

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES' REGULAR MEETING
JANUARY 28, 2020

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, January 28, 2020, 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:

| | |
|--------------------------|----------------------|
| Present: Caren Bateman | Absent: Felecia Nace |
| Thomas Boon | Donald Rica |
| Paul J. Hirsch | |
| W. Timothy Howes | |
| Roger Jinks | |
| Roger Locandro | |
| Andrew McNally | |
| Donna M. Simon | |
| Helena Swanicke | |
| Juan Torres | |
| Robert P. Wise | |
| Tracy DiFrancesco Zaikov | |
| Margaret Windrem | |

Also in attendance: Michael J. McDonough, President; Philip Stern, Esq., College Counsel; Richard Flaum, Esq., Labor Counsel; and members of the faculty, administration, staff, and students.

A quorum was present.

III. Agenda Items

1. Approval of Regular Meeting Minutes

On motion by Trustee Bateman, seconded by Trustee DiFrancesco Zaikov, the Reorganization and Regular minutes of December 10, 2019 were approved by voice vote. Trustees Howes and Windrem respectfully abstained.

2. Chairman's Report

Chairman Robert P. Wise congratulated Trustee Howes on behalf of the members of the Board of Trustees and President McDonough on his reappointment to the RVCC Board of Trustees by the Somerset County Board of Chosen Freeholders.

The Chairman announced that members of the community are invited to participate in the fourth annual RVCC Giving Day on March 19. The 24-hour online event will raise funds for scholarships and educational

programs for our students. In addition, Chairman Wise reported that the Annual RVCC Foundation Trip Raffle raised \$25,000; that work is underway for the Annual Scholarship Reception scheduled for April 23, 2020; and that the 17th Annual RVCC Foundation Golf Classic is scheduled for June 22, 2020 at Cherry Valley Country Club.

The Chairman announced that some Board committee assignments would be rotated to provide leadership opportunities for trustees. Lastly, the Chairman reported that beginning in February, Executive Sessions of the Board would be held prior to the Regular Meeting for the purpose of discussing confidential issues.

3. President's Report

President Michael McDonough welcomed back the members of the Board of Trustees and the College community and further wished everyone a good start to the spring semester. The President expressed his appreciation to the all the individuals who worked diligently to prepare for the return of our students.

The President reported that Campus Compact has announced that RVCC is being awarded the prestigious Eduardo J. Padron Award for Institutional Transformation. This award acknowledges RVCC's advocacy for service learning and for civic engagement initiatives. The President noted that the award not only serves as a recognition for all that we have achieved as a community college, it will further help us develop service learning and civic engagement locally, regionally, nationally, and internationally. The award will be presented at the Campus Compact Impact Awards Celebration, scheduled for March 29, 2020 in Seattle, Washington.

A copy of the President's written report was distributed, as follows:

Upcoming Board Events

- The Regular Board of Trustees meeting is scheduled for Tuesday, February 25, 2020, 5:15 p.m. (Committee schedule to follow.)
- Tuesday, April 28, 2020 – Trustee Retreat, Middle States
- Hold the Date – Saturday, May 16, 2020, Annual Spring Commencement
- Middle States Liaison Visit/Lunch Meeting with Trustees – May 19, 2020, 11:30 a.m.

Attachments

- Commencement Details and RSVP-Regalia Order Form
- Admission & Recruitment Team - On-Site Events and Programs Update (Spring 2020)

Highlights from President's Messages

▪RVCC student Christian Redden helped Singapore's National Ice Hockey Team win a silver medal at the South East Asia (SEA) Games 2019. The tournament was played in Manilla and Redden, an international business major, scored a goal to help Singapore achieve its first ever SEA medal. Impressive.

▪I'm delighted that a new organization – Community Colleges for Democracy (CC4D) – is now a formal part of the national Campus Compact. The leadership board of CC4D is determined to restore an expansive understanding, appreciation, and support for the public purpose of community colleges. The board is also exploring the ways in which community colleges can promote civic engagement on a local and national level.

▪Both the House and the Senate appear ready to approve a \$150 increase to the Pell Grant maximum award. At the same time, however, the proposed bill opts to rescind \$500 million from the Pell Grant surplus. This minibus appropriation bill also includes \$40 million for a new Strengthening Community College Training Grants program (a successor to TAACCCT). Finally, the bill also

increases funding to Federal Work Study (\$50 million), Perkins (\$20 million), Workforce Innovation (\$20 million), Supplemental EOG (\$25 million), and TRIO (\$30 million).

▪Some insightful notes from Paul Michaud. At a recent transfer conference, Rutgers professor Mark Beal offered some detail about Gen Z – those students born after 1997. First, their social media preferences:

| | |
|-----------|-----|
| Instagram | 59% |
| Snapchat | 21% |
| Twitter | 17% |
| Facebook | 2% |

Second, their social media habits:

- 33% view Instagram every few hours
- 68% prefer text over email or phone
- 93% access social media over their phone
- 87% prefer video content over text

And two recommendations for colleges trying to recruit this generation:

- appoint someone to tailor messaging to this group
 - ask Gen Z grads what is the most effective marketing strategy.
- CBS News (December 2, 2019) reported on RVCC’s participation in NJ-STEP. With footage shot at East Jersey State Prison, the piece examined the role of Second Chance Pell and the vastly improved recidivism rates for students with a credential (and the significant savings in the state budget).

