

RARITAN VALLEY COMMUNITY COLLEGE  
BOARD OF TRUSTEES' REGULAR MEETING  
FEBRUARY 20, 2018

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, February 20, 2018, at Raritan Valley Community College, Route 28 and Lamington Road, Branchburg Township, North Branch, New Jersey.

Chairman Robert P. Wise called the 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  
Paul J. Hirsch  
Edward Malley  
Andrew J. McNally  
Felecia Nace  
Donald Rica  
Margaret Windrem  
Robert P. Wise  
Tracy DiFrancesco Zaiko

Absent: W. Timothy Howes  
Juan Torres

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. Executive Session

In accordance with the provisions of the Open Public Meetings Act of the State of New Jersey, Chairman Robert Wise requested a motion to close the Public Meeting to discuss a personnel issue. 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.

On motion by Trustee Hirsch, seconded by Trustee Windrem, the Board entered into Executive Session at 5:18 p.m. No formal action was taken during Executive Session.

The Public Meeting reopened to the public at 5:30 p.m.

IV. Agenda Items

1. Approval of Regular Meeting Minutes

On motion by Trustee DiFrancesco, seconded by Trustee Nace, the Regular Meeting minutes of January 23, 2018 were approved unanimously by voice vote.

## 2. Chairman's Report

Chairman Robert Wise announced that the RVCC Foundation is once again selling raffle tickets to raise funds for scholarships for students attending Raritan Valley Community College. The person holding the winning raffle ticket may choose from four different trips: 1) Alaskan Cruise; 2) Monte Carlo, Monaco; 3) Palm Springs, California; and 4) Sonoma, California. Each travel package is for two people to enjoy, and includes airfare. Tickets cost \$100 each, and only 300 tickets will be sold.

It was reported that the RVCC Foundation also will award second, third, and fourth prizes for those who do not win the trip, including a Dell Latitude 3180 computer; two-night weekend stay at the DoubleTree by Hilton Hotel New York Times Square West; and four tickets to Yankee Stadium for one game during the 2018 season. The drawing will be held Friday, March 30 at noon, in the College Atrium. The winner does not have to be present at the drawing.

The Chairman reported on changes to the Board of Trustees meeting schedule as follows – the September 25<sup>th</sup> meeting has been rescheduled to October 2<sup>nd</sup> and the October 23<sup>rd</sup> meeting has been rescheduled to October 30<sup>th</sup>. A revised calendar was distributed at the meeting and will also be emailed to all the trustees.

## 3. President's Report

President Michael McDonough reported that grammy-nominated jazz singer Jazzmeia Horn performed and spoke on “Black Women of Song and Their Impact on History,” on Monday, February 19, 2018 as part of the College’s Music As a Mirror on History Series sponsored by the Humanities, Social Science, and Education Department and RVCCArts in conjunction with Black History Month. The President remarked that Adjunct Roger Shutack, who spearheaded the series, has done an extraordinary job with the program. The President also remarked that Professor Richard (Bick) Treut does a terrific job working with our outstanding adjunct faculty and with organizing their new employee orientation when hired by the College each semester.

The President reported that Provost Debi Preston recently hosted a collaborative meeting on campus with individuals from RVCC, Rutgers University-Newark, and the New Jersey Department of Corrections Division of Programs and Community Services (the “Consortium”) concerning the New Jersey Scholarship and Transformative Education (NJSTEP) program to discuss our continued deliverance of a systematic Second Chance Pell Experiment for eligible people incarcerated in a state correctional facility. The President remarked that the Consortium’s ongoing efforts has gained momentum and that we currently have 500 students enrolled in degree programs.

President McDonough reported Sanofi is so pleased with the inaugural Mentor Program that it is renewing the program for another year and expanding the program (more details are provided below in the full report.)

The President further reported that Raritan Valley Community College participated in it’s first-ever National Signing Day held on February 15 in the College’s Workforce Training Center. During the event, several currently enrolled students declared their intent to complete their programs and perspective students committed to starting a career program in the fall 2018. RVCC offers training for careers in such areas as Automotive Technology, Advanced Manufacturing, Cosmetology, Esthetics, HVAC, and Commercial Energy Management Technology.

The President’s full written report is as follows:

### *Upcoming Board Events*

The next Board of Trustees meeting is scheduled for Tuesday, March 27, 2018.

### *Upcoming College Events*

- Nurses Pinning Ceremony, May 10, 2018, 4 p.m.
- Annual RVCC Commencement, May 12, 2018, 9 a.m. Platform Party Reception
- RVCC Foundation 15<sup>th</sup> Annual Golf Classic, July 9, 2018
- 50<sup>th</sup> Anniversary Golden Harvest Gala, October 25, 2018, The Palace at Somerset Park

### *Handouts/Attachments*

- Annual RVCC Commencement Regalia Order Form
- Flyer – RVCC Foundation Trip Raffle
- Flyer – RVCC Foundation 15<sup>th</sup> Annual Golf Classic
- Flyer – The Institute for Holocaust and Genocide Studies Seminar for Educators
- Revised Board of Trustees Meeting schedule for 2018
- RVCC Foundation Report to the Community 2016-2017

### *Items of Note*

Congratulations to Chairman Robert Wise on his 4-year reappointment to the RVCC Board of Trustees by the Hunterdon County Board of Chosen Freeholders!

### Career and Transfer Services

The RVCC Internship program continues to flourish as evidenced by these developments:

- Sanofi is so pleased with the inaugural Mentor Program that it is renewing the program for another year and expanding the students selected from the current 10 to 15.
- Sanofi is so impressed with the quality of the RVCC Mentees that they are looking for internships for all of them.
- This week, we were notified that two of our Sanofi Mentees were selected for the highly competitive Overlook Hospital Summer Internship Program designed for pre-med students.
- Johnson and Johnson has now made a commitment to provide a Co-op and an Internship for a RVCC student.
- RVCC student Jash Rana was hired by Johnson and Johnson for a spring 2018 Co-op.
- Johnson and Johnson held their first internship information session on the RVCC campus.

