

BOARD OF TRUSTEES OF MIDDLESEX COLLEGE

Minutes of the Regular Meeting of November 18, 2024

The scheduled meeting of the Board of Trustees of Middlesex College was held at 8:42 a.m. in the Chambers Hall Boardroom located on the Edison campus and on Zoom. Board members present were: Mmes. Buteas, Delgado, Madhukar and Roman, and Messrs. Anderson, Oras, Paluri, Raja, Sica and Taffet. Ms. Chittala and Mr. Finkelstein were absent. Also present were President McCormick, General Counsel Mr. Hoffman, Vice Presidents Ms. Coffaro, Dr. Herron, Dr. Laureano and Acting Vice President of Academic Affairs Dr. Orosz, Human Resources Executive Director Mr. Morgan, Chief Financial Officer Mr. Maltino, Facilities Management Executive Director Mr. Deak, Information Technology Executive Director Mr. Mattaliano and Assistant Secretary Ms. Roa.

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 October 8, 2024, advance written notice of this meeting was posted in the lobby of Chambers Hall and the College Center.
- (b) On October 8, 2024, advance written notice of this meeting was emailed to the Home News Tribune and The Star Ledger.
- (c) On October 8, 2024, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of County Commissioners.
- (d) On October 8, 2024, 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 Ms. Madhukar, to adopt the minutes of the October 16, 2024 Board of Trustees regular meeting.

After discussion, the motion was approved.

PRESENTATION

Dr. Alex Delgado, Assistant Dean for Student Success, and Yovanka Rajkovic Coordinator of Veterans Services, gave a presentation on the College’s Center for Veterans Services. The mission of the Center is to provide access to affordable, quality education and comprehensive support services to military-affiliated students including military veterans, active duty personnel, Reservists, National Guard members, and their dependents. She also shared that

11/18/2024

their initiatives include building a relationship with Admissions to reach out to students who were accepted and never enrolled or started the application and never finished, participate in recruitment events and recruitment partnership with various NJNG companies to share information about the College's Veteran Services. Veteran student Mr. Joseph Velez also shared his experience with the Veteran's Office and its importance.

ACADEMIC AND STUDENT AFFAIRS

Dr. Orosz reported that this month includes four resolutions. She identified the need for and relevance of the following resolutions.

Mr. Anderson moved, seconded by Mr. Oras, for adoption of Resolutions 1 through 3.

1. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and the Office of the Secretary of Higher Education of the State of New Jersey, (hereinafter referred to as the "State") have entered into a contract for the operation of a project entitled SOME COLLEGE, NO DEGREE for the period commencing July 1, 2024 and concluding June 30, 2025; and

WHEREAS, a proposal entitled SOME COLLEGE, NO DEGREE has been submitted by the College administration and agreed to by the State in the amount of \$100,000.00; and

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

WHEREAS, the Board has determined that the operation of a project entitled SOME COLLEGE, NO DEGREE 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 SOME COLLEGE, NO DEGREE as submitted by the administration of Middlesex College to the State for the period July 1, 2024 and concluding June 30, 2025 in the total amount of \$100,000.00.
 - b. The Board herein ratifies the contract executed by the College President and/or his designee to implement the project.
2. WHEREAS, the Board of Trustees of Middlesex College (hereinafter referred to as the "Board") and the Office of the Secretary of Higher Education of the State of New Jersey, (hereinafter referred to as the "State") have entered into a contract for the operation of a

project entitled HUNGER-FREE CAMPUS GRANT for the period commencing July 1, 2024 and concluding June 30, 2025; and

WHEREAS, a proposal entitled HUNGER-FREE CAMPUS GRANT has been submitted by the College administration and agreed to by the State in the amount of \$71,500.00; 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 HUNGER-FREE CAMPUS 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 HUNGER-FREE CAMPUS GRANT as submitted by the administration of Middlesex College to the State for the period July 1, 2024 and concluding June 30, 2025 in the total amount of \$71,500.00.
 - b. The Board herein ratifies the contract executed by the College President and/or his designee to implement the project.
3. BE IT RESOLVED, That the Academic Calendar for 2027 – 2028 be approved.

