

MERCER COUNTY COMMUNITY COLLEGE
Minutes of the 673rd Meeting
of the Board of Trustees
May 20, 2021

The public meeting was called to order by Chair Mark Matzen, at 6:33 p.m., via Zoom Conferencing. In addition to the Chair, the following members were in attendance: Blanca Berrios-Ohler, Winnifred Brown-Glaude, Angela Delli Santi, Kevin Drennan, David Fried, Lenora Green, Yasmin Hernandez-Manno, Anthony Inverso, Larry Nespoli, and Jianping Wang, President. Also present was Perry Lattiboudere, College Counsel. Absent was 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, Brown-Glaude, Delli Santi, Drennan, Green, Hernandez-Manno, Inverso, Matzen, and Nespoli voting aye.

D) PUBLIC COMMENT

No one from the attending public addressed the board at this time

II. A) APPROVAL OF MINUTES OF THE APRIL 15, 2021 BOARD MEETING

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

BE IT RESOLVED, that the minutes of the April 15, 2021 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, Brown-Glaude, Delli Santi, Drennan, Green, Hernandez-Manno, Inverso, 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 APRIL

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

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

E) ECONOMIC MODELING, INC.

WHEREAS, Mercer County Community College has a need to renew its annual subscription for a career counseling website for student use for the Center for Retention & Completion and the annual subscription for economic analyses SaaS services for use by the Department of Institutional Effectiveness department for Fiscal Year 2021; and

WHEREAS, Mercer County Community College recently acquired consulting services to perform an analysis of the economic impact and return on investment resulting from the College's wide-ranging activities to have this information available for student recruitment and marketing; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.11 a. (b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreements*; and

WHEREAS, Mercer County Community College had identified that Economic Modeling, LLC (Emsi) of Moscow, Idaho has the needed software and economic impact study expertise and experience available under the cooperative pricing agreement with the NJ Council of County Colleges (NJCCC)* pricing system which represents the best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to renew its annual subscriptions for a career counseling website for student use (Career Coach) at a cost not to exceed \$9,500, economic analyses SaaS services (SaaS Analyst) at a cost not to exceed \$12,000 and economic impact study (EIS) consulting services at a cost not to exceed \$16,900 with Economic Modeling, LLC (Emsi) of Moscow, Idaho, for a FY21 aggregate spending with this vendor for \$38,400, all paid by the Title III grant, except for the EIS study paid by College Operations – research budget, through June 30, 2021.

NJ Council of County Colleges RFPs# 19/20 Q-227 and R-227

F) F.W. WEBB COMPANY

WHEREAS, Mercer County Community College has the need to purchase two (2) new boilers to replace two (2) boilers that have failed in the Library (LB) building on the West Windsor campus; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.11a(b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement but requires a resolution authorizing the award of such a contract; and

WHEREAS, Mercer County Community College has identified that F.W. Webb Company d.b.a. Lincoln Supply of Bedford, Massachusetts has the required parts, supplies and equipment to acquire two (2) replacement boilers and associated HVAC and plumbing supplies to replace the two (2) boilers in the library (LB) building on West Windsor campus that have failed integrity testing, under the Cooperative Pricing Agreement with the Hunterdon County Education Services Commission* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with F.W. Webb d.b.a Lincoln Supply of Bedford, Massachusetts to acquire two (2) new replacement boilers and associated HVAC and plumbing supplies to replace the two (2) boilers in the library (LB) building on the West Windsor campus that failed integrity testing at a cost not to exceed \$45,000, increasing the FY21 aggregate spending with this vendor from \$32,000 to \$77,000 through Dec. 31, 2021.

* Hunterdon County Education Services Commission #HCESC-Cat-19-09

G) FYR FYTER SALES AND SERVICES

WHEREAS, Mercer County Community College had a need to test, repair, and replace fire extinguisher, suppression and sprinkler equipment in order to meet the code compliance requirements at the James Kerney and West Windsor campuses, commencing in FY 2021; 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; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, specifically provides for the purchase of work, materials and supplies by Cooperative Agreement with the governing bodies of any municipality or of the county* within whose boundaries any such college is wholly or partially located, but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to enter into a contract with Fyr-Fyter Sales and Service of Pennington, New Jersey to test, repair and replace fire extinguisher, suppression and sprinkler equipment in order to meet the code compliance requirements at the James Kerney and West Windsor campuses at a cost not to exceed \$80,000. Paid by the New Jersey Chapter 12 program through December 31, 2021.

* New Jersey Contract #45627

* Mercer County Contract CK09Mercer2019-17

H) HD SUPPLY

WHEREAS, Mercer County Community College has a need to purchase hands-free hand-dryers, paper towel dispensers, water fountains and ceiling tiles for bathroom renovations for the West Windsor and James Kerney campuses in FY 2021; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.11(b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement; and

WHEREAS, Mercer County Community College has joined the Omnia Partners, Public Sector+ cooperative pricing system for the procurement of goods and services at competitive pricing and offers competitively solicited and awarded service agreements by public agencies and governmental units to insure that industry best

practices, processes and procedures are applied to obtain the most cost-effective bids representing the best value for its membership; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.10, specifically provides for the purchase of work, materials and supplies by Cooperative Agreement with the governing bodies of any municipality or of the county within whose boundaries any such college is wholly or partially located; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with HD Supply of Atlanta, GA to purchase hands-free hand-dryers, paper towel dispensers, water fountains and ceiling tiles for bathroom renovations for the West Windsor and James Kerney campuses for an amount not to exceed \$50,000 through June 30, 2021. Paid by the New Jersey Chapter 12 program.

+ OMNIA Partners Contract # 16154

I) HEATH LUMBER COMPANY

WHEREAS, Mercer County Community College has a need to purchase bathroom countertops needed for hands-free sinks as part of bathroom renovations at various buildings on the James Kerney and West Windsor campuses; and

WHEREAS, County College Contracts Law, N.J.S.A. 18A:64A-25.10, allows for one or more county colleges to provide for such purchases by joint agreement with the governing body of the municipality* or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other units of government pursuant to Local Public Contracts Law, P.L.1971, c.198 (C.40A:11-1, et seq); and

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Heath Lumber Company, of Ewing, New Jersey to purchase bathroom countertops needed for hands-free sinks as part of bathroom renovations at various buildings on the James Kerney and West Windsor campuses at a cost not to exceed \$10,000, increasing the FY21 aggregate spending with this vendor from \$35,000 to \$45,000 through June 30, 2021. Paid for by the Chapter 12 Program.

