

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES' REGULAR MEETING
JUNE 20, 2023

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, June 20, 2023, in-person and via Zoom Webinar. Chair Caren Bateman called the Regular Board of Trustees meeting to order at 4:00 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.”

II. Roll Call of Members

The roll call was taken as follows:

Present: Caren Bateman

Thomas Borkowski
Zenon Christodoulou

Preston Clawson
Jinnee Min DeMarco
W. Timothy Howes

Roger Jinks
Roger Locandro

Nidhi Makhija
Adam Shain

Margaret Sullivan
Helena Swanicke

Juan Torres
James Von Schilling

Absent: Howard Opdyke

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

A quorum was present.

III. Executive Session

An announcement was then made to enter into Executive Session. Chair Bateman read into record the following statement – “In accordance with the provision of the Open Public Meetings Act of the State of New Jersey, I hereby entertain a motion to close the public meeting for the purpose of discussing negotiations and personnel issues. No formal action would be taken during Executive Session and any action taken by the Board would be held public session.” The Chair further announced that the Regular Meeting public session would reopen in approximately thirty minutes. A motion to enter into Executive Session was made by Trustee Sullivan, and seconded by Trustee Von Schilling, and approved by voice vote. The Board entered into Executive Session at 4:06 p.m.

The Public Session of the Regular meeting reopened at 4:30 p.m.

IV. Agenda Items

1. Approval of Meeting Minutes

The Regular Meeting minutes of May 30, 2023 were moved by Trustee Borkowski, seconded by Trustee Shain, and approved by voice vote. Trustees DeMarco, Makhija, and Sullivan respectfully abstained.

2. President's/Chair's Report

The President acknowledged the RVCC Foundation staff and volunteers for another outstanding golf fundraiser held earlier in the month. The RVCC Foundation raised over \$135,000 at the 19th Annual RVCC Foundation Golf Classic, held June 8 at the Stanton Ridge Golf & Country Club in Whitehouse Station. Net proceeds raised from the golf outing and auctions will support student scholarships, RVCC's education programming, and other institutional priorities.

The President also expressed his appreciation to the Board of Trustees for their support of granting faculty/counselor emeritus status. Later in the evening, the Board will grant emeritus status to Professor Carol Patterson, a fitting recognition of her years of dedication to the students of Raritan Valley Community College. The President commented that the entire College community applauds and celebrates Professor Patterson's leadership over the years as evidenced by her consistent success with the students, her distinguished career, and her contributions to both the College and the community.

3. Committee Reports

A. Labor Relations Committee

Chair Caren Bateman reported that the Labor Relations Committee met earlier in the day and reviewed and unanimously recommend to the full Board of Trustees the following two resolutions to ratify both the Support Staff Contract and the Administrative Society Contract. The Chair expressed her appreciation for all the hard work to ratify contracts before the June 30, 2023 expiration. The Resolutions were moved by Chair Bateman, seconded by Trustee Locandro, and approved unanimously by voice mail.

Resolution #181-FY23 Ratification of Support Staff Contract

WHEREAS, the Board of Trustees of Raritan Valley Community College previously ratified a contract with the support staff that reflected concerns about the pandemic for the one-year period July1, 2022 through June 30, 2023 via resolution # 204-2022; and

WHEREAS, Management now recommends ratifying a three-year contract for the period beginning on July 1, 2023 and ending on June 30, 2026; and

WHEREAS, the Staff represented by Union Local No. 4143, AFT-CIO have ratified a MOA attached hereto as Exhibit A; and

WHEREAS, the Board of Trustees seeks to ratify the MOA attached hereto as Exhibit A; and

WHEREAS, the contract between the College and the Staff represented by AFT-CIO will be modified in accordance with the MOA attached hereto as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College ratifies and approves the attached Memorandum of Agreement Management negotiated to modify the underlying collective bargaining agreements with the support staff.

John Trojan, VP Finance & Facilities

Resolution #150-FY23 Ratification of Administrative Society Contract

WHEREAS, the Board of Trustees of Raritan Valley Community College previously ratified a contract with the administrative staff that reflected concerns about the pandemic for the one-year period July 1, 2022 through June 30, 2023 via resolution # 203-2022; and

WHEREAS, Management now recommends ratifying a three-year contract for the period beginning on July 1, 2023 and ending on June 30, 2026; and

WHEREAS, the administrative staff represented by the Administrative Society, a unit of the New Jersey Education Association, have ratified the MOA attached hereto as Exhibit A; and

WHEREAS, the Board of Trustees seeks to ratify the MOA attached hereto as Exhibit A; and

WHEREAS, the contract between the College and the Administrative Society will be modified in accordance with the MOA attached hereto as Exhibit A;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College ratifies and approves the attached Memorandum of Agreement Management negotiated to modify the underlying collective bargaining agreements with the Administrative Society.

John Trojan, VP Finance & Facilities

B. Finance Committee

Trustee Roger Locandro reported on the Treasurer's Report (Resolution #183-FY23) for the period 05/01/23 through 05/31/23. On motion by Trustee Locandro, seconded by Trustee Makhija, the Treasurer's Report was approved by voice vote.

Trustee Roger Locandro then presented Consent Agenda Resolutions #184-FY23 through #190-FY23, Resolutions #192-FY23 through #202-FY23 and Resolution #204-FY23. Resolution #203-FY23 (*VMware Virtualization Server Software License and Support 2023-2024*) was withdrawn. The above stated resolutions were moved by Trustee Makhija, seconded by Trustee Borkowski, and approved unanimously by voice vote.

Resolution #191-FY23 (*Application for Perkins Career and Technology Education Grant Funds*) was pulled from the consent agenda and voted on separately. The Resolution was moved by Chair Bateman, seconded by Trustee Borkowski, and approved by voice vote. Trustee Torres respectively abstained.