2027 - 2028 ACADEMIC CALENDAR

FALL 2027

August	30	First Day of Obligation, State of the College, Faculty Meetings
	31	Faculty Development Day
September	1, 2	Change of Program, Advisement by Faculty
	6	Labor Day – No Classes
	7	Classes Begin – Fall Semester
October	11	Columbus Day – No Classes
November	11	Veterans Day – No Classes
	25 - 28	Thanksgiving – No Classes
December	17	Last Day of Classes; Last Day of Faculty Obligation
	18, 20, 21	Specially Scheduled Final Examinations
	22	Winter Recess Begins

24	Holiday – No Classes
27	Holiday – No Classes
31	Holiday (New Year's Day Observed) – No Classes

WINTERSESSION 2028

December	20	Wintersession Classes Begin
	31	New Year's Day Observed – No Classes
January	17	Martin Luther King Jr. Day – No Classes
	21	Wintersession Classes End

SPRING 2028

January	17	Martin Luther King Jr. Day – No Classes
	18	Faculty Meetings; First Day of Faculty Obligation
	19, 20	Change of Program, Advisement by Faculty
	24	Classes Begin – Spring Semester
February	21	Presidents' Day – No Classes
March	11	Spring Recess Begins – No Classes
	18	Weekend Classes Resume
	20	Regular Classes Resume
April	14	Holiday – No Classes
	15, 16	No Classes
May	9	Last day of Classes
	10, 11, 12	Specially Scheduled Final Examinations
	17	Last day of Faculty Obligation
	TBD	Commencement

SUMMER SESSION 2028

May	15	Summer Session Begins
	29	Memorial Day – No Classes
	30	Classes Resume
June	16	Juneteenth Observed – No Classes
July	4	Independence Day – No Classes
August	17	Summer Session Ends

After discussion, the motion was approved.

FINANCE COMMITTEE

Mr. Maltino reported that the Finance Committee met on November 13, 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 ten resolutions.

Mr. Taffet moved, except for Resolution 3.b. He abstained on that resolution. Mr. Oras moved Resolution 3.b. Seconded by Mr. Paluri for adoption of Resolutions 1 through 10.

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>
HCESC	CAT-23-10	FW Webb	Replacement water pump parts needed for L'Hommedieu Hall and New Brunswick Center	\$59,361.32
HCESC	FUEL-24/25	Riggins, Inc.	Regular, unbranded gasoline and ultra-low sulfur diesel (replaces Allied Oil)	\$20,000.00
JPC	22/23 R-1349	Nelnet Business Services	Student billing and payments, point-to-point payment devices, and transaction processing services	\$50,000.00
JPC	FY24JPC-45	VWR International	Medical and lab supplies for various classrooms and programs	\$15,000.00
NJ Edge	269EMCPS-22-001-EM-ESM	Electric Symphony Media	Adult Student Supply Chain media campaign funded by a Workforce Development	\$50,000.00

			& Lifelong Learning grant	
NJ Edge	269EMCPS-21-001-EM-SHI	SHI International	End-user access management software	\$16,669.27
NJSC	81620 81628 81711	Herman Miller, Exemplis, and Kimball c/o BFI	Furniture, design, delivery, and installation services for the Student Wellness Center funded by the Mental Health Grant	\$18,155.73
NJSC	23-TELE-45462 22-TELE-40642	Johnston G.P.	Wiring and cabling for Main Hall and Crabel Hall	\$24,720.00
NJSC	20-TELE-01512	Insight Public Sector	Access management software subscription (5-year commitment)	\$138,800.00
OMNIA	072816000	Stewart Xerox	17 mono-color copiers and 2 color copiers	\$81,275.83
OMNIA	R-TC-17006	Amazon Business Services	Food for the Community Resource Hub funded by the Community Development Block Grant	\$8,500.00
OMNIA	EV2370	Graybar Electric	Electric supplies and campus light bulbs	\$17,500.00
PEPPM	528991-001	Apple Computer	10 Macbook Air laptops for VPMA funded by the Carl D. Perkins Grant	\$14,990.00
PEPPM	528991-001	Apple Computer	45 iMacs for VPMA funded by the Carl D. Perkins Grant	\$103,455.00

