

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES' REGULAR MEETING
SEPTEMBER 17, 2019

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Wednesday, September 17, 2019, at Raritan Valley Community College, Route 28 and Lamington Road, Branchburg Township, North Branch, New Jersey.

Chairman Robert P. Wise called the Regular Board of Trustees meeting to order at 5:15 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:

Attendees: Caren Bateman

Thomas Boon

Roger Jinks

Paul J. Hirsch

W. Timothy Howes

Roger Locandro

Felecia Nace

Donald Rica

Donna Simon

Juan Torres

Margaret Windrem

Robert P. Wise

Tracy DiFrancesco Zaikov

Absent: Andrew McNally

Also in attendance: Michael J. McDonough, President; Philip Stern, Esq., Legal Counsel; and members of the faculty, administration, staff; and community.

A quorum was present.

III. Agenda Items

1. Approval of Regular Meeting Minutes

On motion by Trustee Locandro, seconded by Trustee Hirsch, the Regular minutes of August 21, 2019 were approved by voice vote. Trustees Jinks, Windrem, and DiFrancesco Zaikov respectfully abstained.

2. Chairman's Report

Chairman Robert Wise remarked on WalletHub ranking Raritan Valley Community College 20 on the Top 20 Community Colleges nationally and number 1 within the State of New Jersey. (New Jersey ranked number 11 on the states with the best community-college systems.)

3. President's Report

President Michael McDonough distributed a copy of his written report, as follows:

Attachments

- Suicide Prevention Awareness Campaign (September 16-20, 2019)
- 2018-2019 Online Annual Report *President's Message To The Community*
- Article – NJ students: RVCC apprenticeship opportunities opened up by two grants

Highlights from President's Messages

Dear Colleagues:

A brief, celebratory message.

It is our new year, the beginning of a fresh, newly minted academic year. As a veteran writer once coyly began, “it is the best of times...” And so, as we welcome our new and returning students, I celebrate you for your commitment to our College’s mission, for your enduring support of our College’s promise, and, above all, for your care and compassion for our students.

It remains a joy and a privilege to be a part of higher education and to be a member of the RVCC community. Because of your efforts, RVCC has proved itself to be an institution of exceptional merit. Simply put, you transform lives.

I am still naïve enough to believe that education – that access to affordable, purposeful, rigorous learning – matters, that it can tackle profound (and often historic) inequities and injustices. I believe that it is an indefatigable force of good, sometimes a refuge in a climate of hateful, divisive rhetoric.

I believe that teaching matters, that you set learners on a life-long path of discovery, of inspiration, and of imagination.

I believe that helping a student on her path – in whatever way – matters.

I believe that no matter your role or title at RVCC – you matter, and, more importantly, that what you do matters.

I have long admired Tennyson’s *In Memoriam*, his powerful and moving elegy to this cherished friend Arthur Hallam. Tennyson was devastated by Hallam’s sudden death at the age of twenty-two and so he poured his emotion, his despair into this epic poem. A part of the long poem is a separate poem – “Ring Out, Wild Bells” – and it provides inspiration and comfort in the face of such personal anguish. And it seems to offer us – the RVCC community – a message of particular resonance and optimism as we welcome a whole new generation of eager students to our campus. So I turn to Tennyson for a New Year message that is enduring and promises a more perfect future:

Ring out a slowly dying cause.
And ancient forms of party strife;
Ring in the nobler forms of life,
With sweeter manners, purer laws.

Ring out the want, the care, the sin,
The faithless coldness of the times;
Ring out, ring out my mournful rhymes
But ring the fuller minstrel in.
Ring out false pride in place and blood,
The civic slander and the spite;
Ring in the love of truth and right,
Ring in the common love of good.

Ring out old shapes of foul disease;
Ring out the narrowing lust of gold;
Ring out the thousand wars of old,
Ring in the thousand years of peace.

Items of Note

Congratulations to Joanie Coffaro, Director of the College's Workforce Training Center, on being elected to serve on the National Council for Workforce Education's (NCWE) Board of Directors. The National Council for Workforce Education is an affiliate council of the American Association of Community Colleges. NCWE provides a national forum for administrators and faculty, as well as representatives of business, labor, the military, and government, to affect and direct the future role of two-year and other post-secondary institutions in workforce education, training, and economic development. Joanie's election to the Board reflects her outstanding leadership in workforce development and career training at the College, as well as on the State and national level.

