

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR MEETING
MAY 20, 2025

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, May 20, 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: | Juan Torres |
| | Thomas Borkowski | | |
| | Zenon Christodoulou | | |
| | Jinnee Min DeMarco | | |
| | Nicholas Gallo | | |
| | Michael Goldberg | | |
| | Roger Jinks | | |
| | Roger Locandro | | |
| | Nidhi Makhija | | |
| | Howard Opdyke | | |
| | Adam Shain | | |
| | 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. Executive Session

An announcement was then made to enter into Executive Session. Trustee Chair Christodoulou 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 the President’s Annual Evaluation. No formal action would be taken during Executive Session and any action taken by the Board would be held public session.” Trustee Chair Christodoulou 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 Roger Jinks, and seconded by Trustee Margaret Sullivan, and approved by voice vote. The Board entered into Executive Session at 4:25 p.m.

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

IV. Agenda Items

1. Approval of Meeting Minutes

The Special meeting minutes of April 22, 2025, were moved by Trustee Caren Bateman, seconded by Trustee Nicholas Gallo, and approved by voice vote. Trustee Howard Opdyke respectfully abstained from the vote.

The Regular meeting minutes of April 22, 2025, were moved by Trustee Jinks, seconded by Trustee Margaret Sullivan, and approved by voice vote. Trustee Howard Opdyke respectfully abstained from the vote.

2. President/Chair Reports

President McDonough announced that the 2025 Spring Commencement ceremony took place on Saturday, May 17, 2025. He expressed his pride in the RVCC graduating class, noting that a record number of students participated in the ceremony this year. Additionally, the President extended his gratitude to everyone who played a role in planning and executing this memorable event. President McDonough then reported that enrollment in the Summer I session was very strong. He also noted that the Raritan Orientation Advising Registration Sessions (ROARS) will further strengthen the enrollment cycle.

Board of Trustees Chair Zenon Christodoulou expressed his pride in the RVCC graduating class of 2025. He also mentioned that the Board of Trustees held its spring retreat earlier that day, thanking all the Trustees for their participation in a successful event, which concluded with a tour of the Workforce Training Center.

3. Committee Reports

A. Finance Committee

Trustee Roger Locandro reported on the Treasurer's Report (Resolution #156-FY25) for the period 04/01/25 through 04/30/25. On a motion by Trustee Locandro, seconded by Trustee Adam Shain, the Treasurer's Report was approved by voice vote.

Trustee Locandro then presented Consent Agenda Resolutions #157-FY25 through #168-FY25. On a motion by Trustee Locandro, seconded by Trustee Michael Goldberg, the resolutions were approved by voice vote.

RESOLUTION #157-FY25 – Various Vouchers for Payment

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

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

| | | |
|-------------------------------------|-----------------|-----------------------|
| Check #s | 367485 - 368134 | |
| ACH#s | | 2 |
| Total Checks | | \$2,822,654.10 |
| Total ACH | | 44,884.10 |
| Total Vouchers | | 2,867,538.20 |
| Construction and Architect Vouchers | | 820,096.34 |
| Less Previously Approved | | <u>(434,566.55)</u> |
| Total | | <u>\$3,253,067.99</u> |

RESOLUTION #158-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: RVCC Power Plant Roof Replacement

WHEREAS, Raritan Valley Community College issued a public request for bids to replace the main and sloped sections of the Power Plant building's roof; and

WHEREAS, thirty-one (31) bids were distributed to vendors, and five (5) bids were received and opened on Wednesday, May 7, 2025; and

WHEREAS, upon review of the proposals, College management determined that the bid specifications lacked sufficient detail, preventing vendors from providing accurate cost estimates for all aspects of the project; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to reject all submitted bids and instructs College management to collaborate with the architect to revise the bid specifications, ensuring they are more comprehensive, with the intention of re-bidding this project.

