

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE

Minutes of the Meeting of April 27, 2016

The scheduled meeting of the Board of Trustees of Middlesex County College was held at 9:00 a.m. in the Boardroom of Chambers Hall, located on the College campus. Members present were: Mmes. Palumbo, Power and Risoli, and Messrs. Antisell, Finkelstein, Mulkerin, Oras, Raja, and Sica. Dr. Morana, and Messrs. Lisicki and Tighe were absent. Also present were President La Perla-Morales, Mr. Hoffman, Ms. D'Aloisio and several staff members.

In compliance with the "Open Public Meetings Act" of the State of New Jersey, adequate notice of this meeting was provided as follows:

- (a) On November 17, 2015, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On November 17, 2015, advance written notice of this meeting was mailed to the Home News Tribune, 92 East Main Street #202, Somerville, New Jersey.
- (c) On November 17, 2015, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On November 17, 2015, a copy of this advance notice was filed with the President of Middlesex County College.
- (e) Any individual who has requested notice of this meeting has been forwarded a copy of the notice of such meeting.

Chairman Power led the Pledge of Allegiance.

MINUTES

Mr. Raja moved, seconded by Mr. Sica, that the minutes of the scheduled meeting for March 23, 2016, be adopted as presented.

After discussion, the motion was approved.

FACILITIES COMMITTEE

Mr. Antisell moved, seconded by Mr. Raja, for adoption of resolutions 1.a. through 9:

1. President for Finance and Administration payment be authorized to the following firms:

a. Atlantic Engineering Labs for construction testing and laboratory services for the South Hall Academic Science building project in the amount of \$250.00.

Contract Amount	\$30,000.00
Previous Payments	25,578.06
Payment #12	<u>250.00</u>
Balance	<u>\$ 4,171.94</u>

b. Benjamin R. Harvey Co., Inc. for general contractor services in conjunction with the West Hall Student Services building in the amount of \$1,035,860.04.

Contract Amount	\$11,520,319.00
Previous Payments	7,649,644.45
Payment #14	1,035,860.04
Retainage	<u>963,056.05</u>
Balance	<u>\$ 2,834,814.51</u>

c. Carr & Duff, Inc. for electrical engineering services in conjunction with the Facilities Maintenance building High Voltage switch replacement in the amount of \$49,900.00.

Contract Amount	\$49,000.00
Payment #1 - FINAL	<u>49,000.00</u>
Balance	<u>\$ 0.00</u>

d. DMR Architects for Phase III construction observation services for the West Hall Student Services building in the amount of \$8,357.00.

	Contract Amount	\$156,500.00
	Previous Payments	138,436.00
	Payment #14	<u>8,357.00</u>
	Balance	<u>\$ 9,707.00</u>
e.	<u>Echelon Services</u> for engineering services for the L'Hommedieu Hall, North Hall and Performing Arts Center HVAC upgrades project in the amount of \$231,798.60.	
	Contract Amount	\$897,440.00
	Payment #1	231,798.60
	Retainage	<u>25,755.40</u>
	Balance	<u>\$665,641.40</u>
f.	<u>Eneractive Solutions</u> for Phase II construction commissioning services for the South Hall Academic Science building in the amount of \$750.00.	
	Contract Amount	\$24,800.00
	Previous Payments	5,500.00
	Payment #6	<u>750.00</u>
	Balance	<u>\$18,550.00</u>
g.	<u>Eneractive Solutions</u> for Phase II construction commissioning services for the new West Hall Student Services building in the amount of \$500.00.	
	Contract Amount	\$18,150.00
	Previous Payments	5,500.00
	Payment #7	<u>500.00</u>
	Balance	<u>\$12,150.00</u>
h.	<u>Entech Engineering</u> for consulting services in conjunction with the Campus Facilities Audit project in the amount of \$7,900.00.	

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	Contract Amount	\$79,000.00
	Payment #1	<u>7,900.00</u>
	Balance	<u>\$71,100.00</u>
i.	<u>Entech Engineering</u> for consulting services in conjunction with the Campus Facilities Audit project in the amount of \$15,800.00.	
	Contract Amount	\$79,000.00
	Previous Payments	7,900.00
	Payment #2	<u>15,800.00</u>
	Balance	<u>\$55,300.00</u>
j.	<u>EPIC Management, Inc.</u> for Phase II construction management services in conjunction with the South Hall Academic Science building in the amount of \$17,024.00.	
	Contract Amount	\$272,386.00
	Previous Payments	226,987.00
	Payment #15	<u>17,024.00</u>
	Balance	<u>\$ 28,375.00</u>
k.	<u>EPIC Management, Inc.</u> for Phase II construction management services in conjunction with the West Hall Student Services building in the amount of \$3,711.00.	
	Contract Amount	\$273,038.00
	Previous Payments	269,327.00
	Payment #15 - FINAL	<u>3,711.00</u>
	Balance	<u>\$ 0.00</u>
l.	<u>Kelter &amp; Gilligo Consulting Engineers</u> for Phase III construction observation services in conjunction with the Facilities Management building high voltage switch replacement in the amount of \$1,000.00.	

