---|-------------------|---------------------------|
| Automatics Unlimited | Automatic Doors – Maintenance, Equipment and Repairs (Partially Corona Relief Fund Funded) | 7/1/20-6/30/21 | Not to exceed \$36,400.00 |
| German American Chamber of Commerce | Advanced Manufacturing Apprenticeship Program (Grant Funded) | 12/1/20-11/30/22 | Will exceed \$17,500.00 |
| Laerdal Medical Corp. | Equipment, Extended Warranties and Maintenance | 7/1/20-6/30/21 | Will exceed \$17,500.00 |
| Lambda Labs, Inc. | Lambda Blade GPU Server with Custom Software and Maintenance for Engineering (Perkins Grant Funded) | 12/16/20-12/15/21 | \$35,956.00 |
| NCS Pearson | Smarthinking (on-line tutoring) and Other Misc. Software Licenses (Partially CARES Funded) | 7/1/20-6/30/22 | Will exceed \$17,500.00 |

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

Attachment #5 is on pages 15 through 19.

- B. RESOLVED, That the contract for custom athletic apparel be awarded to Ampro Sportswear as indicated on Attachment #6.

Attachment #6 is on page 20.

- C. RESOLVED, That the Board of Trustees hereby authorizes an amendment to the application for the Perkins postsecondary federal grant allocation funded through the *Strengthening Career and Technical Education for the 21st Century Act* passed through the New Jersey Department of Education for fiscal year starting July 1, 2020 and ending June 30, 2021 (Project Number: 277155) in the amount of \$447,774.

10. Committee on Academic and Educational Programs – Trustee Frost

- A. BE IT RESOLVED, That the Board of Trustees of the County College of Morris approve the establishment of the Data Analytics Certificate of Achievement (CIP Code: 30.7101).
- B. BE IT RESOLVED, That the Board of Trustees of the County College of Morris approve and adopt the Academic Calendar for the academic year 2021-2022 as indicated on Attachment #7.

Attachment #7 is on pages 21 through 23.

- 11. Any matters to be brought to the attention of the Board by officers of the Board
- 12. Unfinished business
- 13. New business
- 14. 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.
- 15. Adjournment

