Board Of Trustees Regular Public Meeting Minutes
Tuesday, June 30, 2026, at 4:00 PM
Raritan Valley Community College
118 Lamington Road, Branchburg, Event Center Grand Conference Rooms A& B

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I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, June 30, 2026, in person and via Zoom Webinar. Board of Trustees Chair Zenon Christodoulou called the Regular Board of Trustees meeting to order at 4:00 p.m. and made the following statement in compliance with the Open Public Meetings Act of the State of New Jersey:

"ADEQUATE NOTICE OF THIS MEETING HAS BEEN GIVEN IN ACCORDANCE WITH THE "OPEN PUBLIC MEETINGS ACT" OF THE STATE OF NEW JERSEY."

Attendance

Present:
Members: Caren Bateman, Terence Byrd, Dr. Zenon Christodoulou, Michael D. Goldberg, Roger A. Jinks, Roger Locandro, Adam Shain, Dr. Helena A. Swanicke, Juan Torres, James A. Von Schilling

Absent:
Members: Nidhi Makhija, Howard Opdyke, Margaret Sullivan

Also in attendance: Michael J. McDonough, President; Nicholas Pellitta, Esq., College Counsel; and members of the College community.

II. Executive Session (Approximately 30 minutes)

An announcement was then made to enter into Executive Session. Chair Christodoulou 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 to discuss the Twelfth Amendment to the President's Contract. There will be no action taken during Executive Session, and the Board will reopen back into Public Session in approximately 30 minutes."

A motion to enter into Executive Session was made by Trustee Caren Bateman, seconded by Trustee Adam Shain, and approved by voice vote. The Board entered into Executive Session at 4:05 p.m.

The Public Session of the Regular meeting reopened at 4:30 p.m.

III. Agenda Items

1. Approval of Meeting Minutes

   A. May 26, 2026 Regular Board of Trustees Meeting Minutes

      Motion:
      Motion moved by James A. Von Schilling and seconded by Michael D. Goldberg. The May 26, 2026 Board Meeting minutes were approved by voice vote. Trustee Victor Komosinski respectfully abstained from the vote.

2. Reports from the President and Chair

   President McDonough took a moment to recognize Professor Roger Shutack, who will be retiring today, June 30, 2026. He celebrated Professor Shutack's distinguished career and expressed gratitude for his years of dedication to Raritan Valley Community College and the countless students he has inspired during his 18 years at the institution.

   Board of Trustees Chair Zenon Christodoulou also acknowledged the presence of Somerset County Commissioner Elizabeth Graner, expressing appreciation for her leadership and unwavering support of RVCC. He noted that PJM Interconnection reported the largest electricity load on record since 2006 and emphasized the urgent need to address climate change, praising RVCC for its commitment to sustainability.

   Chair Christodoulou also wished Trustee Margaret Sullivan best wishes on her recovery.

3. Committee Reports

   A. Labor Relations Committee

      1. Resolution #189-FY26 Ratification of 2026 - 2029 Full-Time Faculty Contract

         Motion:
         Motion moved by Dr. Zenon Christodoulou and seconded by Caren Bateman. Resolution 189-FY26 was approved by voice vote.

      2. Resolution #190-FY26 Ratification of 2026 - 2029 Adjunct Faculty Three-Year Contract

         Motion:
         Motion moved by Michael D. Goldberg and seconded by Dr. Zenon Christodoulou. Resolution 190-FY26 was approved by voice vote.

      3. Resolution #191-FY26 Ratification of 2026 - 2029 Administrators' Contract

         Motion:
         Motion moved by Adam Shain and seconded by James A. Von Schilling. Resolution 191-FY26 was approved by voice vote.

      4. Resolution #192-FY26 Ratification of 2026 - 2029 Support Staff Contract

Motion:
Motion moved by Dr. Helena A. Swanicke and seconded by James A. Von Schilling. Resolution 192-FY26 was approved by voice vote.

B. Audit Committee

Committee Chair Helena Swanicke reported that the Audit Committee met earlier in the day and voted on the following resolution to select the College and Foundation Auditor:

1. Resolution #193-FY26 Appoint College and Foundation Auditor

Motion:
Motion moved by Michael D. Goldberg and seconded by Caren Bateman. Resolution 193-FY26 was approved by voice vote.

C. Finance Committee

1. Resolution #194-FY26 Treasurer's Report

Motion:
Motion moved by Michael D. Goldberg and seconded by Terence Byrd. The Treasurer's Report was approved by voice vote.

2. Regular Meeting Action Items

Board of Trustees Chair Zenon Christodoulou thanked Controller and Executive Director of Finance, Theresa McAllister, for all of her hard work over the past couple of months. Trustee Christodoulou then presented Consent Agenda Resolutions #195-FY26 through #235-FY26.

