

BOARD OF TRUSTEES OF MIDDLESEX COLLEGE

Minutes of the Meeting of February 21, 2024

The scheduled meeting of the Board of Trustees of Middlesex College was held at 8:30 a.m. in the Parkview Room, West Hall located on the Edison campus and on Zoom. Board members present were: Mmes. Buteas, Delgado, Grande, Madhukar, and Roman and Messrs. Oras, Paluri, Raja, and Taffet. Mr. Anderson, Mr. Finkelstein, and Mr. Sica were absent. Also present were President McCormick, General Counsel Mr. Hoffman, Acting Assistant Secretary Ms. Gormish, Vice Presidents Dr. Herron, Dr. Laureano and Dr. Scherr, Human Resources Executive Director Mr. Morgan, Chief Financial Officer Mr. Maltino, Facilities Management Executive Director Mr. Deak, and Information Technology Executive Director Mr. Mattaliano.

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

- (a) On November 13, 2023, advance written notice of this meeting was posted in the lobby of Chambers Hall and the College Center.
- (b) On November 13, 2023, advance written notice of this meeting was emailed to the Home News Tribune and The Star Ledger.
- (c) On November 13, 2023, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of County Commissioners.
- (d) On November 13, 2023, a copy of this advance notice was filed with the President of Middlesex College.
- (e) Any individual who has requested notice of this meeting has been forwarded a copy of the notice of such meeting.

MINUTES

Mr. Oras moved, seconded by Mr. Taffet, to adopt the regular meeting minutes from the January 17, 2024 Board of Trustees meeting as presented. Ms. Delgado and Ms. Madhukar abstained.

After discussion, the motion was approved.

PRESENTATION

Joanie Coffaro, Executive Director of Workforce Development and Lifelong Learning, along with Tracey Montani, Director of Workforce Development, and Dr. Natasha James-Waldon, Director of Lifelong Learning, presented on the communities and special populations that Workforce Development and Lifelong Learning Division serve. Ms. Coffaro shared that the Division's mission is to enrich lives and enhance careers by providing excellence in education,

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while advancing the commitment to explore, grow, and thrive. The presenters shared information on a wide array of programs offered, including English as a Second Language courses, a GED/High School Equivalency program, and preparation for the U.S. citizenship test.

ACADEMIC AND STUDENT AFFAIRS

Dr. Scherr reported that there was one resolution for consideration by the Board related to Grants.

Mr. Taffet moved, seconded by Mr. Paluri for adoption of Resolution 1.

1. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and the United States Department of Labor, (hereinafter referred to as the "USDOL") have entered into a contract for the operation of a project entitled Fiscal Year 2023-2024 COMMUNITY PROJECT FUNDING/ CONGESSIONALLY DIRECTED SPENDING GRANT for the period commencing February 1, 2024 and concluding January 31, 2027; and

WHEREAS, a proposal entitled Fiscal Year 2023-2024 COMMUNITY PROJECT FUNDING/ CONGESSIONALLY DIRECTED SPENDING GRANT has been submitted by the College administration and agreed to by USDOL in the amount of \$850,000.00; and

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

WHEREAS, the Board has determined that the operation of a project entitled Fiscal Year 2023-2024 COMMUNITY PROJECT FUNDING/ CONGESSIONALLY DIRECTED SPENDING GRANT is consistent with the philosophy and purpose of the College,

NOW, THEREFORE, BE IT RESOLVED as follows:

- a. The Board approves the proposal for the project entitled Fiscal Year 2023-2024 COMMUNITY PROJECT FUNDING/ CONGESSIONALLY DIRECTED SPENDING GRANT as submitted by the administration of Middlesex College to the USDOL for the period commencing February 1, 2024 and concluding January 31, 2027; and in the total amount of \$850,000.00.
- b. The Board herein ratifies the contract executed by the College President and/or his designee to implement the project.

FINANCE COMMITTEE

Mr. Maltino reported that the Finance Committee met on February 14, 2024 to discuss various matters consisting of resolutions for contracts, vendor payments, and other financial matters at the College and recommends approval of the following twelve resolutions.

