

RARITAN VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES REGULAR MEETING  
DECEMBER 9, 2025

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, December 9, 2025, in person and via Zoom Webinar. Trustee Chair Zenon Christodoulou called the Regular Board of Trustees meeting to order at 4:07 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:	Thomas Borkowski
	Zenon Christodoulou		Roger Locandro
	Michael Goldberg		Nidhi Makhija
	Roger Jinks		
	Victor Komosinski		
	Howard Opdyke		
A	Adam Shain		
	Margaret Sullivan		
	Helena Swanicke		
	Juan Torres		
	James Von Schilling		

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

A quorum was present.

III. Agenda Items

1. Approval of Meeting Minutes

The Regular meeting minutes of October 28, 2025, were moved by Trustee Helena Swanicke, seconded by Trustee Caren Bateman, and approved by voice vote. Trustee Adam Shain respectfully abstained.

2. President/Chair Reports

President McDonough noted the end of the Fall term and the last day of classes and congratulated students on their accomplishments. The President reported that spring enrollment is currently underway, and the college is hoping for a large incoming class. He also shared that the College is in excellent shape at the end of the year. Dr. McDonough recognized Michael Marion and the RVCC Foundation for their recent events that raised \$68,000 for the student resource center, which supports student food security.

Chair Christodoulou extended warm holiday wishes to everyone on behalf of the Board of Trustees.

Trustee Michael Goldberg welcomed newly appointed Commissioner Elizabeth Graner, Somerset County Commissioner liaison to the RVCC Board of Trustees.

### 3. Committee Reports

#### A. Audit Committee

The Audit Committee convened earlier today to review the drafts of the College's Annual Financial Report for FY 2025, along with the RVCC Foundation's Annual Financial Report for FY 2025.

#### B. Finance Committee

Trustee Chair Christodoulou reported on the Treasurer's Report (Resolution #53-FY26) for the period 10/01/25 through 10/31/25. On a motion by Trustee James Von Schilling, seconded by Trustee Swanicke, the Treasurer's Report was approved by voice vote.

Trustee Chair Christodoulou then presented Consent Agenda Resolutions #54-FY26 through #66-FY26. On a motion by Trustee Michael Goldberg, seconded by Trustee Roger Jinks, the resolutions were approved by voice vote. Resolution #65-FY26 was withdrawn in Committee.

#### RESOLUTION #54-FY26 – Various Vouchers for Payment

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

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

Check #s	371191 - 373158	
ACH#s		3
Total Checks		\$3,991,479.15
Total ACH		60,280.17
Total Vouchers		4,051,759.32
Construction and Architect Vouchers		234,909.95
Less Previously Approved		<u>(890,728.33)</u>
Total		<u>\$3,395,940.94</u>

RESOLUTION #55-FY26                      BOARD OF TRUSTEES MEETING                      DECEMBER 9, 2025

#### **Title: Fume Hood for the Biotechnology Laboratory – Pay to Play**

WHEREAS, Raritan Valley Community College requires the purchase and installation of a new Cook EF-3 fume hood for the Biotechnology laboratory; and

WHEREAS, three (3) quotes were obtained, with DeSesa Engineering Company, Inc. providing the most favorable pricing; and

WHEREAS, funding for this work is available from the 2025 Chapter 12 capital funds allocated for the Workforce Training Center; 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:

**DeSesa Engineering Company, Inc.**  
**83 Dorsa Avenue**  
**Livingston, NJ 07039**  
**Amount: \$28,995.00**

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 in the amount shown above to DeSesa Engineering Company, Inc.

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

Michael DePinto  
Director of Purchasing

RESOLUTION #56-FY26      BOARD OF TRUSTEES MEETING      DECEMBER 9, 2025

**Title: Heat Exchanger for the Campus Pool – Pay to Play**

WHEREAS, Raritan Valley Community College requires the purchase and installation of a new P22 heat exchanger for the campus pool; and

WHEREAS, three (3) quotes were obtained, with DeSesa Engineering Company, Inc. providing the most favorable pricing; and

WHEREAS, funding for this work is available from the 2025 Chapter 12 capital funds allocated for Mechanical System and Infrastructure Upgrades; 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:

**DeSesa Engineering Company, Inc.**  
**83 Dorsa Avenue**  
**Livingston, NJ 07039**  
**Amount: \$18,900.00**

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 in the amount shown above to DeSesa Engineering Company, Inc.