*Mercer County Contract # CK09MERCER 2020-02

J) HOGAN SECURITY GROUP LLC

WHEREAS, Mercer County Community College has the need to acquire and install hands-free door devices including installation and repair services to replace faulty door openings and fix exterior doors that do not open properly at various buildings on the James Kerney and West Windsor campuses; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.11a(b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement but requires a resolution authorizing the award of such a contract; and

WHEREAS, Mercer County Community College has identified that Hogan Security Group LLC of Pennington, New Jersey has the expertise to install and repair hands-free door devices including installation and repair of faulty door openings and exterior doors that do not open properly at various buildings on the James Kerney and West Windsor campuses, under the Cooperative Pricing Agreement with the Hunterdon County Education Services Commission* which represents the best value for the College; now therefore;

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Hogan Security Group LLC of Pennington, New Jersey for an amount not to exceed \$110,000 to install and repair hands-free door devices and door openings and exterior doors at various buildings on the James Kerney and West Windsor campuses through Dec. 31, 2021. Paid by the New Jersey Chapter 12 program.

* Hunterdon County Education Services Commission #HCESC-Cat-20-12.

K) MAGIC TOUCH CONSTRUCTION

WHEREAS, Mercer County Community College has a need to purchase plumbing supply installation services for hands-free faucets and other touchless bathroom fixtures and sewer pipe cleaning services, as part of bathroom renovations at various buildings on the James Kerney and West Windsor campuses; and

WHEREAS, County College Contracts Law, N.J.S.A. 18A:64A-25.11 a – (b) exempts bidding from public advertising and authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement*, but requires a resolution authorizing the award of such a contract; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of the Board, to contract with Magic Touch Construction Company of Keyport, NJ, to purchase plumbing supply installation services for hands-free faucets and other touchless bathroom fixtures, and sewer pipe cleaning services, as part of bathroom renovations at various buildings on the James Kerney and West Windsor campuses at a cost not to exceed \$40,000, increasing the FY21 aggregate spending with this vendor from \$17,000 to \$57,000 through December 31, 2021 (FY21 and FY22). Paid by the New Jersey Chapter 12 program.

* Educational Services Commission of New Jersey Contract #20/21-18

L) MARK'S PLUMBING SUPPLIES, INC.

WHEREAS, Mercer County Community College has a need to purchase plumbing supplies such as hands-free faucets and other fixtures as part of bathroom renovations at various buildings on the James Kerney and West Windsor campuses; and

WHEREAS, a provision of the County College Contracts Law, N.J.S.A. 18A:64A-25.9 (b) exempts the purchase of any materials, supplies, goods, services or equipment, pursuant to a contract for such equipment entered into on behalf of the Federal Supply Schedules of the General Services Administration* as permitted by the Federal Acquisition Streamlining Act of 1994 (P.L.. 103-355) 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 the Board, to contract with Mark's Plumbing Supplies Inc. of Fort Worth, TX, to acquire plumbing supplies such as hands-free faucets and other hands-free fixtures, as part of bathroom renovations at various buildings on the James Kerney and West Windsor campuses at a cost not to exceed \$63,000, increasing the FY21 aggregate spending with this vendor from \$67,000 to \$130,000. Paid by the New Jersey Chapter 12 program through December 31, 2021.

* GSA Contract GSA # GS-07F-0342U

M) MODERN GROUP

WHEREAS, Mercer County Community College has a need to acquire a Bandit Equipment Intimidator 12XPC wood chipper for general landscaping and grounds maintenance to reduce debris removal costs and maintenance and repair of other College owned equipment and machinery for the Facilities Department at the West Windsor campus in FY 2021; and

WHEREAS, a provision of the County Contracts Law, N.J.S.A. 18A:64A-25.11(b) authorizes a county college to make purchases and contract for services through the use of a nationally recognized and accepted cooperative purchasing agreement; and

WHEREAS, Mercer County Community College has joined the Educational Services Commission of New Jersey (ESCNJ) cooperative pricing system* for the procurement of goods and services at competitive pricing and offers competitively solicited and awarded service agreements by public agencies and governmental units to insure that industry best practices, processes and procedures are applied to obtain the most cost-effective bids representing the best value for its membership; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board, to contract with Modern Group, of Bristol, PA to acquire a Bandit Equipment Intimidator 12XPC wood chipper for general landscaping and grounds maintenance to reduce debris removal costs and maintenance and repair of other College owned equipment and machinery for the Facilities Department at the West Windsor campus for a cost not to exceed \$38,000, increasing the FY21 aggregate spending with this vendor from \$2,000 to \$40,000.

* ESCNJ contract 18/19-25

N) PRESIDIO NETWORKED SOLUTIONS, INC.

WHEREAS, Mercer County Community College has an immediate need in FY 2021 to purchase consulting services to perform a Wireless Network survey to assess the College's current Wi-Fi network for twenty-four (24) buildings at the James Kerney and West Windsor campuses to prepare and upgrade this network for future expansion in FY 2022; and

WHEREAS, Mercer County Community College has prepared a COVID-19 Technology Plan for College re-opening support and has a need to acquire computer network hardware paid from College Operating funds, and software and professional services whose costs will be reimbursed by the Coronavirus Aid, Relief and Economic Security (CARES) Act pursuant applicable guidance documents; 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 is authorized, on behalf of this Board, to contract with Presidio Networked Solutions Inc., Morristown, NJ, in FY 2021 to purchase consulting services to perform a Wireless Network survey to assess the College's current Wi-Fi network for twenty-four (24) buildings at the James Kerney and West Windsor campuses to prepare and upgrade this network for future expansion in FY 2022, at a cost not to exceed \$36,400 through June 30, 2021. Paid by the CARES Act. FY 2021 aggregate spending with this vendor is not to exceed \$290,000.

*New Jersey State Contract NASPO ValuePoint AR233 (14-19) NJ 87720

O) DFX SMART CLASSROOM INTEGRATOR

WHEREAS, Mercer County Community College has a need to update twenty (20) classrooms to be Smart Classrooms, and purchase audio-visual equipment and

ancillary equipment including installation services for the College's Smart Classroom technology project at the West Windsor and James Kerney campuses in FY 2021; and

WHEREAS, the College's Smart Classroom technology 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 seven (7) vendors that responded to the advertised bid for Streaming Technology Project Services by the required due date of May 11, 2021, 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 enter into a contract with Dynamite Disc Jockey's Inc. d/b/a DFX of West Berlin, NJ to purchase audio-visual and ancillary equipment, including installation services, for the College's Smart Classroom technology project for (20) classrooms at the West Windsor and James Kerney campuses, not to exceed \$590,530, funded by the federal and/or state Coronavirus Aid, Relief and Economic Security (CARES) Act and related acts, from May 20, 2021 through December 31, 2021.

MERCER COUNTY COMMUNITY COLLEGE

REQUEST FOR BOARD APPROVAL: May 20, 2021

Budget lines beginning with "2" indicate grant funded

VENDOR

DFX
465 Taunton Ave. – Suite 108
West Berlin, NJ 08091

AMOUNT: not to exceed \$590,530

BUDGET LINE: 10-06-01-03-301001-69741
CARES Act

DEPARTMENT: Information Technology

TYPE OF PURCHASE:

Bids Distributed: (16) Bids Received: (7) Responsive Bids Received: (6)

DESCRIPTION: RFP # 2104 Smart Classroom Technology Project – audio-visual and related equipment, including installation.

