

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES' REGULAR MEETING
JUNE 19, 2018

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, June 19, 2018, 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 5:00 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.”

Presentation – Middle States Commission on Higher Education (MSCHE) Periodic Review Report (New Procedures and Timeline Update)

Dr. Patrice Marks, Dean of Liberal and Fine Arts and MSCHE Accreditation Liaison Officer, provided the following update on accreditation process changes:

The new MSCHE self-study cycle is an eight-year model, replacing the previous ten-year cycle. RVCC's next self-study is due 2021-2022.

The Institutional Profile (IP), previously submitted annually in April, has been replaced by the high stakes Annual Institutional Update (AIU). “The AIU will be the Commission’s primary means of collecting member institutions’ characteristics (key institutional contacts, locations, Carnegie classification, etc.), enrollment, financial, and “student success” (including graduation, loan repayment, and default rates) information. It is also the means whereby an institution can opt to provide “contextual” information to clarify what might otherwise appear to be a negative or adverse trend (e.g. single-digit graduation rates over an extended period; shrinking fund balance).”

The first AIU will be accessible on August 27th and remain open through September 28th. Going forward, the AIU will open in April/May and must be completed in four weeks.

The Mid-Point Peer Review (MPPR) will replace the Periodic Review Report (PRR). Institutions will receive feedback from peer reviewers based on the data submitted in the previous four years’ AIUs. RVCC’s first MPPR will be due in 2026.

RVCC has been notified by the Commission that we need to address the recommendations issued after our 2017 PRR in our 2019 AIU.

2017 Recommendations:

- 1. Periodic assessment of the effectiveness of programs supporting the student experience linked to planning and decision-making (Standard IV)*

Standard IV: Support of the Student Experience

Across all education experiences, settings, levels, and instructional modalities, the institution recruits and admits students whose interests, abilities, experiences, and goals are congruent with its mission and educational offerings. The institution commits to student retention, persistence, completion, and success through a coherent and effective support system sustained by qualified professionals, which enhance the quality of the learning environment, contributes to the educational experience, and fosters student success.

2. *Program level and general education student learning outcomes that are interrelated with one another (Standard V)*

Standard V: Educational Effectiveness Assessment

Assessment of student learning and achievement demonstrates that the institution's students have accomplished educational goals consistent with their program of study, degree level, the institution's mission, and appropriate expectations for institutions of higher education.

For informational purposes, a copy of the Middle States Commission on Higher Education's "Frequently Asked Questions" was distributed.

Swearing-In New Board of Trustees Members

Philip Stern, College Counsel, then swore-in Eric Neira, the new Alumni Representative to the Board of Trustees for 2018/2019. Eric Neira, a resident of North Plainfield, graduated from RVCC in May with a degree in Business Administration. He plans to continue his education this fall at Rutgers University, focusing on Finance and Leadership Management. Eric expressed his appreciation to the President and to the Board of Trustees for their ongoing support of having an alumni representative as a voting member of the Board of Trustees. The Chairman welcomed Eric to the Board and indicated that he looks forward to working with him during his tenure.

II. Roll Call of Members

The roll call was taken as follows:

Attendees: Caren Bateman
Paul J. Hirsch
W. Timothy Howes
Roger R. Locandro
Andrew J. McNally
Felecia Nace
Eric Neira
Donna M. Simon
Juan Torres
Margaret Windrem
Robert P. Wise

Absent: Donald Rica
Tracy DiFrancesco Zaikov

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

A quorum was present.

III. Agenda Items

1. Approval of Regular Meeting Minutes

On motion by Trustee Windrem, seconded by Trustee Torres, the Regular Meeting minutes of May 15, 2018 were approved by voice vote.

2. Chairman's Report

The Chairman reported that the next Board of Trustees meeting is scheduled for Tuesday, August 21, 2018 (rather than on the 28th) and further reminder the Board of Trustees that there is no July meeting scheduled. Chairman Wise wished the members of the Board of Trustees, the President, and the College community a safe and enjoyable summer.

President's Report

The President congratulated Chuck Chulvick, the College's Vice President for Technology, Assessment, and Planning, on his retirement. President McDonough commented that Chuck always gave thoughtful advice and

provided many outstanding contributions over that years that benefited the institution. On behalf of the entire College community, the President wished him well in his retirement and in his future endeavors.

The President's full written report, which highlights several achievements, is provided below.

Items of Note

Students in RVCC Service Learning Program earn N.J. Gov.'s Jefferson Award

The students of Raritan Valley Community College's award-winning Service Learning Program have been honored with the 2018 New Jersey State Governor's Jefferson Award for their extraordinary volunteer service to the community.

The prestigious awards program annually highlights the spirit of civic engagement among New Jersey's 1.5 million volunteers and awards medals in 22 categories of volunteer service. The RVCC students were honored in the "Youth Volunteer Group" category.

RVCC Service Learning students Amber Lindsay (Somerset), Eshley Pinto (Somerville), Anyanna Onwumelu (Highland Park), Lesly Garro (Bound Brook), Sindy Serrano-Maradiaga (Hillsborough), Aaron Habrack (Manville), Phebean Messeh (Sayreville), and Janet Adeleke (Hillsborough), as well as Nursing faculty members Beryl Stetson and Elliot Stetson (both of Flemington), accepted the award at a ceremony and celebration of volunteerism, held June 2 at the War Memorial in Trenton.

It is truly an honor to have RVCC's Service Learning students recognized with the 2018 New Jersey State Governor's Jefferson Award. The award highlights the College's commitment to preparing our students for a lifetime of volunteerism. It also acknowledges RVCC's role as an invested community partner addressing important local needs.

The nomination for the Service Learning students from Raritan Valley Community College detailed the work of over 1,000 students contributing over 50,000 hours of service to hundreds of local community organizations. Raritan Valley Community College Service Learning students addressed critical issues including hunger, homelessness, illiteracy, environment, disabilities, domestic violence, substance abuse, health, and animal welfare.

The achievements of the Raritan Valley Community College students typify the Jeffersonian ideal of an 'informed and involved' citizenry. That is why they are the recipients of the 2018 'Youth Volunteer Group' Jefferson Award," said Robert Provost, National Board of Selectors, Jefferson Awards Foundation.

RVCC's Service Learning Program serves 250 community organizations in Somerset and Hunterdon Counties through 75 different courses and student clubs. The students' volunteer work for local organizations is the economic equivalent of donating more than \$1 million in services to the community.

RVCC students serve at preK-12 schools, ESL centers, after-school programs, nursing homes, adult day care centers, museums, libraries, court houses, probation departments, youth correctional facilities, and consumer affairs offices, as well as homeless, domestic violence, and animal shelters. Their efforts have contributed to lower high school dropout rates, reduced poverty, and economic revitalization of diverse, healthy, and sustainable communities.

In addition to the state honor, RVCC's Service Learning Program has received national recognition by being named to the President's Community Service Honor Roll "With Distinction" in two categories: General Community Service and Education.

In the General Community Service category, RVCC was the only community college in the country, and one of only two colleges in NJ, to receive this honor "with distinction." In the Education category, RVCC was the only community college in NJ--and one of only 38 colleges nationwide-- to receive the

distinction. Since the Honor Roll was launched, RVCC has been named to the list every year and first achieved the honor "With Distinction" in 2006.

The Jefferson Awards were established in 1972 as the official recognition program of the United States Senate.

They are considered America's highest honor for public service and volunteerism. In New Jersey the awards are also the official recognition program of the Governor's Advisory Council on Volunteerism, administered by a partnership that includes the NJ Office of Volunteerism, NJ Advance Media, the Community Foundation of New Jersey, and corporate sponsors, such as PNC Bank, PSEG, BD, and others.

Dual Admissions Agreement

Raritan Valley Community College and La Salle University have signed a new agreement that will provide scholarships as well as the seamless transfer of credits for RVCC graduates who pursue a bachelor's degree at the Philadelphia-based university.

According to the agreement, students who receive an associate degree from RVCC can transfer to La Salle with junior status, as long as they fulfill certain requirements. This includes graduating from RVCC with their major's requisite grade point average and applying to La Salle before earning 45 college-level credits from the College.

