



**Board of Trustees Regular Meeting
Tuesday, October 24, 2023
Board Room**

MINUTES

1. General Institutional Functions

- 1.1 Dr. Morgus called the meeting to order at 5:00 p.m.
- 1.2 Public Statement: Adequate notice of this meeting specifying the time and location was transmitted via fax, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on December 5, 2022 when the yearly schedule was noticed. The Executive Session was noticed on October 19, 2023, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.

1.3 Roll Call / Pledge of Allegiance

The following people were present: Dr. Morgus-Chair, Dr. Crowley-Vice Chair, Ms. Brown-Treasurer, Mr. Gewecke-Secretary, Mr. Hofmann, Mr. Santillo (via Zoom), Mrs. Smith, Dr. Connolly-President and Ex-Officio member, and Mrs. Fullem-Recording Secretary.

Also present: Dr. Homer-Vice President of Student Success and Institutional Effectiveness, Dr. Gallo-Associate Vice-President of Academic Affairs, Mr. Gaddy-Chief Operating and Human Resources Officer, Mr. Fruge-Dean of Technical Occupations, and Mr. Kula-Executive Director, Foundation.

1.4 Dr. Morgus welcomed the guests and noted:

All members of the public who provide public comment shall first identify themselves. Public comments may be submitted to the Board of Trustees Secretary via email or written letter if received at least (8) hours prior to the meeting. Written public comments shall be read at the meeting with the same time restrictions as all public comments at the meeting. Duplicative comments may be summarized at the discretion of the Board of Trustees Chair.

1.5 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker).

No one spoke.

ACTION

1.6 Approval/Acceptance of Minutes

Mrs. Smith moved to approve minutes noted below. Mr. Hofmann seconded the motion. The motion carried.

- 1.6.1 Minutes from the September 26, 2023 Board of Trustees Meeting.
(Resolution No. GI10242023-1)

1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes.
(Resolution No. GI10242023-2)

- Personnel and Curriculum Committee – October 17, 2023.
- Audit and Policy Committee – October 17, 2023.
- Finance and Facilities Committee – October 17, 2023.

Consent Agenda – ACTION/RC

The President recommends items 2.1 - 2.5 for Board approval, as brought forth after discussion and review by Board Committees:

Mrs. Smith moved to approve the Consent Agenda in its entirety. Ms. Brown seconded the motion.

Roll call vote: Ms. Brown, Dr. Crowley, Mr. Gewecke, Mr. Hofmann, Mr. Santillo, Mrs. Smith, and Dr. Morgus voted yes. The motion carried unanimously.

- 2.1 Approval of Personnel Items
 - 2.1.1 Personnel Actions – September 13, 2023 – October 11, 2023. (Resolution No. P10242023-1)
- 2.2 Approval of Curriculum Items – None this month.
- 2.3 Approval of Policy Items
 - 2.3.1 Policy No. 301.31 Academic Fresh Start is being presented for re-adopton. There are no changes to the policy. There are changes to the procedures. (Resolution No. AP10242023-1)
- 2.4 Approval of Finance Items
 - 2.4.1 Aero Plumbing and Heating Increase to FY24 Blanket Purchase Order. Current PO: \$18,000 Increase by \$25,000 = Total: \$43,000. (Resolution No. BFF10242023-1)
- 2.5 Approval of Facilities Items – None this month.

3. Finance – ACTION/RC

- ACTION/RC** 3.1 Recommendation: Acknowledge Receipt and Review Financial Statements, September 30, 2023, Three Months YTD FYE June 30, 2024. (Resolution No. GI10242023-3)

The Board of Trustees reviewed: September YTD FY24 - Credit Hours, Income Statement, Income Variances 3 months FY24, Revenue (Student/Support), Expenditures, Expense Variances 3 Months FY24 Summary, Operating Statement, Balance Sheet – Assets, Assets Variances 3 Months FY24, Balance Sheet – Liabilities, Liabilities Variances 3 Months FY24, Three Year Comparison, Current Assets, Staffing Headcount, and CAPEX Projects.

Mr. Gewecke moved to acknowledge receipt and review of financial statements noted above. Ms. Brown seconded the motion.

Roll call vote: Ms. Brown, Dr. Crowley, Mr. Gewecke, Mr. Hofmann, Mr. Santillo, Mrs. Smith, and Dr. Morgus voted yes. The motion carried unanimously.

4. **Reports**

- 4.1 The Correspondence File was received, reviewed, and filed.
- 4.2 Report of the Nominating Committee.

Mr. Hofmann, Chair of the Nominating Committee explained that there are four officer positions who will comprise the Board's Executive Committee, and that four members of the Board have stepped up for those positions. The election will take place at the Board Organization meeting in November.

