



**RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES REGULAR PUBLIC MEETING MINUTES
SEPTEMBER 22, 2026**

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, September 22, 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.”

II. Roll Call

The roll call was taken as follows:

Present:

Members: Caren Bateman, Terence Byrd, Dr. Zenon Christodoulou, Enzo Gaspar, Michael D. Goldberg, Roger Jinks, Roger Locandro, Howard Opdyke, Margaret Sullivan, Dr. Helena A. Swanicke, James A. Von Schilling

Absent:

Members: Juan Torres

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

A quorum was present.

III. Agenda Items

1. Approval of Meeting Minutes

A. August 18, 2026 Regular Board of Trustees Meeting Minutes

Motion:

Motion moved by Trustee Howard Opdyke and seconded by Trustee Bateman. The Regular meeting minutes of August 18, 2026, were approved by voice vote. Trustee Margaret Sullivan respectfully abstained from the vote.

2. Reports from the President and Chair

Trustee Chair Zenon Christodoulou shared that the Board of Trustees is honored to represent and work alongside Raritan Valley Community College's remarkable staff, faculty, and students.

3. Committee Reports

A. Finance Committee

1. Resolution #24-FY27 Treasurer's Report

Committee Chair Roger Locandro reported on the Treasurer's Report (Resolution #24-FY27) for the period 08/01/26 through 08/31/26.

Motion:

Motion moved by Committee Chair Roger Locandro and seconded by Trustee Michael Goldberg. The Treasurer's Report (Resolution #24-FY27) was approved by voice vote.

2. Action Items/Consent

Committee Chair Locandro then presented Consent Agenda Resolutions #25-FY27 through #38-FY27.

Motion:

Motion moved by Trustee Locandro and seconded by Trustee Bateman. Resolutions #25-FY27 through #38-FY27 were approved by voice vote.

3. Administrative Resolutions

Resolution #25-FY27 Various Vouchers

4. Campus Infrastructure

Resolution #26-FY27 HVAC Maintenance and Repair Services
2026-2027 - Pay to Play

Resolution #27-FY27 Construction of a New Ramp at the College
Center Lounge - Pay to Play

Resolution #28-FY27 Bathroom Renovations

Resolution #29-FY27 Duct Work Alterations in the Arts Building
(REVISED - Price Increase)

Resolution #30-FY27 Emergency Mold Remediation at the Optical
Clinic (REVISED - Price Increase)

Resolution #31-FY27 Concrete Balcony Repairs and Restoration
Resolution #32-FY27 Electrical Services for the New RVCC
Modular Building - Pay to Play
Resolution #33-FY27 Arts Building Electrical Service Upgrade

5. Athletics

Resolution #34-FY27 Equipment and Supplies for the RVCC
Athletics Teams 2026-2027 - Pay to Play

6. Education

Resolution #35-FY27 Student Course Materials for the Nursing
Programs
Resolution #36-FY27 Cosmetology Equipment and Supplies 2026-
2027 - Pay to Play
Resolution #37-FY27 Accuplacer Placement Test Units 2026-2027
- Pay to Play

7. Technology

Resolution #38-FY27 Audio Visual Equipment Purchase,
Maintenance and Repairs 2026-2027 - Pay to Play

B. Educational Programs and Services Committee

Committee Chair James Von Schilling reported that the Educational Programs and Services Committee had met earlier that day. Trustee Von Schilling noted that Student Affairs Director Doneya Collins and EOF Coordinator Alex Floyd had presented the impactful work of the Educational Opportunity Fund (EOF).

1. Action Items

Committee Chair James Von Schilling presented Consent Agenda
Resolutions #39-FY27 through #43-FY27.

Motion:

Motion moved by Trustee James Von Schilling and seconded by Trustee
Chair Zenon Christodoulou. Resolutions #39-FY27 through #43-FY27
were approved by voice vote.

