

RARITAN VALLEY COMMUNITY COLLEGE
BOARD OF TRUSTEES' REGULAR MEETING
AUGUST 30, 2016

MINUTES

I. Call to Order

The Regular Meeting of the Board of Trustees of Raritan Valley Community College was held on Tuesday, August 30, 2016, at Raritan Valley Community College, Route 28 and Lamington Road, Branchburg Township, North Branch, New Jersey.

Chairman Robert P. Wise called the meeting to order at 5:15 p.m., and made the following statement in compliance with the Open Public Meetings Act of the State of New Jersey:

“Adequate notice of this meeting has been given in accordance with the
Open Public Meetings Act of the State of New Jersey.”

Chairman Robert Wise commented on how deeply saddened the College community is by the loss of Senator Raymond Bateman and held a moment of silence in his memory.

II. Roll Call of Members

The roll call was taken as follows:

Attendees:	Paul J. Hirsch	Absent:	Gary Hazard
	W. Timothy Howes		Michael Kalafer
	Catherine Hebson McVicker		Lisa D. Midgette
	Kevin Rosero		Margaret Windrem
	Peter Schoberl		
	Juan Torres		
	Thomas Wilson		
	Robert P. Wise		
	Tracy DiFrancesco Zaikov		

Also in attendance: Michael J. McDonough, President; Michael Camerino, Esq.; Richard Flaum, Legal Counsel; Hunterdon County Freeholder Director Suzanne Lagay and Somerset County Freeholder Liaison Brian Levine; and members of the faculty, administration, and staff.

A quorum was present.

Chairman Wise welcomed Hunterdon County Freeholder Director Suzanne Lagay and Somerset County Freeholder Liaison Brian Levine to the Board of Trustees meeting and thanked them both for their on-going support of the College.

III. Executive Session

In accordance with the provisions of the Open Public Meetings Act of the State of New Jersey, Chairman Robert P. Wise requested a motion to close the Public Meeting to discuss personnel issues. The Public Meeting will be reopened following the closed discussions and the matters discussed in closed session will be made public when action is taken on those matters.

On motion by Trustee Hirsch, seconded by Trustee Zaikov, the Board entered into Executive Session at 5:16 p.m. No formal action was taken during Executive Session.

The Public Meeting reopened to the public at 5:30 p.m.

IV. Agenda Items

1. Approval of Regular Meeting Minutes

The Regular Meeting minutes of June 28, 2016 were approved unanimously by voice vote.

2. Chairman's Report

Chairman Robert Wise presented the following resolution:

Resolution #138-2016 – Appointment, Foundation Board of Directors

BE IT RESOLVED, that the Committee on Trusteeship of the RVCC Foundation Board of Directors has recommended the following individual to the Chairman of the RVCC Board of Trustees for his appointment to the RVCC Foundation Board of Directors:

Lyvirm O. (Clint) Wallace, Senior Vice President, Human Resources North America, Sanofi, is responsible for providing strategic HR leadership to Sanofi's North America HR organization, supporting 17,000 employees and \$20 billion in revenue. He is a resident of Belle Mead, New Jersey.

BE IT FURTHER RESOLVED that the Chairman of the Board of Trustees recommends his appointment to the full Board of Trustees;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College hereby approves the appointment of Lyvirm O. (Clint) Wallace to the RVCC Foundation Board of Directors.

The Resolution was moved by Chairman Wise, seconded by Trustee Hirsch, and unanimously approved.

Chairman Wise reported that the Raritan Valley Community College Foundation has received a \$500,000 donation from Jim and Jill Gibson of Basking Ridge in support of educational programs at Raritan Valley Community College in the disciplines of STEM (science, technology, engineering, and math). The Chairman indicated that this leadership gift will support three pillars of teaching and learning: (1) early intervention programs that will provide pathways for nontraditional and under-represented students to meet the rigors of science, technology, engineering, and math programs at the College and to achieve academic success; (2) undergraduate research and in-the-field projects that will enhance student research and deepen learning through innovative pedagogy; and (3) new academic programs in engineering and advanced manufacturing technology and in environmental sustainability that will lead to sustainable earning opportunities for RVCC students.

Chairman Wise indicated that at a ceremony held in the Christine Todd Whitman Science Center earlier in the day, a sign that read *Gibson Center for Innovation in Science and Technology* was unveiled in recognition of Jill and Jim Gibson's leadership gift.

The Chairman made the following announcements:

- The next Board of Trustees meeting is scheduled for Tuesday, September 20, 2016. To accommodate the grand opening of the Whitman Science Center addition, the Board will have a shortened committee schedule.
- The RVCC Foundation will host a donor appreciation/prospect cultivation event on Saturday, October 22, 2016, from 6:00 to 9:30 PM to thank current donors for their support and to introduce new donors to the College and inspire them to give. Trustees are invited to join us as the Foundation's guests for a pre-theatre reception and the featured show *The Capitol Steps* (details to follow.)

- Due to a conflict, the Annual Reorganization Meeting of the Board of Trustees and the Regular Board of Trustees meeting scheduled for Tuesday, November 15, 2016 has been rescheduled to Tuesday, December 6, 2016. The Chairman asked Board members to please mark their calendars of the change.

3. President's Report

President McDonough reported that RVCC's decade-long commitment to environmental stewardship is highlighted in the August/September issue of the *Community College Journal*. The article focuses on several of RVCC's environmental and educational initiatives and the cover photograph for the issue features the Ray Bateman Center. The President expressed his congratulations to all our colleagues who have helped RVCC achieve this level of national recognition.

The President further reported that Raritan Valley Community College has received a \$760,812 grant from the National Science Foundation to develop a new program to help train workers for careers in Commercial Energy Management.

President McDonough reported that the three-year Commercial Energy Management Technology (CEM-Tech) project is designed to address a severe nationwide shortage of trained building technicians and educational programs in the Commercial Energy Management area, specifically in the fields of Building Automation, Commercial Energy Auditing, Building Commissioning, and Retro-Commissioning.

The President further noted that the NSF grant recognizes RVCC's ongoing commitment to providing students and current workers with the skills they need for long-term economic success through employment. As many HVAC technicians in commercial and industrial fields are beginning to reach retirement age, and as the shortage of skilled workers continues, the grant will enable the College to partner collaboratively with local businesses to train workers for in-demand positions in highly desirable fields.

It was further reported that as part of the grant, the College will develop a new Associate of Applied Science degree in Commercial Energy Management Technology. The program will include an industry-aligned curriculum and practical experience, as well as general education requirements. The goal is to prepare students and current workers for careers in Sustainable Building Operations.

The President indicated that the work that will be accomplished through the grant is very much aligned with Raritan Valley Community College's commitment to sustainability. This spring RVCC was one of only 11 colleges and universities in the nation to be honored with the U.S. Department of Education Green Ribbon Schools Postsecondary Sustainability Award for its leadership in sustainable education, programs, practices, and facilities.

In developing the degree in Commercial Energy Management Technology, President McDonough indicated that the College will work with industry experts in creating the program's curriculum. The goal will be to train skilled professionals whose expertise will result in more efficient operation of various building systems, thereby reducing fuel consumption and carbon emissions.

The President reported that the project also will include developing a series of professional development seminars for facilities managers and incumbent workers. In addition, pathways for transfer to further educational opportunities and employment will be created for high school students, current workers and managers, with special focus on developing strategies to reach minorities and under-represented populations.

President McDonough expressed his appreciation to Wil Van Der Veen (Director of the College's Science Education Institute) for hosting a two-week Science Education program this summer to help K-12 teachers prepare for the implementation of the Next Generation Science Standards. These new science standards will go in effect at the beginning of the next school year for middle and high school and in 2017-2018 for elementary school. It was reported that over seventy middle and high school teachers attended the program.