Resolution #184-FY23 – Various Vouchers for Payment

BE IT RESOLVED, that the following May 2023 vouchers be approved by payment; and

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

Check #s	348433-349003	
ACH#s	2	
Total Checks		\$1,570,230.42
Total ACH		41,418.41
Total Vouchers		1,611,648.83
Construction and Architect Vouchers		--
Less Previously Approved		<u>(137,866.92)</u>
Total		<u>\$1,473,781.91</u>

Resolution #185-FY23 Contractor Payments for July and August 2024

WHEREAS, Raritan Valley Community College regularly engages the services of General Contractors, Architects, Engineers and other consultants in connection with the College's capital projects; and

WHEREAS, RVCC's standard procedure is to obtain authorization to pay these invoices from the Board of Trustees at each monthly meeting; and

WHEREAS, there is no Board of Trustees meeting scheduled for the month of July 2023 but there may be invoices due for the months of July and August prior to the August Board meeting; and

WHEREAS, since the Prompt Payment Act (P.L. 2006, c.96, codified as N.J.S.A. 2A:30A-1 et seq.) was signed into law on September 1, 2006, owners are required to pay interest if payment is not made within thirty (30) calendar days after the billing date for work that has been approved and certified by the owner or the owner's authorized approving agent; and

WHEREAS, to comply with this legislation and ensure timely payment to our contractors and consultants:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the College Administration to pay any general contractor, architect, engineer or other consultant invoices for July and August 2023, and report the pertinent information at the August 2023 Board Meeting scheduled for Tuesday, August 29, 2023.

Michael DePinto
Director of Purchasing

Resolution #186-FY23 Workforce Addition (Increase Architect Fee)

WHEREAS, Raritan Valley Community College required architectural services for the Construction of the Workforce Training Center addition; and

WHEREAS, the Board of Trustees approved USA Architects as the architect for the construction of the Workforce Training Center addition on October 25 via resolution #39-FY23 for a total fee of \$143,500; and

WHEREAS, several substantial changes to the project have occurred since the initial contract award, primarily increased building size and program uses; and

WHEREAS, Management recommends increasing USA's architectural fee by \$64,575 to \$208,075.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Raritan Valley Community College authorizes the VP of Finance & Facilities to increase the USA Architects contract and purchase order to \$208,075.

John Trojan
VP Finance & Facilities

Resolution #187-FY23 Furniture and Whiteboards for Classroom Renovations (Dancker)
WHEREAS, the purchase and installation of Steelcase furniture and whiteboards is needed for the classroom renovation projects being performed in Hunterdon Hall Room H-120, Somerset Hall Rooms S-245 and S-351, and West Building Rooms W-205 and W-311; and

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

WHEREAS, Steelcase, Inc. has entered into a contract with E&I Cooperative Services (E&I Contract #EI00140-2021MA), of which RVCC is a member; and

WHEREAS, Dancker, LLC is an authorized distributor of Steelcase furniture; and

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

WHEREAS, purchase orders will be issued as follows:

<p>Dancker, LLC 291 Evans Way Somerville NJ 08876 <u>Total Amount: Not to Exceed \$92,000.00</u></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 Dancker, LLC.

Michael DePinto
Director of Purchasing

Resolution #188-FY23 Replacement of the Physical Education Building Transformer (REVISED – Price Increase) (MetroTek Electrical Services Company)

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized the replacement of the 1000 KVA transformer located at the Physical Education building to MetroTek Electrical Services, for an amount not to exceed \$34,977.00, via Resolution #141-FY23; and

WHEREAS, during the process of replacing the Physical Education building's high voltage transformer on May 26, 2023, it was discovered that the main 15kV switchgear and fuses were in critical need of repair; and

WHEREAS, in addition, the extension of the bus bars was required in order to accommodate the configuration of the new transformer; and

WHEREAS, RVCC management agreed to let MetroTek proceed immediately with the additional work on an emergency basis in order to complete the project before any disruptions could be caused to the campus community; and

WHEREAS, the College requests to increase the amount of the purchase order to MetroTek Electrical Services by \$11,953.00; and

WHEREAS, funding for this additional work is available through the Chapter 12 capital funds allocated for the Replacement of Three Transformers; and

WHEREAS, an increase to the purchase order will be issued as follows:

<p>MetroTek Electrical Services Company 2200 Northwood Avenue Suite #2 Easton, PA 18045 <u>Project Increase Amount: \$11,953.00</u> <u>Revised Project Amount: \$46,930.00</u></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to increase the purchase order amount to MetroTek Electrical Services Company in the amount shown above. The new total for this project will be \$46,930.00.

Michael DePinto
Director of Purchasing

Resolution #189-FY23 Replacement of the Cafeteria Fryer – Pay to Play (Able Mechanical, Inc.)

WHEREAS, Raritan Valley Community College requires the replacement of the three-bay fryer located in the serving area of the cafeteria; and

WHEREAS, it has been recommended that the existing fryer be decommissioned as it is over thirty (30) years old and leaks significant amounts of oil, which can be very dangerous; and

WHEREAS, replacement parts are no longer available to repair the oil leak or any other potential issues; and

WHEREAS, three (3) quotes were requested (two (2) quotes were received and one (1) vendor did not respond), with Able Mechanical presenting the College with the most favorable pricing; and

WHEREAS, funding for this purchase is available from the College's Fiscal Year 2024 Minor Capital funds; 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, 2023 through June 30, 2024, 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>Able Mechanical, Inc. 280 Route 35 Suite 203 Red Bank, NJ 07701 <u>Amount: \$29,645.27</u></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 in the amount shown above to Able Mechanical, Inc.