Items of Note

English

Michelle Brazier, Associate Professor of English, attended the Modern Language Association Annual (MLA) Convention in Seattle in January 2020 where she served as Chair of the Delegate Assembly Organizing Committee. That role entailed leading the planning for the annual meeting of MLA Delegate Assembly and co-facilitating the Open Discussion topic, "MLA Task Force on Ethical Conduct in Graduate Education: Small Group Discussion." She also served on a panel session entitled "Mentoring Graduate Students" with faculty, administrators, and former graduate students from University of Massachusetts at Amherst, Lehigh University, and Emory University, among other institutions.

Michael McKeown (formerly Charlie) Bondhus continues to give poetry readings in support of his most recent book, *Divining Bones* (Sundress, 2018). In the fall, he was featured at venues in Brooklyn, Providence, and Wilmington, as well as at Warren County Community College. He has upcoming readings in Philadelphia and Syracuse.

Library

In the Fall 2019 issue of the ACRL-NJ/NJLA College & University Section Newsletter, Associate Professor Librarian, Alyssa Valenti authored an article titled, “Access2Success: Removing Barriers by Eliminating Overdue Fines” which highlights one of the ways the RVCC Library has met the Provost's charge to eliminate the opportunity gap for our community. Instructor Librarian, Janelle Bitter wrote an article sharing her experience attending and participating in the Association of Research Libraries Digital Scholarship Institute.

On Wednesday, January 8, 2020, the 21st annual VALE/ACRL-NJ/NJLA-CUS Users’ Conference was held in Long Branch, NJ. This year's theme of 'Inclusive Libraries: Connecting Users in the Digital Age.' Associate Professor Librarian, Alyssa Valenti presented a networking breakout session titled 'Linking Librarians:

Finding Common Ground' and also facilitated a roundtable discussion titled 'Issues Facing Community Colleges. Instructor Librarian Janelle Bitter presented a poster presentation titled 'Scientific research in popular sources: Comparing and contrasting delivery of information' and also presented a lightning talk titled, 'Information Literacy for English-Language Learners: A three-part approach to introducing scholarly communication concepts.'

Math and Computer Science

Youngjun Choi has successfully defended his dissertation titled “Analysis of Host-Parasitoids Systems” and will receive his Ph.D. from Stevens Institute of Technology, December 2019.

George Soliman presented *Fibonacci Numbers Are Fascinating, and That’s No Fib!* at the 45th Annual AMATYC Conference in Milwaukee, WI on Friday, November 15, 2019.

Marketing Department

Congratulations to Janet Thompson and her team on receiving the Paragon award for the College’s entry in Website, “RVCC Opportunity in Every Moment. The award will be presented at the National Council for Marketing & Public Relations (NCMPR) 2020 national conference scheduled in March in Orlando, Florida.

Symposium Highlights Honors College Independent Study Projects

Twenty-one students from RVCC’s Honors College presented their independent “Capstone Course” projects during a symposium held on campus on December 10th. Projects topics ranged from “Is Universal Health Care the Answer?” to “Are Millennials Foregoing or Delaying Marriage,” to “Extraction of Dyes from Planets,” to “A Discussion of What Alzheimer’s Disease is,” among several other topics .

The Capstone Course is designed to guide sophomore Honors College students from all disciplines through the stages of researching and writing a major research paper or project or development an artistic pursuit.

Honors College Data Update

- Of the record 63 Honors College freshmen who enrolled in Fall 2019, 26 earned a 4.0 GPA
- The average GPA for all Honors College freshmen was 3.74.
- Honors College sophomores maintained a 3.69 GPA
- 98% of the freshmen who enrolled in Fall 2019 remain in the Honors College for Spring 2020.
- 100% remain at RVCC.

Visual and Performing Arts

Wes Sherman, visual arts adjunct, has two exhibition this semester:

- J. Cacciola Gallery W (35 Mill Street, Bernardsville, NJ) entitled “Elemental Disruptions” from February 7 - March 22. The opening reception is February 7 from 6 - 8 PM. This exhibition is a three person show highlighting the recent paintings by Julie Friedman, Georgina Lenssen and Wes Sherman.
- Air Fair 14c (2 Exchange Pl. Jersey City, NJ) at the Hyatt Regency Jersey City during the weekend of February 21 - 23. Wes Sherman is exhibiting with Co1lective: 11 artists from New Jersey and Beyond, Sherman’s work will be exhibited in room 814 along with the others that are a part of the Co1lective.

Robert Burger’s, visual arts adjunct, digital painting titled “Tres Mugicians” has been accepted into New Hope Arts' Annual Juried Members Exhibition 2020

Adjunct instructor Heejung Kim will participate in a group exhibition, entitled “The Long and Winding Road” at the Belskie Museum of Art & Science in Closter, NJ. Exhibition duration: February 2-23, 2020.