President McDonough announced that RVCC has been chosen as one of the sixty-seven colleges and universities selected to participate in the new Second Chance Pell pilot program. The President reported that incarcerated Americans will now be eligible for the Pell Grants, allowing them to more easily pursue postsecondary education. President McDonough indicated that because of RVCC's leading partnership role in the NJ-STEP program, these funds will be available to students now officially registered and enrolled as RVCC students. The President expressed his appreciation to Keith Pomakoy, Interim Senior Vice President for Academic Affairs, and his staff for their assistance with the Experimental Site Initiative for the College.

The President's full written report is as follows:

2016 Green Power Leadership Club

The United States Environmental Protection Agency recently selected Raritan Valley Community College as a member of the 2016 Green Power Leadership. By meeting the Leadership Club green power use requirements, RVCC has joined an elite group of Green Power Partners who are demonstrating exemplary environmental leadership. For more information on the EPA's Green Power Leadership Club, visit <https://www.epa.gov/greenpower/partnership-green-power-use-requirements>.

Transfer & Career Services

RVCC ratified a transfer agreement with Penn State University/Penn College of Technology. The agreement provides a transfer pathway for graduates of RVCC's Emergency Services program to enter the Bachelor's degree program in Emergency Management Technology with junior standing.

Millersville University and RVCC ratified a transfer agreement with RVCC covering two majors initially, Business and Communications. The agreement provides our graduates who meet the prerequisites with junior standing.

RVCC is expected to ratify its fourth international transfer agreement next month. The University of the West of England located in Bristol will develop a "progression partnership agreement" that will provide guaranteed admission to RVCC graduates in selected majors. The University will pre-approve students' course selections to ensure a smooth transfer. The University has scheduled a visit to speak with RVCC students on September 29, 2016.

Faculty/Administration/Student Highlights

Business & Public Service Department

Adjunct Professor Dr. John Paitakes of the Business & Public Service Department was appointed to the New Jersey State Parole Board by Governor Chris Christie. He will be serving as part of a two person panel several days per month, interviewing inmates and deciding who is eligible to be released and who must continue their sentence.

On August 1, 2016, Professor Tracy Rimple of the Business & Public Service Department coordinated with the Northern/Central Affiliate Office of NJ Coalition of Financial Education to host "Financial Education Boot Camp 2016: Financial Current Events, Making the Real World "Real" to Students." The five-hour workshop was free of charge to K-12 educators. Dr. Barbara O'Neill of Rutgers Cooperative Extension presented subject matter about current personal finance topics. The workshop focused on creative ways to teach personal finance via lesson plans, online resources, and technology tools. Professor Rimple spoke about student success and how high quality experiential learning and expanded collaborations among departments at the college equip students to find jobs/internships, and prosper financially. The Boot Camp exceeded the cap of 100 educators and the State of NJ Department of Education announced they will open registration to 200 educators next year.

Adjunct Professor Nicole DeRosa of the Business & Public Service Department was spotlighted by the NJ Society of CPAs in two videos detailing her CPA exam journey and her story as a member of the NJCPA.

The videos can be accessed below. Additionally, Professor DeRosa was featured in the May/June issue of the NJCPA magazine, in which she talks about her time at RVCC and what motivates her to be an adjunct professor.

Following are the links:

<https://www.youtube.com/watch?v=LKmkMuYDMX8>

<https://www.youtube.com/watch?v=KeRXkCBva2g>

https://issuu.com/njscpa/docs/0516_njcpa_lowres/42

On July 20, 2016, Adjunct Professor Mike Fleming of the Business & Public Service Department co-led a session at The University of Pennsylvania Law School as part of U Penn's summer session, "US Business Law for the International Practitioner." Professor Fleming taught "Role of the General Counsel in a US based Multinational Corporation" and touched on Legal and Policy issues, such as access to pharmaceutical products, antitrust, compulsory licensing, international investigations, the Corrupt Practices Act, and commercial issues in international practice. The session was attended by in house counsel, compliance professionals, and private practitioners from a variety of countries around the world.

Professor W. Michael Fagan of the Business & Public Service Department attended the Association of Small Computer Users in Education (ASCUE) annual conference in June, 2016. ASCUE is an international community of individuals committed to the innovation, implementation, and furtherance of technology trends, equipment, and practices within higher education.

In addition, Professor W. Michael Fagan certified as an Airborne Photographer in the Civil Air Patrol, the civilian auxiliary of the US Air Force. The Airborne Photographer serves as a member of a CAP flight crew and is tasked with taking airborne photographs and/or video of specified ground targets during CAP missions for the Air Force.

Professor Paul Flor of the Business & Public Service Department attended a four-day seminar in May 2016 called "Field Tech Basic," by Automated Logic, an innovator in Building Management Services and Total Energy Solutions. This training supports our thriving Environmental Controls and Technology program.

Professors Anne Marie Anderson, William Black, W. Michael Fagan, and Alisa Shapiro of the Business & Public Service Department attended the 2016 Teachers of Accounting at Two Year Colleges Conference held May 19-21, 2016 in Denver, Colorado. The conference brought to light several opportunities to improve the accounting programs at RVCC, including incorporating within existing accounting courses at RVCC the opportunity for students to obtain outside certifications in Excel and taxation. Additionally, the sessions counted as Continuing Professional Education for the CPA and CMA certifications held by the accounting faculty.

Professors Anne Marie Anderson and Melanie Morris Shapiro of the Business & Public Service Department presented a Webinar, "Animated, Authentic, Accessible, and Free: Using Video in Online Courses" on June 7, 2016 for the Instructional Technology Council. The webinar has been archived for future instructional use by members of the Council.

English Department

David Chase's essay "Feels Like Home," in which he reflects upon his experience as a victim of a hate crime, was published in *My Gay New Orleans: 28 Personal Reminiscences on LGBT+ Life in New Orleans*.

Planetarium

Congratulations to Amie Gallagher who was just awarded the 2016 Mid-Atlantic Planetarium Society Fellow Award. This prestigious and well-deserved honor recognizes Amie's active role in the Society, her scholarly presentations, and her significant contributions to education.

Amie Gallagher, Elinor Levy (an Anthropology adjunct), and Professor Steve Kaufman received an incubation grant from the New Jersey Council on the Humanities to develop a planetarium show, *Same Night Sky*, combining anthropology, folklore, and astronomy. The program will explore different cultures in different parts of the world, the Greco-Roman Mediterranean, and Native North America, and will look at the same night sky and use the same celestial features to tell remarkably different stories. The purpose of the grant is provide the necessary groundwork to prepare a subsequent grant for a full-fledged planetarium show.

Science and Engineering

Professor Peter Stupak co-developed with Lynne Kowski a summer Math/Physics course, *Pre-Calculus Review with Physics Applications*, targeted to provide a multi-disciplinary review and second-chance for STEM majors that did not pass the Accuplacer test to be placed into Calculus.

Professor Peter Stupak participated in the “Science and Technology Career Exploration Workshop” sponsored by the RVCC Community Education Youth Division for a group of high school students. Professor Stupak presented the Engineering approaches to electromagnetism, strength of materials, and Engineering Design during two days of the nine day program in July 2016. (The workshop was coordinated by Ralph Dunham.)

In addition, Professor Peter Stupak (assisted by Adjunct Instructor Joe Meiman) participated in the Central New Jersey “Mathematics Ambassador Partnership” (CNJ MAP) in August 2016 where he gave a three-hour hands-on interactive presentation to forty elementary school teachers titled, “Science Viewed Through the Eyes of Math” with focus on hands-on electromagnetic experiments for elementary school students. (The program was coordinated by Brenda Fischer.)

Professors Jay Kelly and Emilie Stander hired and supervised nineteen student summer interns working on five different projects, from campus sustainability and organic agriculture to protecting coastal habitats, studying local forests in central NJ, and studying bird migration patterns in NY/NJ coastal areas. Examples of impact include: forest ecology project counting for a practicum class at Rutgers, saving each student over \$1000 each, and research results that are being used by local parks and municipalities to help improve forest health; 20 miles of beach habitats in NJ parks protected from damage by off-road vehicles for endangered plants and nesting seabirds; training materials developed and presented to RVCC student leaders to reduce waste and improve recycling associated with student club activities and events; energy efficient lighting rebate application submitted for the new workforce building; two technical reports submitted to NJ Audubon analyzing shorebird and wading bird migration patterns in NY/NJ coastal locations; and composting that turns food waste from local businesses into organic produce on campus. Internships were funded through the Gibson donation and/or grants implemented with partnering organizations including NJ Audubon and Clean Ocean Action.