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

Michael DePinto  
Director of Purchasing

**Title: Bid Rejection – New Modular Building at RVCC**

WHEREAS, Raritan Valley Community College publicly requested bids under Project Number 2025-11, for the manufacturing and construction of a new modular building on campus (the “Project”); and

WHEREAS, thirty-two (32) bids were distributed to vendors, and two (2) bids were received and opened on Tuesday, December 2, 2025; and

WHEREAS, during the review process, College management, in conjunction with legal counsel, determined that the proposal submitted by the apparent low bidder, Nadler Mobile, LLC, should be rejected for being non-responsive and non-conforming with the requirements set forth in the bid request and N.J.S.A. 40A:11-1 et. seq.; and

WHEREAS, the proposal submitted by the second bidder, Scozzari Builders, Inc., significantly exceeded the Project budget and funds appropriated for the Project; and

WHEREAS, the College will conduct a value engineering analysis with the intention of proceeding with this project after making modifications to the specifications; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to reject all bids for the reasons outlined above.

Michael DePinto  
Director of Purchasing

**Title: Security Cameras for the Workforce Center Addition - Pay to Play**

WHEREAS, the purchase and installation of seventeen (17) security cameras is necessary to monitor the new areas created as part of the Workforce Training Center Addition project; 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><b>Integrated Systems and Services, Inc.</b> <b>541 Industrial Way West</b> <b>Suite B</b> <b>Eatontown, NJ 07724</b> <b><u>Amount: \$32,500.00</u></b></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order in the amount shown above to Industrial Systems and Services, Inc.

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

Michael DePinto  
Director of Purchasing

RESOLUTION #59-FY26                      BOARD OF TRUSTEES MEETING                      DECEMBER 9, 2025

**Title:   Registered Nurse Custom Online Reviews for the National Council  
Licensure Examination – Pay to Play**

WHEREAS, the purchase of eighty (80) registered nurse customized online reviews is needed to improve student confidence and scoring on the National Council Licensure Examination (NCLEX); and

WHEREAS, three (3) quotes were obtained with Assessment Technologies Institute (ATI) presenting the College with the most favorable proposal; and

WHEREAS, the ATI Customized Live NCLEX Review is a three-day live review led by an experienced nurse educator and designed to increase competency on topics that need additional instruction to pass the NCLEX; and

WHEREAS, the review is highly interactive and closely aligned with the NCLEX blueprint, allowing students to incorporate critical thinking and test-taking strategies as well as delegation and prioritization to hone their skills and prepare for the NCLEX; and

WHEREAS, an ATI specialist will review the RVCC student cohort performance on the ATI Predictor exam and customize the review to meet any deficits or areas in which our students need to improve upon in preparation for the NCLEX; and

WHEREAS, the approved Fiscal Year 2026 Perkins Grant budget includes the purchase of these customized NCLEX reviews via Budget Line number 400; 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><b>Assessment Technologies Institute, LLC</b> <b>11161 Overbrook Road</b> <b>Leawood, KS 66211</b> <b><u>Amount:</u> \$36,000.00</b></p>
---

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order in the amount shown above to Assessment Technologies Institute, LLC.

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

Michael DePinto  
Director of Purchasing

RESOLUTION #60-FY26      BOARD OF TRUSTEES MEETING      DECEMBER 9, 2025

**Title: Lens Edging Equipment for the Ophthalmic Program - Pay to Play**

WHEREAS, the purchase of a lens edging machine and related accessories is necessary for the Ophthalmic Science department to effectively teach students how to fabricate eyeglasses; and

WHEREAS, the Excelon HPE-410 Edger is a digital, patternless lens edging machine used in optical labs to accurately cut, shape, and finish eyeglass lenses; and

WHEREAS, three (3) quotes were obtained, with Coburn Technologies, Inc. providing the College with the most favorable proposal; and

WHEREAS, the approved Fiscal Year 2026 Perkins Grant funding includes provisions for the purchase of lens edging equipment, through Budget Line #630; 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><b>Coburn Technologies, Inc.</b> <b>83 Gerber Road</b> <b>South Windsor, CT 06074</b> <b><u>Amount: \$20,220.00</u></b></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order in the amount shown above to Coburn Technologies, Inc.

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

Michael DePinto  
Director of Purchasing

RESOLUTION #61-FY26      BOARD OF TRUSTEES MEETING      DECEMBER 9, 2025

**Title: Mobile Medication Station for the Nursing Program - Pay to Play**

WHEREAS, the acquisition of a mobile medication station and related accessories is essential for the RVCC Nursing program to accurately replicate a real hospital environment; and

WHEREAS, the SimCartRX Elite is a portable medication station specifically designed for healthcare simulation, mimicking an actual hospital medication cart to provide realistic training for nursing students; and

WHEREAS, this training will benefit students by familiarizing them with Medication Administration Records (MAR), as well as the processes of scanning and administering medications in a hospital setting; and