RVCC's participation in the Sanofi Corporate Mentor Program is highlighted in the March 2018 edition of *Insight Into Diversity*. If you'd like to read the article, go to <http://www.insightintodiversity.com/wp-content/media/digitalissues/march2018/index.html>.

RVCC has ratified two additional transfer articulation agreements, bringing the total number of agreements to ninety. They are as follows:

- Drew University entered a transfer agreement with RVCC that provides financial incentives for RVCC graduates to earn a Bachelor's degree and Master of Arts in Teaching at Drew.
- RVCC ratified its fifth international transfer agreement. The new agreement is with the Rennes School of Business located in Brittany, France. Qualified RVCC business graduates can complete their Bachelor's degree in International Business Management in one year plus a mandatory internship. The Rennes School of Business is accredited by AACSB placing it among the top five perfect of business college programs worldwide. Coursework is taught in English and students can complete the internship in any country.

### Honors College

Greg DeSanctis and Professor Lynne Kowski advised that the Honors College received a record twenty-nine applications in advance of the Early Application deadline. It is clear that RVCC is fast becoming a college of choice for high achieving students.

### Admissions & Recruitment

Admissions Information Sessions & Campus Tours (ongoing) – This initiative continues to be popular and well attended. Prospective students and guests attend Admissions Information Sessions & Campus Tours on most Friday mornings and one Thursday evening each month. This program collaborates with the Workforce Training Center, Athletics, and Rutgers to showcase more of the College and transfer opportunities.

Adult Information Sessions (ongoing) – This initiative continues to be popular and well attended. In addition, we have continued success with Saturday morning information sessions.

National Signing Day (2/15) - Collaboration with our colleagues in the Workforce Training Center and Admission & Recruitment team to promote our current students to commit to completing their program and for prospective students to commit to starting in fall 2018.

### RVCC Arts/VAPA/Admissions Collaboration/Partnerships

- *Paul Taylor Dance Performance (2/2 & 2/3)* – A collaboration with RVCC Arts, VAPA-DANCE-Loretta Fois, the RVCC Dance Club, and Admissions & Recruitment
- *Evie Ladin & Keith Terry Performance (2/28 & 3/1)* – A collaboration with RVCC Arts, VAPA-MUSIC-John Sichel, Tony Strong, the RVCC Music Students, and Admissions & Recruitment
- *Tea for Three Performance (3/8 & 3/9)* – A collaboration with RVCC Arts, VAPA-THEATRE-Dennis Russo, the RVCC Theatre Students, and Admissions & Recruitment

CRECER (3/22) – A collaboration with Richeleen Dashiield, Dean of Multicultural Affairs, to provide Workforce and Admissions recruitment literature to prospective students and guidance counselors, presentation for guidance counselors, and on-site apply-online free for Hunterdon and Somerset County guests.

### Career Program Collaboration Events:

- Health Science/STEM/Computer Science Career Program (3/13) – A collaboration with faculty Kathleen Mitchell, Peter Stupak, and Steven Schwarz to promote programs for prospects and current students
- Engineering Night (4/2) – A collaboration with Science & Engineering faculty Antonella Pompo and Peter Stupak to promote Authentic Engineering Experience opportunity for prospects and current students
- Business Career Night (4/11) – A collaboration with Business & Public Service faculty Ellen Lindemann and Elaine Moore to promote Business programs for prospects and current students
- Criminal Justice Career Night (4/18) – A collaboration with Business & Public Service/CJS faculty Brian Donnelly to promote Criminal Justice programs for prospects and current students

Spring Open House (4/26) – The Admissions Team is gearing up for the Spring Open House, which is a college wide collaborative recruitment event to include all academic divisions, student services, programming, alumni, the Workforce Training Center staff, University Center partners, Hart public transportation, and RVCC student volunteers.

#### RVCC's Workforce Training Center Honored

The Somerset County Board of Chosen Freeholders have announced that RVCC's Workforce Training Center will be recognized at the 35<sup>th</sup> Annual Land Development and Planning Awards. This building maximizes the use of natural daylight to reduce dependence on artificial lighting and has operating windows for natural ventilation. In addition, solar screens and sun-shading devices help to control glare and avoid heat buildup. By situating the building where it can share parking space and connect to existing infrastructure, construction required fewer materials, less site disturbance, and provided impervious coverage. Sustainable landscaping and the removal of unsuitable soils helped to direct construction to areas already disturbed and left virgin soil untouched. The architect was SSP Architects and the engineers were Van Cleef Engineering Associates.

#### HVAC and Commercial Energy Management Program – Employer Open House

Area employers are invited to tour the Raritan Valley Community College's new Workforce Training Center, learn about its HVAC and Commercial Energy Management programs, and meet with students at a special Employer Open House on March 27, from 5-8 p.m.

The evening will introduce area employers to the College's programs in Commercial Energy Management Technology and Environmental Control Technology (HVAC). It will begin with a job fair from 5-6 p.m., providing employers with the opportunity to meet with current students and recent graduates to discuss possible career opportunities.

RVCC offers two programs in Environmental Control Technology: a one-year Certificate and a two-year Associate of Applied Science (AAS) Degree. The degree program trains students to become service technicians, installers, or designers of residential and/or commercial equipment in the air conditioning, refrigeration and heating field. The Certificate provides training in residential equipment only. Both programs, which include an industry-aligned curriculum and practical experience, as well as general education requirements, offer instruction in the theory and practical aspects of the HVAC/R industry.