Loretta Fois presented a new work “The photos were paper, the memories were not” at Florida International University in Miami, Florida on January 17th. She is scheduled to present “Vocal and movement phrasing using Espressione Corporea” at the National Dalcroze Conference in Miami on March 19th.

Professor Ann Tsubota and Adjunct Instructor Bill Macholdt taught a two-day *Introduction to Ceramics* workshop for the Hunterdon Art Museum on January 11 and 18, 2020.

Professor Virginia Smith will have a solo exhibition “Tools of the Trace, Exploring the Thresholds of Art and Design” opening on February 19 and running through March 18. The Artist’s Talk will be held on Friday, February 21 from 5 to 6 p.m., with a reception to follow in the Art Gallery.

The 2-2 Independent Study students’ exhibition opened on January 21 and runs through February 8. The opening reception and Artists’ Talk was held on January 24, 2020.

4. Committee Reports

A. Finance Committee

Trustee Margaret Windrem reported that the Committee reviewed the FY 20 six-month year-to-date results ending December 2019.

Trustee Windrem reported on the Treasurer’s Report (Resolution #1-2020) for the period 11/01/19 to 12/31/19. On motion by Chairman Windrem, seconded by Trustee Bateman, the Treasurers’ Report was unanimously approved by voice vote.

Trustee Windrem then presented Consent Agenda Resolutions #2-2020, #3-2020, and #7-2020. The Resolutions were moved by Trustee Windrem, seconded by Trustee DiFrancesco Zaikov, and approved by voice vote. Trustee Windrem presented separately Resolutions #4-2020 (Extension of Security Bid), #5-2020 (Training Equipment for the Automotive Technology Program), and #6-2020 (Application for Amendment of the Perkins CTE Grant). Resolution #4-2020 was moved by Trustee Bateman, seconded by Trustee DiFrancesco Zaikov, and approved by voice vote. Trustees Howes, Simon, and Windrem voted no. Resolutions #5-2020 and #6-2020 were moved by Trustee Windrem, seconded by Trustee Bateman, and approved by voice vote. Trustee Torres respectfully abstained.

Resolution #2-2020 – Various Vouchers for Payment

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

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

| | | |
|-------------------------------------|---------------|-----------------------|
| Check #s | 308063-309541 | |
| ACH#s | 5 | |
| Total Checks | | \$2,800,203.19 |
| Total ACH | | 55,568.73 |
| Total Vouchers | | 2,855,771.92 |
| Construction and Architect Vouchers | | 2,238.75 |
| Less Previously Approved | | (21,110.59) |
| Total | | <u>\$2,836,900.08</u> |

Resolution #3-2020 Appointment, Public Agency Compliance Officer

WHEREAS, New Jersey Public Law 1975, Chapter 127, Section 1, et seq., requires that a public entity annually designate an officer or employee to facilitate the implementation and compliance with the affirmative action requirements of New Jersey public contracting law; and

WHEREAS, Raritan Valley Community College (RVCC) through its Purchasing Department supervises the drafting of numerous contracts held out for public bid which includes specific affirmative action compliance language required by the state.

NOW, THEREFORE, BE IT RESOLVED, that John Trojan, Vice President Finance & Facilities, be hereby appointed the College's Public Agency Compliance Officer by the Board of Trustees of RVCC.

Michael DePinto
Director of Purchasing

Resolution #4-2020 Extension of Security Services Agreement

WHEREAS, the contract with U.S. Security Associates, Inc. for Security Services expired on July 31, 2017; and

WHEREAS, Raritan Valley Community College advertised for bids for a new Security Services agreement on Wednesday, November 1, 2017; and

WHEREAS, one (1) bid response was opened and read on Tuesday, November 28, 2017 with one (1) bid being disqualified from consideration due to being received after the publicly advertised date and time set for the receipt of proposals; and

WHEREAS, the Board of Trustees of Raritan Valley Community College rejected the resolution recommendation made by the College at the December 5, 2017 meeting; and

WHEREAS, the RVCC administration has not publicly rebid for these services as the College explores how to appropriately proceed with security services in the future; and

WHEREAS, during this time period U.S. Security Associates has agreed to extend the contract for four months at the current rate of approximately \$68,000.00 per month; 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-month period of February 1, 2020 through April 30, 2020 with:

| |
|--|
| U.S. Security Associates, Inc. 1000 Route 9 North Woodbridge, NJ 07095 |
|--|

Michael DePinto
Director of Purchasing

Resolution #5-2020 Training Equipment for the Automotive Technology Program

WHEREAS, the purchase of a Network Trainer and a GM OBD II System trainer is needed for the College's Automotive Technology Program; and

WHEREAS, the Network Trainer is connected to local networks for remote fault diagnostic trouble codes which provide students with a real-world look into the operations of vehicles; and

WHEREAS, the GM OBD II System Trainer provides on-board diagnostic technology with complete powertrain control, monitors and standard diagnostic features for hands-on study; and

WHEREAS, three (3) quotes were obtained with ATech Training, Inc. presenting the College with the most favorable pricing; and

WHEREAS, the approved Fiscal Year 2020 Perkins Grant budget includes the purchase of these trainers via Budget Lines #570 and #580; 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:

| |
|--|
| ATech Training, Inc. 12290 Chandler Drive Walton, KY 41094 <u>Amount:</u> \$28,439.00 |
|--|

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 ATech Training, Inc.