Resolution #39-FY27 Human Resources Action Report for
September 22, 2026

Resolution #40-FY27 FY2026/2027 Appointment, Full-Time
Tenure-Track AY 2026-2027 Faculty

Resolution #41-FY27 Reappointments, Second Year and Beyond-
Education Attainment

Resolution #42-FY27 Reappointments First-Year Teaching
Faculty, Librarians, Counselors and Teaching Assistants

Resolution #43-FY27 Adjunct Faculty Promotion

C. Governance, Policy & Presidential Evaluation Committee

Committee Chair Caren Bateman reported that the Governance, Policy, and Presidential Evaluation Committee met earlier in the day. Committee Chair Bateman shared that the Board of Trustees will receive the annual RVCC Board of Trustees Self-Evaluation survey within the next two weeks. She encouraged all trustees to participate. She emphasized its importance, as the Board's self-evaluation will be part of the Middle States assessment of the College's strengths and weaknesses.

1. Campus Safety Update

Trustee Caren Bateman reported that the Campus Safety Report for the period from July 31 through September 9, 2026, was discussed by the Committee and subsequently provided to the full Board of Trustees via the OnBoard portal.

2. Action Items

Chair Bateman presented Resolution #44-FY27.

Motion:

Motion moved by Trustee Caren Bateman and seconded by Chair Christodoulou. Resolution #44-FY27 was approved by voice vote.

Resolution #44-FY27 Designation of Banks as Depositories for
the College (REVISED)

IV. Old Business

V. New Business

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.”

No public comment was made.

VII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 4:16 pm.

Respectfully submitted,

Annette LaCanna

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

RARITAN VALLEY COMMUNITY COLLEGE TREASURER'S REPORT

	<u>FOR THE PERIOD 8/01/26 TO 8/31/26</u>	<u>FOR THE PERIOD 8/01/25 TO 8/31/25</u>	<u>VARIANCE</u>
TOTAL FUNDS AVAILABLE PREVIOUS REPORT *	11,116,196.37	18,990,676.82	(7,874,480.45)
CASH RECEIPTS FOR PERIOD:			
GENERAL RECEIPTS NET OF RETURNED CHECKS	10,155,513.74	7,901,080.06	2,254,433.68
INTEREST INCOME	<u>20,882.31</u>	<u>43,071.13</u>	<u>(22,188.82)</u>
TOTAL CASH RECEIPTS FOR PERIOD	10,176,396.05	7,944,151.19	2,232,244.86
CASH DISBURSEMENTS FOR PERIOD:			
CHECK DISBURSEMENTS	(2,361,345.59)	(2,390,361.42)	29,015.83
PURCHASING CARD (ACH PAYMENTS)	(55,150.70)	(31,635.50)	(23,515.20)
PAYROLL RELATED EXPENDITURES INCLUDING PENSION	(2,819,550.52)	(3,101,868.54)	282,318.02
MEDICAL CLAIMS & FEES (ACH)	(908,377.35)	(676,568.75)	(231,808.60)
ACCOUNTS PAYABLE CANCELLED CHECKS	59,566.77	38,104.32	21,462.45
OTHER OPERATING MISC EXPENSE	<u>(15,402.53)</u>	<u>(14,389.60)</u>	<u>(1,012.93)</u>
TOTAL CASH DISBURSEMENTS FOR PERIOD	<u>(6,100,259.92)</u>	<u>(6,176,719.49)</u>	<u>76,459.57</u>
NET INCREASE(DECREASE)-CURRENT PERIOD	<u>4,076,136.13</u>	<u>1,767,431.70</u>	<u>2,308,704.43</u>
TOTAL FUNDS AVAILABLE END OF CURRENT PERIOD *	<u><u>15,192,332.50</u></u>	<u><u>20,758,108.52</u></u>	<u><u>(5,565,776.02)</u></u>
UNRESTRICTED CASH BALANCE (Fund 100 only) *	10,454,417.77	15,368,547.01	
RESTRICTED CASH BALANCE (includes Auxiliaries) *	4,737,914.73	5,389,561.51	

* INCLUDES CASH & INVESTMENT ACCOUNTS

BOARD OF TRUSTEE MEETING*September 22 ,2026*

Checks issued for the month(s) of:

AUGUST

Check #s

379659 - 380035

ACH #'s

2

Total checks

2,361,345.59

Total ACH

55,150.70

Total Vouchers

2,416,496.29

Construction and Architect Vouchers

332,922.12

Less: Previously Approved

(17,121.30)