The College has been chosen to receive a NJ DEP WasteWise award for recycling, in the education category. This is in recognition for the recycling bin rollout project. The award ceremony will be held at a recycling event on October 10, 2019 in Neptune, NJ.

Four students in RVCC's Authentic Engineering Experience program recently kicked off their semester-long assignment at ExxonMobil Research & Engineering Company in Annandale. Under the supervision of Professor Peter Stupak, the student team will be developing an automated method for producing uniform catalyst particles as a necessary requirement for pilot plant experimentation.

RVCC student Noah Motz of Whitehouse Station has been selected as a 2019 Coca-Cola Leaders of Promise Scholar. Motz, a Biology major, is one of 207 Phi Theta Kappa members selected for this honor, which includes a \$1,000 scholarship.

Visual and Performing Arts

Faculty Activities:

Professor Darren McManus is continuing his design work with *Ajiri Tea and Coffee*. After rebranding the company's visual identity, he's been rehired to expand the branding campaign by creating numerous collateral elements including: point-of-purchase displays, table cards, and posters for numerous colleges and universities who now carry Ajiri tea in their cafeteria; merchandise in the form of coffee/tea mugs, hats, and shirts; and a monthly newsletter for consumers and institutions to keep abreast of all things Ajiri. The funding for this brand development is made possible by an entrepreneurial grant awarded to *Ajiri Tea and Coffee* by Pepsi Co. for promising female-operated companies with humanitarian efforts.

Professor Ann Tsubota is currently showing her artwork in *Women Artists on the Leading Edge: Celebrating Douglass College at 100*. The exhibition is at the Zimmerli Art Museum, Rutgers University, in New Brunswick, New Jersey. The exhibition runs from September 3, 2019 to January 11, 2020. On October 29, 2019 at 5:00 p.m., Professor Tsubota will take part in a panel discussion about the exhibition and studying art at Douglass College.

Adjunct Steve Hudson is currently completing production and mixing for new music to be released in the coming weeks featuring vocalists John-Michael Parker and Niki Morrissette of Great Caesar.

Adjunct Heejung Kim will participate in "Art Athina" – an art fair at Zappeion Mansion in Athens, Greece – from September 13-16, 2019. <https://art-athina.gr/>

Adjunct Eldad Tarmu plays weekly with the Flying South Latin Jazz Trio in Jersey City (a group that plays numerous events throughout the New York area, as well as in Bayonne, New Jersey); plays monthly in a

fusion jazz trio in Asbury Park, is featured in the house band at the Jazz Loft in Stony Brook Long Island; performs original music with his chamber group at Eonta gallery in Jersey City; and performs solo vibraphone once a month at Art Cafe in Nyack, NY. In addition, Eldad releases recorded performances to YouTube on a regular basis. His latest post is a Latin jazz cover of the Beatles "Michelle. " In late September Tarmu's Latin jazz quintet (also called Flying South) will present an evening of original music at Hudson County Community College.

The next exhibition in The College Gallery opens on Friday, September 27. *No-Thing in Common* is a group exhibition of work by four visual artists (Eric Araujo, Ji Yong Kim, Jeff Mason, and Dot Paolo) who have or are teaching in the RVCC Art and Design Department. Darren McManus is the exhibition coordinator. There will be an artists' talk on Friday, September 27 in the Art Gallery followed by a reception until 7:00 p.m. The exhibition, which is free and open to the public, runs through October 18.

Student Activities:

The first student theatre production will be *A Performance Retrospective* of work by Cuban-American playwright Maria Irene Fornes. The production, directed by Dennis Russo, will be performed Thursday and Friday, October 17 and 18 at 7:00 p.m. in the Welpel Theatre. Admission is free.

4. Committee Reports

A. Finance Committee

Trustee Margaret Windrem reported on the Treasurer's Report (Resolution #159-2019) for the period 08/01/19 to 08/31/19. On motion by Trustee Windrem, seconded by Trustee Hirsch, the Treasurers' Report was unanimously approved by voice vote.

