

MERCER COUNTY COMMUNITY COLLEGE

Minutes of the 701st Meeting of the Board of Trustees June 29, 2023

The meeting was called to order by Chair Kristin Appelget at 6:31pm via Zoom conferencing. In addition to the Chair, the following members were in attendance: Blanca Berrios-Ohler, Julie Blake, Jermaine Huell, Daryl Minus-Vincent, Lawrence Nespoli, Greg Puliti, Madelaine Benowitz (Alumni Trustee), and Deborah Preston (MCCC President). Also present was Perry Lattiboudere, College Counsel. Absent was Shannon Mason.

Chair Appelget noted the June 15th meeting was scheduled and as a result of a failure to achieve a quorum the meeting was rescheduled to June 29th.

OPENING OF MEETING

- A) **FLAG SALUTE**
Trustee Puliti led those attending the meeting in the Pledge of Allegiance to the flag of the United States.

- B) **STATEMENT OF NOTIFICATION**
The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend meetings of public bodies at which any business affecting its interests is discussed or acted upon. In accordance with the provisions of this Act, the Board of Trustees of Mercer County Community College has caused notice of this meeting to be published by having the date, time and place posted on the bulletin board in the lobby of the Administration Building, on the West Windsor Campus, at the James Kerney Campus, on the College's website homepage, and emailed to The Trentonian and The Times.

- C) **ADOPTION OF AGENDA**
Trustee Puliti moved to approve the agenda, which was seconded by Trustee Blake and adopted with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

- D) **PUBLIC COMMENT**
No one from the attending public addressed the board at this time.

II. PRESIDENT'S UPDATE

No report.

III. APPROVAL OF MINUTES

- A) **APPROVAL OF MINUTES OF MAY 30, 2023 BOARD MEETING**
Trustee Nespoli moved to approve the minutes of the May 30, 2023 Board Meeting, which was seconded by Trustee Puliti and adopted with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

BE IT RESOLVED, that the minutes of the May 30, 2023 meeting of the Board of Trustees are approved as presented.

IV. FINANCE & FACILITIES MATTERS

Trustee Berrios-Ohler presented Agenda Items IV (A) through (D) for ratification, which were second by Trustee Blake. The items were ratified with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

A. MONTHLY FINANCIAL STATEMENT

The members of the Board noted receipt and ratified the Monthly Financial Statement, which is attached (Attachment #1)

B. INVESTMENT DETAIL

The members of the Board noted receipt and ratified the Report of Investment Detail, which is attached (Attachment #2)

C. PURCHASE ORDERS AND CONTRACTS UNDER \$37,500

The members of the Board noted receipt and ratified the Report on Purchase Orders and Contracts under \$37,500.00, which is attached. (Attachment #3)

D. MONTHLY PAYMENTS LIST

The members of the Board noted receipt and ratified the monthly payments lists for April.

Trustee Berrios-Ohler presented Agenda Items IV (E) through (P) for ratification, which were second by Trustee Puliti. The items were ratified with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye. Trustee Minus-Vincent abstained from items (LL) and (MM).

E. ADAMS, GUTIERREZ & LATTIBOUDERE, LLC AMENDMENT FOR COST

WHEREAS, Mercer County Community College has a need to acquire legal services in fiscal year 2023; and

WHEREAS, the purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue payments to Adams, Gutierrez and Lattiboudere, LLC of Iselin, New Jersey, for legal services for an additional \$50,000 above the initial fiscal year 2023 retainer amount of \$125,000 (as approved by the Board on June 16, 2022), for a new not to exceed amount

of \$175,000, from July 1, 2022 through June 30, 2023 (FY 2023).

F. CANTEEN/COMPASS GROUP, U.S.A., FOOD SERVICE MANAGEMENT AND VENDING SERVICES AMENDMENT FOR COST

WHEREAS, Mercer County Community College is under contract with Canteen/Compass Group, U.S.A. to operate a Hybrid Café/Market and provide catering and vending services College-wide, for students, faculty and staff for FY 2023; and

WHEREAS, catering services provided by Canteen/Compass Group, U.S.A. for both James Kerney and West Windsor campuses have increased this year to levels higher than originally projected for FY 2023, requiring the current fiscal year not to exceed spending amount to be increased accordingly; therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board to increase the FY 2023 spending amount, pursuant to the current contract with Canteen/Compass Group, U.S.A. of Charlotte, North Carolina, by \$60,000, from \$115,000 to a new, not to exceed amount of \$175,000, due to a higher volume of catering purchase orders, for the period August 1, 2022 to July 31, 2023.

MCCC RFP #2003

G. ELIZABETHTOWN WATER COMPANY

WHEREAS, Mercer County Community College requires water supply services to operate and provide water on the West Windsor Campus in FY 2023; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.5. (8) exempts from public bidding or advertising the supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue additional payments for athletic field watering for the months of May and June 2023, by an additional \$20,000, from \$70,000 to a new not to exceed amount of \$90,000 (FY 2023) to Elizabethtown Water Company, Philadelphia, Pennsylvania for the cost to provide water supply service, for the period from July 1, 2022 through June 30, 2023.

H. FYR-FYTER SALES AND SERVICE

WHEREAS, Mercer County Community College has a need to test, repair, and replace fire extinguisher, suppression and sprinkler equipment in order to meet the code compliance requirements at the James Kerney and West Windsor campuses, commencing in FY 2023; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, specifically provides for the purchase of work, materials and supplies by Cooperative Agreement

with the governing bodies of any municipality or of the county⁺ within whose boundaries any such college is wholly or partially located, but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to enter into a contract with Fyr-Fyter Sales and Service of Pennington, New Jersey to test, repair and replace fire extinguisher, suppression and sprinkler equipment in order to meet the code compliance requirements at the James Kerney and West Windsor campuses at a cost not to exceed \$50,000.

*New Jersey Contract #18-GNSV2-00552

+ Mercer County Contract CK09Mercer2021-11

I. NATIONAL PUBLIC RADIO, AMENDMENT FOR COST

WHEREAS, Mercer County Communication College's radio station, WWFM, has a need to acquire exclusive radio programming content and other services, including the Public Radio Satellite System[®], including the Interconnect System and National Public Radio (NPR) Digital services for its broadcast network in FY 2023; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (3) exempts materials or supplies which are not available from more than one potential bidder from public advertising for bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with National Public Radio, Inc. (NPR) to acquire exclusive radio programming content and other services, including the Public Radio Satellite System[®], including the Interconnect System, and National Public Radio (NPR) Digital services for its broadcast network, for an amount not to exceed \$90,000 from June 1, 2022 through June 30, 2023. Paid by the Community Service Grant from the Corporation for Public Broadcasting (CPB).

J. ALLSTATE OFFICE INTERIORS

WHEREAS, Mercer County Community College has a need to purchase flooring supplies and material for various internal renovation projects, including classrooms, bathrooms, common areas, and offices (paid for by the College's operating budget and Chapter 12), at the West Windsor and James Kerney campuses in FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award such a contract; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.11(b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement⁺; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue purchase orders with Allstate Office Interiors or Robbinsville, New Jersey for flooring

supplies and material for various internal renovation projects, including classrooms, bathrooms, common areas, and offices (paid for by the College's operating budget and Chapter 12) for a total cost not to exceed \$300,000 through June 30, 2024, at the West Windsor and James Kerney campuses in FY 2024

* New Jersey State Contract #(s) 81751, 81753, 81756, 23-FOOD-18184, 18184

+ Sourcewell 080819-SII

K. ASSESSMENT TECHNOLOGIES INSTITUTE – ATI PROGRESSIVE ASSESSMENT AND TESTING FOR NURSING STUDENTS

WHEREAS, Mercer County Community College has a need to acquire assessment and testing services for the Nursing program in FYs 2024 and 25, paid by Nursing program student fees; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (2) exempts unspecifiable services from advertised bidding but requires a resolution authorizing the award of such contract; and

WHEREAS, ATI has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit this vendor from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with ATI of Leawood, Kansas to purchase testing and assessment services for students enrolled in the Nursing program at a cost not to exceed \$200,000 from July 1, 2023 to June 30, 2025. Paid by Student Course fees.