Total

2,732,297.11

Title: HVAC Maintenance and Repair Services 2026-2027 - Pay to Play

WHEREAS, maintenance and repair services are required to ensure the proper functioning of the many pieces of equipment comprising the campus HVAC system; and

WHEREAS, RVCC has issued purchase orders totaling \$32,192.00 to date to Arctic Air Conditioning in Fiscal Year 2027; and

WHEREAS, recent work performed by Arctic Air Conditioning includes replacing the furnace and condenser at the Children's Center, and ten (10) showerheads in the Men's Swim Locker Room; and

WHEREAS, funding is available from the Fiscal Year 2027 Facilities and Grounds operating budget and from associated Chapter 12 capital and Minor Capital funds reserved for projects requiring these services; and

WHEREAS, the Executive Director of Business Services 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, 2026, through June 30, 2027, 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 period, and will not make any reportable contributions over the next one-year period:

Arctic Air Conditioning, LLC
1 Pleasant Valley Road
Old Bridge, NJ 08857
Amount: Not to Exceed \$44,900.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to issue purchase orders to Arctic Air Conditioning, LLC, in an amount not to exceed \$44,900.00, as set forth hereinabove; and

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

Michael DePinto
Executive Director of Business Services

Title: Construction of a New Ramp at the College Center Lounge - Pay to Play

WHEREAS, Raritan Valley Community College requires demolition, preparation, and installation services to construct a new concrete ramp in the College Center Lounge; and

WHEREAS, three (3) quotations were solicited, and C. Lombardi Construction, LLC, submitted the most favorable pricing; and

WHEREAS, sufficient funding for these services is available from the Chapter 12 capital funds reserved for the College Center Spine Renovations; and

WHEREAS, the Executive Director of Business Services 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, 2026, through June 30, 2027, 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 period, and will not make any reportable contributions over the next one-year period:

<p>C. Lombardi Construction, LLC 40 Grover Lane West Caldwell, NJ 07006 <u>Amount:</u> \$43,992.00</p>
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NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to issue a purchase order to C. Lombardi Construction, LLC, in an amount not to exceed \$43,992.00, as set forth hereinabove; and

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

Michael DePinto
Executive Director of Business Services

Title: Bathroom Renovations

WHEREAS, Raritan Valley Community College advertised for bids to renovate six (6) bathrooms at the following locations: two (2) on the Lower Level of the College Center near the Art Gallery; two (2) on the second floor of Hunterdon Hall; and two (2) on the second floor of Somerset Hall; and

WHEREAS, such bids were solicited, and this contract shall be awarded in accordance with the County College Contracts Law, N.J.S.A. 18A:64A-25 et seq.; and

WHEREAS, thirty-seven (37) bid packages were distributed to vendors, and ten (10) responses were received and opened on Tuesday, August 25, 2026; and

WHEREAS, funding for this project is available from the 2026 Chapter 12 capital funds designated for Bathroom Upgrades; and

WHEREAS, the lowest responsible bidder and the associated information are as follows:

<p>Daskon Group, LLC 8 Campus Drive Suite 105 #3087 Parsippany, NJ 07054 <u>Amount: \$387,777.00</u></p>

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to enter into a contract with Daskon Group, LLC and to issue a purchase order for the amount specified herein.

Michael DePinto
Executive Director of Business Services

Title: Duct Work Alterations in the Arts Building (REVISED - Price Increase)

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized DeSesa Engineering Company to alter the Arts Building duct work for \$31,375.00 under Resolution #203-FY26, dated Tuesday, June 30, 2026; and

WHEREAS, the Executive Director of Facilities and Grounds has determined that an additional \$10,316.00 in work is required to properly complete the project by reconfiguring the Arts Building's main supply and return duct connections; and

WHEREAS, sufficient funding for these additional services is available from the Chapter 12 capital funds reserved for Arts Building Renovations; and

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

<p>DeSesa Engineering Company, Inc. 83 Dorsa Avenue Livingston, NJ 07039 <u>Original Purchase Order Amount:</u> \$31,375.00 <u>Purchase Order Increase Amount:</u> \$10,316.00 <u>Revised Total Purchase Order Amount:</u> \$41,691.00</p>
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NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to increase the purchase order with DeSesa Engineering Company, Inc., in the amount shown hereinabove. The new total for this purchase order will be \$41,691.00.