- (1) HCESC – Hunterdon County Educational Services Commission
- (2) NJ Edge – New Jersey Edge Consortium
- (3) JPC – New Jersey Council of County Colleges Joint Purchasing Consortium
- (4) NJSC – New Jersey State Contract
- (5) OMNIA – OMNIA Partners Cooperative
- (6) PEPPM – Pennsylvania Education Purchasing Program for Microcomputers

2. WHEREAS, the Electric Discount and Energy Competition Act, P.L. 1999, Chapter 23 (the “Act”) and the promulgation of the Interim Government Energy Aggregation Program Standards N.J.S.A. 48:3-92, 93.1 through 93.3, and 94: 48: 3-85 declare it to be in the public interest to permit competition in the natural gas marketplace in order to reduce the aggregate energy rates; and

WHEREAS, the Act provides that Middlesex College is permitted to contract for Natural Gas Supply Service pursuant to County College Contracts Law, N.J.S.A. 18A:64A-25.10, and Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, Middlesex College is a Participating Member of the County College Energy Consortium (CCEC), for which Ocean County College is the lead purchasing agency; and

WHEREAS, Ocean County College, as the lead agency for the New Jersey County College Joint Purchasing Consortium, has awarded a contract on March 27, 2024 via RFB #23-24 B-1550 to NRG Energy Services (formerly Direct Energy) to provide natural gas supply service to Participating Members for a contract term to begin on November 1, 2024 and for a service period of 36 months to last through October 31, 2027; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of Middlesex College hereby authorizes the award and resulting contract of this natural gas supply service contract, under which the natural gas accounts of Middlesex College will be served.

BE IT FURTHER RESOLVED, that the Board of Trustees of Middlesex College hereby authorizes a contract to NRG Energy Services, Houston, TX for the not-to-exceed amount of \$275,000.00 for the period of November 1, 2024 through October 31, 2025, with two optional one-year renewals through October 31, 2027, subject to the availability and appropriation annually of sufficient funds necessary to meet the extended obligation.

3. 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, for the period of July 1, 2024 through June 30, 2025, unless otherwise specified:

- a. Quote #10877 for the supply and delivery of safety shoes:

Saf-Gard Safety Shoe Co., Greensboro, NC for the not-to-exceed amount of \$22,000.00.

- b. RFP #10889 for the second-year renewal of professional labor counsel services for the period of January 1, 2025 through December 31, 2025:

Weiner Law Group, LLP, Parsippany, NJ for the not-to-exceed amount of \$50,000.00.

- c. Quote #10911 for the supply and delivery of uniforms:

Smart Stitch LLC, Ewing, NJ for the not-to-exceed amount of \$18,000.00.

4. 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 for the period of July 1, 2024 through June 30, 2025, unless otherwise specified, contingent upon receipt of the completed disclosures:

- a. Arthur J. Gallagher & Co., Whippany, NJ for professional insurance brokerage services at the commission rate of 4% of the premium for the dental insurance policy commencing January 1, 2025.
- b. Design Resource Group Architects, AIA., Inc., Somerset, NJ for professional architectural design consulting services for the Performance Arts Center lobby renovation project for the not-to-exceed amount of \$30,000.00.
- c. Medicat, LLC, Atlanta, GA for proprietary cloud-based counseling and accessibility services student management software for the not-to-exceed amount of \$16,000.00 for the period of July 1, 2025 through June 30, 2026, and for the not-to-exceed amount of \$16,800.00 for the period of July 1, 2026 through June 30, 2027, for the total not-to-exceed amount of \$32,800.00 to be prepaid by the Mental Health grant.