The agreement also offers RVCC graduates substantial annual scholarships ranging from \$4,000 to \$11,000, based on their grade point average.

Attachments

- RVCC Honors College Graduates - Accepted and Attending Report

Faculty/Administration/Student Highlights

English

In May, Izabela Zieba presented a paper titled "Subjunctive as a Mood of Nostalgia in the Works of Contemporary Jewish American and Cuban American Writers" at the 32nd Annual Conference of the Society for the Multi-Ethnic Literature of the United States, held in Las Vegas, Nevada.

Michelle Brazier and Alexa Offenhauer have been invited to lead a seminar in Boston for the Bedford New Scholars, graduate students in Rhetoric and Composition from across the country who have been selected to participate in the 2-day workshop in June. Michelle and Alexa will be presenting material from their first-year composition textbook, *Writing from the Inside Out*, currently in development with Bedford / St. Martin's.

Humanities, Social Sciences, Social Work, and Education

Professor Lauren Braun has been awarded the position of Visiting Scholar at the American Academy in Rome. She will be in residence at the Academy for the period of June 11 through 25, 2018.

Library

RVCC Librarians contributed significantly to the professional development of statewide colleagues at the annual New Jersey Library Association Conference, held May 30-June 1st. Associate Professor, Instructional Services Librarian Megan Dempsey presented "Evaluating Real-world Information: Helping Students Think Critically" as part of a pre-conference workshop. Megan also presented on RVCC's initiative to reduce student textbook costs in a session titled, "Educate Freely with Open Educational Resources." Carina Gonzalez, Outreach Librarian, presented "Maximizing Your Academic Library's Social Media Efforts to Engage or Reach Your Audience." The presentation came from Carina's work helping to launch an international

Academic Library Social Media Directory for libraries around the world with representation so far from seven different countries, available at <http://tinyurl.com/smdal>. Alyssa Valenti, Assistant Professor, Electronic Resources & Web Services Librarian, presented, "Technology: Speak Confidently" to introduce librarians to the foundations of how the Web works. Attendees learned about HTML, CSS, and little bit about JavaScript so that they can confidently create content to share on the Web. Adjunct Librarians Jennifer Sulligan and Suzanne Kosempel presented a poster session detailing the Library's "Resources for the Undocumented" station.

The Librarians are also actively involved in the NJ academic library consortium, VALE. Alyssa Valenti will join the VALE Purchasing & Licensing Committee for Academic Year 2018 – 2019 as the Community College Statewide Representative. Megan Dempsey was elected to the VALE Executive Council for a two-year term beginning in July, 2018.

The Evelyn S. Field Library Adult Summer Reading program began June 1st and is going strong. In just the first week, 37 individuals participated with students making up the majority of participants. The program is open to anyone holding an Evelyn S. Field Library card, including the RVCC community and members of the public who are Public Patron card holders.

With a College Community Fund Grant and support from a bequest made by the Estate of Karen Jones, the Library recently purchased seven new laptops to circulate for student use. The laptops are engraved with a dedication to the two funding sources. Students can check out laptops to use in the library so that they may study in our Group Study or Quiet Study Rooms, or to collaborate with other students at tables or in our lounge areas. We are grateful to the RVCC Foundation for their support in providing our students access to modern technology to support their studies.

Science and Engineering

RVCC Engineering student Esther Hiamang presented her RVCC Undergraduate Research, "Magnetic Gears: A Project Based Learning Approach to Understanding Magnetic Gear Systems", at the American Society of Engineering Northeast Section Conference at the University of Hartford, April 28. Esther's peer-reviewed paper is published in the proceedings. Additionally, Esther's work won second place in the GRADUATE Student category.

Marianne Baricevic received a \$10,000 grant from the ECMC Foundation to pursue piloting a course for the Intentional College initiative, which aims to measure learning at the community college, and to improve academic engagement, learning, and success, particularly for underrepresented student populations who are increasingly being left behind.

The 10th Annual Engineering Alumni Reunion attracted over 35 people, which included current students and several alumni currently working or furthering their education. Alumni shared their stories and experiences while attending Raritan Valley Community College with current students.

Visual and Performing Arts

Virginia Smith is working with Michael Machnik over the summer on the renovation of three classrooms in Hunterdon: 110, 116, and 328.

Dennis Russo will be directing a performance in collaboration with Matheny School as part of the summer Theatre Production course. The performance is scheduled for August 15 at 7 p.m. in the Welppe Theatre. He is also hoping to add a second performance on September 12th at 7 p.m. for the RVCC community.

Ann Tsubota will be exhibiting her work in the 30th year anniversary exhibition for Sara Gallery in New York City. The exhibition opens on July 10 at 32A Cooper Square.

Sculpture adjunct, Eric Araujo, will be working for and assisting the artist Danh Vo at his Berlin, Germany studio this summer.

Drawing adjunct, Ji Yong Kim, will be doing an artist residency in Japan this summer.

Additional Highlights

- A big “thank you” to all my colleagues who participated in the 2018 Summer Open House. 95 prospective students attended, 32 of whom completed their applications. It is vital that we support the strategic and sustained efforts of our enrollment team, especially in an era of declining enrollment and in such a competitive admissions environment. Everything we can do to support their efforts will help sustain the College.

- Thanks to Paul Michaud for providing me with some insightful data about RVCC students who transfer to Rutgers – New Brunswick. In fall 2017, 573 RVCC students applied to RU-NB (64% were accepted); in fall 2018, 579 RVCC students applied to RU-NB (65% accepted). The overall average GPA for admitted transfer students was 3.45. Paul also notes that 67% of the community college students who transfer to RU-NB had completed their associate degrees.

- Thanks to Professor Karen Gutshall-Seidman for the link to the May 30, 2018 article in *The Atlantic*, “Colleges Are No Match for American Poverty.” The article focuses on Amarillo College in Texas and its intensely focused and comprehensive efforts to address the effects of poverty. Initial data suggests that Amarillo College is closing the achievement gap for students of color, is improving overall graduation rates, and is enrolling more full-time students. But as the writer painfully documents, the obstacles facing so many of our students are daunting and not easily removed. Nevertheless, the students highlighted in the article are inspiring and deserve every chance to succeed.

- Congratulations to the RVCC folks who made our new RN-BSN or RN-BSN/MSN partnership with Thomas Edison State University a reality. This collaboration will allow students to transfer a maximum of ninety credits (completing the BSN in one year) and to continue their education through online learning.

- More recognition for RVCC’s Small Business Development Center and our growing workforce programs in the May 2018 edition of *Small Business Voice*. The article highlights RVCC’s Workforce Training Center and its efforts to establish partnerships with local industries to better serve the region’s economic and employment needs. RVCC’s Small Business Development Center plans to provide greater collaboration with the varied workforce training programs and to provide one-on-one counseling for those students interested in starting their own businesses.

- Recently, News 12 highlighted two RVCC success stories. First, the channel showcased our nursing students receiving the Service Learning Leadership Award for their collaboration with the Martin Luther King Youth Center in Bridgewater. And in an earlier segment, News 12 celebrated the achievements of RVCC engineering student Esther Hiamang, who earned second place honors at the American Society of Engineering Education’s 2018 Northeast Section Conference. Her paper, “Contactless Magnetic Gears: A project-Based Learning Approach to Understanding Magnetic Gear Systems,” will be published in the Conference Proceedings.

- Professor Maryann Balut and the RVCC food pantry are featured on the landing page of the New Jersey League for Nursing (www.njln.org). The accompanying video explains how many RVCC community members struggle with food insecurity and how this new initiative seeks to address this growing problem. Congratulations to all our faculty, staff, and students involved in this project.

- Kudos to Professor Bill Klinger for being featured in a WalletHub story about the best balance transfer credit cards.

3. Committee Reports

A. Strategic Planning Committee

Chairman Robert Wise reported that the Committee received an update on the positive results of the College’s marketing campaign to date. To ensure continuity of service, the Committee also reviewed and unanimously endorsed recommendations for the College’s digital marketing services-second phase (eDesign Interactive), offsite hosting of the RVCC website (Acquia, Inc.), and technical support services for the RVCC public website (David DiGiovanni, LLC.) Resolutions for the aforementioned services will be presented under the Finance Committee report for the full Board’s consideration and approval.