Professor Emilie Stander explored the possibility of developing a water quality testing lab on campus that will enable our students to provide water quality testing services to community residents and local environmental organizations. Consultations have been conducted with five relevant environmental organizations so far.

The Raritan Valley Community College Foundation raised over \$166,000 at its 13th Annual Golf Classic, held on July 11, 2016 at the Raritan Valley Country Club in Bridgewater.

The annual Golf Classic is the RVCC Foundation’s largest fundraising event. Thanks to the generosity of sponsors and community partners, this year’s Golf Classic exceeded its revenue goal and raised a record amount for the event. Net proceeds raised from the golf outing and the live and silent auction will support scholarships, science and technology programs, the College’s chapter of the Phi Theta Kappa Honor Society, enrichment grants for students, professional development grants for faculty, and capital projects to enhance the learning experience of thousands of students.

Pave-Rite, Inc. provided major funding as the Title Sponsor for the event. Other key sponsors for the 2016

Golf Classic include: DS&D Furniture; DiFrancesco, Bateman, Kunzman, Davis, Lehrer & Flaum, P.C.; New Jersey Risk Managers & Consultants; and Provident Bank; with generous support from Bohler Engineering; Chubb & Son; Concord Engineering Group, Inc.; CulinArt Group; Gillen & Johnson, P.A.; Greco, Nader & Associates; Hunterdon HealthCare; Instrument Sciences & Technologies; Northeast Energy Systems; PSE&G; Suplee, Clooney & Company; Tele-Measurements Inc.; US Security Associates; Van Cleef Engineering Associates, LLC; and Wiss & Company, LLP.

This year, 132 enthusiastic golfers from many local businesses participated. Following the scramble, the golfers were joined by dinner guests, who all enjoyed a buffet dinner, a 50/50 raffle, a silent auction, and a live auction. President Michael J. McDonough spoke of the important role that Raritan Valley Community College plays in the life of the larger community, and RVCC students Valeriya Paratsa and John Dale shared their life stories and described how scholarships have helped them achieve their educational goals at the College and beyond.

4. Committee Reports

A. Strategic Planning Committee

Trustee Tracy DiFrancesco Zaikov reported that the Committee reviewed highlights of the marketing campaign. It was reported that campaign metrics indicate that the campaign was successful at increasing first-time full-time and first-time part-time applications. Trustee Zaikov noted that it is the consensus of the Committee to continue using a predominantly digital marketing campaign to increase enrollment of targeted populations. It was further reported that the new website went live on Friday, June 30, 2016 and that data collected from the new landing pages will enable the marketing and recruitment departments to track and communicate with respondents.

B. Finance Committee

Trustee Peter Schoberl reported on the Treasurer’s Report (Resolution #110-2016) for the period 06/01/16 to 07/31/16. On motion by Trustee Schoberl, seconded by Trustee Howes, the Treasurers’ Report was approved unanimously by voice vote.

Trustee Schoberl then presented Consent Agenda Resolution #111-2016 and Resolutions #113-2016 through #125-2016. Resolution #112-2016 (Lease Renewal of the North Branch Fire Company) was tabled. On motion by Trustee Hirsch, seconded by Trustee Zaikov, the above stated Consent Agenda resolutions were approved unanimously by voice vote.

Resolution #111-2016 – Various Vouchers for Payment

BE IT RESOLVED, that the following June and July 2016 vouchers be approved for payment; and

BE IT FURTHER RESOLVED, that the funds are available for that purpose:

Check #s	265459-267461	
ACH#s	3	
	Total Checks	\$4,511,341.42
	Total ACH	7,921.76
	Total Vouchers	4,519,263.18
	Construction and Architect Vouchers	1,827,922.56
	Less Previously Approved	(291,646.82)
	Total	<u>\$6,055,538.92</u>

Resolution #113-2016 – Grant Application to Purchase and Install Car Charging Equipment

WHEREAS, Raritan Valley Community College is committed to pursuing a variety of sustainability initiatives to help reduce its carbon footprint and promote environmental responsibility; and

WHEREAS, the State of New Jersey Department of Environmental Protection has made grant funds available for approved projects that promote good environmental practices; and

WHEREAS, the College has identified the need to replace a level 2 electric car charging station in front of the West building that serves an increasing number of vehicles so powered; and

WHEREAS, a formal acceptance of the Grant application by Board Resolution is required;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College approves the application for funding of approximately \$5,000 from the State of New Jersey to purchase and install the above referenced car charging equipment and authorizes management to complete all required documentation.

Resolution #114-2016 – Acceptance of Grant Funds for the Mathematics and Science Partnership

WHEREAS, Raritan Valley Community College is committed to partnerships with our community school districts and Universities; and

WHEREAS, the purpose of the Mathematics and Science Partnership program grant opportunity by the New Jersey Department of Education is to improve academic achievement of students by enhancing the content knowledge and teaching skills of classroom teachers recruiting, training, and mentoring regional cohorts of ambassadors. The RVCC Mathematics Ambassador Partnership (CNJ MAP) program will support teachers in Franklin Township School District and Bridgewater Raritan Regional School District; and

WHEREAS, the Board of Trustees has determined that funding focusing on Mathematics will address a critical area of remediation in postsecondary education; and

WHEREAS, a formal acceptance of the Grant application by Board Resolution is required;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College approves the application for the Mathematics and Science Partnership program grant funds in the amount of \$331,229 for the grant period beginning July 1, 2016 and ending June 30, 2017 with the possibility of an additional funding year, and further authorizes Dr. Michael McDonough President of the College, to approve the New Jersey Mathematics and Science Partnership Grant application, contract, general assurances, and certifications and any amendments thereto.

Resolution #115-2016 – Standby Emergency Generator for the Workforce Development Center

WHEREAS, Raritan Valley Community College advertised for bids for the purchase of a Standby Emergency Generator for the Workforce Development Center; and

WHEREAS, ten (10) bids were distributed to vendors and three (3) bids were received and opened on Thursday, August 11, 2016; and

WHEREAS, the lowest responsible bidder was:

<p>Power with Prestige, Inc. 40 Swartswood Road Newton, NJ 07860 <u>Amount: \$156,000.00</u></p>
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NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to enter into a contract and issue a purchase order as described above to Power with Prestige, Inc.

John Trojan, Vice President
Finance and Facilities

Resolution #116-2016 – Annual Service for Temperature Control Automation System

WHEREAS, Raritan Valley Community College requires annual service for the campus temperature control automated system for the period July 1, 2016 through June 30, 2017; and

WHEREAS, the Automated Logic system is proprietary and the controls are critical to maintain heating and cooling; and

WHEREAS, N.J.S.A. 18A:64A-25.5(3) provides for the purchase of any materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted, without advertising for bids; and

WHEREAS, a purchase order will be issued as follows:

<p>Automated Logic Corporations 100 Delawanna Avenue Suite 400 Clifton, NJ 07014 <u>Amount: Not to Exceed \$56,976.00</u></p>
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NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order as described above to Automated Logic Corporation.

John Trojan, Vice President
Finance and Facilities

Resolution #117-2016 – Purchase and Installation of Furniture for the Science Center Lecture Hall

WHEREAS, the College requires the purchase and installation of furniture for the Science Center Lecture Hall; and

WHEREAS, in accordance with N.J.S.A. 18A:64A-25.9, a county college without advertising for bids, may purchase any materials, supplies, good, services or equipment pursuant to a contract for such items entered into on behalf of the State of New Jersey by the Division of Purchase and Property; and

WHEREAS, Krueger International has entered into a contract with the State of New Jersey (State Contract #A81720); and

WHEREAS, a purchase order will be issued as follows:

<p>Krueger International 1330 Bellevue Street Green Bay, WI 54302 <u>Amount: \$55,764.11</u></p>
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NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order as described above to Krueger International.