Contract Amount	\$2,000.00
Previous Payments	1,000.00
Payment #3 - FINAL	<u>1,000.00</u>
Balance	<u>\$ 0.00</u>

m. L.R. Kimball for Phase III consulting architectural services in conjunction with the South Hall Academic Science building in the amount of \$10,502.25.

Contract Amount	\$196,587.50
Previous Payments	147,031.25
Payment #14	<u>10,502.25</u>
Balance	<u>\$ 39,054.00</u>

n. Vanas Construction Co., Inc. for general contractor services in conjunction with the South Hall Academic Science building in the amount of \$979,634.00.

Contract Amount	\$14,147,265.00
Previous Payments	11,195,191.00
Payment #14	979,634.00
Retainage	<u>640,780.00</u>
Balance	<u>\$ 1,972,440.00</u>

2. WHEREAS, The State of New Jersey has cooperative purchasing services available under N.J.S.A. 18A:64A-25.9 of the County College Contracts Law and N.J.S.A. 52:34-6.2b (3) applicable to the College;

NOW, THEREFORE, BE IT RESOLVED, That the following contract(s) be authorized under the provisions of cooperatives currently in effect:

<u>COOPERATIVE</u>	<u>CONTRACT NUMBER</u>	<u>COMPANY</u>	<u>DESCRIPTION</u>	<u>AWARD</u>
HCESC-TECH	16-01	Apple Computer	Computer Hardware	\$11,026.00
NJSC	81430	Ben Shaffer Recreation Inc.	Playground Equipment	\$19,471.94
NJSC	77003	Dell Marketing	Computer Software	\$23,993.78

NJSC	89967	Dell Marketing	Computer Hardware	\$25,592.12
NJSC	87720	EPlus Technology	Computer Hardware	\$ 8,091.65

3. BE IT RESOLVED, That based on the recommendation of the Executive Director of Facilities Management and the Vice President for Finance and Administration a change order be authorized to the following firm:

- a. Benjamin Harvey Co, Inc. for general contractor services required in conjunction with the West Hall Student Services building which reflects a credit due to the elimination of the QNOMY Software and Hardware.

Previous Contract Amount	\$11,520,319.00
Change Order #11	<u>(-) 80,000.00</u>
New Contract Amount	<u>\$11,440,319.00</u>

- b. Vanas Construction Company, Inc. for general contractor services required in conjunction with the South Hall Academic Science building reflecting all labor and materials associated with the deletion of the concrete planter, bench and the living wall, which was replaced with an enlarged tile floor area, fine tube heating enclosures, and translucent resin wall panels as described in Bulletins #5 and #6.

Previous Contract Amount	\$14,147,265.00
Change Order #24	<u>(+) 14,617.00</u>
New Contract Amount	<u>\$14,161,882.00</u>

4. BE IT RESOLVED, That whereas the College has previously solicited proposals for the first-year with second and third year options for renewals up to a three year period as allowed by N.J.S.A. 18A:65A-25 et seq. the following renewal contracts are awarded:

- a. Second-Year Renewal Option for the period July 1, 2016 through June 30, 2017:

Special Quote # 10211 – Advertising Services: Kenneth Jaffe, Inc., South Orange, NJ for the not-to-exceed amount of \$1,500.00.

Special Quote # 10212 – Interpreter Services:

All World Language Consultants Inc., Rockville, MD for the amount of \$74.50 per hour plus mileage.

