



**Board of Trustees Regular Meeting
Tuesday, April 23, 2019 – 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 Oath of Office – Dr. Burrell, Administered by Judge Parker
- 1.4 Roll Call / Pledge of Allegiance
- 1.5 Welcome to Guests
- 1.6 Courtesy of the Floor on Agenda Items Only (Public Session-5 Minutes per Speaker)
- 1.7 Update: New Jersey Council of County Colleges - Phil Linfante, Ph.D., Chairman, and Aaron R. Fichtner, Ph.D., President

ACTION

- 1.8 Approval/Acceptance of Minutes: (Resolutions GI04232019-2 & GI04232019-4, pgs. 1-14)
 - 1.8.1 Minutes from the Tuesday, March 26, 2019 Joint Meeting of the Board of Trustees and the Foundation Board. (Resolution GI04232019-2)
 - 1.8.1 Minutes from the Tuesday, March 26, 2019 Regular Meeting. (Resolution GI04232019-3)
 - 1.8.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, April 16, 2019 (Resolution GI04232019-4):
 - Audit and Policy Committee
 - Personnel and Curriculum Committee
 - Finance and Facilities Committee
- 1.9 Committee Chair Reports
 - Audit and Policy Committee Chair
 - Personnel Committee Chair
 - Finance and Facilities Committee Chair

2. Consent Agenda – ACTION/RC

The President recommends items 2.1 - 2.4.6 for Board approval, as brought forth after discussion and review by Board Committees:

- 2.1 Approval of Monthly Personnel Actions: Full and part-time new hires, voluntary resignations, and full/part-time open positions. (Resolution P04232019-1, pgs. 15-16)
- 2.2 2019-2020 Administrative Calendar (Resolution P04232019-2, pg. 17)
- 2.3 Approval of Policy Items (Resolutions AP04232019-1 – AP04232019-3, pgs.18-24)
 - 2.3.1 Rescind the following policies:
 - 4.1.1 Certification Checkpoints for Admission/Registration of Veterans
 - 4.2.4. Tuition Refund for Unanticipated Military Service
 - 4.3.2 Monitoring Veteran’s File and Status
 - 500.7 Monitoring Veterans’ Files and Status
 - 500.5 Basic Skills Placement Test Policy
 - 2.3.2 Approve the following policies:
 - 508.4 Tuition Refund for Unanticipated Military Service
 - 508.1 Certification of VA Education Benefits
- 2.4 Approval of Finance Items (Resolutions BFF04232019-1 – BFF 04232019-6, pgs. 25-60)
 - 2.4.1 Purchase of IT Server Replacements in the Amount of \$59,352.84. This is part of the five-year server replacement schedule. (Funded by HETI) (Resolution BFF 04232019-1, pgs. 25-32)

Three Servers from SHI per Attached Quote	\$41,357.34
Two Switches from PCM per Attached Quote	<u>17,995.50</u>
Total	<u>\$59,352.84</u>
 - 2.4.2 EMS Campus Events and Academics Package to Replace Ad Astra Scheduling Software Currently in Use at SCCC in the Amount of \$25,000. (Resolution BFF04232019-2, pgs. 33-48)

EMS Software to Replace Ad Astra Scheduling Software Approval for Implementation Costs Estimated at 100 Hours = \$25,000
 - 2.4.3 Request for an Additional Athletic Pre-Owned 12 – 15 Passenger Van. Currently working with a local dealer to find appropriate vehicle with a budget of \$25,000. (Resolution BFF04232019-3)
 - 2.4.4 Jenzabar Pool Hours in the Amount of \$59,100 to Develop a Custom Comprehensive Application with CX and JICS (Portal). This will enable better communications with students by enabling staff and faculty to send text messages to students. (Funded by CCOG) (Resolution

Project Management 45 Hours x \$180	\$ 8,100
Consulting 300 Hours x \$170	<u>51,000</u>
Total Consulting Pool Fee	<u>\$59,100</u>