3. Administrative Resolutions

Resolution #195-FY26 Resolution Backup - Vouchers Jun 30 2026

Resolution #195A-FY26 Resolution for July and August 2026 Contractor Payments

Resolution #196-FY26 Resolution for NJCCC Council and JPC Membership Renewal 2026-2027

4. Campus Infrastructure

NOTE:

- Resolution #212-FY26 Interior Wayfinding Signage has been ***WITHDRAWN***

Resolution #197-FY26 - Resolution for Automated Logic 2026-2027 (June 2026)

Resolution #198-FY26 - Resolution for Paving of the Visitors' Parking Lot (June 2026)

Resolution #199-FY26 - Resolution for Installation of College Center Flooring

Resolution #200-FY26 - Resolution for HVAC Maintenance 2026-2028 (Binsky & Snyder)

Resolution # 201-FY26 - Resolution for Low Voltage Electrical 2026-2028 (Sal Electric)

Resolution #202-FY26 - Resolution for Dancker (Classroom Whiteboards - June 2026)

Resolution #203-FY26 - Resolution for DeSesa Engineering (Arts Building Ductwork Alterations)

Resolution #204-FY26 - Resolution for Global Industrial (Emergency Purchase of Portable AC Units for Workforce Center)

Resolution #205-FY26 - Resolution for Grainger (June 2026)

Resolution #206-FY26 - Resolution for Haskell Education (Furniture for Classroom Renovations)

Resolution #207-FY26 - Resolution for Krueger International (Furniture for Classroom Renovations)

Resolution #208-FY26 - Resolution to Re-Bid Concrete Balcony Repairs and Restoration

Resolution #209-FY26 - Resolution for Trane (Chiller Maintenance and Repairs Increase - June 2026)

Resolution #210-FY26 - Resolution for USA Architects (Bathroom Renovation Architectural Services)

Resolution #211-FY26 - Resolution for Central Utility Plant Equipment Maintenance 2026-2027 (June 2026)

Resolution #213-FY26 - Resolution for LJS Electric (MaxLite Retrofit Kits for College Center)

5. Education

Resolution #214-FY26 - Resolution for Amazon 2026-2027 (Library - June 2026)

Resolution #215-FY26 - Resolution for Cornell Surgical (June 2026)

Resolution #215A-FY26 - Resolution for ATI (Nursing Course Materials)

Resolution #216-FY26 - Resolution for Cengage Learning (June 2026)

Resolution #217-FY26 - Resolution for EBSCO Subscription Services 2026-2027 (June 2026)

Resolution #218-FY26 - Resolution for Fisher Scientific (Additional Aseptic Biomanufacturing Equipment - June 2026)

Resolution #219-FY26 - Resolution for Cosmetology Student Kits 2026-2027 (MUSE Beauty Pro)

Resolution #220-FY26 - Resolution for NJEDge-VALE 2026-2027 (Library - June 2026)

Resolution #221-FY26 - Resolution for OCLC 2026-2027 (Library - June 2026)

Resolution #222-FY26 - Resolution for ProQuest 2026-2027 (Library - June 2026)

Resolution #223-FY26 - Resolution for YBP Library Services 2026-2027 (June 2026)

6. Grants

Resolution #224-FY26 - Resolution to Accept Perkins Funding 2026-2027

7. Marketing

Resolution #225-FY26 - Resolution for FastForward Digital (Marketing Services 2026-2027)

8. Technology

Resolution #226-FY26 - Resolution for Anthology (Help Desk Services 2026-2028)

Resolution #227-FY26 - Resolution for Dell (Replacement Laptops for Faculty and Staff - June 2026)

Resolution #228-FY26 - Resolution for Euna Solutions 2026-2029 (June 2026)

Resolution #229-FY26 - Resolution for GovConnection (Adobe License Renewal 2026-2027)

Resolution #230-FY26 - Resolution for PhillyCom (Extreme Networks Maintenance 2026-2027)

Resolution #231-FY26 - Resolution for Pinakin (Technology Staff Augmentation Services 2026-2027)

Resolution #232-FY26 - Resolution for SHI (VMware Renewal 2026-2027)

Resolution #233-FY26 - Resolution for Verizon Wireless 2026-2027 (June 2026)

Resolution #234-FY26 - Resolution for Zoom 2026-2027 (June 2026)

9. Security Services

Resolution #235-FY26 - Resolution for Security Services 2026-2028 (Allied Universal)

Motion:
Motion moved by Roger A. Jinks and seconded by Terence Byrd.
Resolutions #195-FY26 through #235-FY26 were approved by voice vote.

D. Educational Programs and Services Committee

Committee Chair James Von Schilling reported that the Committee met earlier in the day to review Consent Agenda Resolutions #236-FY26 through #246-FY26.