Michael DePinto
Director of Purchasing

RESOLUTION #159-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: Fire Alarm Testing and Inspection Services 2025-2026 - Pay to Play

WHEREAS, Raritan Valley Community College requires Fire Alarm Testing and Inspection Services for the period of July 1, 2025 through June 30, 2026; and

WHEREAS, funding for these services is available from the Fiscal Year 2026 Facilities and Grounds 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, 2025 through June 30, 2026, 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>Fire and Security Technologies (FAST) 217 Halls Mill Road Lebanon, NJ 08833 <u>Amount: \$21,290.00</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; and

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

Michael DePinto
Director of Purchasing

Title: Repair Services for the Power Plant Boilers and Pool Heater - 2024-2025 - Pay to Play

WHEREAS, the Facilities and Grounds department requires repair services to be performed on the power plant boilers, the pool heater, and other hot water units on campus; and

WHEREAS, RVCC has spent \$13,064.65 to date with Mechanical Preservation Associates, Inc. during Fiscal Year 2025; and

WHEREAS, funding for these purchases is available from the Fiscal Year 2025 Facilities and Grounds operating budgets; 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>Mechanical Preservation Associates, Inc. 399 Roycefield Road Hillsborough, NJ 08844 <u>Amount:</u> Not to Exceed \$41,500.00</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

Title: Career Coaching and Lightcast Analyst Services 2024-2025 - Pay to Play

WHEREAS, Raritan Valley Community College has established agreements for the provision of Career Coaching and Lightcast Analyst services; and

WHEREAS, the College has spent \$6,200.00 to date with Economic Modeling, LLC during Fiscal Year 2025; and

WHEREAS, funding for the Career Coaching services is available from the Fiscal Year 2025 Marketing and Publicity operating budget; and

WHEREAS, funding for the Lightcast Analyst services was secured from the Fiscal Year 2025 Institutional Research and Assessment 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:

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|---|
| <p>Economic Modeling, LLC (EMSI) 232 North Almon Street Moscow, ID 83843 <u>Amount:</u> Not to Exceed \$41,500.00</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 #162-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: Data Acquisition Hardware and Software for the Chemistry Labs - Pay to Play

WHEREAS, the College requires the purchase of hardware and software to facilitate data collection, analysis, and visualization in the Chemistry laboratories; and

WHEREAS, students will use sensors, including temperature probes, pH sensors, and colorimeters, to gather real-time data and explore various chemical concepts; and

WHEREAS, the software helps students analyze trends, relationships, and make connections between data and underlying chemical principles; and

WHEREAS, three (3) quotes were requested (two quotes were received, and one vendor did not respond), with Vernier Software and Technology, Inc. presenting the College with the most favorable proposal; and

WHEREAS, funding for this purchase is available from the College's Fiscal Year 2026 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, 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:

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|---|
| <p>Vernier Software and Technology, Inc. 13979 SW Millikan Way Beaverton, OR 97005 <u>Amount: \$26,409.42</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 Vernier Software and Technology, Inc.

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

Michael DePinto
Director of Purchasing

RESOLUTION #163-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: 2025 Fall Digital Marketing Campaign

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

WHEREAS, continued investments in digital marketing campaigns and creative design are essential components in generating new student enrollment for the Fall 2025 semester, among high school students, adult learners, and college transfer students, as well as promoting the Community College Opportunity Grant for underserved populations which will have lasting benefits for many years to come; and

WHEREAS, students expect a more inclusive college experience requiring a website that reflects the diversity of the RVCC students; and

WHEREAS, based on the analysis of website usage, enrollment data and market research, FastForward Digital has submitted a proposal for the six (6) month period of July 1, 2025 through December 31, 2025, which combines new creatives with digital marketing and website strategies that reflect the changing College decision-making landscape as a result of national declines in community college enrollments; and

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

WHEREAS, funding for these services is available from the Fiscal Year 2026 Marketing and Publicity operating budget; and

WHEREAS, 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 for marketing services, including creative design, media placement, search-engine optimization and analytics, as follows:

FastForward Digital, LLC
eDesign Interactive
163 Madison Avenue
Suite 220-5
Morristown, NJ 07960
Six-Month Total: \$268,000.00

Michael DePinto
Director of Purchasing

RESOLUTION #164-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: Athletic Training and Sports Medicine Services 2025-2027

WHEREAS, Raritan Valley Community College provides Athletic Training and Sports Medicine services for all student athletes participating on RVCC intercollegiate varsity athletic teams; and

WHEREAS, Raritan Valley Community College advertised for bids for Athletic Training and Sports Medicine Services for the period of July 1, 2025 through June 30, 2027; and

WHEREAS, four (4) bid packages were distributed to vendors and two (2) proposals were received and opened on Thursday, May 8, 2025; and

WHEREAS, the proposals were evaluated on the following criteria:

- Experience Level of Staff in Athletic Training and Sports Medicine.
- Location of Trainers and referred Physicians in reference to the Main RVCC Campus.
- Cost of Service.

WHEREAS, funding for this agreement will be made available through the Fiscal Year 2026 and 2027 Intercollegiate Athletics operating budgets; and

WHEREAS, the low bidder meeting all requirements and qualifications is:

Hunterdon Medical Center
2100 Wescott Drive
Flemington, NJ 08822
Amount Year 1: \$40,000.00
Amount Year 2: \$42,000.00
Two-Year Total: \$82,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into a two-year agreement and issue purchase orders in the amounts shown above to Hunterdon Medical Center.

Michael DePinto,
Director of Purchasing

RESOLUTION #165-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: Annual Maintenance and Support of the Ellucian Banner Document Management Suite 2025-2026

WHEREAS, RVCC currently utilizes the Banner Document Management Suite administrative software system, which is a product of the Ellucian Company; and

WHEREAS, services are required from Ellucian for the maintenance and support of the Banner Document Management Suite; and

WHEREAS, the Banner Document Management Suite is used to digitize and store student and financial documents; and

WHEREAS, the cost of this maintenance for the period of July 1, 2025 through June 30, 2026 will be \$55,085.00; and

WHEREAS, in accordance with N.J.S.A 18A:64A-25.5(19) providing for goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development is exempt from public bidding; and

WHEREAS, funding for this agreement is available from the Fiscal Year 2026 Technology Services operating budget; and

WHEREAS, a purchase order will be issued as follows:

| |
|--|
| <p>Ellucian Company L.P. 4 County View Road Malvern, PA. 19355-1408 <u>Amount: \$55,085.00</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 to Ellucian Company L.P. for the period of July 1, 2025 through June 30, 2026.

Michael DePinto
Director of Purchasing

RESOLUTION #166-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: Nelnet Hosting and Maintenance Services 2025-2026 - Pay to Play

WHEREAS, Raritan Valley Community College requires the renewal of the Nelnet hosting and maintenance services agreement for the period of July 1, 2025 through June 30, 2026; and

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

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

WHEREAS, funding for these services is available from the Fiscal Year 2026 Budget and Finance 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, 2025 through June 30, 2026, 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:

Nelnet Business Solutions, Inc.
121 South 13th Street
Suite 201
Lincoln, NE 68508
Amount Not to Exceed: \$19,000.00

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 #167-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: Annual Maintenance and Support Agreement for Extreme Networks Equipment 2025-2026

WHEREAS, Raritan Valley Community College requires a maintenance and support agreement for the Extreme Networks Data Networking Equipment for the one (1) year period of July 1, 2025 through June 30, 2026; and

WHEREAS, this equipment constitutes our campus data network and is essential to all academic and administrative computing, as well as internet access; and

WHEREAS, three (3) proposals were obtained, with PhillyCom, Inc. presenting the College with the most favorable pricing; 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 maintenance and support of Extreme Networks networking products is available through the Pennsylvania Educational Purchasing Program for Microcomputers (PEPPM), via Contract #533902-062; and