BID SUMMARY:

VENDOR	Price
DFX - West Berlin, NJ	\$590,530.00
Howard Technology Solutions – Laurel, MS	\$603,129.00
Delco Solutions – Broomall, PA	\$655,854.00
Technotime Business Solutions – East Rutherford, NJ	\$698,640.00
Mason Technologies – Deer Park, NY	\$713,611.40
IVCI – Hauppauge, NY	\$723,651.80

P) ALLEGRA PRINTING

WHEREAS, Mercer County Community College has a need implement Phase II of its wayfinding project and acquire interior wayfinding and signage to update offices, classroom labs and lecture halls for all buildings at the James Kerney and West Windsor campuses in fiscal year 2022; and

WHEREAS, Mercer County Community College is a member of the Educational Services Commission of New Jersey Cooperative Pricing Agreement for the procurement of goods and services at competitive pricing; and

WHEREAS, Mercer County Community College has identified that Allegra Printing of Princeton, New Jersey has the needed new interior wayfinding and signage to update offices, classroom labs and lecture halls available under the Cooperative Pricing Agreement with the Educational Services Commission of New Jersey* which represents the best value for the College; now therefore

BE IT RESOLVED, that the President is authorized, on behalf of this Board to contract with Allegra Printing of Princeton, New Jersey to implement Phase II of its wayfinding project and acquire interior wayfinding and signage to update offices, classroom labs and lecture halls for various buildings at the James Kerney and West Windsor campuses at a cost not to exceed \$650,000, through June 30, 2022 (FY22). Paid by New Jersey Chapter 12 program.

* Educational Services Commission of New Jersey Contract #18/19-10

Q) BEYER FORD

WHEREAS, Mercer County Community College has a need to acquire a Ford F-250 four wheel drive pickup truck for general landscaping, snow removal, salt

spreading and other general utility functions for the Facilities Department at the West Windsor campus in FY 2021/22; 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 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 is authorized, on behalf of this Board, to enter into a contract with Beyer Ford, Morristown, NJ, to acquire a Ford F-250 four wheel drive pickup truck with snow plow kit for general landscaping, snow removal, salt spreading and other general utility functions at the West Windsor campus in FY 2021/22 at a cost not to exceed \$40,000 through Dec. 31, 2021.

* State of New Jersey Contract # A88727

R) CARL D. PERKINS CAREER AND TECHNICAL EDUCATION GRANT APPLICATION

WHEREAS, the New Jersey Department of Education, Office of Grants Management, is soliciting applications for Carl D. Perkins Career and Technical Education Grant for FY2022; and

WHEREAS, Perkins fiscal year 2022 funding will be used to improve Mercer's delivery of instruction of Career and Technical Education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions; and

WHEREAS, Perkins fiscal year 2022 grant expenditures will focus on the purchase of equipment, instructional salaries, materials and supplies for CTE academic programs such as Nursing, Medical Lab Technology, Automotive, Radiography, Entertainment Technology, Culinary, etc. Purchases under the Perkins FY 2022 grant will provide for student instruction, using state-of-the-art programming that meets business and industry standards; and

WHEREAS, Mercer County Community College will submit a grant proposal to the New Jersey Department of Education; now therefore

BE IT RESOLVED, that the Mercer County Community College Board of Trustees approves the application submission to the New Jersey Department of Education for a Carl D. Perkins Career and Technical Education Grant for an estimated

funding amount of \$570,706 for the period from July 1, 2021 through June 30, 2022.

IV. HUMAN RESOURCES MATTERS

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

A) APPOINTMENTS, RATIFICATION OF APPOINTMENTS, PROMOTION AND STAFF SEPARATION REPORT

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

B) FIRST-YEAR FACULTY REAPPOINTMENTS

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 first 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)

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

C) PROMOTIONS IN ACADEMIC RANK

BE IT RESOLVED that this Board hereby approves promotions in academic rank as indicated below, with salary increases as approved by the Faculty contract, effective for the 2021-2022 academic year, as recommended by the President.

To Associate *Professor*

- Jason Evans
- Christopher DePagnier

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

D) EMERITUS STATUS FOR RETIRED FACULTY MEMBERS

BE IT RESOLVED, that this Board approves the award of emeritus rank to the following retired faculty members of Mercer County Community College, as recommended by the President in accord with established policy.

- Barbara Behrens
- Martha Gunning
- Laurene Jones
- Donald Reichman
- Arthur Schwartz
- Fred Weiner

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

E) SEMI-SABBATICAL APPLICATION

WHEREAS, this Board approves the granting of a semi-sabbatical leave for Professor Holly Johnson (half load course release during the Fall 2021 and Spring 2022 semesters to work on a large scale biographical research project and a comprehensive biography), now therefore

BE IT RESOLVED, that Professor Johnson will research and produce a white paper detailing the manner in which the projects enhance her teaching practice in service to student success, as well as preparing students for artistic growth and successful admission to bachelors and graduate level degree programs; and

BE IT FURTHER RESOLVED, that Professor Johnson will return to full-time employment for at least two (2) years following completion of this semi-sabbatical leave.

V. OPERATIONS MATTERS

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

A) ADVISORY COMMISSION APPOINTMENTS AND REAPPOINTMENTS

BE IT RESOLVED, that this Board approves the appointments and reappointments to the advisory commission as recommended by the President and as outlined on the attached, which will be made a part of the minutes of this meeting. (Attachment #6)

- CIVIL ENGINEERING

- FUNERAL SERVICES
- HOLOCAUST
- NURSING

Ms. Delli Santi presented Agenda Item V (B), which was seconded by Dr. Nespoli. The item was passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

B) APPROVAL OF REVISED PROGRAMS OF STUDY

WHEREAS, the College faculty recommends the following Revised Programs of Study for academic programs:

1. Aviation Flight Technology – Split AVI113 and redistributed flight training
2. Fire Science Technology – Free elective removed from the program due to other course changes
3. Web Design Certificate of Proficiency – To better align with course changes and new courses

WHEREAS, the President and Vice President for Academic Affairs have reviewed and approve the recommendations; now therefore

BE IT RESOLVED, that the Board of Trustees approves the recommendations for the revision to the listed programs.

Ms. Delli Santi presented Agenda Item V (C), which was seconded by Dr. Nespoli. The item was passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

C) APPROVAL OF NEW PROGRAMS OF STUDY

WHEREAS, the College faculty recommends the following New Programs of Study for academic programs:

New Programs (All Certificates of Achievement “Micro Credentials”)

1. Computer Support Specialist
2. Web Development
3. Database Concepts and Skills Associate
4. IT System Analyst Associate
5. Oracle SQL Programming and Database Design Specialist
6. Commercial Photography
7. Dance
8. Professional Acting

WHEREAS, the President and Vice President for Academic Affairs have reviewed and approve the recommendations; now therefore

BE IT RESOLVED, that the Board of Trustees approves the recommendations for the new listed programs.