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

Michael DePinto
Director of Purchasing

Resolution #189A-FY23 Marketing/Public Relations Relocation (Dancker, LLC)

WHEREAS, the purchase and installation of Steelcase modular privacy walls are needed for the upcoming relocation of the Marketing/Public Relations department to Rooms C-205 and C-206 across from the Cafeteria; and

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

WHEREAS, Steelcase, Inc. has entered into a contract with E&I Cooperative Services (E&I Contract #EI00140-2021MA), of which RVCC is a member; and

WHEREAS, Dancker, LLC is an authorized distributor of Steelcase furniture; and

WHEREAS, the funding for this purchase is available through the Chapter 12 capital funds allocated for Areas Impacted by the Enrollment Center Moves; and

WHEREAS, purchase orders will be issued as follows:

<p>Dancker, LLC 291 Evans Way</p>

Somerville NJ 08876

Total Amount: Not to Exceed \$52,000.00

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 Dancker, LLC.

Michael DePinto
Director of Purchasing

Resolution #190-FY23 Cosmetology Student Kits (2023-2024)

WHEREAS, Raritan Valley Community College is currently in the process of developing bid specifications for the purchase of custom kits needed to ensure that Cosmetology and Esthetics students are provided with the tools necessary to complete the Makeup Designory Program (MUD) certification requirements; and

WHEREAS, all products and supplies contained in these student kits must be MUD certified in order to properly complete the courses and meet the certification requirements; and

WHEREAS, in order to guarantee that these kits are received in time for the start of the Fall 2023 Cosmetology and Esthetics courses, the College administration would like to award this bid prior to the next regularly scheduled meeting of the Board of Trustees on Tuesday, August 29, 2023; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the College administration to make this award and report the pertinent information at the August 2023 Board Meeting.

Michael DePinto
Director of Purchasing

Resolution #191-FY23 Application for Perkins Career and Technology Education Grant Funds

WHEREAS, Raritan Valley Community College is committed to providing quality Career and Technical Education (CTE) programs and ensuring access to these programs for all students; and

WHEREAS, the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) reauthorizes Carl D. Perkins Career and Technical Education using data and accountability to develop the academic and career and technical skills of postsecondary students enrolled in Perkins eligible CTE programs by focusing on the Comprehensive Local Needs Assessment (CLNA) and performance indicators for CTE program improvement, integrating academic and career and technical instruction, linking secondary and postsecondary education, collecting and disseminating research and information on best practices, providing professional development, supporting partnerships among diverse stakeholders, and providing individuals with the knowledge and skills to keep the U.S. competitive; and

WHEREAS, the Board of Trustees has determined that funding for these project activities will enhance the quality of the College's educational offerings; and

WHEREAS, a formal acceptance of the Perkins Grant application by Board Resolution is required;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College approves the application for Perkins Career and Technology Education grant funds of \$543,719 including a rural reserve allocation for colleges in rural areas or the current allocation to be determined by the NJDOE in collaboration with the NJCCC and further authorizes Dr. Michael McDonough President of the College, to approve the Perkins Grant contract, general assurances, and certifications and any amendments thereto.

Resolution #192-FY23 Custom Promotional Products and Apparel 2022-2023 – Pay to Play (4imprint, Inc.)

WHEREAS, Raritan Valley Community College requires the purchase of custom branded products and apparel to support student recruitment and retention initiatives in an effort to positively support the College’s enrollment; and

WHEREAS, these purchases are utilized in various applications to support those initiatives, including promotion, student life, employment and operation; and

WHEREAS, RVCC has spent \$28,179.60 to date with 4imprint, Inc. during Fiscal Year 2023; 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>4imprint, Inc. 210 Commerce Street Oshkosh, WI 54901 <u>Amount:</u> Not to Exceed \$37,000.00</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 #193-FY23 Library Subscription Services 2022-2023 (EBSCO Subscription Services)

WHEREAS, the purchase of books and other materials are needed for the regular operation of the Evelyn S. Field Library; and

WHEREAS, the RVCC Library subscribes to numerous different products through EBSCO Subscription Services, including all print periodicals and research subscription databases; 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 has spent \$45,074.50 to date with EBSCO Subscription Services during Fiscal Year 2023; 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>EBSCO Subscription Services P.O. Box 204661 Dallas, TX 75320-4661 <u>Amount: Not to Exceed \$55,000.00</u></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 #194-FY23 Charter Bus Services 2023-2024

WHEREAS, Raritan Valley Community College is currently in the process of

developing bid specifications for Charter Bus Services needed for the transportation of the RVCC athletic teams, student activities clubs, class field trips and other campus groups, for the two (2) year period of August 1, 2023 through July 31, 2025; and

WHEREAS, in order to guarantee that transportation is secured for the start of the Fall 2023 Athletics season, the College administration would like to award this bid prior to the next regularly scheduled meeting of the Board of Trustees on Tuesday, August 29, 2023; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the College administration to make this award and report the pertinent information at the August 2023 Board Meeting.