John Trojan, Vice President
Finance and Facilities

Resolution #118-2016 – Purchase and Installation of Lounge Furniture for the Whitman Science Center Addition

WHEREAS, upon substantial completion of the Whitman Science Center Addition, furniture is needed to finish the lounge areas for occupancy; and

WHEREAS, in accordance with N.J.S.A. 18A:64A-25.9, a county college without advertising for bids, may purchase any materials, supplies, good, services or equipment pursuant to a contract for such items entered into on behalf of the State of New Jersey by the Division of Purchase and Property; and

WHEREAS, OFS Brands has entered into a contract with the State of New Jersey (State Contract #A81635); and

WHEREAS, a purchase order will be issued as follows:

<p>OFS Brands 1204 East 6th Street Huntingburg, IN 47542 Amount: \$24,561.60</p>

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order as described above to OFS Brands.

John Trojan, Vice President
Finance and Facilities

Resolution #119-2016 – Renewal of Maintenance and Support Agreement for Extreme Network Equipment

WHEREAS, the renewal of the maintenance and support agreement for the Extreme Networks Data Networking Equipment is needed for the period of July 1, 2016 through June 30, 2017; and

WHEREAS, this equipment constitutes our campus data network and is essential to all academic and administrative computing as well as internet access; and

WHEREAS, in accordance with N.J.S.A. 18A:64A-25.9, a county college without advertising for bids, may purchase any materials, supplies, good, services or equipment pursuant to a contract for such items entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, Extreme Networks, Inc. is under contract with the Western State Contracting Alliance (WSCA) of which the State of New Jersey is a member (Contract #87722); and

WHEREAS, maintenance, support and service will be needed during this fiscal year and is only available from Extreme Networks through their authorized reseller PhillyCom, Inc; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to purchase the required services from PhillyCom, Inc. and to issue all pertinent purchase orders not to exceed \$200,000.00.

PhillyCom, Inc.
3801 Germantown Pike
Suite 201F
Collegeville, PA 19426
Amount: Not to Exceed \$200,000.00

John Trojan, Vice President
Finance and Facilities

Resolution #120-2016 – Enterprise License Agreement for Adobe Software

WHEREAS, the curricula for many academic programs rely on the maintenance of Adobe software at the most current release levels; and

WHEREAS, Adobe has discontinued perpetual licensing and replaced it with subscription licensing; and

WHEREAS, P.L. 2011, c.139 permits all governmental agencies including County Colleges to utilize contracts awarded by national or regional cooperatives or other states which were competitively bid; and

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

WHEREAS, Software House International (SHI) is under contract with the North East Regional Computing Program (NERCOMP) which is a consortium of colleges and universities of which RVCC is a member; and

WHEREAS, this purchase would allow the College to obtain Adobe software at the best available price; and

WHEREAS, a purchase order will be issued as follows:

Software House International (SHI)
4 Crocker Hill Road
Paxton, MA 01612
Amount: \$34,902.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order as described hereinabove to Software House International (SHI).

John Trojan, Vice President
Finance and Facilities

Resolution #121-2016 – Installation of a Utility Manhole, Conduit and Transformer Pad at the Workforce Development Center – Pay to Play

WHEREAS, the installation of a new utility manhole, conduit and transformer pad is required for the JCP&L electrical service connection at the Workforce Development Center; and

WHEREAS, three (3) quotes were obtained with the MetroTek Electrical Services presenting the College with the most favorable pricing; and

WHEREAS, the Vice President for Finance and Facilities has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2016 through June 30, 2017, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

<p>MetroTek Electrical Services 96 State Route 173 Hampton, NJ 08827 <u>Amount: \$34,860.00</u></p>

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order in the amount shown above to the MetroTek Electrical Services.

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

John Trojan, Vice President
Finance and Facilities

Resolution #122-2016 – Renewal of VMware Virtualization Server Software Licenses and Support Agreement – Pay to Play

WHEREAS, Raritan Valley Community College requires the renewal of the VMware Server Virtualization Software Licenses and Support agreement for the period of July 1, 2016 through June 30, 2017; and

WHEREAS, this agreement provides virtual servers for College administrative and academic applications; and

WHEREAS, virtualization allows RVCC to reduce hardware costs while improving reliability, flexibility and redundancy; and

WHEREAS, the Vice President for Finance and Facilities has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2016 through June 30, 2017, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

<p>Promedia Technology Services, Inc. 535 U.S. Highway 46</p>

Little Falls, NJ 07424

Amount: \$25,830.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order as described hereinabove; and

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

John Trojan, Vice President
Finance and Facilities

Resolution #123-2016 – Operable Partition System for Science Center Lecture Hall – Pay to Play

WHEREAS, the purchase and installation of an operable partition system is needed for the Science Center Lecture Hall; and

WHEREAS, three (3) quotes were obtained with the Tomkin Company presenting the College with the most favorable pricing; and

WHEREAS, the Vice President for Finance and Facilities has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2016 through June 30, 2017, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

Tomkin Company

1958 Westfield Avenue

Scotch Plains, NJ 07076

Amount: \$28,573.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order in the amount shown above to the Tomkin Company.

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

John Trojan, Vice President
Finance and Facilities

Resolution #124-2016 – Purchase of Library Books and Materials – Pay to Play

WHEREAS, the purchase of books and other materials is needed for the regular operation of the Evelyn S. Field Library; and

WHEREAS, N.J.S.A. 18A:64A-25.5(6) provides for the purchase of any library materials including without limitation to books, without advertising for bids; and

WHEREAS, the Vice President for Finance and Facilities has determined and certified in writing that the value of the acquisition will exceed \$17,500.00; and

WHEREAS, such award of contract shall be made in compliance with New Jersey's Pay to Play Law as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the following company has completed and submitted a Business Entity Disclosure Certification for the period of July 1, 2016 through June 30, 2017, which certifies that there have been no reportable contributions to a political party, candidate committee or individual candidate in Hunterdon or Somerset Counties in the previous one-year, and will not make any reportable contributions over the next one-year:

<p>YBP Library Services P.O. Box 277991 Atlanta, GA 30384 <u>Amount: Not to Exceed \$60,000.00</u></p>
--

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order as described hereinabove; and

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

John Trojan, Vice President
Finance and Facilities

Resolution #125-2016 – Renewal of the Oracle License and Support Agreement

WHEREAS, Raritan Valley Community College requires the renewal of the Oracle License and Support agreement for the period of July 1, 2016 through June 30, 2017; and

WHEREAS, Oracle is the database management software used to contain all of the data from the College's Banner System; and

WHEREAS, this licensing contract allows RVCC to use Oracle for applications other than Banner, providing the College with tools to diagnose problems, improve system performance and afford unlimited processor licensing for our servers; and

WHEREAS, P.L. 2011, c.139 permits all governmental agencies including County Colleges to utilize contracts awarded by national or regional cooperatives or other states which were competitively bid; and

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

WHEREAS, Oracle America, Inc. is under contract with the Western State Contracting Alliance (WSCA) Contract #MNWNC-123; and

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College authorizes the Vice President for Finance and Facilities to issue a purchase order as follows:

<p>Oracle America, Inc. 500 Oracle Parkway Redwood Shores, CA 94065</p>
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Amount: \$180,773.00

John Trojan, Vice President
Finance and Facilities

B. Educational Programs and Services Committee

Trustee Timothy Howes presented Consent Agenda Resolutions #126-2016 through #133-2016. On motion by Trustee Howes, seconded by Trustee Zaikov, the above stated Consent Agenda Resolutions were approved unanimously by voice vote. Trustee Howes indicated that the Committee had a very informative conversation concerning enrollment, grants, as well as the NJ-STEP program and the College's participation in the new Second Chance Pell pilot program.