REMUNERATION FOR PROFESSIONAL SERVICES

| Name | Date(s) of Service | Payment | Reason |
|----------------------------|--|----------------|--|
| Adamczyk, Barbara | 08/12 & 09/29/20 | \$200.00 | CTL Training |
| Aschoff, Steven | 08/11/2020 | \$100.00 | Stipend for Training - 1 CTL session |
| Bahner, Hilda | 10/26/20-11/04/20 & 11/09/20- 11/18/20 | \$864.00 | ESL Early Beginner Part 1 for WFD |
| Baker, JoAnn | 10/06/20-10/20/20 | \$705.00 | AAPC CPC National Coding Certification Preparation Review Course and Coding Exam for WFD |
| Balish, Alexander | 11/14/2020 | \$235.00 | HC Prof BLS (Basic Life Support) for WFD |
| Bamford, Colleen | 06/09/2020 | \$200.00 | Facilitation of Learning Session for CTL |
| Barlowe, Elizabeth | 07/27/2020 | \$100.00 | CTL Training |
| Bowman, Isabel Maria | 10/27/20-11/05/20 & 11/10/20- 11/19/20 | \$752.00 | ESL Beginner Part 1 for WFD |
| Burke, Patrick | 08/12/2020 | \$100.00 | CTL Training |
| Burns, Caitlin | 07/07/2020 | \$100.00 | Stipend for Training - 1 CTL session |
| Callahan, Patricia | 10/14/20-10/28/20 | \$282.00 | Outlook Intro for WFD |
| Callahan, Patricia | 11/11/20-11/18/20 | \$188.00 | PowerPoint Intro for WFD |
| Carmeli, Colleen | 08/06 & 08/12/20 | \$200.00 | CTL Training |
| Carozza, Lou | 07/20/2020 | \$100.00 | Stipend for Training - 1 CTL session |
| Cecala, Anna | 08/12 & 08/13/20 | \$200.00 | CTL Training |
| Crespo-DiStefan, Leonor | 09/28/20-11/02/20 | \$752.00 | Accounting Fundamentals for WFD |
| Elmuccio, John | 07/01/20-08/24/20 | \$600.00 | CTL Training |
| Faines, Ronald | 11/03/20-11/19/20 | \$1,224.00 | C204 Individual Addict Counsel for WFD |
| Faines, Ronald | 10/20/20-10/22/20 | \$408.00 | C203 Crisis Intervention for WFD |
| Fameux, Edna | 10/22/20-11/18/20 | \$2,295.00 | Certified Nurse Aide-Comp for WFD |
| Ferreira, Sharon | 10/26/20-11/04/20 & 11/09/20- 11/18/20 | \$816.00 | ESL Advanced for WFD |
| Fitzpatrick, Kelly | 10/20/20-10/29/20 | \$400.00 | Tableau IV for WFD |
| Frye, Joshua | 07/03, 07/08 & 07/13/20 | \$300.00 | CTL Training |
| Gaffney, Anthony | 09/12/20-10/31/20 | \$1,128.00 | AutoCAD Level 1: Basic 2D Draw for WFD |
| Garver, Alyce | 10/27/20-10/29/20 | \$350.00 | Google Cloud for WFD |
| Gigliotti, Samantha | 07/07 & 09/30/20 | \$200.00 | Stipend for Training - 2 CTL sessions |
| Gigliotti, Samantha | 07/07/20-08/04/20 | \$1,305.00 | Close Captioning Editing in Distance Education Course (BIO-101) |
| Goldberg, Inessa | 07/20, 08/03, 08/11 & 08/12/20 | \$400.00 | CTL Training |
| Gordon, Ramon | 10/27/20-11/05/20 & 11/10/20- 11/19/20 | \$816.00 | ESL Early Beginner Part 1 for WFD |
| Grivoyannis, Beth | 07/27/2020 | \$100.00 | CTL Training |
| Grundfest, Robert | 10/26/20-11/23/20 | \$705.00 | NPTNJ Preservice Component for WFD |
| Halo, Candace | 07/20/2020 | \$100.00 | CARES CTL Courses |
| Hester, John | 10/07/20-11/18/20 | \$630.00 | WordPress - Bus, Entrep, Bio for WFD |
| Iaconetti, Tom | 07/20/2020 | \$100.00 | CTL Training |
| Jacobs, Samuel | 10/07/20-10/28/20 | \$663.00 | Python Introduction for WFD |
| Katz, Joel | 07/29 & 08/03/20 | \$200.00 | CTL Training |

