

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
JANUARY 21, 2025

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, January 21, 2025, in person and via Zoom Webinar. Trustee Chair Zenon Christodoulou 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	Absent:	Nidhi Makhija
	Thomas Borkowski		Howard Opdyke
	Zenon Christodoulou		Adam Shain
	Jinnee Min DeMarco		Juan Torres
	Nicholas Gallo		
	Michael Goldberg		
	Roger Jinks		
	Roger Locandro		
	Margaret Sullivan		
	Helena Swanicke		
	James Von Schilling		

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

A quorum was present.

III. Agenda Items

1. Approval of Meeting Minutes

The Reorganization and Regular meeting minutes of December 10, 2024, were moved by Trustee Margaret Sullivan, seconded by Trustee Roger Jinks, and approved by voice vote.

2. President/Chair Reports

President Michael McDonough acknowledged that the Spring 2025 semester begins tomorrow, January 22, 2025. The President reported that enrollment numbers were up and expressed his appreciation for the great work of advisors and admission staff. The President announced that Johnson & Johnson will visit Raritan Valley Community College on February 4, 2025, to celebrate the launch of the NJBioFutures initiative. He expressed his gratitude to Conrad Mercurius for his crucial role in fostering a partnership with the New Jersey Council of Community Colleges (NJCCC), Johnson & Johnson, industry partners, and three community colleges. This collaboration aims to create a sustainable and skilled talent pipeline to support the rapidly expanding cell and gene therapeutics sector in New Jersey.

President McDonough also cautioned that as budget season in New Jersey approaches, the college has been told to prepare for a five percent budget cut, which will significantly impact students and the institution.

Chair Christodoulou expressed his gratitude to the faculty and staff for their dedication to the college. He also recognized the Board of Trustees, stating that they are the best board he has ever worked with. He wished everyone a happy and healthy New Year.

3. Committee Reports

A. Finance Committee

Trustee Roger Locandro reported on the Treasurer’s Report (Resolution #87-FY25) for the period 11/01/24 through 12/31/24. On a motion by Trustee Locandro, seconded by Trustee Jinks, the Treasurer’s Report was approved by voice vote.

Trustee Locandro then presented Consent Agenda Resolutions #88-FY25 through #99-FY25. On motion by Trustee Locandro, seconded by Trustee Von Schilling, the resolutions were approved by voice vote.

RESOLUTION #88-FY25 – Various Vouchers for Payment

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

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

Check	363376 - 364324	
#s		
ACH#s		5
	Total Checks	\$4,488,845.16
	Total ACH	63,143.46
	Total Vouchers	4,551,988.62
	Construction and Architect Vouchers	813,319.11
	Less Previously Approved	<u>(1,236,320.83)</u>
	Total	<u>\$4,128,986.90</u>

RESOLUTION #89-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Door and Lock Supplies 2024-2025 - Pay to Play

WHEREAS, the Facilities and Grounds department requires the purchase of door and lock supplies for the renovation of various campus classrooms and offices; and

WHEREAS, RVCC has spent \$24,806.38 to date with Accredited Lock Supply during Fiscal Year 2025; 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, 2024 through June 30, 2025, 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:

Accredited Lock Supply, Inc.
1161 Paterson Plank Road
Secaucus, NJ 07094
Amount: Not to Exceed \$41,500.00

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 #90-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Temperature Control Equipment for the Workforce Training Center Addition

WHEREAS, the purchase and installation of temperature control equipment is needed for the new Workforce Training Center Addition areas; and

WHEREAS, the Automated Logic system is proprietary, and the controls are critical to maintaining heating and cooling in 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 this equipment is available through the 2024 Chapter 12 capital funds reserved for the Workforce Training Center Addition project; and

WHEREAS, a purchase order will be issued as follows:

Automated Logic Corporation
100 Delawanna Avenue
Suite 400
Clifton, NJ 07014
Amount: \$43,010.00

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 to Automated Logic Corporation.

