

RARITAN VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES' REGULAR MEETING  
AUGUST 30, 2022

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, August 30, 2022 via Zoom Webinar. Chair Caren Bateman called the Regular Board of Trustees meeting to order at 5:00 p.m., and made the following statement in compliance with the Open Public Meetings Act of the State of New Jersey:

“Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act of the State of New Jersey.”

Richard Flaum, College Counsel, then swore in new alumni representative, Preston Clawson, to the Board of Trustees. Preston, a resident of Califon, graduated from the College in May with degrees in both Computer Science and Mathematics. While at RVCC, he was a member of the Student Government Association (SGA), serving as its Vice President of Information and Media. He also helped revive the College's student newspaper, The Record. Preston will be continuing his high education this fall at Rutgers University, New Brunswick, where he plans to pursue a Bachelor's of Science degree in Computer Science. Chair Bateman welcomed Preston to the Board on behalf of the Board of Trustees, the President, and the College community and commented that she looks forward to working with him in his new capacity.

II. Roll Call of Members

The roll call was taken as follows:

Present: Caren Bateman  
Thomas Borkowski  
Zenon Christodoulou  
Preston Clawson  
Tracy DiFrancesco  
Paul J. Hirsch  
W. Timothy Howes  
Roger Jinks  
Roger Locandro  
Nidhi Makhija  
Howard Opdyke  
Margaret Sullivan  
Helena Swanicke  
Juan Torres  
James Von Schilling

Absent: Thomas Borkowski

Also in attendance: Michael J. McDonough, President; and Richard Flaum, Esq., College Counsel; and members of the College community.

A quorum was present.

III. Agenda Items

1. President’s Report

- President Michael McDonough welcomed back the entire College community. The President acknowledged the enduring experiences and unrelenting challenges over the past two years of the faculty, administration, staff, and Board and further acknowledged everyone’s Herculean efforts to sustain teaching and learning. The President remarked that it continues to be an honor and a reward to be a part of the RVCC community and to consider each member of our team a “colleague.”

2. Approval of Meeting Minutes

The Regular Meeting minutes of June 28, 2022 were moved by Chair Bateman, and seconded by Trustee Sullivan, and approved by voice vote. Trustee Jinks respectfully abstained.

3. Committee Reports

A. Finance Committee

Trustee Roger Locandro reported on the Treasurer’s Report (FY23 Resolution #1-2022) for the period 06/01/22 to 07/31/22. On motion by Trustee Locandro, seconded by Trustee Torres, the Treasurers’ Report was approved by voice vote.

Trustee Roger Locandro then presented Consent Agenda FY23 Resolutions #2-2022 through #10-2022 and Resolutions #12-2022 through #16-2022. The above stated resolutions were moved by Trustee Locandro, seconded by Trustee Torres, and unanimously approved by voice vote.

FY23 Resolution #11-2022 (*New Jersey Higher Education Technology Infrastructure Grant Program*), FY23 Resolution #11A-2022 (*New Jersey Higher Education Facilities Infrastructure Grant Program*), and FY23 Resolution #16A-2022 (*Laptop Computers and Mobile Charging Stations for the New Jersey Department of Labor – Teaching and Learning Grant*) were removed from the Consent Agenda and voted on separately.

Resolution #11-2022 was moved by Trustee Locandro, seconded by Chair Bateman, and approved by voice vote. Trustee Torres respectfully abstained. Resolution #11A-2022 was moved by Trustee Locandro, seconded by Trustee Makhija, and approved by voice vote. Trustee Torres respectfully abstained. Resolution #16A-2022 was moved by Trustee Locandro, seconded by Trustee Von Schilling, and approved by voice vote. Trustee Makhija respectfully abstained.

Resolution #2-2022 – Various Vouchers for Payment

BE IT RESOLVED, that the following June and July 2022 vouchers be approved for payment; and

BE IT FURTHER RESOLVED, that the funds are available for that purpose:

Check #s	339609-341080	
ACH#s	6	
	Total Checks	\$5,485,778.04
	Total ACH	53,709.35
	Total Vouchers	5,539,487.39

Construction and Architect Vouchers	452,972.01
Less Previously Approved	(993,109.36)
Total	<u>\$4,999,350.04</u>

Michael DePinto  
Director of Purchasing

Resolution #3-2022 SOCFBA - Securing Our Children's Future Bond Act Project Grant Acceptance

WHEREAS: The Board of Trustees (the "Board") of Raritan Valley community College (the "Institution") wishes to approve the undertaking, implementation, and financing of a project (the "Project") consisting of expansion of the existing Workforce Training Center to accommodate new career and technical educational programs; and

WHEREAS: The Board wishes to approve the aggregate costs of the Project in an amount not to exceed \$5,333,333; and

WHEREAS: The Board wishes to finance a portion of the Project through the grant program (the "Grant Program") made available by the State of New Jersey (the "State") pursuant to the Securing Our Children's Future Bond Act, P.L. 2018, c. 119 (the "Bond Act"); and

WHEREAS: The New Jersey State Legislature has appropriated \$ 4,000,000 (the "Grant Amount") to finance a portion of the costs of the Project pursuant to the Bond Act, which Grant Amount is funded by proceeds of tax-exempt general obligation bonds issued by the State of New Jersey; and

WHEREAS: The Board wishes to accept receipt of the Grant Amount through the Grant Program, as implemented by the Office of Secretary of Higher Education, in order to finance a portion of the costs of the Project pursuant to the Bond Act, including using the Grant Amount to reimburse Project costs incurred on or after August 1, 2022; and

WHEREAS: The Board wishes to authorize the acceptance of \$1,333,333 in matching Somerset and Hunterdon County funds; and

WHEREAS: The Board wishes to designate and authorize the President or the VP Finance & Facilities ("Authorized Officers") to take necessary and desirable actions to undertake, implement, and finance the Project through the Grant Program, including executing and delivering a grant agreement and any and all other documents required under the Grant Program; and

WHEREAS: The Board has determined that the Project will assist in serving the needs of its students and provide a benefit to the Institution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:  
The Board hereby approves the Project and authorizes its undertaking and implementation. The Board further directs the Authorized Officers to execute and deliver any and all agreements necessary to accept receipt of the Grant Amount through the Grant Program and perform such other actions as may be necessary or required to implement the purposes of this resolution to undertake, implement, and finance the Project.

