

MERCER COUNTY COMMUNITY COLLEGE
Minutes of the 668th Meeting
of the Board of Trustees
January 21, 2021

The public meeting was called to order by Chair Mark Matzen, at 6:32 p.m., via Zoom Conferencing. In addition to the Chair, the following members were in attendance: Blanca Berrios-Ohler, Angela Delli Santi, Kevin Drennan, David Fried, Lenora Green, Yasmin Hernandez-Manno, Larry Nespoli, and Jianping Wang, President. Also present was Perry Lattiboudere, College Counsel. Absent were Winnifred Brown-Glaude, Anthony Inverso, and Kaleb Gittens, Alumni Trustee.

I. OPENING OF MEETING

A) FLAG SALUTE

Chair Matzen led those attending the meeting in the Pledge of Allegiance to the flag of the United States of America.

B) STATEMENT OF NOTIFICATION

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend meetings of public bodies at which any business affecting its interests is discussed or acted upon. In accordance with the provisions of this Act, the Board of Trustees of Mercer County Community College has caused notice of this meeting to be published by having the date, time and place posted on the bulletin board in the lobby of the Administration Building, on the West Windsor Campus, at the James Kerney Campus, on the College's website homepage, and faxed to The Trentonian and The Times.

C) ADOPTION OF AGENDA

Mr. Drennan moved to approve the Agenda, which was seconded by Dr. Nespoli and adopted with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen, and Nespoli voting aye.

D) PUBLIC COMMENT

Professor Art Schwartz, who retired in December, addressed the Board. He thanked the board, staff, administration and outstanding faculty, who he said inspired him with their dedication and commitment to the College. He said he was fortunate to receive some awards over the year, but that the students he taught were the biggest reward. The board thanked Professor Schwartz for his 52 years of service to the College. They said he was an integral part of the College for so many years and wished him the best in his retirement.

II. APPROVAL OF MINUTES OF THE DECEMBER 10, 2020 BOARD MEETING

Mr. Drennan presented Agenda Item II, which was seconded by Ms. Berrios-Ohler. The item passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Matzen, and Nespoli voting aye. Trustee Hernandez-Manno abstained.

BE IT RESOLVED, that the minutes of the December 10, 2020 meeting of the Board of Trustees are approved as presented.

III. FINANCIAL MATTERS

Mr. Drennan presented Agenda Items III (A) through (D) for ratification, which were seconded by Ms. Delli Santi. The items were ratified with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen and Nespoli voting aye.

A) MONTHLY FINANCIAL STATEMENT

The members of the Board noted receipt and ratified the Monthly Financial Statement, which is attached. (Attachment #1)

B) INVESTMENT DETAIL

The members of the Board noted receipt and ratified the Report on Investment Detail, which is attached. (Attachment #2)

C) PURCHASE ORDERS AND CONTRACTS UNDER \$36,400

The members of the Board noted receipt and ratified the Report on Purchase Orders and Contracts under \$36,400.00, which is attached. (Attachment #3)

D) MONTHLY PAYMENT LISTS FOR DECEMBER

The members of the Board noted receipt and ratified the monthly payment list for December.

Mr. Drennan presented Agenda Items III (E) through (L), which were seconded by Ms. Delli Santi. The items were passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen and Nespoli voting aye.

E) DELL MARKETING, L.P., AMENDED RESOLUTION FOR COST FY21

WHEREAS, Mercer County Community College has a need to purchase various computer software, hardware and other equipment for both the James Kerney and West Windsor campuses, paid for and/or enabled by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related funds and general operating funds; and

WHEREAS, Mercer County Community College has prepared a COVID-19 Technology Plan for College re-opening support and has a need to purchase VLA Adobe student licenses (305 licenses at \$134.55 each) and VLA Adobe Acrobat PRO student licenses (102 licenses at \$112.88 each) at a cost not to exceed \$52,552 from Dell Marketing L.P. for both the James Kerney and West Windsor

campuses, paid for and/or enabled by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts; and

WHEREAS, Mercer County Community College has a need to purchase various computer software, hardware and other equipment for both the James Kerney and West Windsor campuses, paid by general operating funds, at a cost not to exceed \$45,000 from Dell Marketing L.P.; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the contract with Dell Marketing L.P. of Round Rock, Texas, in accordance with the resolution adopted by the Board of Trustees on June 18, 2020, by \$52,552 (CARES Act and related acts) and \$45,000 (general operating funds) from \$366,450 to \$494,002 for the purchase of various computer software, hardware and other equipment for the James Kerney and West Windsor from January 21, 2021 to June 30, 2021, paid for and/or enabled by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts funds and general operating funds;

*New Jersey WSCA/NASPO Contract #89850

F) DFX, AMENDED RESOLUTION FOR COST

WHEREAS, Mercer County Community College has a need to purchase audio visual cameras and ancillary equipment including software and installation services for the College's streaming technology project at the West Windsor campus in FY 2021; and

WHEREAS, the College's streaming technology network project is supported 100% by the Federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts, as part of a total contract to be determined after the contract award pursuant to N.J.S.A. 18A:64A-25.1, et seq., with zero (0%) percent financed from non-governmental sources; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A 18A:64A-25.4 requires every contract or agreement for the performance of any work or the furnishing or hiring of any materials and supplies which is to be paid with or out of college funds, shall be made and awarded only by the County College after public

advertising for bids and bidding and therefore, the requirements to a fair and open contract process were met; and

WHEREAS, of the thirteen (13) vendors that responded to the advertised bid for Streaming Technology Project Services by the required due date of November 10, 2020, DFX was evaluated to have the most responsible and cost-effective bid representing the best value for Mercer County Community College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the contract with Dynamite Disc Jockey's Inc. d/b/a DFX of West Berlin, NJ to purchase cameras and ancillary equipment,, including software and installation services for the College's streaming technology project at the West Windsor campus, by \$22,000 for VIMEO video hosting and live streaming software, to increase the not to exceed amount from \$147,169.44 to \$169,170, funded by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts, from November 19, 2020 through June 30, 2021.