Michael DePinto
Director of Purchasing

Title: Blinds, Shades and Window Treatments 2024-2025 - Pay to Play

WHEREAS, the Facilities and Grounds department requires the purchase and installation of blinds, shades, and window treatments for the renovation of various campus classrooms and offices; and

WHEREAS, Raritan Valley Community College has spent \$11,138.50 to date with Bai-Lar Interior Services during Fiscal Year 2025; and

WHEREAS, The Educational Services Commission of New Jersey (New Jersey State Approved Purchasing System #65MCESSCCPS) has awarded a contract for Furniture and Accessories to Bai-Lar Interior Services via Contract #ESCNJ 22/23-08; 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, 2024 through June 30, 2025, 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>Bai-Lar Interior Services, Inc. 554 New Brunswick Avenue Fords, NJ 08863 <u>Amount: Not to Exceed \$41,500.00</u></p>
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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

Title: Tree Removal and Maintenance Services 2024-2025 – Pay to Play

WHEREAS, the Facilities and Grounds Department requires tree removal and maintenance services to ensure that the College grounds remain safe and operational; and

WHEREAS, RVCC has spent \$12,750.00 to date with Beyond the Leaf Tree and Shrub Experts, LLC during Fiscal Year 2025; 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, 2024 through June 30, 2025, 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>Beyond the Leaf Tree and Shrub Experts, LLC 333 Layfield Road Perkiomenville, PA 18074 <u>Amount: Not to Exceed \$41,500.00</u></p>
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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 #93-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Furniture for the Library Study Rooms - Pay to Play

WHEREAS, Raritan Valley Community College requires the purchase and installation of six (6) collaborative tables and thirty-six (36) task chairs for the Evelyn S. Field Library study rooms; and

WHEREAS, three (3) quotes were obtained with Computer Comforts, Inc./OM Seating (Office Master, Inc.) presenting the College with the most favorable proposal; 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 six (6) collaborative tables will be purchased directly from Computer Comforts, which has entered into a contract with The Educational Services Commission of New Jersey (New Jersey State Approved Purchasing System #65MCESCCPS), of which RVCC is a member, for Furniture and Accessories (Contract #ESCNJ 22/23-08); and

WHEREAS, Computer Comforts additionally included the purchase of thirty-six (36) task chairs in their proposal, which will be procured from their partner, OM Seating (Office Master), who has entered into an agreement with the State of New Jersey for Office, Dormitory, Residential, Library, Classroom, Lounge, and Systems Furniture (Contract #25-COMG-94163); and

WHEREAS, while the purchase orders will be charged against the Fiscal Year 2025 Library operating budget, these purchases will ultimately be supported by the Funded Strategic Initiatives (President's Innovation Fund) that the Board of Trustees approved on June 4, 2024, via Resolution #186-FY24; 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, 2024 through June 30, 2025, 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:

**Computer Comforts, Inc.
367 Columbia Memorial Parkway
Kemah, TX 77565**

**OM Seating (Office Master, Inc.)
1110 South Mildred Avenue
Ontario, CA 91761**

Total Amount of Library Furniture Purchase Orders: \$26,876.84

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 Creative Comforts, Inc. and OM Seating (Office Master, Inc.).

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

Michael DePinto,
Director of Purchasing

RESOLUTION #94-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Maintenance and Repair Services for the Campus Automatic Doors 2024-2025 - Pay to Play

WHEREAS, the Facilities and Grounds department requires maintenance and repair services be performed on the various automatic doors on campus; and

WHEREAS, RVCC has spent \$32,070.00 to date with Core Automatic Doors, LLC during Fiscal Year 2025; 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, 2024 through June 30, 2025, 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:

Core Automatic Doors, LLC
465 Ellis Place
Wyckoff, NJ 07481
Amount: Not to Exceed \$41,500.00

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 # 94A-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Architectural Services for Modular Buildings