Michael DePinto
Executive Director of Business Services

Title: Emergency Mold Remediation at the Optical Clinic (REVISED - Price Increase)

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized Green Guard Mold to perform emergency mold remediation in the Optical Clinic and adjacent rooms for \$23,095.00 pursuant to Resolution #6-FY27, dated Tuesday, August 18, 2026; and

WHEREAS, the President designated this situation an emergency due to unsafe conditions for students and staff and the risk of significant structural damage; and

WHEREAS, the Executive Director of Facilities and Grounds has determined that an additional \$1,910.00 of work is required to properly complete the project; and

WHEREAS, sufficient funding for these additional services is available from the Fiscal Year 2027 Facilities and Grounds operating budget; and

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

<p>Green Guard Mold, LLC 92 Bayard Street New Brunswick, NJ 08901 <u>Original Purchase Order Amount:</u> \$23,095.00 <u>Purchase Order Increase Amount:</u> \$1,910.00 <u>Revised Total Purchase Order Amount:</u> \$25,005.00</p>
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NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to increase the purchase order with Green Guard Mold, LLC, in the amount shown hereinabove. The new total for this purchase order will be \$25,005.00.

Michael DePinto
Executive Director of Business Services

Title: Concrete Balcony Repairs and Restoration

WHEREAS, Raritan Valley Community College advertised for bids to repair and restore sections of the concrete balconies at the College Center, East Building, Hunterdon Hall, and Somerset Hall, as well as for related concrete repair and restoration work; and

WHEREAS, such bids were solicited, and this contract shall be awarded in accordance with the County College Contracts Law, N.J.S.A. 18A:64A-25 et seq.; and

WHEREAS, sixteen (16) bid packages were distributed to vendors, and three (3) responses were received and opened on Wednesday, August 26, 2026; and

WHEREAS, funding for this project is available from the 2026 Chapter 12 capital funds designated for Concrete Balcony Replacement and Restoration; and

WHEREAS, the lowest responsible bidder and the associated information are as follows:

<p>Hear Construction, Inc. 135-20 121st Street South Ozone Park, NY 11420 <u>Amount:</u> \$335,000.00</p>
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NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to enter into a contract with Hear Construction, Inc., and to issue a purchase order for the amount specified herein.

Michael DePinto
Executive Director of Business Services

Title: Electrical Services for the New RVCC Modular Building - Pay to Play

WHEREAS, Raritan Valley Community College requires electrical services to be performed in anticipation of the manufacturing and construction of the new modular building on campus; and

WHEREAS, three (3) quotations were solicited, and LJS Electric, Inc., submitted the most favorable pricing; and

WHEREAS, the New Jersey Department of Community Affairs has provided funding for this project through its Center for Community Education and Engagement Program; and

WHEREAS, the Executive Director of Business Services 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, 2026, through June 30, 2027, 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 period, and will not make any reportable contributions over the next one-year period:

<p>LJS Electric, Inc. 68 South Jefferson Road Whippany, NJ 07981 <u>Amount:</u> \$44,300.00</p>

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to issue a purchase order to LJS Electric, Inc., in an amount not to exceed \$44,300.00, as set forth hereinabove; and

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

Michael DePinto
Executive Director of Business Services

Title: Arts Building Electrical Service Upgrade

WHEREAS, Raritan Valley Community College advertised for bids to upgrade the Arts Building's electrical service; and

WHEREAS, such bids were solicited, and this contract shall be awarded in accordance with the County College Contracts Law, N.J.S.A. 18A:64A-25 et seq.; and

WHEREAS, twenty-three (23) bid packages were distributed to vendors, and six (6) responses were received and opened on Wednesday, September 9, 2026; and

WHEREAS, sufficient funding for these services is available from the Chapter 12 capital funds reserved for Arts Building Renovations; and

WHEREAS, the lowest responsible bidder and the associated information are as follows:

<p>Goksu Construction, LLC P.O. Box 1533 Sparta, NJ 07871 <u>Amount:</u> \$191,950.00</p>

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to enter into a contract with Goksu Construction, LLC, and to issue a purchase order for the amount specified herein.