Mr. Taffet moved, seconded by Mr. Oras for adoption of Resolutions 1 through 12.

1. WHEREAS, The College is authorized to obtain goods or services and participate in cooperative pricing systems available pursuant to N.J.S.A. 18A:64A-25.9 and 11a of the County College Contracts Law, and N.J.S.A. 52:34-6.2b(3) applicable to the College;

NOW, THEREFORE, BE IT RESOLVED, That the following contract(s) be authorized under the provisions of cooperatives currently in effect for purchases exceeding the quote threshold of \$8,320.00:

<u>COOPERATIVE</u>	<u>CONTRACT NUMBER</u>	<u>COMPANY</u>	<u>DESCRIPTION</u>	<u>AWARD</u>
E&I	CNR01494 CNR01399	Enterprise Holdings, Inc.	Purchase of a 2021 Ford Escape	\$21,449.00
ESCNJ	AEPA-21C	Konica Minolta Business Solutions, Inc.	Maintenance and support of monochrome production printer	\$20,000.00
HCESC	CAT-22-01	B&H Photo Video	Cameras, laptops, monitors, and peripherals for Events and Media Services	\$16,168.40
HCESC	CAT-22-01	Millennium Communications Group	Equipment and supplies for the cellular booster project	\$550,832.09
JPC	22/23 R-1361	Assessment Technologies Institute	NCLEX RN live review course for Nursing students funded by Carl D. Perkins Grant	\$35,650.00
NJ Edge	EMCPS-21-001-EM-SHI	SHI International	IT Help Desk ticketing software	\$15,524.62

NJSC	88740	Millennium Communications Group	Wiring services for the cellular booster project	\$788,314.91
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- (1) E&I – Education and Institutional Cooperative Services
- (2) HCESC – Hunterdon County Educational Services Commission
- (3) JPC – New Jersey Council of County Colleges Joint Purchasing Consortium
- (4) NJ Edge – NJ Edge Consortium
- (5) NJSC – New Jersey State Contract

2. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, awards be authorized to the following vendors pursuant to a fair and open process:

- a. Quote #10811F for the modification of the HVAC system in the Early Learning Center area of Edison Hall:

Johnson & Urban, LLC, Colts Neck, NJ for the not-to-exceed amount of \$8,000.00.

3. WHEREAS, The College has a need to obtain goods and services as Business Entity Disclosure contracts pursuant to the provisions of N.J.S.A. 19:44A-20.4 and N.J.S.A. 18A:64A-25.5.a.; and

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

WHEREAS, If applicable, the vendors will complete and submit Business Entity and Political Contribution Disclosures certifying that the vendors have not made any reportable contributions to a political or candidate committee in the State of New Jersey / County of Middlesex in the previous one year, and that the contract will prohibit the vendors from making any reportable contributions through the term of the contract;

NOW, THEREFORE, BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, contracts be authorized to the following vendors, contingent upon receipt of the completed disclosures:

- a. CareerAmerica, LLC, Sacramento, CA to provide licensing and technical support of a multi-lingual interactive live chat function for the college website for the not-to-exceed amount of \$41,200.00 for the period of January 1, 2024 through December 31, 2026, subject to the availability and appropriation annually of sufficient funds necessary to meet the extended obligation.
- b. Johnstone Supply, South Plainfield, NJ to supply replacement air conditioning cassette units for Edison Hall in accordance with Quote #10895 for the not-to-

exceed amount of \$29,274.47.

- c. Roof Maintenance Systems, Freehold, NJ to perform emergency roof repairs at the Edison Hall and Library, in accordance N.J.S.A. 18A:64A-25.6 and -25.19 and for the not-to-exceed amount of \$21,790.00.

4. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, the following contract amendment be made for contracts awarded during the period of July 1, 2023 through June 30, 2024:

- a. Ampro Sports, Primos, PA for additional athletics supplies and equipment in accordance with JPC Bid 20/21 B-1020:

Previous Contract Amount	\$30,000.00
Amendment #1	<u>20,000.00</u>
New Contract Amount	<u>\$50,000.00</u>

- b. BlackBeltHelp, Miami, FL for additional IT help desk support services in accordance with NJ Edge EMCPS-21-003-LA-BBH:

Previous Contract Amount	\$34,496.80
Amendment #1	<u>25,000.00</u>
New Contract Amount	<u>\$59,496.80</u>

- c. Turnitin, LLC, Oakland, CA for additional software and training in accordance with JPC RFP 22/23 R-1380:

Previous Contract Amount	\$26,798.16
Amendment #1	<u>3,449.96</u>
New Contract Amount	<u>\$30,248.12</u>

- d. Maul Power Group, Cranbury, NJ for additional work needed to replace a light pole in accordance with Bid # 23-12:

Previous Contract Amount	\$70,453.00
Amendment #2	<u>1,224.34</u>
New Contract Amount	<u>\$71,677.34</u>

- e. Rich Tree Service, South Plainfield, NJ for additional emergency tree services in accordance with HCESC-SER 22H:

Previous Contract Amount	\$ 8,000.00
Amendment #1	<u>10,000.00</u>
New Contract Amount	<u>\$18,000.00</u>

5. WHEREAS, Middlesex College has determined that certain personal property is no longer needed for public use and intends to use the online auction services of GovDeals, Inc., Bethesda, MD in accordance with OMNIA Partners national cooperative contract R190601; and

WHEREAS, The personal property to be sold consists of sixteen (16) pallets of IT equipment (printers, monitors, networking equipment, PCs, and peripherals);

WHEREAS, Public sales are conducted pursuant to N.J.S.A. 18A:64A-25.27 and guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex College authorize the Director of Purchasing and Inventory to sell the identified surplus personal property using the GovDeals online auction platform.

6. WHEREAS, Middlesex College has determined that certain personal property is no longer needed for public use and intends to donate the equipment to certain entities; and

WHEREAS, Prisma Foundation Inc. has expressed a need for laptops to teach participants in educational programs on computer hardware repairs and refurbishment by replacing parts and the College has identified forty-four (44) outdated laptops as surplus property; and

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of Middlesex College authorize the Director of Purchasing and Inventory to donate the surplus personal property "as-is" to Prisma Foundation Inc., a New Jersey non-profit organization.

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

- a. Epic Management, Inc., Piscataway, NJ for construction management services in conjunction with the following four (4) projects; Securing Our Children's Future, Physical Education Center HVAC Renovations, Restroom Renovations at multiple buildings and Roof Replacement at multiple buildings in the amount of \$19,300.00.

Contract Amount	\$328,100.00
Previous Payments	306,471.00

Payment #17	19,300.00
Balance	<u>\$ 2,329.00</u>

- b. FKA Architects, Oakland, NJ for Phase 3 construction administration architectural services for the Biotechnology Lab Expansion in conjunction with the Securing Our Children's Future grant project in the amount of \$130.50.

Contract Amount	\$2,900.00
Previous Payments	2,769.50
Payment #10 (FINAL)	<u>130.50</u>
Balance	<u>\$ 0.00</u>

- c. FKA Architects, Oakland, NJ for Phase 3 construction administration architectural services for the Engaged Learning Lab in conjunction with the Securing Our Children's Future grant project in the amount of \$220.50.

Contract Amount	\$4,900.00
Previous Payments	4,679.50
Payment #10 (FINAL)	<u>220.50</u>
Balance	<u>\$ 0.00</u>

- d. FKA Architects, Oakland, NJ for Phase 3 construction administration architectural services for the Nursing Simulation Lab in conjunction with the Securing Our Children's Future grant project in the amount of \$450.00

Contract Amount	\$10,000.00
Previous Payments	9,550.00
Payment #10 (FINAL)	<u>450.00</u>
Balance	<u>\$ 0.00</u>

- e. Imperial Construction and Electric, Elizabeth, NJ for construction services in conjunction with the Reconfiguration of the interior of Chambers Hall in the amount of \$190,270.80.