G) ELLUCIAN, INC., APPLICATION MODERNIZATION SERVICES

WHEREAS, Mercer County Community College has an need to acquire Application Modernization consulting services for a fifteen-month period; and

WHEREAS, Mercer County Community College has prepared a COVID-19 Technology Plan for College re-opening support for FY 2021 and the contract described within this resolution will be paid for and/or enabled 100% by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts, with zero (0%) financed from non-governmental sources; and

WHEREAS, the purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service may exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Ellucian Company L.P. has completed and submitted a Business Entity Disclosure Certification which certifies that Ellucian Company L.P. has not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit Ellucian Company L.P. making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to amend the Ellucian 2020 Renewal Amendment (dated January 31, 2020) and the Ellucian 2019 Realignment Agreement (dated May 10, 2019), with Ellucian Company L.P. of Fairfax, Virginia, to acquire 500 additional hours of Application Modernization consulting services for a fifteen-month period from January 1, 2021 to March 31, 2022, at a cost not to exceed \$92,000, paid for and/or enabled 100% by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts, with zero (0%) financed from non-governmental sources.

H) ELLUCIAN, INC. CENTRAL HELP DESK

WHEREAS, Mercer County Community College has an need to acquire Managed Information Technology Services for a Central Help-Desk (CHD); and

WHEREAS, Mercer County Community College has prepared a COVID-19 Technology Plan for College re-opening support for FY 2021 and the contract described within this resolution will be paid for and/or enabled 100% by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts, with zero (0%) financed from non-governmental sources; and

WHEREAS, in accordance with the resolution adopted by the Board of Trustees on January 16, 2020, the President was authorized to amend the contract with Ellucian Company L.P. for Managed Information Technology Services for a Central Help-Desk (CHD) from April 1, 2020 to March 31, 2021, with the option to extend up to (2) two, one-year periods, based upon performance; and

WHEREAS, Mercer County Community College desires to extend the Managed Information Technology Services contract to provide for a Central Help-Desk (CHD) for a (3) three- month period through June 30, 2021; now therefore

BE IT RESOLVED, the President is authorized, on behalf of this Board, to extend the Managed Information Technology Services contract (dated February 24, 2020) with Ellucian Company L.P. to acquire Central Help-Desk (CHD) services, in accordance with the resolution adopted by the Board of Trustees on January 16, 2020, for an additional (3) three-month period from April 1, 2021 to June 30, 2021 for \$7,083 per month, at a cost not to exceed \$21,249, paid for and/or enabled 100% by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts, with zero (0%) financed from non-governmental sources.

I) FINANCIAL AID SERVICES

WHEREAS, Mercer County Community College recently experienced three full-time employees' retirement and/or resignations that necessitated the acquisition of financial aid interim staffing to ensure sufficient staffing levels within the

Financial Aid department until permanent staffing is appointed; and

WHEREAS, the purchase will be executed as a Political Contribution Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.5, (a) (1) exempts professional services from public advertising for bids but requires a resolution authorizing the award of such a contract; and

WHEREAS, Financial Aid Services, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in Mercer County in the previous year, and the contract will prohibit them from making any reportable contributions through the term of the contract; now therefore

BE IT RESOLVED, the President is authorized, on behalf of the Board, to amend the contract with Financial Aid Services, Inc. of Atlanta, Georgia, in accordance with the resolution adopted by the Board of Trustees on October 15, 2020, to acquire financial aid interim staffing services necessitated by three full-time employees' retirement and/or resignations to ensure sufficient staffing levels within the financial aid department until permanent staffing is appointed, in the amount of \$106,060 and increase the not to exceed cost amount from \$78,500 to \$184,560 for the period of December 21 2020 through June 30, 2021. Additional amount of \$106,060 paid for by Title III funds.

J) KARASCH & ASSOCIATES

WHEREAS, Mercer County Community College has a need to acquire real-time captioning and sign language interpretation services for special need students enrolled in instructional classes through FY 2021 and 2022; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of this service will exceed \$17,500; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A 18A:64A-25.4 requires every contract or agreement for the performance of any work or the furnishing or hiring of any materials and supplies which is to be paid with or out of college funds, shall be made and awarded only by the County College after public advertising for bids and bidding and therefore, the requirements to a fair and open contract process were met; and

WHEREAS, of the three (3) vendors which responded to the November 3, 2020 advertised bid* for communication access real-time translation (CART) services and sign language interpretation services for special need students, Karasch and Associates was considered the most overall responsible and best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to enter into a contract with Karasch and Associates of West Chester, Pennsylvania to provide real-time captioning services at a day rate of \$115 per hour, an evening rate of \$125 per hour and a weekend (Saturday) rate of \$125 per hour and to provide sign language interpretation services at a day rate of \$110 per hour, an evening rate of \$120 per hour and a weekend (Saturday) rate of \$120 per hour in an amount not to exceed \$99,980 from January 21, 2021 through January 20, 2022, with the option to renew for one (1) additional year.

*Awarded as per MCCC Request for Proposal RFP #2009 (due date December 1, 2020)

**MERCER COUNTY COMMUNITY COLLEGE
 REQUEST FOR BOARD APPROVAL:**

Budget lines beginning with “2” indicate grant funded

VENDOR

Name: Karasch & Associates AMOUNT: not to exceed \$99,980
 Address: 1646 West Chester Pike
 City, State: West Chester, Pennsylvania BUDGET LINE: 10-05-01-02-200207-64105
 DEPARTMENT: Center for Inclusion

TYPE OF PURCHASE:

Bids Distributed: (9) Bids Received: (3)

DESCRIPTION: RFP # 2009 CART Services & Sign Language Interpreting

BID SUMMARY:

CART Services	Price day rate	Price evening rate	Price Saturday rate	Hours utilized per year (day/eve/Sat)	Annual Spending (maximum)
Karasch	\$115/hr.	\$125/hr.	\$125/hr.	777/85/0	\$ 99,980
Sign4U	\$130/hr.	\$130/hr.	\$130/hr.	777/85/0	\$112,060
Preferred Interpreting	\$135/hr.	\$145/hr.	\$145/hr.	777/85/0	\$117,190

K) NEW JERSEY BUSINESS SYSTEMS, INC.