Michael DePinto
Director of Purchasing

Resolution #195-FY23 Career Coaching for the Workforce and Academic Programs
2023-2024 - Pay to Play (Economic Modeling, LLC) (EMSI)

WHEREAS, Career Coaching services are needed for all RVCC Workforce Delivery and Academic programs for the period of June 1, 2023 through May 31, 2024; and

WHEREAS, career coaching is an invaluable tool in helping students narrow the scope of their career interests; and

WHEREAS, career information enhances the College's website and supports the goals of the Guided Pathways program; and

WHEREAS, career guidance, resume writing and job opportunity information are essential resources for all students as they plan their careers; and

WHEREAS, career trends and occupational data are vital in supporting program analysis; and

WHEREAS, funding for these services is available from the Public Relations Budget; 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, 2023 through June 30, 2024, 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>Economic Modeling, LLC (EMSI) 232 North Almon Street</p>

Moscow, ID 83843
Amount Not to Exceed: \$18,000.00

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 #196-FY23 Online Catalog Hosting and Support Services 2022-2023 - Pay to Play (Digital Architecture, LLC)

WHEREAS, Raritan Valley Community College requires the purchase of hosting and support services for the College's online catalog; and

WHEREAS, RVCC has spent \$20,441.62 to date for these services with Digital Architecture, LLC during Fiscal Year 2023; and

WHEREAS, Digital Architecture designed and built the custom online platform for the College to provide the hosting 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:

Digital Architecture, LLC
P.O. Box 7791
Lakeland, FL 33807
Amount: Not to Exceed \$37,000.00

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 #197-FY23 Replacement Personal Computers for Student Labs (Dell Marketing, L.P.)

WHEREAS, the purchase of fifty (50) Dell OptiPlex 7410 All-in-One computers and twenty-six (26) Dell OptiPlex 7010 Small Form Factor computers are needed to replace the existing computers found in forty-nine (49) classrooms and student computer labs; and

WHEREAS, the curricula in many academic departments depend on up-to-date, flexible and reliable computer equipment in the student labs; and

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

WHEREAS, the existing computers in these labs are more than five (5) years old and are at the end of their useful lives; and

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

WHEREAS, three (3) quotes were obtained with Dell presenting the College with the most favorable pricing; and

WHEREAS, in accordance with N.J.S.A. 18A:64A-25.9, a county college without advertising for bids, may purchase any materials, supplies, good, services or equipment pursuant to a contract for such items entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, Dell is under contract with the NASPO ValuePoint cooperative purchasing program of which the State of New Jersey is a member (Contract #19-TELE-00656); and

WHEREAS, a purchase order will be issued as follows:

<p>Dell Marketing L.P. 1 Dell Way Round Rock, TX 78682-0001 <u>Amount: \$81,754.06</u></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 Dell Marketing L.P.

Michael DePinto
Director of Purchasing

Resolution #198-FY23 Technology Help Desk Services 2023-2024 (NJEdge.net, Inc.)

WHEREAS, Raritan Valley Community College requires Technology Help Desk Services for the period of July 1, 2023 through June 30, 2024; 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 is set to expire on June 30, 2023; 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., via Contract #EMLAS-17-004; 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 2024 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>NJ Edge.net, Inc. 625 Broad Street Suite 260 Newark, NJ 07102-4418 <u>Amount: \$63,720.00</u></p>

Michael DePinto,
Director of Purchasing

Resolution #199-FY23 Laptop Personal Computers for Student Loaner Program - Pay to Play (Hunger Free Grant) (Dell Marketing)

WHEREAS, the purchase of twenty (20) Dell Latitude 3540 laptop computers with extended warranties is needed for a new student laptop loaner program, which will be administered by the College's Resource Center; and

WHEREAS, appropriate equipment is required to provide student 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, three (3) quotes were obtained with Dell presenting the College with the most favorable pricing; and

WHEREAS, funding for this purchase is available through the Fiscal Year 2023 Hunger-Free Campus Grant; 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>Dell Marketing, L.P. 1 Dell Way Round Rock, TX 78682-0001 <u>Amount: \$17,618.20</u></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 #200-FY23 Ready Education Mobile Application 2023-2024 - Pay to Play (Ready Education, Inc.)

WHEREAS, Raritan Valley Community College requires the renewal of the Ready Education mobile application agreement for the period of June 1, 2023 through May 31, 2024; and

WHEREAS, students, faculty and staff depend on reliable online services and information; and

WHEREAS, RVCC selected the mobile application system from Ready Education to replace the Kryptos-based mobile application the College had been using; and

WHEREAS, the Ready Education mobile application is used by students, faculty and staff for functions such as posting announcements and questions, course search and access, class roster information, checking grades and accessing the learning management system (Canvas); 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, 2023 through June 30, 2024, 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>Ready Education, Inc. 100 Summit Drive Burlington, MA 01803 <u>Amount: \$31,972.50</u></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 #201-FY23 Self-Service Modern Campus Platform 2023-2024 – Pay to Play (TransACT Communications, LLC)

WHEREAS, students, faculty and staff depend on reliable online services and information; and

WHEREAS, the Board of Trustees authorized the selection of the OneCampus modern campus platform system from The rSmart Group, via Resolution #128-2018; and

WHEREAS, The rSmart Group has since been acquired by TransACT Communications; and

WHEREAS, this tool is used by students, faculty and staff for functions such as course search and registration, roster information, grade entry, time entry and messaging; and

WHEREAS, utilization of the OneCampus system has been very successful since its implementation four years ago; 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, 2023 through June 30, 2024, 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>TransACT Communications, LLC DBA The rSmart Group 5105 200th Street SW Suite 200 Lynnwood, MA 98036 <u>Amount: \$35,950.00</u></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 for the twelve-month period of September 1, 2023 through August 31, 2024; and

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

Michael DePinto
Director of Purchasing

Resolution #202-FY23 Technical Support Services for the RVCC Public Website 2023-2024 – Pay to Play (David DiGiovanni, LLC)

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized technical support services for the College’s public website via Resolution #276-2022; and

WHEREAS, there is a continuing need for technical support for the website including security updates, strategic consulting, creative design, CMS custom development, HTML or CSS edits, and PHP and JavaScript development; and

WHEREAS, David DiGiovanni, LLC, a website development firm with expertise in the Drupal operating system, has been providing high quality, 24-7 technical website support and has made improvements to the security, analytics and user experience; and

WHEREAS, funding is available in the Fiscal Year 2024 Public Relations Operating Budget to support these technical website support 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, 2023 through June 30, 2024, 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:

David DiGiovanni, LLC
1527 Southern Avenue
Kalamazoo, MI 49001
Twelve-Month Total: \$24,000.00

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 twelve-month period of July 1, 2023 through June 30, 2024 and 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 #204-FY23 Zoom Educational Site License Agreement 2023-2024 - Pay to Play (Zoom Video Communications, Inc.)