Contract Amount	\$3,947,135.00
Previous Payments	607,615.83
Payment #4	<u>190,270.80</u>
Balance	<u>\$3,149,248.37</u>

- f. Northeastern Interior Services, Little Falls, NJ for construction services for the Biotech Lab, Engaged Learning Lab and the Nursing Simulation Lab in conjunction with the Securing Our Children's Future grant project in the amount of \$90,924.30.

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Contract Amount	\$1,219,000.00
Previous Payments	991,437.75
Payment #8	<u>90,924.30</u>
Balance	<u>\$ 136,637.95</u>

- g. Spiezle Architects, Hamilton, NJ for Phase 2 construction document architectural services in conjunction with the Campus Wayfinding sign project in the amount of \$3,290.00.

Contract Amount	\$16,450.00
Previous Payments	13,160.00
Payment #6 (FINAL)	<u>3,290.00</u>
Balance	<u>\$ 0.00</u>

- h. VA Electrical Contractors, LLC, Millstone, NJ for construction services in conjunction with the Edison Hall and Physical Education Center Fire Alarm Replacement project in the amount of \$43,531.03.

Contract Amount	\$414,620.60
Previous Payments	371,089.57
Payment #9 (FINAL)	<u>43,531.03</u>
Balance	<u>\$ 0.00</u>

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

- a. Cleary Giacobbe Alfieri Jacobs, Matawan, NJ for legal services rendered through the month of January 2024 in the amount of \$875.93.

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

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

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

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

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L'Hommedieu Hall (Radiography Renovation)	\$ 831,376.00
Edison Hall (Roof Replacement)	\$2,100,000.00
Billy Johnson Hall, L'Hommedieu Hall, Main Hall and Instructional Resource Center (Fire Panel Replacement)	\$ 200,000.00
Instructional Resource Center lower and upper level, Billy Johnson Hall and L'Hommedieu Hall (Automatic Door Replacement)	<u>\$ 200,000.00</u>
TOTAL	\$3,331,376.00

NOW, THEREFORE, BE IT RESOLVED, That the aforementioned projects for Fiscal Year 2025 are hereby approved by the Board of Trustees for implementation on the Middlesex College campus, pursuant to the provisions of the College Capital Projects Fund Act, L.1997, c.360; and

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

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

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

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

WHEREAS, The Board of Trustees has caused to be duly prepared such annual budget for the Fiscal Year 2025; and

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

WHEREAS, The Board of Trustees have estimated that the sum of \$86,452,098.00 is necessary for the current operating expenses of Middlesex College for the fiscal period from July 1, 2024 to June 30, 2025 and that the sum of \$2,750,000.00 is necessary for capital outlay expenses for the fiscal period from July 1, 2024 to June 30, 2025 as indicated on the budget attached hereto and made in part hereof; and

WHEREAS, The Board of Trustees requests that the Board of School Estimate certify the sum of \$17,700,000.00 as the County of Middlesex's share of operating expenses for the fiscal period from July 1, 2024 to June 30, 2025 and to certify the amount of \$2,750,000.00 as the County of Middlesex's share of the capital outlay expenses for the fiscal period from July 1, 2024 to June 30, 2025.

NOW, THEREFORE, BE IT RESOLVED, By the Board of Trustees that the annual operating budget of \$86,452,098.00 and the capital outlay expenses of \$2,750,000.00 are hereby adopted for the fiscal period from July 1, 2024 to June 30, 2025; and

BE IT FURTHER RESOLVED, That the Board of Trustees request that the Board of School Estimate certify the sum of \$17,700,000.00 as the County of Middlesex's share of operating expenses and the sum of \$2,750,000.00 as the County of Middlesex's share for capital outlay expenses for the fiscal period from July 1, 2024 to June 30, 2025;

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

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

11. WHEREAS, The President has recommended an increase in the tuition rates, for academic sessions scheduled for Fiscal Year 2025, including Summer I session Fiscal Year 2024, in order to provide a portion of the revenue resource for the services to be rendered; and

WHEREAS, The President has developed a Current Unrestricted Fund to provide educational and other services to the students of Middlesex College for the fiscal period from July 1, 2024 to June 30, 2025; and

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

WHEREAS, As required by the Higher Education Restructuring Act of 1994 a public hearing was held on February 20, 2024,