Michael DePinto
Executive Director of Business Services

Title: Equipment and Supplies for the RVCC Athletics Teams 2026-2027 - Pay to Play

WHEREAS, the purchase of equipment and supplies for all RVCC athletic teams is required throughout each fiscal year; and

WHEREAS, RVCC has spent \$11,819.99 to date with BSN Sports in Fiscal Year 2027; and

WHEREAS, funding for these purchases is available from the Fiscal Year 2027 Intercollegiate Athletics operating budget; and

WHEREAS, the Executive Director of Business Services 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, 2026, through June 30, 2027, 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 period, and will not make any reportable contributions over the next one-year period:

<p>BSN Sports, LLC P.O. Box 841393 Dallas, TX 75284 <u>Amount:</u> Not to Exceed \$44,900.00</p>
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NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to issue purchase orders to BSN Sports, LLC in an amount not to exceed \$44,900.00, as set forth hereinabove; and

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

Michael DePinto
Executive Director of Business Services

Title: Student Course Materials for the Nursing Programs

WHEREAS, the purchase of course materials for the Registered Nurse (RN) and Practical Nurse to Associate Degree (PNAD) programs enables Nursing students to enhance their clinical and critical-thinking skills and supports the learning required to pass the National Council Licensure Examination (NCLEX); and

WHEREAS, Assessment Technologies Institute, LLC (ATI) has submitted proposals for the Registered Nurse (RN) and Practical Nurse to Associate Degree (PNAD) programs, covering the cohorts expected to graduate in May 2027; and

WHEREAS, in accordance with N.J.S.A. 18A:64A-25.10, without advertising for bids, the board of trustees of two or more county colleges may provide jointly by agreement for the purchasing of work, materials, or supplies for their respective colleges, or one or more county colleges may provide for such purchase by joint agreement with the governing bodies of any municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to the Local Public Contracts Law; and

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

WHEREAS, the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC), composed of New Jersey's county colleges, was established to enable participating institutions to pool their purchasing power and achieve cost savings; and

WHEREAS, Assessment Technologies Institute, LLC (ATI) has entered into an agreement with the NJCCC Joint Purchasing Consortium, of which Raritan Valley Community College is a participating member, under Contract #RFP 23/24 R-1573; and

WHEREAS, sufficient funding for student course materials is available in the Nursing operating budgets for the RN and PNAD classes graduating in May 2027; and

WHEREAS, purchase orders will be issued as follows:

**Assessment Technologies Institute, LLC
11161 Overbrook Road
Leawood, KS 66211**

RN Cohort Graduating May 2027: \$107,650.00

PNAD Cohort Graduating May 2027: \$11,248.00

Total Amount: \$118,898.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to enter into an agreement with Assessment Technologies Institute, LLC, and to issue purchase orders for amounts not exceeding those set forth hereinabove.

Michael DePinto
Executive Director of Business Services

Title: Cosmetology Equipment and Supplies 2026-2027 - Pay to Play

WHEREAS, purchasing the necessary equipment and supplies is essential to ensure that students have the tools needed to navigate the Cosmetology and Esthetics curricula effectively; and

WHEREAS, RVCC has spent \$4,879.34 to date with The Burmax Company in Fiscal Year 2027; and

WHEREAS, funding for these purchases is available from the Fiscal Year 2027 Cosmetology and Esthetics operating budgets; 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 Hunterdon County Educational Services Commission Cooperative Purchasing Program (New Jersey State Approved Purchasing System #34HUNCCP) has awarded Contract #HCESC-CAT-22-06 for cosmetology supplies and equipment to The Burmax Company; and

WHEREAS, the Executive Director of Business Services 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, 2026, through June 30, 2027, 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 period, and will not make any reportable contributions over the next one-year period:

The Burmax Company, Inc.
28 Barretts Avenue
Holtsville, NY 11742
Amount: Not to Exceed \$44,900.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to issue purchase orders to The Burmax Company, Inc., in an amount not to exceed \$44,900.00, as set forth hereinabove; and