WHEREAS, novice nurses tend to have the highest rates of medication administration errors, making proper training on equipment similar to that found in healthcare settings essential to reduce these errors among RVCC graduates; and

WHEREAS, quotes were obtained from the only two vendors that offer this product, with DiaMedical USA Equipment, LLC providing the most favorable proposal to the College; and

WHEREAS, the approved Fiscal Year 2026 Perkins Grant budget allocates funds for the purchase of a mobile medication station through Budget Line #636; 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><b>DiaMedical USA Equipment, LLC</b> <b>31440 Northwestern Highway - Suite 150</b> <b>Farmington Hills, MI 48334</b> <b><u>Amount: \$37,178.00</u></b></p>
---

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order in the amount shown above to DiaMedical USA Equipment, LLC.

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

Michael DePinto  
Director of Purchasing

RESOLUTION #62-FY26                      BOARD OF TRUSTEES MEETING                      DECEMBER 9, 2025

**Title: Transportation Services 2025-2026 – Pay to Play**

WHEREAS, various departments, including Athletics, the Honors College, Humanities, Student Activities, Visual and Performing Arts, and others, require transportation arrangements for athletic events and student trips; and



WHEREAS, Raritan Valley Community College has spent \$6,166.93 to date with A-1 Limousine during Fiscal Year 2026; 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><b>A-1 Limousine</b> <b>2 Emmons Drive</b> <b>Princeton, NJ 08540</b> <b><u>Amount:</u> Not to Exceed \$44,900.00</b></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue 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 #63-FY26                      BOARD OF TRUSTEES MEETING                      DECEMBER 9, 2025

**Title: New Utility Cart for the Facilities Grounds Crew - Pay to Play**

WHEREAS, the College requires the purchase of a John Deere Gator TE 2026 utility cart for the Facilities grounds crew; and

WHEREAS, three (3) quotes were requested (two quotes were received, and one contractor failed to respond), with Power Place, Inc. offering the most favorable pricing to the College; and

WHEREAS, the Hunterdon County Educational Services Commission Cooperative Purchasing Program (New Jersey State Approved Purchasing System #34HUNCCP) has awarded a contract for Facility Grounds Equipment to Power Place, Inc. via Contract #HCEC-CAT/SER-23-06; 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, 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:

**Power Place, Inc.**  
**297 Route 22 East**  
**Whitehouse Station, NJ 08889**  
**Amount: \$25,163.26**

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 Power Place, Inc.; and

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

Michael DePinto  
Director of Purchasing

RESOLUTION #64-FY26                      BOARD OF TRUSTEES MEETING                      DECEMBER 9, 2025

**Title: Extension of the Security Services Agreement**

WHEREAS, the Security Services agreement with Allied Universal Security Services is scheduled to expire on December 31, 2025; and

WHEREAS, Allied Universal Security Services has agreed to extend the contract for three (3) months at the current rate of approximately \$98,605.38 per month; and

WHEREAS, during this period, the College will publicly advertise for bids and evaluate proposals for a new three-year Security Services agreement; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to extend the current contract for the three (3) month period of January 1, 2026, through March 31, 2026, with:

**Allied Universal Security Services**  
**1661 Route 22 West**  
**Bound Brook, NJ 08805**

Michael DePinto  
Director of Purchasing

RESOLUTION #66-FY26                      BOARD OF TRUSTEES MEETING                      DECEMBER 9, 2025

**Title: Replacement Computers for Somerset Hall Classrooms**

WHEREAS, the purchase of fifty-two (52) Dell Pro Slim desktop computers is necessary to replace the current machines in Somerset Hall classrooms S-017 (31) and S-020 (21); and

WHEREAS, curricula in many academic departments rely on up-to-date, flexible, and reliable computer equipment; and

WHEREAS, adequate equipment is necessary to provide students with access to the software used for instruction and research, as well as to our data network and the internet; and

WHEREAS, the computers in these labs are over five (5) years old and approaching the end of their useful lives; and

WHEREAS, these computers must be 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 may purchase any materials, supplies, goods, services, or equipment under a contract for such items entered into on behalf of the State by the Division of Purchase and Property, without advertising for bids; and

WHEREAS, these computers are available from Dell through an agreement with the NASPO ValuePoint cooperative purchasing program, of which the State of New Jersey is a member (Contract #24-TELE-71883); and

WHEREAS, funding for this purchase is available from the College's Fiscal Year 2025 Minor Capital Technology funds; and

WHEREAS, a purchase order will be issued as follows:

<p><b>Dell Marketing L.P.</b> <b>1 Dell Way</b> <b>Round Rock, TX 78682-0001</b> <b><u>Amount:</u> \$46,298.20</b></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order as described hereinabove to Dell Marketing L.P.