A preliminary version of the Strategic Plan metrics spreadsheet was distributed to the Committee for their review and discussion.

B. Finance Committee

Trustee Margaret Windrem reported on the Treasurer’s Report (Resolution #73-2018) for the period 05/01/18 to 05/31/18. On motion by Trustee Windrem, seconded by Trustee Howes, the Treasurers’ Report was approved unanimously by voice vote.

Trustee Windrem presented Consent Agenda Resolution #74-2018 and Resolutions #77-2018 through #97-2018. On motion by Trustee Windrem, seconded by Trustee Howes, the above stated Consent Agenda resolutions were approved unanimously by voice vote. Resolution #75-2018 and Resolution #76-2018 were abstracted from the Consent Agenda and were voted on separately. On motion by Trustee Windrem, seconded by Trustee Howes, Resolution #75-2018 was approved by voice vote. Trustee Torres respectfully abstained. On motion by Trustee Windrem, seconded by Trustee Bateman, Resolution #76-2018 was approved by voice vote. Chairman Robert Wise respectfully abstained.

Resolution #74-2018 – Various Vouchers for Payment

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

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

Check #s	289833-290609	
ACH#s	2	
	Total Checks	\$1,693,893.55
	Total ACH	38,222.27
	Total Vouchers	1,732,115.82
	Construction and Architect Vouchers	40,961.70
	Less Previously Approved	(26,927.99)
	Total	<u>\$1,746,149.53</u>

Resolution #75-2018 Acceptance of the Perkins Career and Technology Grant Application

WHEREAS, Raritan Valley Community College is committed to providing quality occupational programs and ensuring access to these programs for all students; 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 Grant application by Board Resolution is required;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College approves the application for Perkins Career and Technology Education grant funds of \$332,653 or current allocation to be determined by the NJDOE in collaboration with the NJCCC and further authorizes Dr. Michael McDonough President of the College, to approve the Perkins Grant contract, general assurances, and certifications and any amendments thereto.

Resolution #76-2018 Athletic Training and Sports Medicine Services 2018-2020

WHEREAS, Raritan Valley Community College provides Athletic Training and Sports Medicine services for the student athletes participating in the College's ten (10) intercollegiate varsity athletic teams; and

WHEREAS, Raritan Valley Community College advertised for bids for Athletic Training and Sports Medicine Services for the period of July 1, 2018 through June 30, 2020; and

WHEREAS, three (3) bid packages were distributed to vendors and three (3) proposals were received and opened on Tuesday, June 5, 2018; and

WHEREAS, proposals were evaluated on the following criteria:

- Experience Level of Staff in Athletic Training and Sports Medicine.
- Location of Trainers and referred Physicians in reference to the Main RVCC Campus.
- Cost of Services.

WHEREAS, after careful consideration, it was decided that Hunterdon Medical Center's proposal offered the most experienced athletic trainer, the closest facilities in proximity to the main RVCC campus, the lowest annual price as well as no additional fees for student athlete pre-participation physicals; and

WHEREAS, the low bidder meeting all requirements and qualifications is:

Hunterdon Medical Center 2100 Wescott Drive Flemington, NJ 08822 <u>Amount Year 1:</u> \$20,000.00 <u>Amount Year 2:</u> \$20,000.00 <u>Two-Year Total:</u> \$40,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into a two-year agreement and issue a purchase order in the amount shown above to Hunterdon Medical Center.

Michael DePinto,
Director of Purchasing

Resolution #77-2018 Annual Service for Temperature Control Automation System (Automated Logic)

WHEREAS, Raritan Valley Community College requires annual service for the campus temperature control automated system for the period July 1, 2018 through June 30, 2019; and

WHEREAS, the Automated Logic system is proprietary and the controls are critical to maintain heating and cooling; and

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

WHEREAS, a purchase order will be issued as follows:

Automated Logic Corporation 100 Delawanna Avenue Suite 400 Clifton, NJ 07014 <u>Amount: \$59,277.00</u>

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 Automated Logic Corporation.

Michael DePinto
Director of Purchasing

Resolution #78-2018 Construction Related Services 2018-2020

WHEREAS, the services of qualified general contractors are required for smaller campus construction projects; and

WHEREAS, in order to comply with the State's Pay-to-Play legislation under the Fair and Open process, RVCC advertised a Request for Qualifications (RFQ) to evaluate various contractors qualified to perform construction related services for the College on an as needed basis; and

WHEREAS, proposals were evaluated on the following criteria:

- Experience and reputation in the field.
- Knowledge of the College and the subject matter addressed under the RFQ.
- Availability to accommodate the requirements of the College.
- Other factors demonstrated to be in the best interest of the College.

WHEREAS, the period covered by this RFQ is July 1, 2018 through June 30, 2020; and

WHEREAS, two (2) proposals were received and evaluated by the RVCC Facilities and Grounds department; and

WHEREAS, inclusion on the Qualified List does not guarantee that these Contractors will participate in construction projects for the College but is solely intended to reflect RVCC's determination in finding potential suitable contractors for smaller projects whose construction costs are under the College's public bid threshold of \$35,300.00; and

WHEREAS, the College has pre-qualified the following two (2) contractors:

H&G Construction, Contractors, LLC 48 Byron Drive Phillipsburg, NJ 08865 Mechanical Preservation Group, Inc. 706 West Maple Avenue Merchantville, NJ 08109

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to issue purchase orders for construction related services for smaller projects on an as needed basis over the next two years to any of the two contractors referenced above.

Michael DePinto
Director of Purchasing

Resolution #79-2018 Digital Marketing Services – Second Phase

WHEREAS, the Board of Trustees of Raritan Valley Community College has supported marketing strategies including digital campaigns and website enhancements in order to heighten the College’s image in the community and to support enrollment; and

WHEREAS, the Board of Trustees, via Resolution #177-2017, authorized the College to enter into a \$275,000.00 agreement with eDesign Interactive for a digital marketing campaign and website enhancements covering the period of January 1, 2018 through June 30, 2018 in order to promote the Fall 2018 enrollment; and

WHEREAS, the combined digital marketing campaign and website enhancements produced positive results, contributing to increases in attendance at recruitment events, inquiries for admissions information and new visitors to the College’s website; and

WHEREAS, continued investments in digital marketing campaigns and website monitoring enhancements are essential components in generating new student enrollment for Fall 2018 and beyond among recent high school graduates and adult learners; and

WHEREAS, based on the analysis of website usage, enrollment data and market research, eDesign Interactive has submitted a proposal which combines digital marketing with website maximization in the amount of \$159,000.00 for the six-month period of July 1, 2018 through December 31, 2018; and

WHEREAS, \$159,000.00 in funds have been identified out of the Fiscal Year 2019 Public Relations Operating Budget to support marketing strategies; and

WHEREAS, these services are considered professional services and therefore exempt from public bidding in accordance with N.J.S.A. 18A:64A-25.5(a) (1); and

WHEREAS, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into an agreement and issue a purchase order for marketing services, including website content strategy and social media management, search engine optimization and analytics, market strategy, creative design, media placement, tracking and return on investment analysis, as follows:

eDesign Interactive 163 Madison Ave Suite 220-5 Morristown, NJ 07960 <u>Six-Month Total: \$159,000.00</u>

Michael DePinto
Director of Purchasing

Resolution #80-2018 Emergency Replacement of the Theatre Chiller

WHEREAS, the College requires the emergency replacement of the Theatre Chiller as the existing unit has reached the end of its expected life cycle; and

WHEREAS, over the course of the past year, the chiller has become very unreliable and fails on a daily basis which requires the unit to be manually reset each time; and

WHEREAS, the existing unit is 23-years old and utilizes an old refrigerant which has been officially phased out of production for over a year; and

WHEREAS, due to the lengthy projected lead time, there is an immediate need to issue a purchase order for the furnishing and installation of a replacement chiller for the Theatre as the existing unit is not expected to last through the end of the summer; and

WHEREAS, in accordance with N.J.S.A. 18A: 64A-25.6, any purchase, contract, or agreement may be made, negotiated, or awarded by a county college without public advertising for bids, when an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of the materials, or supplies, or the performance of the work required to rectify such conditions; 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 Trane Company has entered into a contract with The Cooperative Purchasing Network (TCPN Contract #R150502), of which RVCC is a member; and