John Trojan  
VP Finance & Facilities

Resolution #4-2022 Annual Service for Temperature Control Automation System 2022-2023

WHEREAS, Raritan Valley Community College requires annual service and maintenance for the campus temperature control automated system for the period July 1, 2022 through June 30, 2023; and

WHEREAS, the Automated Logic system is proprietary and the controls are critical in maintaining heating and cooling to the campus buildings; and

WHEREAS, N.J.S.A. 18A:64A-25.5(3) provides for the purchase of any materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted, without advertising for bids; and

WHEREAS, funding for these services is available in the Fiscal Year 2023 Facilities and Grounds operating budget; and

WHEREAS, a purchase order will be issued as follows:

<p><b>Automated Logic Corporation</b> <b>100 Delawanna Avenue</b> <b>Suite 400</b> <b>Clifton, NJ 07014</b> <b><u>Amount: \$48,480.00</u></b></p>
---

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order as described hereinabove to Automated Logic Corporation.

Michael DePinto  
Director of Purchasing

Resolution #5-2022 Furniture for Classroom Renovations

WHEREAS, the purchase of furniture is needed as part of the Classroom Renovations and Arts Building Addition projects; and

WHEREAS, approximately \$75,000.00 is needed for furniture being placed in Classrooms A-32, L-107 and S-350, as well as possible future areas; and

WHEREAS, the funding for the classroom furniture is available through the Chapter 12 capital funds allocated for Classroom Renovations; and

WHEREAS, approximately \$75,000.00 is needed for furniture being installed in four (4) areas within the two (2) new Arts Building additions; and

WHEREAS, the funding for the Arts Building furniture is available through the Chapter 12 capital funds allocated for the Arts Building Interior Renovations; and

WHEREAS, P.L. 2011, c.139 permits all governmental agencies including County Colleges to utilize contracts awarded by consortiums, national or regional cooperatives, or other states which were competitively bid; and

WHEREAS, Board Resolution #107-2013, dated August 20, 2013, authorized the use of such cooperative contracts; and

WHEREAS, all of the furniture purchases made for these areas will utilize purchasing cooperative consortium agreements, of which RVCC is a member; and

WHEREAS, the College administration will report the pertinent information regarding the exact purchasing cooperative consortium agreements being used and their contract numbers at the September 2022 Board Meeting; and

WHEREAS, purchase orders will be issued as follows:

<p><b>Dancker, LLC</b> <b>291 Evans Way</b> <b>Somerville NJ 08876</b> <b><u>Total Amount Not to Exceed: \$150,000.00</u></b></p>
---

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director Purchasing to issue purchase orders as described hereinabove to Dancker, LLC.

Michael DePinto  
Director of Purchasing

Resolution #6-2022 Arts Building Fire Alarm System Renovations

WHEREAS, the renovation of the current Arts Building fire alarm system is required in anticipation of the Arts Building Additions and Alterations project completion; and

WHEREAS, the existing campus fire alarm system, Silent Knight, is proprietary and can only be purchased through their authorized local distributor; and

WHEREAS, Fire and Security Technologies (FAST) is the authorized Silent Knight distributor for the Central New Jersey region; and

WHEREAS, N.J.S.A. 18A:64A-25.5(3) provides for the purchase of any materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted, without advertising for bids; and

WHEREAS, the scope of this work includes the following:

- All wiring, devices and programming necessary to install the fire alarm system in the two new addition areas.
- The latest fire codes state that speaker/strobes are required in all new campus areas instead of horn/strobes, resulting in the need to upgrade the existing fire alarm panel.
- Once completed, the two new addition areas will have full coverage via fire alarm devices, CO detectors and speaker/strobes, meeting the most up to date fire code requirements.
- FAST will transfer the programming for the existing fire alarm system and devices to the new control panel.
- Additionally, this will allow for an easier conversion to all speaker/strobes in the future.

WHEREAS, the funding for this work is available through the Chapter 12 capital funds allocated for the Arts Building construction; and

WHEREAS, a purchase order will be issued as follows:

<p><b>Fire and Security Technologies (FAST)</b> <b>217 Halls Mill Road</b> <b>Lebanon, NJ 08833</b> <b><u>Amount:</u> \$42,485.00</b></p>
---

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order as described above to Fire and Security Technologies (FAST).

Michael DePinto  
Director of Purchasing

Resolution #7-2022 Additional Concrete Patio and Sidewalk Extension at the Arts Building

– Pay to Play

WHEREAS, the installation of an additional concrete patio and sidewalk extension is required at the Arts Building to provide ADA accessible routes at the exits of the two new additions; and

WHEREAS, this work was not included in the original scope of the additions and not shown on the bid documents for the additions; and

WHEREAS, three (3) quotes were requested (two (2) quotes were received and one (1) contractor declined), with C. Lombardi Construction, LLC presenting the College with the most favorable proposal; and

WHEREAS, the funding for this work is available through the Chapter 12 capital funds allocated for the Arts Building construction; and

WHEREAS, the Director of Purchasing has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2022 through June 30, 2023, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

<p><b>C. Lombardi Construction, LLC</b> <b>40 Grover Lane</b> <b>West Caldwell, NJ 07006</b> <b>Amount: \$29,265.00</b></p>
---

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order as described hereinabove; and

BE IT FURTHER RESOLVED, that the Determination of Value Certification be placed on file with this Resolution.

