



**Board of Trustees Regular Meeting
Tuesday, June 25, 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 Roll Call / Pledge of Allegiance

1.4 Welcome to Guests

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

ACTION

1.6 Approval/Acceptance of Minutes: (Resolutions GI06252019-2 - GI06252019-4, pgs. 1-13)

1.6.1 Minutes from the Tuesday, May 28, 2019, Regular Meeting. (Resolution GI06252019-2)

1.6.2 Minutes from the Tuesday, May 28, 2019, Executive Session. (Resolution GI06252019-3)

1.6.3 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, June 18, 2019 (Resolution GI06252019-4):

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

1.7 Committee Chair Reports

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

2. Consent Agenda – ACTION/RC

The President recommends items 2.1 - 2.5.8 for Board approval, as brought forth after discussion and review by Board Committees:

- 2.1 Approval of Monthly Personnel Actions: New part-time and adjunct hires, promotions, retirements, open positions, and stipends. (Resolution P06252019-1, pgs. 14-15)
- 2.2. Approval of Emeritus Status for Retired Faculty Member, Priscilla Orr. (Resolution P06252019-2, pg. 16)
- 2.3 Approval of the Number of Sabbatical Leaves Available During the 2019-2020 Academic Year. Recommendation: One Sabbatical for One Year at Half Pay. (Resolution P06252019-3)
- 2.4 Approval of Policy Items (Resolutions AP06252019-1 – AP06252019-3, pgs. 17-21)
 - 2.4.1 Rescind the following policies:
 - 4.8.1 Alumni Board Representative
 - 500.20 Alumni Representative (10/27/14)
 - 500.15 Student Government Association Elections (5/27/14)
 - 2.4.2 Approve the following policies:
 - 502.2 Alumni Representative to the Board of Trustees
 - 502.1 Student Government Association Elections
- 2.5 Approval of Finance Items (Resolutions BFF06252019-1 – BFF06252019-8, pgs. 22-67)
 - 2.5.1 EMS Campus Events and Academics Package Subscription Including Database, Desktop Client, Web Application, HR Tool Kit, Integrated Authentication, Floorplan, One SIS Integration, and Five Campus Client Access Licenses for the Annual Subscription Cost of \$19,125 (\$22,500 less 15% discount). (BFF06252019-1, pgs. 22-44)
 - 2.5.2 SirsiDynix Library Subscription Renewal Quote in the Amount of \$31,043.21. (BFF06252019-2, pgs. 45-46)
 - 2.5.3 Blanket Purchase Orders for FY 19/20. (BFF06252019-3, pg. 47)
 - 2.5.4 Preventative Maintenance Agreement with Sander Mechanical Service LLC. Service to be Furnished by the Servicer from July 1, 2019 to June 30, 2020 Inclusive in the Amount of \$20,181 per Year Based on Equipment List and Scope of Work Outlined in the Agreement. (BFF06252019-4, pgs. 48-58)
 - 2.5.5 Generations Services Inc. (Tatbit) Quote for Building E Electrical Upgrades to Rebuild 600A Power Distribution, Building E Boiler Room Next to Door on Left Side in the Amount of \$19,800. Funded by Chapter 12. (BFF06252019-5, pgs. 59-60)
 - 2.5.6 Generations Services Inc. (Tatbit) Quote for Exterior LED Lighting for Building E in the Amount of \$26,450 to Furnish and Install Exterior LED Lighting for the Building Perimeter, Miscellaneous Pole Lighting, and Canopy Entranceway Lighting. Funded by Chapter 12. (BFF06252019-6, pgs. 61-62)

2.5.7 Roof Replacements for Building B/C (Administration Building) and Building D (Student Center Building) in the Amount of \$25,500. Funded by Chapter 12. (BFF06252019-7, pgs. 63-66)

2.5.8 May, 2019 Purchases Over \$10,000. (Resolution BFF06252019-8, pg. 67)

3. **Finance**

ACTION/RC 3.1 Recommendation: Acknowledgment of Receipt and Review of Financial Statements – May 31, 2019 Eleven Months YTD FYE June 30, 2019, Including: Credit Hours, Income Statement, Balance Sheet, Expenses, Head Count, Chapter 12, and Grants. (Resolution GI06252019-1, pgs. 68-81)

4. **Reports**

4.1 May, 2019 Incident Log (pg. 82)

4.2 Comments about Correspondence Report (pgs. 83-86)

4.3 Campus Life Report – None this Month

5. **Presentations**

5.1 Machine Tool Program – Jason Fruge, Program Supervisor for Automotive Technology, and Students

5.2 Student Government – No presentation this month.

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

7. **Other Business**

Discussion / Reports / Announcements:

7.1 Trustee Activity Update

7.2 President's Report

7.3 Chair's Comments

7.4 The Next Regular Meeting of the Board of Trustees Will Take Place Tuesday, July 23, 2019, 5:00 p.m. in the Executive Board Room.

8. **Executive Session** - Personnel Issue

9. **Adjournment**