Resolution #126-2016 – Human Resources Action Report

The Board resolves that the following personnel actions be taken:

Human Resources Action Report for _August 30, 2016

1. New Adjunct Faculty

The following individuals are recommended as new adjunct faculty for the Summer/Fall Semester 2016 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$894 to \$953

Last Name	First Name	Rank	Department	Per credit hour rate	Hire Date
Ambs	Clinton	Instructor	Visual & Performing Arts	\$894	7/5/2016
Benson	Jessica	Instructor	Social Sciences & Education	\$894	8/31/2016
Boyd	Natalie	Instructor	Social Sciences & Education	\$894	8/31/2016
Caramela	Joseph	Instructor	Business & Public Service	\$894	8/31/2016
Frances	Melanie	Instructor	English	\$894	8/31/2016
McKinney	Kellie	Instructor	English	\$894	8/31/2016
Mohamed	Ahmed	Assistant Professor	Science & Engineering	\$913	8/31/2016
Parmese	Jamie	Instructor	English	\$894	8/31/2016
Reda	Queenie	Instructor	Social Sciences & Education	\$894	6/6/2016

2. Returning Adjunct Faculty

The following individual is recommended as returning adjunct faculty for the Summer/Fall Semester 2016 at the equivalent rank specified and at compensation within the approved contact hour rate within the approved range of \$894 to \$953.

Last Name	First Name	Rank	Discipline	Per credit hour rate	Hire Date
Allen	Susan	Assistant Professor	English	\$913	8/31/2016
Castello	Nancy	Assistant Professor	English	\$913	8/31/2016
Fanik	Hazim	Instructor	Mathematics	\$894	8/31/2016

Frery	Lauren	Instructor	Social Sciences & Education	\$894	8/31/2016
Hashemi	Sharareh	Instructor	Science & Engineering	\$894	6/6/2016
Herman	Judith	Instructor	English	\$894	8/31/2016
Ladiny	Brian	Instructor	Social Sciences & Education	\$894	8/31/2016
Lenar	Danielle	Instructor	Communication and Languages	\$894	8/31/2016
Liss	Alicia	Assistant Professor	Social Sciences & Education	\$913	8/31/2016
Sanchez	Betty	Instructor	Communication and Languages	\$894	8/31/2016
Vickner	Gina	Instructor	English	\$894	8/31/2016

3. Returning Workforce Development/Allied Health Instructional Staff

The following individuals are reappointed as members of the Workforce Development instructional staff. All appointments in this category are subject to sufficient tuition paying enrollment to support class offerings. Hourly rates for instructional staff are indicated.

All returning appointments are based upon positive qualitative assessments of prior assignments at the College.

Last Name	First Name	Appointment start date	Appointment end date	Hourly rate
Angenor	Hans	9/6/2016	12/15/2016	\$41.20
Foran	James	9/14/2016	12/7/2016	\$35.00 per student
Gerstl	Lori	9/7/2016	12/14/2016	\$41.20
Matlack	Becky	8/9/2016	12/7/2016	\$45.00
Patel	Harshil	10/3/2016	11/30/2016	\$50.00
Thomas	Brian	8/26/2016	10/6/2016	\$41.20
Watson	Enrique	9/7/2016	12/19/2016	\$48.00

4. New Hire- Administrator

The following individuals are recommended for the indicated Administrator position at the salary specified:

Name	Title	Salary	Department	Start date
*Maribi Henriquez	FYE Advisor	\$55,244	First Year Experience	7/20/16
**Carolyn White	Director of Admissions & Recruitment	\$71,000	Admissions & Recruitment	8/22/16

*Budget code 100-3560-5010-50

**Budget code 100-2210-5010-60

5. New Hire- Classified Staff

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

Name	Title	Salary	Department	Start date
*Abbe Mulroy	Public Service Associate-Technology	\$41,275	Library Services	9/5/16
**Robert Sefack	Service Desk Technician Jr	\$38,957	Technology Services	7/18/16

*Budget code 100-3210-5310-40

**Budget code 100-4501-5310-40

6. Status Changes- Classified Staff

The following reflect recommended changes in the status of employment of the following employee(s):

***Per negotiated minimum salary increase by 1%- salary reflects change in base salary**

Name	Title	Salary	Department	Start date
Monica Maxwell	Financial Aid Specialist	*\$43,768	Financial Aid	7/8/16

7. Status Changes- Administrator

The following reflect recommended changes in the status of employment of the following employee(s):

Name	Title	Salary	Department	Start date
Janet Dunne	Fundraising Associate	\$50,152	Foundation	7/1/16
*Jache Williams	Director of First Year Experience	No change	First Year Experience	8/22/16

*Title and Department only

8. Resignation

The following reflect employee(s) who has resigned from the college.

Name	Title	Department	Resignation Effective Date
Marife Domanski	Electronic Resources Specialist	Library	July 8, 2016
Samantha Frace	Admissions Specialist	Admissions & Recruitment	July 15, 2016

Resolution #127-2016 – Reappointments/Negotiated Salary Increase – Second Year and Beyond Teaching Faculty, Librarians, Counselors, and Teaching Assistants

BE IT RESOLVED, that the recommendation of the President, the following teaching faculty, librarians, Counselors and Teaching Assistants be notified of their reappointments by the Board of Trustees for the 2016-2017 academic or fiscal year.

Per Board Resolution of January 19, 2016 reappointments below include negotiated total salary increase of 2% September 1, 2015 and 2% September 1, 2016.

*represents 2% for September 1, 2015 only

**represents 2% for September 1, 2016 only

Last Name	First Name	Rank	Salary
Anderson	Anne Marie	Associate Professor-Accounting	\$72,043
Aronson	Daniel	Professor -Economics	\$103,993
Arvay	Susan	Assistant Instructor- English	\$66,424
Austin	Lori	Assistant Professor-Mathematics	\$70,340
Balut	Maryann	Associate Professor- Nursing	\$74,324

Last Name	First Name	Rank	Salary
Banfield	Sara	Associate Professor-Comm/Spec	\$71,291
Baricevic	Marianne	Assistant Prof- A&P/Microbiology	\$73,692
Bazar	Carrie	Career Counselor IV	\$94,591
Bell	Cheryl	Associate Professor - ESL	\$74,649
Bendjilali	Boualem	Associate Professor - Mathematics	\$80,777
*Bezanson	Mark	Associate Professor - Communications	\$119,610
Black	William	Professor - Accounting	\$87,561
Bondhus	Charles	Assistant Professor - English	\$67,029
Braun	Lauren	Assistant Professor-History	\$66,147
Brazier	Michelle	Assistant Professor-English	\$73,139
Bretcko	Barbara	Professor - English	\$119,612
Brower	Stephen	Assistant Professor - CIS	\$69,136
*Calvert	Tiffany	Assistant Professor- Visual Arts Found	\$61,198
Campoli	Alison	Assistant Professor- Nursing	\$66,942
Carr	Edward	Professor- Microbiology	\$86,765
Case	Patrice	Associate Professor- Nursing	\$77,316
**Chase	David	Associate Professor - English	\$74,646
Choi	Youngjun	Assist Professor - Math	\$69,136
Cleary	John	Assistant Professor-Philosophy	\$67,159
Copty	Nader	Assistant Professor- Physics	\$72,069
Corbett	Deborah	Professor - Psychology	\$108,964
Cozin	Mark	Professor - Social Science	\$112,826
Crosbie	William	Assistant Professor-Comp Sci	\$70,976
Czerw	Margaret	Professor- Chemistry	\$83,769
DeCicco	Lynne	Professor - English	\$99,853
DeFilippis	Maria	Professor-Legal	\$98,343
Dempsey	Megan	Assistant Professor- Librarian	\$70,793
*Edmunds	Thomas	Assistant Professor - CIS	\$75,165
Egan	Robert	Librarian - Professor	\$121,816
Fagan	W Michael	Associate Professor - Finance	\$74,552
Felix	Justin	Associate Professor - English	\$73,803
Flor	Paul	Assist Prof - Bus Admin-HVAC	\$78,786
Flynn	William	Assoc Professor- Criminal Justice	\$75,879
Fois	Loretta	Associate Professor-Dance	\$74,189
Gaffney	Karen	Professor - English	\$82,126
Geoffroy	Cynthia	Associate Professor - Mathematics	\$75,964
Gorini	Rosemarie	Associate Professor -Math	\$75,194
Gutierrez	Isabel	Assistant Professor- Psychology	\$66,314