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 to the following vendor:

Trane, Inc. 19 Chapin Road Suite #200 Pine Brook, NJ 07058 <u>Amount:</u> \$136,749.00

Michael DePinto,
Director of Purchasing

Resolution #81-2018 Equipment Maintenance for the Central Utility Plant

WHEREAS, Raritan Valley Community College requires annual preventive maintenance and repairs for various equipment in the Central Utility Plant and the Science Building; and

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

WHEREAS, the maintenance agreements and the equipment repairs from the manufacturers of the equipment ensure that the upgrade continues to operate smoothly; 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, purchase orders for the current fiscal year will be issued as follows:

Chillers	Trane Company	\$35,000.00
Cogeneration Engine	Northeast Energy Systems	\$35,000.00
Heat Recovery	Broad USA	\$30,000.00
Science HVAC	Daikin Applied (McQuay)	\$15,000.00
Boilers	Miller & Chitty	\$10,000.00
Emergency Generators	Penncat Corporation	\$10,000.00

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

Michael DePinto
Director of Purchasing

Resolution #82-2018 Metal Systems Building for the Print Shop

WHEREAS, Raritan Valley Community College has advertised for bids for the construction of a metal systems building for the Print Shop; and

WHEREAS, the Bid Opening is scheduled for Thursday, June 28, 2018, which is after the June 2018 Board Meeting; and

WHEREAS, the College administration estimates the cost of this purchase to be approximately \$90,000.00; and

WHEREAS, in order to keep the project on schedule the College administration would like to award this purchase prior to the next regularly scheduled meeting of the Board of Trustees on Tuesday, August 21, 2018; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the College administration to make this award and report the pertinent information at the August 2018 Board Meeting.

Michael DePinto
Director of Purchasing

Resolution #83-2018 Office Supplies 2018-2020

WHEREAS, the College requires the purchase of Office Supplies for normal daily operations; and

WHEREAS, N.J.S.A 18A:64A-25.5(b) provides an exemption to the requirement for advertising for bids if a contract is entered into with the State of New Jersey, or a County thereof; and

WHEREAS, W.B. Mason has entered into a contract for Office Supplies with Somerset County (Contract #CC-0001-18); and

WHEREAS, the College will utilize the Somerset County Cooperative Pricing contract to purchase Office Supplies; and

WHEREAS, a purchase order will be issued as follows:

W.B. Mason

21 Commerce Drive
Cranbury, NJ 08512
Amount: \$100,000.00

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 as described hereinabove to W.B. Mason for the period June 1, 2018 through May 31, 2020.

Michael DePinto
Director of Purchasing

Resolution #84-2018 Pepsi Contract

WHEREAS, Resolution #73-2013 authorized the College Administration to enter into a College Sponsorship Agreement with PEPSICO for the five (5) year period of July 1, 2013 through June 30, 2018; and

WHEREAS, the College Administration wishes to extend the current contract with PEPSICO for either the seven (7) year period of July 1, 2018 through June 30, 2025, or at such time that RVCC's collective purchases of products meets or exceeds a volume threshold of 49,400 cases; and

WHEREAS, in accordance with N.J.S.A 18A:64A-25.28(h) a County College is permitted to enter into a contract for food supplies and services for a term not exceeding thirty (30) years; and

WHEREAS, this agreement will provide the College with the following financial incentives:

- A one-time Initial Support Fund payment in the amount of \$20,000.00, payable to the College within sixty (60) days of the contract signing.
- Annual Sponsorship Fees in the amount of \$25,000.00 per year over the life of the contract.
- Annual Scholarship Funds in the amount of \$5,000.00 per year over the life of the contract.
- Annual Golf Outing Support Funds in the amount of \$2,100.00 per year over the life of the contract.
- A thirty (30%) percent Commission Rate for all cash, credit and debit card beverage sales.
- Four (4) Annual Marketing Programs for a value not to exceed of \$1,500.00 per year.
- Gatorade Sideline Kits for the Athletics programs for a value not to exceed \$4,000.00 per year.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into a College Sponsorship Agreement with PEPSICO for either the seven (7) year period of July 1, 2018 through June 30, 2025, or at such time that RVCC's collective purchases of products meets or exceeds a volume threshold of 49,400 cases.

Michael DePinto
Director of Purchasing

Resolution #85-2018 Purchase of a SimBaby Patient Simulator for the Nursing Simulation Lab

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

WHEREAS, Mallinckrodt Pharmaceuticals has accepted our proposal and awarded \$60,000.00 to the College for the purchase and installation of various simulation and related equipment; and

WHEREAS, Raritan Valley Community College requires the purchase of a SimBaby Patient Simulator for the new Nursing Simulation Lab to aid with instruction; and

WHEREAS, the RVCC 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:

Laerdal Medical Corporation 167 Myers Corners Road Wappingers Falls, NY 12590 <u>Amount</u> : \$60,042.48

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 Laerdal Medical Corporation.

Michael DePinto
Director of Purchasing

Resolution #86-2018 Renewal of the Maintenance and Support Agreement for the Extreme Networks Equipment

WHEREAS, the renewal of the maintenance and support agreement for the Extreme Networks Data Networking Equipment is needed for the period of July 1, 2018 through June 30, 2019; and

WHEREAS, this equipment constitutes our campus data network and is essential to all academic and administrative computing as well as internet access; and

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

WHEREAS, Extreme Networks, Inc. is under contract with the Western State Contracting Alliance (WSCA) of which the State of New Jersey is a member (Contract #87722); and

WHEREAS, maintenance, support and service will be needed during this fiscal year and is only available from Extreme Networks through their authorized reseller PhillyCom, Inc.; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to procure the required services from PhillyCom, Inc. and to issue all pertinent purchase orders not to exceed \$200,000.00.

PhillyCom, Inc. 3801 Germantown Pike Suite 201F Collegeville, PA 19426 <u>Amount</u> : Not to Exceed \$200,000.00

Michael DePinto
Director of Purchasing

Resolution #87-2018 Renewal of the VMware Virtualization Server Software License and Support

WHEREAS, Raritan Valley Community College requires the renewal of the VMware Server Virtualization Software License and Support agreement for the period of June 30, 2018 through June 29, 2019; and

WHEREAS, this agreement provides virtual servers for College administrative and academic applications; and

WHEREAS, virtualization allows RVCC to reduce hardware costs while improving reliability, flexibility and redundancy; 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 licensing and support of the VMware Virtualization Server Software is available through the NJEDge.net technology purchasing consortium administered by the Carahsoft Technology Corporation; and

WHEREAS, NJEDge.net is a non-profit technology consortium of academic and research institutions in New Jersey of which RVCC is a member; and

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 follows:

Carahsoft Technology Corp. 1860 Michael Faraday Drive Suite 100 Reston, VA 20190 <u>Amount:</u> \$22,548.00

Michael DePinto
Director of Purchasing

Resolution #88-2018 Technology Help Desk Services 2018-2019

WHEREAS, Raritan Valley Community College requires Technology Help Desk Services for the period of July 1, 2018 through June 30, 2019; and

WHEREAS, the College relies on efficient and reliable technology help desk services as currently contracted with Campus Consortium (formerly known as Campus EAI); and

WHEREAS, this agreement with Campus Consortium is set to expire on June 30, 2018; and

WHEREAS, two (2) proposals were obtained with NJEDge.net presenting the College with the most favorable proposal via lower pricing and a wider scope of service; 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, NJEDge.net is a non-profit technology purchasing consortium of academic and research institutions in New Jersey of which RVCC is a member; and

WHEREAS, NJEDge.net has negotiated consortium pricing with Blackboard, Inc. for Technology Help Desk Services; and

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 follows:

NJEDge.net 218 Central Avenue Suite 3902 Newark, NJ 07103-3918 <u>Amount:</u> \$78,720.00

Michael DePinto,
Director of Purchasing

Resolution #89-2018 Fitness Center Equipment Upgrades

WHEREAS, the replacement of outdated equipment in the RVCC Fitness Center is needed to modernize performance for the campus community, academic programs and student athletes; and