RVCC offers two programs in Commercial Energy Management Technology (CEM-Tech): a one-year Certificate program that includes a summer class and a second summer cooperative education experience, and a two-year AAS Degree. Students in the CEM-Tech programs train to become technicians responsible for maintaining and optimizing the performance of energy management systems in commercial buildings. The programs, which include an industry-aligned curriculum and practical experience, as well as general education requirements, are designed to address a severe nationwide shortage of trained building technicians and educational programs in the Commercial Energy Management area, specifically in the fields of building automation, commercial energy auditing, building commissioning, and retro-commissioning. Students learn the theory and practical aspects of web-based automation; energy management and auditing; and commissioning for commercial buildings.

To participate in the March 27 event or for additional information about RVCC's programs, contact Elizabeth Coccia, 908-526-1200, ext. 8529, or [elizabeth.coccia@raritanval.edu](mailto:elizabeth.coccia@raritanval.edu).

#### Black History Month

Raritan Valley Community College presented a number of events throughout the month of February in celebration of Black History Month. Programs included a film series, theatrical performances about Martin Luther King, Jr. and Paul Robeson, a photo exhibition, lectures, and a Diversity Fair, as described below:

Grammy-nominated jazz singer Jazzmeia Horn performed and spoke on “Black Women of Song and Their Impact on History,” Monday, February 19, 2018 as part of the College’s Music As a Mirror on History Series sponsored by the Humanities, Social Science, and Education Department and RVCCArts in conjunction with Black History Month.

The Theatre at RVCC:

*The Mountaintop* (LA TheatreWorks), Friday, February 9, at 8 p.m.

Winner of the prestigious Olivier Award for Best New Play, Katori Hall’s *The Mountaintop* is a gripping reimagining of events that took place the night before the assassination of civil rights leader Martin Luther King, Jr. This acclaimed play is rife with humor and political jabs, and gives us a glimpse of Dr. King as a person. LA TheatreWorks presents this exciting, radio-style touring production featuring a first-rate cast and live sound effects. The production contains some mature language. To purchase tickets, at \$25 and \$35, contact the Box Office, 908-725-3420, or order online at [www.rvccArts.org](http://www.rvccArts.org).

*Call Mr. Robeson* (Tayo Aluko), Tuesday, February 27, 1 p.m. & 7 p.m.

Paul Robeson was a world-famous actor, singer, and civil rights campaigner. When he got too radical and outspoken for the establishment’s liking, he was branded a traitor to his country, harassed, and denied opportunities to perform or travel. One of the 20th century’s most impressive but overlooked figures is revived in this powerful, compelling, one-man performance that takes audiences on a roller-coaster journey through Robeson’s remarkable, eventful life. Tickets cost \$15 each, and the production is recommended for audiences age 14 and older. The event includes a discussion and light refreshments; audience members may pre-order a \$5 box lunch and dine before the 1 p.m. show. To purchase tickets, contact the Box Office, 908-725-3420, or order online at [www.rvccArts.org](http://www.rvccArts.org).

In celebration of Black History Month, The Theatre at RVCC will present “March to Freedom,” a photo exhibition commemorating the 1965 Selma-Montgomery marches and the 50th anniversary of the landmark Voting Rights Act. The traveling exhibit, on display in the Theatre lobby throughout the month of February, features rare images from the collection of The University of Texas at Austin’s Briscoe Center for American History, and select photos from the April 2014 Civil Rights Summit at the LBJ Presidential Library. “March to Freedom” follows determined and undaunted marchers, both black and white, as they try on three different occasions to take their cause to Montgomery and the steps of the Alabama Statehouse. The exhibition is free of charge, but reservations are required. For information about group reservations and public hours, contact the box office at 908-725-3420.

The College will present a film series, “Black Athletes, Hollywood and Racism,” throughout the month. All screenings are free of charge and open to the public. For additional information about the series, contact Dr. Barbara Seater at [barbara.seater@raritanval.edu](mailto:barbara.seater@raritanval.edu). The film series includes:

- A screening of the film, *The Express*, featuring the story of Ernie Davis, the first black football player to win the Heisman Trophy, Wednesday, February 14, at 5:30 p.m., in the RVCC Atrium Lounge (College Center, lower level).
- A screening of the film, *42*, featuring the story of Jackie Robinson and the integration of Major League Baseball, Wednesday, February 21, at 5:30 p.m., in the RVCC Atrium Lounge.
- A screening of the film, *Ali*, focusing on Olympic boxing champion and professional boxer Muhammad Ali, Wednesday, February 28, at 5:30 p.m., in the RVCC Atrium Lounge.

As part of Black History Month and in observance of the UN International Day of Tolerance, the College will present two programs on Tuesday, February 27, in the RVCC Conference Center. RVCC student clubs and academic departments will participate in a Diversity Fair, focusing on the theme of Tolerance, at noon. Dr. Anita Foeman, Professor of Communication at West Chester University, will speak on “DNA: Discussion on Race, Identity and Ancestry,” from 1-2:20 p.m. The presentation will address fostering an open dialogue using DNA profiles as a catalyst to help understand the complexity of human

experience. For additional information, contact Richeleen Dashfield, Dean of Multicultural Affairs, at rdashiel@raritanval.edu.

### RVCC's Economic Impact Study

A new economic impact study shows that Raritan Valley Community College has a significant, positive impact on the regional economy and benefits students by raising their lifetime earnings and quality of life. These are the findings of The Economic Contributions of Raritan Valley Community College, an economic impact study just released by Emsi of Moscow, ID.

The study, which was commissioned by the College, details the role RVCC plays in promoting economic development, enhancing students' careers, and improving the quality of life for residents in Somerset and Hunterdon Counties.

The economic impact study confirms what we already knew: An investment in Raritan Valley Community College benefits all stakeholders—students, taxpayers, businesses, and society as a whole. From supporting local business by increasing consuming spending and supplying highly qualified workers; to benefiting the state and local taxpayers through increased tax revenues and lower demands for government-supported social services; to providing students with an outstanding education, raising their lifetime earnings, and helping them reach their full potential, RVCC truly enriches the quality of life for everyone in Somerset and Hunterdon County.