ASL Interpreter Referral Service, Inc., Somerset, NJ for the amount of \$90.00 per hour.  
Mary Bacheller, Staten Island, NY for the amount of \$65.00 per hour plus mileage.  
Bilingual Professional Agency Inc., Brooklyn, NY for the amount of \$77.73 per hour plus mileage.  
Kathy Ferejohn, Middletown, NJ for the amount of \$80.00 per hour plus mileage.  
Sharon Ferraro, South Plainfield, NJ for the amount of \$70.00 per hour.  
Marci Friedman, Colonia, NJ for the amount of \$65.00 per hour.  
Dena Hazen, Union Beach, NJ for the amount of \$80.00 per hour.  
Indus Translation Services Inc., Edison, NJ for the amount of \$95.00 per hour.  
M. R. Jackowsky, Barnegat, NJ for the amount of \$65.00 per hour.  
Laurellie Jacobs Martinez, Maplewood, NJ for the amount of \$70.00 per hour plus mileage.  
Melissa Jenkins, Neptune, NJ for the amount of \$80.00 per hour plus mileage.  
Cheryl Lepple-Huber, Manasquan, NJ for the amount of \$90.00 per hour plus mileage.  
Kimberly Muller, Somerville, NJ for the amount of \$70.00 per hour plus mileage.  
Natural Languages LLC, Jersey City, NJ for the amount of \$84.97 per hour plus mileage.  
Kathleen Nilsson, Middlesex, NJ for the amount of \$70.00 per hour plus mileage.  
Cynthia Piana, Avon-By-The-Sea, NJ for the amount of \$75.00 per hour plus mileage.  
Monica Rodriguez-Nativo, Rahway, NJ for the amount of \$70.00 per hour.  
Audrey Rosenberg, Jamesburg, NJ for the amount of \$70.00 per hour.  
Bryon Rowe, New Brunswick, NJ for the amount of \$60.00 per hour.  
Sign Language Resources Inc., Newburgh, NY for the amount of \$85.00 per hour plus mileage.  
Katie Sofranko, Roselle, NJ for the amount of \$65.00 per hour plus mileage.  
Shari Walton, Kendall Park, NJ for the amount of \$70.00 per hour plus mileage.  
Ruth Zagorski, Edison, NJ for the amount of \$65.00 per hour.

Special Quote # 10221 – Collection Agency Services:

Collection Recovery Services, Inc., Glenn Mills, PA as the primary vendor.  
Eastern Revenue, Inc., Wayne, PA as the secondary vendor.

Bid # 16-1 – Charter Bus Service: Suburban Trails, Inc., New Brunswick, NJ for the not-to-exceed amount of \$40,000.00.

Bid # 16-5 – Emergency Asbestos, Lead Based Paint and Mold Abatement: DYV Enterprises, LLC, Paterson, NJ for the not-to-exceed amount of \$20,000.00.

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Bid # 16-11 – Janitorial Cleaning Services at the New Brunswick Center: CSS Facility Management Inc., Dayton, NJ for the amount of \$23,669.40.

Bid # 16-13 – Janitorial Paper Supplies: Supplyworks, Mount Laurel, NJ for the not-to-exceed amount of \$62,342.00.

b. Third-Year Renewal Option for the period July 1, 2016 through June 30, 2017:

Bid # 15-1 – Telephone System Contract: Black Box Network Services, Minneapolis, MN for telephone maintenance for the amount of \$26,295.24.

Bid # 15-1 – Telephone System Contract: Black Box Network Services, Minneapolis, MN for moves, adds and changes for the not-to-exceed amount of \$59,811.82.

Bid # 15-9 – High Voltage Electric: Maul Electric, Inc., Dayton, NJ for the not-to-exceed amount of \$32,000.00.

Bid # 15-11 – Security Services: Wisdom Protective Services, Kew Gardens, NY for the amount of \$87,846.21.

Bid # 15-13 – Automatic Doors: Automatics Unlimited Inc., Morganville, NJ for the amount of \$15,725.00.

5. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration an award be made to the following firm (s) pursuant to a fair and open process:

a. Special Quote # 10044 for Phase IV post construction services in conjunction with the South Hall Academic Science building from a total of 20 responses received:

L.R. Kimball, Edensburg, PA for the amount of \$22,310.00.

b. Special Quote # 10080 for Phase III post construction services in conjunction with the South Hall Academic Science building from a total of 9 responses received:

EPIC Management, Inc., Piscataway, NJ for the amount of \$34,048.00.

c. Special Quote # 10288 for photo id card printing system from a total of 4 responses received:



Access Credential Systems LLC, Canonsburg, PA for the amount of \$16,995.00.

- d. Special Quote # 10291 for library book services from a total of 4 responses received:

Proquest LLC, Ann Arbor, MI for the not-to-exceed amount of \$40,000.00.

6. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration a bid award be made to the following firm(s):

- a. Bid # 16-41 for Natural Science supplies from a total of 9 responses received:

VWR International LLC, Radnor, PA for the amount of \$8,112.98.

Pasco Scientific, Rosehill, CA for the amount of \$4,630.30.

Fisher Scientific Company, LLC, Hanover Park, IL for the amount of \$2,248.66.

Spectrum Chemical, New Brunswick, NJ for the amount of \$1,752.16.

Carolina Biological Supply Co., Burlington, NC for the amount of \$1,348.97.

J&H Berge, Inc., South Plainfield NJ for the amount of \$437.20.

- b. Bid # 16-44 for childcare playground surface and equipment installation from a total of 4 responses received:

Picerno-Giordano Construction LLC, Kenilworth, NJ for the amount of \$30,000.00.