WHEREAS, the current Fitness Center equipment is nearly ten (10) years old which has led to the College falling behind current trends in physical training for overall fitness levels; and

WHEREAS, upgrading the College's fitness equipment to more functional based training and free weight equipment will allow for the opportunity to train with the current standards in equipment which is seen throughout the fitness industry and other collegiate weight rooms; and

WHEREAS, three (3) quotes were obtained with The Fitness Headquarters 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 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, 2018 through June 30, 2019, 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:

The Fitness Headquarters 548 East Northampton Street Wilkes-Barre, PA 18702 <u>Amount:</u> \$24,395.00

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; and

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

Michael DePinto
Director of Purchasing

Resolution #90-2018 Offsite Hosting of the RVCC Website

WHEREAS, the Board of Trustees, via Resolution #88-2016, authorized Acquia, Inc. to host the College's public Drupal Content Management System for the RVCC website; and

WHEREAS, Acquia's cloud-based hosting platform has provided an extra level of security, ensuring that the College's website is protected and available in the event of an emergency or disaster; and

WHEREAS, the current agreement with Acquia, Inc. is set to expire on June 30, 2018; and

WHEREAS, RVCC has a continuing need for hosting services which are vital for the protection of the College's public website; and

WHEREAS, funding is available in the Fiscal Year 2019 Public Relations operating budget to finance a one-year agreement for the period of July 1, 2018 through June 30, 2019, for a fully managed cloud environment, support and software tools; 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, 2018 through June 30, 2019, 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:

Acquia, Inc. 25 Corporate Drive Burlington, MA 01803 <u>Amount</u> : \$25,345.48

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the college administration to enter into an agreement and issue a purchase order in the amount shown above to Acquia, Inc.

Michael DePinto
Director of Purchasing

Resolution #91-2018 Purchase of Library Books and Materials

WHEREAS, the purchase of books and other materials is needed for the regular operation of the Evelyn S. Field Library; and

WHEREAS, N.J.S.A. 18A:64A-25.5a(6) provides for the purchase of any library materials including without limitation to books, periodicals, newspapers, documents, pamphlets, photographs, reproductions, microfilms, pictorial or graphic works, musical scores, maps, charts, globes, sound recordings, slides, films, filmstrips, video and magnetic tapes, other printed or published matter, and audiovisual and other materials of a similar

nature, necessary binding and rebinding of library materials and specialized library services, without advertising for bids; and

WHEREAS, RVCC has spent \$24,060.42 to date with YBP Library Services during Fiscal Year 2018; 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, 2018 through June 30, 2019, 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:

YBP Library Services P.O. Box 277991 Atlanta, GA 30384 <u>Amount:</u> Not to Exceed \$50,000.00

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 as described hereinabove; and

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

Michael DePinto
Director of Purchasing

Resolution #92-2018 Purchase of a Used Van for the Environmental Science Program

WHEREAS, Raritan Valley Community College is requesting the purchase of a 2016 Ford Transit 350 Wagon 12-seat passenger van for the Environmental Science program; and

WHEREAS, the van's primary use will be to transport Environmental Science students to the locations of current environmental projects which will provide students with the opportunity to apply what they learn in their classes to solving real-world environmental issues; and

WHEREAS, three (3) quotes were obtained with Smith Motor Company presenting the College with the most favorable proposal; and

WHEREAS, this purchase will be made using Gibson funding provided by a private donor through the RVCC Foundation; and

WHEREAS, the Director of Purchasing has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2018 through June 30, 2019, 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:

Smith Motor Company
359 Route 31 South
Washington, NJ 07882
Amount Not to Exceed: \$25,272.50

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; and

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

Michael DePinto
Director of Purchasing

Resolution #93-2018 Renewal of the Blackboard Ally Software Agreement

WHEREAS, Raritan Valley Community College requires the renewal of the Blackboard Ally software agreement for the period of July 1, 2018 through June 30, 2019; and

WHEREAS, Blackboard Ally is a software program utilized to supplement the College's new Canvas learning management system for online courses; and

WHEREAS, this software analyzes all online documents and course content for accessibility and the creation of accessible copies as needed; and

WHEREAS, faculty members are alerted by the software as to which content needs to be changed or corrected; 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, 2018 through June 30, 2019, 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:

Blackboard, Inc.
1111 19th Street NW
Washington, DC 20036
Amount: \$27,000.00

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 Blackboard, Inc.

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

Michael DePinto
Director of Purchasing

Resolution #94-2018 Science and Engineering Purchases 2018-2019

WHEREAS, the Science and Engineering Department requires the purchase of equipment and supplies for the 2018-2019 academic year; and

WHEREAS, RVCC has spent \$27,500.93 to date with Fisher Scientific during Fiscal Year 2018; 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, 2018 through June 30, 2019, 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:

Fisher Scientific Company LLC 300 Industry Drive Pittsburgh, PA 15275 <u>Amount: Not to Exceed \$35,000.00</u>

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

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

Michael DePinto
Director of Purchasing

Resolution #95-2018 Technical Support Services for the RVCC Public Website

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized technical support for the College's public website via Resolution #86-2017; and

WHEREAS, there is a continuing need for technical support for the website including security updates, strategic consulting, creative design, CMS custom development, HTML or CSS edits, and PHP and JavaScript development; and

WHEREAS, David DiGiovanni, L.L.C., a website development firm with expertise in the Drupal 7 operating system, has been providing high quality, 24-7 website technical support and has made improvements to the security, analytics and user experience; 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, 2018 through June 30, 2019, 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:

David DiGiovanni, LLC
828 West South Street
Kalamazoo, MI 49007
Twelve-Month Total: \$24,000.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Director of Purchasing to enter into an agreement for the twelve-month period of July 1, 2018 through June 30, 2019 and issue a purchase order as described hereinabove; and

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

Michael DePinto
Director of Purchasing

Resolution #96-2018 Tuition Rates for Prison Program

WHEREAS, the College has been engaged for several years in delivering a special instructional program leading to an associate's degree at a number of New Jersey correctional facilities under the statewide consortium New Jersey Scholarship and Transformative Education in Prisons (NJ – STEP);

WHEREAS, the program has expanded considerably to nearly 700 students earning approximately 6,000 credits; and

WHEREAS, the effort to serve this population is more costly with respect to pre-enrollment testing, advising/counseling support, smaller class size, instructional salaries, provided materials, administration, etc.

NOW, THEREFORE, BE IT RESOLVED, that the following all-inclusive per credit tuition rate be adopted for the Prison Program – \$265.00 per credit

John Trojan
VP Finance & Facilities

Resolution #97-2018 Contractor Payments

WHEREAS, Raritan Valley Community College engages the services of General Contractors, Architects, Engineers and other consultants in connection with our capital projects; and

WHEREAS, the College's standard procedure is to obtain authorization to pay these invoices from the Board of Trustees at each monthly meeting; and

WHEREAS, there is no Board of Trustees meeting scheduled for the month of July 2018 but there may be invoices due for the month of July; and

WHEREAS, since the Prompt Payment Act (P.L. 2006, c.96, codified as N.J.S.A. 2A:30A-1 et seq.) was signed into law on September 1, 2006, owners are required to pay interest if payment is not made within thirty (30) calendar days after the billing date for work that has been approved and certified by the owner or the owner's authorized approving agent; and

WHEREAS, to comply with this legislation and ensure timely payment to our contractors and consultants:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the College Administration to pay any general contractor, architect, engineer or other consultant invoices for July 2018 and report the pertinent information at the August 2018 Board Meeting scheduled for Tuesday, August 21, 2018.

Michael DePinto,
Director of Purchasing

C. Educational Programs and Services Committee

Trustee Timothy Howes presented Consent Agenda Resolutions #98-2018 and #102-2018 and Resolutions #104-2018 through #108-2018 On motion by Trustee Howes, seconded by Trustee Bateman, the above stated Consent Agenda Resolutions were approved unanimously by voice vote. Resolution #103-2018 was abstracted from Consent Agenda and vote on separately. On motion by Trustee Howes, seconded by Trustee Windrem, Resolution #103-2018 was approved by voice vote. Trustee Bateman respectfully abstained.

Trustee Howes reported that the Committee had an exciting discussion on new potential partnerships and that the Board would be updated as those opportunities develop.