Ms. Delli Santi presented Agenda Item IV (D), which was seconded by Dr. Nespoli. The item was passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye. (Attachment #7)

D) APPROVAL OF 2021-2026 STRATEGIC PLAN

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

E) APRIL 2021 CLERY REPORT

The members of the Board noted receipt and review and ratified the April 2021 Clery Report, which is attached. (Attachment #8)

VI. OTHER MATTERS

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

Mr. Drennan moved to amend the FY 2021 Board Meeting Schedule to hold the February 2022 meeting at James Kerney Campus. This was seconded by Ms. Delli Santi and passed with Trustees Berrios-Ohler, Brown-Glaude, Delli Santi, Drennan, Green, Hernandez-Manno, Inverso, Matzen and Nespoli voting aye.

A. BOARD MEETING SCHEDULE FOR FY 2022

BE IT RESOLVED, that this Board adopts the meeting schedule for FY 2022, as indicated on the attached, which will be made a part of the minutes of this meeting. (Attachment #9)

VII. PRESIDENT'S UPDATE

Enrollment

As of today, Summer Enrollment is down 6.1% and Fall Enrollment is down 7.3%. The FY 2022 budget is built on a 1.9% enrollment increase. So we must think out of the box to generate revenue to put the college on solid financial footing.

The College is committed to stepping up its game to compete in this new environment. We no longer are competing for what we offer, but how we deliver both instruction and services.

Fiscal Health

The College remains committed to protecting jobs for all of our full-time faculty and staff. With non-conventional approaches, we will have a balanced budget for FY2022. It will require continued collective sacrifice and efforts demonstrated by all employees in the past 14 months.

We are meeting with County representatives virtually on Tuesday, May 25 for our annual Board of School Estimate Meeting, where we will present our request for county funding toward our operating budget as well as Chapter 12 projects. We thank the County for their continued and unwavering support of MCCC.

I had the opportunity, along with our Board Chair and Treasurer, to attend the County Commissioners meeting last week to present our Economic Impact Study. It was very well received and the Board of Commissioners reaffirmed its support for the college.

COVID-19 Responses

Thanks to our nursing students, faculty and volunteers, a total of 16,167 vaccine doses have been administered at the Mercer County vaccine clinic held at our West Windsor campus. We thank all of the volunteers for their part in supporting the College's mission of responding to community needs.

Mercer County Community College is preparing for a safe reopening for the Fall 2021 semester, with detailed and robust plans to protect the safety and health of our students, faculty, staff, friends, and visitors. Our Reopening Task Force, consisting of members across all departments of the college, worked very hard to develop plans for a safe reopening for Fall 2021. We held two college-wide open forums in May to inform and receive input from the college community. The updated plan can be found [here](#).

For the Fall 2021 semester, the majority of classes will be offered in-person. There will also be options for hybrid, remote, and online modalities. In addition, the college is making investments in Live Streaming Technology and Smart Classroom Technology while we are significantly increasing our broadband and WiFi capacities to ensure that all classes will run smoothly.

We conducted a Reopening Survey for current students, receiving 1,352 responses. 90% surveyed said they plan to register for classes in the fall. 65% of students said, if offered, they would attend in-person fall classes. 63% reported that they would get vaccinated if vaccines are available to them. We are strongly encouraging COVID-19 vaccinations for students and staff before the start of the Fall 2021 semester and will be posting regular messaging to emphasize this vital step toward resuming our vibrant college life.

The facilities team is working diligently on completing all essential repairs before we reopen, including touchless faucets and doors, exterior painting, HVAC replacements and repairs, sanitary stations, food stations, wayfinding, and CCTV.

The College continues to serve our students in all areas. Our Virtual OneStop has served over 3,000 students since its opening in August. We have also distributed more than \$2.3 million federal stimulus payments to students in need.

As reported last month, we plan to move our in-person Commencement ceremony to Friday, August 6, provided CDC guidelines permit. We will keep you updated as the details become available.

College News

We are honored to announce that the College has been awarded the 2021 New Good Neighbor Award by New Jersey Business & Industry Association for our Trenton Health and Wellness

Education Center. This is the second time we have earned this recognition. In 2017 we received the award for Trenton Hall and Annex at our James Kerney Campus.

The College hosted its Spring Assembly virtually on May 13, with 235 participants. Employees were recognized for milestone employment anniversaries at the college, and reports were given on the State of the College, as well as updates from Academic Affairs, Middle States, the Reopening Task Force, CGC and FCTL. Stacy Denton received the Human Relations award and Liz Mizerek received the Community Service Award. This was an opportunity for faculty and staff to come together to celebrate what we have accomplished, plan ahead for the coming months, and march forward together.

We recently received notice that our Advanced Manufacturing Technology program is accredited for the next five years by the National Institute of Metalworking Skills. Congratulations to Program Coordinator, Professor Michael Hanna for this accomplishment.

The funeral services student cohort which began in January is the largest we've had in years, despite the pandemic. This shows that students are seeking out our programs, even in these challenging times.

Congratulations to Peg Gould, assistant director of the Education and Training Department. Peg has been named a fellow by the Coalition on Adult Basic Education. This fellowship is a year-long advocacy training program for adult educators, adult learners, and friends of adult education.

MCCC is mourning the passing of retired President John P. Hanley, who served as Mercer's president from 1975 to 1992, and then as a member of the Business faculty until 1999. He had a profound impact on the college with his unwavering dedication to student success. An article has been posted online with reflections from some of his colleagues. The college is planning to host a celebration of his life in the coming months.

Student Successes

We have more exciting news regarding our Mercer graduates. Brothers and MCCC students Joshua and Daniel Adomina, both Business Administration majors, have been accepted into Cornell University. Daniel has also been accepted into Princeton and is still deciding where to attend. Joshua has committed to Cornell.

Last month, we informed you that our PTK President Patricia Vieira was accepted into Smith College with \$60,000 in scholarship. We just learned last week that she is also accepted into Princeton University. She is still deciding which institution to attend.

This makes the highest number of graduates accepted into Ivy League institutions in our college's history: one into Harvard, two into Princeton, one into Cornell. Plus, one of our Upward Bound graduate is accepted into Princeton and another into NYU.

With that many of our students getting accepted into selective institutions in spite of the challenges of the pandemic, it simply means that Mercer is providing quality and affordable education and our efforts are paying off. It is true: If you come to Mercer, you can go anywhere.