WHEREAS, Raritan Valley Community College requires architectural services be performed for the design of the Center for Community Engagement; and

WHEREAS, these professional services include only limited general architectural and structural work because the available funding and required timeline led to the choice of pre-fabricated modular buildings; and

WHEREAS, mechanical and civil professional services will be done by others at costs below resolution thresholds; and

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

WHEREAS, six (6) bid RFP's were distributed and four (4) proposals were obtained ranging from \$37,600 to \$81,500 with NETTA Architects presenting the College with the most favorable plan; and

WHEREAS, funding will be provided by a special \$1,000,000 State of New Jersey grant utilizing American Rescue Plan resources.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to enter into an agreement and issue a purchase order as described hereinabove to Netta Architects.

NETTA Architects
1084 Route 22 West
Mountainside NJ 07092
Total Amount Not to Exceed: \$44,500

John Trojan
Vice President for Finance and Facilities

RESOLUTION #95-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Digital Cameras and Accessories for the Digital Media/Film Program - Pay to Play

WHEREAS, the purchase of eleven (11) Canon EOS R6 Mark II digital cameras and related accessories is needed for the Digital Media/Film program; and

WHEREAS, these cameras are needed to replace the existing outdated equipment and provide students with more modern technology for professional development; and

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

WHEREAS, Adorama's offer is a package deal that helps the college save money and provides students with everything they need to create projects for their classes; and

WHEREAS, the approved Fiscal Year 2025 Perkins Grant budget includes the purchase of these cameras via Budget Line numbers 360, 370, and 472; 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, 2024 through June 30, 2025, 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>Adorama, Inc. 42 West 18th Street New York, NY 10011 <u>Amount:</u> \$24,139.36</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 Adorama, Inc.

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

Michael DePinto
Director of Purchasing

RESOLUTION #96-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Nursing and Medical Assistant Student Kits 2024-2025 - Pay to Play

WHEREAS, the Nursing department requires the purchase of student kits containing the appropriate equipment and supplies needed to ensure that students are provided with the tools necessary to properly navigate both the Nursing and Medical Assistant curriculums; and

WHEREAS, RVCC has spent \$17,408.08 to date with Coursey Enterprises, Inc. during Fiscal Year 2025; 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, 2024 through June 30, 2025, 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:

Coursey Enterprises, Inc.
1259 Lynn Lane
Idabel, OK 74745
Amount: Not to Exceed \$41,500.00

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 #97-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Microscope Equipment, Maintenance, and Parts 2024-2025 - Pay to Play

WHEREAS, the Science and Engineering Department requires the purchase of microscope equipment, accessories, maintenance services, and replacement parts for the 2024-2025 academic year; and

WHEREAS, RVCC has spent \$17,860.00 to date with Optix, Inc. during Fiscal Year 2025; 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, 2024 through June 30, 2025, 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:

Optix, Inc.
1 West Cliff Street
Floor 2
Somerville, NJ 08876
Amount: Not to Exceed \$41,500.00

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 #98-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Telephone Services Agreement 2025-2028

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized management to enter into a one (1) year agreement for Telephone Services with Ring Central, Inc., via Resolution #22-FY25; and

WHEREAS, Ring Central has presented the College with an upgraded proposal for the three (3) year period of January 22, 2025 through January 21, 2028; and

WHEREAS, this new agreement will supersede the current one, resulting in lower monthly costs, improved service, and greater functionality for both administrative and instructional purposes; and

WHEREAS, the proposal additionally includes a one (1) year optional renewal term for the period of January 22, 2028 through January 21, 2029; 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, Ring Central, Inc. has entered into an agreement with the Sourcewell purchasing cooperative (Contract #120122-RNG), of which RVCC is a member; and

WHEREAS, funding for these services will be made available through the Fiscal Year 2025, 2026, 2027, and 2028 Internal Services operating budgets; and

