

BOARD OF TRUSTEES OF MIDDLESEX COLLEGE

## Minutes of the Meeting of February 17, 2021

The scheduled meeting of the Board of Trustees of Middlesex College was held remotely at 8:30 a.m. via Zoom. Board members present were: Mmes. Buteas, McLean, and Power, and Messrs. Anderson, Finkelstein, Oras, Raja, Sica, and Taffet. Trustee Paluri was absent. Also present were President McCormick, Counsel Mr. Hoffman, Acting Assistant Secretary Ms. Roa, Vice Presidents Ms. Campbell, Dr. Herron, and Dr. Scherr, Chief Financial Officer Mr. Maltino, Executive Director Facilities Management Mr. Drost, Executive Dean for Student and Enrollment Services Mr. Laureano, and Acting Information Technology Executive Director Mr. Mattaliano.

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, 2020, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On November 17, 2020, advance written notice of this meeting was emailed to the Home News Tribune and The Star Ledger.
- (c) On November 17, 2020, 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, 2020, a copy of this advance notice was filed with the President of Middlesex 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. Sica moved, seconded by Mr. Raja, to adopt the January 20, 2021 regular meeting minutes as presented.

After discussion, the motion was approved.

PRESENTATION

Samantha Milano-Sumalinog, Class of 2016 and 2020 Alumna of the Year, spoke of her experience at Middlesex College. She shared how the kindness of the College’s faculty and staff

helped her overcome her doubts about her ability to complete a college degree. She graduated Middlesex College in 2016, transferred to and graduated with a bachelor's degree from Montclair State University, and was accepted into Rutgers Law School on a full merit scholarship. She credits Middlesex College for helping her build a strong foundation and success.

#### ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Dr. Scherr reported that the Academic and Student Affairs Committee met on February 10, 2021. Ms. Campbell reported that the Committee reviewed eleven resolutions related to grants.

Mr. Raja moved, seconded by Ms. Buteas, for adoption of resolutions 1 through 11.

1. WHEREAS, an application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION has been submitted by the College to the State of New Jersey, Department of Education (hereinafter referred to as the "State") in the amount of \$518,936.00; and

WHEREAS, the State has approved the application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION as submitted by the College; and

WHEREAS, N.J.S.A. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the State requires approval by the governing body of Middlesex College for modifications to the grant budget,

WHEREAS, the Board has determined that the operation of a project entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves the application for the project entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION as submitted by the College to the State of New Jersey, Department of Education for the period July 1, 2020 through June 30, 2021 in the total amount of \$518,936.00.
- b. The Board herein accepts the award of \$518,936.00 and authorizes the College President and/or his designee to implement the project.
- c. The Board approves the submission of budget modifications for the project, entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION.

2. WHEREAS, an application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION has been submitted by the College to the State of New Jersey, Department of Education (hereinafter referred to as the “State”) in the amount of \$694,510.00; and

WHEREAS, the State has approved the application entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION as submitted by the College; and

WHEREAS, N.J.S.A. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the State requires approval by the governing body of Middlesex College for modifications to the grant budget,

WHEREAS, the Board has determined that the operation of a project entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves the application for the project entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION as submitted by the College to the State of New Jersey, Department of Education for the period July 1, 2019 through June 30, 2020 in the total amount of \$694,510.00.
- b. The Board herein accepts the award of \$694,510.00 and authorizes the College President and/or his designee to implement the project.
- c. The Board approves the submission of budget modifications for the project, entitled CARL D. PERKINS CAREER AND TECHNICAL EDUCATION.

3. WHEREAS, an application entitled COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG) has been submitted by the College to the State of New Jersey, Office of the Secretary of Higher Education (hereinafter referred to as “OSHE”) in the amount of \$265,000.00; and

WHEREAS, the State has approved the application entitled CCOG as submitted by the College; and

WHEREAS, N.J.S.A. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the State requires approval by the governing body of Middlesex College for modifications to the grant budget,

WHEREAS, the Board has determined that the operation of a project entitled CCOG is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves the application for the project entitled CCOG as submitted by the College to OSHE for the period July 1, 2020 through June 30, 2021 in the total amount of \$265,000.00.
- b. The Board herein accepts the award of \$265,000.00 and authorizes the College President and/or his designee to implement the project.
- c. The Board approves the submission of budget modifications for the project, entitled CCOG.

4. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and Bergen Community College (hereinafter referred to as "Bergen") have entered into a contract for the operation of a project entitled NJ HealthWorks Grant for the period commencing July 15, 2020 and concluding June 14, 2021; and

WHEREAS, a proposal entitled NJ HealthWorks Grant has been submitted by the College administration and agreed to by Bergen in the amount of \$394,020.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled NJ HealthWorks Grant is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled NJ HealthWorks Grant, as submitted by the administration of Middlesex College to Bergen for the period July 15, 2020 through June 14, 2021 in the total amount of \$394,020.00
- b. The Board herein ratifies the contract executed by the College President and Bergen.

5. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and County College of Morris have entered into a contract for the operation of

a project entitled Scaling Apprenticeship Grant for the period commencing July 15, 2020 and concluding July 14, 2021; and

WHEREAS, a proposal entitled Scaling Apprenticeship Grant has been submitted by the College administration and agreed to by the County College of Morris in the amount of \$314,750.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled Scaling Apprenticeship Grant is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled Scaling Apprenticeship Grant, as submitted by the administration of Middlesex College to the County College of Morris for the period July 15, 2020 through July 14, 2021 in the total amount of \$314,750.00.
- b. The Board herein ratifies the contract executed by the College President and the County College of Morris.

6. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and New Jersey Council of County Colleges and the State of New Jersey Office of the Secretary of Higher Education (hereinafter referred to as "NJCCC" and "OSHE," respectively) have entered into a contract for the operation of a project entitled College Readiness Now VII for the period commencing October 1, 2020 and concluding August 20, 2021; and

WHEREAS, a proposal entitled College Readiness Now VII has been submitted by the College administration and agreed to by the NJCCC in the amount of \$66,050.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled College Readiness Now VII, is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled College Readiness Now VII, as submitted by the administration of Middlesex College to the NJCCC and OSHE for the period October 1, 2020 through August 30, 2021 in the total amount of \$66,050.00.

- b. The Board herein ratifies the contract executed by the College President and the NJCCC and OSHE.

7. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and the County of Middlesex, Department of Workforce Development (hereinafter referred to as the "County") have entered into a contract for the operation of a project entitled WIOA YOUTH 20-0623 GED/HSE Youth Program (Perth Amboy) for the period commencing September 1, 2020 and concluding August 31, 2021; and

WHEREAS, a proposal entitled GED/HSE Youth Program has been submitted by the College administration and agreed to by the County in the amount of \$200,000.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled WIOA YOUTH 20-0623 GED/HSE Youth Program (Perth Amboy) is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled WIOA YOUTH 20-0623 GED/HSE Youth Program (Perth Amboy), as submitted by the administration of Middlesex College to the County of Middlesex, Department of Workforce Development for the period September 1, 2020 through August 31, 2021 in the total amount of \$200,000.00.
- b. The Board herein ratifies the contract executed by the College President and the County of Middlesex.

8. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and the State of New Jersey, Department of Labor and Workforce Development (hereinafter referred to as the "State") have entered into a contract for the operation of a project entitled FY2020-2021 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT for the period commencing July 1, 2020 and concluding June 30, 2021; and

WHEREAS, a proposal entitled FY2020-2021 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION

GRANT has been submitted by the College administration and agreed to by the State in the amount of \$100,000.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled FY2020-2021 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled FY2020-2021 CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS EDUCATION GRANT as submitted by the administration of Middlesex College to the State of New Jersey, Department of Labor and Workforce Development for the period July 1, 2020 through June 30, 2021 in the total amount of \$100,000.
- b. The Board herein ratifies the contract executed by the College President and the State of New Jersey.

9. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and the Governor's Discretionary Funds (hereinafter referred to as the "Governor") have entered into a contract for the operation of a project entitled RESET (Pathways to Recovery) for the period commencing July 1, 2020 and concluding December 31, 2020; and

WHEREAS, a proposal entitled RESET (Pathways to Recovery), has been submitted by the College administration and agreed to by the State in the amount of \$64,074.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled RESET (Pathways to Recovery), is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled RESET (Pathways to Recovery), as submitted by the administration of Middlesex College to the Governor's Discretionary Funds for the period July 1, 2020 through December 31, 2020 in the total amount of \$64,074.00.

- b. The Board herein ratifies the contract executed by the College President and Governor's Discretionary Funds.

10. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and the County of Middlesex, Department of Workforce Development (hereinafter referred to as the "County") have entered into a contract for the operation of a project entitled LEARN TO EARN, for the period commencing September 1, 2020 and concluding August 31, 2021; and

WHEREAS, a proposal entitled LEARN TO EARN, has been submitted by the College administration and agreed to by the State in the amount of \$100,000.00; and

WHEREAS, R.S. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled LEARN TO EARN, is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled LEARN TO EARN, as submitted by the administration of Middlesex College to the County of Middlesex, Department of Workforce Development for the period September 1, 2020 through August 30, 2021 in the total amount of \$100,000.00.
- b. The Board herein ratifies the contract executed by the College President and the County of Middlesex.

11. WHEREAS, an application entitled OPEN TEXTBOOK COLLABORATIVE has been submitted by the United States Department of Education in the amount of \$1,444,068; and

WHEREAS, the U.S. Department of Education has approved the application entitled OPEN TEXTBOOK COLLABORATIVE as submitted by the College; and

WHEREAS, N.J.S.A. 18A:64A-12J grants the Board the power to enter into contracts which it deems necessary and advisable with the State of New Jersey or any of its political subdivisions; and

WHEREAS, the Board has determined that the operation of a project entitled OPEN TEXTBOOK COLLABORATIVE is consistent with the philosophy and purpose of the College,



NOW, THEREFORE, BE IT RESOLVED that:

- a. The Board approves the application for the project entitled OPEN TEXTBOOK\ COLLABORATIVE as submitted by the College to the U.S. Department of Education for the period January 1, 2021 through December 31, 2023 in the total amount of \$1,444,068.
- b. The Board herein accepts the award of \$1,444,068 and authorizes the College President and/or his designee to implement the project.
- c. The Board herein ratifies the contract executed by the College President and the U.S. Department of Education.

After discussion, the motion was approved.

### FINANCE COMMITTEE

Mr. Maltino reported the Finance Committee met on February 10, 2021, and recommends approval of the following resolutions.

Mr. Finkelstein moved, seconded by Mr. Sica, for adoption of resolutions 1 through 8:

1. 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>
ESCNJ <sup>1</sup>	19/20-14	Sherwin Williams	Paint and supplies	\$ 966.08
HCECSC <sup>2</sup>	CAT-18-02	B&H Photo	Digital cameras and accessories	\$6,053.95
JPC <sup>3</sup>	FY20JPC-31	VWR International Inc.	Nitrile gloves for Natural Sciences	\$570.60
NJSC <sup>4</sup>	89967	Dell Marketing	Laptop and monitor for Natural Sciences	\$4,548.98
NJSC <sup>4</sup>	89967	SHI International	Chromebooks and peripherals	\$13,000.00
OMNIA <sup>5</sup>	2018011-02	SHI International	Graphic design software	\$251.46

OMNIA <sup>5</sup>	2018011-02	SHI International	Google Chrome software licenses	\$1,250.00
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- (1) Educational Services Commission of New Jersey
- (2) Hunterdon County Educational Services Commission
- (3) Joint Purchasing Consortium (New Jersey Council of County Colleges)
- (4) New Jersey State Contract
- (5) OMNIA Partners Cooperative

2. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer an award be authorized to the following firm(s) pursuant to a fair and open process:

- a. Special Quote # 10565C for architectural / engineering consulting services for Phase III – construction observation for the L’Hommedieu Dental Clinic renovations from a total of five (5) responses:

RSC Architects, Hackensack, NJ for the amount of \$16,360.00.

- b. Special Quote # 10565D for environmental consulting services for Phase II – asbestos observation and monitoring for the L’Hommedieu Dental Clinic renovations from a total of two (2) responses:

Environmental Connection, Trenton, NJ for the amount of \$32,390.00.

- c. Special Quote # 10718F for engineering consulting services for Phase I - upgrade of heating and ventilation system at Physical Education Center from a total of four (4) responses:

Remington & Vernick Engineers, Old Bridge, NJ for the amount of \$63,370.00.

- d. Bid # 21-7R for L’Hommedieu Dental Clinic Renovations from a total of sixteen (16) responses received:

Northeastern Interior Services, Little Falls, NJ for the amount of \$2,778,400.00.

- e. Bid # 21-8 for High Voltage Electric Distribution System Services from a total of 1 response received:

Maul Power Group, Cranbury, NJ for the amount of \$23,000.00

3. WHEREAS, the College has a need to obtain goods and services as Business Entity Disclosure Contracts 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 each acquisition exceeds \$17,500.00; and

WHEREAS, the vendors have completed and submitted Business Entity and Political Contribution Disclosures which certify that the vendors have 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 the vendors from making any reportable contributions through the term of the contract;

NOW, THEREFORE, BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, a contract be authorized to the following vendors:

- a. Modo Labs, Inc., Cambridge, MA in an amount not-to-exceed \$28,244.00 for software licensing and support of the College's mobile application through January 31, 2022.