WHEREAS, due to the successful use of video conferencing for education and administration, the Raritan Valley Community College Executive Staff has made the determination to renew and revise a Zoom Educational Site license agreement for the period of July 21, 2023 through July 20, 2024; and

WHEREAS, Zoom helps schools improve student outcomes with secure video communication services for hybrid classrooms, faculty office hours and administrative meetings; and

WHEREAS, P.L. 2011, c.139 permits all governmental agencies including County Colleges to utilize contracts awarded by 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 purchase of the Zoom Educational Site License is available through the NJEDge.net technology purchasing consortium, administered by Zoom Video Communications, Inc. via Contract #EMLAS-18-004; and

WHEREAS, NJEDge.net is a non-profit technology consortium of academic and research institutions in New Jersey of which RVCC is a member; 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, 2023 through June 30, 2024, 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:

Zoom Video Communications, Inc.
55 Almaden Boulevard
6th Floor
San Jose, CA 95113
Amount: \$29,696.40

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

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

Michael DePinto
 Director of Purchasing

C. Educational Programs and Services Committee

Trustee James Von Schilling presented Consent Agenda Resolution #205-FY23 through Resolution #213-FY23. The above stated resolutions were moved by Trustee Von Schilling, seconded by Trustee Sullivan, and approved unanimously by voice vote.

Committee Chair James Von Schilling extended his congratulations to Professor Carol Patterson on her well-deserved honor of Professor Emeritus. He also reported that Dr. Windy Paz-Amor provided the committee with an update on DEI initiatives.

Resolution #205-FY23 Human Resources Action Report

1. New Adjunct Faculty

The following individuals are recommended as a new adjunct faculty for Summer 2023 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$1,031 to \$1,174.

Last Name	First Name	Rank	Discipline	Per contact hour rate	Hire Date
McKittrick	Curtis	Instructor	Automotive	\$1,031	5/22/2023
Shustack	Robert	Instructor	Business & Public Service	\$1,067	7/10/2023

2. New Hire- Support Staff

The following individuals are recommended for the indicated support staff position at the title and salary specified:

Name	Title	Salary	Department	Start date
*Ermis Rodriguez	Custodian	\$33,684	Housekeeping	6/19/2023
**Alvaro Sanchez	Custodian	\$33,684	Housekeeping	6/27/2023

*Budget code 100-4210-5310-70/replacing part timer
 **Budget code 100-4210-5310-70/replacing J. Ramos-Hernandez

2. Resignation

Name	Title	Department	Effective Date
Troy Maiorca	Systems Administrator	Technology Services	6/23/2023
*Kweli Snowden	Instructional Designer	Online & Distance Education	6/2/2023

The following reflect employees who intend to resign from the college.
 *Date corrected

Resolution #206-FY23 Professor Emeritus, Carol Patterson

WHEREAS, the Board of Trustees of Raritan Valley Community College established the honorary title of “Professor/Counselor Emeritus” (Resolution #96-86) to recognize distinguished service to the College on the part of faculty members at retirement, and

WHEREAS, the Board of Trustees, upon the recommendation of the President, approved revised Faculty Emeritus benefits (Resolution #218-2022, dated March 29, 2022); and

WHEREAS, as part of the procedure for awarding Emeritus rank at Raritan Valley Community College, a Professor/Counselor Emeritus Selection Committee was formed to review eligibility requirements and to determine if meritorious performance has been met in teaching, contributions to the College, and to the professional and geographic community; and

WHEREAS, the Chairperson of the Professor/Counselor Emeritus Selection Committee has notified the President in writing on the Committee’s affirmation; and

WHEREAS, Carol Patterson, who will retire June 30, 2023, has been recognized as an active contributor to the welfare of the students and to the College community;

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the President, the Board of Trustees acknowledges the distinguished service of Carol Patterson to Raritan Valley Community College by extending the honorary title of Professor Emeritus, effective July 1, 2023 with all of the rights and privileges associated with this honor.

Resolution #207-FY23 Appointment, Full-Time Non-Tenure AY 2023-2024

BE IT RESOLVED, that at the recommendation of the President, the following full-time non-tenure faculty appointment be approved for AY 2023-2024.

Name	Title	Department	Start Date	Salary
*Cynthia Parayil	Instructor-World History	Humanities, Social Science & Education	9/1/2023	\$65,624

*Budget code 100-3190-5140-10/replacing K. Reilly

Resolution #208-FY23 Appointment, Full-Time Tenure-Track AY 2023-2024

BE IT RESOLVED, that at the recommendation of the President, the following full-time tenure-track faculty appointment be approved for AY 2023-2024.

Name	Title	Department	Start Date	Salary
*Anthony Celi	Instructor-Philosophy	Humanities, Social Science & Education	9/1/2023	\$61,637

*Budget Code 100-3190-5140-10/replacing N. Tugushev

Resolution #209-FY23 Updated Reappointments, Second Year and Beyond

BE IT RESOLVED, that upon recommendation of the President, the following Counselors be notified of their reappointments by the Board of Trustees for 2023/2024 fiscal year. Updated-Reappointments approved January 2023 resolution #85-FY23. Below includes a 3.5% contractual increase.