| Name | Date(s) of Service | Payment | Reason |
|---------------------|--|----------------|--|
| Kazaba, Maureen | 07/20/20-08/25/20 | \$800.00 | CTL Training |
| Kilhaney, Anastasia | 08/07/20 & 08/14/20 | \$200.00 | Stipend for Training - 2 CTL sessions |
| Knill, Dawn | 10/08/20-10/29/20 | \$504.00 | Create Donor-Centric Communication for WFD |
| Knill, Dawn | 11/05/20-11/19/20 | \$378.00 | Events Raise Funds and Friends for WFD |
| Krejci, John | 07/01 & 08/03/20 | \$200.00 | CTL Training |
| Leibowitz, David | 08/03/20-08/26/20 | \$600.00 | Stipend for Training - 6 CTL sessions |
| Levy, Joel | 07/20, 07/29 & 08/11/20 | \$300.00 | Stipend for Training - 3 CTL sessions |
| Liocely, Thomas | 07/07/20-08/04/20 | \$1,690.00 | Close Captioning Editing in Distance Education Course (BIO-101) |
| Mach, Mary-Helen | 10/27/20-11/05/20 & 11/10/20- 11/18/20 | \$376.00 | ESL Beginner Part 1 for WFD |
| Malkoff, Jason | 09/29/2020 | \$100.00 | CTL Training |
| Maraska, Monica | 08/03/20 - 08/26/20 | \$600.00 | Stipend for Training - 6 CTL sessions |
| Martin, Jenifer | 08/07 & 08/14/20 | \$200.00 | Stipend for Training - 2 CTL sessions |
| Martino, Nicole | 10/26/20-11/04/20 & 11/09/20- 11/18/20 | \$752.00 | ESL Beginner Part 2 for WFD |
| McCormack, Cathleen | 08/12/2020 | \$100.00 | Stipend for Training - 1 CTL session |
| McHugh, William | 07/21, 08/03 & 08/11/20 | \$300.00 | Stipend for Training - 3 CTL sessions |
| McLoughlin, Robert | 08/11 & 08/26/20 | \$200.00 | CTL Training |
| Merritt, Elizabeth | 07/07/20 - 08/04/20 | \$400.00 | Close Captioning Editing in Distance Education Course (BIO-101) |
| Moore, Kevin | 10/27/2020 | \$100.00 | Workshop 2: Module Two Review: Commas, Illogical Shifts, Pronoun |
| Morales, Frank | 11/10/20-11/17/20 | \$200.00 | Strategic Use of Social Media for WFD |
| Mulholland, Vance | 09/19/20-10/24/20 | \$1,128.00 | Cert Peer Recovery Specialist for WFD |
| Mulondo, Allan | 07/20 & 08/11/20 | \$200.00 | CTL Training |
| Nachevnik, Igor | 08/11 & 08/13/20 | \$200.00 | CTL Training |
| Parriott, Donald | 08/12/2020 | \$100.00 | Stipend for Training - 1 CTL session |
| Petti, Ciro | 09/21/20-11/18/20 | \$2,268.00 | Project Management Essentials for WFD |
| Pietropollo, Frank | 07/07/20-08/04/20 | \$965.00 | Close Captioning Editing in Distance Education Course (BIO-101) |
| Pietropollo, Frank | 08/13 & 09/29/20 | \$200.00 | Stipend for Training - 2 CTL sessions |
| Pisciotta, Barbara | 07/01 & 07/21/20 | \$200.00 | CTL Training |
| Prinz, Ralph-Peter | 08/07/20-08/24/20 | \$600.00 | CTL Training |
| Publik, Stacy | 10/27/20-11/05/20 & 11/10/20- 11/18/20 | \$752.00 | Esl Advanced for WFD |
| Qvotrup, Jennifer | 07/20, 08/12, 08/25, 08/26 & 09/30/20 | \$500.00 | CTL Training |
| Restaino, Dena | 07/07/20-08/04/20 | \$1,112.50 | Close Captioning Editing in Distance Education Course (BIO-101) |
| Rothman, Nancy | 10/27/20-11/02/20 & 11/5/20- 11/20/20 | \$1,300.00 | CNA Program Coordination, candidate screening, scheduling and CAN Makeup if Needed for WFD |
| Sabella, David | 07/27 & 08/24/20 | \$200.00 | CTL Training |
| Salinas, Dorothy | 07/07/2020 | \$100.00 | Stipend for Training - 1 CTL session |

| Name | Date(s) of Service | Payment | Reason |
|----------------------|--|----------------|---|
| Sarmiento, Jorge | 08/12/2020 | \$100.00 | CTL Training |
| Schennum, Jill | 11/12/2020 | \$100.00 | Commemoration Committee American Indian Heritage Month Event Talk |
| Scott, June | 08/12/2020 | \$100.00 | CTL Training |
| Stoler, Loryn | 08/07 & 08/14/20 | \$200.00 | Stipend for Training - 2 CTL sessions |
| Sutton, Maureen | 09/30/2020 | \$100.00 | CTL Training |
| Swern, Lauren | 10/19/20-11/02/20 | \$282.00 | Prospecting for Grants for WFD |
| Sykes, Michelle | 10/12/20-11/05/20 | \$1,128.00 | Anatomy for Healthcare Prof for WFD |
| Sykes, Michelle | 07/01/20-08/26/20 | \$1,400.00 | Stipend for Training - 14 CTL sessions |
| Taghdissi, Shahrzad | 09/30/2020 | \$100.00 | Stipend for Training - 1 CTL session |
| Taylor, Anna | 10/26/20-11/04/20 & 10/09/20- 11/18/20 | \$752.00 | ESL Beginner Part 2 for WFD |
| Taylor, Anna | 10/26/20-11/04/20 & 11/09/20- 11/18/20 | \$752.00 | ESL Intermediate Part 1 for WFD |
| Vincelette, Kathy | 11/03/2020 | \$100.00 | Job Search Workshops - Changing Your Career for WFD |
| Vincelette, Kathy | 11/20/2020 | \$100.00 | Job Search Workshops - Writing for WFD |
| Viola, Thomas | 11/02/20-11/18/20 | \$846.00 | C302 Consultation (Case Mgmt) for WFD |
| Williams-Bogar, Rita | 10/28/20-10/30/20 | \$212.00 | Intro Finance Non-Finance Prof for WFD |
| Wintle, Jessie | 07/20/2020 | \$100.00 | CTL Training |
| Wolfgang, Heather | 08/12/2020 | \$100.00 | CTL Training |
| Wong, Chung | 08/11/2020 | \$100.00 | CTL Training |
| Zejnnullahi, Rreeze | 10/12/20-10/26/20 | \$400.00 | Business Analytics With Excel for WFD |
| Zejnnullahi, Rreeze | 11/02/2020 | \$200.00 | Excel Advanced Functions |
| Zejnnullahi, Rreeze | 10/16/20-11/11/20 | \$1,400.00 | Excel Essentials |

