



**Board of Trustees Regular Meeting
Tuesday, March 27, 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, February 27, 2018 Regular Meeting.

1.5.2 Minutes from the Tuesday, February 27, 2018 Executive Session.

1.5.3 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, March 20, 2018:

- Audit and Policy Committee
- Personnel and Curriculum Committee
- Finance and Facilities Committee

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 - Month End CFO Report – February 28, 2018 - Eight Months YTD FYE June 30, 2018.

1.8 Correspondence File

2. Policy

2.1 Report of the Audit and Policy Committee Chair.

ACTION/RC 2.2 Recommendation: Approval to Rescind Policy No. 7.1.6 Procurement and Policy No. 401.2 Public Bidding.

- ACTION/RC** 2.3 Recommendation: Approval of Policy No. 401.6 Procurement/Bidding. (Replaces Policy No. 7.1.6 Procurement and Policy No. 401.2 Public Bidding.)
- ACTION/RC** 2.4 Recommendation: Approval to Rescind Policy No. 7.1.8 Tuition and Fees.
- ACTION/RC** 2.5 Recommendation: Approval of Policy No. 401.8 Tuition and Fees. (Replaces Policy No. 7.1.8 Tuition and Fees.)
- ACTION/RC** 2.6 Recommendation: Approval to Rescind Policy No. 7.1.9 and 102.5 Audit Firm of Record. It is no longer an applicable policy as the Audit Firm of Record is appointed at the Board of Trustees Annual Reorganization Meeting in November.
- ACTION/RC** 2.7 Recommendation: Approval to Rescind Policy No. 7.1.10 Annual Audit.
- ACTION/RC** 2.8 Recommendation: Approval of Policy No. 401.9 Annual Audit. (Replaces Policy No. 7.1.10 Annual Audit.)
- ACTION/RC** 2.9 Recommendation: Approval to Rescind Policy No. 7.1.11 Public Release of Historical Financial Information. It is no longer an applicable policy.
- ACTION/RC** 2.10 Recommendation: Approval to Rescind Policy No. 102.6 Annual Budget. It was replaced with Policy No. 401.3 at the February 27, 2018 Board of Trustees meeting.

3. **Personnel**

- 3.1 Report of the Personnel and Curriculum Committee Chair.
- ACTION/RC** 3.2 Recommendation: Approval of Monthly Personnel Actions.

4. **Curriculum** – None this Month.

5. **Student Services**

- 5.1 SGA Report.
- 5.2 Campus Life Report.

6. **College Service Report**

7. **Business and Finance**

- 7.1 Report of the Finance and Facilities Committee Chair.
- ACTION/RC** 7.2 Recommendation: Approval of Chapter 12 Projects Requested for Reallocation, Broken Down as Follows:

| Chapter 12 Projects Requested for Reallocation | | | | |
|--|--------------------------|---------------------|---|---------------------|
| Bond | Current Project | Project Balance | New Project | Project Total |
| 12-04 | Backflow Prevention Inst | 60,784.00 | New Sport Programs/Wrestling & Lacrosse Field | 101,500.25 |
| 12-04 | Storm Drain Repairs | 34,472.00 | | |
| 12-04 | SANITARY SEWER REPLACE | 6,244.25 | | |
| | | 101,500.25 | | |
| | | 101,500.25 | Total New Sport Programs/Wrestling&Lacrose Field | 101,500.25 |
| 15-02 | B/C/E BLDGS HEATING | 500,000.00 | Culinary&Technical Career Facilities | 2,000,000.00 |
| 15-02 | B/C WINDOWS/FACADE/HVAC | 1,500,000.00 | | |
| | | 2,000,000.00 | Total Culinary&Technical Career Facilities | 2,000,000.00 |
| 15-02 | SITE REST-R BLDG | 207,792.08 | Bldg D Flooring | 207,792.08 |
| 16-03 | E-BLDG LIBRARY PROJECT | 1,000,000.00 | New Academic Building | 1,000,000.00 |

ACTION/RC 7.3 Recommendation: Approval of Weiner Law Group LLP Agreement to Provide Legal Services for Work Associated with Institutional Uses on Parcels of Land in the Town of Newton. Costs are as Follows:

Hourly Rates:
 \$195 – Partners
 \$150 - Associates
 \$ 95 - Paralegals

ACTION/RC 7.4 Recommendation: Approval of the Welding Program Classroom Equipment Bid Specifications and Proposal Forms from Airgas USA, LLC in the Amount of \$56,615.28, Broken Down as Follows:

| Line No. | Qty | Equipment Name | Unit Price | Total |
|----------|-----|--|------------|--------------------|
| 1 | 6 | Lincoln Electric K 2774-4 Power Wave C300 Advanced Process Welder Multi-Process Educational Ready Pak, or equivalent | 7,088.51 | \$42,531.06 |
| 2 | 3 | Lincoln Electric K 1654-5 Statiflex 200-M with Merv 14 Dual Arm Fume Extracting Base Unit, or equivalent | 2,837.48 | 8,512.44 |
| 3 | 6 | Lincoln Electric K 1655-2 Fume Extraction Arms LFA 4.1 13 ft. Statiflex, or equivalent | 928.63 | 5,571.78 |
| | | Total Cost | | \$56,615.28 |

7.5 Recommendation: Approval of CDW-G Renewal of Microsoft Office Annual Licensing in the Amount of \$25,349.49.

7.6 Report: Detail for Purchases Over \$10,000. (Attachment Page 84)

8. Facilities

ACTION/RC 8.1 Recommendation: Approval to Accept Proposal from KI Company Cafeteria Furniture for \$42,881.51.

- ACTION/RC** 8.2 Recommendation: Approval to Accept Proposal of Jenzabar for Financial Aid Packaging/Registrar. Set Up and Training Quote – Additional Pool Hours Needed. 222 – Billed at \$165/Hour Consulting and \$175/Hour Project Management for a Total of \$36,930.
- ACTION/RC** 8.3 Recommendation: Approval to Accept Proposal from Special Events Tent & Party Rentals for Graduation Tent Rental - State Contract – in the Amount of \$18,999.
- ACTION/RC** 8.4 Recommendation: Approval to Purchase Two 2018 Chevrolet Express 3500 Passenger Vans – State Vendor – for \$26,729 Each for a Total of \$53,458.
- ACTION/RC** 8.5 Recommendation: Approval of iHeartRadio Media Commercial Schedule Contract from July 1, 2017 – June 30, 2018 at a Cost of \$11,098.
- 8.6 Report: Monthly Campus Safety Incident Report Summary

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

10. **Other Business**

Discussion / Reports / Announcements:

- 10.1 Trustee Activity Update.
- 10.2 Alumni Trustee Report – None this month.
- 10.3 President’s Report.
- 10.4 Chair’s Comments.
- 10.5 The Next Regular Meeting of the Board of Trustees Will Take Place on April 24, 2018 at 5:00 p.m. in the Executive Board Room.

13. **Adjournment**