Trustee Windrem then presented Consent Agenda Resolutions #160-2019 through #168-2019 and Resolution #170-2019. On motion by Trustee Windrem, seconded by Trustee Howes, the above stated Consent Agenda resolutions were approved by voice vote. Resolution #168-2019 was presented separately and approved on motion by Trustee Windrem, seconded by Trustee Bateman, and approved by voice vote. Trustee Torres respectfully abstained.

Resolution #160-2019 – Various Vouchers for Payment

BE IT RESOLVED, that the following August 2019 vouchers be approved for payment; and

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

Check #s	304329-304979	
ACH#s	3	
Total Checks		\$1,871,875.48
Total ACH		12,142.61
Total Vouchers		1,884,018.09
Construction and Architect Vouchers		77,144.16
Less Previously Approved		(2,050.00)
Total		<u>\$1,959,112.25</u>

Resolution #161-2019 Renewal of the Oracle License and Support Agreement (Oracle America)

WHEREAS, Raritan Valley Community College requires the renewal of the Oracle License and Support agreement for the period of July 1, 2019 through June 30, 2020; and

WHEREAS, Oracle is the database management software used to contain all of the data from the College's Banner System; and

WHEREAS, this licensing contract allows RVCC to use Oracle for applications other than Banner, providing the College with tools to diagnose problems, improve system performance and afford unlimited processor licensing for our servers; and

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

WHEREAS, Oracle America, Inc. is under contract with the NASPO ValuePoint cooperative purchasing program of which the State of New Jersey is a member (Contract #42967); and

WHEREAS, a purchase order will be issued as follows:

<p>Oracle America, Inc. 500 Oracle Parkway Redwood Shores, CA 94065 <u>Amount: \$175,598.20</u></p>

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

Michael DePinto
Director of Purchasing

Resolution #162-2019 Verizon Wireless Cell Phone Services

WHEREAS, the use of cell phones is needed to facilitate communication for the efficient operation of College business; and

WHEREAS, these phones are primarily utilized by the RVCC Executive Staff, Administrative Staff, Facilities, Security and Technology Services to conduct daily College business; and

WHEREAS, Verizon Wireless was deemed to have the best coverage on campus with a high quality network; and

WHEREAS, N.J.S.A 18A:64A-25.9 provides for the purchase of any materials, supplies, goods, services or equipment pursuant to a contract entered into on behalf of the State by the Division of Purchase and Property, without advertising for bids; and

WHEREAS, Verizon Wireless has entered into a contract with the State of New Jersey for Wireless Devices and Services (State Contract #82583); and

WHEREAS, the estimated cost of this service will not exceed \$45,000.00 for Fiscal Year 2020.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order as described above to Verizon Wireless in an amount not to exceed \$45,000.00 for Fiscal Year 2020.

Michael DePinto
Director of Purchasing

Resolution #163-2019 Student Communication Technology (AdmitHub)

WHEREAS, the Board of Trustees of Raritan Valley Community College has supported the use of artificial intelligence technology to improve communications with prospective students in order to increase application and enrollment yield rates, enhance outreach to underserved communities and optimize staff resources; and

WHEREAS, the Board of Trustees via Resolution #164-2018 authorized a contract with AdmitHub to develop an artificial intelligence enabled mobile messaging system; and

WHEREAS, the system, which launched on April 1, 2019, has been successful in guiding prospective students through the enrollment process, saving an estimated 100 hours in staff time and providing 24/7 responses to student questions; and

WHEREAS, continued investment in AdmitHub, and the expansion of services to current students, supports the College's enrollment management strategic objectives of increasing retention and enrollment of new students; and

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

WHEREAS, AdmitHub has provided documentation indicating that it is the sole source provider in the field of artificial intelligence (AI) enabled mobile messaging for higher education; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into a one-year agreement and issue a purchase order for artificial intelligence enabled mobile messaging as follows:

<p>AdmitHub 207 South Street Boston, MA NJ 02111 <u>Amount: \$50,000.00</u></p>

Michael DePinto
Director of Purchasing

Resolution #164-2019 Solar Power System Installation and Operation

WHEREAS, Raritan Valley Community College has advertised for proposals for the installation and operation of a solar power energy system through a 15-Year power purchase agreement (PPA); and

WHEREAS, the College is seeking a contractor to provide the complete financing, design, engineering, materials, installation, operation and ownership of a system that will capture solar resources to supply a significant portion of the Workforce Training Center's (WTC) electrical needs; and