WHEREAS, purchase orders will be issued as follows:

<p>Ring Central, Inc. 20 Davis Drive Belmont, CA 94002 <u>Estimated Monthly Amount: \$13,220.00 per Month</u> <u>Estimated Annual Amount: \$158,640.00</u> <u>Estimated Three-Year Total Amount: \$475,920.00</u></p>

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into a three (3) year agreement and issue purchase orders in the amounts shown above to Ring Central, Inc

Michael DePinto
Director of Purchasing

**Title: Customer Relationship Management Software Platform Services 2024-2025 –
Pay to Play**

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized the entrance into an agreement for a customer relationship management (CRM) software that spans the entire student lifespan supporting prospects, students, and alumni, via Resolution #198-2021; and

WHEREAS, the TargetX Community College Suite CRM is specifically designed for community colleges and provides complete student lifecycle management from inquiry to alumni; and

WHEREAS, the TargetX agreement additionally included exclusive pricing through their partner Salesforce.com, who provides the required platform upon which the TargetX CRM is built; and

WHEREAS, Salesforce.com has provided the College with a revised proposal for the final year of the five (5) year agreement that will include additional licenses and services; and

WHEREAS, the funding for these additional licenses and services is available from the Fiscal Year 2025 Enrollment Management Operating 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, 2024 through June 30, 2025, 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>Salesforce.com, Inc. 415 Mission Street - 3rd Floor San Francisco, CA 94105 <u>Amount:</u> \$22,502.30</p>
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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 Salesforce.com, Inc.

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

Michael DePinto
Director of Purchasing

- B. Strategy and Vision Committee
- C. Educational Programs and Services Committee

Trustee James Von Schilling presented Consent Agenda Resolutions #100-FY25 through #102-FY25. Trustee Von Schilling moved the above-stated resolutions, which were seconded by Trustee Margaret Sullivan and approved by voice vote.

Title: Human Resources Action Report for January 21, 20251. New Adjunct Faculty

The following individuals are recommended as a new adjunct faculty for Spring 2025 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$1,104 to \$1,215.

Last Name	First Name	Rank	Discipline	Per contact hour rate	Hire Date
Albanese	Janine	Assistant Professor	English	\$1,134	1/22/25
Bennett	Telia	Assistant Professor	English	\$1,134	1/22/25
Calello	Alana	Instructor	Science & Engineering	\$1,104	1/22/25
Forman	Bruce	Assistant Professor	Math & Computer Science	\$1,134	1/22/25
Sood	Divya	Instructor	English	\$1,104	1/22/25

2. Returning Adjunct Faculty

The following individual is recommended as returning adjunct faculty for Spring 2025 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$1,104 to \$1,215.

Last Name	First Name	Rank	Discipline	Per contact hour rate	Hire Date
Alleger	Lynne	Assistant Professor	English	\$1,134	1/22/25

3. New Hire- Administrator

The following individual is recommended for the indicated Administrator position at the salary specified:

Name	Title	Salary	Department	Start date
*Theresa Tsakalakos	RISE Academic Coordinator	\$69,332	RISE	1/2/25

*Budget Code 100-3191-5010-10/replacing C. Tedesco

4. New Hire- Support Staff

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

Name	Title	Salary	Department	Effective Date
*Iustre Surot	Student Account Specialist-A/R	\$51,272	Budget & Finance	12/9/24
**Holly Vandal	Laboratory Assistant-Biology	\$41,660	Science & Engineering	1/6/25

*Budget Code 100-4100-5310-60/replacing N. Gomes

**Budget Code 100-3180-5310-10/replacing C. Bogda

5. Resignation

The following reflect employees who have resigned from the College.