Resolution #98-2018 Human Resources Action Report

The Board resolves that the following personnel actions be taken:

Human Resources Action Report for June 19, 2018

1. Returning- Adjunct Faculty

The following individual(s) are recommended as adjunct faculty for the Summer/Fall Semester 2018 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
Lorio	Brian	Assistant Professor	English	\$931	5/21/18

2. New- Adjunct Faculty

The following individual(s) are recommended as adjunct faculty for the Summer/Fall Semester 2018 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
Amann	William	Instructor	Business & Public Service	\$912	5/21/18
Cheung	Leo	Instructor	Business & Public Service	\$930	8/21/18
Dagnall	Zachary	Instructor	Mathematics	\$912	5/21/18
Harabin	Alicia	Instructor	English	\$930	8/21/18
Idika	Imaga	Instructor	Mathematics	\$930	8/21/18
McAllister	Raffaella	Instructor	Social Sciences & Education	\$930	8/21/18
Michels	Elizabeth	Instructor	English	\$930	8/21/18
Ronda	Tara	Assistant Professor	First Year Experience	\$931	5/21/18
Rosenau	Brenda	Assistant Professor	Science & Engineering	\$950	8/21/18
Rosseland	Gina	Assistant Professor	Social Sciences & Education	\$950	8/21/18
Shinn	Mannix	Instructor	Science & Engineering	\$930	7/9/18
Thompson	Hayley	Instructor	Social Sciences &	\$912	5/21/18

			Education		
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3 .New Hire- Administrator

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

Name	Title	Salary	Department	Start date
*Daniela Kubick	Manager of Visual Communications	\$59,461	Graphics	6/21/18

*Budget code 100-2220-5010-60/replacement L. Markov

Resolution #99-2018 Appointments, Full-Time Tenure-Track Faculty

BE IT RESOLVED, that at the recommendation of the President, the following full-time tenure-track faculty appointments be approved for the 2018-2019 Academic Year:

Name	Title	Department	Start Date	Salary
*Janelle Bitter	Instructor, Librarian-Systems & Technical Services	Library	9/1/18	\$60,459
**Bradley Brown	Instructor, ASL	Communication & Languages	9/1/18	\$59,108
***Esther Duran	Assistant Professor, Digital Media/Film	Communication & Languages	9/1/18	\$65,707
****James Jones	Assistant Professor, Criminal Justice	Business & Public Service	9/1/18	\$65,707
*****Pascal Meier	Assistant Professor, Chemistry	Science & Engineering	9/1/18	\$65,540

*Budget code 100-3210-5140-10/replacing R. Egan

**Budget code 100-3140-5140-10/replacing C. Chynoweth

***Budget code 100-3140-5130-10/replacing T. Valasek

****Budget code 100-3110-5130-10/replacing B. Flynn

*****Budget code 100-3180-5130-10/replacing S. Imbriglio

Resolution #100-2018 Appointment, Full-Time Temporary Faculty (2018-2019 Academic Year)

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	Salary
Linda Yang	Instructor-Computer Science	Computer Science	9/1/18	\$60,652

*Budget code 100-3120-5140-10\replacement A. Shankri

Resolution #101-2018 Appointment, Full-Time Temporary Faculty (Fall 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
*Natalie Boyd	Temp Instructor-Psychology	Social Sciences & Education	9/1/18	*\$28,539

*Budget code 100-3190-5140-10 salary represents one semester\replacing sabbatical

Resolution #102-2018 Legacy Sabbaticals

WHEREAS, the Board of Trustees of Raritan Valley Community College did by Resolution #3-2018 (dated January 23, 2018) reappoint Professor Deborah Corbett and Professor Lynne DeCicco for the 2018-2019 academic year; and

WHEREAS, the Board of Trustees of Raritan Valley Community College did by Resolution #45-2018 (dated March 27, 2018) approve the Legacy Sabbatical Program for Full-Time Tenured Faculty; and

WHEREAS, Professor Corbett and Professor DeCicco have requested to participate in the Legacy Sabbatical Program for Full-Time Tenured Faculty and would receive a half-year sabbatical for the Fall 2018 term paid at the rate of half their base annual salary, and relinquish their tenure as of December 31, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby approve the Legacy Sabbatical Leave to Professor Corbett and Professor DeCicco for Fall 2018.

Resolution #103-2018 Reappointments, Administrative Employees

BE IT RESOLVED, that upon recommendation of the President, the following unit Administrators are reappointed for the 2018/2019 fiscal year. *Salaries include a 2% contractual increase if hired prior to 5/1.

LAST_NAME	FIRST_NAME	Title	*Salary
Accomando	Jill	Assistant Director Children's Campus	\$62,759
Bailey	Christina	Assistant Director of Testing	\$62,309
Barefoot	Russell	Director of Student Life	\$76,137
Batandolo	Kimberly	Coordinator of Scheduling	\$58,566
Bauer	Katherine	Admissions Recruiter	\$55,141
Berry	Jennifer	Assistant Director of EOF	\$67,059
Bird	Marcia	Coordinator of Cosmetology	\$85,906
Brosnan	Marianne	Transfer Advisor	\$60,634
Buinis	Lonny	Instructional Designer	\$79,979
Carter	Brian	Network & Telecommunication Engineer	\$59,928
Clemente	Eric	Print Shop Supervisor	\$54,651
Coccia	Elizabeth	Manager of Workforce Outreach	\$64,473
Coffaro	Joanne	Director Workforce Training Center	\$81,815
Collins	Donyea	Director, EOF	\$85,067
Colon	Nicolette	Assistant Director Disability Services	\$63,751
DeSanctis	Gregory	Director Advising & Counseling	\$83,959
Di Pietro	Joseph	AD Facilities/Energy Project Manager	\$98,819
Diaz	Maria	Custodial Services Manager	\$65,583
Domanski	Peter	Technology Service Desk Tech-Senior	\$68,233
Drummer	Jacqueline	Director of Laboratory Service	\$75,801
Dunham	Ralph	Program Manager High School/Youth	\$81,773
Dunne	Janet	Fundraising Coordinator	\$52,178
Enz Lewis	Elizabeth	Accounting Manager	\$72,100
Erwin	Jill	Theatre Manager	\$63,842
Estreicher	Jacqueline	Assistant Dean Curriculum & Assessment	\$65,841
Eversmann	George	Director of Athletics	\$79,560
Faschan	Andrea	Academic Advisor	\$58,540
Fisher	Brenda	Director of K-12 Partnership	\$83,548
Fredericks	Jason	Assistant Dean of Student Services	\$84,335
Gabrielski	Alicia	Academic Advisor	\$59,449
Gallagher	Amie	Director of Planetarium	\$70,264