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

Michael DePinto
Executive Director of Business Services

Title: Accuplacer Placement Test Units 2026-2027 - Pay to Play

WHEREAS, the RVCC Testing Center requires the purchase of Accuplacer testing units for placement, college readiness, and diagnostic assessments; and

WHEREAS, Accuplacer testing is used to place first-time incoming students who do not qualify for college-level English and Math courses based on SAT or ACT scores, as well as for all ESL placements; and

WHEREAS, Accuplacer is widely used by New Jersey community colleges for placement testing; and

WHEREAS, RVCC has spent \$11,500.00 to date with The College Board in Fiscal Year 2027; and

WHEREAS, funding for these purchases is available from the Fiscal Year 2027 Testing Center operating budget; and

WHEREAS, in accordance with N.J.S.A. 18A:64A-25.10, without advertising for bids, the board of trustees of two or more county colleges may provide jointly by agreement for the purchasing of work, materials, or supplies for their respective colleges, or one or more county colleges may provide for such purchase by joint agreement with the governing bodies of any municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to the Local Public Contracts Law; and

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

WHEREAS, the New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC), composed of New Jersey's county colleges, was established to enable participating institutions to pool their purchasing power and achieve cost savings; and

WHEREAS, The College Board has entered into an agreement with the Joint Purchasing Consortium, of which RVCC is a member, under Contract #R-1313; and

WHEREAS, the Executive Director of Business Services 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, 2026, through June 30, 2027, 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 period, and will not make any reportable contributions over the next one-year period:

The College Board
P.O. Box 7500
London, KY 40742
Amount: Not to Exceed \$44,900.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to issue purchase orders to The College Board in an amount not to exceed \$44,900.00, as set forth hereinabove; and

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

Michael DePinto
Executive Director of Business Services

Title: Audio-Visual Equipment Purchase, Maintenance and Repairs 2026-2027 - Pay to Play

WHEREAS, the purchase, maintenance, and repair of the College's audio-visual equipment are essential to support its effective operation and to meet the campus technology standards; and

WHEREAS, RVCC has spent \$7,000.00 to date with Key Code Media in Fiscal Year 2027 for purchases and/or work performed independently of the larger projects previously authorized by the Board of Trustees; and

WHEREAS, funding is available from the Fiscal Year 2027 Multimedia and Web Support Services operating budget and from associated Chapter 12 capital and Minor Capital Technology funds reserved for projects requiring these services; 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, Key Code Media, Inc. has entered into an agreement with the OMNIA Partners cooperative purchasing organization, of which RVCC is a member, under Contract #2019.001407; and

WHEREAS, the Executive Director of Business Services 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, 2026, through June 30, 2027, 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 period, and will not make any reportable contributions over the next one-year period:

Key Code Media, Inc.
270 South Flower Street
Burbank, CA 91502
Amount: Not to Exceed \$44,900.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Executive Director of Business Services to issue purchase orders to Key Code Media, Inc., in an amount not to exceed \$44,900.00, as set forth hereinabove; and

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

Michael DePinto
Executive Director of Business Services

Title: Human Resources Action Report for September 22, 2026**1. New Adjunct Faculty**

The following individuals are recommended as new adjunct faculty for Fall 2026 at the equivalent rank specified and at compensation within the approved contract hour rate within the approved range of \$1,183 to \$1,333.

Last Name	First Name	Rank	Discipline	Per contact hour rate	Hire Date
Ader	Walter	Instructor	Business & Public Service	\$1,183	9/1/26
Alvarez	Cimmiaron	Assistant Professor	Communication & Languages	\$1,225	9/1/26
Bothur	Tanner	Instructor	Business & Public Service	\$1,183	9/1/26
Bunting	Ryan	Instructor	Health Science Education	\$1,183	9/1/26
Dorziotis	Ilias	Assistant Professor	Science & Engineering	\$1,225	9/1/26
Fischl	Matthew	Assistant Professor	Science & Engineering	\$1,225	9/1/26
Kelly	Elizabeth	Assistant Professor	Math & Computer Science	\$1,225	9/1/26
McMillen	Glenn	Assistant Professor	RISE	\$1,225	9/1/26
PointDuJour	Lery	Instructor	Science & Engineering	\$1,183	9/1/26
Ryu	Ji Hwan	Instructor	Communication & Languages	\$1,183	9/1/26
Schreck	Joseph	Assistant Professor	Communication & Languages	\$1,225	9/1/26
Tracey	Nicole	Assistant Professor	English	\$1,225	9/1/26