Our EOF virtual Honors Ceremony was held on Wednesday afternoon. Forty-one students attended. Over the 2020-21 academic year, the Educational Opportunity Fund will graduate 26 students. Seven students are headed to Rutgers University, four to New Jersey Institute of Technology and three to The College of New Jersey. EOF students will also be attending Kean University, Stockton University, William Paterson University, Rowan University, Rider University, Ohio State University and New Mexico University.

VIII. NEW JERSEY COUNCIL OF COUNTY COLLEGES REPORT

Dr. Nespoli reported on three high-priority issues for community colleges throughout the state.

1. FEDERAL FUNDING FOR COMMUNITY COLLEGES

At last month's board meeting, we reported on the three waves of federal COVID relief that have already been approved and distributed to community colleges throughout the country. These are one-time short-term dollars that will provide a bridge to what comes next in 2023-2024 by helping to transform community colleges into institutions that will be better able to respond to future opportunities and challenges. We also touched on the Biden Administration's proposed infrastructure proposal that includes \$12 billion to upgrade community college facilities and technology at community colleges. Finally, further information has recently been released on a proposed federal free community college tuition program (\$109 billion) plus related funding to support evidence-based practices for student success (\$62 billion). Taken together, these new federal community college initiatives represent a once-in-a-generation level of federal support and commitment to the nation's 1100 community colleges.

2. NEW JERSEY'S FREE COMMUNITY COLLEGE TUITION PROGRAM – COMMUNITY COLLEGE OPPORTUNITY GRANT (CCOG)

The federal proposal for free community college tuition impacts New Jersey's free community college tuition program, known as CCOG, in several important ways. First, the federal proposal envisions a 3-to-1 matching program, with three federal dollars for every state dollar. With NJ's state leaders already having a match in place through CCOG, the new federal funding would enable a major expansion of the program. Second, it is important to note that the Biden Administration's free tuition proposal only includes community colleges. In New Jersey, Governor Murphy has recently proposed an expansion of the state's free tuition program to include state colleges and universities. Interestingly, Senate President Sweeney has recently suggested that, if the four-year institutions are included, it should only be for the junior and senior years so as not to complete with CCOG.

3. STATE BUDGET UPDATE

Governor Murphy has included a \$5 million increase in state operating aid to community colleges in his proposed FY2022 state budget. While grateful for the increase the Governor has proposed, the NJCCC is requesting a \$10 million increase, which would be linked to a new community college funding formula that NJ community college leaders are working on. We will be reaching out to Mercer County's state legislators to seek their support of this \$10 million proposal when asked to do so by the NJCCC.

IX. CHAIR'S REPORT

Chair Matzen reported that he, along with Trustee Drennan and Dr. Wang, presented the Economic Impact Study of the College to the Board of County Commissioners last week. He said it was well received and shows what a good investment MCCC is. He said, in the past five years, the County has invested almost \$100 million in the College.

He then introduced Aamir Rehman, Foundation Board Chair. Dr. Rehman reported that the Economic Impact Study was also presented at the quarterly Foundation Board meeting in April. He said the data is phenomenal. He then gave an update on the Athletic Hall of Fame Induction Ceremony, which will take place on Saturday, June 12 at 6:00 p.m. at the Trenton Country Club. Members from all championship teams will be inducted on that evening.

Chair Matzen introduced Inder Singh, Vice President for Information Technology and Robert Monegro, Director of IT Customer Services Operations, who gave a presentation on how our investment in livestreaming technology has helped the College and the community we serve during these times. They reported that this technology has allowed the College to be directly engaged with students, faculty, staff, alumni, and communities and has allowed the College to have a direct presence regionally, nationally and globally. Chair Matzen thanked the administration for making this investment, especially as we encounter new and different competition. Dr. Wang said it wouldn't have been possible if the board didn't challenge the College to be bold and dream big. She said the College is better prepared for the future with these investments.

BE IT RESOLVED, that this Board adjourns to Executive Session at 7:59 p.m. to discuss the President's contract. Circumstances under which these discussions will be disclosed to the public when necessary actions are taken at public session

The public session reconvened at 9:50 p.m.

There being no further business to discuss, Mr. Drennan moved to adjourn the meeting. The motion was seconded by Ms. Delli Santi and passed unanimously. The meeting adjourned at 9:51 p.m.

Respectfully submitted,



Dr. Jianping Wang
President, Mercer County Community College

/bb
Attachments



30-Apr-21

	FY2021 Budget	Apr-21 YTD Actual	(Over)/Under Annual Budget	Actual % Used/Earned	Expected % Used/Earned	Variance % Used/Earned
Revenues:						
State of New Jersey	6,230,000	5,304,339	925,661	85.14%	83.33%	1.81%
Mercer County	18,228,000	14,091,440	4,136,560	77.31%	83.33%	-6.02%
Tuition & Fees	27,003,000	23,537,696	3,465,304	87.17%	88.00%	-0.83%
Non -Credit Tuition & Fees	1,750,000	596,306	1,153,694	34.07%	80.00%	-45.93%
Other **	4,983,000	3,297,788	1,685,212	66.18%	86.50%	-20.32%
Total Revenue	58,194,000	46,827,569	11,366,431	80.47%	86.50%	-6.03%
Salaries - 55.05% of total Budget	32,034,000	27,732,797	4,301,203	86.57%	84.00%	2.57%
Benefits - 18.44% of total Budget	10,730,000	7,682,202	3,047,798	71.60%	84.00%	-12.40%
Total Salary and Benefits - 73.49% of total Budget	42,764,000	35,414,999	7,349,001	82.81%	84.00%	-1.19%
<i>- Salaries and Benefits allocated below</i>						
Expenses:						
Instruction	25,767,900	21,673,873	4,094,027	84.11%	87.00%	-2.89%
Academic Support	3,281,400	1,802,534	1,478,866	54.93%	87.00%	-32.07%
Student Services	5,359,500	4,279,328	1,080,172	79.85%	87.00%	-7.15%
Institutional Support	17,190,900	12,929,251	4,261,649	75.21%	87.00%	-11.79%
Plant Operations	6,594,300	4,000,754	2,593,546	60.67%	87.00%	-26.33%
	58,194,000	44,685,740	13,508,260	76.79%	87.00%	-10.21%
KEY BUDGET ITEMS (included above):						
Utilities	1,870,000	1,094,972	775,028	58.55%	75.00%	-16.45%
Custodial Contract	850,000	446,288	403,712	52.50%	80.00%	-27.50%
Maintenance, Grounds and Equipment	2,254,000	996,799	1,257,201	44.22%	82.00%	-37.78%
IT Management, Computer Software and Hardware	3,729,000	1,449,385	2,279,615	38.87%	79.00%	-40.13%
	8,703,000	3,987,445	4,715,555	45.82%	77.50%	-31.68%
Total Expenditures	58,194,000	44,685,740	13,508,260	76.79%	88.50%	-11.71%
(Surplus)/Deficit	-	(2,141,829)	(2,141,829)			
** Other Revenue Key Items:						
WWFM Listener Donations	540,000	382,793	(157,207)	70.89%	82.00%	-11.11%
Conference Center and Food Commissions	582,000	2,449	(579,551)	0.42%	77.50%	-77.08%
Partner Schools (Rutgers, Felician, William Patterson,	274,000	168,902	(105,098)	61.64%	86.00%	-24.36%
Mercer Institute	840,000	136,699	(703,301)	16.27%	77.50%	-61.23%
Kelsey Theater	307,500	2,836	(304,664)	0.92%	88.00%	-87.08%
Tower Rentals	425,000	211,500	(213,500)	49.76%	85.00%	-35.24%
Facility Rentals	254,000	353,497	99,497	139.17%	85.00%	54.17%
Bookstore	150,000	43,383	(106,617)	28.92%	88.00%	-59.08%
Summer Camps (Tomato Patch/Athletics/Camp Colle	780,000	100,102	(679,898)	12.83%	100.00%	-87.17%