Last Name	First Name	Title	*Salary
Bazar	Carrie	Career Counselor IV	\$112,980
Warren	Jeffrey	Counselor III	\$99,974

Resolution #210-FY23 Reappointments, Unit Administrative Employees

BE IT RESOLVED, that upon recommendation of the President, the following unit Administrators are reappointed for the 2023/2024 fiscal year. *Salaries include a 3.5% contractual increase

Last Name	First Name	Title	*Salary
Accomando	Jill	Asst. Dir., Children's Campus	\$73,539
Amparbin	Michelle	Career Services Advisor	\$60,067
Armstrong	Torina	Manager, Articulation & Adult Learning	\$78,227
Bacote	Blanca	Financial Aid Associate	\$54,459
Berry	Jennifer	Assistant Director of EOF	\$76,983
Bocalan	Peaches	Assist Dir Recruitment & Comm	\$67,391
Bresky	Sara	Assistant Director – CAIE	\$67,172
Brosnan	Marianne	Transfer Advisor	\$71,289
Burchfield	Richard	Director of Marketing	\$84,560
Cadet	Sherley	Director of Testing Services	\$73,250
Carter	Brian	Network Administrator	\$75,677
Clemente	Eric	Print Shop Supervisor	\$62,740

Collins	Donyea	Director, EOF	\$97,658
Cook	Amy	Instructional Designer	\$71,622
Cuellar	Maria	Head Teacher-Children's Campus	\$59,570
DeSanctis	Gregory	Director Honors College/Alum Outreach	\$106,735
Di Pietro	Joseph	AD Facilities/Energy Prog Man	\$113,446
Diaz	Maria	Custodial Services Manager	\$75,292
Dieckmann	Diana	Coord for Scheduling	\$58,564
Domanski	Peter	Technical Service Desk Tech-Senior	\$78,332
Drummer	Jacqueline	Director of Laboratory Service	\$104,025
Dunne	Janet	Development Associate	\$65,891
East	Jennifer	Coordinator of Nursing Admissions & Clinical Partnerships	\$61,532
Enz Lewis	Elizabeth	Accounting Manager	\$84,173
Erwin	Jill	Dir Theater and Conf Services	\$89,548
Estreicher	Jacqueline	Assistant Dean Curriculum	\$75,586
Faschan	Andrea	Assistant Director-ACS	\$73,926
Flanagan	Aubrey	Manager Prof & Corporate Develop	\$65,044
Fox-Breland	Allison	Assistant Registrar	\$69,433
Frazier	Donyea	Director Academic Support Cent	\$72,774
Gabrielski	Alicia	Academic Advisor	\$69,649
Gallagher	Amie	Director of Planetarium	\$80,666
Gatti	Kristin	Assistant Director-Tutoring Center	\$63,763
Georgiana	Dalton	Business System Analyst-Student	\$83,045

		Affairs	
Gloster	Katisha	Prog Manager HS Outreach & Academics	\$85,071
Goel	Seema	Head Teacher-Childcare	\$54,262
Gonzalez	David	Technical Service Desk Tech-Senior	\$71,805
Hall	Christopher	Database Administrator	\$128,808
Hall-Edward	Tierra	Assistant Director of Counseling Services	\$66,965
Hawkins	Bashir	Senior Financial Aid & Enrollment Manager	\$67,418
Hermo-Weaver	Alicia	Manager of Career Success & Exp Learning	\$81,650
Herro	Philip	Recruiting Coordinator/Coach	\$66,751
Hibo	Nancy Fritz	Assist Director of Admissions	\$75,339
Hynes	Cynthia	Manager NC Allied H & Workforce Ops	\$89,686
Khan	Kiswah	Coord. Student Enrollment Ctr.	\$60,063
Kislan	Erin	Associate Director-Fin Aid	\$80,557
Korculanic	Kristen	Transfer Articulation & Graduation Assoc.	\$59,739
Kubick	Daniela	Manager Visual Communications	\$68,263
Kuijlaars	Gina	Director Advising & Counseling	\$96,973
Laba	Linda	Financial Analyst	\$92,017
Lankay	Cristina	Electronic Media Coordinator	\$72,048
Layton	Amy	Beauty Programs Coordinator	\$67,391
Luger	Maureen	Purchasing Specialist	\$65,235
Manzini	Sandile	Prog Manager High School/Youth	\$87,198
Meany	Kimberly	OTA Academic Fieldwork	\$74,112

		Coordinator	
Mercurius	Conrad	Dir Ctr for Adv Manufacturing	\$108,585
Mesonas	Leonard	Director of Financial Aid	\$115,425
Moog	Lori	Director Serv Learning &Community Outreach	\$102,515
Morrison-Santana	Deborah	Assistant Director – RISE	\$71,179
Moschella	Wayne	Coordinator Auto Skills Lab	\$62,364
Nunez	Melanye	Academic Advisor	\$59,629
Oliver	Kelly	Multi Media Specialist/Web Edi	\$79,478
*O'Rourke	Catherine	Teacher, Children's Campus	\$52,044
Pavlow	Joseph	Athletic Director	\$81,575
Pennino	Joshua	Academic Advisor	\$59,544
Peters	Chad	Public Services Coordinator	\$69,221
Ponton	Ana	Academic Advisor	\$61,397
Ray	Jessica	Staff Scientist-Eco Research & Resto	\$61,628
Reid	Tremayne	Dir Multimedia & Web Support Service	\$105,224
Riche	Kevin	Director Security & Infrastructure	\$134,453
Ryan	Kenneth	Programmer Analyst	\$70,800
Ryan	Kevin	Athletic Coordinator	\$65,342
Schapley	Darlene	Grants Manager	\$81,108
Scharf	Bonnie	Literacy Success Coach	\$61,532
Schindler	Kevin	Planetarium Associate/Tech	\$59,443
Sheikh	Maryam	Coordinator for Workforce Training Programs	\$54,202
Singh	Rikita	Director-Accessibility Inclusive Education	\$85,288