The study analyzes the economic impacts on the Somerset and Hunterdon Counties' economies, measuring added income in the region due to College operations, construction activities, and expenditures of its students, as well as the accumulated skills of alumni in the workplace.

Highlights of the study include:

- In FY 2015-2016, RVCC and its students added \$366.3 million in income to the Somerset and Hunterdon Counties' economies, which is approximately .8% of the region's total gross regional product.
- The Somerset and Hunterdon County economies received \$38.7 million in income in FY 2015-16 from day-to-day RVCC operations.
- State and county governments provided approximately \$24.8 million in support for RVCC during the analysis year. In return, taxpayers received an estimated \$124.4 million in added tax revenue stemming from the students' higher lifetime earnings and the increased output of businesses.
- For every \$1 of public funds invested in educating students at RVCC, taxpayers see a return of \$5.30 over the course of the students' working lives. This represents an annual rate of return of 11.8%.
- The accumulated income of former students employed in the regional workforce amounted to \$322.5 million in added income to the economies of Somerset and Hunterdon Counties.

For students, an RVCC education produces a lifetime of higher earnings. The study found that:

- The average student's income increased by \$3.80 for every \$1 invested in his or her RVCC education.
- Students enjoy a 13.4% rate of return on their RVCC educational investment, recovering all costs in 10.5 years.
- The average salary for someone at the midpoint of his or her career in New Jersey with an Associate Degree is \$58,800—\$13,000 higher in earnings than someone with just a high school diploma.
- As RVCC students are educated, they are statistically more likely to develop improved lifestyle behaviors and good health habits. This leads to \$17.1 million in savings for students and society as a whole in healthcare costs related to smoking, alcoholism, obesity, drug abuse, and mental disorders.

Data sources for the study included the 2015-2016 academic and financial reports of the College, industry and employment data from the U.S. Bureau of Statistics and U.S. Census Bureau, outputs of Emsi's

Multi-Regional Social Accounting Matrix model, and a variety of studies and surveys relating education to social behavior.

Emsi has been conducting economic impact studies since 2001 to help colleges communicate their economic contributions and value. The company has conducted more than 1,700 studies for over 700 colleges in the United States, the United Kingdom, Canada, and Australia.

### *Faculty/Administration/Student Highlights*

#### Business and Public Service Department

On March 27, 2018, Professor Paul Flor of the Business & Public Service Department will be hosting an open house at the new Workforce building for the Environmental Control Technology and Commercial Energy Management Technology programs. From 5-6 p.m., there will be a “speed-dating” job fair for HVAC students and employers, and from 6-8 p.m. will be an Open House with opening remarks given by President McDonough. Benefactors and sponsors who have donated materials, labor, and expertise, along with local politicians will be invited to the open house in order to showcase our new facility and HVAC labs. The primary benefactors to the program have been as follows:

- The National Science Foundation: Grant (\$760k)
- The Control Solutions Group: DDC hardware, software and engineering assistance, commissioning of the DDC controls (\$60k)
- Encon Mechanical Corp.: Two complete trunk and branch air distribution systems in room ECTC (\$20k)
- Industrial Cooling Corporation: installation and start-up of Mechanical and electrical components of CEM-Tech’s Big Trainer (\$20k)
- Local 22 sheet metal workers: duct construction & installation, CEM-Tech Lab (\$25k)
- Mr. George Case cash donation for the construction of a Hydronic Wall for ECTC (\$14k)
- Automated Logic Corporation: software and training (\$5k)
- Salgado L.L.C.: gas feeds and vents, for the trainers in the ECTC classroom (\$3k)
- A New Solution: enabling Refrigerant circuits for trainers in the ECTC classroom (\$3k)
- John Werner: CAD designs (\$3k)
- The NSF-funded B.E.S.T. Center: Curriculum development support.
- \*\*NEW\*\* Johnstone Supply: donated a live Hydronics trainer (\$10K)

On January 30<sup>th</sup>, the Criminal Justice club, led by Professor Brian Donnelly, sponsored a trip to the Somerset County jail where the Sheriff’s Department led a two hour tour.

The International Advisory Committee, led by Professor Ellen Lindemann, will be delivering a presentation on Bitcoins and Cryptocurrency on April 25<sup>th</sup>.

Professor Melanie Morris has joined the first cohort of twenty-five educators earning their Creative Commons Certificate. The Certificate is a 12-week immersive look at Copyright and its restrictions on creativity, and the power of the open licensing structure created and supported by the Creative Commons Organization. Creative Commons is a non-profit organization that provides free, easy-to-use copyright licenses to make a simple and standardized way to give the public permission to share and use creative work—on conditions of the authors' choice. These licenses are the backbone of the Open Educational Resources movement. Professor Morris has long been committed to using open resources to support learning in her Business Law classes, and is an advocate for the impact of such resources across campus. To learn more about this opportunity: <https://opencontent.org/blog/archives/5325>



### Computer Science Department

In January 2018, RVCC participated in the Global Game Jam, a 48-hour sleepless hackathon where programmers and artists created video games based upon a theme revealed at the beginning of the event. Forty-two participants took over the West Building completing 13 games in two days. Posters representing their work can be found near the elevator on the middle floor of the West Building. In total, there were over 40,000 other jammers in more than 800 sites in 100 countries around the world. The department would especially like to thank Steve Caruso for organizing and running the lengthy event.

Melanie Morris (Business Law) and Steve Schwarz (Computer Science) presented a webinar titled "Academic Integrity in the Era of CourseHero" for the New Jersey Center for Student Success. The webinar boasted over 40 attendees, several of which were campuses hosting the session for a remote audience. The session offers a tour of common web-based resources (mis)used by students looking for academic content to submit in their courses, and ends with some important prevention strategies faculty can deploy in their classrooms to raise awareness about cheating and its consequences. The session will be archived on the NJCSS website so other New Jersey institutions can benefit from it in the future.