** 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 April 30, 2021**

<u>DATE</u>	<u>SHORT TERM INVESTMENTS</u>	<u>TERM & INTEREST</u>		<u>AMOUNT</u>	
		<u>RATE</u>	<u>DUE</u>		
04/30/21	Bank of Princeton	0.10%	N/A	3,586,256.87	
04/30/21	Bank of Princeton	2.00%	7/11/2021	523,915.35	
04/30/21	FIRST BANK	0.35%	N/A	1,046,693.82	
04/30/21	WELLS FARGO BANK BALANCE	0.25%	N/A	<u>8,865,219.66</u>	###
				<u>14,022,085.70</u>	***
 <u>LONG TERM INVESTMENTS</u> 					
04/30/21	WELLS FARGO BANK - UNEMPLOYMENT TRUST FUND	N/A		<u>562,896.00</u>	

*** Cash Balances are gross, current Liabilities are not netted against these balances
 ### Includes \$1.5mil of funds earmarked for students

MCCC PURCHASE ORDER REPORT
 \$7,280 - \$36,400
 DATE OF BOARD MEETING: May 20, 2021
 Budget lines beginning with "2" indicate grant funded

PO#	DATE	VENDOR	AMOUNT	BUDGET CODE	BASIS FOR AWARD
P13243	3/22/21	Allstate Office Interiors Robbinsville, NJ	\$26,864.52	70-07-01-03-701269-76101	NJSC #81754
Bathroom flooring replacement for buildings FA, ET, Kelsey, and Library at West Windsor campus by Facilities Department. Paid by Chapter 12.					
P13254	3/23/21	Energy Transfer Solutions West Chester, PA	\$8,155.00	10-07-01-03-301401-61530	Exemption: Emergency Declaration
Emergency replacement of multi-stack heat exchanger for BS building by Facilities department.					
P13255	3/24/21	EMSI Moscow, ID	\$9,500.00	21-01-01-02-302059-64105	Exemption: JPC RFP#19/20- R227
Annual Career Coach Website renewal agreement by Center for Retention and Completion. Paid by Title III.					
P13263	3/25/21	Matco Tools Stow, OH	\$8,805.30	22-01-01-02-302025-61100	MCCC RFQ #2137
Automotive Program supplies and tools for students. Paid by Perkins grant.					
P13264	3/25/21	United Collegiate Umpires	\$8,860.00 \$5,160.00	61-05-01-04-402001-64110 61-05-01-04-402009-64110	NJJPC RFQ #18/19 Q-49 and Q-503
Softball and baseball umpires for Athletic department. Paid by Student fees.					
P13268	3/29/21	Winner Ford Bedminster, NJ	\$34,131.00	10-07-01-03-301406-72100	NJSC #A88758, T2101
2022 Ford 4WD Pickup Truck for Facilities department.					
P13287	3/30/21	Ferguson Enterprises Forked River, NJ	\$33,476.00	10-06-01-03-301001-67210	HCESC #CAT19-09
Sanitizing wipe dispensers for both campuses by Facilities department. Paid by CARES Act.					
P13288	3/30/21	Atrion Communication Resources Branchburg, NJ	\$11,881.30	10-01-01-03-301303-69713	NCPA Contract #01-97
Hardware/software maintenance contracts for Network WAN Appliances that optimize the College's Internet Bandwidth at both campuses by the IT department.					

B6424 3/30/21 Omega Laboratories \$10,000.00 10-07-01-03-301401-64105 MCCC RFQ #2129
 South Hackensack, NJ

Environmental testing services for mold (on-call) for both campuses by Facilities department.

P13290 4/1/21 Studio 7 LLC \$16,000.00 10-06-01-03-301001-63997 Exemption: Acquisition of Art
 Bernardsville, NJ

Original painting of the MCCC Foundation Hall of Fame Inductees by James Fiorentino by MCCC Foundation.

P13291 4/1/21 Hannon Hill \$29,165.00 21-01-01-02-302059-64105 Exemption: Sole Source
 Atlanta, GA

Annual renewal of the Cascade CMS Cloud web content management subscription. Paid by Title III.

P13301 4/6/21 EACM Corp. \$32,905.71 70-07-01-03-701267-76101 MCCC Bid #2001
 Sea Bright, NJ

Final payment for FA building roofing & HVAC equipment replacement by Facilities department. Paid by Chapter 12.

P13327 4/6/21 Global Equipment \$10,826.65 70-07-01-03-701258-76101 MCCC RFQ #2139
 Port Washington, NY

Ten (10) water bottle refilling stations for West Windsor campus by Facilities department. Paid by Chapter 12.

P13347 4/6/21 Elsevier Inc. \$12,689.40 10-01-01-02-206200-64110 Exemption: Sole Source
 Maryland Heights, MO

Installment billing for NextGen RN online package for use by students participating in the Nursing Program for Graduating Class of December 2022. Paid by Nursing Fees.

P13348 4/6/21 Elsevier Inc. \$12,477.91 10-01-01-02-206200-64110 Exemption: Sole Source
 Maryland Heights, MO

Installment billing for NextGen RN online package for use by students participating in the Nursing Program for Graduating Class of May 2022. Paid by Nursing Fees.

P13349 4/6/21 Elsevier Inc. \$16,134.96 10-01-01-02-206200-64110 Exemption: Sole Source
 Maryland Heights, MO

Installment billing for NextGen RN online package for use by students participating in the Nursing Program for Graduating Class of December 2021. Paid by Nursing Fees.

P13369 4/13/21 Mega Group \$16,500.00 10-06-01-05-500120-66350 Exemption: Consulting Services
 Trenton, NJ

Brand and Culture Alignment (BCAT) training program.

P13374 4/15/21 Hogan Security \$16,394.00 10-07-01-03-301401-61520 HCESC Contract # 2023
 Group
 Pennington, NJ

University Center re-keying of door cylinders/locks by Facilities department.