Michael DePinto  
Director of Purchasing

Resolution #8-2022 Theatre Lighting System Repairs – Pay to Play

WHEREAS, Raritan Valley Community College requires the supply of the equipment and labor needed to repair the Theatre lighting system; and

WHEREAS, the scope of this work includes the replacement of the existing lighting console and the upgrade of the dimmer modules; and

WHEREAS, three (3) quotes were obtained with Circuit Lighting, Inc. presenting the College with the most favorable proposal; and

WHEREAS, funding for these repairs is available through the College's Fiscal Year 2023 Minor Capital funds; and

WHEREAS, the funding for this work is available through the Chapter 12 capital funds allocated for the Arts Building construction; and

WHEREAS, the Director of Purchasing has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2022 through June 30, 2023, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

<p><b>Circuit Lighting, Inc.</b> <b>299 Route 22 East</b> <b>Green Brook, NJ 08812</b> <b><u>Amount: \$34,400.00</u></b></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order as described hereinabove; and

BE IT FURTHER RESOLVED, that the Determination of Value Certification be placed on file with this Resolution.

Michael DePinto  
Director of Purchasing

Resolution #9-2022 Supplemental Digital Marketing Campaign for Fall 2022

WHEREAS, the Board of Trustees of Raritan Valley Community College has supported marketing strategies including digital campaigns and website enhancements in order to heighten the College's image in the community and to support enrollment for Fall 2022 and beyond; and

WHEREAS, the Board of Trustees, via Resolution #275-2022, authorized FastForward Digital, LLC (formerly eDesign Interactive) to conduct a digital marketing campaign and develop website enhancements in order to promote Fall 2022 enrollment; and

WHEREAS, monthly marketing messages support the dynamic interaction between the College and prospective students, as well as the continued promotion of the Community College Opportunity Grant to underserved populations; and

WHEREAS, search engine optimization and data analytics allows FastForward Digital to monitor site traffic and perform strategic updates; and

WHEREAS, the continued investments in digital marketing campaigns and creative designs will provide lasting benefits to the College for years to come; and

WHEREAS, these services are considered professional services and therefore exempt from public bidding in accordance with N.J.S.A. 18A:64A-25.5(a) (1); and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into an agreement for the six (6) month period of July 1, 2022 through December 31, 2022, and issue a purchase order for supplemental digital marketing services, including content strategy and social management, search engine optimization and analytics, social media boosting, and PAA (People Also Ask) Google content creation, as follows:

<p><b>FastForward Digital, LLC</b> <b>eDesign Interactive</b> <b>163 Madison Avenue</b> <b>Suite 220-5</b> <b>Morristown, NJ 07960</b> <b><u>Six-Month Total: \$49,000.00</u></b></p>
---

Michael DePinto  
Director of Purchasing

Resolution #10-2022 Purchase of Library Books and Materials 2022-2023 – Pay to Play  
WHEREAS, the purchase of books, audio books, DVD’s and other materials are needed for the regular operation of the Evelyn S. Field Library; and

WHEREAS, N.J.S.A. 18A:64A-25.5a(6) provides for the purchase of any library materials including without limitation to books, periodicals, newspapers, documents, pamphlets, photographs, reproductions, microfilms, pictorial or graphic works, musical scores, maps, charts, globes, sound recordings, slides, films, filmstrips, video and magnetic tapes, other printed or published matter, and audiovisual and other materials of a similar nature, necessary binding and rebinding of library materials and specialized library services, without advertising for bids; and

WHEREAS, the RVCC Library spent \$23,729.00 with Amazon during Fiscal Year 2022; and

WHEREAS, the Director of Purchasing has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey’s Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2022 through June 30, 2023, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

<p><b>Amazon</b> <b>P.O. Box 530958</b> <b>Atlanta, GA 30353</b> <b><u>Amount: Not to Exceed \$36,000.00</u></b></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order as described hereinabove; and

BE IT FURTHER RESOLVED, that the Determination of Value Certification be placed on file with this Resolution.

Michael DePinto  
Director of Purchasing

Resolution #11-2022 New Jersey Higher Education Technology Infrastructure (HETI) Grant Program

Resolution approving and authorizing the undertaking and implementation of a project consisting of “**Enhancing the campus data network for currency, capacity and security**” and authorizing the financing of all or a portion of the project through program(s) made available by the state of New Jersey for New Jersey institutions of higher education and other available funding sources; approving and authorizing the form of the application to the secretary of higher education for participation in such program(s) as are applicable to the projects with such changes as are approved by the officers of the institution designated herein and the submission of the application to the secretary of higher education; approving and authorizing the execution and delivery of any and all agreements in connection with undertaking, implementing and financing the project in the form approved by the officers of the institution executing such agreement; and designating and authorizing the officers of the institution to take the aforementioned actions and to take any and all such other actions deemed necessary or desirable to undertake, implement and finance the project.

**WHEREAS:** The Board of Trustees (the "Board") of Raritan Valley Community College (the "Institution") desires to approve the undertaking, implementation and financing of a project (the "Project") consisting of Enhancing the campus data network for currency, capacity and security; and

**WHEREAS:** The Board commits to using the grant funds for the purposes set forth in the Program-specific Project Eligibility Criteria; and

**WHEREAS:** The Board desires to approve the aggregate costs of the Project paid and/or financed through all sources in an amount not to exceed **\$636,000.00**; and

**WHEREAS:** The Board desires to finance all or a portion of the Project through one or more of the hereinafter defined Programs made available by the State of New Jersey (the "State") for certain projects of New Jersey institutions of higher education (the "Programs"); and

**WHEREAS:** The Programs are the Higher Education Fund Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 et seq. ("CIF"); the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. ("HEFT"); the Higher Education Technology Infrastructure Trust Fund Act, N.J.S.A. 18A:72A-59 et seq. ("HETI"); and the Higher Education Equipment Leasing Fund Act, N.J.S.A. 18A:72A-40 et seq. ("ELF");