Stafford	Inieka	Director Health & Technical Career Programs	\$85,122
Stolzer	Donna	Director of Media Relations	\$94,978
Strollo	Philip	End-User Computing Supp. Mgr.	\$93,059
Su	Min	Assoc Director, Inst Research	\$85,450
Suarez	Crystalyn	Transfer Coordinator	\$72,358
Sullivan	Elizabeth	Manager Veteran & Intl Stu Serv	\$74,893
Van Der Veen	Wilhelmus	Dir of Science Ed Institute	\$99,106
Van Doren	Mary	Director of Prison Program	\$91,080
Verma	Kamaljeet	Accounts Receivable Manager	\$60,554
Wadher	Sital	Dir of K-12 Partnerships	\$93,461
Walker	Alaysha	Assist Director Student Life	\$84,736
Wang	Qianqian	Senior Web Developer	\$82,584
Weaver	Philip	Assist Director Compliance & Facilities	\$113,204
Wheeler	John	Registrar	\$94,410
Wiedemann	John	Production Coordinator	\$74,472
Williams	Brian	Academic Advisor	\$62,100
Wright	Gwendolyn	Director Child Care Center	\$84,431

*Salary based on 10 months

Resolution #211-FY23 Reappointments, Non-Unit Administrative Employees

BE IT RESOLVED that upon recommendation of the President, the following non-unit Administrators are reappointed for the 2023/2024 fiscal year. *Salaries include a 3.5% increase

Last Name	First Name	Title	*Salary
Bearce	Karen	Provost/VP Academic Affairs	\$196,650
Belin	Jacki	VP Strategic Partnerships and Workforce Innovation	\$200,076
Fredericks	Jason	Dean for Student Affairs	\$134,019
Marion	Michael	Executive Director of Foundation	\$175,648

Pescinski	Robert	Executive Director of Technology Services	\$151,558
Trojan	John	VP of Finance and Facilities	\$212,373
Wallace	Cheryl	VP of Human Resources, Compliance & Security	\$167,555
Imbriglio	Sarah	Dean of STEM	\$152,228
Loera	Audrey	Dean Academic Support & Education Partnership	\$152,228
Marks	Patrice	Dean LFA & BPS, ALC & ALO	\$179,426
O'Rourke	Brian	Exec Director, Facilities & Grounds	\$169,894
Radvanski	John	Director of Information System	\$129,845
White	Carolyn	Exec Director of Enrollment Management	\$125,607
Willensky	Violet	Controller & Executive Director of Finance	\$150,997
DePinto	Michael	Director of Purchasing	\$102,386
Donnelly	Sarah	Director Institutional Research & Assessment	\$113,468
Johnson	Mary Ann	Assistant Director Benefits & Payroll	\$98,560
McAllister	Theresa	Assistant Controller	\$119,104
Paz-Amor	Windy	Director Diversity Equity & Inclusion	\$97,011
Pontarollo	Sheri	Exec Office Manager & Sec BOT	\$135,582
Rincon-Piuri	Ana	Business Systems Analyst	\$78,660
Sclafani	Andrew	Human Resources Recruiter	\$57,610
Szkodny	Robert	Director Security & Emergency Management	\$107,786
Todd	Catherine	Payroll Manager	\$83,025

Resolution #212-FY23 Reappointments, Unit Support Staff Employees

BE IT RESOLVED that upon recommendation of the President, the following unit Support Staff are reappointed for the 2023/2024 fiscal year. *Salaries include a 3.5% contractual increase

Last Name	First Name	Title	*Salary
Acharon	Daniela	Admissions Coordinator	\$54,640
Alcazar	Nini	Grants Specialist	\$58,374
Alvarado Bolvito	Maira	Custodian	\$33,684
Alvarado Bolvito	Lilian	Custodian	\$33,684
Bedoya	Jose	Custodian	\$37,910
Bogda	Carolyn	Laboratory Assistant II	\$55,226
Brown	Shelley	Administrative Assistant II-Childcare	\$51,575
Caceres De Rosales	Nuria	Custodian	\$37,910
Callejas	Samuel	Grounds Worker	\$43,773
Carty	Evelyn	Dept Assist-Science & Engineering	\$57,653
Castillo Torres	Maria	Custodian	\$37,910
Chaves	Claudia	Teaching Assistant (Grant-Funded)	\$46,851

Christian	Monique	Dept Assistant- English Humanities & Soc Sci	\$49,687
Coque	Marco	Custodian-Lead	\$37,988
Cruz Calles	Cruz	Custodian	\$35,361
Decker	Sharon	Administrative Assistant	\$53,416
Demeter	Jeanne	Dept Assistant-Health Science Education	\$47,159
Diaz	Alfredo	Maintenance Worker/Painter	\$48,297
Dubon	Pedro	Maintenance Worker-Shift Lead	\$48,297
Eppler	Jon	Chemistry Lab Assistant I	\$41,400
Farischon	Justin	Laboratory Assist-Physics	\$50,647
Floyd	Hannah	Testing Specialist	\$47,673
Galeano	Maria	Custodian	\$37,910
Galeano Bohorquez	Edilma	Custodian	\$33,684
Giraldo	Jose	Grounds Worker	\$42,170
Guardado	Maria	Custodian	\$37,910
Hansen	Janice	Department Assistant- Business & Public Service	\$55,809
Hartzell	Sandra	Department Assistant, Arts & Design	\$56,104
Hyland	Jamie	Facility & Ground Service Rep	\$62,544
Kislan	Steven	Testing Specialist	\$47,066
Lett	Jennifer	Financial Aid Specialist I	\$45,474
Mangee	Morgan	Laboratory Assistant I-Biology	\$42,137
Markey	Andrea	Enrollment Services Specialist	\$46,904
Mason	Jennifer	Finance Specialist	\$53,758
Matias	Johnny	Maintenance Worker	\$48,297
Morales	Maria	Custodian-Lead	\$40,094
Moustakas	Nickolas	Lead Maintenance Mechanic	\$70,072
Mulroy	Abbe	Public Service Assoc-Tech	\$50,338
Murphy	Terence	Chem Lab Prep/Lab Asst II	\$59,088
Navarro	Susana	Custodian	\$37,910
Paisley	Priscilla	Finance Assistant-A/P	\$45,885
Patel	Niyati	Help Desk Technician	\$45,133
Paz	Leyla	Senior Enrollment Services Specialist	\$51,000
Pereira	Marve Luz	Department Assistant-Advising, Counseling & Transfer Services	\$53,074
Pyzik	Christopher	Finance Specialist AP	\$52,562
Rodriguez	Ana	Custodian	\$37,910
Rodriguez Garcia	Mariana	Admin Asst - Cosmetology	\$44,417
Rosales Samper	Galileo	Custodian	\$37,910
Salas	Martha	Laboratory Asst. III - Biology Molecular	\$67,892