P13380	4/19/21	Positive Impact Marketing Group	\$12,502.00	10-06-01-03-301001-63997	MCCC RFQ #2138
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Advertising signs at Athletic fields for Athletic department. Payment to be reimbursed by MCCC Foundation.

P13394	4/22/21	Voorhees Group Glenwood Springs, CO	\$31,000.00	10-06-01-03-301001-64102	Exemption: Professional Services
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Consulting Services to assist in preparation of Strategic Plan for the period 2021-2026.

MCCC
APPOINTMENTS

Attachment #4

1. Laura Schepps Vice President for Finance & Administration
 Finance & Administration

Appointment as Vice President for Finance & Administration, at an annual salary of \$160,000, effective May 24, 2021.



President's Office

May 10, 2021

To: MCCC Board of Trustees
From: Dr. Jianping Wang, President
Subject: Recommendation to Hire – Laura Schepps, Vice President for Finance and Administration

I recommend the appointment of Laura Schepps in the position of Vice President for Finance & Administration. Ms. Schepps was the successful candidate for this position based on her 30+ years of experience.

Ms. Schepps most recently served as Senior Vice President and Chief Financial Officer for Philabundance in Philadelphia, PA. Prior to that, she was Executive Director, Fiscal Operations, Gene Therapy Program (GTP)/Orphan Disease Center (ODC) for the University of Pennsylvania.

Ms. Schepps earned a Bachelor of Science from Rutgers University and a Masters of Business Administration from New York University.

During the interview period, Ms. Schepps demonstrated a thorough understanding in the areas of Finance and leadership. Given her experience, I am confident she will be an asset to the College.

TITLE: Vice President for Finance and Administration
DIVISION: Finance and Administration
RECOMMENDED SALARY: \$160,000
SALARY RANGE: \$92,478.00 to 166,792.00 (A21)
BUDGET CODE: 10-06-01-03-301000-50100
EFFECTIVE DATE: May 24, 2021

Recommended and approved for presentation to the Board of Trustees



Human Resources Office

To: Jianping Wang, President
From: Barbara Basel, Vice President for Human Resources
Date: May 5, 2021
Re: Ratification of Appointments

The following appointments have been made since March 31, 2021.

Effective Date of Hire	Department	Name	Title	Salary	Range	FLSA
3/29/2021	Academic Affairs / IOESS & DLL	De Los Santos, Jennifer	Executive Assistant	\$45,000	\$37,728 - \$67,440	Non-Exempt
4/6/2021	Facilities	Powell, Thomas	Maintenance Specialist - Grounds	\$35,360	\$34,357 - \$74,692	Non-Exempt
4/19/2021	College Safety	Deboskey, Eric	Security Officer II	\$33,280	\$28,205 - \$64,257	Non-Exempt
4/26/2021	Human Resources	Mostrowski, Audrey	Coordinator, HR Generalist / Benefits	\$62,500	\$37,695 - \$70,270	Exempt
5/3/2021	Financial Aid	Foga, Thomas	Director, Financial Aid	\$88,000	\$54,778 - \$97,199	Exempt
5/17/2021	College Advancement/Public Relations	Schreiber, Steven	Social Media and Communications Specialist	\$60,000	\$37,695 - \$67,305	Exempt



Human Resources Office

To: Jianping Wang, President
From: Barbara Basel, Vice President for Human Resources
Date: March 31, 2021
Re: Ratification of Promotion/Salary Adjustments

The following promotions or salary adjustments have been made since March 3, 2021.

Effective Date of Promotion/Salary Adjustment	Department	Name	Title	Current Salary	Adjusted Salary
2/22/2021	Enrollment & Student Services	Maria Marin-Carabajo	Current Title: Administrative Specialist II - New Title: Department Specialist	37,811.23	41,592.35



Human Resources

April 30, 2021

To: Barbara Basel, Vice President of Human Resources
From: Jeby Mathew, Coordinator HRIS Operations, Human Resources
Subject: **Separation Report for March and April 2021**

Date	Name	Title	Division	Type*
03/19/2021	Alicea Eskeitz	Administrative Specialist,	Facilities and College Safety	RS
03/31/2021	Gregory McCormick	Team Leader of Grounds Crew,	Facilities	RT
04/02/2021	Paul Healy	Director of Public Relations	College Advancement	RS
04/16/2021	Rashaun Jones	Office Manager	Financial Aid	RS

*
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 FIRST-YEAR FACULTY MEMBERS

Name	Title	Division	Date of FT Hire	Base Salary
Douglas Wangombe* ¹	Assistant Professor	Math's, Science and Health Professions	01/11/2021	\$ 62,879.00

*1 Hired after January 1



Academic Affairs

April 26, 2021

To: Dr. Wang, President
From: Dr. Robert J. Schreyer, Vice President Academic Affairs *RS*
Subject: **Advisory Commission** – Civil Engineering Technology

In agreement with the recommendations of Laura Sosa, Interim Dean of Business, Technology & Professional Studies Division, I am pleased to recommend the following Advisory Commission Reappointments to expire in three (3) years on June 30, 2024:

- DOUGLAS CLEARY
- JOSEPH FIOCCO
- JARED KRAUSE
- ANAND PATEL
- JOHN WIGGINS

**CIVIL ENGINEERING TECHNOLOGY
 REAPPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	Email	Exp	Length Of Term	Status	R	G
										a	e
										c	n
										e	
Douglas	Cleary	Associate Professor	Civil Eng. Tech.	Rowan University	201 Mullica Hill Road Glassboro NJ 08028	cleary@rowan.edu	6/30/21	3 years	Pending Re-appointment	W	M
Joseph	Fiocco	Professional Engineer	Civil Eng. Tech.	Fiocco Engineering LLC	36 Trevoese Road Trevoese, PA 19053	joe@fioccoengineering.com	6/30/21	3 years	Pending Re-appointment	W	M
Jared	Krause	Project Engineer	Civil Eng. Tech.	Urban Engineers, INC.	55 Haddonfield Road Cherry Hill NJ 08002	Jaredskrause@gmail.com	6/30/21	3 years	Pending Re-appointment	H	M
Anand	Patel	Professional Engineer	Civil Eng. Tech.	WSP Engineers	200 Lenox Drive 3 rd Floor Lawrenceville NJ 08648	tejalanand@yahoo.com	6/30/21	3 years	Pending Re-appointment	A	M
John	Wiggins	Professional Engineer/ Engineering Professor	Civil Eng. Tech.	NJ Institute Of Technology	Dept of Engineering Technology University Heights Newark NJ 07102	wiggins@njit.edu	6/30/21	3 years	Pending Re-appointment	W	M



Academic Affairs

4/26/21

To: Dr. Wang, President
From: Dr. Robert J. Schreyer, Vice President Academic Affairs
Subject: **Advisory Commission – Funeral Service**

A handwritten signature in black ink, appearing to be "RJS", is positioned to the right of the "From:" line.