5. WHEREAS, The College has a need to obtain employee dental insurance pursuant to N.J.S.A. 18A:64A-25.5(11); and

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

WHEREAS, Insurance carriers are statutorily prohibited from making political contributions and as such, are not subject to the requirements of N.J.S.A. 19:44A-20.4;

NOW, THEREFORE, BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, the Board of Trustees approve the renewal proposal submitted by Cigna Health and Life Insurance Co., Pittsburgh, PA, for the not-to-exceed amount of \$508,420.00 for the

policy period of January 1, 2025 through December 31, 2025.

6. BE IT RESOLVED, That based on the recommendation of the Director of Purchasing and Inventory and the Chief Financial Officer, the following contract amendments be made:

- a. Ad Café, Edison, NJ for additional promotional items to be purchased for the period of April 1, 2024 through March 31, 2025:

Previous Contract Amount	\$100,000.00
Amendment #1	<u>25,000.00</u>
New Contract Amount	<u>\$125,000.00</u>

- b. Lerner David, LLP, Cranford, NJ for additional specialty legal services for Intellectual Property and trademark registration services:

Previous Contract Amount	\$4,400.00
Amendment #1	<u>4,200.00</u>
New Contract Amount	<u>\$8,600.00</u>

- c. Macan Computing Services, Bedford, NJ for additional application and database administration consulting services in conjunction with the ERP SaaS project:

Previous Contract Amount	\$30,000.00
Amendment #1	<u>4,000.00</u>
New Contract Amount	<u>\$34,000.00</u>

- d. ML, Inc., Passaic, NJ for a change order in conjunction with the North Hall Renovation project:

Previous Contract Amount	\$2,915,000.00
Change Order	<u>16,144.00</u>
New Contract Amount	<u>\$2,931,144.00</u>

- e. Momentum Hospitality at MC, LLC, East Hanover, NJ for additional Early Learning Center food services in accordance with the National School Program:

Previous Contract Amount	\$ 75,000.00
Amendment #1	<u>50,000.00</u>
New Contract Amount	<u>\$125,000.00</u>

11/18/2024

7. 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 three (3) pallets of Apple and Dell computers and displays;

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.

8. 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. DMR Architects, Hasbrouck Heights, NJ for construction administration architectural services in conjunction with the Chambers Hall Renovation project in the amount of \$2,075.00.

Contract Amount	\$41,500.00
Previous Payments	22,825.00
Payment #6	<u>2,075.00</u>
Balance	<u>\$16,600.00</u>

- b. Epic Management, Inc., Piscataway, NJ for construction management services in conjunction with the following four (4) projects; Physical Education Center HVAC Renovations, Site Improvements at multiple buildings, Billy Johnson Hall RTU Replacement and Restroom Renovations in the amount of \$19,300.00.

Contract Amount	\$231,600.00
Previous Payments	154,400.00
Payment #27	<u>19,300.00</u>
Balance	<u>\$ 8,600.00</u>

- c. Imperial Construction and Electric, Elizabeth, NJ for construction services in conjunction with the Reconfiguration of the interior of Chambers Hall in the amount of \$33,371.28.

Contract Amount	\$3,947,135.00
Previous Payments	3,044,532.50

Payment #13	33,371.28
Balance	<u>\$ 869,231.22</u>

- d. Industrial Cooling Corporation, Metuchen, NJ for construction services in conjunction with the Physical Education Center Boiler Piping Modification project in the amount of \$14,398.49.

Contract Amount	\$149,776.00
Previous payments	120,399.91
Payment #4	<u>14,398.49</u>
Balance	<u>\$ 14,977.60</u>

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

- a. Lerner David, LLP, Cranford, NJ for specialty legal services in conjunction with the College's Intellectual Property and trademark registration in the amount of \$4,200.00.

10. Financial Statement and Legal Costs, Government Relations and Public Relations

In accordance with Section 6 (k) of the Higher Education Restructuring Act of 1994, the governing board of each public institution of higher education must prepare and make available to the public: "an annual Financial Statement, and a statement setting forth generally the monies expended for Legal Costs, Government Relations, and Public Relations."