Gavakos	Marguerite	Assistant Registrar	\$65,882
Gloster	Katisha	Testing Center Coordinator	\$55,111
Gonzalez	David	Technology Service Desk Tech-Senior	\$62,546
Griffin	Cathy	Director Child Care Center	\$92,229
Hall	Christopher	Database Administrator	\$112,200
Harnden	William	Regional Director, SBDC	\$85,014
Hawkins	Bashir	Financial Aid Coordinator	\$53,386
Henderson	Ivalis	Academic Recruiter	\$55,785
Henriquez	Maribi	First Year Advisor	\$57,476
Hermo-Weaver	Alicia	Coordinator of Intern & Cooperative Edu	\$66,409
Herro	Philip	Recruiting Coordinator/Coach	\$58,145
Hynes	Cynthia	Manager Workforce Business Ops	\$71,020
Jimenez	Ligia	Custodial Services Supervisor	\$54,581
Kassim	Jamal	Coordinator of Educational Rec	\$50,683
Kislan	Erin	Associate Director-Financial Aid	\$70,171
Laba	Linda	Financial Analyst	\$80,153
Lalevee	Annamaria	Talent Network Coordinator	\$63,842
Lankay	Cristina	Electronic Media Coordinator	\$62,759
Larson	Nadine	Coordinator of Health Science Education	\$57,182
Lattin	Karen	Senior Programmer Analyst	\$111,445
Liddell	Alan	Director of the Theatre	\$110,265
*Ludwigsen	Karen	Coordinator Nursing Skills Lab	\$59,449
Luger	Maureen	Purchasing Specialist	\$56,229
Machnik	Michael	Executive Director of Instr Design & Prod	\$108,442
Margolis	Pearl	Director of Community Programs	\$72,335
Meany	Kimberly	OTA Academic Field Coordinator	\$58,688
Meiman	Sheila	Director of Prison Program	\$69,449
Mercurius	Conrad	Manufacturing Coordinator	\$75,771
Mesonas	Leonard	Director of Financial Aid	\$100,543
Michaud	Paul	Director Transfer & Career Services	\$124,659
Michell	Kathleen	Director of Allied Health	\$74,227
Mombay	Nancy Fritz	Assistant Director of Admissions	\$65,624
Moog	Lori	Director Service Learning & Comm Outreach	\$89,298
Oliver	Kelly	Multi Media Specialist/Web Education	\$69,230
*O'Rourke	Catherine	Teacher, Children's Campus	\$45,333
Peters	Chad	Public Services Coordinator	\$60,296
Pickerell	Darlene	Grants Coordinator	\$69,187
Radvanski	John	Database & App Administrator	\$99,960
Repmann	Shane	Academic Advisor	\$58,920
Riche	Kevin	Director Security & Infrastructure	\$117,117
Rizzolo	Wendy	Teacher, Children's Campus	\$58,337
Rodriguez	Carmen	Disability Services Coordinator	\$53,172
Ryan	Kevin	Athletic Coordinator	\$55,727
Sanders	Donyea	Assistant Director Tutoring	\$57,813
Schindler	Kevin	Planetarium Associate/Technician	\$50,385
Schnall	Wendy	Career Services Advisor	\$61,224
Sherman	Eric	Manager of Web Development	\$67,936
Singh	Rikita	Director of Disabilities Services	\$72,828
Skov	Annette	Assistant Director-Tutoring Center	\$64,367

Smythe	Holly	Instructional Designer	\$73,397
Stafford	Inieka	College Site Coordinator NJ Prep	\$58,680
Stolzer	Donna	Director of Media Relations	\$82,732
Strollo	Philip	Helpdesk Coordinator	\$73,691
Su	Min	Associate Director Institutional Research	\$71,954
Sullivan	Elizabeth	Coordinator Intl & Veteran Services	\$65,236
Travaglini	Joanne	Program Manager HS Outreach & Academics	\$64,721
Van Der Veen	Wilhelmus	Director of Science Ed Institute	\$86,329
Van Doren	Mary	Coordinator Academic Services-Prison	\$64,474
Vaughan	Karen	Director of Conference Service	\$71,451
Wadher	Sital	Coordinator Student Pathways & Success	\$64,037
Walker	Alaysha	Assist Director Student Life	\$73,811
Walters	Anne	Academic Advisor	\$67,692
Wang	Qianqian	Web Programmer	\$65,395
Weaver	Philip	Assistant Director Compliance & Facilities	\$93,847
Wheeler	John	Registrar	\$79,560
White	Carolyn	Director of Admission & Recruitment	\$73,868
Wiedemann	John	Production Coordinator	\$60,363
Williams	Jache	Director First Year Experience	\$75,493

*salary based on 10 months

Resolution #104-2018 Reappointments, Non-Unit Administrative Employees

BE IT RESOLVED that upon recommendation of the President, the following non-unit Administrators are reappointed for the 2018/2019 fiscal year. *Salaries include a 2% contractual increase if hired prior to 5/1.

LAST_NAME	FIRST_NAME	Title	*Salary
Belin	Jacki	VP Strategic Programs & Development	\$158,435
Dashield	Richeleen	Dean of Multicultural Affairs	\$132,600
DePinto	Michael	Director of Purchasing	\$78,030
Donnelly	Sarah	Director Inst Research & Assessment	\$98,838
Imbriglio	Sarah	Dean of STEM	\$132,600
Johnson	Mary Ann	Assistant Director Benefits & Payroll	\$85,852
Kelleher	Kelly	Human Resources Manager	\$65,850
Lestrangle	Nancy	Director of Information System	\$127,338
Lindstrom	Kelly	Business Systems Analyst	\$89,814
Loera	Audrey	Dean Academic Support & Edu Partnership	\$132,600
Lynn	Terence	Dean Business, HSE & Library	\$132,600
Marion	Michael	Executive Director of Foundation	\$153,000
Marks	Patrice	Dean of Liberal & Fine Arts, ALO	\$148,975
McAllister	Theresa	Assistant Controller	\$103,746
O'Rourke	Brian	Executive Director Facilities & Grounds	\$147,989
Pescinski	Robert	Executive Director of Technology Services	\$123,100
Preston	Deborah	Provost/VP Academic Affairs	\$177,480
Szkodny	Robert	Director of Security	\$88,889
Thompson	Janet	Executive Director of Marketing	\$116,742

Todd	Catherine	Payroll Manager	\$72,320
Trojan	John	VP of Finance and Facilities	\$184,991
Wallace	Cheryl	Executive Director of HR & Labor Relations	\$117,300
Weyl	Ronnie	Anniversary Campaign Director	\$83,074
Willensky	Violet	Controller & Executive Director of Finance	\$131,529

Resolution #105-2018 Reappointments, Support Staff Employees

BE IT RESOLVED that upon recommendation of the President, the following unit Support Staff are reappointed for the 2018/2019 fiscal year. *Salaries include a 2% contractual increase if hired prior to 5/1.

Last Name	First Name	Title	*Salary
Acharon	Daniela	Admissions Coordinator	\$46,738
Alcazar	Nini	Finance Assistant A/R	\$40,365
Alvarez	Maria	Testing Specialist	\$45,741
Barisano	Paul	Financial Aid Specialist	\$45,958
Beatty	Ruth	Department Assistant-Tutoring	\$52,970
Bedoya	Jose	Custodian	\$32,172
Bogda	Carolyn	Laboratory Assistant II	\$47,191
Burdett	Letitia	Senior Graphics Designer	\$52,503
Caceres De Rosales	Nuria	Custodian	\$32,172
Callejas	Santos	Custodian-Lead	\$33,813
Carter	Remond	Financial Aid Specialist	\$43,509
Carty	Evelyn	Administrative Assistant	\$49,649
Castillo Torres	Maria	Custodian	\$32,172
Cizmar	Alice	Chemistry Lab Assistant I	\$49,833
Coulbourne	Cynthia	Dept Assistant English & Social Sciences	\$41,168
Decker	Sharon	Administrative Assistant	\$46,019
Denton	Yshanda	Testing Specialist	\$46,776
Diaz	Alfredo	Maintenance Worker/Painter	\$37,060
Diaz	Rosa	Custodian	\$32,172
Dubon	Pedro	Maintenance Worker-Shift Lead	\$40,103
Fania	Valerie	Grants Specialist	\$55,059
Farischon	Justin	Laboratory Assistant-Physics	\$36,688
Galeano	Maria	Custodian	\$32,172
Gero	Donna	Laboratory Assistant	\$67,336
Gill	Allison	Admin Assistant -SBDC	\$48,261
Giraldo	Jose	Grounds Worker	\$35,883
Guardado	Maria	Custodian	\$32,172
Hansen	Janice	Dept Assistant-Business & Public Service	\$48,195
Harrigan	Corinna	Administrative Assistant	\$43,509
Hartzell	Sandra	Dept Assistant VAPA	\$48,299
Hsu	Grace	Library Assistant	\$49,921
Hyland	Jamie	Facility & Ground Service Rep	\$53,909