WHEREAS, PEPPM is a national purchasing cooperative serving education agencies and other public sector government agencies throughout the country, of which RVCC is a member; and

WHEREAS, funding for this agreement is available from the Fiscal Year 2026 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 procure the required services from PhillyCom, Inc. and issue a purchase order as follows:

PhillyCom, Inc.
130 West Main Street
Suite 144-302
Collegeville, PA 19426
Amount: \$115,965.00

Michael DePinto
Director of Purchasing

RESOLUTION #168-FY25 BOARD OF TRUSTEES MEETING MAY 20, 2025

Title: Annual License and Support Agreement for Ready Education Mobile App 2025-2026 - Pay to Play

WHEREAS, Raritan Valley Community College requires the renewal of the Ready Education mobile application agreement for the period of June 1, 2025 through May 31, 2026; and

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

WHEREAS, funding for this agreement is available from the Fiscal Year 2026 Technology Services 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, 2025 through June 30, 2026, 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:

Ready Education, Inc.
100 Summit Drive
Burlington, MA 01803
Amount: \$35,249.69

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 Ready Education, Inc.; and

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

Michael DePinto,
Director of Purchasing

B. Educational Programs and Services Committee

Trustee James Von Schilling presented Consent Agenda Resolutions #169-FY25 through #171-FY25. Trustee Nidhi Makhija moved the above-stated resolutions, which were seconded by Trustee Chair Christodoulou and approved by voice vote.

Trustee Von Schilling reported that earlier in the day, President McDonough shared an enrollment report indicating modest but positive increases, which was welcome news.

RESOLUTION #169-FY25

BOARD OF TRUSTEES MEETING

MAY 20, 2025

Title: Human Resources Action Report for May 20, 2025

1. New Adjunct Faculty

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

| Last Name | First Name | Rank | Discipline | Per contact hour rate | Hire Date |
|-----------|------------|---------------------|------------|-----------------------|-----------|
| Hammond | Yvonne | Assistant Professor | RISE | \$1,134 | 6/2/2025 |
| Lewis | Heather | Assistant Professor | RISE | \$1,134 | 6/2/2025 |
| Sridhar | Shivpriya | Instructor | RISE | \$1,104 | 6/2/2025 |

2. New Hire- Support Staff

The following individuals are recommended for the indicated support staff position at the hourly rate specified:

| Name | Title | Hourly Rate | Department | Hire Date |
|--------------------|---------------------------------------|-----------------------|-----------------------|-----------|
| *Engy Issa | Admissions Coordinator | \$28.84 (\$56,238) | Enrollment Management | 5/5/25 |
| **Lauren Tenenbaum | Department Assistant Arts & Design | \$23.47 (\$45,773) | Arts & Design | 5/19/25 |

*Budget Code 100-2210-5310-60/replacing D. Acharon

**Budget Code 100-3150-5310-10/replacing S. Hartzell

3. Status Change-Administrator

The following reflect recommended change for the indicated Administrator position at the annualized salary specified:

| Name | Title | Salary | Department | Effective Date |
|--------------------|---|----------|---------------------|----------------|
| Tierra Hall-Edward | Director of Counseling Services | \$76,239 | Student Support | 5/16/25 |
| *Melanye Nunez | Dual Enrollment Coordinator | \$61,716 | K-12 Partnerships | 5/16/25 |
| **Kenneth Ryan | Administrative Technology Solutions Integrator | \$80,606 | Technology Services | 4/16/25 |

*Budget Code 100-3310-5010-20/replacing S. Manzini

** Budget Code 100-4300-5010-60/new

4. Resignations

The following reflect employees who have resigned from the College:

| Name | Title | Department | Effective Date |
|-----------------|------------------------------------|-----------------------|----------------|
| Shannia Jarrett | Human Resources Specialist | Human Resources | 5/8/25 |
| Donna Nolan | Director of Advanced Manufacturing | Workforce Development | 5/7/25 |

