



**Board of Trustees Regular Meeting
Tuesday, June 26, 2018 – 5:00 p.m. – Board Room**

AGENDA

1. General Institutional Functions

1.1 Call to Order.

1.2 Public Statement:

Adequate notice of this meeting has been provided at least 48 hours in advance of its commencement by posting in at least one public place reserved for such or similar announcements and by mail, telephone, or hand delivery to all appropriate parties pursuant to the Open Public Meetings Act, N.J.S.A. 10:4.1.

1.3 Roll Call / Pledge of Allegiance.

1.4 Welcome to Guests.

1.5 Approval/Acceptance of Minutes:

1.5.1 Minutes from the Tuesday, May 22, 2018, Regular Meeting. (Attachment pgs. 1-8)

1.5.2 Minutes from the Wednesday, May 30, 2018, Special Meeting/Executive Session. (Attachment pgs. 9 & 10)

1.5.3 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, June 19, 2018:

- Audit and Policy Committee (Attachment pgs. 11 & 12)
- Personnel and Curriculum Committee (Attachment pg. 13)
- Finance and Facilities Committee (Attachment pgs. 14-16)

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

ACTION/RC 1.7 Acknowledgment of Receipt and Review of Financial Statements: May 31, 2018, Eleven Months YTD, FYE June 30, 2018. (Attachment pgs. 17-30)

1.8 Correspondence File (Attachment pgs. 31-37)

2. Policy

2.1 Report of the Audit and Policy Committee Chair.

- ACTION/RC** 2.2 Recommendation: Rescind Policy No. 3.16.1 Release or Non-Release of Student Records. (Attachment pg. 38)
- ACTION/RC** 2.3 Recommendation: Approval of Policy No. 300.50 Record Holds. (Attachment pg. 39)
- ACTION/RC** 2.4 Recommendation: Rescind Policy No. 3.18.1 Transfer of General Education Requirements in Certificate Programs. (No Replacement Policy.) (Attachment pg. 40)
- ACTION/RC** 2.5 Recommendation: Rescind Policy No. 3.18.3 Section Changes. (Attachment pg. 41)
- ACTION/RC** 2.6 Recommendation: Approval of Policy No. 301.40 Course Section Changes After Drop/Add Period. (Attachment pg. 42)
- ACTION/RC** 2.7 Recommendation: Rescind Policy No. 3.19.1 Use of Live Models in Art Class. (Attachment pg. 43)
- ACTION/RC** 2.8. Recommendation: Approval of Policy No. 301.50 Use of Live Models in Art Classes. (Attachment pg. 44)

3. Personnel

- 3.1 Report of the Personnel and Curriculum Committee Chair.
- ACTION/RC** 3.2 Recommendation: Approval of Monthly Personnel Actions – June, 2018. (Attachment pgs. 45 & 46)
- ACTION/RC** 3.3 Recommendation: Approval of FT Faculty Annual Reappointments. (Attachment pg. 47)
- ACTION/RC** 3.4 Recommendation: Approval of Professional Staff Annual Reappointments. (Attachment pg. 48)
- ACTION/RC** 3.5 Recommendation: Approval of Support Staff Annual Reappointments. (Attachment pg. 49)
- ACTION/RC** 3.6 Recommendation: Approval of Non-Union Annual Reappointments. (Attachment pg. 50)
- ACTION/RC** 3.7 Recommendation: Approval of One Sabbatical Leave of One-Year at Half Pay for Academic Year 2018-2019.

4. Curriculum - None this month.

5. Student Services

- 5.1 SGA Report – None this month.
- 5.2 Campus Life Report – None this month.