Khan	Kiswah	Admissions Specialist	\$47,563
Lopez Recinos	David	Custodian	\$32,682
Marhevka	Donna Marie	Admin Assistant- Counseling	\$61,857
Mason	Jennifer	Finance Specialist	\$45,922
Matias	Johnny	Maintenance Worker	\$38,343
Mejia Fuentes	Erika	Custodian	\$32,172
Molina	Ingrid	Custodian-Shift Lead	\$33,771
Morales	Maria	Custodian	\$32,172
Moustakas	Nickolas	Lead Maintenance Mechanic	\$60,180
Mulroy	Abbe	Public Service Associate-Tech	\$42,943
Murphy	Terence	Chem Lab Prep/Lab Assistant II	\$50,899
Navarro	Susana	Custodian	\$32,172
Oleradzki	Slawomir	Grounds Worker	\$34,353
Paisley	Priscilla	Finance Assistant-A/P	\$39,969
Pereira	Marve Luz	Finance Assistant- Student A/R	\$41,956
Petrillo	Kathleen	Enrollment Services Specialist	\$46,928
Pyzik	Christopher	Finance Specialist AP	\$45,285
Pyzik	Ann	Dept Assistant, Computer Science	\$63,510
Ramos Hernandez	Jorge	Custodian-Shift Lead	\$33,771
Raphel	Michael	Accounts Receivable Specialist	\$46,840
Rodriguez	Ana	Custodian	\$32,172
Romero Marquez	Sintia	Custodian	\$32,172
Rosales Samper	Galileo	Custodian	\$32,172
Ryan	Kenneth	Technology Service Tech-JR	\$42,321
Salas	Martha	Biology/Biotech Lab Prep Assistant	\$53,913
Seas	Javier	General Service Worker	\$35,883
Sefack	Robert	Service Desk Technician-JR	\$40,531
Siefring	Georgi	Dept Assistant-Health Science Ed	\$43,372
Simoncelli	Angelo	Lead Maintenance Mechanic	\$65,556
Snook	Judith	Enrollment Services Specialist	\$47,821
Strozeski	Charles	Internal Services Aide	\$56,229
Tenzer	Kathy	Technical Services Associate	\$44,379
Torlish	Helena	Dept Assistant- Math & Comm/Lang	\$47,987
Vroom	Walter	Media Aide I	\$50,177
*Wicklund	Marie	Admin Assistant-Student Life	\$46,016
Williams	Rodney	Shipping And Receiving Clerk	\$49,216
Zarate	Bonnie	Enrollment Services Specialist	\$46,803
Zuniga	Maria	Custodian	\$32,172

*10 Months

Resolution #106-2018 Reappointments, Non-Unit Support Staff Employees

BE IT RESOLVED, that upon recommendation of the President, the following non-unit Support Staff are reappointed for the 2018/2019 fiscal year. *Salaries include a 2% contractual increase if hired prior to 5/1.

Last Name	First Name	Title	*Salary
Arroyo	Rosemarie	Executive Assistant	\$81,671
Cicero	Jessica	Workforce Educator-Cosmetology	\$53,040
Harmon	Roberta	Admin Assistant II-Academic Support	\$52,034
Lopez	Yolanda	Human Resources Specialist	\$53,690
Mango	Laurie	Workforce Educator-Cosmetology	\$57,369
McCarthy	Lynnette	Executive Assistant/Research to Provost	\$62,699
Pontarollo	Sheri	Office Manager - Executive Offices	\$94,590
Rogers	Chandra	Admin Assistant II-Student Services	\$51,285
Seibert	Caroline	Pension & Benefits Specialist	\$52,010
Snarkey Machnik	Elaine	Admin Assistant II Academic Affairs	\$54,698
Trybulski	Diana	Admin Assistant II-STEM	\$51,964
Walkoviak	Richard	Workforce Educator-Automotive	\$54,653

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Resolution #107-2018 Faculty Promotions

WHEREAS, the Board of Trustees by Resolution #3-2018 dated January 23, 2018 did reappoint the following faculty members for the 2018-2019 academic year; and

WHEREAS, the President of the College has received recommendations for promotion from the Professional Standards Committee; and

WHEREAS, the President has reviewed these recommendations;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the President, the following faculty members be promoted to the academic rank as indicated, effective July 1, 2018:

<u>First</u>	<u>Last</u>	<u>Department</u>	<u>From</u>	<u>To</u>
Mary Ann	Balut	Health Science	Associate Professor	Professor
Patrice	Case	Health Science	Associate Professor	Professor
Loretta	Fois	VAPA	Associate Professor	Professor
Richard	Treut	Communication & Languages	Associate Professor	Professor
Derek	Weber	Science & Engineering	Associate Professor	Professor
Lori	Austin	Mathematics	Assistant Professor	Associate Professor

Charlie	Bondhus	English	Assistant Professor	Associate Professor
Lauren	Braun	Humanities, Social Science, Social Work & Education	Assistant Professor	Associate Professor
Michelle	Brazier	English	Assistant Professor	Associate Professor
William	Crosbie	Computer Science	Assistant Professor	Associate Professor
Eric	Iannacone	Science & Engineering	Assistant Professor	Associate Professor
John	Sichel	VAPA	Assistant Professor	Associate Professor
Kathryn	Suk	Humanities, Social Science, Social Work & Education	Assistant Professor	Associate Professor
Alisa	Shapiro	Business & Public Service	Instructor	Assistant Professor
Gina	Kuijlaars	Advising & Counseling	Counselor I	Counselor II

Resolution #108-2018 Professor Emeritus – Kathleen Krov

WHEREAS, the Board of Trustees of Raritan Valley Community College established the honorary title of “Professor Emeritus” (Resolution #96-86) to recognize distinguished service to the College on the part of faculty members at retirement, and

WHEREAS, as part of the procedure for awarding Emeritus rank at Raritan Valley Community College, a Professor Emeritus Selection Committee was formed to review eligibility requirements and to determine if meritorious performance has been met in teaching, contributions to the College, and to the professional and geographic community; and

WHEREAS, the Chairperson of the Professor Emeritus Selection Committee has notified the President in writing on the Committee’s affirmation; and

WHEREAS, Professor Kathleen Krov, who retired August 31, 2017, has been recognized as an active contributor to the welfare of the students and to the College community;

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the President, the Board of Trustees acknowledges the distinguished services of Professor Kathleen Krov to Raritan Valley Community College by extending the honorary title of Professor Emeritus, effective July 1, 2018, with all of the rights and privileges associated with this honor.

D. Governance Committee

Trustee Paul Hirsch, Chairman of the Governance Committee, extended best wishes to Chairman Robert Wise on his upcoming birthday on behalf of the Board of Trustees, the President, and members of the College community.

The Committee had a very robust, vigorous, and productive discussion concerning campus safety initiatives. The Committee unanimously agreed that the President, Chairman Wise, and at least two Chair-appointed trustees will approach both Boards of Chosen Freeholders concerning the College’s comprehensive campus safety plan and potential funding for those initiatives.

As required by the State of New Jersey, the Committee also reviewed the Campus Safety Report for the period May 15, 2018 through June 18, 2018.

The Committee approved the rescheduling of the next Board of Trustees meeting to August 21, 2018 (originally scheduled for August 28th) as announced earlier by Chairman Wise.

An announcement was then made to enter into Executive Session. Trustee Hirsch 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 discussion the President’s Evaluation and 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 Bateman, and seconded by Trustee Windrem. The Board entered into Executive Session at 5:25 p.m. No formal action was taken during Executive Session.

The Public Meeting reopened to the public at 5:47 p.m.

It was reported that the Governance Committee and the full Board reviewed and discussed the Survey Monkey results for the President’s annual evaluation with President McDonough. The evaluation was uniformly enthusiastic and positive and it was further reported that the President's performance fully met or exceeded the Board’s expectations in the multiple areas discussed and evaluated.

The Committee also reviewed and recommends for the full Board’s approval the terms of the fourth amendment to the President’s contract (Resolution #109-2018.) Board members congratulated the President and expressed their appreciation on his outstanding leadership of the College. There being no further comments or questions, the President’s Fourth Amendment to his contract was approved unanimously by the Board of Trustees by voice vote.

The Board of Trustees expressed their gratitude to Trustee Windrem for overseeing the President’s Evaluation process.

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.”

Professor Karen Gaffney, Chair of the Forum, provided a summary of a recent survey conducted by the Forum Steering Committee concerning an armed resource officer on campus. (Results of the Forum survey were also shared with the Board of Trustees during its Educational Retreat.)

Ronnie Weyl, Director of the 50th Anniversary Campaign, described the various opportunities to support the College throughout its yearlong 50th anniversary celebration. (A copy of the brochure delineating the various opportunities was also distributed to the Board.)

VII. Adjournment
There being no further business to bring before the Board, the Regular Meeting adjourned at 5:55 p.m.

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