Last Name	First Name	Rank	Salary
Gutshall-Seidman	Karen	Professor- Human Services	\$82,126
Harford	John	Instructor Graphic Design	\$60,788
Hemlow	Lance	Assistant Professor - Mathematics	\$72,957
Heppard	Brandyn	Assistant Professor- Philosophy	\$63,141
Hinkle	Robert	Professor-ESL	\$80,516
Holl	Carolyn	Associate Professor- Nursing	\$75,252
Hulsen	Patricia	Professor - Mathematics	\$86,477
Iannacone	Eric	Assistant Professor-Biology, A/P	\$68,037
Imbriglio	Sarah	Professor- Chemistry	\$84,858
*Jones	Cornelia	Professor-English	\$97,796
Kane	Gwendolyn	Associate Professor- English	\$75,588
Kaufman	Stephen	Professor - Anthropology	\$127,161
Kelly	Jay	Associate Professor- Biology	\$76,775
Kinebrew-Bosa	Carolyn	Instructor Communications	\$56,791
Kletz	Pattiann	Associate Professor- Business	\$74,237
Klinger	William	Assoc Professor- Bus Admin & Mgmt	\$79,314
Koep	Christopher	Associate Professor-VAPA	\$84,666
Kovarik	Tomas	Associate Professor - Math	\$81,206
Kowski	Lynne	Professor- Mathematics	\$86,476
Krov	Kathleen	Professor-Nursing	\$80,909
Kuijlaars	Gina	Counselor-Mental Health	\$68,979
Lenahan	Melanie	Professor - Biotechnology	\$82,126
Libby O'Neill	Elizabeth	Instructor- Pediatric Nursing	\$59,922
Lindemann	Ellen	Professor- Business Admin	\$83,769
Lindskoog	Carl	Assistant Professor-History	\$63,080
Logan-Bieler	Martha	Instructor-Medical Assistant	\$59,670
Luby	Barbara	Counselor IV	\$94,342
Manno	Andrew	Professor - English	\$89,017
Moore	Elaine	Associate Professor - Marketing	\$77,362
Morris	Melanie	Professor- Business Law	\$86,959
Nadkarni	Vandana	Associate Professor-Art History	\$75,520
Nikitovic	Nemanja	Assistant Professor- Mathematics	\$64,676
Patel	Aditi	Associate Professor - Mathematics	\$73,829
Patterson	Carol	Associate Prof - Nurse Education	\$89,169
Pieris-Gunatilaka	Ashlee	Assistant Professor - CIS	\$70,813
Pipitone	Christine	Professor-English	\$82,126
Pompo	Antonella	Professor- Engineering	\$86,574

Last Name	First Name	Rank	Salary
Reddy	Pratap	Professor - CIS	\$109,855
Reilly	Kathy	Instructor- Health Information Tech	\$57,069
Reilly	Kevin	Professor - History	\$139,724
Reynolds	Sandra	Assoc Professor - French/Spanish	\$79,815
Ricketts	Glenn	Professor-Political Science	\$105,857
Rimple	Tonya	Associate Professor- Business Admin	\$77,756
Romaine	Linda	Assistant Prof- Fitness & Wellness	\$66,546
Rosenblithe	Anita	Professor - English	\$131,256
Russo	Dennis	Associate Professor - Theatre	\$74,189
Schirner	Kimberly	Associate Prof- Early Childhood	\$74,649
Schueler	Paul	Professor - Chemistry	\$128,748
Schwarz	Steven	Associate Professor - CS	\$74,552
Seater	Barbara	Associate Professor - Sociology	\$123,113
Shapiro	Alisa	Instructor- Accounting	\$58,829
Sichel	John	Assistant Professor - Music	\$71,956
Smith	Virginia	Assistant Professor-Interior Design	\$67,763
Stackhouse	Donna	Professor VAPA	\$86,476
Stander	Emilie	Assistant Professor-Environmental Science	\$66,843
Stepanova	Tatyana	Assistant Professor- Mathematics	\$71,276
Stetson	Beryl	Associate Professor- Nursing	\$78,750
Stetson	Elliot	Associate Professor - Nursing	\$81,033
Strong	James	Associate Professor - Music	\$74,334
Stupak	Peter	Assistant Professor-Physics & Engineering	\$65,532
Suk	Kathryn	Asst Professor- Elmnty/Second Edu	\$67,097
Sullivan	John	Professor- CIS	\$117,107
Thomas	Brian	Professor - Ophthalmic	\$108,425
Thornber	Nora	Professor - Mathematics	\$99,135
Treut	Richard	Associate Prof Speech/Comm	\$75,194
Tsubota	Ann	Professor - Fine Arts	\$110,964
Tucker	Lisa	Associate Professor- English	\$77,700
Tyson	Ronald	Associate Professor - English	\$74,458
Vaccaro	Andrea	Assistant Professor- ESL	\$64,783
Valasek	Thomas	Professor - Communications	\$127,235
Valenti	Alyssa	Assistant Professor- Librarian	\$65,044
Warren	Jeffrey	Counselor II	\$78,226
Weber	Karl	Associate Professor-A&P/Micro	\$76,683

Last Name	First Name	Rank	Salary
Williams	Susan	Associate Professor-Nursing	\$75,536

Resolution #128-2016 – Reappointments/Negotiated Salary Increase – Tenure Track First Year Teaching Faculty, Librarians, and Counselors

BE IT RESOLVED, that at the recommendation of the President, the following first year teaching faculty, librarians and counselors be notified of their reappointments by the Board of Trustees for the 2016-2017 academic or fiscal year.

Per Board Resolution February 16, 2016 and June 28, 2016 reappointments below include a negotiated salary increase of 2% for September 1, 2016.

Last Name	First Name	Rank	Salary
Bendjilali	Khadidja	Assistant Professor-Mathematics	\$58,626
Burns	Keith	Instructor- Fitness & Wellness	\$59,008
Caruso	Steven	Instructor-Computer Science	\$56,169
Case	Rebecca	Instructor- Spanish	\$57,862
Darkenwald-DeCola	Jessica	Instructor-English	\$57,800
Forte	Frank	Instructor- Mathematics	\$59,554
Martin	Phillip	Instructor Communications	\$57,916
Offenhauer	Alexa	Instructor English	\$58,233
Pearce-Morris	Jennifer	Assistant Professor-Psychology	\$65,051
Spencer	Claudette	Instructor-Nursing	\$58,505

Resolution #129-2016 – Reappointments/Negotiated Salary Increase – Classified Staff Employees

BE IT RESOLVED, that upon recommendation of the President, the following employees be reappointed for the 2016/2017 fiscal year. Per Board Resolution June 28, 2016 reappointments salaries below included negotiated increase of 2% for July 1, 2015 and July 1, 2016.