7. WHEREAS, Middlesex County College has a need to provide remote processing as a Business Entity Disclosure Contract pursuant to the provisions of N.J.S.A. 19:44A- 20.4; and

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

WHEREAS, the anticipated term of this contract is July 1, 2016 through June 30, 2017; and

WHEREAS, Financial Aid Services, Atlanta, GA has submitted a proposal April 12, 2016, indicating that it will provide remote processing for the not-to-exceed amount of \$159,000.00; and

WHEREAS, Financial Aid Services has completed and submitted a Business Entity Disclosure Certification which certifies that Financial Aid Services has not made any reportable contributions to a political or candidate committee in the State of New Jersey/ County of Middlesex in the previous one year, and that the contract will prohibit Financial Aid Services from making any reportable contributions through the term of the contract,

NOW THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex County College authorizes the Administration to enter into a contract with Financial Aid Services as described herein.

8. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration, a contract amendment be made to the following firm(s):

Ellucian, Inc., Fairfax, VA for database license transfer.

Contract Amount	\$ 335,257.00
Amendment # 2	<u>(+)17,000.00</u>
New Contract Amount	<u>\$ 352,257.00</u>

9. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Vice President for Finance and Administration, a contract amendment be made to the following firm(s):

Ernst & Young, Iselin, NJ for additional audit expense.

Contract Amount	\$ 91,560.00
Amendment # 1	<u>(+)25,000.00</u>
New Contract Amount	<u>\$116,560.00</u>

After discussion, the motion was approved.

#### HUMAN RESOURCES COMMITTEE

Mr. Mulkerin moved, seconded by Mr. Raja, for adoption of all resolutions: Sections 1 through 7:

BE IT RESOLVED, That the following actions be approved pursuant to recommendations by the President and to the provisions of the N.J.S.A. Section 18A:64A-12:

**SECTION 1 – MANAGEMENT**

**MANAGEMENT APPOINTMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Ochoa, Marilyn	Library Services	Director	1-610500-9120-1-00	\$92,828	08/16/16
Tejada, Mirta	History and Social Science	Acting Associate Chair	1-223500-9128-1-00	\$63,786	05/01/16-06/15/16
Zhang, Lujia	Financial Aid	Director	1-117000-9121-1-00	\$87,306	06/01/16

**MANAGEMENT CHANGE OF STATUS**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Dalina, Kevin	Institutional Advancement	Event Manager	3-910200-9121-1-00	\$59,614	05/01/16

**MANAGEMENT SEPARATION**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>DATE</u>
Edwards, David	Division of Arts & Sciences	1-210000-9125-1-00	06/30/16

**MANAGEMENT MISCELLANEOUS**

**MANAGEMENT HOLIDAY CALENDAR**

BE IT RESOLVED, That the Board of Trustees designate the following calendar of holidays for Management staff be approved for the period July 1, 2016 through June 30, 2017:

July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving

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December 26	Christmas Day Observed
December 27	Designated Holiday
January 2	New Year's Day Observed
January 16	Martin Luther King Day
February 20	President's Day
April 14	Good Friday
May 29	Memorial Day
Plus two (2) floating holidays*	
* Chairpersons will have five (5) floating holidays	

**SECTION 2 – FACULTY****FACULTY COMPENSATION**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Buscemi, Santi	English	IX-M 542	1-221000-9122-1-00	\$40.00
Hyman, Hillary	ESL, Languages and Cultures	IX-M 548	1-222000-9122-1-00	\$188.60
Shur, Ellen	English	IX-M 542	1-221000-9122-1-00	\$115.00
Spano, Mathew	English	IX-M 542	1-221000-9122-1-00	\$60.00
Strugala, Richard	English	IX-M 542	1-221000-9122-1-00	\$29.00

**FACULTY SABBATICAL LEAVES FOR 2016 – 2017 ACADEMIC YEAR -ADDITIONAL**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>LEAVE DATE</u>
Saborido, Juan	ESL, Languages and Cultures	Spring 2017

**FACULTY COACHING SEPARATION**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>DATE</u>
Jackson, George	Intercollegiate Athletics	1-888888-9170-1-00	04/01/16
Zwiebel, Jo-Ann	Intercollegiate Athletics	1-888888-9170-1-00	04/01/16

**FACULTY MISCELLANEOUS**

FACULTY (AMERICAN FEDERATION OF TEACHERS-AFT) 12 MONTH HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate the following calendar of holidays for 12-month Faculty be approved for the period July 1, 2016 through June 30, 2017:

July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving
December 26	Christmas Day Observed
December 27	Designated Holiday
January 2	New Year's Day Observed
January 16	Martin Luther King Day
February 20	President's Day
April 14	Good Friday
May 29	Memorial Day
Plus two (2) floating holidays in accordance with AFT Agreement	

SECTION 3 – CONFIDENTIAL

CONFIDENTIAL MISCELLANEOUS

CONFIDENTIAL HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate the following calendar of holidays for Confidential staff be approved for the period July 1, 2016 through June 30, 2017:

July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day

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November 25	Day after Thanksgiving
December 26	Christmas Day Observed
December 27	Designated Holiday
January 2	New Year's Day Observed
January 16	Martin Luther King Day
February 20	President's Day
April 14	Good Friday
May 29	Memorial Day
Plus three (3) floating holidays based on date of hire	

**SECTION 4 – NON-ACADEMIC (UNIT AFFILIATED)****NON-ACADEMIC CHANGE OF STATUS**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>ANNUAL SALARY</u>	<u>DATE</u>
Acevedo, Abdiel	Custodial Services	Custodian	1-720000-9160-1-00	\$28,403	05/01/16
				+\$0.80/hr shift diff	
Frischmann, Maura	Enrollment Management	Administrative Assistant	1-195000-9130-1-00	\$40,862	05/02/16
Matos, Claudia	Custodial Services	Custodian	1-720000-9160-1-00	\$28,403	
				+\$1.05/hr shift diff	
Torres, Ivette	Custodial Services	Boiler Operator/Custodian	1-720000-9160-1-00	\$30,441	04/04/16

**NON-ACADEMIC LEAVE OF ABSENCE**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>TYPE OF LEAVE</u>	<u>DATES</u>
Dlugosz, Renata	Custodial Services	Paid	04/07/16-06/24/16
Gramata, Lidia	Custodial Services	Paid	03/31/16-05/02/16
Kaczmarek, Thomas	Warehouse & Receiving	Paid	04/27/16-06/30/16
Klimek, Jeffrey	Custodial Services	Paid	03/31/16-04/22/16

**NON-ACADEMIC RETIREMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>DATE</u>
Kelton, Evelyn	Academic Advising	1-195000-9130-1-00	04/30/16

NON-ACADEMIC RETIREMENT MISCELLANEOUS

WHEREAS, **Evelyn Kelton** has faithfully served Middlesex County College from September 4, 2001 to April 30, 2016; and

WHEREAS she has performed her duties and responsibilities capably and loyally;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of **Evelyn Kelton** as of April 30, 2016, and

BE IT FURTHER RESOLVED that the Board recognizes the significant contributions of **Evelyn Kelton** during her years of service to Middlesex County College and extends its best wishes to her on her retirement.

NON-ACADEMIC SEPARATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>BUDGET CODE</u>	<u>DATE</u>
Bowles, Tamar	Printing & Communications	1-050000-9132-1-00	03/18/16
Reagan, Scott	Visual, Performing & Media Arts	1-226500-9131-1-00	04/17/16
Troche, Irving	Custodial Services	1-720000-9160-1-00	03/30/16

TEAMSTERS SEVERANCE COMPENSATION PROGRAM – RETIREMENT RESCINDED

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
Baron, George	Facilities Maintenance	06/30/16
Fischer, Michael	Facilities Maintenance	06/30/16
Pawol, Robert	Facilities Maintenance	06/30/16

NON-ACADEMIC MISCELLANEOUS

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME) HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate the following calendar of holidays for AFSCME staff be approved for the period July 1, 2016 through June 30, 2017:

July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving
December 26	Christmas Day Observed
December 27	Designated Holiday
January 2	New Year's Day Observed
January 16	Martin Luther King Day
February 20	President's Day
April 14	Good Friday
May 29	Memorial Day

Plus two (2) floating holidays in accordance with AFSCME Agreement

FRATERNAL ORDER OF POLICE (FOP) HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate the following calendar of holidays for FOP staff be approved for the period July 1, 2016 through June 30, 2017:

July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving
December 26	Christmas Day Observed
December 27	Designated Holiday
December 30	Designated Holiday
January 2	New Year's Day Observed
January 16	Martin Luther King Day
February 20	President's Day
April 14	Good Friday
May 29	Memorial Day

Plus one (1) floating holiday in accordance with FOP Agreement



TEAMSTER HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate the following calendar of holidays for Teamster staff be approved for the period July 1, 2016 through June 30, 2017:

July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving
December 26	Christmas Day Observed
December 27	Designated Holiday
December 30	Designated Holiday
January 2	New Year's Day Observed
January 16	Martin Luther King Day
February 20	President's Day
April 14	Good Friday
May 29	Memorial Day