WHEREAS, Mercer County Community College has a need to purchase fiber optic cable and other related equipment, including installation services, for the College’s streaming technology project at the West Windsor campus for FY

2021; and

WHEREAS, Mercer County Community College has prepared a COVID-19 Technology Plan for College re-opening support and has a need to purchase equipment, supplies and installation service, whose costs are paid for and/or enabled by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9, exempts the purchase of equipment, pursuant to a contract for such equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property*, from public advertising from bids but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President be authorized, on behalf of this Board, to amend the contract with New Jersey Business Systems Inc., Robbinsville, NJ, in accordance with the resolution adopted by the Board of Trustees on September 17, 2020, to acquire additional fiber optic cable, conduit and other materials in the amount of \$18,101.63, and increase the not to exceed amount from \$123,000 to \$141,101.63, at the West Windsor campus from January 21, 2021 through June 30, 2021.

*NJBS State Contract(s) # T0109/88389 and T2989/88738

L) CONTRACT MODIFICATIONS FOR THE PRESIDENT

WHEREAS the Board of Trustees (“Board”) previously approved a contract to appoint Dr. Jianping Wang as President of the Mercer County Community College (“MCCC”) for the period July 1, 2018 through June 30, 2021; and

WHEREAS, at its September 17, 2020 meeting, the Board of Trustees approved an increase to the President’s base salary by 2.0 % for the 2020-21 year, effective July 1, 2020; and

WHEREAS it was Board of Trustees’ intention to retroactively increase the President’s base salary by 2.0 % for the 2019-20 year, effective July 1, 2019; and

WHEREAS the Board of Trustees now desires to retroactively increase the President’s base salary by 2.0 % for the 2019-20 year, with any corresponding increase in pension contributions, effective July 1, 2019;

NOW THEREFORE BE IT RESOLVED that the Board of Trustees approves a retroactive increase to Dr. Jianping Wang’s base salary by 2.0 % for the 2019-20 year, and a corresponding increase in pension contributions, effective July 1, 2019.

IV. HUMAN RESOURCES MATTERS

Ms. Berrios-Ohler presented Agenda Item IV (A), which was seconded by Ms. Green. The item was passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen and Nespoli voting aye.

A) RATIFICATION OF APPOINTMENTS, AND STAFF SEPARATION REPORT

BE IT RESOLVED, that this Board approves the Ratification of Appointments, and notes receipt of the Staff Separation Report, all of which will be made a part of the minutes of this meeting. (Attachment #4)

Ms. Berrios-Ohler presented Agenda Items IV (B) and (C), which were seconded by Dr. Nespoli. The items were passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen and Nespoli voting aye.

B) REAPPOINTMENT OF THIRD-YEAR FACULTY MEMBERS

BE IT RESOLVED, That this Board hereby approves the offering of new appointments effective with the 2021-2022 academic year to certain faculty members currently in their third year of service, as recommended by the President as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #5)

C) REAPPOINTMENT OF FOURTH-YEAR FACULTY MEMBERS

BE IT RESOLVED, That this Board hereby approves the offering of new appointments effective with the 2021-2022 academic year to certain faculty members currently in their fourth year of service, as recommended by the President as indicated in the attached which is to be made part of the minutes of this meeting. (Attachment #6)

Ms. Berrios-Ohler presented Agenda Item IV (D), which was seconded by Mr. Drennan. The item was passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen & Nespoli voting aye.

D) PRE-RETIREMENT SABBATICAL APPLICATION

The members of the Board approved a pre-retirement sabbatical application, which is attached. (Attachment #7)

V. OPERATIONS MATTERS

Ms. Delli Santi presented Agenda Items IV (A) and (B), which were seconded by Dr. Nespoli. The items were passed with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen & Nespoli voting aye.

A) APPROVAL OF 2021-22 ACADEMIC CALENDAR

BE IT RESOLVED, that this Board hereby approves the proposed Academic Calendar for academic year 2021-22 as recommended by the President and the Operations

Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting. (Attachment #8)

B) APPROVAL OF 2022-23 ACADEMIC CALENDAR

BE IT RESOLVED, that this Board hereby approves the proposed Academic Calendar for academic year 2022-23 as recommended by the President and the Operations Committee of the Board, and as outlined in the attached, which will be made part of the minutes of this meeting. (Attachment #9)

Ms. Delli Santi presented Agenda Item V (C) for ratification, which was seconded by Mr. Drennan. The item was ratified with Trustees Berrios-Ohler, Delli Santi, Drennan, Green, Hernandez-Manno, Matzen and Nespoli voting aye.

C) DECEMBER 2020 CLERY REPORT

The members of the Board noted receipt and review and ratified the December 2020 Clery Report, which is attached. (Attachment #10)

VI. PRESIDENT'S UPDATE

Enrollment

The coronavirus and its economic impact continue to create challenges for our enrollment. To date, Spring enrollment is down 19.6%. Our 10 week enrollment is up 16% and 7A week is down 1%. The break-down in modes of learning is

- 10% in hybrid
- 53% in remote
- 35% in online

We are taking aggressive steps to continue to address the enrollment decline. We are offering a wide range of financial assistance options to needy students.

Financial Health

Our financial position remains solid, and we have some very good news to report: the federal stimulus package passed in December includes a second round of funding, which includes \$1.9 million direct assistance to students in financial need.

Our strategy for using this second round of CARES money is designed to retain students and help them continue through to graduation, in line with our mission of ensuring that all students can complete their educational journey, whether they can afford it on their own or not. We are reaching out to current students who have tried to register for classes but then can't pay for them. The number of students who have submitted applications for assistance under the new program and registered for classes has hit 356, and we anticipate that will continue to rise until the end of the 14-week add/drop period, followed by the close of the 10-week add/drop.

In the first round of CARES funding, we distributed 1,781 checks worth almost \$1.3 million to students in need.

Thanks to the outstanding leadership of Assistant Dean John Simone, we have brought in over \$300,000 in athletic facilities rentals, which is better than budgeted.

Some full-time faculty members voluntarily gave up their contractually guaranteed opportunities to teach additional classes for overload pay, because they want to provide earning opportunities for adjunct faculty, whose earning opportunities are diminished as enrollment declines.