L. CBIZ INC. - COMMERCIAL, CYBER, LIABILITY AND SCHOOL LEADERS INSURANCE

WHEREAS, Mercer County Community College has need to acquire athletic, commercial, cyber, excess and liability, property, school leaders and student accident insurance coverage for FY2024; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (11) exempts insurance services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Mercer County Community College utilized the New Jersey Community College Insurance Pool pricing for property/liability/casualty insurance coverage; and

WHEREAS, CBIZ Inc., has completed and submitted a Business Entity Disclosure Certification which certifies that CBIZ Inc. has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the

contract will prohibit this vendor from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President be authorized, on behalf of this Board, to enter into agreements with CBIZ Inc. of Cleveland, Ohio to acquire athletic, commercial, cyber, excess and liability, property, school leaders and student insurance coverage for the period from July 1, 2023 through June 30, 2024 for an amount not to exceed \$765,000. Mercer County Community College is one of seven (7) community colleges utilizing the pricing obtained under the New Jersey Community College Insurance Pool, updated annually.

M. CDW GOVERNMENT - COOPERATIVE PRICING FOR COMPUTER EQUIPMENT

WHEREAS, Mercer County Community College has a need to purchase computer hardware, software, communication and other related equipment at both the James Kerney and West Windsor campuses during FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11(b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement; and exempts the purchase of equipment pursuant to such a contract from public advertising from bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Mercer County Community College has identified that CDW Government of Verona, Illinois has the needed equipment and supplies available under the Educational Services Commission of New Jersey Cooperative Pricing Agreement* which represents the best value for the College and determined that purchase from this contract will produce the best overall value; now therefore,

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to refresh the annual Purchase Order with CDW Government of Verona, Illinois for the purchase of computer hardware, software, communication and other related equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$120,000 from July 1, 2023 through June 30, 2024.

*Educational Services Commission of New Jersey/AEPA Contract-22G

N. CINTAS - COOPERATIVE PRICING FOR UNIFORMS AND SAFETY

WHEREAS, Mercer County Community College has a need to acquire uniforms and uniform cleaning services for Facilities and College Safety Officers, as well as first aid, floor mat (including cleaning), safety and other supplies and training classes for the West Windsor and James Kerney campuses in FY 2024; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.11(b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement; and

WHEREAS, Mercer County Community College has joined the Omnia Partners, Public Sector* cooperative pricing system for the procurement of goods and services at competitive pricing and offers competitively solicited and awarded service agreements by public agencies and governmental units to insure that industry best practices,

processes and procedures are applied to obtain the most cost-effective bids representing the best value for its membership; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to refresh the annual purchase order with Cintas, Cincinnati, Ohio, to acquire uniforms and uniform cleaning services for Facilities and College Safety Officers, as well as first aid, floor mats (including cleaning), safety and other supplies and training classes for the West Windsor and James Kerney campuses for an amount not to exceed \$85,000 from July 1, 2023 through June 30, 2024.

* OMNIA Partners #R-BB-19002

O. DELL MARKETING LP

WHEREAS, Mercer County Community College has a need to purchase various computer software, hardware and other equipment at the James Kerney and West Windsor campuses for FY(s) 2023 and 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to refresh the annual purchase order with Dell Marketing LP of Round Rock, Texas, for the purchase of various computer software, hardware and other equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$350,000 from June 29, 2023 through June 30, 2024.

*Dell NASPO-NJ M0483/19-TELE00656 and M0483/20-TELE01510

P. EDUCATIONAL FURNITURE SOLUTIONS INC.

WHEREAS, Mercer County Community College has a need to acquire furniture, furnishings, and associated supplies for the Facilities Department to renovate classrooms, offices, and student and staff spaces College-wide for FY 2024;

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreements*; and

WHEREAS, Mercer County Community College is a member of the Educational Services Commission of New Jersey (ESCNJ) Pricing Consortium for the procurement of goods and services at competitive pricing; and provision of the County College Contracts Law,

WHEREAS, Mercer County Community College Purchasing Policy states that when an individual vendor exceeds an annual, cumulative spending threshold exceeding \$37,500 that a Board of Trustee resolution is required, now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to enter into a contract with Krueger International, under the care of Educational Furniture Solutions Inc. of West Point, Pennsylvania to acquire furniture, furnishings and associated supplies

for the Facilities Department to renovate classrooms, office and student and staff spaces College-wide, for an annual aggregate spending amount not to exceed \$100,000 for this vendor for the period from July 1, 2023 to June 30, 2024.

* Educational Services Commission Co-op #ESCNJ 22/23-08

Q. FRANKLIN GRIFFITH ELECTRICAL SUPPLY

WHEREAS, Mercer County Community College has a need to purchase electrical supplies and light bulbs for the James Kerney and West Windsor campuses in FY 2024; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, specifically provides for the purchase of work, materials and supplies by Cooperative Agreement with the governing bodies of any municipality or of the county within whose boundaries any such college is wholly or partially located; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with Franklin Griffith Electrical Supply Company, Trenton, New Jersey for the purchase of electrical supplies and light bulbs for the James Kerney and West Windsor campuses at a cost not to exceed \$75,000 from July 1, 2023 to June 30, 2024.

*CK09 Mercer 2021-20

R. GLOBAL INDUSTRIAL

WHEREAS, Mercer County Community College has the need to purchase janitorial, safety, and sanitation services and supplies as well as restroom, classroom and office furniture and supplies for the James Kerney and West Windsor campuses for FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for goods and services through the use of a nationally recognized and accepted cooperative purchasing agreements*; and

WHEREAS, Mercer County Community College is a member of OMNIA Partners cooperative purchasing consortium for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified that Global Industrial of Port Washington, New York, has the experience and credentials necessary to supply janitorial, safety, and sanitation services and supplies as well as restroom, classroom and office furniture and supplies for the James Kerney and West Windsor campus, under the Cooperative Pricing Agreement with OMNIA Partners* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to issue purchase orders with Global Industrial, Port Washington, New York to supply janitorial and sanitation services and supplies and restroom, classroom and office furniture and supplies for the James Kerney and West Windsor campuses for an amount not to exceed \$120,000 from July 1, 2023 to June 30, 2024 (FY 2024).

*OMNIA Partners #R211402

S. GRAYBAR ELECTRIC COMPANY

WHEREAS, Mercer County Community College has a need to purchase LED light bulbs and related equipment and supplies for the James Kerney and West Windsor campuses in FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property* from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with Graybar Electric Company, Newark, New Jersey for the purchase of LED light bulbs and related equipment and supplies for the James Kerney and West Windsor campuses at a cost not to exceed \$75,000 from July 1, 2023 to June 30, 2024.

*NJ State Contract #85151

T. GREENLEAF LANDSCAPE SYSTEMS AND SERVICES, INCORPORATED COOPERATIVE PRICING FOR LAWN CUTTING SERVICES

WHEREAS, Mercer County Community College has a need to acquire lawn cutting, trimming, weeding and leaf removal services in FY 2024; and

WHEREAS, the County of Mercer conducts a voluntary Cooperative Pricing System with municipalities and the Boards of Education located in Mercer County, utilizing administrative purchasing services and facilities of the County of Mercer; and this Cooperative Pricing Agreement* is to effect economies in the purchase of lawn cutting, tree trimming services and leaf removal services; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, specifically provides for the purchase of work, materials and supplies by Cooperative Agreement with the governing bodies of any municipality or of the county within whose boundaries any such college is wholly or partially located; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to issue a purchase order (FY 2024) with the County of Mercer's awarded vendor, Greenleaf Landscape Systems and Services, Inc. of Eatontown, New Jersey, for an amount not to exceed \$125,000 to acquire lawn cutting, trimming, weeding and leaf removal services at the West Windsor campus from July 1, 2023 through June 30, 2024.

