



**Board of Trustees Regular Meeting
Tuesday, February 26, 2019 – Board Room**

MINUTES

1. General Institutional Functions

1.1 Mr. Curcio called the meeting to order at 5:00 p.m.

1.2 Mr. Spekhardt read the 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.

Roll call: Mr. Curcio-Chair, Mr. Scanlan-Vice Chair, Mr. Spekhardt-Secretary, Dr. Morgus-Treasurer, Dr. Andrews, Dr. Crowley, Mrs. Fox (via conference call, left at 5:45 p.m.), Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Connolly-President and Ex-Officio Member, and Mrs. Fullem-Recording Secretary.

Trustees not present: Dr. Lamonte, Mr. Mingo-Alumni Trustee

Also present: Mr. Gandhi- Executive Vice President, Finance, Operations and CFO, Dr. Aguirre Batty-Vice President Academic Affairs and Chief Academic Officer, Dr. Okay-Vice President Student Services, Dr. Conde-Dean of Liberal Arts and Sciences, Mr. Gallegly-Executive Director Human Resources, and Mrs. Gilfillan-College Council.

1.4 Mr. Curcio welcomed the guests.

1.5 Approval/Acceptance of Minutes:

1.5.1 Minutes from the Tuesday, January 22, 2019 Regular Meeting.

Mr. Spekhardt moved to approve minutes from the Tuesday, January 22, 2019 Regular Meeting. Dr. Crowley seconded the motion. Motion carried unanimously.

1.5.2 Acknowledgment of Receipt of Committee Meeting Minutes – Tuesday, February 19, 2019:

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

Mr. Scanlan moved to acknowledge receipt of committee meeting minutes. Dr. Crowley seconded the motion. Motion carried unanimously.

1.5.3 Approval to Release Executive Session Minutes from Tuesday, January 27, 2009 Through Wednesday, May 30, 2018.

Mrs. Geraci moved to release Executive Session Minutes as noted above. Dr. Andrews seconded the motion. Motion carried unanimously.

1.6 Courtesy of the Floor on Agenda Items Only. (Public Session-5 Minutes per Speaker) – No one spoke.

1.7 Acknowledgment of Receipt and Review of Financial Statements – January 31, 2019, Seven Months YTD FYE June 30, 2019.

Judge Parker moved to acknowledge receipt and review of financial statements, as noted above. Mr. Spekhardt seconded the motion.

Mr. Gandhi presented the financial statements, including: December YTD FY19 Credit Hours, Income Statement, Revenue, Expenses, Operating Revenue and Expenses-3 Years, Balance Sheet, 3-Year Comparison, Number of Months of Cash Coverage, Head Count, Current Assets, YTD FY19 Chapter 12 Summary and Analysis.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

1.8 The Correspondence File was received, reviewed and filed.

2. **Policy**

2.1 Report of the Audit and Policy Committee Chair – Dr. Crowley, Chair of the Audit and Policy Committee, reported that the committee:

Reviewed policies to be rescinded or approved.

Discussed what makes for confidential vs. non confidential information.

Reviewed revised language in the Conflict of Interest policy procedures.

Reviewed Audit Reports: FY18 Audit Report and FY18 Management Letter from Wiss & Company, LLP. GASB75 has now been added to the footnote and the audit reports are complete.

Discussed using a consent agenda format for Board Meetings.

Reviewed January 2019 Purchases Over \$10,000.

Reviewed updated Incident Log for January, 2019.

2.2 Recommendation: Rescind the Following Policies:

- 500.2 Children on Campus. (It is being replaced with Policy No. 500.2 Minors on Campus.)

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

4. Curriculum

4.1. Recommendation: Approval of Digital Journalism Certificate.

Mr. Hofmann moved to approve the Digital Journalism Certificate. Dr. Crowley seconded the motion.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

4.2 Recommendation: Approval of the Retirement of Web Publishing Certificate.

Mr. Hofmann moved to retire the Web Publishing Certificate. Dr. Andrews seconded the motion.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Fox, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

5. Student Services

5.1 SGA Officers provided a monthly report to the Board. The report included highlights from club and SGA events.

5.2 The Campus Life Report was received, reviewed and filed.

5.3 The Athletics Department, along with members of the Men's Soccer Team, presented a highlight video from the season. After SCCC won the Region XIX Championship, the SCCC Men's Soccer Team travelled to Herkimer, NY, to participate in the NJCAA Region XIX National Tournament from November 14-17. They went up against Richland College (TX), and Bunker Hill Community College (MA). They fought hard and held their own, but alas, did not win the National title. They are the first team in SCCC history to participate at a NJCAA National Tournament.

6. The College Service Report was received, reviewed and filed.

7. Business and Finance

7.1 Report of the Finance and Facilities Committee Chair – Mr. Spekhardt, Chair of the Finance and Facilities Committee, reported that they:

Discussed repairs and upgrades needed for the PSTA.