5. **Presentations** – None this month

6. **Courtesy of the Floor on General Matters** (Public Session-5 Minutes per Speaker)

No one spoke.

7. **Other Business**

Discussion / Reports / Announcements:

7.1 Trustee Activity Update

Mrs. Smith reminded the Board that the Foundation event Funding Their Future is taking place on Wednesday, November 29th at Perona Farms.

7.2 President's Report – The President's Report is on file in the Office of the President. Highlights of the report include:

The College was honored with an award from The Sussex County Economic Development for economic innovation for the work happening at the McGuire Technical Center.

We have received a grant from the Tepper Foundation. Our application was considered one of the best submissions because we have real data and we are already doing the things required for the grant.

Mr. Kula provided updates about the Foundation. October 12th was the annual scholarship ceremony. We awarded 164 scholarships to 134 students, for a total of \$161,000. Senator Steve Oroho was the keynote speaker.

We are submitting a \$50,000 grant request to the Office of Higher Education for the Hunger Free Campus Grant Program, and a \$100,000 grant request for the Some College No Degree Grant.

After the President's report, Vice Chair Dr. Crowley introduced a Resolution from the Board of Trustees for and about Dr. Morgus, who is leaving the Board of Trustees. Mr. Gewecke read the Resolution aloud.

Ms. Brown moved to adopt the Resolution. Mrs. Smith seconded the motion. The motion carried unanimously. A copy of the Resolution is on file in the office of the President and Board of Trustees.

7.3 Chair's Comments

Dr. Morgus addressed the Board, administration, and guests. He said, In the nine years that he has served on the Board, It has always been rewarding, noting that both the and the engagement with others are rewarding. He said, "It is enriching to my life. I still remember when I joined the Board and Lorraine Parker was Chair, she took me under her wing to teach me what it meant to be on a college board...for her it was about celebrating the successes. Nine years ago we were struggling to make a contribution to the fund balance. We were going through an enormously big decision whether or not to migrate our ERP system to another platform, really without the right information to make that decision well. We got through it as a Board, we made some tough decisions...there were a lot of tough decisions back then, but Lorraine would come to the meeting and always find something to celebrate. We have great students, great faculty, great staff, and administration. We had the core of what was needed to be successful. I owe a lot to Lorraine. During that time we hired Dr. Connolly as president. That really gave us a chance to say 'we are going to start fresh, take on the challenges, and do it in a different way.' The enrollment efforts that Dr. Connolly talked about today started from day one...he went out and got things done. It wasn't about the initial donation secured. It was about getting the community to invest in the College. Now we have a reinvented and active foundation. We started new athletics programs for enrollment reasons, but they have also added to the culture of our college. We have the technical programs which transitioned from Lorraine to Bill Curcio who also played a big role in how I view service to the College. Between Lorraine and Bill, they helped to get the College through the building of the McGuire Technical Center. We were told that it couldn't be done...but it got done! Now we have the Culinary Institute, welding, the automotive programs, all contributing to enrollment, community connections, and providing our students with ways to learn and engage in ways that they didn't have just nine years ago." He thanked the faculty, staff, administration, and his fellow board members. He said, "I feel grateful for the opportunity to contribute to the College. It has enriched my life and is something I will never forget. I plan to find a way to be part of the College for a very long time."

Dr. Crowley thanked Dr. Morgus for all of the time and effort that he has given to the College.

- 7.4 The Annual Organization Meeting of the Board of Trustees will take place at 4:30 p.m. on Tuesday, November 28, 2023 in the Board Room.
- 7.5 The next meeting of the Board of Trustees will take place Tuesday, November 28, 2023, in the Board Room.

8. **Executive Session** – Attorney-Client Privilege and Personnel Matters – The President's Review.

At 5:37 p.m. Dr Morgus stated: Now be it resolved that the Board of Trustees will now go into an Executive Session to discuss matters pertaining to pending, ongoing or anticipated litigation, and personnel matters. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist, however it is not presently known if and when that will be.

It is expected that the Executive Session shall last approximately 60 minutes and no action will be taken after the Executive Session

Mrs. Smith moved to enter the Executive Session. Dr. Crowley seconded the motion. The motion carried unanimously.

At 7:07 p.m. Dr. Crowley moved to adjourn the Executive session. Ms. Brown seconded the motion. The motion carried unanimously.

9. **Adjournment**

At 7:08 p.m. Mr. Hofmann moved to adjourn the Regular Board Meeting. Ms. Brown seconded the motion. The motion carried unanimously.

Approved November 28, 2023



John Santillo, Secretary-Board of Trustees