4. BE IT RESOLVED that based on the recommendation of the Executive Director of Facilities Management and the Chief Financial Officer, payment be authorized to the following firms:

- a. FKA Architects, Oakland, NJ for Phase 1 architectural services in conjunction with the Library Restroom Renovation project in the amount of \$537.57. (This includes a \$37.57 charge for reimbursable expenses, which is not part of the contract total.)

Contract Amount	\$10,300.00
Previous Payments	9,800.00
Payment #6 FINAL	500.00
Reimbursable Expenses	<u>37.57</u>
Balance	<u>\$ 0.00</u>

- b. FKA Architects, Oakland, NJ for Phase 2 architectural services in conjunction with the Library Restroom Renovation project in the amount of \$862.50.

Contract Amount	\$3,450.00
Payment #1	<u>862.50</u>
Balance	<u>\$2,587.50</u>

- c. Johnson & Urban, LLC, Colts Neck, NJ for Phase 1 engineering consulting services in conjunction with Billy Johnson Hall Boiler Replacement project in the amount of \$3,500.00.

Contract Amount	\$8,500.00
Payment #1	<u>3,500.00</u>
Balance	<u>\$5,000.00</u>

- d. KeRi Engineering, PC, Union, NJ for engineering services in conjunction with the Edison Hall Dehumidification project in the amount of \$1,550.50.

Contract Amount	\$15,500.00
Previous Payments	13,950.00
Payment #2 FINAL	<u>1,550.00</u>
Balance	<u>\$ 0.00</u>

- e. KeRi Engineering, PC, Union, NJ for engineering services in conjunction with the Library Boiler Installation project in the amount of \$2,750.00.

Contract Amount	\$8,750.00
Previous Payments	6,000.00
Payment #2 FINAL	<u>2,750.00</u>
Balance	<u>\$ 0.00</u>

5. BE IT RESOLVED that based on the recommendation of the Chief Financial Officer, payment be authorized to the following firm:

- a. Weiner Law Group, LLC, Parsippany, NJ for legal services rendered regarding labor matters for the month of December 2020 in the amount of \$26,473.88.
- b. Wilentz, Goldman & Spitzer, Woodbridge, NJ for legal services rendered for the period of October 1, 2020 through December 31, 2020 for normal operations of Middlesex College.

	\$25,331.43
Less 15% percent courtesy discount	<u>(\$3,796.87)</u>
Total disbursement	Total <u>\$21,534.56</u>

6. WHEREAS, The State of New Jersey and the County of Middlesex have funded construction, repair and replacement projects at Middlesex College pursuant to the provisions of the College Capital Projects Fund Act, L.1997, c.360; and

WHEREAS, Procedures for the authorization of specific projects to be completed at Middlesex College require approval of the Board of Trustees and the Board of School Estimate; and

WHEREAS, The Facilities Committee of the Board of Trustees has reviewed the need for the projects as recommended by the President to the Board of Trustees; and

WHEREAS, The Facilities Committee recommends to the Board of Trustees that the following projects be included;

2/17/2021

Chambers Hall Reconfiguration	\$2,300,000
Roof Replacements (IRC, LIB, BS, GW)	<u>\$1,603,000</u>
TOTAL	\$3,903,000

NOW, THEREFORE, BE IT RESOLVED That the following projects for Fiscal Year 2022:

Chambers Hall Reconfiguration	\$2,300,000
Roof Replacements (IRC, LIB, BS, GW)	<u>\$1,603,000</u>
TOTAL	\$3,903,000

are hereby approved by the Board of Trustees for implementation on the Middlesex College campus, pursuant to the provisions of the College Capital Projects Fund Act, L.1997, c.360; and

BE IT FURTHER RESOLVED, That the Board of Trustees contemplates that the funding for the aforementioned projects would be equally divided between the County of Middlesex and the State of New Jersey pursuant to the provisions of NJSA 18A:64A-22 et seq.; and

BE IT FURTHER RESOLVED, That the Secretary of the Board of Trustees submit a copy of this resolution to the members of the New Jersey Council of County Colleges and the Board of School Estimate for their consideration; and

BE IT FURTHER RESOLVED, That the Board of School Estimate be requested to consider this resolution at a meeting of said Board at a date and time to be determined, in the Freeholders Meeting Room, County Administration Building, New Brunswick, New Jersey.