6. College Service Report – None this month.

7. Business and Finance

- 7.1 Report of the Finance and Facilities Committee Chair.
- ACTION/RC** 7.2 Recommendation: Approval of Blanket Purchase Orders for FY 18/19. (Attachment pgs. 51 & 52)
- ACTION/RC** 7.3 Recommendation: Approval of Consultant Expense for Foundation – Paid by College Funds to Semple Bixel Associates (SBA), Nutley, New Jersey. Five-Month Project Consisting of Assessment, Research, and Development Plan. Total Cost \$30,000 + Travel and Out-of-Pocket Expenses. (Attachment pg. 53)
- ACTION/RC** 7.4 Recommendation: Approval of DELL Computer Purchase Quotation Dated 6/4/2018 for 150 OptiPlex 7060 SFF, 150 units @ \$833 each = \$124,950 State Contract # WN23AGW. (Attachment pgs. 54-58)
- ACTION/RC** 7.5 Recommendation: Approval of CDW-G Purchase of 180 Acer B246HL LED Monitors @ \$129.99 Each, for a Total of \$23,398.20. (Attachment pg. 59)
- Quotes: CDW \$23,398.20
MRI \$24,253.20
SHI \$24,195.00
- ACTION/RC** 7.6 Recommendation: Approval of NJ Edge Renewal in the Amount of \$28,468.26, as Follows: (Attachment pgs. 60 & 61)
- a. 11-1136-M1P-NJE-3Y
Production Support/Subscription VMware vCenter Server 6 Standard for vSphere 6 (Per Instance) for 1 Year
VMware Inc. - VCS6-STD-P-SSS-C
Start Date: 07/01/2018 - End Date: 06/30/2019; \$ 936.75
 - b. 11-1128-M1P-NJE-3Y
Production Support/Subscription VMware vSphere 6 Enterprise Plus for 1 processor for 1 year - VMware Inc. - VS6-EPL-P-SSS
Start Date: 07/01/2018 - End Date: 06/30/2019 \$655.50 Each; \$3,933.00
 - c. 11-1866-M1P-NJE-3Y
Production Support/Subscription for VMware Horizon View Standard Edition: 10 Pack (CCU) for 1 year VMware Inc. – HZ-STD-10-P-SSS-C
Start Date: 07/01/2018 - End Date: 06/30/2019; 5 @ \$468.75; \$ 2,343.75
 - d. 11-1867-M1P-NJE-3Y
Production Support/Subscription for VMware Horizon View Standard Edition 100 Pack (CCU) for 1 year VMware Inc. – HZ-STD-100-P-SSS-C
Start Date: 07/01/2018 - End Date: 06/30/2019; \$4,687.50
7/1/18 - 6/30/19 SUBTOTAL: \$11,901.00
 - e. VS6-EPL-NJE-A Academic VMware vSphere 6 Enterprise Plus for 1 Processor
Production Support & Subscription through 6/30/2019
VMware Inc. \$2,761.21 Each 6; \$16,567.26
- SUBTOTAL: \$16,567.26
TOTAL: \$28,468.26

- ACTION/RC 7.7** Recommendation: Approval of iHeartMedia – BPO Increase for FY 17/18. In the Additional Amount of \$16,961 to Satisfy Full-Year (FY 17/18) Media Commercial Schedule Contract for Advertising with iHeartMedia. Prior Authorization of \$11,098 was Board-Approved in March, 2018. (Attachment pg. 62)
- ACTION/RC 7.8** Recommendation: Jenzabar Expense - Approval Needed in the Amount of \$22,000, for 100 Pool Hours as Outlined Below. This will come from grant money awarded for migration.
- “Budget Manager CRM”
 - “Sussex – JICS 9 Upgrade Scope & Estimate”
 - “CX 8.1 Communications and Admissions”
- (Attachment pgs. 63-66)

Description	Quantity:	Type:	Rate:	Fee:
Project Management	15	Hours	\$200	\$3,000
Consulting	100	Hours	\$190	\$19,000
Total Block of C-Pool Hours			Consulting Pool Fee:	\$22,000

**NOTE: Default use period for 100-hour Pool: 12 months.*

- 7.9 Report: May Purchases Over \$10,000. (Attachment pg. 67)

8. Facilities

- ACTION/RC 8.1** Recommendation: Approval to Sell 80 Cafeteria Chairs Through GovDeals. (Attachment pg. 68)
- ACTION/RC 8.2** Recommendation: Approval of Request for \$19,451.50 to Cover HQW Architectural Work Associated with McGuire Project. (Attachment pgs. 69-80)
- ACTION/RC 8.3** Recommendation: Approval of Purchase of Voice Over IP Communications System from RFP Solutions, Inc., of Woodbury, NJ, in the Amount of \$334,702. (Attachment pgs. 81-91)
- Evaluation of Proposals & Pricing Summary
 - RFP Solutions Proposal
 - RFP Summary of References
 - Telecommunication System \$187,775.00
 - All Call Page System \$ 90,602.00
 - Site Sync Wireless Time Clock System \$ 46,345.00
 - Emergency Strobe Notification \$ 27,596.00
 - Multi System Discount (\$ 17,616.00)
 - Total Price \$334,702.00
- 8.4 Report: Monthly Incident Log. (Attachment pg.92)

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

10. Other Business

Discussion / Reports / Announcements:

- ACTION/RC**
- 10.1 Presentation Approval of the 2018-2022 Strategic Plan. (Attachment pgs. 93 & 94)
 - 10.2 Trustee Activity Update.
 - 10.3 Alumni Trustee Report – None this month.
 - 10.4 President’s Report.
 - 10.5 Chair’s Comments.
 - 10.6 There Will Be a Board Retreat at 8:00 a.m. on Tuesday, July 24, 2018, with the Location to be Determined. The Next Regular Meeting of the Board of Trustees Will Take Place on Tuesday, July 24, 2018 at 5:00 p.m. in the Executive Board Room.

11. Adjournment