**WHEREAS:** The Board has determined that the Project will assist in serving the needs of its students and providing a benefit to the institution; and

**WHEREAS:** The Board desires to approve financing of all or portions of the Project through HETI; and

**WHEREAS:** Portion(s) of the Project may also be financed by bonds issued by the New Jersey Educational Facilities Authority which bear tax- exempt interest for federal income tax purposes ("Tax-Exempt Bonds"), commercial loans or funds otherwise available to the Institution; and

**WHEREAS:** In order to provide maximum flexibility and most efficient borrowing cost the Board wishes to authorize financing the Project through HETI (the "Proposed Programs"), issuance of Tax-Exempt Bonds, commercial loans and funds otherwise available to the Institution or any combination thereof (the "Financing Structure"); and

**WHEREAS:** The Board wishes to approve the form of the Application to be submitted to the Secretary of Higher Education (the "Secretary") for the Proposed Programs for the Project, and to designate and authorize officers of the institution to take necessary and desirable actions to undertake, implement and submit to the Secretary the Application for the Project; and

**WHEREAS:** The Board hereby approves the Long-Range Facilities Plan for Technology of the Institution in the form attached hereto as Exhibit A and authorizes and directs the officers designated in this resolution to include the Long-Range Facilities Plan for Technology in the Application (s) approved herein; and

**WHEREAS:** The Board desires to authorize certain officers of the Institution to determine the Financing Structure which is most economically advantageous to the Institution provided the Financing Structure includes utilization of the Proposed Programs, and take all action necessary or beneficial to accomplish the financing of the Project including the financing of capitalized interest, if any, and other costs of issuing any debt including, Tax-Exempt Bonds or other financings ("Financing Costs"); and

**WHEREAS:** The Board reasonably expects to reimburse expenditures for costs of the Project paid prior to issuance of Tax-Exempt Bonds or any debt bearing interest which is exempt from gross income for federal income tax purposes which will fund an applicable Project and/or Program;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF RARITAN VALLEY COMMUNITY COLLEGE AS FOLLOWS:**

**SECTION 1.** The Board approves the Project and authorizes the undertaking, implementation, and financing of the Project in a maximum aggregate amount not to exceed **\$636,000.00** (including Financing Costs). **\$318,000.00** from HETI; **\$318,000.00** from Institution's Minor Capital matching funds.

The Board approves the Long Range Facilities Plan for Technology of the Institution in the form attached hereto as Exhibit A.

**SECTION 2.** The Board approves the financing of all or any portion of the Project through the HETI. The Board approves the Application for funding of the Project through such Program[s] in the form submitted to the Board and authorizes and directs the herein

defined Designated Officers to submit such Application to the Secretary with such changes, modifications and additions as are approved by the Designated Officers and such changes, modifications and additions shall be conclusively evidenced by the submission of the Application to the Secretary. The Board expressly directs and authorizes the Designated Officers to submit the Long-Range Facilities Plan for Technology in the Application for any Program for which it is required.] The Board acknowledges and agrees that approval of the Application and receipt of funds pursuant to the Program(s) will obligate the Institution to: (a) provide funds for the operation and maintenance of the Project, (b) contribute to the cost of the Project; (c) pay all or a portion of debt service on Tax-Exempt Bonds issued to fund the Proposed Program(s) as applicable; and (d) fulfill other conditions imposed under the Program(s) and hereby directs and authorizes the Designated Officers to certify such acknowledgement and agreement as part of the submitted Application. The Designated Officers are hereby authorized and directed to fulfill all conditions of the Proposed Program(s) including without limitation providing for the operation and maintenance of the Project and using available funds of the Institution to pay for such operation and maintenance and to satisfy conditions of the Proposed Program(s) to contribute to the cost of Projects and/or debt service on Tax-Exempt Bonds issued to fund the Proposed Program(s) from available funds of the Institution.

**SECTION 3.** The Board further authorizes the financing of all or any portion of the Project with Tax-Exempt Bonds, commercial loans and other funds available to the Institution and through the Financing Structure determined to be most economically advantageous to the Institution by John Trojan, Vice President of Finance and Facilities, and Michael McDonough, President (the "Designated Officers"). The Designated Officers are expressly authorized and directed to determine such Financing Structure provided that the Financing Structure includes utilization of Programs which are approved by the Secretary for financing the Project.

**SECTION 4.** The Board Chairperson, the Board Secretary, the Executive Assistant to the Board, the President and Vice President of Administration and Finance (each an "Authorized Officer") are each hereby authorized and directed to approve, execute and deliver any and all agreements necessary to undertake, implement and finance the Project and any and all other financing documents and instruments in the form approved by the Authorized Officers executing the same in the name of and on behalf of Raritan Valley Community College, in as many counterparts as may be necessary, and to affix or impress the official seal of the Institution thereon and to attest the same and such execution and attestation will be conclusive evidence of the approval of the form and

content of such agreements and other documents and instruments necessary to undertake, implement and finance the Project and to pay Financing Costs including through the financing thereof. The Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate to implement the purposes of this resolution to undertake, implement and finance the Project and Financing Costs and the payment and/or repayment thereof.

**SECTION 5.** This Resolution is a declaration of the official intent of the Institution that the Institution reasonably expects and intends to reimburse expenditures for costs of the Project[s] paid prior to issuance Tax-Exempt Bonds or other tax-exempt debt issued to fund the Projects/Programs ["Applicable Tax-Exempt Debt"] in accordance with Treasury Regulation Section 1.150-2 and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Project including amounts to be used to reimburse expenditures for such costs paid prior to the issuance of the such Applicable Tax-Exempt Debt is \$636,000.00.

**SECTION 6.** All resolutions, orders and other actions of the Board of the Institution in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.