In agreement with the recommendations of Laura Sosa, Interim Dean of Business, Technology & Professional Studies Division, I am pleased to recommend the following Advisory Commission Reappointment to expire in three (3) years on June 30, 2023:

- JAMES TOMASELLO

First	Last	Title	Comm	Company	Address	EMAIL	Exp.	Length of Term	Status	Gen	Rec
James	Thomasello	Funeral Director	Funeral Service	Gardner Funeral Home	126 South Blackhorse Pike Runnermede NJ 08078	JIMTHOMASELLO @ GARDNER FUNERALHOME .COM	6/30/20	3 yrs 6/30/23	Pending Re-Appt approval	M	W



Academic Affairs

April 26, 2021

To: Dr. Wang, President
From: Dr. Robert J. Schreyer, Vice President Academic Affairs *RS*
Subject: **Advisory Commission – HGHR (Holocaust Center)**

In agreement with the recommendations of Dylan Wolfe, Interim Dean of Liberal Arts Division, I am pleased to recommend the following HGHR (Holocaust Center) Advisory Commission Reappointment to expire in three (3) years on June 30, 2024:

- JANET GINEST

I am also to recommend the following new Advisory Commission Appointments for a 3-year term:

- MICHAEL JACKSON
- CHARISSE SMITH

**HGHR CENTER
 REAPPOINTMENT NOMINEE**

First	Last	Title	Comm	Company	Address	Email	Exp	Length Of Term	Status	G	R
										e	a
										n	c
											e
Janet	Ginest	Program Coordinator for Transitional Housing	HGHR Center		14 Farm Lane Roosevelt NJ 08555	newfielassie@gmail.com	6/30/21	3 year 6/30/24	Pending Re-Appointment	F	W

**HGHR CENTER
 NEW APPOINTMENT NOMINEE**

First	Last	Title	Comm	Company	Address	Email	Exp	Length Of Term	Status	Gen	Race
Michael	Jackson	History Teacher	HGHR Center	West Windsor Plainsboro Regional Schools	95 Grovers Mill Road Plainsboro NJ 08536	MICHAEL.JACKSON@WW-P.ORG		3yrs 6/30/24	Pending New Appointment	M	A
Charisse	Smith	Instr. Coach Hamilton TWP. School District	HGHR Center	Sankofa Educational Consulting LLC	204 Maple Ave. Trenton NJ 08618	drcharisse.smith@gmail.com		3 yrs 6/30/24	Pending New Appointment	F	B



Academic Affairs

April 26, 2021

To: Dr. Wang, President

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

A handwritten signature in black ink, appearing to be "RJS", is positioned to the right of the "From:" line.

Subject: **Advisory Commission – Nursing**

In agreement with the recommendations of Kevin Duffy, Division Dean of Math, Science & Health Professions, I am pleased to recommend the following Nursing Advisory Commission Reappointment to expire in two years (2) on June 30, 2023:

- DEIRDRE JACKSON
- GAIL JOHNSON
- MARILYN MONTUFAR
- CHERYL PRALL
- JILL SWANSON

**NURSING
 REAPPOINTMENT NOMINEES**

First	Last	Title	Comm	Company	Address	EMAIL	Exp.	Length of Term	Status	G E N	R a c e
Deirdre	Jackson	Nursing Outreach Coordinator	Nursing	The College of New Jersey Dept of Nursing	TCNJ Dept. Nursing Trenton Hall Rm 206 2000 Pennington Rd. Ewing NJ 08628	jacksond@tcnj.edu	6/30/21 Pending 6/30/23	2 years 6/30/23	Pending Reappointment approval	F	B
Gail	Johnson	Director Of Regulatory Affairs	Nursing	Capital Health Medical Center- Hopewell Director of Regulatory Affairs	1 Capital Way Pennington NJ 08534	gjohnson@capitalhealth.org or drjail@optonline.net	6/30/21 Pending 6/30/23	2 years 6/30/23	Pending Reappointment approval	F	W
Marilyn	Montufar	Associate Dean of Academic Affairs	Nursing	St. Francis Medical Center School of Nursing	601 Hamilton Avenue Trenton NJ 08629	Marilyn.Montufar@Stfrancismedical.org	6/30/21 Pending 6/30/23	2 years 6/30/23	Pending Reappointment approval	F	W
Cheryl	Prall	Director Center for Professional Development/ Innovation and Research	Nursing	Robert Wood Johnson	1 Hamilton Health Place Hamilton, NJ 08690	CHERYL.PRALL@RWJBH.ORG	6/30/21 Pending 6/30/23	2 years 6/30/23	Pending Reappointment approval	F	W
Jill	Swanson	Health Officer	Nursing	West Windsor Twp. Health Dept.	PO Box 38 West Windsor 08550	jswanson@westwindso.rtwp.com or jill.swanson@comcast.net	6/30/21	2 years 6/30/23	Pending Reappointment approval	F	W

2021-2026 Strategic Plan:

https://www.mccc.edu/pdf/strategic_plan_21-26.pdf



To: Dr. Tonia Perry-Conley,
Executive Dean (interim) - Student Support Services,
Dean - James Kerney Campus

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

Date: May 03, 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 April 2021, 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. This report contains any offenses that were reported directly to the Office of the Title IX Coordinator or the Human Resources Department.

Incident #1: Criminal Mischief To Vehicle

April 10- West Windsor Campus: Unknown person(s) caused minimum damaged a parked vehicle in the Kelsey Theater parking lot. A review of the evidence and video surveillance footage proved negative for a suspect and/or solvability factors.

Incident #2: Strong Armed Robbery

April 16- West Windsor Campus: A student reported being physically confronted, assaulted and robbed while walking from the East parking lot to the MS Building. The West Windsor Police Department responded and is continuing the investigation.

Incident #3: Sexual Assault

April 29- West Windsor Campus: A student reported being sexually assaulted by another student while off campus. The matter was referred to the Office of the Title IX Coordinator and John Simone the Assistant Dean of Student Services for review and action. It was determined that the matter did not directly involve the College so no involvement or action by the Title IX team was warranted.

End of Report

MERCER COUNTY COMMUNITY COLLEGE

Schedule of Board of Trustees Meetings

2021-2022

July 15, 2021 – Virtual - <https://mccc-edu.zoom.us/j/6572870809>

August 19, 2021 (if needed) – Virtual - <https://mccc-edu.zoom.us/j/6572870809>

September 16, 2021 - WWC

October 21, 2021 - JKC

November 18, 2021 - WWC

December 9, 2021 - WWC

January 20, 2022 - WWC

February 17, 2022 - JKC

March 17, 2022 - WWC

April 21, 2022 - JKC

May 19, 2022 - WWC

June 16, 2022 - WWC

All meetings are scheduled to begin at 6:30 p.m.
West Windsor Campus (WWC)
James Kerney Campus (JKC)