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

Michael DePinto
Director of Purchasing

Resolution #6-2020 Application for Amendment of the Perkins CTE Grant

WHEREAS, the Board of Trustees of Raritan Valley Community College previously approved a resolution on August 20, 2019 to formally accept funds for the Carl D. Perkins Career and Technology Education (CTE) Improvement Act of 2006 grant in the amount of \$380,717 to provide quality occupational program improvements and ensure access to these programs; and

WHEREAS, the State of New Jersey Department of Education provided additional funds to Raritan Valley Community College in the amount of \$3,346 for currently approved career and technical education programs in our FY2020 Postsecondary Perkins plan increasing the current allocation to \$384,063; and

WHEREAS, several budget line items will be reallocated especially in Nursing with reduced pricing on revised simulation equipment and conference needs and new equipment in Automotive and Digital Media/Film Studies added, as be part of the amended budget in Perkins eligible programs; and

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

WHEREAS, a formal recognition of the Perkins Grant amendment by Board Resolution is required;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College approves the application for amendment of the Perkins CTE grant.

Resolution #7-2020 Additions to the RVCC Arts Building

WHEREAS, the College advertised for bids for the construction of two (2) one-story additions of approximately 6,550 square feet and 2,900 square feet respectively, as well as exterior and limited interior alterations to the existing 38,000 square foot single-story Arts Building; and

WHEREAS, twenty-nine (29) bids were distributed to vendors and eight (8) bids were received and opened on Wednesday, January 15, 2020; and

WHEREAS, the bid specifications included a Base Bid and one alternate as follows:

Alternate #1: Perforated Screen System

WHEREAS, it was decided to award both the Base Bid and Alternate #1 to the lowest responsible bidder whose related information is presented below:

| |
|---|
| Structural Concepts, Inc. 1305 South Roller Road Ocean, NJ 07712 <u>Amount:</u> \$4,361,000.00 |
|---|

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into a contract and issue a purchase order as described above to Structural Concepts, Inc.

Michael DePinto
 Director of Purchasing

B. Educational Programs and Services Committee

Trustee Timothy Howes presented Consent Agenda Resolutions #8-2020 through #15-2020. On motion by Trustee Howes, seconded by Trustee Windrem, the above stated Consent Agenda resolutions were approved unanimously by voice vote. Trustee Howes reported that the Committee received a report on the Center for Environmental Studies (copies were distributed to the full Board) and an update on the *Securing Our Children's Future Bond Act's* grant opportunities.

Resolution #8-2020 Human Resources Action Report

The Board resolves that the following personnel actions be taken:

1. New- Adjunct Faculty

The following individual(s) are recommended as adjunct faculty for the Spring Semester 2020 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 |
|-------------|------------|---------------------|--------------------------------|----------------------|-----------|
| Blumberg | Mark | Instructor | Communication and Languages | \$930 | 1/21/20 |
| Campisano | Erica | Instructor | Occupational Therapy Assistant | \$930 | 1/21/20 |
| Flanders | Dawn | Instructor | Business & Public Service | \$930 | 1/21/20 |
| Frey | Alan | Assistant Professor | Prison Program | \$950 | 1/21/20 |
| Gallagher | Strawberry | Instructor | Prison Program | \$930 | 1/21/20 |
| Giffin | Jennyfer | Instructor | Nursing | \$930 | 1/21/20 |
| Kondrasheva | Lidia | Assistant Professor | Communication and Languages | \$950 | 1/21/20 |
| Lamb | Jacque | Assistant Professor | Science & Engineering | \$950 | 1/21/20 |
| Nikitovic | Irina | Assistant Professor | Arts & Design | \$950 | 1/21/20 |
| Shumowitz | Marvin | Assistant Professor | Prison Program | \$950 | 1/21/20 |
| Troost | Peter | Instructor | Communication and Languages | \$930 | 1/21/20 |
| Tsakalacos | Theresa | Instructor | Prison Program | \$930 | 1/21/20 |
| Yuschak | Mark | Assistant Professor | Science & Engineering | \$950 | 1/21/20 |

2. New Hire- Administrator

The following individuals are recommended for the indicated Administrator position at the salary specified:

| Name | Title | Salary | Department | Start date |
|------------------|--|----------|------------------|------------|
| *Jessica Ray | Staff Scientist- Ecological Research & Restoration | \$50,498 | Academic Affairs | 2/3/20 |
| **Frank Rekofsky | Coordinator of Emergency Management | \$53,353 | Security | 1/16/20 |

*Budget code 989A-9100-5010-95-CESGC/ Grant Funded

**Budget code 100-4800-5010-60/Vendor Replacement

3. New Hire- Support Staff

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

| Name | Title | Salary | Department | Start date |
|-------------------------|-----------------------------------|----------|--------------------------|------------|
| *Maira Alvarado-Bolvito | Custodian | \$31,718 | Housekeeping | 1/21/20 |
| Jeanne Demeter | Academic Department Assistant-HSE | \$42,105 | Health Science Education | 1/13/20 |