Seas	Javier	Shipping & Receiving Clerk	\$44,301
Simoncelli	Angelo	Lead Maintenance Mechanic	\$75,948
Skillman	Susanne	Dept Assistant Math Computer Science	\$47,159
Strozeski	Charles	Internal Services Aide	\$65,241
Tenzer	Kathy	Library Technical Services Specialist	\$55,999
Torlish	Helena	Dept Assist-Comm/Languages	\$55,677
Tortora	Robert J	Custodian	\$34,863
Varkoly	June	Help Desk Technician	\$44,667
Villalobos	Priscilla	Finance Assistant- Student A/R	\$41,231
Vroom	Walter	Media Aide I	\$58,084
Wicklund	Marie	Admin Assistant-Student Life	\$63,147
Zuniga	Maria	Custodian	\$37,910

Resolution #213-FY23 Reappointments, Non-Unit Support Staff Employees

BE IT RESOLVED, that upon recommendation of the President, the following non-unit Support Staff are reappointed for the 2023/2024 fiscal year. *Salaries include a 3.5% increase

Last Name	First Name	Title	*Salary
Arroyo	Rosemarie	Executive Assistant	\$94,346
Bayachek	Katherine	Workforce Educator-Cosmetology	\$54,369
Caldwell	Chandra	Admin Assist III-Student Services	\$65,484
Carroll	Shannia	Human Resources Specialist	\$49,835
DeBellis	Cynthia	Admin Assistant III-STEM	\$62,745
Land	Dorothy (Julie)	Admin Asst III-Academic Support	\$53,737
Mango	Laurie	Workforce Educator-Cosmetology	\$66,812
Perez Cepeda	Linette	Admin Assist III Academic Affairs	\$53,737
Reed	Jade	Workforce Educator-Esthetics	\$54,369
Seibert	Caroline	Sr. Human Resources Specialist	\$68,874
Tarbox	Larissa	Exec Asst to Provost/VP Academic Affairs	\$67,275

D. Governance, Policy, and President Evaluation Committee

Trustee Timothy Howes reported that the Campus Safety Report for the period May 24, 2023 through June 15, 2023 was discussed by the Committee and was provided to the full Board of Trustees via SharePoint.

The Committee was briefed on the ratification of the Administrative Society and Support Staff three-year contracts (July 1, 2023 and ending on June 30, 2026) and on a personnel issue. The committee also received updates on summer and fall enrollments and on other strategic initiatives.

The President then presented the following resolution that was unanimously approved by the Committee:

Resolution #214-FY23 Appreciation of Services – President Clawson

WHEREAS, Preston Clawson was elected by his peers and served as Alumni Representative to the Board of Trustees of Raritan Valley Community College for the 2022/2023 term; and

WHEREAS, Mr. Clawson has concluded his service on the Board of Trustees of Raritan Valley Community College where he has served with dedication and distinction; and

WHEREAS, Mr. Clawson served on the Board of Trustees Educational Programs and Services Committee and his ideas and suggestions enhanced educational opportunities for students and services to the community; and

WHEREAS, during his tenure the College has made a number of advancements, including an innovative redesign of the Arts Center and a new, integrated student services center that provides a seamless student experience and a new “face” for the College entrance; the hiring of a Facilities Master Plan architect to continue bold plans for expanding the Workforce Training Center and for a new Allied Health Center; and new signage to further enhance the College’s brand; and

WHEREAS, Preston Clawson has supported the College’s reputation as one of the most “green” colleges in the United States and has endorsed Raritan Valley Community College’s efforts in the field of service learning; and

WHEREAS, Mr. Clawson helped the College work through challenging times and uncertainties while protecting the educational mission and dedication to the community of learners and providing a safe path forward for students and a safe workplace for faculty and staff in a time of unprecedented disruption; and

WHEREAS, Mr. Clawson is a highly respected member of the College community and is a valued colleague and friend to Raritan Valley Community College;

NOW, THEREFORE, BE IT RESOLVED, that the RVCC Board of Trustees, President Michael J. McDonough, and the members of the College community, extend their deepest gratitude and best wishes to Preston, and wish him well in all of his endeavors, and look forward to his continued contributions to RVCC in the future.

Resolution #180-FY23 was moved by Trustee Howes, seconded by Trustee Torres, and approved unanimously by voice vote.

On behalf of the Board of Trustees, President McDonough, and the College community, Chair Bateman expressed her appreciation to Trustee Clawson for his tremendous contributions to the Board and to the College community and further wished him well in his future endeavors.

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.”

There were no public comments at the time.

IX. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 5:18 p.m.

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