### English

David Chase is one of seven faculty members who are participating in the pilot program for Canvas, the College's new LMS (Learning Management System). In addition to teaching online sections of ENGL 112 in Canvas during the spring semester, David will be providing ongoing feedback to technical services and assisting in the training of faculty as we transition to the new system.

Michelle Brazier's essay, "To Know to Know to Love her So: Teaching Gertrude Stein's Operas to First-Time Stein Readers," will be published in *Approaches to Teaching the Works of Gertrude Stein*, part of the Modern Language Association's series *Approaches to Teaching World Literature*, in August 2018.

### Evelyn S. Field Library

The Evelyn S. Field Library held an Open House on Friday, February 2, 2018. During the event, RVCC Student Ambassadors gave tours of the Library, Outreach Librarian Carina Gonzalez conducted orientations to library services in the Library Classroom, librarians Alyssa Valenti and Suzanne Kosempel taught visitors about a variety of library resources at individual stations, and Library Chair Megan Dempsey shared interesting and noteworthy items from the College Archives. Another Open House will be planned for the beginning of the fall 2018 semester. The Library staff thanks Dean Terry Lynn for his generous support of this event.

Carina Gonzalez (Instructor, Outreach Librarian) will be presenting at the NJLA conference on behalf of the CUS Marketing and Outreach Committee. She will also be a judge at the New Jersey History Day Competition.

Alyssa Valenti (Assistant Professor, Electronic Resources & Web Services Librarian) presented "Innovate, Create, Collaborate...Renovate? Moving our Library Website Forward with Usability Testing" at the 19<sup>th</sup> Annual VALE/ACRL-NJ/NJLA CUS Users' Conference at Rutgers University held on January 5, 2018.

Megan Dempsey (Associate Professor, Library Chair) will be leading a task force charged by the VALE Academic Library Consortium to propose a plan for consortia membership in the Open Textbook Network. Such membership would bring opportunities for professional development around open educational resources to librarians, faculty, and administrators in New Jersey higher education institutions.

### Mathematics Department

Cyndee Geoffroy will be attending the *NADE (National Association for Developmental Education) Conference* February 21-24, 2018 at the Gaylord National Resort & Convention Center in National Harbor, MD. She will be moderating two sections. Also, she was invited by Pearson to participate in a focus group on Developmental Mathematics Innovations. Along with seven other teachers in NJ, Cyndee was awarded funding from the Center for Student Success/NJ Council of County Colleges to attend the NADE conference. In addition, Cyndee reached out to all NJ community college NADE attendees to organize time to meet and discuss the implementation of the Next-Gen Mathematics Accuplacer® Placement test to be released AY 2018-19. Eight of attendees (including Cyndee) have planned to meet informally at three different times during the conference. This will enable RVCC to see what is happening with regard to the placement test at Bergen, Morris, Cumberland, Middlesex, Passaic, Rowan, and Union County Colleges.

Frank Forte will be attending and presenting at the *Good Ideas in Teaching Precalculus and ...* conference at Rutgers University on Friday March 16, 2018. The presentation is called "Using Exploration and Technology to Teach Graph Transformations". Frank is also moderating a session on "Preparing High School Students for College Mathematics".

### Nursing Department

Professor Elliot Stetson, former Communications Technician T-Branch Second Class (CTT2), has been invited by the Intrepid Sea, Air, and Space Museum to join in a celebration of the Intrepid's 75<sup>th</sup> commissioning anniversary in August 2018 for his participation in the transport of the USS Intrepid from Bergen, Norway on a week long journey over the Arctic Circle in 1971.

### Science and Engineering

Professor Jay Kelley, the Environmental Club, and Organic Agriculture students partnered with the Three Bridges Elementary School in Readington to show the entire school how maple syrup is made and take them on a nature hike at the nearby Forest Hill Preserve. More than 240 students, parents, and teachers joined us on Friday, January 26, and Tuesday, February 13, for the events. The events were a great success, as indicated by the email from the school Principal below. A return trip to the school is planned in March to show the students the other steps in maple syrup production and to share some finished syrup with them. The remainder of the syrup will be sold on campus to raise funds for student summer internships in forest ecology.

From the principal:

"Wow! Today was awesome. Three of your students came out and led informative hikes and demonstrated the tree sap tapping. All of your students were well-versed in the content, knew the trails and were wonderful with the children. All kids were able to drill into the trees and saw how the sap is collected. The buckets are pretty full! We had eight classes cycle through today. Your students showed great patience and dedication to helping us and the environment. I am so impressed with them! And very thankful!!!!

We can set up a date in March to sample the syrup. I will provide a vehicle like pancakes or french toast sticks and will bring extra real maple syrup just in case we run low on your good stuff. Please let me know when you are ready to demonstrate the next step. :)

Thank you again!"

Kristen  
Kristen Higgins  
Principal



Visual and Performing Arts  
Faculty Activities:

The Music Faculty Annual Recital was held on Sunday, February 18th in the Welppe Theatre at 3:00 p.m. Performing were music faculty members – Tony Strong, John Sichel, John Loehrke, Eldad Tarmu, and Steve Hudson. Michelle Brazier, Cengiz Baysi, Eleni Catanzaro, and Hsinyi Tsai were guest artists.

The Annual College Art Association Conference is being held in Los Angeles, California this year from February 20-24, 2018. Ann Tsubota and adjunct Kathy Schulz will be attending.

A two-person art exhibition opened in the College Art Gallery on February 16th. The work is by adjuncts Val Sivilli and Heejung Kim. The exhibition continues through to March 16th.