WHEREAS, eleven (11) bids were distributed to vendors and three (3) responsive bids were received on Thursday, August 15, 2019; and

WHEREAS, based on the information provided, the key financial component being the per kilowatt hour price to be charged by the contractor, management analyzed the potential electricity cost benefits of the solar installation versus normal service by the current electrical utility (JCP&L) and found the savings to be significant; and

WHEREAS, the system will be erected over the retention basin adjacent to the WTC and residual ownership will be available to the College via a fair market value purchase option (expected to be nominal) at the end of a 15-year lease period.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes College management to enter into a Power Purchase Agreement with the following company for a 15-year period:

<p>EZNergy 1561 Lakewood Road</p>

Per kilowatt hour price = \$.056 year 1, escalating by 2.0%/year to \$.0793 in year 15

Michael DePinto
Director of Purchasing

Resolution #165-2019 Steelcase Seating for Classroom Renovations – P2P (Arbee Associates)

WHEREAS, the purchase and installation of forty-three (43) Steelcase multipurpose chairs are needed for the classroom renovation projects being performed in Hunterdon and Somerset Halls; 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, 2019 through June 30, 2020, 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:

Arbee Associates
1531 South Washington Avenue
Piscataway, NJ 08854
Amount: \$21,409.00

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 Arbee Associates; and

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

Michael DePinto
Director of Purchasing

Resolution #166-2019 Signage for Lamington Road Entrance – Pay to Play (C. Lombardi Construction)

WHEREAS, the installation of new roadway directional signage is needed to aid visitors entering the College from Lamington Road; and

WHEREAS, the existing roadway directional signage located at the Lamington Road entrance is either outdated or too difficult to read due to years of wear; and

WHEREAS, the Board of Trustees pre-qualified C. Lombardi Construction to perform smaller masonry related projects on as an needed basis via Resolution #182-2018; and

WHEREAS, the Director of Purchasing has determined and certified in writing that the value of the services 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, 2019 through June 30, 2020, 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:

C. Lombardi Construction, LLC
40 Grover Lane
West Caldwell, NJ 07006
Amount: \$26,610.00

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 C. Lombardi Construction.

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

Michael DePinto
Director of Purchasing

Resolution #167-2019 Financial Advisor for Student Housing

WHEREAS, the Board of Trustees has previously endorsed Management’s pursuit of a variety of options to establish student housing on campus as a way to not only increase student enrollment but also to improve the total college experience; and

WHEREAS, the State of New Jersey recently passed legislation that would enable public entities including community colleges to establish public private partnerships (P – 3) for the purpose of building particular facilities including student housing that would then have access to tax exempt financing; and

WHEREAS, to insure a successful application to the New Jersey Treasurer’s office demonstrating project viability as well as to advise the College on debt structure and agreements with potential development partners, it is desirable to engage a specialty financial advisor who has done similar work with other entities and four-year NJ colleges; and

WHEREAS, the College distributed 11 Requests for Proposals and 3 firms responded with hourly senior professional rates ranging from \$175 - \$250 per hour; and

WHEREAS, management discussed the proposals with each respondent and recom-mends Acacia Financial Group which successfully supported P - 3 projects at these universities – Montclair, Rowan, and New Jersey City; and

WHEREAS, the estimated total cost for the firm’s involvement in the application and negotiations with potential developers could approach \$40,000 through Phase 1 (prior to issuance of debt), all of which would be capitalized in the total project cost.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes Management to engage the Acacia Financial Group to advise the College in a variety of areas related to the establishment of student housing on campus via a P – 3 project. The amount authorized is not to exceed \$50,000.

Acacia Financial Group
6000 Midlantic Drive
Mount Laurel NJ
Professional rates = \$150 - \$225/hour
Total amount not to exceed \$40,000

Resolution #168-2019 Facilities Master Plan

WHEREAS, the Board of Trustees recognizes the importance and necessity of the College having a long-range campus facilities master plan to complement the strategic plan and develop a well-reasoned approach to the expansion of its physical plant; and

WHEREAS, the Board last adopted a master plan in 2012; and

WHEREAS, management had distributed a Request for Proposal (RFP) to 34 firms who have expertise in developing effective and thoughtful master plans and 14 proposals were received; and