*Budget code 100-4210-5310-70/ Replacement R. Diaz

*Budget code 100-3170-5310-10/ Replacement G. Siefring

4. Title Change- Administrator

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

| Name | Title | Department | Start date |
|-------------|---------------------------------------|------------------|------------|
| Shay Wadher | Senior Associate for Academic Success | Academic Affairs | 12/16/19 |

5. Status Change- Support Staff

The following individuals are recommended for the indicated Support Staff positions at the salary specified:

| Name | Title | Salary | Department | Start date |
|--------------------|--|----------|-----------------------|------------|
| Cynthia Coulbourne | Administrative Assistant II-STEM & HSE | \$48,908 | Academic Affairs | 2/1/20 |
| Marve Luz Pereira | Department Assistant-Advising & Counseling | \$46,068 | Advising & Counseling | 1/16/20 |

6. Resignation

The following reflects employees who have resigned from the college.

| Name | Title | Department | Effective Date |
|---------------|--|----------------------------|----------------|
| Esther Duran | Assistant Professor-Digital Media/Film | Communications & Languages | 12/31/2019 |
| Karen Vaughan | Director of Conference Services | Conference Services | 1/03/2020 |

7. Retirement

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

| Name | Title | Department | Effective Date |
|----------------|-----------------------------|--------------------------|----------------|
| Elliot Stetson | Associate Professor-Nursing | Health Science Education | 7/1/2020 |

Resolution #9-2020 Reappointments, Second Year and Beyond Teaching Faculty, Librarians, Counselors, and Teaching Assistants with Negotiated Salary Increase FY 20 and FY 21

BE IT RESOLVED, that the recommendation of the President, the following teaching faculty, librarians, Counselors and Teaching Assistants be notified of their reappointments by the Board of Trustees for the 2020-2021 academic or fiscal year.

**Reappointment as per January 2019 resolution. Updated salaries with negotiated increase FY20

*Represents Tenure Awarded

| Last Name | First Name | Rank | **2019-2020 Salary | 2020-2021 Salary |
|--------------------|------------|--|--------------------|------------------|
| Anderson | Anne Marie | Associate Professor-Accounting | \$76,828 | \$78,749 |
| Aronson | Daniel | Professor -Economics | \$110,899 | N/A |
| Arvay | Susan | Associate Professor-English | \$75,794 | \$77,689 |
| Austin | Lori | Associate Professor-Math | \$80,833 | \$82,854 |
| Awwad | Mutasem | Assistant Professor-Networking | \$67,350 | \$69,034 |
| Balut | Maryann | Professor- Nursing | \$85,378 | \$87,512 |
| Banfield | Sara | Professor-Communication/Speech | \$83,361 | \$85,445 |
| Baricevic | Marianne | Associate Professor A&P/Micro | \$84,087 | \$86,189 |
| Bazar | Carrie | Career Counselor IV | \$100,873 | \$103,395 |
| Bell | Cheryl | Associate Professor - ESL | \$79,607 | \$81,597 |
| Bendjilali | Boualem | Associate Professor - Mathematics | \$86,142 | \$88,296 |
| *Bendjilali | Khadidja | Assistant Professor- Mathematics | \$62,520 | \$64,083 |
| Bitter | Janelle | Librarian- Systems & Technology Services | \$61,970 | \$63,519 |
| Black | William | Professor - Accounting | \$93,375 | \$95,709 |
| Bondhus | Charles | Associate Professor - English | \$76,484 | \$78,396 |
| Braun | Lauren | Associate Professor-History | \$75,478 | \$77,365 |
| Brazier | Michelle | Associate Professor-English | \$83,457 | \$85,543 |
| Brower | Stephen | Assistant Professor - CIS | \$73,727 | \$75,570 |
| *Burns | Keith | Assistant Professor- Fitness &Wellness | \$67,331 | \$69,014 |
| Campoli | Alison | Associate Professor- Nursing | \$76,385 | \$78,295 |
| Carr | Edward | Professor- Microbiology | \$92,527 | \$94,840 |
| *Caruso | Steven | Instructor- Computer Science | \$59,899 | \$61,396 |
| Case | Patrice | Professor-Nursing | \$88,222 | \$90,428 |
| *Case | Rebecca | Instructor - Spanish | \$61,704 | \$63,247 |
| Chase | David | Associate Professor- English | \$79,604 | \$81,594 |
| Choi | Youngjun | Associate Professor - Math | \$78,888 | \$80,860 |
| Cleary | John | Associate Professor-Philosophy | \$76,632 | \$78,548 |
| Copty | Nader | Associate Professor- Physics | \$82,235 | \$84,291 |
| Crosbie | William | Associate Professor-Computer Science | \$80,988 | \$83,013 |
| Czerw | Margaret | Professor- Chemistry | \$89,332 | \$91,565 |
| *Darkenwald-DeCola | Jessica | Assistant Professor- English | \$65,953 | \$67,602 |
| DeFilippis | Maria | Professor-Legal | \$104,874 | \$107,496 |