*Mercer County Contract CK09-Mercer-2022-01

U. HOME DEPOT INC.

WHEREAS, Mercer County Community College has a need to acquire maintenance, repair, operating and industrial supplies, and related products and services for various departments College-wide for FY 2024;

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of equipment, pursuant to a contract for such equipment entered

into on behalf of the State of New Jersey by the Division of Purchase and Property* from public advertising from bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreements+; and

WHEREAS, Mercer County Community College Purchasing Policy states that when an individual vendor exceeds an annual, cumulative spending threshold exceeding \$37,500 that a Board of Trustee resolution is required, now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to enter into a contract with Home Depot Inc, Atlanta, GA to purchase maintenance, repair, operating and industrial supplies, and related products and services for various departments College-wide, for an annual aggregate spending amount not to exceed \$50,000 for this vendor for the period from July 1, 2023 to June 30, 2024.

* NJSC 18-FLEET-00234 and +OMNIA Contract #16154

V. KC SIGN AND AWNINGS

WHEREAS, Mercer County Community College has the need to install signs at the main entrances on the West Windsor campus, paid by the New Jersey Chapter 12 program; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for goods and services through the use of a nationally recognized and accepted cooperative purchasing agreements* but requires a resolution approved by the Board of Trustees; and

WHEREAS, Mercer County Community College is a member of the Hunderton County Education Services Commission for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified KC Sign & Awnings, Aston, Pennsylvania as having the expertise to provide and install the appropriate signs under the Hunderton County Education Services Commission* which represents the best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with KC Sign & Awnings of Aston, Pennsylvania, for installation of signs at the West Windsor campus for an amount not to exceed \$150,000. Paid by the New Jersey Chapter 12 program.

* Hunterdon County Educational Services Commission (HCESC) #SER-21-08

W. KINSLEY POWER SYSTEMS INC.

WHEREAS, Mercer County Community College has the need for labor to install replacement emergency generators in the Physical Education (PE), Liberal Arts (LA) and the Business (BS) buildings at the West Windsor campus, paid by the New Jersey Chapter 12 program; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for goods and services through the use of a nationally recognized and accepted cooperative purchasing agreements*; and

WHEREAS, Mercer County Community College is a member of the Sourcewell Cooperative Pricing consortium for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified that Kinsley Power Systems, Inc. of East Granby, Connecticut, has the expertise to provide and install the appropriate emergency generators under the Cooperative Pricing Agreement with the Sourcewell Cooperative Pricing consortium* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to extend the contract with Kinsley Power Systems Inc. of East Granby, Connecticut, for labor to install replacement emergency generators in the Physical Education (PE), Liberal Arts (LA) and Business (BS) buildings at the West Windsor campus for an amount not to exceed \$110,000. Paid by the New Jersey Chapter 12 program.

* Sourcewell Co-op contract # 092222-KOH

X. KSI CONSULTING ENGINEERS, LLC

WHEREAS, Mercer County Community College has a need to acquire consulting engineer and professional services needed for new, replacement or upgraded HVAC and boiler projects for the James Kerney and West Windsor campuses; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, the purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (15) exempts consulting and professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, KSI Consulting Engineers, LLC of Farmingdale, New Jersey has demonstrated that they have the necessary expertise needed for new, replacement or upgraded HVAC and boiler projects; now therefore

BE IT RESOLVED, the President is authorized, on behalf of the Board, to contract with KSI

Consulting Engineers, LLC of Farmingdale, New Jersey to provide consulting engineer and professional services needed for new, replacement or upgraded HVAC projects for the James Kerney and West Windsor campuses, for up to two years, not to exceed \$75,000 per year (FY(s) 24 and 25) from July 1, 2023 through June 30, 2025.

Y. MERCER COUNTY PUBLIC LIBRARY-INTEGRATED AUTOMATED LIBRARY SYSTEM

WHEREAS, Mercer County Community College has participated in an integrated and automated library system with Mercer County Public Library since 1994 to provide on-line web access to all branches of the joint library system to facilitate student and faculty access to information; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, allows for one or more county colleges to provide for such purchases by joint agreement with the governing of the municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to Local Public Contracts Law, P.L.1971, c.198 (C.40A:11-1, et seq.); and

WHEREAS, Mercer County has included Mercer County Community College in the next scheduled equipment and software upgrade to the integrated library system; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to continue to participate in an annual agreement with Mercer County Public Library to offset the costs associated with the integrated and automated library system that provides on-line web access to all branches of the joint library system to facilitate student learning and faculty access to information, at a cost not to exceed \$80,000 for the period July 1, 2023 through June 30, 2024.

Z. NATIONAL BUSINESS FURNITURE

WHEREAS, Mercer County Community College has a need to acquire furniture, furnishings, and associated supplies for the Facilities Department to renovate classrooms, offices, and student and staff spaces College-wide for FY 2024;

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreements*; and

WHEREAS, Mercer County Community College Purchasing Policy states that when an individual vendor exceeds an annual, cumulative spending threshold exceeding \$37,500 that a Board of Trustee resolution is required, now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to enter into a contract with National Business Furniture of Milwaukee, Wisconsin to acquire furniture, furnishings and associated supplies for the Facilities Department to renovate classrooms, office and student and staff spaces College-wide, for an annual aggregate spending amount not to exceed \$100,000 for this vendor for the period from July 1, 2023 to June 30, 2024.

* GSA Contract #GSA GS-27F-0024V

AA. NEW JERSEY COUNCIL OF COUNTY COLLEGES

WHEREAS, Mercer County Community College has a need to acquire advocacy, legislative liaison, informational and other related professional services in FY 2024; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (b) exempts from public advertising services made or entered into with the United States of America, the State of New Jersey, a county or municipality or any board, body, or officer, agency or authority or any state or subdivision thereof; and but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to pay an annual assessment not to exceed \$60,000 to the New Jersey Council of County Colleges in Trenton, New Jersey for advocacy, legislative liaison, informational and other related professional services for July 1, 2023 through June 30, 2024 (FY 2024).

BB. NJEDGE.NET

WHEREAS, Mercer County Community College has a need to acquire internet services for data and video communication, VM Ware maintenance, and payments for the Virtual Academic Library Environment (VALE) of New Jersey for Library on-line database periodical subscriptions in FY 2024; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, allows for one or more county colleges to provide for such purchases by joint agreement with the governing of the municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to Local Public Contracts Law, P.L.1971, c198 (C.40A:11-1, et seq.); and

WHEREAS, NJEDge.Net is a non-profit technology consortium of New Jersey colleges and procures reduced rates for internet services for consortium members; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with NJEdge.Net of Newark, New Jersey for an amount not to exceed \$225,000 to acquire internet services for data and video communication, VM Ware maintenance, and payments for the Virtual Academic Library Environment (VALE) of New Jersey for the College Library's on-line database periodical subscriptions from July 1, 2023 to June 30, 2024.

CC. PITNEY BOWES - UNITED STATES POSTAL SERVICE

WHEREAS, Mercer County Community College has a need to acquire electronic payment processing services for its bulk mail delivery services for the James Kerney and West Windsor campuses in FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property* from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract with United States Postal Service– Pitney Bowes of Salt Lake City, Utah, for electronic payment processing to the United States Postal Service at \$60,000 to provide bulk mail delivery services for the period from August 1, 2023 through July 31, 2024.

*New Jersey State Contract #A41258

DD. PRESIDIO NETWORKED SOLUTIONS GROUP, LLC - COOPERATIVE PRICING COMPUTER WI-FI NETWORK

WHEREAS, Mercer County Community College has a need to purchase annual wireless communications, infrastructure and network equipment hardware and maintenance services including the annual SmartNet Cisco Bluewater contract for both the James Kerney and West Windsor campuses in FY 2024;

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with Presidio Networked Solutions Inc., Morristown, NJ, at a cost not to exceed \$160,000 for the annual SmartNet Cisco Bluewater maintenance contract for the existing wireless communications and networked equipment hardware (for Security Surveillance), at the James Kerney and West Windsor campuses from July 1, 2023 to June 30, 2024.