Last Name	First Name	Title	*Salary
Beatty	Ruth	Department Assist-Tutoring	\$50,463
Bedoya	Jose	Custodian	\$30,923
Bogda	Carolyn	Laboratory Assistant	\$41,999
Burdett	Letitia	Senior Graphics Designer	\$50,465
Caceres De Rosales	Nuria	Custodian	\$30,923
Callejas	Santos	Custodian	\$30,923
Carty	Evelyn	Administrative Assistant	\$47,721
Castillo Torres	Maria	Custodian	\$30,923
Cizmar	Alice	Chemistry Lab Assist I	\$47,498
Clemente	Eric	Press Operator/Binder Finisher	\$48,605
Crimmins	Ann	Testing Specialist	\$52,370
Decker	Sharon	Administrative Assistant	\$43,782

Denton	Yshanda	Allied Health Practicum Specialist	\$44,960
Diaz	Rosa	Custodian	\$30,923
Diaz	Alfredo	Maintenance Worker/Painter	\$35,621
*Dubon	Pedro	Maintenance Worker-Shift Lead	\$32,122
Dunne	Janet	Admin Assist-Foundation	\$42,656
Exuma	Remond	Financial Aid Specialist	\$41,820
Fania	Valerie	Grants Specialist	\$51,695
Frank	Glenn	Lead Plant Operator/Electrician	\$84,130
Galeano	Maria	Custodian	\$30,923
Gero	Donna	Laboratory Assistant	\$63,104
Gill	Allison	Admin Asst - SBDC	\$46,387
Giraldo	Jose	Grounds Worker	\$34,489
Goralczyk	Ewa	Custodian	\$30,316
Griffing	Arlene	Department Asst - Bus Administration	\$59,385
Guardado	Maria	Custodian	\$30,923
Hansen	Janice	Department Assistant-Health Science Ed	\$45,674
Harmon	Roberta	Department Asst English Hum & Social Science	\$45,674
Harrigan	Corinna	Administrative Assistant	\$41,820
Hartzell	Sandra	Department Asst, VAPA	\$46,424
Hsu	Grace	Library Assistant	\$47,532
Hyland	Jamie	Facility & Ground Service Rep	\$51,816
Jacobs	Susan	Testing Specialist	\$49,867
Khan	Kiswah	Administrative Assistant	\$40,786
**Levy	Sylvia	Library Clerk	\$25,179
Lopez Recinos	David	Custodian	\$30,923
Luger	Maureen	Accounts Payable Specialist	\$48,223
Marhevka	Donna Marie	Admin Asst- Counseling	\$59,005
Matias	Johnny	Maintenance Worker	\$36,854
Mejia Fuentes	Erika	Custodian	\$30,923
Molina	Ingrid	Custodian-Shift Lead	\$32,460
Morales	Maria	Custodian	\$30,923
Murphy	Terence	Chemistry Lab Prep/Lab Asst II	\$48,923
Oleradzki	Slawomir	Custodian	\$30,316
Petrillo	Kathleen	Enrollment Services Specialist	\$45,106
Pyzik	Christopher	Finance Specialist AP	\$43,526
Pyzik	Ann	Department Assistant, Computer Science	\$61,044
Ramos Hernandez	Jorge	Custodian-Shift Lead	\$32,460
Raphel	Michael	Accounts Receivable Specialist	\$45,022
Rodriguez	Ana	Custodian	\$30,923
Romero Marquez	Sintia	Custodian	\$30,923

Rosales Samper	Galileo	Custodian	\$30,923
Ryan	Kenneth	Technology Service Tech-JR	\$40,677
Salas	Martha	Biology/Biotech Lab Prep Asst	\$50,790
Sanders	Donyea	Administrative Assistant-OAPP	\$43,262
Seas	Javier	General Service Worker	\$34,489
Simoncelli	Angelo	Lead Maintenance Mechanic	\$63,011
Snook	Judith	Enrollment Services Specialist	\$45,514
Strozeski	Charles	Internal Services Aide	\$54,045
Supe Andrade	Susana	Custodian	\$30,923
Tenzer	Kathy	Technical Service Associate	\$42,656
Torlish	Helena	Department Assist- Math & Communication & Languages	\$45,674
Truskowski	Margaret	Department Assistant	\$51,880
Trybulski	Diana	Department Assistant - Science & Engineering	\$46,246
Vroom	Walter	Media Aide I	\$47,778
Wells	Marve Luz	Finance Assistant- Student A/R	\$40,326
*Wicklund	Marie	Admin Assistant-Student Life	\$43,579
Williams	Rodney	Shipping And Receiving Clerk	\$46,905
Zarate	Bonnie	Enrollment Services Specialist	\$44,152
Zuniga	Maria	Custodian	\$30,923

*10 Months

**25hours/10months

Resolution #130-2016 – Reappointments/Updated Longevity – Non-Unit Classified Staff Employees

BE IT RESOLVED, that upon recommendation of the President, the following non-unit employees be reappointed for the 2016/2017 fiscal year. Per Board Resolution June 28, 2016 below reappointments include updated longevity.

Last Name	First Name	Title	Salary
Kelleher	Kelly	HR/Compensation Specialist	\$45,606
Lopez	Yolanda	Payroll Specialist	\$51,605
McCarthy	Lynnette	Executive Asst- Exec Offices	\$55,265
Pontarollo	Sheri	Office Manager - Exec Offices	\$86,602
Rogers	Chandra	Admin Asst II-Student Service	\$48,543
Seibert	Caroline	Benefits\HR Specialist	\$46,287

Resolution #131-2016 – Appointments, Full-Time Tenure Track Faculty

BE IT RESOLVED, that at the recommendation of the President, the following full-time tenure-track faculty appointment be approved for the 2016-2017 Academic Year:

*Per Faculty Contract Board Resolution June 28, 2016 Minimum Base Salary Change-Revised Starting Salaries

Name	Title	Department	Start Date	Salary
Carina Gonzalez	Instructor- Librarian	Library Services	9/1/16	\$57,651

Heather Heithoff	Assistant Professor- Nursing	Nurse Education	9/1/16	\$62,188
Ahmed Katsha	Assistant Professor- A/P & Biology	Science & Engineering	9/1/16	\$61,962
Isabelle Portelinha	Assistant Professor- Psychology	Humanities, SS & Education	9/1/16	\$59,962
Madhavi Shah	Assistant Professor- Biology	Science & Engineering	9/1/16	\$62,070
George Soliman	Instructor- Mathematics	Mathematics	9/1/16	\$56,618
Beau Younker	Instructor- Occupational Therapy Assistant/Coordinator	Health Science Education	9/1/16	\$58,000
Susan Madorran	Instructor-Computer Science	Computer Science	9/1/16	\$59,456

Resolution #132-2016 – Appointments, Full-Time Non-Tenured Temporary Faculty, 2016-2017 Academic Year

BE IT RESOLVED that at the recommendation of the President, the following full-time non-tenured faculty appointments be approved:

Per Board Resolution May 17, 2016 and June 28, 2016 reappointments below include a negotiated salary increase of 2% for September 1, 2016.

*Represents negotiated salary increase for September 1, 2015 & September 1, 2016

Name	Title	Department	Start Date	Salary
Brian Donnelly	Instructor Criminal Justice	Business & Public Service	9/1/16	\$61,246
Christine Chynoweth	Instructor ASL	Communications & Languages	9/1/16	\$55,132
*Darren McManus	Instructor Graphics	Visual & Performing Arts	9/1/16	\$60,427

Resolution #133-2016 – Artists and Fees

WHEREAS, 2017-2018 is the 34th Season at the College Theatre; and

WHEREAS, the College Theatre provides continuing entertainment and cultural events as a service to the College and the community; and

WHEREAS, it is necessary, in order to fulfill that obligation, to book appropriate acts and artists one season in advance of the performances; and

WHEREAS, the College Theatre, in fulfillment of its obligation, has entered into negotiations with several performing artists and/or agents for the 2017-2018 season;

WHEREAS, compensation for artists and attractions requires Board approval;

NOW, THEREFORE, BE IT RESOLVED, that Raritan Valley Community College (the College) enter certain artist and attraction contracts for the 2017-2018 season, compensation not to exceed \$450,000, as

permitted pursuant to the N.J.S.A. 18A:64A-25.5, subject only however, to final review of the contract provisions by counsel to the College; and

BE IT FURTHER RESOLVED, that the President of the College, or his designee, is hereby authorized to execute and deliver the above-named contracts by and on behalf of Raritan Valley Community College with such amendments or modifications as counsel to the College may suggest and as are acceptable to the Artists and their representatives and, in the event of scheduling problems, to reschedule or change any of the above-mentioned performances to times convenient to the College and the Artists.