NOW, THEREFORE, BE IT RESOLVED, That the following changes in credit hour tuition rates, be approved commencing with the academic sessions scheduled for Fiscal Year 2025, including pre-summer session Fiscal Year 2024 as follows:

- a) In-county tuition credit hour rate be increased from \$122.00 per credit hour to \$124.00 per credit hour; and
- b) Out-of-state tuition credit hour rate be increased from \$228.00 per credit hour to \$232.00 per credit hour.
- c) The mandatory Technology fee rate be increased from \$26.50 per credit hour to \$29.50 per credit hour.
- d) The mandatory Student Services fee rate be increased from \$10.00 per credit hour to \$12.00 per credit hour.
- e) The mandatory General fee rate be increased from \$30.00 per credit hour to \$33.00 per credit hour.
- f) The adjustments to fees set forth shall be as shown on the attached Schedule.
- g) The President or his designee is authorized to set the First Day Fee at a fee, which ranges between \$18.00 and \$150.00, depending on the publisher's charge for course materials.

12. WHEREAS, The President has recommended an increase in the tuition rates, for academic sessions scheduled for Fiscal Year 2025, including Summer I session in Fiscal Year 2024, in order to provide a portion of the revenue resource for the services to be rendered; and

WHEREAS, The President has developed a Current Unrestricted Fund to provide educational and other services to the students of Middlesex College for the fiscal period from July 1, 2024 to June 30, 2025; and

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

WHEREAS, As required by the Higher Education Restructuring Act of 1994 a public hearing was held on February 20, 2024,

NOW, THEREFORE, BE IT RESOLVED, That the following changes in credit hour tuition rates, be approved commencing with the academic sessions scheduled for Fiscal Year 2025, including pre-summer session Fiscal Year 2024 as follows:

- a) The tuition rate for Middlesex County high school students in dual enrollment will remain the same at \$135.00 per three-credit or four-credit course; and

- b) High School students from outside of Middlesex College will be required to pay the current out-of-county or out-of-state tuition rate, along with current mandatory fee rates.

After discussion, the motion was approved.

HUMAN RESOURCES COMMITTEE

This month included 22 recommended items in total. A summary of the action items is listed below.

Mr. Oras moved, seconded by Mr. Paluri, for adoption of all resolutions in the categories of Hires, Change of Status, Separations, and Miscellaneous.

A.	<u>Hires</u>	<u>Recommendations</u>
	Administrative	3
	Confidentials	1
	Support Staff	2
	Grants	1

B.	<u>Change of Status</u>	<u>Recommendations</u>
	Administrative	5
	Faculty	1

C.	<u>Separations</u>	<u>Recommendations</u>
	Administrative	1
	Faculty	1
	Support Staff	3

D.	<u>Miscellaneous</u>	<u>Recommendations</u>
	Administrative	1
	Faculty	2
	Support Staff	1

A. HIRES

ADMINISTRATIVE

- 1. Name: William Borgeson
Department: Health and Safety
Position: Manager, Health and Safety
Salary: \$85,666

Effective: 2/1/2024

2. Name: Larsen Cruz
 Department: Facilities Management
 Position: Assistant Director, Buildings and Systems
 Salary: \$77,740
 Effective: 2/1/2024*
 *Appointment rescinded

3. Name: Gregory Gutierrez
 Department: Information Technology
 Position: Senior Systems Administrator
 Salary: \$85,666
 Effective: 2/12/2024*
 *Adjusted start date

CONFIDENTIALS

1. Name: Jessica Kelly
 Department: Student Accounts Services
 Position: Student Accounts Specialist
 Salary: \$45,124
 Effective: 2/16/2024

SUPPORT STAFF

1. Name: David Labato
 Department: Facilities Management
 Position: Groundsperson I
 Salary: \$52,310
 Effective: 3/1/2024
2. Name: Matthew Montgomery
 Department: Enrollment Services
 Position: Enrollment Services Assistant
 Salary: \$45,332
 Effective: 2/1/2024*
 *Adjusted start date