All five union associations are encouraging their members to find ways to cut expenses, to spend money efficiently, and to find ways to generate revenues. Indeed, the whole college is united and committed to keeping Mercer financially viable and stable.

As of this week, the college Foundation's endowment fund has reached \$14.4 million and that enables the foundation to continue to increase its scholarship awards.

COVID-19 Responses

MCCC is actively involved in the fight against COVID-19. The Mercer County Health Department will run a COVID vaccination clinic on Mercer County Community College's West Windsor campus on January 28 and 29, 2021. MCCC faculty and staff will be assisting at the site.

In addition, as the push to vaccinate as many Americans as possible against COVID-19 becomes more urgent, one obstacle is a shortfall of healthcare personnel experienced in providing the shots. In our effort to be proactive in battling the virus, MCCC has launched a unique Vaccinator Refresher Training course. This program is open to licensed healthcare providers—nurses, physicians, pharmacists—who may need brush up training.

Our strict guidelines for campus access of social distancing and mask-wearing have been quite effective in protecting our students, faculty and staff. To date, only 18 students and 18 employees have tested positive for COVID-19. We will continue our diligent efforts to keep our community safe.

Academic Success

While 2020 was an extraordinarily challenging year, all of us—Trustees, faculty, staff and students—can be proud of a number of accomplishments over the past year. Not least of those is the fact that MCCC graduated 291 students in December—63 more than the year before.

Congratulations to two classes of MCCC Nursing graduates who were honored in pinning ceremonies on January 9th, symbolizing their successful entry into the ranks of professionals in their field. More than 50 graduates from May 2020 and January 2021 received their nursing pins. Despite entering their profession in the middle of the coronavirus pandemic, 100% of the January and May 2020 nursing students passed their national registered nursing exams on their

first attempt, and a number are now working in settings where they are treating COVID-19 patients. Our January 2021 nursing graduating class is one of the largest in recent years.

The cannabis industry in New Jersey is growing, and MCCC has responded by launching a new health-professions program providing Medical Cannabis Training. The program will be launched on Monday. More than 50 will participate in the program. The course will bring in a variety of experts to discuss areas such as federal and state laws and regulations, cultivation basics, and topics such as dosing, administration and compliance.

College Successes

Last week, we had a very successful College Assembly, co-chaired by Dr. Andrea Lynch and Mr. John Kashmer. More than 230 employees actively participated. Wonderful ideas were exchanged. The video stories of our students' resilience and courage inspired us all and reminded us vividly why we do what we do every day.

We also held a great open forum, in response to the riot at the U.S. Capitol on January 6th. All five union leaders and the administration joined forces to demonstrate our strength and unity, by reaffirming our commitment to democracy, and to an inclusive, equitable and just society in which the civil and respectful exchange of ideas occurs. Collectively, we will continue to make Mercer a shining beacon of hope.

The College continues vital work, such as developing our new strategic plan and beginning the Middle States Reaccreditation Self- Study process. Many employees stepped forward to serve on these task forces to help set the direction for Mercer over the next five to eight years. Indeed, united we thrive, and together we achieve.

Serving our Community

Communities served by the College have been hit disproportionately hard by the pandemic and the economic crisis, particularly in Trenton. As a key part of our mission, the College is dedicated to being a driving force in uplifting the city and helping improve the lives of its residents:

As part of our annual Martin Luther King Jr. Day of Service activities, students, faculty and staff joined together on Monday to help those in need. We collected more than 200 bags of gloves, socks and toiletries for The Rescue Mission of Trenton and WomanSpace.

MCCC's Kelsey Theatre held its annual Toys for Tots Campaign this holiday season, and the project was a resounding success. We collected 1,535 toys, 100 more than last year.

Student Success

In spite of the pandemic, advised by Professor Holly Johnson, the MCCC's student paper—The VOICE has maintained a sizable staff despite moving online and having no access to their newsroom.

Last week, the theater work of eight MCCC students was selected from among schools from ten states to participate in the national Kennedy Center American College Theater Festival. Guided by Professor Jody Gazenbeek-Person, the devised performance piece by six Theater students and one Dance student was one of only six works chosen from a regional competition. They recorded their performance—called “The Album of Love,” featuring scenes depicting the impact of the pandemic on their lives—and submitted it virtually. One of the judges called the performance “amazing, brave, creative and edgy work.” Bravo to these incredibly talented students!

VII. NEW JERSEY COUNCIL OF COUNTY COLLEGES REPORT

1. COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG) LEGISLATION

Dr. Nespoli reported that the NJ Legislature has passed a bill to make the CCOG program more permanent (the bill awaits final approval by the Governor). Heretofore the program had to be approved annually through state budget language. There are several important provisions in this bill that strengthen the CCOG program. Currently only students with income of \$65,000 or less are eligible for free community college tuition. The new bill provides that if sufficient funding is available, the state (in consultation with the NJCCC) can raise that income limit. The bill also calls for continuation of the Student Success Incentive grants that provide funding to expand support services for CCOG students. MCCC received a grant of about \$250,000 in 2020-2021 for this purpose. Finally, the Biden Administration has made free community college tuition a top priority. If approved, it will be a federal-state partnership. Because NJ has already established the CCOG program, we should be eligible for additional federal dollars to further expand the program.

2. GOVERNOR’S PROPOSED STATE BUDGET REQUEST FOR FY2022

Last year the Governor proposed a significant cut in state funding to community colleges, which was later restored by the Legislature. This year the NJCCC has recommended a \$10 million increase in state funding, and has asked community college boards of trustees to send letters to the Governor in support of this request. Dr. Nespoli, working with Chair Matzen, sent such a letter to the Governor on behalf of the college. Of special note, at the request of President Wang, all five MCCC bargaining units did the same. There are lots of reasons why this \$10 million increase is needed. One of the most compelling arguments is that community colleges enroll more low-income students and students of color than any other higher education sectors. While New Jersey’s K-12 funding formula promotes equity across school districts by providing MORE funding to districts that enroll more students from low-income families (the Abbott districts, for example), its higher education funding does just the opposite by providing LESS funding for community colleges, the very sector that enrolls the most low-income college students and students of color. This disconnect between K-12 and higher education funding is not unique to New Jersey – but it is especially so in our Garden State. Nationally, community colleges receive about \$8,800 less per student in state aid than four-year public colleges

and universities – but this gap is the highest in New Jersey at \$14,000 per college student. In short, there is no question that one of the most cost-effective ways to advance equity in New Jersey is to provide more state aid to community colleges.