The financial statement is in addition to the year-end financial statements of the College and must be prepared and made available no later than November annually.

It is the responsibility of the Chief Financial Officer of the College to prepare this statement annually and submit to the Board of Trustees for their acceptance. This statement shall be maintained by the College and will be made available to the public for inspection upon request.

For the fiscal year ended June 30, 2024, Middlesex College had expenditures for only legal costs and public relations, in the amounts of \$34,149.43 and \$63,232.04 respectively.

After discussion, the motion was approved.

HUMAN RESOURCES COMMITTEE

Mr. Morgan reported that this month includes 22 recommended items in total. A summary of the action items are listed below.

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

A.	<u>Hires</u>	<u>Recommendations</u>
	Administrative	2
	Support Staff	1
B.	<u>Change of Status</u>	<u>Recommendations</u>
	Administrative	2
	Support Staff	2
C.	<u>Separations</u>	<u>Recommendations</u>
	Administrative	2
	Faculty	1
	Support Staff	1
	Grants	1
D.	<u>Miscellaneous</u>	<u>Recommendations</u>
	Administrative	1
	Faculty	2
	Confidentials	1
	Support Staff	5
	Grants	1

A. HIRES

ADMINISTRATIVE

1. Name: Joseph Marrero
 Department: Facilities Management
 Position: Custodial Supervisor
 Salary: \$63,109
 Effective: 11/18/2024
2. Name: Laura Batista
 Department: Financial Aid
 Position: Financial Aid Administrator
 Salary: \$73,466
 Effective: 11/18/2024

SUPPORT STAFF

1. Name: Johangel Olivares
 Department: Perth Amboy Center
 Position: Enrollment Services Assistant
 Salary: \$46,465
 Effective: 12/2/2024

B. CHANGE OF STATUS

ADMINISTRATIVE

1. Name: Angelo Abreu
 Department: Perth Amboy Center
 Action: \$700/month Stipend – Additional Responsibilities
 Effective: 12/1/2024 – 6/30/2025 (extension)
2. Name: Megan Elliott
 Department: e-Learning
 Position: Acting Assistant Director, e-Learning
 Salary: \$77,740*
 Effective: 12/1/2024 – 12/15/2024 (extension)
 *Annual Salary

SUPPORT STAFF

1. Name: Erika Montalvo
 Department: Facilities Management
 Position: Third Shift Lead Custodian
 Salary: \$36,250 + \$3,625 (lead) = \$39,875
 Effective: 11/16/2024
2. Name: Ryan O'Connor
 Department: Police
 Position: Police Officer Step 2 - Promotion
 Salary: \$51,284 + \$1,275 (Associate) = \$52,559
 Effective: 12/18/2024

C. SEPARATIONS

ADMINISTRATIVE

1. Name: Salim Williams
 Department: Educational Opportunity Fund
 Action: Resignation
 Effective: 11/15/2024
2. Name: Young Soo Yang
 Department: Marketing and Communications

11/18/2024

Action: Resignation
Effective: 11/21/2024

FACULTY

1. Name: Rick Schieni
Department: Engineering Technologies
Action: Resignation
Effective: 12/18/2024

SUPPORT STAFF

1. Name: Roberto Quiles
Department: Facilities Management
Action: Retirement
Effective: 11/1/2024

GRANTS

1. Name: Carolina Ochoa
Department: New Brunswick Center
Action: Resignation
Effective: 11/30/2024

D. MISCELLANEOUS

ADMINISTRATIVE – TERMINAL LEAVE PROGRAM 2024/2025

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE OF LEAVE</u>	<u>DATE OF RETIREMENT</u>
Toleather Williams-Thomas	Financial Aid	2/1/2025	10/1/2025