Ann Tsubota is displaying her artwork in an exhibition program session for *Hope 4 the hurt*. The exhibition and auction is scheduled for February 24th in Milford at the Whispering Pines Banquet Hall.

Ann Tsubota is donating her artwork for the Clinton Public Schools Empty Bowl dinner and auction to be held on February 28th.

Student Activities

The first student Theatre Production will be held from Tuesday, March 20 through Friday, March 23. Works by Sam Shepherd is directed by Dennis Russo. The production is being held in the Welppe Theatre.

Foundation

Alina V. Klein has been selected as the Somerset County Business Partnership's Somerset County Outstanding Citizen. Alina is a very active member of our Foundation and a great ambassador for the College. Congratulations, Alina!

4. Committee Reports

A. Educational Programs and Services Committee

Trustee Paul Hirsch presented Consent Agenda Resolutions #12-2018 through #16-2018. Resolution #11-2018 was pulled from Consent Agenda and voted on separately. On motion by Trustee Hirsch, seconded by Trustee Bateman, the above stated Consent Agenda Resolutions were approved unanimously

by voice vote. Trustee Hirsch then motioned to approve Resolution #11-2018. The resolution was seconded by Trustee DiFrancesco and approved by voice vote. Trustee Bateman respectfully abstained.

Trustee Hirsch reported that the Committee discussed the College’s preliminary budget, the vision for the new Enrollment Center, and the Workforce and the Prison programs.

Resolution #11-2018 – Human Resources Action Report

The Board resolves that the following personnel actions be taken:

Human Resources Action Report for February 20, 2018

1. New Adjunct Faculty

The following individuals are recommended as new adjunct faculty for the Spring Semester 2018 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$912 to \$972.

Last Name	First Name	Rank	Department	Per credit hour rate	Hire Date
Aucoin	Marissa	Instructor	Visual & Performing Arts	\$912	1/22/18
Chen	Chun-Wen	Assistant Professor	Fitness & Wellness	\$931	1/22/18
Clarke	James	Assistant Professor	Social Sciences & Education	\$931	1/22/18
Draper	Suzanne	Instructor	Social Sciences & Education	\$912	1/22/18
Dunn	Isaac	Assistant Professor	Social Sciences & Education	\$931	1/22/18
Fowlin	Kimani	Assistant Professor	Visual & Performing Arts	\$931	1/22/18
Goel	Nandita	Assistant Professor	Mathematics	\$931	1/22/18
Harris	Jonathan	Instructor	Science & Engineering	\$912	1/22/18
Misir Hiralall	Sabrina	Assistant Professor	Social Sciences & Education	\$931	1/22/18
Shery	Adam	Instructor	Social Sciences & Education	\$912	1/22/18
Tarmu	Eldad	Assistant Professor	Visual & Performing Arts	\$931	1/22/18
Temple	Shawn	Assistant Professor	First Year Experience	\$931	1/22/18
Transue	Laura	Instructor	Visual & Performing Arts	\$912	1/22/18
Velasquez	Hector	Instructor	Communication & Languages	\$912	1/22/18
Yuzuk	Jennifer	Instructor	Business & Public Service	\$912	1/22/18

2. Returning Adjunct Faculty

The following individuals are recommended as returning adjunct faculty for the Spring Semester 2018 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$912 to \$972.

Last Name	First	Rank	Discipline	Per credit	Hire Date
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	Name			hour rate	
Hall	Timothy	Assistant Professor	Communication & Languages	\$931	1/22/18
McMillan	Clarence	Instructor	Communication & Languages	\$912	1/22/18

**3. Workforce/College Advancement/Allied Health Instructional Staff**

The following individual is appointed as members of the CCE/College Advancement instructional/Allied Health staff. All appointments in this category are subject to sufficient tuition paying enrollment to support class offerings. Hourly rates for instructional staff are indicated.

All appointments are based upon positive qualitative assessments of prior assignments at the College.

Last Name	First Name	Appointment start date	Appointment end date	Hourly rate
Hoffman	Karen	3/1/18	5/31/18	\$30.00
Griffith	Michael	3/1/18	5/31/18	\$25.00
Jones	Lluana	3/1/18	5/31/18	\$31.00
Kistrup	Anne	3/1/18	5/31/18	\$37.00
Sadler	Kevin	3/1/18	5/31/18	\$31.00
Thomas	Brian	2/3/17	3/3/17	\$41.20
Watson	Enrique	1/18/17	5/3/17	\$48.00

**4. New Hire- Support Staff**

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

Name	Title	Salary	Department	Start date
*Priscilla Paisley	Finance Assistant-A/P	\$39,185	Budget & Finance	2/1/18

\* Budget Code 100-4100-5310-60/ Replacement M. Luger

**5. Status Change- Administrator**

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

Name	Title	Salary	Department	Start date
Joanne Coffaro	Director of Workforce Training Center	\$80,211	Workforce Development	2/1/18

**6. Status Change- Support Staff**

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

Name	Title	Salary	Department	Start date
Yshanda Denton	Testing Specialist	\$45,859	Testing Center	2/26/18

\*Budget Code 100-3590-5310-50/ Replacement A. Crimmins

7. Resignation

The following reflect employee(s) who intends to resign from the college.

Name	Title	Department	Effective Date
Sarah Lott	Annual Giving Associate	Foundation	2/23/18

8. Retirement

The following reflect employees who intend to retire from the college or who has retired.

Name	Title	Department	Effective Date
Deborah Corbett	Professor-Psychology	Social Sciences & Education	7/1/18

Resolution #12-2018 – 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 2018-2019 academic or fiscal year.