Name	Title	Department	Effective Date
Karen Finnerty	Laboratory Assistant-MLT	Science & Engineering	1/10/25
David Hogan	Assistant Director of Testing Center	Testing Center	1/3/25
Sandile Manzini	Program Manager-High School Outreach	K-12 Partnerships	1/3/25

RESOLUTION #101-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Reappointments, Second Year & Beyond Teaching Faculty, Librarians, Counselors and Teaching Assistants

BE IT RESOLVED, that the recommendation of the President, the following teaching Faculty, Librarians, Counselors and Teaching Assistants be notified of their reappointments by the Board of Trustees for the 2025-2026 academic or fiscal year with a contractual salary increase.

*Represents Tenure Awarded

** Salary represents reduced workload

Last Name	First Name	Rank	Salary
Anderson	Anne Marie	Professor-Accounting	\$101,486
Arvay	Susan	Professor-English	\$99,034
Austin	Lori	Professor-Math	\$103,772
Awwad	Mutasem	Associate Professor-Networking	\$87,271
Balut	Maryann	Professor- Nursing	\$102,956
Banfield	Sara	Professor-Communication/Speech	\$101,975
Baricevic	Marianne	Professor- A&P/Micro	\$107,949
Bazar	Carrie	Career Counselor IV	\$121,027
Bell	Cheryl	Associate Professor - ESL	\$95,512
Bendjilali	Boualem	Professor - Mathematics	\$110,587
Bendjilali	Khadidja	Associate Professor - Mathematics	\$83,223
Bitter	Janelle	Assistant Professor- Librarian, Systems & Tech Service	\$79,555
Black	William	Professor - Accounting	\$112,030
Bondhus	Michael	Professor-English	\$99,034
Brower	Stephen	Assistant Professor - CIS	\$88,456
Burns	Keith	Associate Professor-Fitness & Wellness	\$87,844
Campoli	Alison	Professor-Nursing	\$98,978
Carr	Edward	Professor- Microbiology	\$111,012
Caruso	Steven	Assistant Professor- Computer Science	\$76,895
Casciola	Nicole	Instructor/Coordinator-Paralegal	\$70,312
Case	Rebecca	Associate Professor - Spanish	\$85,552
Celi	Anthony	Instructor-Philosophy	\$66,027
Chase	David	Professor- English	\$102,195
Choi	Youngjun	Associate Professor - Math	\$95,249
Chynoweth	Christine	Instructor- ASL	\$69,853

Last Name	First Name	Rank	Salary
Claxton	Rebecca	Instructor- Mathematics	\$67,805
Crosbie	William	Associate Professor-Comp Science	\$97,169
Cuss	Sarah	Instructor-Nursing	\$67,805
Czerw	Margaret	Professor- Chemistry	\$107,858
D'Angelo	Anthony	Instructor-Mechanical Engineer	\$70,312
Dar	Siddra Majeed	Assistant Professor-Med Lab Tech	\$77,743
Darkenwald-DeCola	Jessica	Associate Professor-English	\$86,060
DePinto	Dominick	Assistant Professor- CEM Tech	\$80,599
Dempsey	Megan	Professor-Librarian	\$103,701
Felix	Justin	Associate Professor - English	\$94,430
Flor	Paul	Associate Professor- Business Administration-HVAC	\$107,860
Fois	Loretta	Professor-Dance	\$102,956
Forte	Frank	Assistant Professor- Mathematics	\$81,531
Gaffney	Karen	Professor - English	\$106,878
Gandotra	Anshu	Instructor-CIS	\$68,074
*Giffin	Jennyfer	Assistant Professor-Nursing Med/Surg	\$79,376
Goins	Ishimine	Assistant Professor -English	\$75,962
Gutierrez	Isabel	Professor - Psychology	\$98,051
Gutshall-Seidman	Karen	Professor- Human Services	\$106,878
Hageman	Lindsey	Instructor-ESL	\$67,143
Harford	John	Instructor Graphic Design	\$77,776
Heithoff	Heather	Associate Professor-Nursing	\$85,934
Heller	Sara	Assistant Professor-Automotive Tech	\$79,824
Iannacone	Eric	Associate Professor-Biology A/P	\$93,145
Jones	James	Associate Professor-Criminal Justice	\$88,536
Katsha	Ahmed	Associate Professor-A/P Bio	\$85,620
*Keegan	Tracey	Assistant Professor-Nursing Med/Surg	\$79,935
Kelly	Jay	Professor- Biology	\$105,107
Kim	Ji Yong	Assistant Professor-Visual Arts	\$77,232
Kinebrew-Bosa	Carolyn	Associate Professor-Communications	\$83,972
Kletz	Patti Ann	Professor- Business	\$104,492
**Klinger	William	Professor- Business Administration & Management	\$86,866
Kovarik	Tomas	Associate Professor - Mathematics	\$103,901
Kravitz	Jeffrey	Instructor-Ophthalmic	\$70,651
Lambrix	Todd	Assistant Professor-Art 3D Design	\$76,173
Lenahan	Melanie	Professor - Biotechnology	\$106,878
Levitt	Brian	Instructor-Automotive Technology	\$70,651
Lindemann	Ellen	Professor Business Admin	\$107,858
Lindskoog	Carl	Professor - History	\$96,135
Liu	Chuan	Instructor-Chemistry	\$70,298