FACULTY – TERMINAL LEAVE PROGRAM 2024/2025

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE OF LEAVE</u>	<u>DATE OF RETIREMENT</u>
Desiree Brower	Admissions and Recruitment	2/1/2025	10/1/2025
Hillary Hyman	ESL, Languages and Cultures	2/1/2025	10/1/2025
Alan Sherman	Natural Sciences	2/1/2025	10/1/2025

CONFIDENTIAL – TERMINAL LEAVE PROGRAM 2024/2025

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE OF LEAVE</u>	<u>DATE OF RETIREMENT</u>
Theresa Varites	Police	2/1/2025	6/1/2025

FACULTY COMPENSATION – IX-M

<u>NAME</u>	<u>DEPARTMENT</u>	<u>REASON</u>	<u>PAYMENT</u>
Raymond Dademo	English	IX-M#788 Reading Placement Scoring	\$560
Alexandra Fields	English	IX-M#788 Reading Placement Scoring	\$2,830
Daniel Markowicz	English	IX-M#787 Writing Placement Scoring	\$828
Ellen Shur	English	IX-M#787 Writing Placement Scoring	\$630
Celia Winchester	English	IX-M#787 Writing Placement Scoring	\$636

AFSCME – TERMINAL LEAVE PROGRAM 2024/2025

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE OF LEAVE</u>	<u>DATE OF RETIREMENT</u>
William Solomon	Information Technology	1/1/2025	9/1/2025

TEAMSTERS – TERMINAL LEAVE PROGRAM 2024/2025

<u>NAME</u>	<u>DEPARTMENT</u>	<u>DATE OF LEAVE</u>	<u>DATE OF RETIREMENT</u>
Edward Ostrowski	Facilities Management	1/1/2025	5/1/2025
Dennis Stempinski	Facilities Management	1/1/2025	9/1/2025

SUPPORT STAFF – LEAVE OF ABSENCE

- Name: Jadwiga Andre
 Department: Facilities Management
 Type of leave: Unpaid
 Effective: 10/15/2024 – 11/15/2024

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 October 30, 2024 pay period, through June 30, 2025 beginning with the name **Ruiz, Juan** and ending with the name **Ruiz, Juan**:

<u>NAME</u>	<u>SALARY</u>	<u>SHIFT</u>	<u>TOTAL</u>
-------------	---------------	--------------	--------------

	<u>2024/2025</u>	<u>DIFFERENTIAL</u>	<u>SALARY</u>
Ruiz, Juan*	\$58,456		\$58,456
*Associate's Degree			
**Bachelor's Degree			
***Master's Degree			

SUPPORT STAFF MISCELLANEOUS – RETIREMENT

WHEREAS, **Roberto Quiles**, has faithfully served Middlesex College from October 2, 2017 to November 1, 2024; and

WHEREAS, he has performed his duties and responsibilities capably and loyally;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees accepts the voluntary retirement of **Roberto Quiles** as of November 1, 2024; and

BE IT FURTHER RESOLVED that the Board recognizes the significant contributions of **Roberto Quiles** during his years of service to Middlesex College and extends its best wishes to him on his retirement.

GRANTS AND SPECIAL PROJECTS REAPPOINTMENTS

<u>NAME</u>	<u>DEPARTMENT</u>	<u>SALARY</u> <u>2024/2025</u>	<u>DURATION</u>
Robin Gill	Workforce Development and Lifelong Learning	\$63,139	11/1/2024 – 12/31/2024
Chante Glenn	Workforce Development and Lifelong Learning	\$63,139	11/1/2024 – 12/31/2024
Cleopatra Jones	Corporate Education and Training	\$49,821	11/1/2024 – 12/31/2024
Jennifer Jones	Lifelong Learning	\$50,842	11/1/2024 – 12/31/2024

After discussion, the motion was approved.

BYLAWS COMMITTEE

Mr. Hoffman reported that the Bylaws Committee reviewed and recommends the proposed eight amendments to the Board Bylaws. The amended Bylaws will be voted on at the December 11, 2024 Board of Trustees meeting at 8:30 a.m.