NJ State Contract #21-TELE-01506 (CISCO/Presidio)

EE. PROQUEST DISCOVERY SERVICES

WHEREAS, Mercer County Community College has need to acquire library resource services that support all academic studies offered by the College including e-books, databases, newspapers, and other primary resources for use by faculty and students for course research in FY 2024; and

WHEREAS, this purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (6) exempts library materials including without limitation books, periodicals and newspapers from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, the firm of ProQuest Subscription Services has completed and submitted a Business Entity Disclosure Certification which certifies that ProQuest Subscription Services has not made any reportable contributions to a political or candidate

committee in Mercer County in the previous one year, and the contract will prohibit ProQuest Subscription Services from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with ProQuest Subscription Services of Tinton Falls, New Jersey to provide library resource services that support all academic studies offered by the College using e-books, databases, newspapers and other primary resources for course research from July 1, 2023 through June 30, 2024 at a cost not to exceed \$67,500.

FF. REPUBLIC WASTE SERVICES COOPERATIVE PRICING FOR SOLID WASTE REMOVAL AND RECYCLING

WHEREAS, Mercer County Community College has a need to purchase solid waste removal and recycling services for the James Kerney and West Windsor campuses during FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to re-fresh the annual purchase order with Republic Waste Services, New Brunswick, NJ, for the purchase of solid waste removal and recycling services for both the James Kerney and West Windsor campuses at a cost not to exceed \$75,000 annually from July 1, 2023 through June 30, 2024.

*New Jersey Contract #T2665 / 40380

GG. SCHOOL OUTFITTERS

WHEREAS, Mercer County Community College has a need to acquire furniture, furnishings, and associated supplies for the Facilities Department to renovate classrooms, offices, and student and staff spaces College-wide for FY 2024;

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreements*; and

WHEREAS, Mercer County Community College Purchasing Policy states that when an individual vendor exceeds an annual, cumulative spending threshold exceeding \$37,500 that a Board of Trustee resolution is required, now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to enter into a contract with School Outfitters of Chicago, Illinois to acquire furniture, furnishings and associated supplies for the Facilities Department to renovate classrooms, office, student and staff spaces College-wide, for an annual aggregate spending amount not to exceed \$100,000 for this vendor for the period from July 1, 2023 to June 30, 2024.

* TIPS Co-op Contract #210902

HH. SHI INTERNATIONAL CORPORATION

WHEREAS, Mercer County Community College has a need to purchase computer hardware, software, communications and other related equipment for both the James Kerney and West Windsor campuses in FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.11(b) exempts the purchase of any materials, supplies, goods, services or equipment through the use of a nationally recognized and accepted cooperative purchasing agreement, but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to refresh the annual purchase order with SHI International Corporation of Somerset, New Jersey to purchase computer hardware, software, communications and other related equipment for both the James Kerney and West Windsor campuses at a cost not to exceed \$115,000 from July 1, 2023 to June 30, 2024.

* New Jersey State Contract #21-TELE-01360 and Omnia Contract # 2018011-02

II. SYSCO FOOD SERVICES

WHEREAS, Mercer County Community College has a need to acquire food supplies to support its James Kerney campus cafeteria, and the Conference Center and the Hotel Restaurant and Institution Management (HRIM) Program on the West Windsor campus in FY 2024; and

WHEREAS, the acquisition will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (7) exempts food supplies and related services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Sysco Foodservice has completed and submitted a Business Entity Disclosure Certification which certifies that Sysco Foodservice has not made any reportable contributions to a political or candidate committee in Mercer County in the previous one year, and the contract will prohibit Sysco Foodservice from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with Sysco Foodservice of Philadelphia, Pennsylvania for an amount not to exceed \$125,000 for the period July 1, 2023 to June 30, 2024.

JJ. WB MASON-COOPERATIVE PRICING FOR OFFICE SUPPLIES

WHEREAS, Mercer County Community College has a continuing need to acquire general office supplies in FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, specifically provides for the purchase of work, materials and supplies by Cooperative Agreement with the governing bodies of any municipality or of the county within whose boundaries any such college is wholly or partially located; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to extend the contract with State of New Jersey's and County of Mercer's awarded vendor, W.B. Mason of Boston, Massachusetts for the purchase of office supplies and other miscellaneous supplies, for an amount not to exceed \$110,000 annually for the period from July 1, 2023 to June 30, 2024.

* New Jersey Contract SC#000003, Mercer County Contract CK09Mercer2021-12, and ESCNJ 22123-20

KK. W.W. GRAINGER INC.

WHEREAS, Mercer County Community College has a continuing need to purchase custodial, electrical, furniture and other supplies for the Advanced Manufacturing program, the Fire Academy and the Facilities Department in FY 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with the State of New Jersey's awarded vendor, W.W. Grainger, Incorporated, of Cranford, New Jersey for the purchase of custodial, electrical, furniture and other supplies for the Advanced Manufacturing program, the Fire Academy and the Facilities Department for an amount not to exceed \$70,000 from July 1, 2023 through June 30, 2024.

* New Jersey Contract 19-FLEET-00566

LL. APPROVAL TO APPLY AND ACCEPT FY2024 CARL D. PERKINS CAREER AND TECHNICAL EDUCATION GRANT

WHEREAS, the New Jersey Department of Education, Office of Grants Management, is soliciting applications for Carl D. Perkins Career and Technical Education Grant for FY2024; and

WHEREAS, Perkins fiscal year 2024 funding will be used to improve Mercer's delivery of instruction of Career and Technical Education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions; and

WHEREAS, Perkins fiscal year 2024 grant expenditures will focus on the purchase of equipment, non-instructional salaries, materials and supplies for CTE academic programs such as Nursing, Medical Lab Technology, Automotive, Radiography, Entertainment Technology and Culinary. Purchases under the Perkins FY 2024 grant will provide for student instruction, using state-of-the-art programming that meets business and industry standards; and

WHEREAS, Mercer County Community College will submit a grant proposal to the New Jersey Department of Education; now therefore

BE IT RESOLVED, that the Mercer County Community College Board of Trustees approves the application for and acceptance of funding from the New Jersey Department of Education for a Carl D. Perkins Career and Technical Education Grant for an estimated funding amount of \$611,727 for the period from July 1, 2023 through June 30, 2024 (FY2024).

MM. APPROVAL TO ACCEPT THE FY 2024 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION DISCRETIONARY GRANT PROGRAM

WHEREAS, Mercer County Community College Board of Trustees hereby certifies that permission has been granted to apply for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Discretionary Grant Programs for the purposes described in the application for an estimated amount of \$856,308; and

WHEREAS, this grant will allow Mercer County Community College to continue serving as the lead agency for the Mercer County Literacy Consortium; and

WHEREAS, the current Mercer County Literacy Consortium includes Literacy Volunteers in Mercer County, Mercer Street Friends, and YWCA of Princeton; and

WHEREAS, this consortium will provide Adult Basic Education (ABE) and English-as-a-Second Language (ESL) instruction to county residents; and

WHEREAS, the creation of this education partnership will allow consortium participants to make a seamless transition into Mercer County Community College; now therefore

BE IT RESOLVED, that the Board of Trustees approve the acceptance of the grant award totaling an estimated \$856,308, contingent upon the State of New Jersey's confirmation of this amount, for the period July 1, 2023 through June 30, 2024.

NN. EXTEL COMMUNICATIONS INC.

WHEREAS, Mercer County Community College has a need to purchase audio, data and video network cables and wiring, ancillary equipment and supplies and cabling installation services at the Career Center (CC) building at the James Kerney campus in FY(s) 2023 and 2024; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore,

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with Extel Communications, Inc. of North Haledon, New Jersey to purchase audio, data and video network cables and wiring, ancillary equipment and supplies including cabling installation services at the Career Center (CC) building at the James Kerney campus, for an amount not to exceed \$70,000, for the period June 29, 2023 through June 30, 2024 (FY(s) 2023 and 2024).

