

RARITAN VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES' SPECIAL MEETING  
JULY 28, 2020

MINUTES

I. Call to Order

The Special Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, July 28, 2020, via teleconference. Chairman Robert P. Wise called the Special Board of Trustees meeting to order at 4:00 p.m., and made the following statement in compliance with the Open Public Meetings Act of the State of New Jersey:

“Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act of the State of New Jersey.”

II. Roll Call of Members

The roll call was taken as follows:

Present:	Caren Bateman	Absent:
	Julia DeTommaso	
	Paul J. Hirsch	
	W. Timothy Howes	
	Roger Jinks	
	Roger Locandro	
	Andrew McNally	
	Donald Rica	
	Helena Swanicke	
	Juan Torres	
	Robert P. Wise	
	Tracy DiFrancesco Zaikov	
	Margaret Windrem	

Also in attendance: Michael J. McDonough, President; and Richard Flaum, Esq., College Counsel

A quorum was present.

III. Agenda Items

Executive Session

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 bargaining unit contract changes to implement furloughs. The Public Meeting will be reopened at 5:00 p.m. and the matters discussed in closed session will be made public when action is taken on those matters.” A motion to enter into Executive was made by Trustee Windrem, and seconded by Trustee Jinks, and approved by voice vote. The Board entered into Executive Session at 4:02 p.m. No formal action was taken during Executive Session.

The Public Session of the Special meeting reopened at 5:00 p.m.

Chairman Robert Wise read the following resolution into record:

Resolution #124-2020 Ratify Bargaining Unit Contract Changes

WHEREAS, the Board of Trustees of Raritan Valley Community College previously ratified contracts for all bargaining units for the three-year period July 1, 2019 through June 30, 2022 via resolutions # 210-2019 for the full-time Faculty; # 16-2020 for Administrators; and # 31-2020 for Support Staff; and

WHEREAS, the College subsequently began to experience significant financial challenges related to reduced external state funding, lower enrollment levels, and higher operating expenses, all related to the covid-19 crisis; and

WHEREAS, the Board via resolution # 66-2020 authorized Management to pursue and implement several compensation-related options to reduce costs including, but not limited to, furloughs, layoffs, hours of work, pay raise deferral, and pay rate changes, if deemed necessary by the uncertain financial conditions; and

WHEREAS, the Board via resolution #121-2020 declared a financial exigency allowing Management to implement furloughs and layoffs if deemed necessary by the uncertain financial conditions; and

WHEREAS, Management negotiated a Memorandum of Agreement (MOA) with each of the aforementioned three bargaining units to implement five non-consecutive furlough days beginning in August 2020 and ending in December 2020 for Administrators and Support Staff, and beginning November 2020 and ending January 15, 2021 for full-time Faculty, leaving open the possibility of additional furloughs or layoffs in January 2021 should the College's financial circumstances become worse than currently expected.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College ratifies and approves the MOA's Management negotiated to change the underlying collective bargaining agreements with the full-time Faculty, Administrators and Support Staff.

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John Trojan, VP Finance & Facilities

The resolution was moved by Chairman Wise, seconded by Trustee Jinks, and approved unanimously by vote.

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.”

There were no public comments at the time.

VII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 5:03 p.m.

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