| Last Name | First Name | Rank | **2019-2020 Salary | 2020-2021 Salary |
|------------------|------------|--|--------------------|------------------|
| Dempsey | Megan | Associate Professor-Librarian | \$80,778 | \$82,797 |
| Donnelly | Brian | Assistant Professor- Criminal Justice | \$68,017 | \$69,717 |
| Fagan | W Michael | Associate Professor - Finance | \$79,503 | \$81,491 |
| Felix | Justin | Associate Professor - English | \$78,705 | \$80,673 |
| Flor | Paul | Assistant Professor- Business Admin-HVAC | \$84,018 | \$86,118 |
| Fois | Loretta | Professor-Dance | \$84,655 | \$86,771 |
| *Forte | Frank | Assistant Professor- Math | \$67,954 | \$69,653 |
| Gaffney | Karen | Professor - English | \$87,580 | \$89,770 |
| Geoffroy | Cynthia | Associate Professor-Math | \$81,009 | \$83,034 |
| Gorini | Rosemarie | Associate Professor -Math | \$80,188 | \$82,193 |
| Gutierrez | Isabel | Associate Professor- Psychology | \$75,669 | \$77,561 |
| Gutshall-Seidman | Karen | Professor- Human Services | \$87,580 | \$89,770 |
| Harford | John | Instructor Graphic Design | \$64,825 | \$66,446 |
| Heithoff | Heather | Assistant Professor- Nursing | \$66,319 | \$67,977 |
| Hemlow | Lance | Assistant Professor - Mathematics | \$77,802 | \$79,747 |
| Heppard | Brandyn | Assistant Professor- Philosophy | \$67,334 | \$69,017 |
| Hinkle | Robert | Professor-ESL | \$85,863 | \$88,010 |
| Hulsen | Patricia | Professor- Mathematics | \$92,220 | \$94,526 |
| Iannacone | Eric | Associate Professor-Biology A/P | \$77,635 | \$79,576 |
| Jones | James | Assistant Professor- Criminal Justice | \$67,350 | \$69,034 |
| Katsha | Ahmed | Assistant Professor-A/P Biology | \$66,077 | \$67,729 |
| Kaufman | Stephen | Professor - Anthropology | \$135,605 | \$138,995 |
| Kelly | Jay | Associate Professor- Biology | \$81,874 | \$83,921 |
| Kinebrew-Bosa | Carolyn | Assistant Professor- Communications | \$64,803 | \$66,423 |
| Kletz | Pattiann | Professor- Business | \$84,708 | \$86,826 |
| Klinger | William | Professor- Business Admin & Management | \$90,501 | \$92,764 |
| Kovarik | Tomas | Associate Professor - Math | \$86,599 | \$88,764 |
| Kowski | Lynne | Professor- Mathematics | \$92,219 | \$94,524 |
| Kuijlaars | Gina | Counselor II-Mental Health | \$78,710 | \$80,678 |
| Lenahan | Melanie | Professor - Biotechnology | \$87,580 | \$89,770 |
| Lindemann | Ellen | Professor- Business Admin | \$89,332 | \$91,565 |
| Lindskoog | Carl | Assistant Professor-History | \$67,270 | \$68,952 |
| Logan-Bieler | Martha | Instructor-Medical Assistant | \$63,632 | \$65,223 |
| Luby | Barbara | Counselor IV | \$100,608 | \$103,123 |
| Manno | Andrew | Professor - English | \$94,928 | \$97,301 |
| *Martin | Philip | Instructor- Communication | \$61,761 | \$63,305 |
| McManus | Darren | Assistant Professor- Graphic Design | \$68,951 | \$70,675 |
| Meier | Pascal | Assistant Professor-Chemistry | \$67,179 | \$68,858 |
| Moore | Elaine | Associate Professor - Marketing | \$82,499 | \$84,561 |