**SECTION 7.** This Resolution shall take effect immediately; and be it further

**RESOLVED:** That no further approvals by the Board are necessary to implement this Resolution.

Resolution #11A-2022 New Jersey Higher Education Facilities Infrastructure (HETI)  
Grant Program

Resolution approving and authorizing the undertaking and implementation of a project consisting of “**Constructing an Allied Health building**” and authorizing the financing of all or a portion of the project through program(s) made available by the state of New Jersey for New Jersey institutions of higher education and other available funding sources; approving and authorizing the form of the application to the secretary of higher education for participation in such program(s) as are applicable to the projects with such changes as are approved by the officers of the institution designated herein and the submission of the application to the secretary of higher education; approving and authorizing the execution and delivery of any and all agreements in connection with undertaking, implementing and financing the project in the form approved by the officers of the institution executing such agreement; and designating and authorizing the officers of the institution to take the aforementioned actions and to take any and all such other actions deemed necessary or desirable to undertake, implement and finance the project.

- WHEREAS:** The Board of Trustees (the "Board") of Raritan Valley Community College (the "Institution") desires to approve the undertaking, implementation and financing of a project (the "Project") consisting of construction an Allied Health Building; and
- WHEREAS:** The Board commits to using the grant funds for the purposes set forth in the Program-specific Project Eligibility Criteria; and
- WHEREAS:** The Board desires to approve the aggregate costs of the Project paid and/or financed through all sources in an amount not to exceed \$12,000,000.00; and
- WHEREAS:** The Board desires to finance all or a portion of the Project through one or more of the hereinafter defined Programs made available by the State of New Jersey (the "State") for certain projects of New Jersey institutions of higher education (the "Programs"); and
- WHEREAS:** The Programs are the Higher Education Fund Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 et seq. ("CIF"); the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. ("HEFT"); the Higher Education Technology Infrastructure Trust Fund Act, N.J.S.A. I 8A:72A-59 et seq. ("HETI"); and the Higher Education Equipment Leasing Fund Act, N.J.S.li. 18A:72A-40 et seq. ("ELF");
- WHEREAS:** The Board has determined that the Project will assist in serving the needs of its students and providing a benefit to the institution; and
- WHEREAS:** The Board desires to approve financing of all or portions of the Project through HEFT; and
- WHEREAS:** Portion(s) of the Project may also be financed by bonds issued by the New Jersey Educational Facilities Authority which bear tax- exempt interest for federal income tax purposes ("Tax-Exempt Bonds"), commercial loans or funds otherwise available to the Institution; and
- WHEREAS:** In order to provide maximum flexibility and most efficient borrowing cost the Board wishes to authorize financing the Project through HEFT (the "Proposed Programs"), issuance of Tax-Exempt Bonds, commercial loans and funds otherwise available to the Institution or any combination thereof (the "Financing Structure"); and
- WHEREAS:** The Board wishes to approve the form of the Application to be submitted to the Secretary of Higher Education (the "Secretary") for the Proposed Programs for the Project, and to designate and authorize officers of the institution to take necessary and desirable actions to undertake, implement and submit to the Secretary the Application for the Project; and

**WHEREAS:** The Board has previously approved a new Facilities Master Plan and authorizes and directs the officers designated in this resolution to include this plan Plan for in the Application (s) approved herein; and

**WHEREAS:** The Board desires to authorize certain officers of the Institution to determine the Financing Structure which is most economically advantageous to the Institution provided the Financing Structure includes utilization of the Proposed Programs, and take all action necessary or beneficial to accomplish the financing of the Project including the financing of capitalized interest, if any, and other costs of issuing any debt including, Tax-Exempt Bonds or other financings ("Financing Costs"); and

**WHEREAS:** The Board reasonably expects to reimburse expenditures for costs of the Project paid prior to issuance of Tax-Exempt Bonds or any debt bearing interest which is exempt from gross income for federal income tax purposes which will fund an applicable Project and/or Program;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF RARITAN VALLEY COMMUNITY COLLEGE AS FOLLOWS:**

**SECTION 1.** The Board approves the Project and authorizes the undertaking, implementation, and financing of the Project in a maximum aggregate amount not to exceed \$12,000,000.00 (including Financing Costs).

**SECTION 2.** The Board approves the financing of all or any portion of the Project through the HEFT. The Board approves the Application for funding of the Project through such Program[s] in the form submitted to the Board and authorizes and directs the herein defined Designated Officers to submit such Application to the Secretary with such changes, modifications and additions as are approved by the Designated Officers and such changes, modifications and additions shall be conclusively evidenced by the submission of the Application to the Secretary. The Board expressly directs and authorizes the Designated Officers to submit the Facilities Master Plan for any Program for which it is required.] The Board acknowledges and agrees that approval of the Application and receipt of funds pursuant to the Program(s) will obligate the Institution to: (a) provide funds for the operation and maintenance of the Project, (b) contribute to the cost of the Project; (c) pay all or a portion of debt service on Tax-Exempt Bonds issued to fund the Proposed Program(s) as applicable; and (d) fulfill other conditions imposed under the Program(s) and hereby directs and authorizes the Designated Officers to certify such acknowledgement and agreement as part of the submitted Application. The Designated Officers are hereby authorized and directed to fulfill all conditions of the Proposed Program(s) including without limitation providing for the operation and maintenance of the Project and using available funds of the Institution to pay for such operation and maintenance and to satisfy conditions of the Proposed Program(s) to contribute to the cost of Projects and/or debt service on Tax-Exempt Bonds issued to fund the Proposed Program(s) from available funds of the Institution.

**SECTION 3.** The Board further authorizes the financing of all or any portion of the Project with Tax-Exempt Bonds, commercial loans and other funds available to the Institution and through the Financing Structure determined to be most economically advantageous to the Institution by John Trojan, Vice President of Finance and Facilities, and Michael McDonough, President (the "Designated Officers"). The Designated Officers are expressly authorized and directed to determine such Financing Structure provided that the Financing Structure includes utilization of Programs which are approved by the Secretary for financing the Project.