WHEREAS, management reviewed these proposals which had quoted fees between \$110,000 and \$372,000 and invited three firms to discuss their proposals in detail – Clarke Caton Hintz, NK Architects, and MKSD; and

WHEREAS, management recommends the firm of MKSD based on its significant work in the community college sector; and

WHEREAS, special funding has been provided by Somerset County via a recent bond issue to acquire adjacent properties and other related costs.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes Management to engage the architectural firm MKSD to prepare the described campus master facilities plan as follows:

MKSD 1209 Hausman Road Allentown PA 18104 Professional fees not exceed \$190,000

John Trojan, VP Finance & Facilities

Resolution #169-2019 Acceptance of Perkins Career and Technology Education Grant Funds for FY 2020

WHEREAS, the Board of Trustees previously by board resolution approved the grant application of the Carl D. Perkins Career and Technical Education (CTE) Improvement Act of 2006; and

WHEREAS, the purpose of the Carl D. Perkins Career and Technical Education (CTE) Improvement Act of 2006 is to develop more fully the academic and career and technical skills of postsecondary students enrolled in Perkins eligible CTE programs by developing and assisting students in meeting high standards, integrating academic and career and technical instruction, linking secondary and postsecondary education, collecting and disseminating research and information on best practices, providing technical assistance and professional development, supporting partnerships among diverse stakeholders, and providing individuals with the knowledge and skills to keep the U.S. competitive; and

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

WHEREAS, a formal acceptance of the Perkins Career and Technology Education grant funds by board resolution is required;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College approves the acceptance of Perkins Career and Technology Education grant funds for fiscal year 2020 in the

amount of \$380,717 and further authorizes Dr. Michael McDonough President of the College, to accept the Perkins Grant funds.

Resolution #170-2019 Purchase of an Onsite Composting System – Pay to Play (EcoRich LLC)

WHEREAS, the purchase and installation of an Onsite Composting System is needed by the College in order to reap the full benefits of an on-campus food waste recycling program; and

WHEREAS, this system will allow RVCC to eliminate 100 pounds of food waste each day; and

WHEREAS, the College spent \$13,177.44 for Organic Waste Collection Services in Fiscal Year 2019 which would make this purchase cost neutral to waste pickup in less than two years; and

WHEREAS, three (3) quotes were obtained with EcoRich, LLC presenting RVCC with the most favorable proposal; and

WHEREAS, PepsiCo awarded the College with a \$10,000.00 prize as part of their Zero Impact Fund competition for the creation or strengthening of on-campus sustainability initiatives which this composting system will generate; and

WHEREAS, the remainder of the purchase will be made using Gibson funding from a private donor through the RVCC Foundation; 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, 2019 through June 30, 2020, 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>EcoRich, LLC 90 East Dewey Road Wharton, NJ 08854 <u>Amount: \$18,800.00</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 EcoRich, LLC; 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 Timothy Howes presented Consent Agenda Resolutions #171-2019 through Resolution #179-2019. On motion by Trustee Howes, seconded by Trustee Bateman, the above stated Consent Agenda resolutions were approved unanimously by voice vote.

Resolution #171-2019 Human Resources Action Report

The Board resolves that the following personnel actions be taken:

Human Resources Action Report for September 17, 2019

1. New- Adjunct Faculty

The following individual(s) are recommended as adjunct faculty for the Fall Semester 2019 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$930 to \$991.

Last Name	First Name	Rank	Department	Per credit hour rate	Hire Date
Calambur	Murali	Instructor	Math & Computer Science	\$930	8/28/19
Campolattano	Joseph	Instructor	Science & Engineering	\$930	8/28/19
Clarke	Sharon	Assistant Professor	Visual & Performing Arts	\$950	8/28/19
Cordonnier	Deborah	Assistant Professor	Prison Program	\$950	8/28/19
Goel	Hiranmayee	Instructor	Science & Engineering	\$930	8/28/19
Greasley	Corrinne	Instructor	Social Sciences & Education	\$930	8/28/19
Iyengar	Rohini	Assistant Professor	Visual & Performing Arts	\$950	8/28/19
Joy	Sandra	Assistant Professor	Prison Program	\$950	8/28/19
Law	Nina	Instructor	Prison Program	\$930	8/28/19
Liebl	Christopher	Instructor	Business & Public Service	\$930	8/28/19
Murphy	Beth Ann	Instructor	Prison Program	\$930	8/28/19
O'Hara	John	Instructor	Social Sciences & Education	\$930	8/28/19
Pontarollo	Kelsey	Instructor	Fitness & Wellness	\$930	8/28/19
Puri	Bindia	Instructor	Prison Program	\$930	8/28/19
Reinschmidt	Richard	Assistant Professor	Social Sciences & Education	\$950	8/28/19
Rudnitzky	Steven	Assistant Professor	Prison Program	\$950	8/28/19
Santoro	Virginia	Associate Professor	Communication & Languages	\$970	8/28/19
Soueid	Maron	Instructor	Social Sciences & Education	\$930	8/28/19
Todd	Kristen	Instructor	Prison Program	\$930	8/28/19
Trace	Diane	Assistant Professor	Prison Program	\$950	8/28/19
Zhang	Zhen	Instructor	Science & Engineering	\$930	8/28/19