VIII. CHAIR’S REPORT


Chair Matzen reminded trustees to let him know if they are interested in attending the virtual ACCT National Legislative Summit, which takes place February 8-10.

Chair Matzen then showed two videos, which were shown at the College Assembly last week. The first video showed clips from students who gave thanks to staff/faculty for going above and beyond during the transition to online learning. The second video showed students sharing single story narratives that they have been told, and then why they feel included and welcome at Mercer.

Chair Matzen then introduced Foundation Board Chair, Aamir Rehman. Aamir reported that the Foundation raised \$45,460 for the Athletic Hall of Fame, which included 73 donors. He said they are finding creative and innovative ways to get community support. He thanked Board Treasurer Kevin Drennan for agreeing to be the liaison between the Board of Trustees and the Foundation Board. He reported that the Foundation plans to increase the number of Directors, thereby increasing the connectivity to the community. Chair Matzen thanked Aamir for his update and for the hard work of the Foundation Board.

There being no further business to discuss, Dr. Nespoli moved to adjourn the meeting. The motion was seconded by Ms. Berrios-Ohler and passed unanimously. The meeting adjourned at 7:47 p.m.

Respectfully submitted,



Dr. Jianping Wang
President, Mercer County Community College

/bb
Attachments



December 31, 2020

Preliminary

	FY2021 Budget	Dec-20 YTD Actual	Over/(Under) Annual Budget	Actual % Used/Earned	Expected % Used/Earned	Variance % Used/Earned
Revenues:						
State of New Jersey	6,230,000	2,871,472	(3,358,528)	46.09%	50.00%	-3.91%
Mercer County	18,228,000	8,788,087	(9,439,913)	48.21%	50.00%	-1.79%
Tuition & Fees	27,003,000	15,908,924	(11,094,076)	58.92%	56.00%	2.92%
Non -Credit Tuition & Fees	1,750,000	330,167	(1,419,833)	18.87%	56.00%	-37.13%
Other **	4,983,000	1,656,621	(3,326,379)	33.25%	50.00%	-16.75%
Total Revenue	58,194,000	29,555,271	(28,638,729)	50.79%	53.00%	-2.21%
Salaries - 55.05% of total Budget	32,034,000	16,036,659	15,997,341	50.06%	54.00%	-3.94%
Benefits - 18.44% of total Budget	10,730,000	5,410,530	5,319,470	50.42%	54.00%	-3.58%
Total Salary and Benefits - 73.49% of total Budget	42,764,000	21,447,189	21,316,811	50.15%	54.00%	-3.85%
<i>- Salaries and Benefits allocated below</i>						
Expenses:						
Instruction	25,767,900	17,190,003	8,577,897	66.71%	54.00%	12.71%
Academic Support	3,281,400	957,073	2,324,327	29.17%	54.00%	-24.83%
Student Services	5,359,500	2,668,227	2,691,273	49.78%	54.00%	-4.22%
Institutional Support	17,190,900	5,233,539	11,957,361	30.44%	54.00%	-23.56%
Plant Operations	6,594,300	2,399,653	4,194,647	36.39%	54.00%	-17.61%
	58,194,000	28,448,494	29,745,506	48.89%	54.00%	-5.11%
KEY BUDGET ITEMS (included above):						
Utilities	1,870,000	611,624	1,258,376	32.71%	45.00%	-12.29%
Custodial Contract	850,000	273,585	576,415	32.19%	50.00%	-17.81%
Maintenance, Grounds and Equipment	2,254,000	612,401	1,641,599	27.17%	54.00%	-26.83%
IT Management, Computer Software and Hardware	3,729,000	1,143,063	2,585,937	30.65%	48.00%	-17.35%
	8,703,000	2,640,673	6,062,327	30.34%	48.00%	-17.66%
Total Expenditures	58,194,000	28,448,494	29,745,506	48.89%	54.00%	-5.11%
Surplus/(Deficit)	-	1,106,777	1,106,777			
** Other Revenue Key Items:						
WWFM Listener Donations	540,000	213,655	(326,345)	39.57%	44.00%	-4.43%
Conference Center and Food Commissions	582,000	3,170	(578,830)	0.54%	45.00%	-44.46%
Partner Schools (Rutgers, Felician, William Patterson,	274,000	96,839	(177,161)	35.34%	48.00%	-12.66%
Mercer Institute	840,000	127,259	(712,741)	15.15%	35.00%	-19.85%
Kelsey Theater	307,500	3,989	(303,511)	1.30%	40.00%	-38.70%
Tower Rentals	425,000	117,500	(307,500)	27.65%	44.00%	-16.35%
Facility Rentals	254,000	311,041	57,041	122.46%	40.00%	82.46%
Bookstore	150,000	36,478	(113,522)	24.32%	55.00%	-30.68%
Summer Camps (Tomato Patch/Athletics/Camp Colle	780,000	67,247	(712,753)	8.62%	100.00%	-91.38%

** Negative variance in the expected revenue equates to unfavorable anticipated earnings
 ** Negative variance in the expected expense equates to favorable cost savings

**INVESTMENT DETAIL
 FOR THE PERIOD ENDING December 31, 2020**

<u>DATE</u>	<u>SHORT TERM INVESTMENTS</u>	<u>TERM & INTEREST</u>		<u>AMOUNT</u>	
		<u>RATE</u>	<u>DUE</u>		
12/31/20	Bank of Princeton	0.10%	N/A	3,585,068.02	
12/31/20	Bank of Princeton	2.00%	7/11/2021	523,915.35	
12/31/20	FIRST BANK	0.35%	N/A	1,046,366.19	
12/31/20	WELLS FARGO BANK BALANCE	0.25%	N/A	<u>11,239,554.99</u>	###
				<u>16,394,904.55</u>	***
	<u>LONG TERM INVESTMENTS</u>				
12/31/20	WELLS FARGO BANK - UNEMPLOYMENT TRUST FUND	N/A		<u>529,127.90</u>	