Last Name	First Name	Rank	Salary
Maitland	Kimberly	Associate Professor- Early Childhood	\$95,927
Martin	Philip	Associate Professor - Communication	\$85,630
McManus	Darren	Associate Professor- Graphic Design	\$88,517
Molle	Maria	Assistant Professor-Nursing	\$80,807
Moore	Elaine	Associate Professor - Marketing	\$98,981
Morris	Melanie	Professor- Business Law	\$111,260
Nadkarni	Vandana	Professor- Art History	\$103,389
Nicolaides	Demetris	Associate Professor-Physics	\$91,849
Nikitovic	Nemanja	Assistant Professor- Mathematics	\$82,750
O'Neill	Elizabeth	Assistant Professor- Pediatric Nursing	\$82,619
Offenhauer	Alexa	Associate Professor-English	\$86,717
Partapurwala	Mohammed	Assistant Professor- Economics	\$78,456
Patel	Aditi	Associate Professor - Mathematics	\$95,064
Pearce-Morris	Jennifer	Associate Professor, Sociology	\$89,058
Pipitone	Christine	Professor-English	\$106,878
*Pirrotta	Michael	Assistant Professor-Psychology	\$75,624
Pompo	Antonella	Professor- Engineering	\$110,769
Reynolds	Laurie	Professor - French/Spanish	\$109,269
Ricketts	Glenn	Professor-Political Sci	\$135,440
Rimple	Tracey	Associate Professor- Bus Admin	\$99,487
Rodriguez	Janette	Assistant Professor-Medical Assistant Program	\$78,457
Romaine	Linda	Professor- Fitness & Wellness	\$100,014
Roop	Joan	Associate Professor-Nursing	\$88,751
Ross	Kristen	Instructor-Nursing	\$67,183
Russo	Dennis	Professor - Theatre	\$103,937
Schwarz	Steven	Professor - CS	\$103,937
Seater	Barbara	Associate Professor- Sociology	\$157,520
Shah	Madhavi	Associate Professor-Biology	\$88,150
Shapiro	Alisa	Associate Professor-Accounting	\$87,285
Sichel	John	Professor - Music	\$105,405
Singleton	Courtney	Assistant Professor -Anthropology	\$74,128
Smith	Virginia	Professor - Interior Design	\$100,191
Smith	Lisa	Instructor - Nursing Demo Skills Lab	\$65,923
Soliman	George	Assistant Professor- Mathematics	\$77,512
Sosa	Nicholas	Assistant Professor - Psychology	\$79,824
Stander	Emilie	Professor-Environmental Science	\$98,831
Suk	Kathryn	Professor- Elementary/Second Edu	\$99,034
Tucker	Lisa	Professor- English	\$106,944
Tyson	Ronald	Associate Professor - English	\$95,268
Vaccaro	Andrea	Professor- ESL	\$97,067