2. Returning- Adjunct Faculty

The following individual is recommended as adjunct faculty for the Fall Semester 2019 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$930 to \$991.

Last Name	First Name	Rank	Department	Per credit hour rate	Hire Date
Batorsky	Roberta	Assistant Professor	Prison Program	\$950	8/28/19

3. Resignation

The following reflects employees who intend/have resigned from the college.

Name	Title	Department	Effective Date
Jason Jones	Instructor-Automotive-Temp	Science & Engineering	8/16/2019
Carmen Rodriguez	Disability Coordinator	Disability Services	9/20/2019

4. Retirement

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

Name	Title	Department	Effective Date
Donna Marie Marhevka	Administrative Assistant-ACS	Advising & Counseling Services	11/1/2019

Resolution #172-2019 Appointment, Full-Time Tenure Track, Academic Year 2019-2020

BE IT RESOLVED, that at the recommendation of the President, the following full-time tenure-track faculty appointment be approved for 2019-2020:

Name	Title	Department	Start Date	Salary
*Maria Molle	Assistant Professor-Nursing	Health Science Education	9/1/19	\$65,707

*Budget code 100-3170-5140-10/replacement S. Williams

Resolution #173-2019 Discontinuance, Homeland Security & Emergency Management, Certificate of Completion

WHEREAS, the Board of Trustees of Raritan Valley Community College has adopted the policies and procedures that govern new degree and certificate program approval, granting of degrees and certificates, and discontinuance of programs; and

WHEREAS, said policy permits the discontinuance of degree programs when it is determined they are no longer viable; and

WHEREAS, the Homeland Security & Emergency Management, Certificate of Completion Degree has been identified as a program that is not attracting sufficient applications, maintaining adequate student retention; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College at the recommendation of the President, shall discontinue the Homeland Security & Emergency Management, Certificate of Completion Degree effective with the entering class in the Fall 2018 Semester.

BE IT FURTHER RESOLVED, the President is authorized to carry out the planned phase out of the program in order to minimize the impact on currently enrolled students.

Resolution #174-2019 Discontinuance, Emergency Services, A.S.

WHEREAS, the Board of Trustees of Raritan Valley Community College has adopted the policies and procedures that govern new degree and certificate program approval, granting of degrees and certificates, and discontinuance of programs; and

WHEREAS, said policy permits the discontinuance of degree programs when it is determined they are no longer viable; and

WHEREAS, the Emergency Services, Associate of Science Degree has been identified as a program that is not attracting sufficient applications, maintaining adequate student retention; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College at the recommendation of the President, shall discontinue the Emergency Services, Associate of Science Degree effective with the entering class in the Fall 2018 Semester.

BE IT FURTHER RESOLVED, the President is authorized to carry out the planned phase out of the program in order to minimize the impact on currently enrolled students.

Resolution #175-2019 Discontinuance, Emergency Services-Fire Science Option, A.S.

WHEREAS, the Board of Trustees of Raritan Valley Community College has adopted the policies and procedures that govern new degree and certificate program approval, granting of degrees and certificates, and discontinuance of programs; and

WHEREAS, said policy permits the discontinuance of degree programs when it is determined they are no longer viable; and

WHEREAS, the Emergency Services-Fire Science Option, Associate of Science Degree has been identified as a program that is not attracting sufficient applications, maintaining adequate student retention; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College at the recommendation of the President, shall discontinue the Emergency Services-Fire Science Option, Associate of Science Degree effective with the entering class in the Fall 2018 Semester.