7. WHEREAS, under the provisions of N.J.S.A. 18A:64A-17, the Board of Trustees of Middlesex College is required to prepare an annual budget itemizing the amount of money estimated to be necessary for operating and capital expenses for the ensuring year; and

WHEREAS, the Board of Trustees has caused to be duly prepared such annual budget for the fiscal year 2022; and

WHEREAS, the Board of Trustees has reviewed the goals and objectives of Middlesex College and deems that said budget will provide the resources to meet these goals and objectives; and

WHEREAS, the Board of Trustees have estimated that the sum of \$74,107,650 is necessary for the current operating expenses of Middlesex College for the fiscal year July 1, 2021 to June 30, 2022 and that the sum of \$2,000,000 is necessary for capital outlay

expenses for the fiscal year July 1, 2021 to June 30, 2022 as indicated on the budget attached hereto and made in part hereof; and

WHEREAS, the Board of Trustees requests that the Board of School Estimate certify the sum of \$17,000,000 as the County of Middlesex's share of operating expenses for the fiscal year July 1, 2021 to June 30, 2022 and to certify the amount of \$2,000,000 as the County of Middlesex's share of the capital outlay expenses for the fiscal year July 1, 2021 to June 30, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that the annual operating budget of \$74,107,650 and the capital outlay expenses of \$2,000,000 are hereby adopted for the fiscal year July 1, 2021 to June 30, 2022; and

BE IT FURTHER RESOLVED that the Board of Trustees request that the Board of School Estimate find and determine the sum of \$17,000,000 as necessary for operating expenses and the sum of \$2,000,000 as necessary for the capital outlay expenses for the fiscal year July 1, 2021 to June 30, 2022;

BE IT FURTHER RESOLVED that a copy of this Resolution and the budget be delivered to each member of the Board of School Estimate; and

BE IT FURTHER RESOLVED that the secretary of the Board of Trustees shall cause to be published in the Home News, East Brunswick, NJ at least seven (7) days prior to date of the public hearing on the budget and amount to be determined as the County of Middlesex's share of the operating expense budget and capital budget, a notice indicating the date, time and place of the scheduled public hearing, which notice will also indicate that the budget would be on file and open to the examination of the public between 8:30am and 4:30pm, Monday through Friday at the Office of the President of Middlesex College, Edison, New Jersey from the date of said notice until the date of said public hearing.

8. WHEREAS, The President has recommended an increase in the tuition rates, for academic sessions scheduled for FY 2022, including Summer I session FY 2021, in order to provide a portion of the revenue resource for the services to be rendered; and

WHEREAS, The President has developed a Current Unrestricted Fund to provide educational and other services to the students of Middlesex College for the year July 1, 2021 to June 30, 2022; and

WHEREAS, Said services are funded by students, the State of New Jersey and the County of Middlesex; and

WHEREAS, As required by the Higher Education Restructuring Act of 1994 a

public hearing was held on February 17, 2021,

NOW, THEREFORE, BE IT RESOLVED That the following changes in credit hour tuition rates, be approved commencing with the academic sessions scheduled for FY 2022, including pre-summer session FY 2021 as follows:

- a) In-county tuition credit hour rate be increased from \$116.00 per credit hour to \$118.00 per credit hour; and
- b) Out-of-county tuition credit hour rate be increased from \$232.00 per credit hour to \$236.00 per credit hour; and
- c) Out-of-state tuition credit hour rate be increased from \$232.00 per credit hour to \$236.00 per credit hour.
- d) The mandatory Technology fee rate be increased from \$15.00 per credit hour to \$19.00 per credit hour.
- e) The mandatory Student Services fee rate be increased from \$4.50 per credit hour to \$6.50 per credit hour.
- f) The mandatory General fee rate be increased from \$19.00 per credit hour to \$23.00 per credit hour.
- g) The adjustments to fees set forth shall be as shown on the attached Schedule.

Note that the College held a public hearing on proposed adjustments to tuition and fees for the 2021-2022 academic year just prior to this meeting. At that hearing, President McCormick was sworn in by Mr. Hoffman. President McCormick made a presentation on the proposed budget for the College for Fiscal Year 2021-2022, including proposed adjustments to tuition and fees as outlined in the resolution above and as per the attached schedule.

After discussion, the motion was approved. Mr. Finkelstein abstained from resolution number 1. Mr. Taffet abstained from resolution number 5.a.

#### HUMAN RESOURCES COMMITTEE

Dr. Herron reported that the Human Resources Committee met on February 10, 2021 and reviewed the four items listed below.