GRANTS

1. Name: Cleopatra Jones
 Department: Workforce Development and Lifelong Learning
 Position: HSE Instructor
 Salary: \$49,821
 Effective: 3/1/2024 – 8/31/2024

B. CHANGE OF STATUS

ADMINISTRATIVE

1. Name: Michael Ansonoff
Department: Natural Sciences
Position: Acting Chairperson, Natural Sciences
Salary: \$117,600
Effective: 3/15/2024 – 6/15/2024 (extension)

2. Name: James Berrian
Department: Information Technology
Position: Associate Director, IT User Services
Salary: \$85,666
Effective: 2/1/2024

3. Name: Joanne Coffaro
Department: Institutional Advancement
Position: Vice President, External Affairs, Communications and Advancement
Salary: \$163,000
Effective: 2/21/2024

4. Name: Mirian Curry
Department: Business and Computer Science
Position: Acting Chairperson, Business and Computer Science
Salary: \$116,720
Effective: 3/15/2024 – 6/15/2024 (extension)

5. Name: Giuseppe Rotolo
Department: History and Social Sciences
Position: Acting Chairperson, History and Social Sciences (10-month position)
Salary: \$111,587*
Effective: 1/22/2024 – 6/15/2024
*Annual salary

FACULTY

1. Name: Giuseppe Rotolo
Department: History and Social Sciences
Action: Approval of Sabbatical Leave
Effective: Fall 2024*
*Date change due to faculty request

C. SEPARATIONS

ADMINISTRATIVE

1. Name: Linda Scherr
 Department: Academic Affairs
 Action: Resignation
 Effective: 3/31/2024

FACULTY

1. Name: Virgil Blanco
 Department: ESL, Languages, and Cultures
 Action: Deceased
 Effective: 1/13/2024

SUPPORT STAFF

1. Name: Tommie Foster
 Department: Facilities Management
 Action: Termination
 Effective: 1/22/2024
2. Name: Matthew Klich
 Department: Facilities Management
 Action: Termination
 Effective: 1/26/2024
3. Name: Ryan Klich
 Department: Facilities Management
 Action: Termination
 Effective: 1/26/2024

D. MISCELLANEOUS

ADMINISTRATIVE – LEAVE OF ABSCENCE

1. Name: Bernadette Roa
 Department: President's Office
 Type of leave: Unpaid
 Effective: 2/5/2024 – 3/18/2024

FACULTY COMPENSATION – IX-M

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Hillary Hyman	ESL, Languages, and Cultures	IX-M #744 Placement Interviews and Advisement	\$212.50

FACULTY MISCELLANEOUS – DECEASED

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WHEREAS, Professor **Virgil H. Blanco** was a dedicated member of the faculty and professional staff at Middlesex College from September 1972 through January 2024; and

WHEREAS Professor **Virgil H. Blanco** began his career at Middlesex College as an Instructor in the Department of Foreign Languages in September 1972, was promoted to the academic rank of Assistant Professor in 1976, to the rank of Associate Professor in 1980, and to the rank of Professor in 1985; and

WHEREAS **Virgil H. Blanco** served as the Director of Bilingual Programs in the Division of Community Education starting in 1980, and as Chairperson of the Modern Languages Department and Director of the Center for International Education from 1984-2012, in which role he provided outstanding academic leadership at Middlesex College; and

WHEREAS, **Virgil H. Blanco** was a dedicated member of the faculty and professional staff at Middlesex College, who effectively taught generations of students in the Spanish language; and

WHEREAS, Professor **Virgil H. Blanco** was a Fulbright Scholar and a leader of the International Education and Economic Globalization movement and served as President of the NJ World Trade Association and the World Trade Council; and

WHEREAS, the Middlesex College community is deeply saddened by the passing of friend and colleague **Virgil H. Blanco** on January 13, 2024;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex College offers its profound and sincere sympathy to the family and friends of **Virgil H. Blanco**; and

BE IT FURTHER RESOLVED, that the Board of Trustees, based on the recommendation of the President of Middlesex College, confer the title of Professor Emeritus, on **Virgil H. Blanco**, with all associated rights and privileges, in recognition of his long years of dedicated service and commitment to Middlesex College; and

BE IT FURTHER RESOLVED, that in order to commemorate his service to Middlesex College a certified copy of this resolution be sent to the family of **Virgil H. Blanco**.