BE IT FURTHER RESOLVED, the President is authorized to carry out the planned phase out of the program in order to minimize the impact on currently enrolled students.

Resolution #176-2019 Discontinuance, Studio Arts, A.A. in Liberal Arts

WHEREAS, the Board of Trustees of Raritan Valley Community College has adopted the policies and procedures that govern new degree and certificate program approval, granting of degrees and certificates, and discontinuance of programs; and

WHEREAS, said policy permits the discontinuance of degree programs when it is determined they are no longer viable; and

WHEREAS, the Studio Arts, Associate of Arts Degree in Liberal Arts has been identified as a program that is not attracting sufficient applications, maintaining adequate student retention; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College at the recommendation of the President, shall discontinue the Studio Arts, Associate of Arts Degree in Liberal Arts effective with the entering class in the Fall 2018 Semester.

BE IT FURTHER RESOLVED, the President is authorized to carry out the planned phase out of the program in order to minimize the impact on currently enrolled students.

Resolution #177-2019 Discontinuance, Music, A.A. in Liberal Arts

WHEREAS, the Board of Trustees of Raritan Valley Community College has adopted the policies and procedures that govern new degree and certificate program approval, granting of degrees and certificates, and discontinuance of programs; and

WHEREAS, said policy permits the discontinuance of degree programs when it is determined they are no longer viable; and

WHEREAS, the Music, Associate of Arts Degree in Liberal Arts has been identified as a program that is not attracting sufficient applications, maintaining adequate student retention; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College at the recommendation of the President, shall discontinue the Music, Associate of Arts Degree in Liberal Arts effective with the entering class in the Fall 2019 Semester.

BE IT FURTHER RESOLVED, the President is authorized to carry out the planned phase out of the program in order to minimize the impact on currently enrolled students.

Resolution #178-2019 Discontinuance, Liberal Arts-Women and Gender Studies Option, A.A.

WHEREAS, the Board of Trustees of Raritan Valley Community College has adopted the policies and procedures that govern new degree and certificate program approval, granting of degrees and certificates, and discontinuance of programs; and

WHEREAS, said policy permits the discontinuance of degree programs when it is determined they are no longer viable; and

WHEREAS, the Liberal Arts-Women and Gender Studies Option, Associate of Arts Degree has been identified as a program that is not attracting sufficient applications, maintaining adequate student retention; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College at the recommendation of the President, shall discontinue the Liberal Arts-Women and Gender Studies Option, Associate of Arts Degree effective with the entering class in the Fall 2019 Semester.

BE IT FURTHER RESOLVED, the President is authorized to carry out the planned phase out of the program in order to minimize the impact on currently enrolled students.

Resolution #179-2019 Discontinuance, Human Services, A.A.S.

WHEREAS, the Board of Trustees of Raritan Valley Community College has adopted the policies and procedures that govern new degree and certificate program approval, granting of degrees and certificates, and discontinuance of programs; and

WHEREAS, said policy permits the discontinuance of degree programs when it is determined they are no longer viable; and

WHEREAS, the Human Services, Associate of Applied Science Degree has been identified as a program that is not attracting sufficient applications, maintaining adequate student retention; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College at the recommendation of the President, shall discontinue the Human Services, Associate of Applied Science Degree effective with the entering class in the Fall 2019 Semester.

BE IT FURTHER RESOLVED, the President is authorized to carry out the planned phase out of the program in order to minimize the impact on currently enrolled students.

C. Labor Relations Committee

Chairman Robert Wise reported that Committee met earlier and that updates on negotiations will be made to the Board as it progresses.

D. Governance Committee

Trustee Paul Hirsch reported that the Committee had no action items to bring before the full Board.

As required by the State of New Jersey, the Campus Safety Report for the period June 13, 2019 to August 14, 2019 was discussed by the Committee and provided to the full Board of Trustees via SharePoint.

IV. Old/New Business

There was no old/new business reported at the time.

V. Public Questions/Comments.

Chairman Wise 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. The total time allotment for public comments will be no more than 60 minutes.”

Several comments were made concerning faculty negotiations and concerning a trustee attending an external event unaffiliated with the College.

VI. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 6:25 p.m.

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