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

| RATIONALE: | NAME: | EFFECTIVE DATE: | ACTION/ POSITION: | SALARY/ WAGE: |
|-----------------|-----------------|-----------------|---|--------------------|
| FAC: | | | | |
| REPLACEMENT | Roche, Sharon | 19-Jan-21 | <u>Appointed to:</u> Assistant Professor Nursing | \$73,315 |
| CCMSA: | | | | |
| REPLACEMENT | Lee, Danielle | 16-Dec-20 | <u>Appointed to:</u> Buyer Purchasing | \$39,484 |
| Coaches: | | | | |
| REPLACEMENT | Biale, Jonathan | Seasonal | <u>Appointed to:</u> Assistant Coach (Tier 2) Men's Baseball | \$3,500 Stipend |

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

| <u>Name</u> | <u>Department</u> | <u>From</u> | <u>To</u> | <u>Reason</u> |
|---------------|-------------------|-------------|------------|--------------------------|
| Monica Bianco | Allied Health | \$4,480.00 | \$2,240.00 | Decrease in Credit Hours |

**COUNTY COLLEGE OF MORRIS EXEMPTION REPORT
 UNDER NEW JERSEY FIRST ACT**

| EXEMPT POSITION | | RATIONALE | |
|-----------------|-------------------------------------|---|--|
| 1. | a. | Full Time Professors | These teaching positions require special expertise and specific academic, scientific, and professional qualifications. |
| | b. | Part Time (Adjunct) Professors | |
| | c. | Instructors, Center for Workforce Development | |
| 2. | a. | Vice President, Academic Affairs | These administrative and management positions require special expertise and extraordinary academic and higher education administrative qualifications. |
| | b. | Vice President, Business & Finance | |
| | c. | Vice President, Student Development & Enrollment Mgt. | |
| | d. | Vice President, Human Resources & Labor Relations | |
| | e. | Vice President, Institutional Effectiveness & CIO | |
| | f. | Vice President, Professional Studies & Applied Sciences | |
| | g. | Assistant Vice President, Business & Finance | |
| | h. | Executive Director, Foundation | |
| | i. | Executive Director of Marketing & Public Relations | |
| | j. | Dean, School of Business, Mathematics, Engineering & Technologies | |
| | k. | Dean, School of Health Professions & Natural Sciences | |
| | l. | Dean, School of Liberal Arts | |
| | m. | Dean, Virtual Campus | |
| | n. | Dean, Learning Support & Opportunity Services | |
| | o. | Dean, Learning Resource Center | |
| 3. | a. | Director, Institutional Grants | These administrative and management positions require special expertise and extraordinary academic and higher education administrative qualifications. |
| | b. | Director, Accessibility Services | |
| | c. | Director, Operations-Professional Development Programs | |
| | d. | Coordinator, Academic Advisement | |
| | e. | Director, Admissions | |
| | f. | Director, Athletics | |
| | g. | Director, Campus Life | |
| | h. | Director, Career Services & Cooperative Education | |
| | i. | Director, Counseling & Student Success | |
| | j. | Counselor, Counseling & Student Success | |
| | k. | Director, Financial Aid | |
| | l. | Director, Marketing & Public Relations | |
| | m. | Director, College Events & Foundation Programs | |
| | n. | Director, Alumni Affairs | |
| | o. | Coordinator, Health Services | |
| | p. | Registrar | |
| | q. | Coordinator, Business Services/Government Records Custodian | |
| | r. | Coordinator, Transfer Services | |
| | s. | Associate Director, Workforce Development | |
| | t. | College Architect | |
| u. | Associate Director, Career Services | | |
| v. | Associate Director, Admissions | | |
| w. | Associate Director, Applications | | |
| x. | Associate Director, LRC | | |