* New Jersey State Contract(s) #80807 and #88737

V. HUMAN RESOURCE MATTERS

Trustee Puliti presented Agenda Items V (A) through (F) which was seconded by Trustee Berrios-Ohler. The item passed with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

- A) RATIFICATION OF APPOINTMENTS, PROMOTIONS, AND STAFF SEPARATION REPORT
BE IT RESOLVED, that this Board approves the ratification of appointments, promotions, and notes receipt of the Staff Separation Report, which will be made a part of the minutes of this meeting. (Attachment #4)
- B) REAPPOINTMENT OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ELIGIBLE FOR ONE-YEAR CONTRACTS
BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one- year contracts for the period July 1, 2023 through June 30, 2024 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #5)
- C) REAPPOINTMENT OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ELIGIBLE FOR MULTIPLE YEAR CONTRACTS (2 YEAR)
BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one- year contracts for the period July 1, 2023 through June 30, 2025 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #6)
- D) REAPPOINTMENT OF ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ELIGIBLE FOR MULTIPLE YEAR CONTRACTS (3 YEAR)
BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one- year contracts for the period July 1, 2023 through June 30, 2026 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #7)

- E) REAPPOINTMENT WITH CONCERNS
BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed with concerns by the President and shall receive one- year contracts for the period July 1, 2023 through June 30, 2024 as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #8)
- F) REAPPOINTMENT OF FIRST YEAR FACULTY
BE IT RESOLVED, that this Board hereby approves the offering of new appointments effective with the 2023-2024 academic year, as recommended by the President as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #9)

VI. OPERATIONS MATTERS

Trustee Blake presented Agenda Item VI (A) for ratification, which were second by Trustee Nespoli. The item was ratified with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

- A) MAY 2023 REPORTABLE CRIMES, FIRES, AND OTHER EMERGENCIES
The members of the Board noted receipt and review and ratified the report, which is attached. (Attachment #10)

Trustee Blake presented Agenda Item VI (B) which was seconded by Trustee Nespoli. The item passed with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

- B) NEW PROGRAM OF STUDY APPROVAL – ADVANCED & CONTINUOUS STUDIES – ENGLISH LITERATURE/CREATIVE WRITING

WHEREAS, the College faculty recommends the following New Programs of Study for academic programs:

New Program:

1. Advanced and Continuous Studies (ACS) - English Literature/Creative Writing

WHEREAS, the President and Vice President for Academic Affairs have reviewed and approve the recommendations; now therefore

BE IT RESOLVED, that the Board of Trustees approves the recommendations for the new listed programs.

Trustee Blake presented Agenda Item VI (C), which were second by Trustee Nespoli. The item were passed with Trustees Appelget, Berrios-Ohler, Blake, Huell, Mason, Minus-Vincent, Nespoli, and Puliti voting aye.

- C) REVISION TO BY-LAWS OF THE BOARD OF TRUSTEES (OMB) – SECOND READING
BE IT FURTHER RESOLVED that the Board of Trustees approves amending the Bylaws, Article VII Section 1 (Regular Meetings), to be “regular meetings of the Board shall normally be held a minimum of 9 times per year, except during the month of August” each time it appears in the Bylaws.

BE IT FURTHER RESOLVED that the Board of Trustees approves amending the Bylaws, Article VII Section 7 (Order of Business), to be “The standing items of order of business at regular meetings of the Board shall be:

- (a) Roll call
- (b) Flag Salute
- (c) Public Notice of Meeting
- (d) Public Comment
- (e) Consideration and disposition of the Minutes
- (f) President’s Report
- (g) BOT Chair Report
- (h) Reports from Active Committees
- (i) Announcement of time and place of next meeting
- (j) Adjournment

each time it appears in the Bylaws.

VII. OTHER MATTERS

Trustee Puliti moved to approve Agenda Item VII (A), which was second by Trustee Nespoli. The item passed with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

A) RESOLUTION OF APPRECIATION – MADELAINE BENOWITZ

WHEREAS, Ms. Madelaine Benowitz, Alumni Representative to the Board of Trustees at Mercer County Community College for the time September 2022 through June 2023, has served the college faithfully for her term; and

WHEREAS, Ms. Benowitz provided assistance in her capacity as alumni representative in shaping the policy of Mercer County Community College, having represented the alumni and student body with passion and dedication; and

WHEREAS, Ms. Benowitz earned distinction among her colleagues for dedication to the students; and

WHEREAS, Ms. Benowitz brought recognition to the college as an active member of the Board of Trustees; now therefore

BE IT RESOLVED, that this Board extends its grateful appreciation to Ms. Benowitz for her contribution and service; and

NOW, BE IT FURTHER RESOLVED, that the MCCC Board of Trustees, President Deborah E, Preston, and members of the College community wish to express their deepest gratitude and appreciation to Ms. Madelaine Benowitz for her service as the Alumni Representative of the Mercer County Community College Board of Trustees; wish her well in all of her endeavors; and look forward to her continued relationship with MCCC in the future.

Trustee Nespoli moved to approve Agenda Item VII (B), which was second by Trustee Puliti. The item passed with Trustees Appelget, Berrios-Ohler, Blake, Huell, Minus-Vincent, Nespoli, and Puliti voting aye.

- B) MCCC FY2024 BOT MEETING SCHEDULE
BE IT RESOLVED, that this Board adopts the meeting schedule for FY 2024, as indicated on the attached, which will be made a part of the minutes of this meeting.
(Attachment #11)

VIII. CHAIR'S REPORT

Chair Appelget provide the following updates:

- A date in August has been set for the Board of Trustees Retreat. In advance of the meeting, a Board assessment tool will be sent out to complete before the meeting.
- The next meeting will be on July 26 at 6:30pm at the West Windsor Campus.

There being no further business to discuss, Trustee Puliti moved to adjourn the meeting. The motion was seconded by Trustee Blake and passed unanimously. The meeting adjourned at 6:49pm.

Respectfully submitted,



Deborah E. Preston, Ph.D.
President
Mercer County Community College



28-May-23							
	<u>FY2023</u>		<u>May-23</u>	<u>Over/(Under)</u>	<u>Actual %</u>	<u>Expected %</u>	<u>Variance %</u>
	<u>Annual Budget</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Used/Earned</u>	<u>Used/Earned</u>	<u>Used/Earned</u>
Revenues:							**
State of New Jersey	7,344,000	6,732,000	6,815,546	83,546	92.80%	91.67%	1.14%
Mercer County	18,963,840	17,383,520	14,222,880	(3,160,640)	75.00%	91.67%	-16.67%
Tuition & Fees	27,576,240	27,326,532	23,981,441	(3,345,090)	86.96%	99.09%	-12.13%
Non-Credit Tuition & Fees	450,000	412,500	653,468	240,968	145.22%	91.67%	53.55%
Other	2,190,500	2,007,958	5,260,555	3,252,596	240.15%	91.67%	148.49%
Total Revenue	56,524,580	53,862,510	50,933,890	(2,928,620)	90.11%	95.29%	-5.18%
<i>** Negative variance in the expected revenue equates to unfavorable anticipated earnings</i>							
Salaries - 59.28% of total Budget	33,509,501	29,643,020	31,353,375	1,710,355	93.57%	88.46%	5.10%
Benefits - 20.75% of total Budget	11,728,336	10,375,066	10,432,366	57,300	88.95%	88.46%	0.49%
Total Salary and Benefits - 80.03% of total Budget	45,237,837	40,018,087	41,785,741	1,767,654	92.37%	88.46%	3.91%
<i>- Salaries and Benefits allocated below</i>							
Expenses:							
Instruction	26,035,344	23,865,732	24,329,881	464,149	93.45%	91.67%	1.78%
Academic Support	3,294,617	3,020,066	2,148,731	(871,335)	65.22%	91.67%	-26.45%
Student Services	5,322,559	4,879,012	5,075,562	196,550	95.36%	91.67%	3.69%
Institutional Support	15,256,169	13,984,822	13,366,903	(617,918)	87.62%	91.67%	-4.05%
Plant Operations	6,615,891	6,064,567	7,554,175	1,489,608	114.18%	91.67%	22.52%
	56,524,580	51,814,198	52,475,252	661,053	92.84%	91.67%	1.17%
<i>** Negative variance in the expected expense equates to favorable cost savings</i>							
Key Budget Items (Included Above):	1,880,000	1,723,333	1,669,856	(53,477)	88.82%	91.67%	-2.84%
Utilities	895,000	820,417	826,225	5,808	92.32%	91.67%	0.65%
Custodial Contract	2,100,000	1,925,000	1,559,762	(365,238)	74.27%	91.67%	-17.39%
Maintenance, Grounds and Equipment	2,300,000	2,108,333	1,585,122	(523,211)	68.92%	91.67%	-22.75%
IT Management, Computer Software and Hardware	7,175,000	6,577,083	5,640,965	(936,118)	78.62%	91.67%	-13.05%
Total Expenditures	56,524,580	51,814,198	52,475,252	661,053	92.84%	91.67%	1.17%
Surplus/(Deficit)	-	2,048,312	(1,541,362)	(3,589,673)			
Other Revenue Key Items:							
WWFM Listener Donations	503,000	461,083	315,455	(103,712)	62.71%	91.67%	-28.95%
Conference Center and Food Commissions	174,600	160,050	404,984	259,484	231.95%	91.67%	140.28%
Partner Schools (Rutgers, William Patterson, FDU)	260,000	238,333	154,373	(62,294)	59.37%	91.67%	-32.29%
Mercer Institute	200,000	183,333	425,492	258,825	212.75%	91.67%	121.08%
Kelsey Theater	230,000	210,833	233,572	41,905	101.55%	91.67%	9.89%
Tower Rentals	225,000	206,250	326,395	138,895	145.06%	91.67%	53.40%
Facility Rentals	450,000	412,500	657,222	282,222	146.05%	91.67%	54.38%
Bookstore	150,000	137,500	66,218	(58,782)	44.15%	91.67%	-47.52%
Summer Camps (Tomato Patch/Athletics/Camp College)	500,000	500,000	372,508	(95,283)	74.50%	100.00%	-25.50%