4.2 (a) – Duties and Powers of the Board

Changes title from “Chosen Freeholders” to “County Commissioners”

4.4 (a) – Composition of the Board of Trustees	Changes title from “Chosen Freeholders” to “County Commissioners”
5.1 – Officers	Allows Officers to be chosen ballot or roll call, rather than just ballot
6.5 (b) – Committee on Facilities	Adds duties to existing list for committee
6.5 (d) – Committee on Academic and Student Affairs	Adds duty to existing list for committee
6.5 (e) – Committee on Marketing and Public Relations	Adds new committee (previously ad hoc) with list of duties
7.4 (4) – Attendance of Public	Expands list of parties that may respond to inquiries to include President
7.6 – Minutes	Allows Assistant Secretary to generate minutes, reflecting current activity

REPORT OF COUNSEL

No report.

REPORT OF THE PRESIDENT

Dr. McCormick thanked Yovanka Rajkovic, Coordinator of Military and Veterans Services, for her presentation on Veterans Services. He noted that the Trustees received a copy of the College’s 2023-2024 Annual Report and a wallet card with updated key statistics and facts about the College. He reported on the Dual Admission partnership between the College and Rutgers University-New Brunswick. He also reported that more a dozen local Dharmic communities in the Edison area donated more than 20,000 pounds of food to the College's Community Resource Hub and Food Pantry, the largest single donation to date.

FURTHER COMMENTS FROM TRUSTEES

Trustee Taffet thanked Ms. Rajkovic for her presentation and commented that the Veterans component is very important to the College as well as offering them a career path.

Trustee Paluri thanked Ms. Rajkovic for her presentation and is happy to see this community supporting each other. He wanted to make the Veterans aware that the State of New Jersey conducted a study in which there is a disproportionate number of minority businesses, specifically African Americans, Latinos and disabled Veterans. He is happy to see many Veterans returning to school and hopes that many decide to open their own businesses as the federal government will be allocating a certain percentage for disabled Veterans.

11/18/2024

Trustee Roman also thanked Ms. Rajkovic and stated that her message will resonate with many other Veterans who may not feel there are opportunities to grow. Trustee Roman asked how are they targeting this specific group? Ms. Rajkovic reported that they are working with Admissions and explained that when students apply there is a tab that they can indicate that they are a Veteran. Veterans Services will then reach out to those students.

Trustee Sica thanked the Veterans for their service.

Trustee Buteas thanked the Veterans for their service. She also asked Ms. Rajkovic what is the number one thing she hears from the students regarding areas for improvement or ways that College can assist them moving forward? Ms. Rajkovic reported that students mainly want information. She ensures that when students come to her office all of their questions are answered, specifically when it comes to work-study because this allows students to work on campus and earn extra income, as well as discuss other financial resources.

Trustee Delgado also thanked the Veterans for their service, she commented that as a daughter of a Veteran this is near and dear to her heart. She also asked Ms. Rajkovic from a marketing standpoint, how does she think the program can improve in marketing the program and highlighting some of the stories from their Veterans? Ms. Rajkovic reported that she would like to create a partnership with Marketing so that she report on events such as workshops that target older Veterans wanting to return to College.

Trustee Anderson thanked Ms. Rajkovic for her presentation and providing a voice for our Veterans.

Trustee Oras also thanked the Veterans for their service especially those that have served overseas. He also reminded everyone that we are the land of the free because of their service.

COMMENTS FROM MEMBERS OF THE PUBLIC

Charlie Kratovil, Editor of New Brunswick Today, addressed the Board with questions regarding an article in Quo Vadis addressing the current status of the Track and Field Program. Trustee Raja asked that his questions be emailed to the Assistant Secretary who will then share it with the Board.

The next regular meeting of the Board of Trustees will take place on Wednesday, December 11, 2024, at 8:30 a.m. in the Chambers Hall, Boardroom and on Zoom with the link to be posted on the College website.

The meeting adjourned at 9:29 a.m.

ROBERT P. SICA
SECRETARY

THIS PAGE WAS NOT USED