



**Board of Trustees Regular Meeting  
Tuesday, October 27, 2020 – 5:00 p.m. – Zoom Virtual Meeting**

**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: (Attachment pgs. 1-9)
  - 1.6.1 Minutes from the Tuesday, September 22, 2020 Regular Meeting. (Attachment pgs. 1-4, Resolution No. GI10272020-1)
  - 1.6.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, October 20, 2020. (Attachment pgs. 5-9, Resolution No. GI10272020-2)
    - Personnel and Curriculum Committee
    - Audit and Policy Committee
    - Finance and Facilities Committee

**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 Items (Attachment pgs. 10 & 11)
  - 2.1.1 Monthly Personnel Actions (Resolution No. PI10272020-1)
- 2.2 Approval of Curriculum Items – (Attachment pgs.12-14)

New Certificate of Achievement – Welding Technology (Attachment pg. 13, Resolution No. CI10272020-1)

This 15-credit certificate of achievement is designed for professional development, and provides a core skillset for individuals entering the field of welding. It is designed to be completed within twelve months, and is a stackable credential with

both the Certificate in Welding, and the A.A.S. Technical Studies/Welding Technology Option.

New Certificate – Welding Technology (Attachment pg. 14, Resolution No. CI10272020-2)

This 30-credit certificate is designed for professional development, and provides a training in multiple welding processes. It is designed to be completed within two years, and is a stackable credential with the A.A.S. Technical Studies/Welding Technology Option.

2.3 Approval of Policy Items (Attachment pgs. 15-19)

2.3.1 Policy No. 200.25 Holiday Policy. (Attachment pg. 15, Resolution No. AP10272020-1)

2.3.2 Policy No. 200.26 Time Benefits for Part-Time Employees. (Attachment pg. 16, Resolution No. AP10272020-2)

2.3.3 Policy No. 200.27 Jury Duty Policy. (Attachment pg. 17, Resolution No. AP10272020-3)

2.3.4 Rescind Policy No. 500.3, Early College Advantage Program (ECAP), Adopted October 21, 2013. (Attachment pg. 18, Resolution No. AP10272020-4)

2.3.5 Approve Policy No. 503.3 Early College Advantage Program (ECAP). (Attachment pg. 19, Resolution No. AP10272020-5)

2.4 Approval of Finance Items (Attachment pgs. 20-41)

2.4.1 Gas Consortium Award - New supplier UGI Energy Services LLC NJ County College Consortium - OPEX Funded. (Attachment pgs. 20-36, Resolution No. BFF10272020-1)

2.4.2 Unemployment BPO Increase to \$70,000 OPEX - Includes 1st & 2nd Quarters. (Attachment pg. 38, Resolution No. BFF10272020-2)

2.4.3 Additional AV Equipment for Academic Center in the Amount of \$21,400, to Distinctive Voice and Data - HEFT Funded. (Attachment pgs. 39 & 40, Resolution No. BFF10272020-3)

2.4.4 Municipal Taxes – Payment per Agreement, Payable in FY 21 January and April Payments of \$7,000 Each. Approval is for \$14,000 – One half of 2021 annual contribution, payable in FY21 \$14,000 (January 2021 and April 2021). OPEX Funded. (Attachment pg. 41, Resolution No. BFF10272020-4)

2.4.5 September Purchases Over \$10k Report. (Attachment pg. 37, Resolution No. BFF10272020-5)

2.5 Approval of Facilities Items (Attachment pgs. 42-72)

2.5.1 Snow Bid Award to J. Kramer Landscaping for 3 Years, Public Bid 20-03-

0115, Hourly Rates Listed on Procurement Memo. (Attachment pgs. 46-65, Resolution No. BFF10272020-6)

2.5.2 New Academic Center – Paving for Parking Lot in the Amount of \$29,339.28, to Murray Paving and Concrete (an ESCNJ Vendor). Chapter 12 Funded. (Attachment pgs. 66-72, Resolution No. BFF10272020-7)

2.5.3 Increase Current Blanket Order from 14k to 25k, to A Party Center (supplier), to Accommodate Outdoor Classroom Needs through November 23rd 2020. Cares Act Funded. (Attachment pgs. 73 & 74, Resolution No. BFF10272020-8)

### 3. **Finance**

**ACTION/RC** 3.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – September 30, 2020 Three Months YTD FYE June 30, 2021. (Attachment pgs. 75-83, Resolution No. G110272020-3)

### 4. **Reports**

4.1 Correspondence File – None this month.

### 5. **Presentations**

5.1 Foundation Update – Stan Kula, Executive Director of the SCCC Foundation.

### 6. **Report of the Nominating Committee**

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

### 8. **Other Business**

#### **Discussion / Reports / Announcements:**

8.1 Trustee Activity Update

8.2 Alumni Trustee Report

8.3 President's Report

8.4 Chair's Comments

8.5 The Annual Reorganization Meeting Will Take Place Tuesday, November 24, 2020 at 4:30 p.m. Location or Virtual Meeting TBD.

8.6 The Next Regular Meeting of the Board of Trustees Will Take Place Tuesday, November 24, 2020, at 5:00 p.m. Location or Virtual Meeting TBD.

9. **Executive Session** – Pending or Anticipated Litigation/Matters Falling Within the Attorney-Client Privilege.

### 10. **Adjournment**