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|-----|--|--|
| y. | Associate Director, Plant & Maintenance | |
| z. | Associate Director, Media Center | |
| aa. | Director, Workforce Development & Community Partnerships | |
| bb. | Associate Director, Workforce Development | |
| cc. | Bursar | |
| dd. | Director, Accounting | |
| ee. | Manager, Payroll & Special Projects | |
| ff. | Director, Budget & Compliance | |
| gg. | Manager, Budget & Compliance | |
| hh. | Director, Auxiliary Services | |
| ii. | Director, Public Safety | |
| jj. | Director, Plant and Maintenance | |
| kk. | Director, Purchasing | |
| ll. | Manager, Purchasing | |
| mm. | Planetarium Astronomer | |
| nn. | Director, Network and User Services | |
| oo. | Associate Director, Human Resources | |
| pp. | Compliance Officer | |
| qq. | Manager, Benefits | |
| rr. | Theater Technician | |
| ss. | System Administrator | |
| tt. | SQL Database Administrator | |
| uu. | System Administrator II | |
| vv. | Business Intelligence Analyst | |
| ww. | Coordinator of Advance Manufacturing & Engineering Lab Spvr. | |
| xx. | Coordinator of Instruction | |
| yy. | Counselor/Recruiter (Admissions) | |
| zz. | Grant Development Coordinator | |

Failure to grant exemption of the above positions from the New Jersey First Act would seriously impede the ability of the college to compete successfully with similar educational institutions in other states, because:

- County College of Morris recruiting draws upon a competitive marketplace that is beyond the state of New Jersey.
- County College of Morris uses publications and websites that reach candidates beyond New Jersey.
- County College of Morris’s recruiting experience confirms the receipt of applications from out-of-state applicants for these types of positions.
- County College of Morris competes with out-of-state employers for persons with similar skill sets.

**RESOLUTION AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR AUTOMATIC DOORS – MAINTENANCE, EQUIPMENT AND
REPAIRS**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for automatic doors – maintenance equipment and repairs; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of the full term of the contract for prior, current and future orders or will not exceed \$36,400.00; and

WHEREAS, the anticipated term of this contract is one year(s) commencing July 1, 2020 through June 30, 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, Automatics Unlimited (“Contractor”) has submitted a proposal for goods or services dated November 17, 2020 indicating that Contractor will provide goods or services for the automatic door openers for the SCC bathrooms due to COVID 19, for a value of \$10,000.00; 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 AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR ADVANCED MANUFACTURING APPRENTICESHIP PROGRAM**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for an Advanced Manufacturing Apprenticeship Program which includes Train-the-Trainer workshops and skills assessment; 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 exceed \$17,500.00; and

WHEREAS, the anticipated term of this contract is two year(s) commencing December 1, 2020 through November 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, German American Chamber of Commerce (“Contractor”) has submitted a proposal (MOU) for goods or services dated October 28, 2020 indicating that Contractor will provide goods or services for the Advanced Manufacturing Apprenticeship Program which includes Train-the-Trainer workshops at a cost of \$10,000.00 per workshop and skills assessment at a cost of \$25,000.00 per assessment; 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 AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR EQUIPMENT, EXTENDED WARRANTIES AND
MAINTENANCE FOR HEALTH AND NATURAL SCIENCES**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for Equipment, Extended Warranties and Maintenance for Health and Natural Sciences; and