Plus one (1) floating holiday in accordance with Teamster Agreement

SECTION 5 – NON-ACADEMIC (NON-UNIT AFFILIATED)

NON-ACADEMIC APPOINTMENT – PART-TIME/TEMPORARY

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>HOURLY</u>	<u>DATES</u>
Abreu, Joel	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Akinbo, Precious	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Alexandre, Shandline	Medical Laboratory Technology	Guest Lecturer	1-216000-9150-1-00	\$51.28	04/05/16-05/13/16
Belvin, Michael	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Buchoff, Joseph	Visual, Performing & Media Arts	Model	1-226500-9150-1-00	\$22.00	03/20/16-06/30/16

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Castro, Tania	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Cellini, Kristen	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Cummings, Jasmine	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Cyckowski, Erin	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Dalwadi, Dax	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Deschesne, Joyce	Health & Safety	Health Assistant	1-115000-9150-1-00	\$13.75	07/01/16-06/30/17
Diaz-Tapia, Diana	New Brunswick Center	Student Technical Assistant	1-239500-9141-1-00	\$8.38	02/01/16-02/29/16
Donato, Taylor	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Duffy, Rebecca	Visual, Performing & Media Arts	Model	1-226500-9150-1-00	\$22.00	03/20/16-06/30/16
Duva, Meg	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Elliott, Ian	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Gill, Robin	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Gillespie, Nicholas	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Gomez, Katie	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Gonzalez, Alexis	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Haigler, Blair	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Jimenez, Albert	New Brunswick Center	Student Technical Assistant	1-239500-9141-1-00	\$8.38	03/29/16-06/30/16
Johnsen, Megan	Physical Education Center	Lifeguard	1-192000-9141-1-00	\$10.00	04/13/16-06/30/16
Joho, Kim	Medical Laboratory Technology	Guest Lecturer	1-216000-9150-1-00	\$51.28	04/05/16-05/13/16
Kerod, Katelyn	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Koppel, Nanette	Health & Safety	Health Assistant	1-115000-9150-1-00	\$13.75	07/01/16-06/30/17
Lawn, Sean	Visual, Performing & Media Arts	Model	1-226500-9150-1-00	\$22.00	03/20/16-06/30/16
Mancheno, Catherine	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Marques, Samantha	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Martinez, Kamille	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Medina, Siu	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Meira, Luana	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Miressi, Robert	Buildings & Grounds	Groundsperson	1-732000-9150-1-00	\$12.00	04/06/16-06/30/16
Nguyen, Melissa	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Olsen, Kirarose	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Ortiz, Victoria	Health & Safety	Nurse	1-115000-9145-1-00	\$37.00	07/01/16-06/30/17

Palmer, Jade	Physical Education Center	Lifeguard	1-192000-9150-1-00	\$10.00	03/29/16-06/30/16
Patel, Naitri	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Poponne, Lisa Marie	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Poponne, Orchid	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Ramos, Melody	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Rehman, Wajeeha	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Sadia, Sita	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Salvador, Stephanie	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Sarwari, Zakia	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Shah, Smit	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Sheikh, Hassan	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Shingala, Zalak	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Tomassini, Gvianna	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Valentine, Margaret	Health & Safety	Nurse	1-115000-9146-1-00	\$40.00	07/01/16-06/30/17
Velasco, Joy	Visual, Performing & Media Arts	Model	1-226500-9150-1-00	\$22.00	03/17/16-06/30/16
Velez, Evelyn	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Washington, Tanya	Academic Advising	Academic Advising Coordinator	1-195000-9147-1-00	\$20.00	04/04/16-06/30/16
Williams, Amanda	Admissions	Open House Greeter	1-111000-9141-1-00	\$10.00	04/03/16-06/08/16
Zaidi, Mashal	Natural Science	Laboratory Aide	1-218500-9141-1-00	\$12.25	03/29/16-06/30/16

**SECTION 6 – GRANTS AND SPECIAL PROJECTS**

**GRANTS AND SPECIAL PROJECTS – PART-TIME APPOINTMENT**

<u>NAME</u>	<u>DEPARTMENT</u>	<u>POSITION</u>	<u>BUDGET CODE</u>	<u>HOURLY</u>	<u>DATES</u>
Eger, Kristine	Child Care	Administrative Assistant	5-544017-9130-1-42	\$15.00	04/05/16-04/29/16
Farley, Jaclynn	Child Care	Teacher Assistant II	5-544017-9150-1-42	\$8.38	04/04/16-06/30/16
Fazio, Christa	Veterans Services	Tutor	5-113022-9147-1-44	\$15.00	03/15/16-05/12/16
Garcia, Gabrielle	Child Care	Substitute Teacher Assistant	5-544017-9141-1-43	\$8.38	04/11/16-06/30/16