RESOLUTION #170-FY25

BOARD OF TRUSTEES MEETING

MAY 20,2025

Title: Appointment, Full-Time Tenure-Track AY 2025-2026 Faculty

BE IT RESOLVED, that at the recommendation of the President, the following full-time tenure-track faculty appointment be approved for AY 2025-2026.

| Name | Title | Department | Salary | Hire Date |
|-------------------|--|------------------------------|----------|-----------|
| *Ka Man Chan | Assistant Professor- Cybersecurity/Networking & Computer Science | Math & Computer Science | \$75,067 | 9/1/25 |
| ** Gregory Toole | Assistant Professor- General Mathematics | Math & Computer Science | \$75,067 | 9/1/25 |
| ***Jennifer Toole | Assistant Professor-Social Media Theory & Production | Communication & Languages | \$75,067 | 9/1/25 |

*Budget Code 100-3160-5130-10/new

**Budge Code 100-3160-5130-10/replacing A. Krolik

***Budget Code 100-3140-5130-10/replacing T. Bentley

RESOLUTION #171-FY25

BOARD OF TRUSTEES MEETING

MAY 20,2025

Title: Faculty Promotions

WHEREAS, the Board of Trustees by Resolution #101-FY25 dated January 21, 2025 did reappoint the following faculty members for the 2025-2026 academic year; and

WHEREAS, the President of the College has received recommendations for promotion from the Professional Standards Committee; and

WHEREAS, the President has reviewed these recommendations;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the President, the following faculty members be promoted to the academic rank as indicated, effective July 1, 2025 unless otherwise indicated:

| Faculty | Department | Current Rank | To |
|-------------------|--------------------------------|---------------------|---------------------|
| Cheryl Bell | Communication & Languages | Associate Professor | Professor |
| Madhavi Shah | Science & Engineering | Associate Professor | Professor |
| Frank Forte | Mathematics & Computer Science | Assistant Professor | Associate Professor |
| Elizabeth O'Neill | Health Science Education | Assistant Professor | Associate Professor |

| | | | |
|-------------------|--|---------------------|---------------------|
| George Soliman | Mathematics & Computer Science | Assistant Professor | Associate Professor |
| Beau Younker | Health Science Education | Assistant Professor | Associate Professor |
| Jennyfer Giffin | Health Science Education | Instructor | Assistant Professor |
| Tracey Keegan | Health Science Education | Instructor | Assistant Professor |
| *Michael Pirrotta | Humanities, Social Science, Social Work, & Education | Instructor | Assistant Professor |

*January 1, 2026

C. Governance, Policy, and President Evaluation Committee

Trustee Caren Bateman reported that the Campus Safety Report for the period April 11 through May 8, 2025, was discussed by the Committee and was provided to the full Board of Trustees via SharePoint.

Trustee Bateman stated that earlier in the day, the Committee reviewed the President's Annual Evaluation. She reported that the evaluation was very positive and that RVCC is lucky to have President McDonough at the helm. Trustee Christodoulou thanked President McDonough everything he does for RVCC, saying that he is optimistic that the future is bright for RVCC.

President McDonough provided updates on spring and fall enrollment and the FY26 budget. Trustee Bateman shared that the ad hoc committee proposed an update to the Trustee Bylaws. A resolution to approve the update will be presented at the June 24th meeting.

V. Old/New Business

VI. Public Questions/Comments

Trustee Chair Christodoulou 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."

Jennyfer Giffin, an instructor in the Nursing Program, provided an update on the Student Nursing Association. Ms. Giffin reported that RVCC students who took the NCATS in 2024 exceeded expectations, with 98.25% of students passing the exam. Ms. Griffin also provided an overview of the important charitable events in which nursing students participate, demonstrating loving kindness and leading with a servant's heart.

VII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 4:52 p.m.

Respectfully submitted,

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