Mr. Oros moved, seconded by Mr. Raja, for adoption of all resolutions in the categories of Change of Status, Separations, and Miscellaneous.

HUMAN RESOURCES COMMITTEE

Hires, Change of Status and Separations – This month includes 4 recommended items total. A summary of the action items is listed below.

A.	<u>Hires</u> No actions	<u>Recommendations</u>
B.	<u>Change of Status</u> Administrative	<u>Recommendations</u> 1
C.	<u>Separations</u> Administrative	<u>Recommendations</u> 1
D.	<u>Miscellaneous</u> Faculty Support Staff	<u>Recommendations</u> 1 1

A. HIRES No actions

B. CHANGE OF STATUS

ADMINISTRATIVE

Name: Fatima Decarvalho  
Department: Facilities Maintenance  
Position: Acting Custodial Supervisor  
Salary: \$59,324  
Effective: 4/1/21 – 6/30/21 (extended)

C. SEPARATIONS

ADMINISTRATIVE

1. Name: Craig Matthews  
Department: Athletics and Recreation  
Action: Non-renewal  
Effective: 6/30/21

D. MISCELLANEOUS

COACHING APPOINTMENT

1. Name: Santiago Velasco  
Department: Athletic Center  
Position: Part-Time Head Men's Soccer Coach  
Salary: \$9,927  
Effective: 1/11/21 – 6/30/21



FACULTY COMPENSATION – IX-M

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Jennifer Applebee	Mathematics	IX-M #677 Co-Chair, Middle States Self Study (Winter session 2021 and Spring semester 2021)	\$2,048
Kathleen Costanzo	Dental Hygiene	IX-M #671 Dental Hygiene Freshmen Skills Workshops	\$2,520
Christopher Drew	History and Social Sciences	IX-M #667 CELT mentoring Team (Spring semester 2021)	\$3,072
Brian Lavey	Natural Sciences	IX-M #667 CELT mentoring Team (Spring semester 2021)	\$3,072
Chariklia Vassiliadis	Mathematics	IX-M #667 CELT mentoring Team (Spring semester 2021)	\$3,072

After discussion, the motion was approved.

GENERAL

Mr. Finkelstein moved, seconded by Mr. Sica, for approval of resolution number 1.

1. Based on the recommendation of Middlesex College Board of Trustee Vice Chair Mark Finkelstein, authorize the approval of President McCormick's expenses for the second quarter of FY2022.

After discussion, the motion was approved.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Dr. McCormick reported that the College is celebrating Black History Month with departments such as the Educational Opportunity Fund (EOF) and Office of Student Life offering various events. He also highlighted three Middlesex College alumna and one current student and shared their achievements. They are Samantha Milano-Sumalinog, Class of 2016 and the 2020 Alumna of the Year, who addressed the Board today; Areli Aguilar-Torres, a recipient of Community College Opportunity Grant; Leslie Rivera, Class of 2018 who transferred to Kean University and who credits her success to Middlesex College; and Board of Trustee member Gabrielle McLean, Class of 2020, who spoke at the Association of Community College Trustees National Legislative Summit. He thanked all four students for their amazing accomplishments and their advocacy on behalf of community colleges. Dr. McCormick also

spoke about the upcoming Middle States site visit. He shared its importance as Middle States accreditation affords the College the ability to offer federal financial aid and eligibility to apply for federal grants and assures that our credits are transferable to other accredited institutions.

#### COMMENTS FROM THE COUNTY

Khalid Anjum, Department Head for Middlesex County Infrastructure Management, spoke on behalf of the Middlesex County Commissioners. He congratulated all four of the students highlighted for their incredible achievements. He thanked the Board and faculty and staff for creating an environment that has produced such great leaders.

#### REPORT ON NEW JERSEY COUNCIL OF COUNTY COLLEGES (NJCCC)

Ms. Buteas reported that the NJCCC has continued to work on guided pathways and that legislation that the NJCCC supported related to the Community College Opportunity Grant is awaiting Governor Murphy's signature.

#### REPORT OF THE PUBLIC

Mr. Charlie Kratovil, Editor of *New Brunswick Today*, asked questions pertaining to a Trustee. College Counsel provided responses to the questions.

The next regular meeting of the Board of Trustees will take place on Wednesday, March 17, 2021, at 8:30 a.m. at a location or means of virtual access to be determined and advertised.

The meeting adjourned at 9:15 a.m.

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ROBERT P. SICA  
SECRETARY

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