| Last Name | First Name | Rank | **2019-2020 Salary | 2020-2021 Salary |
|-------------------|------------|--|--------------------|------------------|
| Morris | Melanie | Professor- Business Law | \$92,734 | \$95,052 |
| Nadkarni | Vandana | Professor- Art History | \$86,173 | \$88,327 |
| Nikitovic | Nemanja | Assistant Professor-Mathematics | \$68,971 | \$70,695 |
| *Offenhauer | Alexa | Assistant Professor- English | \$66,448 | \$68,109 |
| O'Neill | Elizabeth | Assistant Professor- Pediatric Nursing | \$68,374 | \$70,083 |
| Patel | Aditi | Associate Professor - Mathematics | \$78,732 | \$80,700 |
| Patterson | Carol | Professor - Nurse Education | \$101,747 | \$104,291 |
| *Pearce-Morris | Jennifer | Assistant Professor- Sociology | \$69,371 | \$71,105 |
| Pieris-Gunatilaka | Ashlee | Assistant Professor - CIS | \$75,516 | \$77,404 |
| Pipitone | Christine | Professor-English | \$87,580 | \$89,770 |
| Pompo | Antonella | Professor- Engineering | \$92,323 | \$94,631 |
| Reilly | Kathy | Instructor-Health Information Technology | \$60,858 | \$62,379 |
| Reilly | Kevin | Professor - History | \$149,002 | \$152,727 |
| Reynolds | Sandra | Associate Professor - French/Spanish | \$85,115 | \$87,243 |
| Ricketts | Glenn | Professor-Political Science | \$112,886 | \$115,708 |
| Rimple | Tonya | Associate Professor- Bus Admin | \$82,919 | \$84,992 |
| Romaine | Linda | Associate Professor- Fitness & Wellness | \$75,933 | \$77,831 |
| Roop | Joan | Assistant Professor- Nursing | \$68,017 | \$69,717 |
| Rosenblithe | Anita | Professor - English | \$139,973 | \$143,472 |
| Russo | Dennis | Professor - Theatre | \$84,654 | \$86,770 |
| Schirner | Kimberly | Associate Professor- Early Childhood | \$79,607 | \$81,597 |
| Schueler | Paul | Professor - Chemistry | \$137,298 | N/A |
| Schwarz | Steven | Professor - CS | \$85,068 | \$87,195 |
| Seater | Barbara | Associate Professor- Sociology | \$131,289 | \$134,571 |
| Shah | Madhavi | Assistant Professor-Biology | \$66,191 | \$67,846 |
| Shapiro | Alisa | Assistant Professor-Accounting | \$67,128 | \$68,806 |
| Sichel | John | Associate Professor - Music | \$82,106 | \$84,159 |
| Smith | Virginia | Assistant Prof-Interior Design | \$72,263 | \$74,070 |
| Soliman | George | Instructor- Mathematics | \$60,378 | \$61,887 |
| *Spencer | Claudette | Assistant Professor-Nursing Medical & Surgical | \$66,757 | \$68,426 |
| Stander | Emilie | Associate Professor, Environmental Science | \$76,272 | \$78,179 |
| Stepanova | Tatyana | Assistant Professor- Mathematics | \$76,010 | \$77,910 |
| Stetson | Beryl | Professor- Nursing | \$89,859 | \$92,105 |
| Stetson | Elliot | Associate Professor - Nursing | \$86,415 | N/A |
| Stupak | Peter | Assistant Professor-Physics & Engineering | \$69,885 | \$71,632 |
| Suk | Kathryn | Associate Professor- Elementary/Second Education | \$77,074 | \$79,001 |
| Thomas | Brian | Professor - Ophthalmics | \$115,626 | \$118,517 |
| Thornber | Nora | Professor - Mathematics | \$105,719 | \$108,362 |

| Last Name | First Name | Rank | **2019-2020 Salary | 2020-2021 Salary |
|------------|------------|--------------------------------------|--------------------|------------------|
| Treut | Richard | Professor- Speech/Communication | \$85,801 | \$87,946 |
| Tsubota | Ann | Professor - Fine Arts | \$118,333 | \$121,291 |
| Tucker | Lisa | Associate Professor- English | \$82,860 | \$84,932 |
| Tyson | Ronald | Associate Professor - English | \$79,403 | \$81,388 |
| Vaccaro | Andrea | Associate Professor- ESL | \$73,922 | \$75,770 |
| Valenti | Alyssa | Associate Professor-Librarian | \$74,789 | \$76,659 |
| Warren | Jeffrey | Counselor II | \$83,422 | \$85,507 |
| Weber | Derek | Professor-A&P/Micro | \$87,500 | \$89,688 |
| Youngblood | Ardath | Instructor- Nursing | \$62,783 | \$64,353 |
| Yunker | Beau | Instructor-OTA Assistant/Coordinator | \$61,852 | \$63,398 |
| Zieba | Izabela | Assistant Professor- English | \$68,017 | \$69,717 |

Resolution #10-2020 Reappointments, First Year Teaching Faculty, Librarians, and Counselors

BE IT RESOLVED, that at the recommendation of the President, the following first year teaching faculty, librarians and counselors be notified of their reappointments by the Board of Trustees for the 2020-2021 academic or fiscal year.

| Last Name | First Name | Rank | Salary |
|------------|------------|--------------------------------|----------|
| Kim | Ji Yong | Instructor- Visual Arts | \$61,093 |
| Molle | Maria | Assistant Professor-Nursing | \$69,034 |
| Portelinha | Isabelle | Assistant Professor-Psychology | \$65,543 |
| Sosa | Nicholas | Instructor- Psychology | \$63,143 |

Resolution #11-2020 Reappointment, First Year Teaching Faculty with Negotiated Salary Increase

BE IT RESOLVED, that the recommendation of the President, the following teaching faculty be notified of their reappointment by the Board of Trustees for the 2019-2020 academic or fiscal year.