**SECTION 4.** The Board Chairperson, the Board Secretary, the Executive Assistant to the Board, the President and Vice President of Administration and Finance (each an "Authorized Officer") are each hereby authorized and directed to approve, execute and deliver any and all agreements necessary to undertake, implement and finance the Project and any and all other financing documents and instruments in the form approved by the Authorized Officers executing the same in the name of and on behalf of Raritan Valley Community College, in as many counterparts as may be necessary, and to affix or impress the official seal of the Institution thereon and to attest the same and such execution and attestation will be conclusive evidence of the approval of the form and content of such agreements and other documents and instruments necessary to undertake, implement and finance the Project and to pay Financing Costs including through the financing thereof. The Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate to implement the purposes of this resolution to undertake, implement and finance the Project and Financing Costs and the payment and/or repayment thereof.

**SECTION 5.** This Resolution is a declaration of the official intent of the Institution that the Institution reasonably expects and intends to reimburse expenditures for costs of the Project[s] paid prior to issuance Tax-Exempt Bonds or other tax-exempt debt issued to fund the Projects/Programs ["Applicable Tax-Exempt Debt"] in accordance with Treasury Regulation Section 1.150-2 and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Project including amounts to be used to reimburse expenditures for such costs paid prior to the issuance of the such Applicable Tax-Exempt Debt is \$12,000,000.00.

**SECTION 6.** All resolutions, orders and other actions of the Board of the Institution in conflict with the provisions of this resolution to the extent of such conflict are hereby superseded, repealed or revoked.

**SECTION 7.** This Resolution shall take effect immediately; and be it further

**RESOLVED:** That no further approvals by the Board are necessary to implement this Resolution.

Resolution #12-2022 Technology Help Desk Services 2022-2023

WHEREAS, Raritan Valley Community College requires Technology Help Desk Services for the period of July 1, 2022 through June 30, 2023; and

WHEREAS, the College relies on efficient and reliable technology help desk services as currently contracted with Blackboard, Inc. through NJEDge.net; and

WHEREAS, the current service agreement expired on June 30, 2022; and

WHEREAS, P.L. 2011, c.139 permits all governmental agencies including County Colleges to utilize contracts awarded by consortiums, national or regional cooperatives, or other states which were competitively bid; and

WHEREAS, Board Resolution #107-2013, dated August 20, 2013, authorized the use of such cooperative contracts; and

WHEREAS, Technology and Help Desk Services are available through the NJEDge.net technology purchasing consortium Edge Pro solutions, administered by Blackboard, Inc.; and

WHEREAS, NJEDge.net is a non-profit technology purchasing consortium of academic and research institutions in New Jersey of which RVCC is a member; and

WHEREAS, funding for these services is available in the Fiscal Year 2023 Technology Services operating budget; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into an agreement and issue a purchase order as follows:

<p><b>NJ Edge.net, Inc.</b> <b>625 Broad Street</b> <b>Suite 260</b> <b>Newark, NJ 07102-4418</b> <b><u>Amount: \$63,720.00</u></b></p>
---

Michael DePinto,  
Director of Purchasing

Resolution #13-2022 Nelnet Hosting and Maintenance Services 2022-2023 – Pay to Play

WHEREAS, Raritan Valley Community College requires the renewal of the Nelnet hosting and maintenance services agreement for the period of July 1, 2022 through June 30, 2023; and

WHEREAS, Nelnet currently hosts our online payment portal which is primarily used to enable students to make payments via credit card and web check; and

WHEREAS, it is additionally used to accept credit card payments for Foundation donations and various other non-student related transactions; and

WHEREAS, funding is available in the Fiscal Year 2023 Budget and Finance operating account to support these hosting and maintenance services; and

WHEREAS, the Director of Purchasing has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2022 through June 30, 2023, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

<p><b>Nelnet Business Solutions, Inc.</b> <b>121 South 13<sup>th</sup> Street</b> <b>Suite 201</b> <b>Lincoln, NE 68508</b> <b><u>Amount Not to Exceed: \$19,000.00</u></b></p>
---

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue purchase orders as described hereinabove; and

BE IT FURTHER RESOLVED, that the Determination of Value Certification be placed on file with this Resolution.

Michael DePinto  
Director of Purchasing

Resolution #14-2022 Offsite Hosting of the RVCC Website 2022-2023 – Pay to Play

WHEREAS, the Board of Trustees, via Resolution #47-2021, authorized Acquia, Inc. to host the College's public Drupal Content Management System for the RVCC website; and

WHEREAS, Acquia's cloud-based hosting platform has provided an extra level of security, ensuring that the College's website is protected and available in the event of an emergency or disaster; and

WHEREAS, RVCC has a continuing need for hosting services which are vital for the protection of the College's public website; and

WHEREAS, funding is available in the Fiscal Year 2023 Public Relations operating budget to finance a one-year agreement for the period of July 1, 2022 through June 30, 2023, for a fully managed cloud environment, support and software tools; and

WHEREAS, the Director of Purchasing has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2022 through June 30, 2023, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate

in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

**Acquia, Inc.**  
**53 State Street**  
**10<sup>th</sup> Floor**  
**Boston, MA 02109**  
**Amount: \$23,500.00**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the college administration to enter into a one-year agreement and issue a purchase order in the amount shown above to Acquia, Inc.

BE IT FURTHER RESOLVED, that the Determination of Value Certification be placed on file with this Resolution.