**GRANTS AND SPECIAL PROJECTS MISCELLANEOUS**

GRANTS AND SPECIAL PROJECTS HOLIDAY CALENDAR

BE IT RESOLVED that the Board of Trustees designate the following calendar of holidays for Grants and Special Project Staff be approved for the period July 1, 2016 through June 30, 2017:

July 4	Independence Day
September 5	Labor Day
October 10	Columbus Day
November 11	Veterans Day
November 24	Thanksgiving Day
November 25	Day after Thanksgiving
December 26	Christmas Day Observed
December 27	Designated Holiday
January 2	New Year's Day Observed
January 16	Martin Luther King Day
February 20	President's Day
April 14	Good Friday
May 29	Memorial Day
Plus two (2) floating holidays	

SECTION 7 – PAYROLLS

ACADEMIC ADVISING

BE IT RESOLVED that the following payroll for Academic Advising be approved for the pay period ending April 4, 2016 beginning with the name **Balabkins, Xenia** and ending with the name **Wathen, Christine** for a total amount of \$6,716.00 (budget code 1-195000-9155-1-00):

<u>NAME</u>	<u>AMOUNT</u>
Balabkins, Xenia	\$1,449.00
Buscemi, Elaine	885.50
Graber, Patricia	3,588.00
Kanwal, Virender	299.00

Nagarajan-Iyer, Lakshmi	69.00
Olson, Jerome	69.00
Somma, June-Ann	276.00
Strugala, Richard	23.00
Wathen, Christine	<u>57.50</u>
<b>TOTAL</b>	<b>\$6,716.00</b>

DIVISION OF CONTINUING EDUCATION

- a) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2016 be approved for the indicated amounts listed below beginning with the name **Barry, Patrick** and ending with the name **Rapolla, Nancy** for the total amount of \$8,892.00 (budget code 5-520005-9116-1-33):

CAREER TRAINING CENTER

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Barry, Patrick	15-16:603	\$ 288.00
Chakraverty, Dipali	15-16:641	288.00
Masterson, Robert	15-16:575	2,340.00
Okwemba, Arthur	15-16:604	432.00
Okwemba, Arthur	15-16:642	432.00
Patel, Anjana	15-16:576	2,340.00
Peguero, Yunilka	15-16:643	432.00
Rapolla, Nancy	15-16:577	<u>2,340.00</u>
<b>TOTAL</b>		<b>\$8,892.00</b>

- b) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2016 be approved for the indicated amounts listed below beginning with the name **Borkowski, Astrid** and ending with the name **Ruggeri, Adriana** for the total amount of \$6,145.00 (budget code 1-520000-9116-1-00):

CORPORATE EDUCATION AND TRAINING

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
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Borkowski, Astrid	15-16:421	\$450.00
Coleman, Deloris	15-16:428	800.00
Del Vecchio, Michelle	15-16:591	375.00
Dempsey, Lauren	15-16:411	540.00
Dempsey, Lauren	15-16:581	720.00
Grilli, Kathryn	15-16:585	400.00
Mitch, Catherine	15-16:413	540.00
Pennington-Joyner, Lori	15-16:426	320.00
Pennington-Joyner, Lori	15-16:580	400.00
Pennington-Joyner, Lori	15-16:586	400.00
Pennington-Joyner, Lori	15-16:589	400.00
Ruggeri, Adriana	15-16:425	400.00
Ruggeri, Adriana	15-16:584	<u>400.00</u>
	<b>TOTAL</b>	<b>\$6,145.00</b>

- c) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2016 be approved for the indicated amounts listed below beginning with the name **Anderson, David** and ending with the name **Zahid, Ghani** for the total amount of \$29,114.00 (budget code 1-510000-9116-1-00):

**PROFESSIONAL AND COMMUNITY PROGRAMS (ADULT PROGRAMS)**

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Anderson, David	15-16:450	\$270.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	135.00
Anderson, David	15-16:450	270.00
Borrus, Beth	15-16:456	840.00