**Reappointment salary with negotiated increase FY20

| Last Name | First Name | Rank | **2019-2020 Salary |
|------------|------------|--------------------------------|--------------------|
| Portelinha | Isabelle | Assistant Professor-Psychology | \$63,944 |

Resolution #12-2020 Appointments, 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:

*Update from May, August and September 2019 resolution; change in salary minimums as per new negotiated contract.

| Last Name | First Name | Rank | 2019-2020 Salary |
|-----------|------------|-----------------------------|------------------|
| Kim | Ji Yong | Instructor- Visual Arts | \$59,603 |
| Molle | Maria | Assistant Professor-Nursing | \$67,350 |
| Sosa | Nicholas | Instructor- Psychology | \$61,603 |

Resolution #13-2020 Reappointments, Faculty Temporary One Year 2020-2021

BE IT RESOLVED that at the recommendation of the President, the following full-time non-tenured faculty appointment be approved:

| Last Name | First Name | Rank | Salary |
|-----------|------------|--------------------------------------|----------|
| DePinto | Dominick | Temporary Instructor- CEM Technology | \$64,353 |
| Greco | Sarah | Temporary Instructor- ASL | \$61,116 |
| Walter | Evan | Temporary Instructor - Film | \$59,974 |

Resolution #14-2020 Reappointments, Faculty Temporary One Year 2019-2020

BE IT RESOLVED that at the recommendation of the President, the following full-time non-tenured faculty appointment be approved:

*Update from January 2019 resolution; change in salary per new negotiated contract.

| Last Name | First Name | Rank | 2019-2020 Salary |
|-----------|------------|--|------------------|
| DePinto | Dominick | Temporary Instructor- CEM Technology | \$62,783 |
| Greco | Sarah | Temporary Instructor- ASL | \$59,625 |
| Yang | Linda | Temporary Instructor- Computer Science | \$62,168 |

Resolution #15-2020 Appointment, Full Time Temporary Fall 2019 Semester

BE IT RESOLVED that at the recommendation of the President, the following full-time non-tenured faculty appointment be approved: *Update from November 2019 resolution; change in salary minimums as per new negotiated contract.

| Last Name | First Name | Rank | 2019-2020 Salary |
|-----------|------------|----------------------------|------------------|
| Walter | Evan | Temporary Instructor- Film | \$58,511 |

C. Labor Relations Committee

Chairman Wise reported that Classified Staff negotiations is scheduled for early February and that a tentative date for the Adjunct Faculty Federation has been scheduled mid-February.

An announcement was then made to enter into Executive Session. Chairman Wise 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 pending ratification of the Administrative Society contract. The Public Meeting will be reopened following closed discussions and the matters discussed in closed session will be made public when action is taken on those matters.” The motion was moved by Trustee Hirsch, and seconded by Trustee Bateman, and approved by voice vote. The Board entered into Executive Session at 5:37 p.m. No formal action was taken during Executive Session.

The Public Session of the meeting reopened at 5:45 p.m.

Chairman Robert Wise reported that the Committee unanimously recommends the following resolution:

Resolution #16-2020 – Ratification of Contract between the Board of Trustees and the Administrative Society

BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College does hereby ratify and approve an Agreement with the Administrative Society with the following terms:

1. 2019-2021- 2.5% salary increase each year.
2. Health care related and Educational reimbursement changes.
3. Education Attainment \$750 for BA/BS and \$1250 for MA/MS.
4. Job reclassification and promotion increase to rise to 10%.

5. All dates throughout the collective negotiation agreement shall be adjusted to reflect the new termination date of June 30, 2022.
6. Agreement is for a term of three years from July 1, 2019 through June 30, 2022.

Memorandum of Agreement to follow.

The Resolution was moved by Trustee Locandro, seconded by Trustee Bateman, and approved unanimously by voice vote

D. Governance Committee

Trustee Paul Hirsch reported that the Committee was provided with an update on the FY 2020-2019 budget comparisons and an update on final winter enrollment numbers, spring 2020 comparisons, and summer enrollment comparisons. As required by the State of New Jersey, the Campus Safety Report for the period December 2, 2019 to January 20, 2020 was provided to the Committee and to the full Board of Trustees via SharePoint. In addition, a progress report on the Prosecutor's Safety Assessment was provided, which included an update on the emergency phones, conversion of LED exterior lighting, the relocation of concrete planters to prevent vehicular access to pedestrian areas and building entrances, remediation of door locks in some areas, and the conversion of our fire alarms to light/sound/voice. The cost of the fire alarm conversion is approximately \$160,000 and will take a few months to complete.

The College Legal Counsel Request for Proposals process will begin in the near future. The Governance Committee will review proposals and select firms to be interviewed.

A Board Educational Retreat has been scheduled for Tuesday, April 28th to review the seven standards for Accreditation and the Requirements of Affiliation in preparation for the upcoming visit by our Middle States Liaison on May 19th. The Board of Trustees are scheduled to meet with the liaison for a lunch meeting on that date. The seven standards can be found on the Commission's website www.msche.org.

IV. Old/New Business

None.

VI. 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 40 minutes.”

Pattiann Kletz, President of the Faculty Federation, restated her appreciation to the President and to the Board of Trustees on the settlement of the contract last month and stated that she looks forward to working collectively on the adjunct negotiations. A copy of Senate Concurrent Resolution No. 185 and a flyer on the next “Music As a Mirror on History” series performance scheduled for Monday, February 17, 2020 was distributed to the Board of Trustees and the President.

VII Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 6:00 p.m.

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