**MERCER COUNTY COMMUNITY COLLEGE
 FINANCE OFFICE**

Agenda Item IV (B)

**INVESTMENT DETAIL
 FOR THE PERIOD ENDING MAY 26, 2023**

		TERM & INTEREST			
<u>DATE</u>	<u>SHORT TERM INVESTMENTS</u>	<u>RATE</u>	<u>DUE</u>	<u>AMOUNT</u>	
05/26/23	BANK OF PRINCETON	3.50%	N/A	596,057.23	
05/06/23	BANK OF PRINCETON	4.00%	1/23	537,239.10	
05/26/23	FIRST BANK	3.85%	N/A	1,064,596.10	
05/26/23	WELLS FARGO BANK BALANCE	3.69%	N/A	4,087,188.40	
05/26/23	CASH MANAGEMENT FUND-NJ	4.80%	N/A	<u>17,762,482.64</u>	**
				<u>\$ 24,047,563.47</u>	*
<u>LONG TERM INVESTMENTS</u>					
05/26/23	WELLS FARGO BANK - UNEMPLOYMENT TRUST	3.55%		<u>\$ 504,782.33</u>	

* Cash Balances are gross, current Liabilities are not netted against these balances
 ** Includes \$10.4mil in Chapter XII Funds Received From County of Mercer

MCCC PURCHASE ORDER REPORT
 \$7,500.00 - \$37,500.00
 DATE OF BOARD MEETING: June 29, 2023

Purchases over \$7,500 require three (3) quotes or over \$37,500 require Publically Advertised Bids unless specifically exempted by New Jersey County College Contract Law N.J.S.A. 18A:64A-25.5(a)

Budget lines beginning with "2" indicate grant funded

P O.#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
B7260	4/27/23	Draco Graphic Designs, Inc. Toms River, NJ	\$11,400.00	10-07-01-03-301401-68550	MCCC RFQ #2309

HVAC Controls services for Facilities for FY 2023.

B7551	4/27/23	World Class Hospitality Staffing Jersey City, NJ	\$10,000.00	34-09-01-03-301601-68550	MCCC RFQ #2336
-------	---------	---	-------------	--------------------------	----------------

Temporary staffing services for the Conference Center for FY 2023.

B7587	4/27/23	Mobile Mini South Plainfield, NJ	\$9,000.00	10-07-01-03-301401-69350	OMNIA Contract #R210503
-------	---------	-------------------------------------	------------	--------------------------	-------------------------

Rental of storage containers for Facilities for FY 2023.

P16917	4/27/23	Ellucian Company L.P. Fairfax, VA	\$10,500.00	10-01-01-03-301304-64110	Exemption: Sole Source
--------	---------	--------------------------------------	-------------	--------------------------	------------------------

Payment for On-Demand Training Renewal by ITS.

P16960	5/1/23	Hannon Hill Atlanta, GA	\$31,848.18	10-06-01-05-500120-64110	Exemption: Proprietary
--------	--------	----------------------------	-------------	--------------------------	------------------------

Payment for Cascade CMS Cloud Based Annual Subscription Renewal through April 30, 2024 for twenty-five (25) users.

P16986	5/4/23	Uline, Inc. Pleasant Prairie, WI	\$11,074.64	10-07-01-03-301401-61030	MCCC RFQ #2347
--------	--------	-------------------------------------	-------------	--------------------------	----------------

Purchase of one hundred fifty two (152) folding chairs and sixty-five (65) folding tables for Facilities.

P16984	5/4/23	Arcmercer Ewing, NJ	\$15,762.60	10-06-01-03-301001-62335	MCCC BID #1815
--------	--------	------------------------	-------------	--------------------------	----------------

Student Shuttle services March 2023.

P16981	5/4/23	Cure Insurance Arena Trenton, NJ	\$19,350.00	10-06-01-03-301001-63100	Exemption: County Entity
--------	--------	-------------------------------------	-------------	--------------------------	--------------------------

Payment for venue rental for 2023 Commencement.

MCCC PURCHASE ORDER REPORT
 \$7,500.00 - \$37,500.00
 DATE OF BOARD MEETING: June 15, 2023

Purchases over \$7,500 require three (3) quotes or over \$37,500 require Publically Advertised Bids unless specifically exempted by New Jersey County College Contract Law N.J.S.A. 18A:64A-25.5(a)
 Budget lines beginning with "2" indicate grant funded

P O.#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
P17013	5/8/23	Visix, Inc. Norcross, GA	\$12,540.00	10-01-01-03-301306-69641	Exemption: Proprietary

Digital signage expansion project for the PE Lobby, Cafeteria, One Stop Center, and Marketing area by ITS.

P17025	5/9/23	Cambridge Educational Services Des Plaines, IL	\$11,160.00	22-01-02-02-302046-60120	Exemption: Textbooks
--------	--------	--	-------------	--------------------------	----------------------

ACT Online Access Pre and Post Testing Services for JKC. Paid for by the NJ Department of Labor and Workforce Development grant.

P17039	5/10/23	Single Stop USA, Inc. New York, NY	\$30,000.00	21-01-01-02-302059-60500	Exemption: Sole Source
--------	---------	--	-------------	--------------------------	------------------------

Student benefit screening software for JKC. Paid for by the Title III grant.

P17038	5/10/23	Extel Communications, North Haledon, NJ	\$10,882.00	10-01-01-03-301307-69611	NJ State Contract #88737
--------	---------	---	-------------	--------------------------	--------------------------

Network wiring for Televisions in the Cafeteria and Faculty Dining area in the Student Center.

B7783	5/10/23	Innovative Awards Hamilton Twp., NJ	\$7,500.00	61-05-01-04-403022-66550	Exemption: Student Activities
-------	---------	--	------------	--------------------------	-------------------------------

T-Shirts for the Hospitality Club. Paid by Student Fees.

B7253	5/15/23	F.W. Webb Bedford, MA	\$18,000.00	10-07-01-03-301401-61530	HCESC-CAT-23-10
-------	---------	--------------------------	-------------	--------------------------	-----------------

HVAC supplies for Facilities for FY 2023.