\*Reappointments include a contractual 2% increase

Last Name	First Name	Rank	*Salary
Jones	Jason	Instructor, Automotive	\$61,252
Roop	Joan	Assistant Professor, Nursing	\$66,358
Youngblood	Ardath	Instructor, Nursing	\$61,252
Zieba	Izabela	Assist Professor English	\$66,358

Resolution #13-2018 – Appointment, Faculty Temporary One-Year 2018-2019

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

\*Reappointments include a contractual 2% increase

Last Name	First Name	Rank	*Salary
DePinto	Dominick	Instructor, CEM Tech Temp	\$61,252

\*Budget code 223-6000-5140-80/Grant funded

Resolution #14-2018 – Full-Time Temporary Spring 2018 Semester

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

Name	Title	Department	Start Date	Semester Salary
Michael Katowich	Temp Instructor-Mathematics & Science	Science & Engineering & Mathematics	2/1/18	*\$30,026

\*Budget code 100-3160-5140-10 & 100-3180-5140-10/ salary represents one semester

Resolution #15-2018 – Sabbatical Leaves

WHEREAS, the Board of Trustees of Raritan Valley Community College did by Resolution #3-2018 dated January 23, 2018, reappoint: Assistant Professor Charles Bondhus, Assistant Professor Michelle Brazier, Assistant Professor Carl Lindskoog, and Associate Professor Vandana Nadkarni for the 2018-2019 academic year; and

WHEREAS, Assistant Professor Brazier and Associate Professor Nadkarni have requested a sabbatical leave for the Fall 2018; and

WHEREAS, Assistant Professor Bondhus and Assistant Professor Lindskoog have requested a sabbatical leave for the Spring 2019; and

WHEREAS, the provisions of the Board/Faculty Agreement concerning sabbatical leaves have been complied with;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby grant sabbatical leave to Assistant Professor Bondhus for the Spring 2019, Assistant Professor Brazier for Fall 2018, Assistant Professor Lindskoog for Spring 2019, and Associate Professor Nadkarni for Fall 2018.

Resolution #16-2018 – Nomenclature Change – Multimedia Communication Certificate to Interactive Digital Media Certificate

WHEREAS, the Provost and Vice President for Academic Affairs and the Curriculum Committee have approved a nomenclature change for the Multimedia Communications, Certificate to Interactive Digital Media, Certificate;

NOW, THEREFORE, BE IT RESOLVED, that Raritan Valley Community College's Board of Trustees approves the nomenclature change for the Multimedia Communications, Certificate to Interactive Digital Media, Certificate.

B. Governance Committee

Trustee Paul Hirsch reported that the new proposed mission statement, previously approved by the Committee, will be brought before the full Board of Trustees for their consideration once all College constituents have had an opportunity to review at an upcoming Town Hall Forum.

The College Labor Counsel Request for Proposals process is underway. The Committee will be conducting interviews and making a recommendation to the full Board of Trustees at the March Regular Board of Trustees meeting.

The Committee discussed some of the key considerations associated with the potential student housing project. The Committee received reassurance from the College's legal representatives that their law firm will lead and guide the Board through a due diligence process and will also ensure they have met their fiduciary responsibility to the College. The Committee will continue to have ongoing conversations as the potential for student housing evolves.

Preliminary budget discussions and the Capital project status report were on each of the Committee agendas throughout the day. A Special Board of Trustees meeting will be scheduled on March 27, 2018 for the Board's consideration and approval of the College's 2018/2019 Operating Budget, Capital and Minor Capital Budgets, and Chapter 12 Budget, as well as Tuition and Fees.

The Committee had an important campus safety discussion in light of the tragic event in Lakeland, Florida on February 14, 2018. The Committee will stay apprised of the College's safety protocols each month.

As required by the State of New Jersey, the Committee also reviewed the Campus Safety Report for the period January 22, 2018 through February 19, 2018.

C. Finance Committee

Trustee Margaret Windrem reported on the Treasurer's Report (Resolution #17-2018) for the period 01/01/18 to 01/31/18. On motion by Trustee Windrem, seconded by Trustee DiFrancesco, the Treasurers' Report was approved unanimously by voice vote.

Trustee Windrem presented Consent Agenda Resolutions #18-2018 and #19-2018 and Resolutions #21-2018 through #26-2018. Resolution #20-2018 was withdrawn. On motion by Trustee Windrem, seconded by Trustee DiFrancesco, the above stated Consent Agenda resolutions were approved unanimously by voice vote.

Trustee Windrem reported that the Committee had a productive preliminary budget discussion and review of Capital project status.

Resolution #18-2018 – Various Vouchers for Payment

BE IT RESOLVED, that the following January 2018 vouchers be approved for payment; and

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

Check #s	285414 - 286062	
ACH#s	3	
	Total Checks	\$1,697,571.56
	Total ACH	14,689.35
	Total Vouchers	1,712,260.91
	Construction and Architect Vouchers	
	Less Previously Approved	(119,600.03)
	Total	<u>\$1,592,660.88</u>

Resolution #19-2018 – Acceptance of Perkins Career and Technology Grant Funds

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 2018 in the amount of \$278,005 and further authorizes Dr. Michael McDonough President of the College, to accept the Perkins Grant funds.



Resolution #21-2018 – Cogeneration Engine Maintenance and Repairs Increase

WHEREAS, Board Resolution #128-2017 authorized annual preventive maintenance and repairs for various pieces of equipment in the Central Utility Plant including the boilers; and

WHEREAS, the College needs to increase the current purchase order with Northeast Energy Systems for the maintenance of the Cogeneration Engine to cover recent repairs and future service calls, and

WHEREAS, the Cogeneration Engine was purchased in 2006 when the College upgraded the Central Utility Plant and installed heavy duty equipment which was proprietary in nature; and

WHEREAS, preventive maintenance and repairs ensure that the Cogeneration Engine continues to operate efficiently; and

WHEREAS, in accordance with N.J.S.A. 18A:64A-25.5(9), a county college, without advertising for bids, may purchase equipment repair services if in the nature of an extraordinary unspecifiable service and necessary parts furnished in connection with such services; and

WHEREAS, an increase to the purchase order will be issued as follows:

<p><b>Northeast Energy Systems</b> <b>8330 State Road</b> <b>Philadelphia, PA 19136</b> <b>Purchase Order Increase Amount: \$20,000.00</b></p>
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NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to increase the purchase order to Northeast Energy Systems in the amount shown above. The new total for this purchase order will be \$55,000.00.