Discussed Trustee Confidentiality Statement.

Reviewed Financial Statements, for January 31, 2019 Seven Months YTD FYE June 30, 2019, including credit hours, income statement, expenses, balance sheet, head count, and Chapter 12 summary and analysis.

Mrs. Geraci made a motion from the floor to amend the motion to read "Approval of rates to be charged by EcolSciences, Inc., to provide environmental consulting services relative to the prospective purchase of the McGuire site, not to exceed \$10k. Mr. Scanlan seconded the motion.

Roll call vote to amend the motion: Dr. Andrews, Dr. Crowley, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

Dr. Andrews then made a motion to accept the revised resolution. Mr. Scanlan seconded the motion.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

- 7.6 The January 2019 Purchases Over \$10,000 Report was received, reviewed and filed.

8. Facilities

- 8.1 Recommendation: Approval of Open Systems Integrators, Inc. (OSI) – Proposal for Door Access in the Amount of \$471,054 (Chapter 12 Funds) for Campus Wide Access Control with IP Surveillance Integration.

Mrs. Geraci moved to approve the Open Systems Integrators proposal for door access, as noted above. Dr. Crowley seconded the motion.

Conversation ensued regarding features of the system, number of people who will be trained to operate the system, and chain of command.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

- 8.2 Recommendation: Ratification of Emergency Purchase from Industrial Combustion Associates – Building E Boiler #2 Leaking Heat Exchanger Replacement in the Amount of \$23,995.

Mr. Hofmann moved to ratify the emergency purchase from Industrial Combustion Associates, as noted above. Mrs. Geraci seconded the motion.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

- 8.3 Recommendation: Accept Quote for Graduation Rentals from Special Event Graduation Tent & Party Rentals and L & A Tent Rentals.

Judge Parker moved to accept quotes for graduation rentals as noted above. Mr. Spekhardt seconded the motion.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

- 8.4 Recommendation: Approval of Amendment Totaling \$228,102 to Perkins Grant Allocation for Extra Purchases Using Additional \$2,094 of Perkins Grant Money Awarded.

Mr. Scanlan moved to approve the amended Perkins Grant allocation for extra purchases, as noted above. Mr. Spekhardt seconded the motion.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

- 8.5 Recommendation: Approval of the Purchase of Exercise Science Equipment from Henry Schein Company for a Total of \$18,313.51 Funded Through the Perkins Grant.

Mr. Hofmann moved to approve the purchase of exercise science equipment from Henry Schein Company, through the Perkins Grant, as noted above. Dr. Crowley seconded the motion.

Roll call vote: Dr. Andrews, Dr. Crowley, Mrs. Geraci, Mr. Hofmann, Judge Parker, Dr. Morgus, Mr. Scanlan, Mr. Spekhardt, and Mr. Curcio voted yes. Motion carried unanimously.

- 8.6 The Monthly Incident Log was received, reviewed and filed.

9. **Courtesy of the Floor on General Matters** - (Public Session – 5 Minutes per Speaker.)
No one spoke.

10. **Other Business**

Discussion / Reports / Announcements:

- 10.1 Trustee Activity Update – None this month.
10.2 Alumni Trustee Report – None this month.
10.3 The President's Report is on file with the Office of the President.
10.4 Chair's Comments – Mr. Curcio:

Commented about the eCampus agreement, noting that students will be able to have books delivered to their homes.

Noted that a number of successful pre-Board of School Estimate meetings have occurred, and the Board of School Estimate meeting should go smoothly.

- 10.5 The Board of School Estimate Meeting is taking place on Wednesday, February 27, 2019, at 3 p.m. in the Freeholder Meeting Room located in the County Administration Building on Spring Street in Newton.

10.6 The Next Regular Meeting of the Board of Trustees Will Take Place on Tuesday, March 26, 2019, 5:00 p.m. in the Executive Board Room.

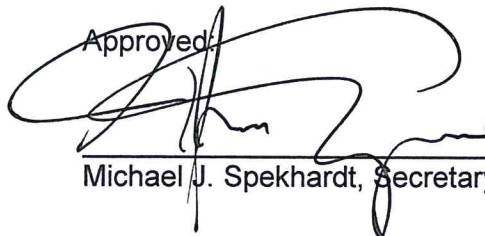
11. **Executive Session** – Personnel Matter Affecting a Specific Employee.

At 6:10 p.m., Judge Parker moved to enter into an Executive Session regarding a personnel matter affecting a specific employee. Mrs. Geraci seconded the motion. Motion carried unanimously.

At 7:03 p.m., Judge Parker moved to resume the public session. Dr. Andrews seconded the motion. Motion carried unanimously.

12. **Adjournment**

At 7:04 p.m., Dr. Andrews moved to close the public meeting. Mr. Scanlan seconded the motion. Motion carried unanimously.

Approved: 

Michael J. Spekhardt, Secretary – Board of Trustees