Michael DePinto  
Director of Purchasing

Resolution #15-2022 Telephone Services Agreement 2022-2023

WHEREAS, Raritan Valley Community College requires telephone services for the period of September 1, 2022 through August 31, 2023; and

WHEREAS, N.J.S.A 18A:64A-25.5a(8) provides exceptions to the requirement for advertising for 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, in accordance with tariffs and schedules of charges made, charged or exacted, filed with said board; and

WHEREAS, Mitel has presented the College with a proposal in which they agree to maintain the current rate of approximately \$17,000.00 per month; and

WHEREAS, funding for these services will be made available through the Fiscal Year 2023 and Fiscal Year 2024 Internal Services operating budget; and

WHEREAS, a purchase order will be issued as follows:

**Mitel**  
**6500 River Place Boulevard**  
**Austin, TX 78730**  
**Monthly Amount Not to Exceed: \$17,000.00 per Month**  
**Total One-Year Amount Not to Exceed: \$204,000.00**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into an agreement for the one year period of September 1, 2022 through August 31, 2023 and issue purchase orders as described hereinabove to Mitel; and

Michael DePinto  
Director of Purchasing

Resolution #16-2022 Office Supplies 2022-2024

WHEREAS, the College requires the purchase of Office Supplies for normal daily operations; and

WHEREAS, P.L. 2011, c.139 permits all governmental agencies including County Colleges to utilize contracts awarded by consortiums, national or regional cooperatives, or other states which were competitively bid; and

WHEREAS, Board Resolution #107-2013, dated August 20, 2013, authorized the use of such cooperative contracts; and

WHEREAS, the Somerset County Cooperative Pricing System (New Jersey State Approved Purchasing System #2SOCCP) has awarded a two (2) year contract for Office Supplies to W.B. Mason via Contract #CC-0001-22; and

WHEREAS, a purchase order will be issued as follows:

<p><b>W.B. Mason Co., Inc.</b> <b>21 Commerce Drive</b> <b>Cranbury, NJ 08512</b> <b><u>Amount: \$100,000.00</u></b></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue purchase orders as described hereinabove to W.B. Mason, Co., Inc. for the period June 1, 2022 through May 31, 2024.

Michael DePinto  
Director of Purchasing

Resolution #16A-2022 Laptop Computers and Mobile Charging Stations for the New Jersey Department of Labor – Teaching and Learning Grant

WHEREAS, the purchase of one-hundred (100) Dell Latitude 3520 laptop computers and two (2) mobile laptop charging stations are needed as part of the New Jersey Department of Labor - Teaching and Learning Grant; and

WHEREAS, time is of the essence as the College must have this equipment physically in their possession no later than September 30, 2022, in order to meet the Grant guidelines; and

WHEREAS, appropriate equipment is required to provide access to software used for instruction and research, and to provide access to our data network and the internet; and

WHEREAS, these laptops are fully compatible with the existing campus computer equipment; and

WHEREAS, the College administration estimates that the total cost of this purchase will not exceed \$80,000.00; and

WHEREAS, proposals will be obtained from vendors who are associated with National, State, County or Regional purchasing cooperatives or consortiums, which are competitively bid and exempt from the public bid process; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the College administration to proceed with the purchase of one-hundred (100) Dell Latitude 3520 laptop computers and two (2) mobile laptop charging stations for a total amount not to exceed \$80,000.00, and report the pertinent information at the September 2022 Board Meeting.

Michael DePinto  
 Director of Purchasing

C. Educational Programs and Services Committee

Trustee James Von Schilling presented Consent Agenda FY23 Resolutions #17-2022 and #18-2022. The above stated resolutions were moved by Trustee Von Schilling, seconded by Trustee Sullivan, and approved unanimously by voice vote.

Resolution #17-2022 Human Resources Action Report

Human Resources Action Report for August 30, 2022

1. New- Adjunct Faculty

The following individuals are recommended as adjunct faculty for the Fall 2022 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$1,031 to \$1,099.

Last Name	First Name	Rank	Department	Per credit hour rate	Hire Date
Brown	Alisha	Instructor	Communication and Languages	\$1,031	8/31/2022
Caruso	Elizabeth	Instructor	Business & Public Service	\$1,031	8/31/2022
Haas	Michael	Instructor	Business & Public Service	\$1,031	8/31/2022
Hando	Amanda	Instructor	Humanities, Social Science, Soc Work & Education	\$1,031	8/31/2022
Kincade	Vance	Assistant Professor	Returning & Incarcerated Student Education (RISE)	\$1,054	8/31/2022
Krevis	Daniel	Assistant Professor	Business & Public Service	\$1,054	8/31/2022
Moss	Eric	Assistant Professor	Science & Engineering	\$1,054	8/31/2022
Ramnauth	Aneil	Instructor	Science & Engineering	\$1,031	8/31/2022
Wash	Jeffrey	Instructor	Humanities, Social Science, Soc Work & Education	\$1,031	8/31/2022

2. Returning- Adjunct Faculty

The following individuals are recommended as adjunct faculty for the Fall 2022 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$1,031 to 1,099.

Last Name	First Name	Rank	Department	Per credit hour rate	Hire Date
Biebel	Rebecca	Assistant Professor	Returning & Incarcerated Student Education (RISE)	\$1,054	7/19/2022
Cabinda	Natalia	Associate Professor	Communication & Languages	\$1,075	8/31/2022
Cipriani	Frank	Instructor	Returning & Incarcerated Student Education (RISE)	\$1,031	7/11/2022
Crowther	Molly	Assistant Professor	Science & Engineering	\$1,054	8/31/2022
Harris	Jonathan	Instructor	Science & Engineering	\$1,031	8/31/2022
Kane	Ann	Professor	English	\$1,099	8/31/2022
Oltman	Adele	Assistant Professor	Humanities, Social Science, Soc Work & Education	\$1,054	8/31/2022
Wheeler	Doryce	Associate Professor	Communication & Languages	\$1,075	8/31/2022

3. Status Change- Administrator

The following individuals are recommended for the indicated Administrator position at salary specified:

Name	Title	Salary	Department	Effective date
Maryam Sheikh	Coordinator for Workforce Training Programs	\$52,369	Workforce Development	8/1/2022
*Shay Wadher	Director of K-12	\$90,300	K-12 Partnerships	8/16/2022
Cheryl Wallace	Vice President for Human Resources, Compliance & Security	\$161,889	Human Resources	9/1/2022

\*Budget Code 100-3310-5010-20/ replacing B. Fisher

4. New Hire- Administrator

The following individuals are recommended for the indicated Administrator position at the salary specified:

Name	Title	Salary	Department	Start date
------	-------	--------	------------	------------

*Dr. Karen Bearce	Provost/Vice President for Academic Affairs	\$190,000	Academic Affairs	9/12/2022
**Rick Burchfield	Director of Marketing	\$81,700	Public Relations	8/15/2022
***Tierra Hall-Edwards	Assistant Director of Counseling Services	\$64,700	Advising, Counseling & Transfer Services	8/23/2022
****Colby Smith	Assistant Director of Testing Center	\$64,078	Testing Center	8/16/2022

\*Budget code 100-3000-5010-60/replacing D. Preston

\*\*Budget code 100-2200-5010-60/replacing J. Thompson

\*\*\*Budget code 100-3520-5010-50/replacing G. Kuijlaars

\*\*\*\*Budget code 100-3590-5010-50/replacing K. Gloster

#### 5. New Hire- Support Staff

The following individuals are recommended for the indicated Support Staff position at salary specified:

Name	Title	Salary	Department	Start date
*Edilma Galeano	Custodian	\$31,357	Housekeeping	8/11/2022
**Linette Perez Cepeda	Administrative Assistant II- Liberal & Fine Arts, BPS	\$47,200	Academic Affairs	8/16/2022
***Robert Tortora	Custodian	\$33,684	Housekeeping	8/11/2022

\*Budget Code 100-4210-5310-70/ replacing part time line

\*\*Budget code 100-3011-5310-40/replacing J. East

\*\*\*Budget code 100-4210-5310-70/replacing part time line

#### 6. Leave of Absence

The following reflects an employee who will be on leave from the college.

Name	Title	Department	Effective
Michelle Brazier	Associate Professor- English	English	CY 2023 (Spring & Fall)

#### 7. Resignation

The following reflect employees who have resigned from the college and who intend to resign.

Name	Title	Department	Effective Date
Lauren Braun	Professor-History	Humanities, Social Science, Social Work & Education	8/22/2022
Marguerite Gavakos	Assistant Registrar	Enrollment	8/17/2022

Brandyn Heppard	Associate Professor- Philosophy	Humanities, Social Science, Social Work & Education	8/19/2022
Lynnette McCarthy	Executive Assistant for Provost	Academic Affairs	8/26/2022
Ashley Osaki	Administrative Assistant II- Academic Support & Education Partnerships	Academic Support & Education Partnerships	8/25/2022
Ashlee Pieris	Assistant Professor- Computer Information Systems	Math/Computer Science	6/30/2022
Michael Raphael	Accounts Receivable Specialist	Budget & Finance	9/2/2022

**8. Retirement**

The following reflects an employee who intend to retire from the college.

Name	Title	Department	Effective Date
Holly Smythe	Instructional Designer	Online Learning & Distance Ed	8/31/2022

**Resolution #18-2022 Appointment, Full-Time Non-Tenure Fall 2022 Faculty**

BE IT RESOLVED, that at the recommendation of the President, the following full-time non-tenure faculty appointment be approved for Fall 2022.

Name	Title	Department	Start Date	Salary
*Christopher Teixeira	Instructor English	English	8/31/2022	\$57,652 (prorated \$28,826)

\*Budget code 100-3130-5140-10/new

For the remaining portion of the meeting, Carolyn White, Executive Director for Enrollment Management, provided a comprehensive overview on RVCC’s current enrollment initiatives and Jason Fredericks, Dean for Student Affairs, reviewed the many retention strategies in place to keep students on track and to promote completion.

**C. Governance, Policy, and President Evaluation Committee**

Trustee Paul Hirsch reported that the Campus Safety Report for the period June 22, 2022 to August 22, 2022 was discussed by the Committee and was provided to the full Board of Trustees via SharePoint. The President strongly acknowledged Robert Szkodny for the detailed campus safety report and the security project update that he provides monthly, and also for keeping the institution in compliance with the Clery and other state and federal regulations.

The Committee was provided updates on the College’s preliminary FY 22 budget results, improving enrollment, the quarterly commissioner meetings to begin to develop the FY24 budget, a last report on Middle States, the President’s Cabinet and Executive Staff team meetings and the important role they play in the shared governance structure of the College, several potential projects and campus housing, and on private-public partnerships. A proposal for the format of future meetings will be presented to the Committee their next meeting.

It was reported that the Educational Retreat on trusteeship has been postponed until the October 25<sup>th</sup> Board meeting date. An experienced consultant with knowledge about trusteeship, governance, and fiduciary responsibilities will facilitate the workshop (details to follow.)

V. Old/New Business

There was no old/new business at the time.

VI Public Questions/Comments

Chair Bateman read the following statement into record:

“The Board will take any comments from the public at this time. The Board will not respond to comments made and speakers are limited to two minutes.”

Student Government officers introduced themselves to the Board and to the College community and highlighted some of their initiatives.

Faculty member Antonella Pompo spoke about her individual pedagogical teaching approach and on the success of the Engineering reunion program.

Faculty Federation President Pattiann Kletz welcomed the College community back for the fall semester and commented that she looks forward to working with the Board on a collaborative approach to negotiations that is best for all constituencies.

VIII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 6:00 p.m.

Respectfully submitted,  
Sheri Lang Pontarollo  
Manager, Executive Office and  
Secretary to the RVCC Board of  
Trustees