- 2.4.5 Chapter 12 Funding to Accommodate Updating Flooring in Buildings D (Student Center) and E (Academic and Athletics), "E-Sports" (E124 and E126) and Communication/Media Services Relocation to the Former Bookstore Building. Total Cost of Project with Vendor Rug and Floor Store, a State Approved Contractor, for Flooring Renovations in the Amount of \$115,147.82. (Resolution BFF04232019-5, pgs. 51-59)
- 2.4.6 March, 2019 Purchases Over \$10,000. (Resolution BFF04232019-6, pg. 60)

3. Curriculum

- ACTION/RC** 3.1 Recommendation: Approval of the Request for Exception to N.J.S.A. 18A:62-57(a) for Professional Accreditation Requiring a Greater Number of Credit Hours or Requiring Course Work That Cannot be Completed in 60 credits; or Certification Requirements Resulting in a Need for Credit Hours in Excess of 60 Credits. (Resolution CI04232019-1, pgs. 61-62)

4. Policy

- ACTION/RC** 4.1 Recommendation: Approval of 507.1 Basic Skills Placement Test Policy. (Resolution AP04232019-4, pgs. 63)

5. Finance

- ACTION/RC** 5.1 Recommendation: Acknowledgment of Receipt and Review of Financial Statements – March 31, 2019 Nine Months YTD FYE June 30, 2019, including: Credit hours, income statement, balance sheet, expenses, head count, Chapter 12 summary and analysis, and SCCC Project Tracker. (Resolution GI04232019-1, pgs. 64-78)
- ACTION/RC** 5.2 Recommendation: Approval of SHI – 130K Graphics Lab Upgrade for a Total of \$139,666.32. (Resolution BFF04232019-7, pgs. 79-88)

Microsoft Surface Studio 2 - All-in-one - 1 x Core i7 7820HQ / 2.9 GHz - RAM 32 GB - SSD 1 TB - NVMe - GF GTX 1070 - GigE - WLAN: Bluetooth 4.0, 802.11a/b/g/n/ac - Win 10 Pro - Monitor: LCD 28" 4500 x 3000 Touchscreen – Keyboard 33 x \$3,927.82 = \$129,618.06

Microsoft Extended Hardware Service Plan - Extended Service Agreement Replacement - 3 Years (from original purchase date of the equipment) 33 x \$297.22 = \$9,808.26
Shipping = \$240.00

- ACTION/RC** 5.3 Recommendation: Approval of Bid From H & S Construction and Mechanical Inc. for Academic Center Addition to the A Building with Four Classrooms, Lecture Hall,

Maker Space, Meeting Rooms, and Student Gathering Space in the Amount of \$4,885,000. (Resolution BFF04232019-8, pgs. 89-138)

- ACTION/RC** 5.4 Recommendation: Approval to Retain Temporary Services of Florio, Perrucci, Steinhardt, and Fader to Answer Trustees' Questions Regarding Board Attorney Review. (Resolution BFF04232019-9)

6. Reports

- 6.1 March, 2019 Incident Log (pg. 139)
- 6.2 Comments about Correspondence Report (pgs. 140-144)
- 6.3 Comments about Campus Life Report – None this Month
- 6.4 Comments about College Service Report (pgs.145)

7. Presentations

- 7.1 Samantha Vance – Dual Enrollment
- 7.2 Student Government
- 7.3 Rutgers Case Competition – Lydia Clark, Sal Paolucci, Elizabeth Billyard

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

9. Other Business

Discussion / Reports / Announcements:

- 9.1 Trustee Activity Update
- 9.2 President's Report
- 9.3 Chair's Comments
- 9.4 The Next Regular Meeting of the Board of Trustees Will Take Place Tuesday, May 28, 2019, 5:00 p.m. in the Executive Board Room.

New Academic Center Groundbreaking Ceremony Will Take Place Monday, May 6, 2019 at 4:30 p.m.

Commencement Will Take Place Wednesday, May 15, 2019. Reception Will Begin at 4:45 p.m. in the Board Room, Robing and Platform Party Line-Up at 5:30 p.m., Ceremony at 6:00 p.m.

10. Executive Session (if needed)

11. Adjournment