C. Labor Relations Committee

Trustee Catherine Hebson McVicker reported that the Committee reviewed and unanimously recommends to the Board of Trustees the following resolutions:

Resolution #134-2016 – Ratification of the Classified Staff Contract

BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College does hereby ratify and approve an Agreement with the Classified Staff Federation with the following terms:

1. 2015-2019- 2% salary increase for each year of the contract.
2. Minimum salaries will be raised by 1% on July 1, 2016, July 1, 2017 and July 1, 2018
3. Meal allowance will be increased from \$8.00 to \$10.00.
4. Once a year only earned vacation cash out to be completed on or before June 30, 2019 not to exceed two weeks.
5. Longevity will increase across the board by \$50 retroactive to July 1, 2015.
6. Health care related plans and reimbursement changes.
7. All dates throughout the collective negotiation agreement shall be adjusted to reflect the new termination date of June 30, 2019
8. Agreement is for a term of four years from July 1, 2015 through June 30, 2019.

The Resolution was moved by Trustee McVicker, seconded by Trustee Schoberl, and approved unanimously by voice vote.

Resolution #135-2016 – Ratification of Administrator Society Contract

Be IT RESOLVED, that the Board of Trustees of Raritan Valley Community College does hereby ratify and approve an Agreement with the Administrator Society for an extended contract with the following terms:

1. 2017-2019- 2% salary increase each year.
2. Health care related plans and reimbursement changes.
3. Once a year only earned vacation cash out to be completed on or before June 30, 2019 not to exceed two weeks.
4. All dates throughout the collective negotiation agreement shall be adjusted to reflect the new termination date of June 30, 2019
5. Agreement is for an additional term of two years from July 1, 2017 through June 30, 2019.

Memorandum of Agreement to follow

The Resolution was moved by Trustee McVicker, seconded by Trustee Schoberl, and approved unanimously by voice vote.

Resolution #136-2016 – State Health Benefit Program

BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College elects to change the medical and prescription program provided to its employees; and

WHEREAS, effective January 1, 2017, the prescription drug coverage will be fully integrated into the State's School Employees' Health Benefits Program (SEHBP) and provided based on the medical plan chosen by the employees rather than having access to a stand-alone prescription plan;
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes the President or his designee to provide approval to the State Health Benefit Program.

The Resolution was moved by Trustee McVicker, seconded by Trustee Schoberl, and approved unanimously by voice vote.

Resolution #136A-2016 – Health Reimbursement Account

BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College elects to adopt a Health Reimbursement Account (HRA) provided to its employees; and
WHEREAS, effective July 1, 2016, the health reimbursement account will adopt one or more programs to cover negotiated medical expenses aligned with the State's School Employees' Health Benefits Program (SEHBP) for active full time employees who participate in the medical program, a secondary benefit plan to cover dental and vision costs for employees who waive medical coverage with the college, and a third benefit program for post-employment medical expenses.
NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees authorizes the President or his designee to provide approval to Genesis Employee Benefits, a third party administrator.

The Resolution was moved by Trustee McVicker, seconded by Trustee Hirsch, and approved unanimously by voice vote.

Resolution #136B-2016 – Legacy Sabbatical Program for Full-Time Tenured Faculty

WHEREAS, Raritan Valley Community College recognizes the need to improve its institutional flexibility in managing and staffing academic programs as the national higher education sector is undergoing significant structural and demographic changes; and

WHEREAS, College management has proposed a new Legacy Sabbatical Program (LSP) for senior tenured faculty members who meet certain eligibility criteria and apply for participation on or before October 1, 2016; and

WHEREAS, the eligible participants would receive a half-year sabbatical for the Spring 2017 term paid at the rate of half their base annual salary, and relinquish their tenure as of June 30, 2017; and

WHEREAS, the president reserves the right to recommend accepting participants based on college and department instructional needs, subject to approval by the Board of Trustees; and

WHEREAS, upon recommendations by management, the Board of Trustees reserves the right to consider offering the LSP in subsequent years;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Raritan Valley Community College approves the creation of the Legacy Sabbatical Program for full-time tenured faculty.

John Trojan
VP Finance & Facilities

The Resolution was moved by Trustee McVicker, seconded by Trustee Hirsch, and approved unanimously by voice vote.

D. Governance, Policy and Presidential Evaluation Committee

Trustee Paul Hirsch reported that the Committee reviewed and unanimously recommends to the full Board of Trustees the following resolution:

Resolution #137-2016 – President’s Contract

WHEREAS, the Board of Trustees of Raritan Valley Community College after reviewing and evaluating the services, accomplishments, and successes of the President, Michael J. McDonough, Ph.D.; and

WHEREAS, the successes and accomplishments were more fully set forth in the Evaluation Report and Recommendations submitted to the Board of Trustees by the Presidential Evaluation and Review Committee; and

WHEREAS, the Board and President McDonough reviewed the Report and Recommendations and agreed upon an extension of the President’s term, an increase to his salary and a contribution to his retirement account;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of Raritan Valley Community College that the following revisions and/or amendments be made to the Employment Agreement with President, Michael J. McDonough, Ph.D. dated April 22, 2014:

1. The period of appointment and employment shall be extended from June 1, 2016 to May 31, 2019.
2. The President is awarded a salary increase of two (2%) percent, which is equivalent to those increases currently negotiated for the two bargaining units and unrepresented staff, and which two (2%) percent increase shall commence on and effective as of June 1, 2016.
3. TERM OF EMPLOYMENT
 - (a) The term of the PRESIDENT’s employment under this Agreement shall be extended and continue unless sooner terminated, from June 1, 2016 through and including May 31, 2019.
4. COMPENSATION
 - (a) The PRESIDENT’s salary of \$224,400.00 per year (\$18,700.00 monthly) shall be increased commencing June 1, 2016 by two (2%) percent to \$228,880.00 per year (\$19,074.00 monthly) and shall continue unless otherwise amended until May 31, 2019.
 - (b) The PRESIDENT’s housing allowance of \$24,000.00 per year shall be increased by \$2000.00 (\$26,000.00 per year) commencing June 1, 2016 and shall continue unless otherwise amended until May 31, 2019.
 - (c) The PRESIDENT’s car allowance of \$500 per month shall be increased by \$200.00 (\$8,400 per year) commencing June 1, 2016 and shall continue unless otherwise amended until May 31, 2019.

All of the other terms and conditions and provisions set forth in the Employment Agreement dated April 22, 2014 are not otherwise amended or revised and remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have duly executed and delivered this Agreement as of the date hereinabove set forth.

Raritan Valley Community
College Board of Trustees

The Resolution was moved by Trustee Hirsch, seconded by Trustee Howes, and approved unanimously by voice vote.

Trustee Hirsch reported that the Governance Committee reviewed and unanimously approved travel for Trustee Catherine Hebson McVicker to represent RVCC Board of Trustees at the 2016 ACCT Leadership Congress scheduled for October 5-8, 2016 in New Orleans, Louisiana.

Lastly, as required by the State of New Jersey, Trustee Hirsch reported that the Committee reviewed the Campus Safety Reports for the periods June 29, 2016 through July 31, 2016 and August 1 through August 25, 2016. Trustee Hirsch noted that Committee continues to explore with administration the various security options and costs, the College's emergency preparedness plan, and areas within the infrastructure that can be continually improved upon.

V. Old Business
None

VI. New Business

Chairman Wise expressed his appreciation to President McDonough and to College staff for all their hard work and efforts on the Memorial Service held at the College on Saturday, July 9, 2016. The Chairman commented that it was an exceptional and exquisite tribute for Senator Raymond H. Bateman.

It was reported that the 26th Annual John Basilone Concert featuring the Raritan Valley Symphonic Band is scheduled for Saturday, September 17, 2016 at 7 p.m. in the Edward Nash Theatre at Raritan Valley Community College.

VII. Public Questions/Comments.

Chairman Wise read the following statement into record:

“The Board will take any comments from the public at this time. The Board will not respond to comments made and speakers are limited to two minutes.”

There were no public comments at the time.

VIII. Adjournment

There being no further business to bring before the Board, the Regular Meeting adjourned at 6:15 p.m.

Respectfully submitted,

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