2. New Hire- Administrator

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

Name	Title	Salary	Department	Start date
*Lindsay Smith	Academic Advisor	\$66,508	Advising & Transfer Services	10/7/26

*Budget Code 100-3520-5010-50/replacing J. Warren

3. Status Change- Administrator

The following reflect recommended changes for the indicated Administrator positions at the annualized salary specified:

Name	Title	Salary	Department	Effective Date
Michael DePinto	Executive Director of Business Services	\$124,266	Purchasing & Contracts	8/16/26
*Alisa Douglas	Graduation & Records Associate	\$67,903	Enrollment	9/16/26
**Bashir Hawkins	Senior Financial Aid & Technology Manager	\$75,109	RISE	9/1/26
***Theresa McAllister	Associate Vice President of Finance	\$169,918	Finance	8/16/26
****Theresa Tsakalakos	RISE Assistant Director	\$74,629	RISE	9/1/26

*Budget Code 100-3530-5010-50/ replacing K. Angradi

**Title Change Only

***Budget Code 100-4000-5010-60/replacing J. Trojan

****Title Change Only

4. Resignation

The following reflect an employee who has resigned from the College.

Name	Title	Department	Effective Date
Shawn Wallace	Enrollment Center Assistant	Enrollment Management	8/31/26

5. Retirement

The following reflect an employee who intend to retire from the College.

Name	Title	Department	Effective Date
Patrice Marks	Dean, Liberal & Fine Arts and Business & Public Service and Library	Academic Affairs	12/31/26

Title: Appointment, Full-Time Tenure-Track AY 2026-2027 Faculty

BE IT RESOLVED, that at the recommendation of the President, the following full-time tenure-track faculty appointment be approved for AY 2026-2027.

Name	Title	Department	Start Date	Annualized Salary
Jennifer Stout*	Instructor- Nursing	Health Science Education	9/1/26	\$71,024

*Budget Code 100-3170-5140-10/replacing E. O'Neill

Title: Reappointments, Second Year and Beyond- Education Attainment

BE IT RESOLVED, that upon recommendation of the President, the following Faculty be notified of their reappointment by the Board of Trustees for the 2026/2027 fiscal year.

Updated - Reappointment approved January 2026 (Resolution #82-FY26) and August 2026 (Resolution #19-FY27) with contractual increase.

***Includes education attainment payment**

Last Name	First Name	Title	Salary*
Bell	Cheryl	Professor-ESL	\$107,436
Fois	Loretta	Professor-Dance	\$107,232
Pipitone	Christine	Professor- English	\$111,291

Title: Reappointments of First-Year Teaching Faculty, Librarians, Counselors, and Teaching Assistants

BE IT RESOLVED, that at the recommendation of the President, the following first-year teaching Faculty, and Librarians be notified of their reappointment by the Board of Trustees for the 2026-2027 academic year.

New Hire Appointment approved February 24, 2026 (Resolution #137-FY26)

***Includes a 3.5% contractual increase.**

Last Name	First Name	Rank	Salary*
Tierney	Heather	Instructor- Librarian, Systems & Technical Services	\$71,652

Title: Adjunct Faculty Promotions

WHEREAS, the President and college administration have received and reviewed recommendations for adjunct faculty promotions from the Dean of Academic Operations and Faculty Development;

NOW, THEREFORE, BE IT RESOLVED, that upon the recommendation of the President, the following adjunct faculty members were promoted to the academic ranks as indicated, effective September 1, 2026:

Adjunct Faculty	Department	Current Rank	To
Joseph Bae	Communication & Languages	Adjunct Instructor	Adjunct Assistant Professor
Jacob Moni	Math & Computer Science	Adjunct Instructor	Adjunct Assistant Professor
Ryan Romaine	Health Science Education	Adjunct Instructor	Adjunct Assistant Professor
Peter Troost	Communication & Languages	Adjunct Instructor	Adjunct Assistant Professor
Kathleen Vermeeren	RISE: Communication & Languages	Adjunct Instructor	Adjunct Assistant Professor
Elsa Nickl Alcocer	Humanities, Social Sciences, Social Work, & Education	Adjunct Assistant Professor	Adjunct Associate Professor
Lynne Alleger	RISE: English	Adjunct Assistant Professor	Adjunct Associate Professor
Michael Ferner	Science & Engineering	Adjunct Assistant Professor	Adjunct Associate Professor
Martine Kieffer	RISE: Humanities, Social Sciences, Social Work, & Education	Adjunct Assistant Professor	Adjunct Associate Professor
Vance Kincade	Humanities, Social Sciences, Social Work, & Education	Adjunct Assistant Professor	Adjunct Associate Professor
Abdul-Salim Kobinah	RISE: Science & Engineering	Adjunct Assistant Professor	Adjunct Associate Professor
Renee Mahoney	Science & Engineering	Adjunct Assistant Professor	Adjunct Associate Professor
Thomas Makin	English	Adjunct Assistant Professor	Adjunct Associate Professor
Simone Miller	Humanities, Social Sciences, Social Work, & Education	Adjunct Assistant Professor	Adjunct Associate Professor
Eric Moss	RISE: Science & Engineering	Adjunct Assistant Professor	Adjunct Associate Professor
Irina Nikitovic	Arts & Design	Adjunct Assistant Professor	Adjunct Associate Professor
Shalini Rajamani	Health Science Education	Adjunct Assistant Professor	Adjunct Associate Professor
Suzanne Rosenberg	RISE: Humanities, Social Sciences, Social Work, & Education	Adjunct Assistant Professor	Adjunct Associate Professor

William Smith	RISE: Math & Computer Science	Adjunct Assistant Professor	Adjunct Associate Professor
Keith Spero	Business & Public Service	Adjunct Assistant Professor	Adjunct Associate Professor
Gayle Allen	Business & Public Service	Adjunct Associate Professor	Adjunct Professor
Mary Allen	Humanities, Social Sciences, Social Work, & Education	Adjunct Associate Professor	Adjunct Professor
Natalie Leigh Boyd	Humanities, Social Sciences, Social Work, & Education	Adjunct Associate Professor	Adjunct Professor
Nancy Anne Castello	English	Adjunct Associate Professor	Adjunct Professor
Heejung Kim	Arts & Design	Adjunct Associate Professor	Adjunct Professor
Arpita Saha	Science & Engineering	Adjunct Associate Professor	Adjunct Professor
Virginia Santoro	Communication & Languages	Adjunct Associate Professor	Adjunct Professor
Cynthia Teeters	Arts & Design	Adjunct Associate Professor	Adjunct Professor
Frederick Turbitt	Business & Public Service	Adjunct Associate Professor	Adjunct Professor

Designation of Banks as Depositories for the College (REVISED)

WHEREAS, the Board of Trustees of Raritan Valley Community College authorized the Designation of Banks as the College's depositories through Resolution #52-FY26 during the Reorganization Meeting on December 9, 2025; and

BE IT NOW RESOLVED, by the Board of Trustees of Raritan Valley Community College that all commercial banks, savings banks, and savings and loan associations and credit unions having offices, and/or branch offices in the Counties of Somerset and Hunterdon, are hereby designated as depositories for all funds of the Board of Trustees of Raritan Valley Community College provided, however, that all such banking institutions have FDIC deposit insurance protection and are certified by the New Jersey Department of Banking as eligible to act as a depository for public funds under the Governmental Unit Deposit Protection Act; and

WHEREAS, there exists in our current accounting practices four account categories, namely: Agency Fund (Student Activities Fund), Plant Fund (Capital Construction Funds), Restricted Fund, and Current Fund; and

WHEREAS, the Associate Vice President of Finance is authorized to establish disbursement and deposit accounts with any of the aforementioned types of banks that meet the described location and insurance criteria;

NOW, THEREFORE, BE IT RESOLVED, that the aforementioned types of banks be, and are hereby, authorized to pay funds from any of these accounts; and

BE IT FURTHER RESOLVED, that this Resolution shall remain in full force and in effect until the date of the next Annual Reorganization Meeting of the Raritan Valley Community College Board of Trustees in December 2026.