*** Cash Balances are gross, current Liabilities are not netted against these balances
 ### Includes \$ 300k of advanced capital funding from the County
 and \$600k of funds earmarked for students, and 2.7mil for institutional expenses under the Cares Act

MCCC PURCHASE ORDER REPORT
 \$7,280 - \$36,400
 DATE OF BOARD MEETING: January 21, 2021
 Budget lines beginning with "2" indicate grant funded

P O#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
P12858	11/24/20	Cliffside Body Corp. Fairview, NJ	\$16,543.95	10-07-01-03-301406-72100	ESCNJ 18/19-42 ESCNJ 17/18-30
Replacement bed for dump truck and top for containing leaf debris; purchased for Facilities Department.					
B6355	11/24/20	United States Postal Service Philadelphia, PA	\$30,000.00	10-07-01-03-3014014-65020	Exemption: Postage
Blanket Purchase Order for first class mail postage.					
	12/1/20	Dynamic Security Edison, NJ	\$34,089.44	70-07-01-03-701261-76101	GSA Contract: 027F-0251X
Access Control ID Card Replacement system – including computers, cameras, printers, ID cards and application module. Purchased with NJ State Chapter 12 funding for WW & JKC campuses.					
P12878	12/3/20	Mercadien Princeton, NJ	\$16,350.00	90-00-00-00-000000-22100	Exemption: Professional Services
Invoice-Audit and Tax Services for MCCC Foundation for FY20. Paid for by the MCCC Foundation.					
P12880	12/3/20	CDW Government Shelton, CT	\$13,851.20	10-01-01-03-301303-69614	ESCNJ 18/19-03
Annual contract for maintenance and support for the Datacenter APC Uninterruptable Power Supplies at the WWC and JKC Campuses purchased for IT Department.					
B6360	12/3/20	Honeywell International, Inc. Mt. Laurel, NJ	\$10,000.00	10-07-01-03-301401-68550	Exemption: Proprietary
Blanket Purchase order for "on-call" HVAC Maintenance FY21 for Facilities Department (only in case of emergency services)					
B6363	12/3/20	Franklin-Griffith LLC Windsor, NJ	\$30,000.00	10-07-01-03-301401-61550	NJ State Contract #85580
Lightbulb supply FY21 for Facilities Department					
B6364	12/4/20	Britton Industries Inc. Lawrenceville, NJ	\$8,480.00	10-07-01-03-301401-68140	Exemption: Emergency Declaration
Cleanup/waste removal in response to declared State of emergency storm event of August 4, 2020, conducted by Facilities Dept.					
B6365	12/4/20	Lucarelli, Nicholas Hamilton Square, NJ	\$15,000.00	10-06-01-05-500120-64110	Exemption: Professional Services
Videography services for marketing and advertising by College Advancement Dept.					
B6367	12/8/20	Kucker Haney Paint Hamilton, NJ	\$10,000.00	10-07-01-03-301401-61580	MCCC Quote #2127
Paint supplies/inventory for FY21 for Facilities Department					

P12863

P12891 12/8/20 Hessert \$14,383.81 70-07-01-03-700122-76101 MCCC Bid #1901
 Marlton, NJ

University Center Payment Application (#17); Facilities Department. Paid for by Chapter 12 funding.

P12893 12/8/20 Carolina \$26,250.00 10-06-01-03-301001-67210 Joint Purchasing Cooperative
 Biological Supply #FY19JPC-54
 Charlotte, NC

CHE 107 Lab Kits for Spring 2021 for students. Paid for and/or enabled by federal and state CARES act and related acts.

P12899 12/15/20 Haldeman Ford \$23,042.86 10-07-01-03-301406-72100 MCCC RFQ #2118
 East Windsor, NJ

Purchase of previously owned 2018 Ford Escape SUV for Security Department.

P12900 12/15/20 Science \$15,495.00 10-06-01-03-301014-61100 MCCC RFQ #2108
 Interactive
 Group
 Yulee, FL

BIO113 Lab kits for students. Paid for and/or enabled by federal and state CARES act and related acts.

P12905 12/15/20 Dell Marketing \$11,513.76 10-06-01-03-301011-61100 NJ State Contract #89AHA
 Round Rock, TX

Purchase Adobe Pro licenses for remote use by staff to edit pdf files. Paid for and/or enabled by federal and state CARES act and related acts.

P12904 12/15/20 Whitman \$8,150.00 10-07-01-03-301401-68850 Exemption: Emergency Declaration
 Cranbury, NJ

Study to assess mold issues due to water intrusion from sidewalk to basement for 101 N. Broad Street building at JKC Campus.

P12908 12/15/20 I Miller \$19,852.00 24-01-01-02-302056-69310 MCCC RFQ #2128
 Optical Instruments
 Feasterville, PA

Purchase of (14) Microscopes and power cords for Science departments. Paid for by Bristol Meyers Squib grant.

P12915 12/15/20 DEMCO \$11,257.92 10-06-01-03-301013-61030 Exemption: Library Supplies
 Madison, WI

Kinglsey K Series Library and Foldable health shields for library. Paid for and/or enabled by federal and state CARES act and related acts.

P12924 12/18/20 B&H Photo \$29,256.16 10-06-01-03-301013-69711 E&I Cooperative
 Video Quote #883317914
 New York, NY

Streaming Technology equipment to synchronize the video stream with audio, for IT Department; Paid for and/or enabled by federal and state CARES act and related acts.

B6373 12/18/20 Spiezle \$12,000.00 70-07-01-03-700121-76101 MCCC RFP #1810
 Architectural Group
 Hamilton, NJ

Architectural services for Physical Education HVAC project at WW Campus; paid for by Chapter 12 funds.

P12933 12/22/20 Presidio \$34,441.10 10-01-01-03-301303-69612 NASPO Value Point CISCO Cooperative
 Networked #AR233 (14-19)/87720
 Solutions, LLC
 Iselin, NJ

Purchase of upgraded network infrastructure switches to replace older switches for the West Windsor campus by the IT Department.