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

WHEREAS, the anticipated term of this contract is one year commencing July 1, 2020 through June 30, 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, Laerdal Medical Corporation (“Contractor”) has submitted proposals for goods or services dated October 8, 2020 and October 30, 2020 indicating that Contractor will provide goods or services for the Patient Simulator Warranty and Maintenance for Nursing Patient Simulators, for a total value of \$16,475.00; 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 AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR LAMBDA BLADE GPU SERVER FOR ENGINEERING**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for a Lambda Blade GPU Server with Custom Software and Maintenance for Engineering (Perkins Grant Funded); 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 \$35,956.00; and

WHEREAS, the anticipated term of this contract is one year commencing December 16, 2020 through December 15, 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, Lambda Labs, Inc. (“Contractor”) has submitted a proposal for goods or services dated December 3, 2020 indicating that Contractor will provide goods or services for the Lambda Blade GPU Server with Custom Software and Maintenance for Engineering, for a value of \$35,956.00; 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 AUTHORIZING CONTRACT OVER \$17,500
WITHOUT PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR ON-LINE TUTORING SERVICES AND
OTHER MISCELLANEOUS SOFTWARE LICENSES**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for Pearson - Smarthinking On-Line Tutoring Services and other Miscellaneous Pearson Software (not for resale); and

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

WHEREAS, the anticipated term of this contract is one year(s) commencing July 1, 2020 through June 30, 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, NCS Pearson (“Contractor”) has submitted a proposal for goods or services dated October 19, 2020 indicating that Contractor will provide goods or services for the Pearson - Smarthinking On-Line Tutoring Services and other Miscellaneous Pearson Software (not for resale), for a value of \$8,100.00 (300 hours @ \$27.00 per hour); 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 AUTHORIZING CONTRACT OVER \$17,500
FOLLOWING PUBLICLY ADVERTISED SOLICITATION
CONTRACT FOR CUSTOM ATHLETIC APPAREL**

WHEREAS, the County College of Morris (“College”) has a need to acquire goods or services for Custom Athletic Apparel; 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 will not exceed \$36,400.00; and

WHEREAS, the anticipated term of this contract is one year commencing January 1, 2021 through December 31, 2021, second year option renewal; and

WHEREAS, notice of request for proposals for the above contract was publicly advertised on November 18, 2019 in the following manner: CCM Website; and

WHEREAS, the solicitation of proposals is based upon a request for proposals Custom Athletic Apparel dated November 18, 2019 (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, 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 Ampro Sportswear (“Contractor”) based upon the proposal submitted by the Contractor dated December 4, 2019, for a contract term of one year, to provide Custom Athletic Apparel. 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.

ACADEMIC CALENDAR

FALL 2021

| | |
|------------|--|
| 4/5/2021 | Fall 2021 open registration |
| 9/8/2021 | Classes begin - full semester, Early Start 2 Week and Early Finish 7 Week classes |
| 9/10/2021 | Last day to drop classes - Early Start 2 Week classes |
| 9/14/2021 | Last day to drop classes - Early Finish 7 Week classes |
| 9/16/2021 | Last day to withdraw from classes with a "W" - Early Start 2 Week classes |
| 9/21/2021 | Last day to drop classes - full semester classes |
| 9/21/2021 | Early Start 2 Week classes end |
| 9/22/2021 | Mid Start 2 Week classes and 13 Week classes begin |
| 9/24/2021 | Final Grades Due - Early Start 2 Week classes |
| 9/24/2021 | Last day to drop classes - Mid Start 2 Week classes |
| 9/30/2021 | Last day to withdraw from classes with a "W" - Mid Start 2 Week classes |
| 10/5/2021 | Mid Start 2 Week classes end |
| 10/5/2021 | Last day to drop classes - 13 Week classes |
| 10/6/2021 | Late Start 2 Week classes begin |
| 10/7/2021 | Final Grades Due - Mid Start 2 Week classes |
| 10/8/2021 | Last day to drop classes - Late Start 2 Week classes |
| 10/14/2021 | Last day to withdraw from classes with a "W" - Early Finish 7 Week and Late Start 2 Week classes |
| 10/19/2021 | Late Start 2 Week classes end |
| 10/21/2021 | Final Grades Due - Late Start 2 Week classes |
| 10/26/2021 | Early Finish 7 Week classes end |
| 10/28/2021 | Final Grades Due - Early Finish 7 Week classes |
| 11/3/2021 | Late Start 7 Week classes begin |
| 11/5/2021 | Last day to drop classes - Late Start 7 Week classes |
| 11/24/2021 | Thanksgiving Break |
| 11/29/2021 | Classes resume |
| 12/2/2021 | Last day to withdraw from classes with a "W" - full semester classes |
| 12/2/2021 | Last day to withdraw from classes with a "W" - 13 Week classes |
| 12/9/2021 | Last day to withdraw from classes with a "W" - Late Start 7 Week classes |
| 12/23/2021 | Classes end - full semester, 13 Week and Late Start 7 Week classes |
| 12/23/2021 | Semester ends |
| 12/27/2021 | Final Grades Due - full semester, 13 Week and Late Start 7 Week classes |