B7647	5/15/23	WB Mason Cranbury, NJ	\$7,500.00	22-01-02-02-302022-61100	NJ State Contract #0000003 CK09Mercer2021-12
-------	---------	--------------------------	------------	--------------------------	---

Office Supplies for the JKC Campus. Paid for by the NJ Department of Labor and Workforce Development Literacy grant.

P17082	5/16/23	Insight Public Sector, Inc. Dallas, TX.	\$17,972.39	10-01-01-03-301302-69520	NJ State Contract #89980
--------	---------	---	-------------	--------------------------	--------------------------

Panasonic projector system installation for the Kelsey Theatre paid by ITS.

MCCC PURCHASE ORDER REPORT
 \$7,500.00 - \$37,500.00
 DATE OF BOARD MEETING: June 15, 2023

Purchases over \$7,500 require three (3) quotes or over \$37,500 require Publically Advertised Bids unless specifically exempted by New Jersey County College Contract Law N.J.S.A. 18A:64A-25.5(a)
 Budget lines beginning with "2" indicate grant funded

P O.#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
P17087	5/18/23	Arcmercer Ewing, NJ	\$18,014.40	10-06-01-03-301001-62335	MCCC BID #1815
Student Shuttle services April 2023.					
B7683	5/22/23	Hilti Tulsa, OK	\$9,000.00	10-07-01-03-301401-61511	HCESC-CAT-23-10
Tools for Facilities for FY 2023.					
P17103	5/22/23	Dynamic Security Edison, NJ	\$10,038.08	70-07-01-03-701532-76101	GSA Contract #07F-0251X
Installation of AD Parking Lot Gates. Paid for by Chapter 12.					
P17102	5/22/23	J.H. Williams Enterprises, Inc. Moorestown, NJ	\$13,200.00	70-07-01-03-701260-52002	CK09Mercer2021-14
Relocation of an office partition wall in the Student Center. Paid for by Chapter 12.					
P17116	5/23/23	NJ Community College Insurance Pool. Trenton, NJ	\$24,590.00	10-06-01-03-301002-52002	Exemption: Insurance
Workers Comp Premium Payment for FY 2023.					
P17130	5/24/23	Presidio Networked Solutions, LLC Iselin, NJ	\$8,750.40	10-01-01-03-301303-69614	NJ State Contract #21-TELE-01506
Installation of additional WiFi access points for the LA Building and Injectors for External WWC Quad area.					

MCCC

Attachment #4
Agenda Item V (A)

MERCER COUNTY COMMUNITY COLLEGE

Ratification of Appointments, Promotions, and Receipt of Staff Separation Report

RESOLUTION

BE IT RESOLVED, that this Board approves the ratification of appointments, promotions, and notes receipt of the Staff Separation Report, which will be made a part of the minutes of this meeting.

Board of Trustees Meeting
June 29, 2023

Attachment #4

Board of Trustees Meeting
June 29, 2023

APPOINTMENTS

1. Alix Melchionna appointed as Assistant Professor of Aviation in Business, Technology, and Professional Studies at an annual salary of \$69,658 plus 12 Month 20% premium for year round teaching and administrative duties effective August 26, 2023.



Human Resources Office

To: Deborah Preston, Ph.D.
From: Barbara Basel, Vice President for Human Resources
Date: May 31, 2023
Re: Ratification of Appointments

The following appointment made since May 3, 2023.

Effective Date of /Hire	Department	Name	Title	Salary	Range	FLSA
6/5/2023	Student Affairs	Eric Testerman	Coordinator of Military & Veteran Services	\$56,000.00	\$48,281.00 - \$72,154.00	Exempt
6/12/2023	Information Technology Services	Jordan Reeder	Project Manager, Information Technology Services	\$70,000.00	\$54,110.00 - \$81,454.00	Exempt
5/31/2023	Student Affairs	Rosemarie Del Valle	Executive Assistant for the Vice President of Student Affairs	\$57,680.00	\$37,788.00 - \$67,440.00	Non-Exempt



Human Resources Office

May 3, 2023

To: Deborah Preston, PhD., President
From: Barbara Basel, Vice President for Human Resources
Date: May 31, 2023
Re: Promotions

The following Promotions made since May 3, 2023

Effective Date of Promotion/Salary Adjustment	Department	Name	Current Title/New Title	Current Base Salary	Adjusted Base Salary
6/15/2023	Grants	Denise Ratti	Current: Grants Coordinator New: Grants Director	\$65,000.00	\$90,000.00



Human Resources

June 2, 2023

To: Barbara Basel, Vice President of Human Resources
From: Jeby Mathew, Coordinator HRIS Operations, Human Resources
Subject: Separation Report for May 2023

Date	Name	Title	Division	Type*
05/01/2023	Vivak Patel	Director, Recruitment and Enrollment, EMSE		RS
05/15/2023	James Pierce	Assistant Controller,	Finance	RS
05/17/2023	Edwin Crane	Assistant Professor/ Academic coordinator of Clinical Education PTA	Math, Science & Health Professions	RS

*
RS - Resignation
TR - Termination
GE - Grant Ended
RT - Retired
CNR - Contract Not Renewed

Attachment #5
Agenda Item V (B)

MCCC

MERCER COUNTY COMMUNITY COLLEGE

ONE-YEAR REAPPOINTMENT OF ADMINISTRATIVE AND PROFESSIONAL
PERSONNEL

RESOLUTION

BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one-year contracts for the period July 1, 2023 through June 30, 2024 as indicated in the attached which is to be made part of the minutes of this meeting.

Board of Trustees Meeting
June 29, 2023

**REAPPOINTMENT OF ONE-YEAR CONTRACT
 ADMINISTRATIVE AND PROFESSIONAL PERSONNEL**

LAST NAME	FIRST NAME	Hire Date	Department
Information Effectiveness			
Kim	Moses	7/22/19	Inst Research Assess Planning
Information Technology Services			
Munford**	Andre	5/15/23	User services - IT
College Advancement			
Lawson	Jenna	3/6/23	College Advancement
Schreiber	Steven	5/17/21	College Advancement
Trassov-Dodge**	Tatiana	3/6/23	College Advancement
Communications & Marketing			
Diecidue	Lori	6/24/19	Marketing & Public Information
Lucarelli	Nicholas	4/4/22	Marketing & Public Information
Carpino**	Marcia	10/1/08	WWFM
Finance & Administration			
McKiernan**	Lori	9/19/22	Accounts Payable
Martin**	Michael	5/1/23	College Safety
Sparks	Todd	4/18/22	College Safety
Johnson**	Joshua	4/23/18	Facilities
Banyaeski	Mark	11/25/19	Finance & Accounting
Brown-Joseph**	Lucia	9/25/06	Finance & Accounting
Herrick**	Courtney	4/13/15	Finance & Accounting
McCormick**	Cheryl	4/18/22	Finance & Accounting
Palughi	Theresa	7/20/21	Finance & Accounting
Westfall	Jane	6/29/20	Finance & Accounting
Lopez	Edith	7/22/19	Finance & Accounting - Payroll
McIntyre**	Sherri	6/29/20	Purchasing
Sofa	Jonathan	3/29/21	Purchasing
Academic Affairs			
Whitney III	James	7/19/21	Academic Affairs - Academic Operations
Ratti	Denise	3/8/21	Academic Affairs - Grants
Marini**	Adelina	10/17/22	Academic Affairs- Academic Operations
Maldonado**	Monica	10/3/22	Academic Testing Center - JKC
O'Neill**	Kerri	1/20/15	Arts and Communication
Price	Anastasia	2/7/22	Business and Technology - Aviation
Chyzik	William	11/15/21	Business and Technology - FA
Sosa	Laura	12/14/20	Business and Technology Admin
Fisher**	Kimberly	4/17/23	Center for Inclusion Transition and Accommodations