Human Resources Office

To: Jianping Wang, President

From: Barbara Basel, Vice President for Human Resources

Date: January 6, 2021

Re: Ratification of Appointments

The following appointments have been made since December 10, 2020.

Effective Date of Hire	Department	Name	Title	Salary	Range	FLSA
12/14/2020	Student Support Services	Al-Lateef Farmer	Interim Director for EOF	\$57,871	\$42,872 - \$67,991	Exempt
1/04/2021	Academic Affairs	Laura Sosa	Interim Dean of Business/STEM	\$118,502	\$72,807 - \$131,531	Exempt
1/11/2021	Center for Retention & Completion	Emanuel Medina	Interim Success Coach	\$42,000	\$37,695 - \$67,305	Exempt



Human Resources

January 4, 2021

To: Barbara Basel, Vice President of Human Resources
From: Jebby Mathew, Coordinator HRIS Operations, Human Resources
Subject: **Separation Report for December 2020**

Date	Name	Title	Division	Type*	EEO
12/04/2020	Tahir Bradley	Accountant I, Finance-Payroll		RS	M B
12/11/2020	Barbara Jefferson	Assistant Dean for Student Services & Director of EOF		RS	F B
12/18/2020	Fatima Scipio	Recruiter, Strategic Enrollment Services		RS	F B
12/31/2020	Judy Tomasetti	Administrative Specialist, Strategic Enrollment Services		RT	F W
12/31/2020	Margaret Archer	Academic Counselor, Liberal Arts		RT	F W
12/31/2020	Arthur Schwartz	Professor of Mathematics, Business and STEM		RT	M W

*
RS - **Resigned**
RT - **Retired**

Recommended and approved for presentation to the Board of Trustees

Barbara Basel, Vice President of Human Resources

Date

Jianping Wang, President

Date

REAPPOINTMENT OF THIRD-YEAR FACULTY MEMBERS

Name	Title	Division	Date of FT Hire	Total Salary
Michael Hanna	Assistant Professor	Business and STEM	07/30/2018	\$ 70,500.00
Harry Bittner ^{*1}	Assistant Professor	Business and STEM	08/28/2018	\$ 59,902.00
Christopher Cruz-Cullari	Assistant Professor	Liberal Arts	08/28/2018	\$ 60,338.00
Michael DeAngelis ^{*2}	Assistant Professor	Health Professions	08/28/2018	\$ 61,338.00

*1) Full-time professional staff effective 1/25/2016

*2) Full-time professional staff effective 03/19/2007

REAPPOINTMENT OF FOURTH-YEAR FACULTY MEMBERS

Name	Title	Division	Date of FT Hire	Base Salary	
Edward	Avery-Natale	Assistant Professor	Liberal Arts	8/21/2017	\$ 60,338.00
Barbara	Dudycz	Instructor	Business and STEM	1/09/2018	\$ 52,080.00
Deborah	Greer	Assistant Professor Clinical Coordinator	Health Professions	1/09/2018	\$ 80,787.00
Whitfield* ¹	Harris	Assistant Professor	Business and STEM	1/09/2018	\$ 74,312.00
Katina	Lindsay	Assistant Professor	Liberal Arts	8/21/2017	\$ 71,770.00
Erin	Rybicki	Assistant Professor	Business and STEM	8/21/2017	\$ 75,582.00
Tracy	Scaletti	Assistant Professor	Health Professions	8/21/2017	\$ 70,500.00
Mauro	Zamora	Assistant Professor	Liberal Arts	8/21/2017	\$ 64,783.00



Academic Affairs

January 11, 2021

To: Dr. Jianping Wang, President

From: Dr. Robert Schreyer, Vice President for Academic Affairs

Subject: Pre-Retirement Sabbatical Application for Kristen Callahan

I am in receipt of Kristen Callahan's request for Pre-Retirement Sabbatical Leave for the 2021- 2023 academic year. Kristen proposes that she retires within two (2) academic years and request a "Pre-Retirement Sabbatical Leave" as stated in the current (2018-2021) faculty contract.

The maximum workload reduction of work is 40%. Salary paid during years in which a Pre-Retirement Sabbatical is granted will be pro-rated according to the proportion of full normal load which is retained.

The benefits to the College for granting this request include:

- Financial savings for the College
- Opportunity to plan smooth transition in anticipation of the faculty member's retirement
- Leverage faculty member talent prior to faculty retirement

I recommend Kristen Callahan's sabbatical leave request. Her sabbatical plan is sound in its opportunity to plan a smooth transition in anticipation of retirement, while still maintaining a strong connection with the College and students.

Recommended and Approved for presentation to the Board of Trustees:

A handwritten signature in blue ink, appearing to read "R. Schreyer", is written over a horizontal line.