SUPPORT STAFF – AFSCME SALARY CHANGES

BE IT RESOLVED that the following American Federation of State, County and Municipal Employees Union Local #2269 salary listing be approved effective with the January 30, 2024 pay period, through June 30, 2024 beginning with the name **Gonzalez, Martha** and ending with the name **Rosado Torres, Suheri**:

<u>NAME</u>	<u>SALARY</u> <u>2023/2024</u>	<u>SHIFT</u> <u>DIFFERENTIAL</u>	<u>TOTAL</u> <u>SALARY</u>
Gonzalez, Martha*	\$38,277		\$38,277
Rosado Torres, Suheri**	\$46,082		\$46,082

- *Associate's Degree
- **Bachelor's Degree
- ***Master's Degree

After discussion, the motion was approved.

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

President McCormick noted the sad news of the passing of Dr. Virgil Blanco, who served as a faculty member and a department chair during his more than 50 years at the College and added that he would be missed by the College community. He reported there are many student activities scheduled at the College to celebrate Black History Month in February. He reported there was a record turnout at the Student Engagement Fair. He thanked colleagues and students in the Nursing Department for promoting breast health awareness and congratulated our Nursing graduates on their 100% passing rate on the national NCLEX nursing exam on their first attempt. He thanked the members of the BAPS Shri Swaminarayan Mandir Temple in Edison for their generosity for donating food for our College's food pantry. He reported that he had attended the Association of Community College Trustees National Legislative Summit in Washington D.C. with Trustee Grande where she had the opportunity to meet with Congressman Frank Pallone, Congresswoman Bonnie Watson Coleman, and their staffers to advocate for their support of community colleges.

COMMENTS FROM THE LIAISON TO MIDDLESEX COUNTY CAPITAL INVESTMENT PROJECTS

No report.

NEW BUSINESS

Chair Raja introduced and welcomed the two newest Trustees appointed by the County of Middlesex: Iris Delgado of Metuchen, and Shivi Madhukar of Edison.

Trustee Taffet welcomed Trustee Delgado and Trustee Madhukar and added that it is exciting to have new members with new perspectives.

Trustee Madhukar thanked the Middlesex County Commissioners for this appointment and shared that she is excited to start this new journey in a field that she is so passionate about. She added that education is the single most important thing that can change a person's life. She is looking forward to working with her fellow Trustees and the President to continue to enrich and enhance student experiences at Middlesex College.

Trustee Delgado thanked the Board of County Commissioners, her fellow Trustees, and the President and indicated that she is very excited to join this team. She added that the College is on the precipice of beginning new things as there is a hub of workforce development and this College is going to be at the forefront.

President McCormick invited everyone to attend the Casino Night event which will be held on May 2, 2024 at 6:30 p.m. in West Hall to help raise funds for student scholarships.

COMMENTS FROM MIDDLESEX COUNTY

Sandy Castor, Department Head of Economic Development for Middlesex County, spoke on behalf of the Middlesex County Commissioners and thanked the President and the Board of Trustees for their leadership in serving the residents and businesses of Middlesex County.

COMMENTS FROM THE AUDIENCE

Patricia Payne, President of AFT Local 1940, reported on initiatives that are taking place with faculty involvement.

EXECUTIVE SESSION

Mr. Oras moved, seconded by Mr. Taffet, to go into Executive Session.

The Board voted to go into Executive Session to discuss a litigation matter.

The Executive Session began at 9:17 a.m. and ended at 9:38 a.m.

Mr. Oras moved, seconded by Mr. Paluri, to return to Open Session.

Counsel Hoffman reported that no action will be taken at this meeting on the litigation matter discussed in Executive Session.

The next regular meeting of the Board of Trustees will take place on Wednesday, March 20, 2024, at 8:30 a.m. in the Parkview Room in West Hall and on Zoom with the link to be posted on the College website.

The meeting adjourned at 9:40 a.m.

ROBERT P. SICA
SECRETARY

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