Michael DePinto  
Director of Purchasing

Resolution #22-2018 – Pipe-In and Insulation of the Chiller for the Commercial Energy Management Technology Program

WHEREAS, the furnishing of all necessary materials and installation services is needed to pipe in and insulate the five-ton chiller and boiler which is used for the Commercial Energy Management Technology program; and

WHEREAS, this chiller, together with other peripheral components, forms a complete and fully operational commercial grade HVAC system, which is used to emulate what a commercial-grade HVAC system does in a real-life setting for students; and

WHEREAS, the Commercial Energy Management Technology program is being funded by the NSF Grant Award #1601159; and

WHEREAS, three (3) quotes were obtained with Industrial Cooling Corporation presenting the College with the most favorable proposal; 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, 2017 through June 30, 2018, 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:

**Industrial Cooling Corporation**  
**70 Liberty Street**  
**Metuchen, NJ 08840**  
**Amount: \$23,943.00**

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 Industrial Cooling Corporation.

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

Michael DePinto  
Director of Purchasing

Resolution #23-2018 – Replacement of the Cogeneration Unit SCR Catalyst System

WHEREAS, the complete rebuild of the SCR Catalyst System for the College's Cogeneration Unit is required; and

WHEREAS, this includes the furnishing of all necessary materials and installation services needed to perform the rebuild; 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, 2017 through June 30, 2018, 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:

**Steuler-Anlagenbau GmbH & Co. KG**  
**Georg-Steuler-Strasse 1**  
**Hohr-Grenzhausen, Germany D-56203**  
**Amount: \$20,000.00**

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue a purchase order in the amount shown above to Steuler-Anlagenbau GmbH & Co. KG.

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

Michael DePinto

Director of Purchasing

Resolution #24-2018 – Toro Groundsmaster 7210 Mower

WHEREAS, the replacement of two (2) inoperative lawnmowers is needed to maintain the efficient performance of the grounds keeping operation; and

WHEREAS, the Facilities and Grounds department has determined that the Toro Groundsmaster 7210 lawnmower is the best match for our current grounds keeping needs; and

WHEREAS, this mower has the ability to be converted during the winter to aid in the snow removal process; and

WHEREAS, P.L. 2011, c.139 permits all governmental agencies including County Colleges to utilize contracts awarded by consortiums, national or regional cooperatives, or other states which were competitively bid; and

WHEREAS, Board Resolution #107-2013, dated August 20, 2013, authorized the use of such cooperative contracts; and

WHEREAS, The Educational Services Commission of New Jersey (New Jersey State Approved Purchasing System #65MCESCCPS) has awarded a contract for Grounds Equipment to Storr Tractor Company via Contract #15/16-08; 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, 2017 through June 30, 2018, 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>Storr Tractor Company</b> <b>3191 Route 22</b> <b>Somerville, NJ 08876</b> <b><u>Amount: \$25,784.00</u></b></p>
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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 Storr Tractor Company.

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

Michael DePinto  
Director of Purchasing

Resolution #25-2018 – Custodial Supplies and Equipment

WHEREAS, the purchase of custodial supplies and equipment is needed throughout each fiscal year to ensure a clean and healthy environment for students and staff; and

WHEREAS, RVCC has spent \$25,335.97 to date with Bio-Shine, Inc. during Fiscal Year 2018; and

WHEREAS, the Facilities and Grounds department anticipates additional orders will be placed throughout the remainder of Fiscal Year 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, 2017 through June 30, 2018, 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>Bio-Shine, Inc.</b> <b>190 Summerhill Road</b> <b>Spotswood, NJ 08884</b> <b><u>Amount: \$35,000.00</u></b></p>
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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 Bio-Shine, Inc.

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

Michael DePinto  
Director of Purchasing

Resolution #26-2018 – Nursing Simulation Lab

WHEREAS, the College has an opportunity to improve clinical nursing education through the establishment of a dedicated space for use of human simulation equipment; and

WHEREAS, the Foundation had solicited several donors in the past few months via grant proposals to provide funding for the project; and

WHEREAS, Sanofi U.S. accepted our proposal and awarded the College \$125,000.00 for the purchase and installation of various simulation and related equipment; and

WHEREAS, the College Nursing department has identified Laerdal Medical Corporation as the leading manufacturer of such equipment, and has purchased other simulation devices from the company in the past; 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 materials or supplies which are patented or copyrighted; and

WHEREAS, Laerdal Medical Corporation owns a patent on these Patient Simulators; and

WHEREAS, a purchase order will be issued as follows:

<p><b>Laerdal Medical Corporation</b> <b>167 Myers Corners Road</b> <b>Wappinger Falls, NY 12590</b> <b><u>Amount: \$115,000.00 – Not to Exceed</u></b></p>
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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 Laerdal Medical Corporation.

John Trojan  
VP Finance & Facilities

IV. Old Business  
None

V. 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.”

Students Michael Scardini (SGA President) and Eric Neira (candidate for Alumni Representative to the Board of Trustees) both conveyed their appreciation to the Board of Trustees and to President McDonough for creating a cohesive culture on campus for students and all of the constituents and for their ongoing efforts to support student success.

Student Kristine Cooper suggested that pregnant students attending Raritan Valley Community College be provided parking spaces closer to campus buildings.

VII. Adjournment  
There being no further business to bring before the Board, the Regular Meeting adjourned at 5:50 p.m.

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