Michael DePinto  
Director of Purchasing

C. Educational Programs and Services Committee

Trustee James Von Schilling presented Consent Agenda Resolutions #67-FY26 and #69-FY26. Trustee Von Schilling moved the above-stated resolution, which was seconded by Trustee Chair Christodoulou and approved by voice vote.

Trustee Von Schilling reported that earlier in the day, Rick Burchfield, Director of Marketing, and Provost Dr. Karen Bearce provided the Committee with a brief overview of marketing.

**RESOLUTION #67-FY26                                      BOARD OF TRUSTEES MEETING                                      DECEMBER 9, 2025**

**Title: Human Resources Action Report for December 9, 2025**

1. New Hire- Administrator

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

Name	Title	Salary	Department	Start date
*Christopher Spangler	Development & Alumni Engagement Associate	\$62,231	Foundation	1/5/26

\*Budget Code 100-3320-5010-20/replacing S. Smullen

2. Status Change- Administrator

The following reflects the recommended changes for the indicated Administrator position at the annualized salary specified:

Name	Title	Salary	Department	Effective Date
*Niyati Patel	Senior Help Desk Technician	\$65,027	Technology Services	12/1/25
**Joshua Pennino	Coordinator of New Student Onboarding	\$70,164	Advising & Transfer Services	12/1/25

\*Budget Code 100-4501-5010-40/replacing P. Domanski

\*\* Budget Code 100-3520-5010-50/replacing Academic Advisor line

3. 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	Start date
*Shawn Dahlhaus	Audiovisual Technician	\$25.16 (\$49,066)	Multimedia & Web Support Services	11/17/25
**Isabella Kovarik	Help Desk Technician	\$23.86 (\$46,531)	Technology Services	12/1/25
***Nicole Spagna	Human Resources Specialist	\$26.25 (\$51,206)	Human Resources	12/1/25

\*Budget code 100-4500-5310-40/replacing W. Vroom

\*\*Budget code 100-4501-5310-40/replacing N. Patel

\*\*\*Budget code 100-2100-5310-60/replacing N. Velez

4. Resignations

The following reflects employees who intend to resign from the College.

Name	Title	Department	Effective Date
Ariel Curet	Workforce Instructor- Advanced Manufacturing	Workforce Development	11/30/25
Lauren Tenenbaum	Academic Department Assistant- Arts & Design	Academic Affairs	12/31/25

RESOLUTION #68-FY26

BOARD OF TRUSTEES MEETING

DECEMBER 9, 2025

**Title: Appointment, Full-Time Non-Tenure-Track Spring 2026 Faculty**

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

Name	Title	Department	Start Date	Salary
*Kateryna Tomko	Instructor-Math	Mathematics & Computer Science	1/5/26	\$64,820 (prorated \$32,410)

\*\*Budget Code 100-3160-5140-10/temp replacement for a leave

RESOLUTION #69-FY26

BOARD OF TRUSTEES MEETING

DECEMBER 9, 2025

**Title: Nomenclature Change for Graphic and Interactive Design, Associates of Fine Arts**

WHEREAS, the College has approved a nomenclature change for the Graphic and Interactive Design, Associate of Fine Arts;

NOW, THEREFORE, BE IT RESOLVED, that Raritan Valley Community College's Board of Trustees approves the nomenclature change for the Graphic and Interactive Design, Associate of Fine Arts to Graphic Design, Associate of Fine Arts.

D. Governance, Policy, and President Evaluation Committee

Committee Chair Caren Bateman reported that the Campus Safety Report for the period from October 14, 2025 to November 15, 2025, was discussed by the Committee and subsequently provided to the full Board of Trustees via SharePoint.

President McDonough provided an update on Spring 2026 enrollment. Trustee Bateman also reported that a new committee will be formed to complete a review of Board policies.

V. Old/New Business

Trustee Von Schilling urged everyone to attend the "An Evening of Generosity and Gratitude" event, hosted by the RVCC Foundation on November 12<sup>th</sup> from 5:30 to 7:30 pm.

VI. Public Questions/Comments

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."

Kathryn Suk, Professor of Education/Humanities, announced the completion of the first Pt101, 50-hr postgraduate course for the non-traditional route teacher certification. Twelve students are already enrolled for Spring. Discussed the rationale and benefits of the course at RVCC.

Manuela Bulgaro, President of the Criminal Justice Club, reported on a nonpartisan civic engagement event focused on participation in local government and local offices. State Representative Roy Freiman attended the event. Manuela handed out an article about the event to Board Members.

VII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 4:27 p.m.

Respectfully submitted,

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