LAST NAME	FIRST NAME	Hire Date	Department
Academic Affairs			
Agliata*	Rafael	1/3/23	Community Education Training - CTI
Lippincott**	Caroline	12/12/22	Conference Center
Bowman*	Dominic	3/21/22	Education Opportunity Fund (EOF)
Samayoa*	Anna-Graciela	6/14/21	Education Opportunity Fund (EOF)
Thompson*	Diamond	12/13/21	Education Opportunity Fund (EOF)
Culpepper*	Anthony	4/10/23	Gear Up
Griffith	Edwin	4/18/22	Innovation, Online Ed & SS
Medina	Emanuel	1/11/21	Innovation, Online Ed & SS
Melendez**	Theresa	1/30/23	Innovation, Online Ed & SS
Perez**	Gonzalo	1/27/20	Innovation, Online Ed & SS
Pierson**	Michelle	8/22/22	Innovation, Online Ed & SS
Mastalesz**	Nicholas	6/5/23	Kelsey Theater
Smith**	Heather	5/1/23	Library Services
Leon-Vanes**	Ashley	1/9/23	Library Services
Mulkey**	Jessica	3/16/20	Life Long Learning
Hannawacker**	Stacie-Anne	7/22/19	Life Long Learning - Camp College
Bercaw	Shan	9/30/19	Life Long Learning -Continuing Studies
Rodgers	Travis	1/24/22	Life Long Learning -Continuing Studies
Vira**	Aparna	5/1/23	Lifelong Learning/Camp College
DePalma**	Joseph	5/1/23	Lifelong Learning
Killian**	Nicole	1/9/23	Math, Science and Health Professions
Onyile	Chinazaekpere	1/4/21	Mercer Online
Rogers	Nina	10/28/19	Mercer Online
Foyuth	Bernard	10/3/22	Tutoring Services
Bristia*	Elizabeth	2/20/23	Youth College - Gear-UP
Valere*	Kimyata	4/19/21	Youth College - Upward Bound
Brown*	Alyssa	2/8/21	Youth College - VIP
Jackson*	Anijah	5/1/23	Youth College -Talent Search

*Grant-funded position – continuation of the position is contingent upon funding of the program.

**Employee is on probation as a newly hired employee or current employee in a new position.

MCCC

MERCER COUNTY COMMUNITY COLLEGE

TWO-YEAR REAPPOINTMENT OF ADMINISTRATIVE AND
PROFESSIONAL PERSONNEL

RESOLUTION

BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one-year contracts for the period July 1, 2023 through June 30, 2025 as indicated in the attached which is to be made part of the minutes of this meeting.

**REAPPOINTMENT OF TWO-YEAR CONTRACT
ADMINISTRATIVE AND PROFESSIONAL PERSONNEL**

LAST NAME	FIRST NAME	Hire Date	Title
Academic Affairs			
Quinn	Andrew	9/17/18	Business and Technology - Aviation
Rzasa	Elizabeth	3/25/13	Business and Technology Administration
Marcus	Jill	8/24/15	Innovation, Online Ed & SS
Juran	Jennifer	7/23/18	Liberal Arts
Bash	Andrea	10/1/18	Life Long Learning - Continuing Studies
Erazo	Vicente	8/24/15	Mercer Online
Obermeier	Robert	1/28/19	Mercer Online

Attachment #7
Agenda Item V (D)

MCCC

MERCER COUNTY COMMUNITY COLLEGE

THREE-YEAR REAPPOINTMENT OF ADMINISTRATIVE AND
PROFESSIONAL PERSONNEL

RESOLUTION

BE IT RESOLVED, That certain members of the administrative, professional and teaching assistant staff are hereby reappointed as recommended by the President and shall receive one-year contracts for the period July 1, 2023 through June 30, 2026 as indicated in the attached which is to be made part of the minutes of this meeting.

Board of Trustees Meeting
June 29, 2023

Attachment #7
 Agenda Item V (D)

**REAPPOINTMENT OF THREE-YEAR CONTRACT
 ADMINISTRATIVE AND PROFESSIONAL PERSONNEL**

LAST NAME	FIRST NAME	Hire Date	Title
Academic Affairs			
Hylton	Levar	11/20/06	Academic Testing Center
Farmer*	Al-Lateef	6/21/04	Education Opportunity Fund (EOF)
Freihaut*	Christopher	1/3/12	Liberal Arts
Owen	Lois	1/2/13	Math, Science and Health Professions
Denton*	Stacy	10/27/02	Youth College - Upward Bound
Hylton	Levar	11/20/06	Academic Testing Center

*Grant-funded position – continuation of the position is contingent upon funding of the program.

MCCC

MERCER COUNTY COMMUNITY COLLEGE

REAPPOINTMENT OF FIRST-YEAR FACULTY MEMBERS

RESOLUTION

BE IT RESOLVED, that this Board hereby approves the offering of new appointments effective with the 2023-2024 academic year, as recommended by the President as indicated in the attached which is to be made part of the minutes of this meeting.

<u>Name</u>	<u>Title</u>	<u>Division</u>	<u>Date of Hire</u>
Frank Benowitz*	Assistant Professor	Business, Technology & Professional Studies	1/17/2023
Amy Bauer-Sinicin*	Assistant Professor	Business, Technology & Professional Studies	1/17/2023
Raymond Forte	Assistant Professor	Math, Science & Health Professions	1/9/2023
Rubana Syed*	Assistant Professor	Business, Technology & Professional Studies	1/17/2023

* Hired after January 1

Board of Trustees Meeting
June 29, 2023



To: Dr. Simmons
Interim Vice President- Student Affairs

From: Bryon K. Marshall,
Exec. Director for Facilities and College Safety

Date: May 01, 2023

Subj: Reportable Crimes, Fires, and Other Emergencies as Required By S-485/A
1976 Law the Cunningham/ Ruiz Bill

In accordance with S-485/A-1976 law the Cunningham/ Ruiz Bill requiring presidents of public institution of higher education to regularly report on-campus criminal and fire events to the institution's governing board please accept the following information:

For the calendar month of May 2023, there were two (2) reported Clery offenses or occurrences reported through College Safety and Security. The incidents are as follows-

1) **West Windsor Campus- Terroristic Threats:**

On May 02, 2023, a student engaged in email contacts with others students and shared posts that were generally violent in nature and ostensive threatening regarding the student's "alleged" involvement as a member /associate with Central and South American based cartels.

The threat was investigated by MCCC College Safety Officers, the West Windsor Police and the Mercer County Prosecutor. In the end, it was deemed "a matter of concern" but not a threat that was actionable by law enforcement. The student was addressed by our College Safety leadership team with assistance from Dr. Simmons. The students who received the email(s) were interviewed and provided with continued support and access to counseling services.

The student who authored the inappropriate messages was then directed off campus and advised not to return until written permission is given. Provisions were made for this student to complete the semester without having to physically attend class/ campus. The student fully complied.

No criminal charges at this time -The student will be subjected to a more comprehensive assessment with a determination made before the student returns to the MCCC campus/academic venues.

2) James Kerney Campus- Suspicious Fire:

On May 19, a suspicious fire was reported. MCCC staff and the Trenton Fire Company were detailed to extinguish the smoldering embers. The responding Fire personnel examined the cause, origin and extent of the fire and ruled it to be the result of a careless/negligent act (possible discarded cigarette on a mulch/leave pile).

There was no measurable damage or loss/injury associated with this incident.

End of report

MERCER COUNTY COMMUNITY COLLEGE
SCHEDULE OF BOARD OF TRUSTEES MEETINGS
2023-2024

July 26, 2023 - WWC

August 23, 2023 (*if needed*) - WWC

September 27, 2023 - WWC

October 25, 2023 - JKC

November 15, 2023 - WWC

December 13, 2023 - WWC

January 24, 2024 - JKC

February 28, 2024 - WWC

March 27, 2024 - WWC

April 24, 2024 - JKC

May 22, 2024 (*if needed*) - WWC

June 26, 2024 - WWC

All meetings are scheduled to begin at 6:30 p.m.
West Windsor Campus (WWC)
James Kerney Campus (JKC)