WINTERIM 2022

| | |
|-----------------------|--|
| 11/1/2021 | Winterim 2022 open registration |
| 12/22/2021 | Winterim 4 Week classes begin |
| 12/24/2021 - 1/6/2022 | Winter Break - College Closed |
| 12/24/2021 | Last day to drop classes - Winterim 4 Week classes |

1/3/2022 Winterim 2 Week classes begin
1/5/2022 Last day to drop - Winterim 2 Week classes
1/10/2022 Last day to withdraw from classes with a "W" - 4 week and 2 Week
classes
1/15/2022 Winterim 2 Week classes end
1/17/2022 Final Grades Due - 2 Week classes
1/18/2022 Winterim 4 Week classes end
1/20/2022 Final Grades Due - 4 Week classes

SPRING 2022

11/1/2021 Spring 2022 open registration begins
1/19/2022 Class begin - full semester classes, Early Start 2 Week and Early
Finish 7 Week classes
1/21/2022 Last day to drop classes - Early Start 2 Week classes
1/25/2022 Last day to drop classes - Early Finish 7 Week classes
1/27/2022 Last day to withdraw from classes with a "W" - Early Start 2 Week
classes
2/1/2022 Last day to drop classes - full semester classes
2/1/2022 Early Start 2 Week classes end
2/2/2022 Mid Start 2 Week classes and 13 Week classes begin
2/3/2022 Final Grades Due - Early Start 2 Week classes
2/4/2022 Last day to drop classes - Mid Start 2 Week classes
2/10/2022 Last day to withdraw from classes with a "W" - Mid Start 2 Week
classes
2/15/2022 Mid Start 2 Week classes end
2/15/2022 Last day to drop classes - 13 Week classes
2/16/2022 Late Start 2 Week classes begin
2/17/2022 Final Grades Due - Mid Start 2 Week classes
2/18/2022 Last day to drop classes - Late Start 2 Week classes
2/24/2022 Last day to withdraw from classes with a "W" - Early Finish 7 Week
and Late Start 2 Week classes
3/1/2022 Late Start 2 Week classes end
3/3/2022 Final Grades Due - Late Start 2 Week classes
3/8/2022 Early Finish 7 Week classes end
3/10/2022 Final Grades Due - Early Finish 7 Week classes
3/14/2022 - 3/18/2022 Spring Break
3/21/2022 Classes resume
3/21/2022 Late Start 7 Week classes begin
3/25/2022 Last day to drop classes - Late Start 7 Week classes
4/21/2022 Last day to withdraw from classes with a "W" - full semester and 13
Week classes
4/21/2022 Last day to withdraw from classes with a "W" - Late 7 Week classes
5/7/2022 Classes end - Late Start 7 Week classes
5/10/2022 Final Grades Due - Late Start 7 Week classes
5/10/2022 Classes end - full semester, 13 Week and Late Start 7 Week classes
5/13/2022 Semester ends

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|-----------|--|
| 5/15/2022 | Final Grades Due - full semester, 13 Week and Late Start 7 Week classes |
| 5/20/2022 | Commencement |