



**Board of Trustees Regular Meeting
Tuesday, November 26, 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 GI11262019-2 – GI1126019-3, pgs. 1-15)

1.6.1 Minutes from the Tuesday, October 22, Regular Meeting. (Resolution GI11262019-2)

1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, November 19, 2019 (Resolution GI11262019-3):

- 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 for Board approval, as brought forth after discussion and review by Board Committees:

- 2.1 Approval of Personnel Actions (Resolution P11262019-1 – P11262019-3, pgs. 16-19)
 - 2.1.1 Monthly Personnel Actions: New Full-Time and Part-Time Hires, Retirements, Open Positions, and Stipends.
 - 2.1.2 Approval of the State of New Jersey Residency Exemption Report NJ First Act (P.L. 2011, c. 70).
 - 2.1.3 Approval of the 2020-2021 Administrative Calendar.
- 2.2 Approval of Curriculum Items (Resolutions CI11262019-1 – CI11262019-2, pgs. 20-24)
 - 2.2.1 Approval of the following new Technical Studies Option: Electrical Lineman.
 - 2.2.2 Approval of the 2020-2021 Academic Calendar.
- 2.3 Approval of Policy Items (Resolutions AP11262019-1 – AP11262019-5, pgs. 25-31)
 - 2.3.1 Rescind the Following Policies:
 - 200.2 Nepotism (4/23/13)
 - 500.10 Administrative Procedures in the Event of a Death of a Student (3/24/14)
 - 500.23 Unemployed Persons Program Tuition Waiver Policy (UPP) (3/24/15)
 - 2.3.2 Approve the Following Policies:
 - 200.2 Nepotism
 - 301.3 Awarding of Posthumous Degree
 - 500.3 In the Event of a Death of a Student
 - 503.2 Nepotism in the Classroom
- 2.4 Approval of Finance Items (Resolutions BFF11262019-1 – BFF11262019-2, pgs. 32-33)
 - 2.4.1 Request for an Interim Blanket Purchase Order for CenturyLink Government and Education Solutions Phone Service in the Amount of \$22,200 Needed to Cover Phone Bill. (BFF11262019-1)
 - One Month (November) at Current Rate: \$4,000 (includes long distance and other charges)
 - Seven Months at \$2,600 per Month to Cover the Remainder of Our 19/20 Fiscal Year: 7 x \$2,600 = \$18,200 (33 lines removed)
 - Total Requested = \$22,200 to Cover Remainder of FY20 Phone Bills.
 - 2.4.2 October 2019 Purchases Over \$10,000 Report. (BFF11262019-2)

- 2.5 Approval of Facility Items (Resolutions BFF11262019-3 – BFF11262019-8, pgs. 34-116)
- 2.5.1 Quote from Business Environments LLC in the Amount of \$43,927.40 for the Purchase of Allsteel Task Chairs to Replace Worn and Broken Chairs in Building B Computer Classrooms. Total of 140 Student Chairs and 6 Teacher Chairs for Rooms B105, B107, B304, B305, B315, and B316. Funded by Chapter 12. (BFF11262019-3, pgs. 34-39)
- 2.5.2 Building A Classroom, Makerspace, Lecture Hall, Conference Rooms, and Common Area Furniture in the Amount of \$185,627.62 from the Following Companies. Funded by Go Bond. (BFF11262019-4, pgs. 40-77)
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|---|----------------------|
| W.B. Mason – Makerspace and Classroom Furniture | \$106,419.06 |
| BE Furniture – Classroom and Lounge Seating | 69,447.05 |
| CMF Business Supplies – Makerspace Stools | 4,972.38 |
| KI – Media Table | <u>4,789.13</u> |
| Total: | <u>\$ 185,627.62</u> |
- 2.5.3 A Large Format 3D Printer for the New Makerspace in Building A in the Amount of \$24,900 from LDI Color ToolBox. Funded by Perkins Grant 2020. (BFF11262019-5, pgs. 78-81)
- 2.5.4 Horizontal and Vertical Band Saws for the New Makerspace in Building A from DGI Supply - A DoALL Company in the Amount of \$24,045. Funded by Perkins 2020. (BFF11262019-6, pgs. 82-103)
- 2.5.5 Trotec Laser, Inc. Quote in the Amount of \$20,400 for the Purchase of CO2 Cutting Laser for the New Makerspace for Students to Learn Engraving and Cutting Using Different Materials. Funded by Perkins 2020. (BFF11262019-7, pgs. 104-108)
- 2.5.6 Updated Emergency Operations Plan and Procedures. (BFF11262019-8, pgs. 109-116)

3. Finance and Facilities

- ACTION/RC** 3.1 Recommendation: Acknowledgment of Receipt and Review of Financial Statements – October 31, 2019 Four Months YTD FYE June 30, 2020. (Resolution G11262019-1, pgs. 117-135)
- ACTION/RC** 3.2 Recommendation: Approval to Add Additional \$15,000 (up to \$30,000 total) for Academic Center Site Testing for Sor Testing Laboratories, Inc. (Resolution BFF11262019-9, pgs. 136-137)

4. Reports

- 4.1 October 2019 Incident Log (pg. 138)
- 4.2 Comments about Correspondence Report (pgs. 139-165)
- 4.3 Campus Life Report (pgs. 166-168)

5. Presentations

- 5.1 Degree UP – Kathleen Carr, Assistant Director of Testing Services and Academic Outreach at SCCC; Dianna Morrison, Director Pathways 2 Prosperity/Degree UP; and Ria Esteves, Degree UP Coordinator

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

7. Other Business

Discussion / Reports / Announcements:

- ACTION/RC** 7.1 Football 2020 Program Development at SCCC (Resolution OBB11262019-1)
- 7.2 Trustee Activity Update
- 7.3 Alumni Trustee Report
- 7.4 President's Report
- 7.5 Chair's Comments
- 7.6 The Next Regular Meeting of the Board of Trustees Will Take Place Tuesday, January 28, 2020 at 5:00 p.m. in the Executive Board Room.

8. Executive Session

9. Adjournment