1. Action Items

   Resolution #236-FY26 - HR Action Report June 2026

   Resolution #237-FY26 - Unit Administrative Reappointments June 2026

   Resolution #238-FY26 - Non-Unit Administrative Reappointments June 2026

   Resolution #239-FY26 - Non-Unit Support Staff Reappointments June 2026

   Resolution #240-FY26 - Support Staff Reappointments June 2026

   Resolution #241-FY26 - Second Year and Beyond Reappointments June 2026

   Resolution #242-FY26 - Faculty Promotions Resolution

   Resolution #243-FY26 - Associate Professor Emeritus Standing Resolution - Elizabeth O'Neill

   Resolution #244-FY26 - Adjunct Professor Emeritus Standing Resolution - Roger Shutack

   Resolution #245-FY26 - Adjunct Professor Emeritus Standing Resolution - Alice Catalan

   Resolution #246-FY26 - Adjunct Professor Emeritus Standing Resolution - Viveca Sulich

   Motion:
   Motion moved by Dr. Zenon Christodoulou and seconded by Victor Komosinski. The consent resolutions were presented to the Board and were approved by voice vote.

E. Governance, Policy & Presidential Evaluation Committee

1. Campus Safety Update

   Committee Chair Caren Bateman reported that the Campus Safety Report for the period from May 13 through June 16, 2026, was discussed by the Committee and subsequently provided to the full Board of Trustees via the OnBoard portal.

2. Resolution #247-FY26 Twelfth Amendment to the President's Contract

   Trustee Bateman expressed her appreciation for the President's service to the college and reiterated that RVCC is fortunate to have such an accomplished and well-regarded President. The Committee unanimously recommended to the full Board of Trustees that the following revisions and/or amendments be made to the Employment Agreement with President Michael J. McDonough, Ph.D., dated April 22, 2014:

   1. TERM OF EMPLOYMENT:

(a) The term of the PRESIDENT's employment under this Agreement shall be extended and continue unless sooner terminated, from June 1, 2026, through and including May 31, 2032.

2. COMPENSATION:

(a) The PRESIDENT's salary for the period June 1, 2026, to May 31, 2027, shall be $337,937 (a 3% increase).

(b) The PRESIDENT's annual employer contribution to the President's 403(b) account shall be increased, commencing June 1, 2026, by $5,000.

(c) The PRESIDENT's annual performance award shall remain in effect.

All of the other terms and conditions and provisions set forth in the Employment Agreement dated April 22, 2014, and subsequent revisions and/or amendments are not otherwise amended or revised and remain in full force and effect.

Motion:
Motion moved by Caren Bateman and seconded by Dr. Zenon Christodoulou. Resolution #247-FY26 was approved by voice vote.

3. Resolution #248-FY26 Appointment of Board of Trustees Legal Counsel

Trustee Bateman reported that the Committee interviewed three legal firms in June 2026. All three firms had submitted proposals to the College in response to the May RFP. Trustee Bateman shared that the Committee chose DeCotiis, FitzPatrick, Cole & Giblin, LLP to serve as legal counsel for the College from July 1, 2026 through June 30, 2028. Trustee Bateman then presented Resolution #248-FY26 to the Board for consideration.

Motion:
Motion moved by Michael D. Goldberg and seconded by Adam Shain. Resolution #248-FY26 was approved by voice vote. Trustee Caren Bateman respectfully abstained from the vote.

IV. Old Business

V. New Business

Board Chair Christodoulou announced that Trustee Victor Komosinski's term as the Alumni Representative on the Board of Trustees will conclude on June 30, 2026. Chair Christodoulou expressed gratitude for Trustee Komosinski's commitment and leadership and wished him success in his future endeavors.

VI. Public Comment

Chair Christodoulou 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. Public Comment will not exceed 40 minutes in total."

Retiring Adjunct Professor of English Roger Shutack expressed his gratitude to the Board of Trustees as he reflected on his 18-year tenure at RVCC, describing it as the most enjoyable period of his sixty-year teaching career. He also shared his experiences teaching in the RISE program and extended his thanks to Genevieve Van Doren, the Director of Returning & Incarcerated Student Education (RISE) and Adjunct Associate Professor of English, for her diplomatic leadership. Professor Shutack acknowledges that Genevieve Van Doren will also be retiring on June 30, 2026.

Megan Dempsey addressed the Board on her final day as Federation President. She expressed her gratitude for the Board's approval of contract agreements that benefit both faculty and students. Additionally, she recognized all faculty members who were promoted and those who were awarded Emeritus status.

VII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 4:53 p.m.

Respectfully submitted,

Annette LaCanna
Manager, Executive Office and Secretary to the RVCC Board of Trustees