DiSilvestro, Lora	15-16:506	2,100.00
DiSilvestro, Lora	15-16:506	2,240.00
DiSilvestro, Lora	15-16:506	210.00
Dougba, Victor	15-16:507	420.00
Frank, Barry	15-16:514	600.00
Frank, Barry	15-16:514	600.00
Frank, Barry	15-16:514	600.00
Gilliard, Jennifer	15-16:517	2,100.00
Kapadia, Suraj	15-16:570	675.00
Kapadia, Suraj	15-16:570	675.00
Lupo, Vincent	15-16:527	2,025.00
Miller, Michael	15-16:528	270.00
Miller, Michael	15-16:528	270.00
Molloy, William	15-16:531	210.00
Ottley, Jane	15-16:534	210.00
Pech, Jordan	15-16:537	90.00
Phelan, David	15-16:539	480.00
Pucillo, Agnes	15-16:540	2,280.00
Pucillo, Agnes	15-16:540	1,080.00
Pucillo, Agnes	15-16:540	1,200.00
Pucillo, Agnes	15-16:540	1,800.00
Rivera, Kristy	15-16:544	840.00
Roselli, Thomas	15-16:546	420.00
Savits, Glen	15-16:549	300.00
Silva, Jennifer	15-16:572	768.00
Silva, Jennifer	15-16:572	36.00
Silverstein, Eric	15-16:550	120.00
Silverstein, Eric	15-16:550	120.00
Silverstein, Eric	15-16:550	120.00
Thakkar, Nitin	15-16:555	540.00
Vargas, Maria	15-16:557	945.00
Victors, Andrew	15-16:558	630.00
Victors, Andrew	15-16:558	630.00
Zahid, Ghani	15-16:565	315.00

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Zahid, Ghani	15-16:565	315.00
Zahid, Ghani	15-16:565	<u>420.00</u>
	<b>TOTAL</b>	\$29,114.00

- d) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2016 be approved for the indicated amounts listed below beginning with the name **Edwards, Denise** and ending with the name **Squillaro, Donna** for the total amount of \$370.00 (budget code 1-511000-9116-1-00):

PROFESSIONAL AND COMMUNITY PROGRAMS (CULINARY PROGRAM)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Edwards, Denise	15-16:511	\$107.50
Greaves, Desiree	15-16:518	87.50
Schafer, David	15-16:608	87.50
Squillaro, Donna	15-16:552	<u>87.50</u>
	<b>TOTAL</b>	\$370.00

- e) BE IT RESOLVED that the following list of individuals who have successfully completed assignments for the Division of Continuing Education and are entitled to payment from the Division of Continuing Education accounts for April, 2016 be approved for the indicated amounts listed below beginning with the name **Esannason, Laura** and ending with the name **Oladeji, Abiodun** for that total amount of \$11,013.00 (budget code 5-510011-9116-1-41):

PROFESSIONAL AND COMMUNITY PROGRAMS (ALLIED HEALTH GRANT – TAACCCT)

<u>NAME</u>	<u>CONTRACT #</u>	<u>AMOUNT</u>
Esannason, Laura	15-16:578	\$800.00
Esannason, Laura	15-16:605	2,016.00
Esannason, Laura	15-16:605	252.00
Esannason, Laura	15-16:607	1,470.00
Falae, Tejumade Veronica	15-16:609	500.00
Oladeji, Abiodun	15-16:163	2,825.00
Oladeji, Abiodun	15-16:163	2,550.00
Oladeji, Abiodun	15-16:163	<u>600.00</u>
	<b>TOTAL</b>	\$11,013.00



HUMAN RESOURCES

a) BE IT RESOLVED that the following personnel action in the Department of Human Resources for the Fall 2015 Adjunct payroll be approved.

ADJUSTMENTS

<u>NAME</u>	<u>PREVIOUS SALARY</u>	<u>REVISED SALARY</u>
Masters, John	\$4,750	\$5,700

b) BE IT RESOLVED that the following personnel action in the Department of Human Resources for the Spring 2016 Adjunct payroll be approved.

ADDITIONS

<u>NAME</u>	<u>COURSE ASSIGNMENT</u>	<u>TOTAL SALARY</u>
Buscemi, Santi	ENG-122-1C	\$1,500
Lipkin, William	POS-121-04	\$1,463

ADJUSTMENTS

<u>NAME</u>	<u>PREVIOUS SALARY</u>	<u>REVISED SALARY</u>
Cannon, Gayle	\$4,512	\$6,016
Drumbore, Keith	\$3,000	\$1,500
Lane, Marc	\$6,462	\$7,925
Marshall, Benjamin	\$1,000	\$2,000
Okine, Samuel	\$6,462	\$7,925
Perez, Christian	\$2,872	\$5,798

ADDITIONAL COMPENSATION

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>BUDGET CODE</u>	<u>PAYMENT</u>
Somma, June Ann	Dental Hygiene	Class Coverage 03/14/16	1-213000-9116-1-00	\$215

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After discussion, the motion was approved.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Dr. La Perla-Morales' report for April 2016 is attached.

AUDIENCE

None.

There being no further comments or business, the meeting adjourned at 9:03 a.m. The next scheduled regular meeting of the Board will take place on Wednesday, May 25, 2016, in the Chambers Hall Boardroom located on the campus of Middlesex County College.

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ROBERT P. SICA  
SECRETARY