1/11/2-21

Robert Schreyer, Vice President for Academic Affairs

Date

Jianping Wang

01 / 11 / 2021

Academic Calendar - 2021/2022				
Semester	Event	Day	Begin Date	End Date
Fall 2021	Pre-Class Activities	Mon	8/30/2021	
	Classes Begin	Tue	9/7/2021	
	10 week Term Begins	Tue	10/5/2021	
	7 Week A Term Begins	Tue	9/7/2021	
	7 Week A Term Ends	Mon	10/25/2021	
	7 Week A Term Grades Due 10am	Wed	10/27/2021	
	7 Week B Term Begins	Tue	10/26/2021	
	Recess-Thanksgiving *Tues follows Thur/Wed follows Fri schedule	Th-F*	11/25/2021	11/26/2021
	Classes End	Wed	12/15/2021	
	Final Exams	TH-M	12/16/2021	12/20/2021
	Final Exams Conflict Day/Grading	Tue	12/21/2021	
	Grades Due by 5 pm	Wed	12/22/2021	
	Winter			23-Dec
Winter Session 2022	Online Classes Begin	Thur	12/23/2021	
	On Campus Classes Begin	Mon	1/3/2022	
	On Campus Classes End	Fri	1/14/2022	
	On Campus Grades Due by 10am	Mon	1/17/2022	
	Online Classes End	Wed	1/26/2022	
	Online Grades Due by 10:00am	Mon	1/31/2022	
Spring 2022	Pre-Class Activities Tues - Fri	Tues	1/18/2022	1/21/2022
	Classes Begin	Mon	1/24/2022	
	10 week Term Begins	Mon	2/21/2022	
	7 Week A Term Begins	Mon	1/24/2022	
	7 Week A Term Ends	Sun	3/13/2022	
	7 Week A Term Grades Due 10am	Tue	3/22/2022	
	7 Week B Term Begins	Mon	3/21/2022	
	Recess-Spring Break, M-Su	Mon	3/14/2022	3/20/2022
	Classes End	Sun	5/8/2022	
	Final Exams T-F	Mon	5/9/2022	5/15/2022
	Grades Due by 10:00am	Tue	5/17/2022	
Commencement	Fri	5/20/2022		
Summer 2022	U and UA Term Classes Begin	Mon	5/23/2022	
	Memorial Day Recess	Mon	5/30/2022	
	Summer UA Term Ends	Mon	6/27/2022	
	Final Exams Tues & Wed	Tue	6/28/2022	6/29/2022
	Summer A Grades Due by 4pm	Fri	7/1/2022	
	Summer UB Begins	Mon	7/11/2022	
	July 4th Recess	Mon	7/4/2022	
	U and UB Term Classes End	Mon	8/4/2022	
	Final Exams Tues & Wed	Tue	8/16/2022	8/17/2022
	Grades Due by 4:00pm	Fri	8/19/2022	

Academic Calendar - 2022/2023				
Semester	Event	Day	Begin Date	End Date
Fall 2022	Pre-Class Activities	Mon	8/29/2022	
	Classes Begin	Tue	9/6/2022	
	10 week Term Begins	Tue	10/4/2022	
	7 Week A Term Begins	Tue	9/6/2022	
	7 Week A Term Ends	Mon	10/24/2022	
	7 Week A Term Grades Due 10am	Wed	10/26/2022	
	7 Week B Term Begins	Tue	10/25/2022	
	Recess-Thanksgiving *Tues follows Thur/Wed follows Fri Schedule	Th-F*	11/24/2022	11/25/2022
	Classes End	Wed	12/14/2022	
	Final Exams	TH-M	12/15/2022	12/19/2022
	Final Exams Conflict Day/Grading	Tue	12/20/2022	
	Grades Due by 5 pm	Wed	12/21/2022	
	Winter			23-Dec
Winter Session 2023	Online Classes Begin	Wed	12/21/2022	
	On Campus Classes Begin	Mon	1/2/2023	
	On Campus Classes End	Fri	1/13/2023	
	On Campus Grades Due by 10am	Mon	1/16/2023	
	Online Classes End	Tues	1/24/2023	
	Online Grades Due by 10:00am	Mon	1/30/2023	
Spring 2023	Pre-Class Activities	Tues	1/17/2023	
	Classes Begin	Mon	1/23/2023	
	10 week Term Begins	Mon	2/20/2023	
	7 Week A Term Begins	Mon	1/23/2023	
	7 Week A Term Ends	Sun	3/12/2023	
	7 Week A Term Grades Due 10am	Tues	3/21/2023	
	Recess-Spring Break, M-Su	Mon	3/13/2023	3/19/2023
	7 Week B Term Begins	Mon	3/20/2023	
	Classes End	Sun	5/7/2023	
	Final Exams Mon - Sun	Mon	5/8/2023	5/14/2023
	Grades Due by 10:00am	Tue	5/16/2023	
Commencement	Fri	5/19/2023		
Summer 2023	U and UA Term Classes Begin	Mon	5/22/2023	
	Memorial Day Recess	Mon	5/29/2023	
	Summer UA Term Ends	Mon	6/26/2023	
	Final Exams Tues & Wed	Tue	6/27/2023	6/28/2023
	Summer A Grades Due by 4pm	Mon	7/3/2023	
	Summer UB Term Begins	Wed	7/12/2023	
	July 4th Recess	Tue	7/4/2023	
	U and UB Term Classes End	Tues	8/15/2023	
	Final Exams Wed & Thurs	Wed	8/16/2023	8/17/2023
	Grades Due by 4:00pm	Mon	8/21/2023	

MCCC

Attachment #10



To: Sue Perkins,
Vice President of Finance and Administration and CFO

From: Bryon K Marshall,
Exec. Director of Facilities and College Safety

Date: January 04, 2021

Subj: Reportable Crimes, Fires, and Other Emergencies As Required By S-485/A
1976 Law the Cunningham/ Ruiz Bill

In accordance with S-485/A-1976 law the Cunningham/ Ruiz Bill requiring presidents of public institution of higher education to regularly report on-campus criminal and fire events to the institution's governing board I have the following to report.

For the calendar month of December 2020. Three (3) Reportable Offense-Crime(s), fires, and other emergencies occurred on campus during the reporting period which were recorded by campus security at this time.

Incident #1: Motor Vehicle Accident

December 5, 2020, West Windsor Campus: College Safety was advised that the West Windsor Police Department was conducting a motor vehicle accident on campus property. An unidentified person drove a vehicle through the fence and struck multiple solar panels causing extensive damage to the panels. This incident is still under investigation at this time.

Incident #2: Criminal Mischief

December 29, 2020, James Kerney Campus- 101 N Broad Street Kinder Smile Dental Group: College Safety received an alarm activation (Burglary). The alarm was triggered by an act of criminal mischief that resulted in a broken street-level window. No entry was gained.

A subsequent review of the CCTV footage revealed that an unidentified individual was walking and hitting the windows. This person was successful in causing damage. The alarm sounded and the individual fled. The Trenton Police Department responded. TPD Officer Cariola (TPD) is continuing the investigation (case number 20-013911 issued). Our tenant, KinderSmile (Dr. McGrath), was advised and provided with the case and investigation number.

Incident #3: Trenton Fire Department Response Required.

December 30, 2020, James Kerney Campus: College Safety staff discovered a strong odor of gas emanating from the JKC Café. Trenton Fire Department and PSEG were notified and responded. The source of the gas odor was attributed to the ovens pilot lights had been extinguished. JKC Building was inspected and deemed safe by TFD and PSEG.