Last Name	First Name	Rank	Salary
Valenti	Alyssa	Professor- Librarian	\$97,067
Walter	Evan	Assistant Professor - Digital Media/Film	\$75,817
Warren	Jeffrey	Counselor III	\$107,095
Weber	Derek	Professor-A&P/Micro	\$104,982
Yang	Linda	Associate Professor - Computer Science	\$85,994
Youngblood	Arday	Assistant Professor - Nursing	\$80,599
Yunker	Beau	Assistant Professor-OTA Assist/Cord	\$79,940
Zieba	Izabela	Associate Professor - English	\$88,134

RESOLUTION #102-FY25 BOARD OF TRUSTEES MEETING JANUARY 21, 2025

Title: Reappointments First Year Teaching Faculty, Librarians, Counselors and Teaching Assistants

BE IT RESOLVED, that at the recommendation of the President, the following first-year teaching Faculty, and Librarians be notified of their reappointments by the Board of Trustees for the 2025-2026 academic year with a contractual salary increase.

Last Name	First Name	Rank	Salary
Cacciatore	Robert	Assistant Professor - Criminal Justice	\$75,800
Granger	Michaela	Instructor - History	\$67,424
Ignaffo	Timothy	Assistant Professor - Philosophy	\$75,800
McConnell	Jeffrey	Instructor - Visual Arts-Image Print & Design	\$69,969
O'Neill	Drew	Instructor - General Mathematics	\$66,534
Stock	Gregory	Assistant Professor - Statistics	\$75,800
Sweet	Dawn	Assistant Professor - Speech/Communication	\$75,800
Tonti	Kaitlin	Instructor - English	\$69,969

Committee Chair James Von Schilling shared that earlier in the day, Rikita Singh, Executive Director of Student Support, and Tierra Hall-Edward, Assistant Director of Counseling Services, presented the important mission of the Resource Center. During its peak in 2024, the center served over 1,000 students each month. Funding sources include NORWESCAP, the Hunger Free Grant, and the RVCC Foundation. Each year, the Center provides between \$3,000 and \$6,500 in book vouchers, gas cards, Uber rides, and ShopRite gift cards.

The Center also collaborates with community partners, including the Community Food Bank of NJ, Wegmans, ShopRite, Somerset County Food Bank, Safe & Sound Somerset, Safe in Hunterdon, and Court Appointed Special Advocates (CASA). The Center also manages a Free Shop, where the college community can find clothing, uniforms, and shoes, as well as the popular Wegmans Wednesdays program.

D. Governance, Policy, and President Evaluation Committee

Trustee Caren Bateman reported that the Campus Safety Report for the period December 4, 2024 through January 7, 2025 was discussed by the Committee and was provided to the full Board of Trustees via SharePoint.

Earlier in the day, the Committee was briefed on spring enrollment and the budget. The Committee also established an Ad Hoc Board Policy Committee. During the meeting, Trustee Bateman discussed the necessity of organizing a Spring Board retreat, emphasizing how crucial it is for everyone to be present.

V. Old/New Business

Trustee Sullivan shared that The Forage Wars Symposium will be held on Saturday, March 15, 2025, at 9:00 a.m., in RVCC Events Center.

VI. Public Questions/Comments

Trustee 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.”

Keilani Abdullah, a Professor of Sociology and Gender Studies, discussed how students build mentorships and career pathways through the vital work of service learning. She also highlighted the significant impact she has observed during her two semesters teaching students in the RISE program. Professor Abdullah teaches Sociology at East Jersey State Prison, where she works with twenty exceptional students who consistently achieve top exam grades.

VII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 4:21 p.m.

Respectfully submitted,

Annette LaCanna
Manager, Executive Office and
Secretary to the RVCC Board of Trustees