



**Board of Trustees Regular Meeting
Tuesday, April 26, 2022 – 5:00 p.m.
Performing Arts Center**

MINUTES

1. General Institutional Functions

- 1.1 Dr. Crowley called the meeting to order at 5:00 p.m.
- 1.2 Dr. Crowley read the Public Statement: Adequate notice of this meeting specifying the time and location was transmitted via fax, email, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on Thursday, April 21, 2022, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.
- 1.3 Roll Call / Pledge of Allegiance

The following were present: Dr. Crowley-Vice Chair, Ms. Brown-Treasurer, Mr. Gewecke-Secretary, Dr. Carrick, Mr. Castner, Dr. Digby, Mr. Santillo, Mrs. Smith, Dr. Connolly-President and Ex-Officio Member, Ms. Mendoza Cobos-Alumna Trustee, and Mrs. Fullem-Recording Secretary.

Also present were: Dr. Okay-Senior Vice President of Academic and Student Affairs, Dr. Homer-Vice President of Student Success and Institutional Effectiveness, Mr. Gaddy-Chief Operating and Human Resources Officer, Mr. Kula-Executive Director of the Foundation, Mrs. Meseha-Institutional Comptroller, Mrs. Gallagher-Director of Purchasing, and Mr. Kienz-College Counsel.

- 1.4 Dr. Crowley welcomed the guests.

All members of the public that provide public comment shall first identify themselves. Public comments may be submitted to the Board of Trustees Secretary via email or written letter if received at least (8) hours prior to the meeting. Written public comments shall be read at the remote meeting with the same time restrictions of all public comments at the meeting. Duplicative comments may be summarized at the discretion of the Board of Trustees Chair.

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

No one spoke.

ACTION

- 1.6 Approval/Acceptance of Minutes
 - 1.6.1 Minutes from the Tuesday, March 22, 2022 Board Workshop. (Resolution No. GI04262022-1)

Mrs. Smith moved to approve minutes from the March 22, 2022 Board Workshop. Mr. Santillo seconded the motion. Motion carried unanimously.

1.6.2 Minutes from the Tuesday, March 22, 2022 Regular Board Meeting. (Resolution No. GI04262022-2)

Mrs. Smith moved to approve minutes from the March 22, 2022 Regular Board Meeting. Ms. Brown seconded the motion. Motion carried unanimously.

1.6.3 Acknowledgment of Receipt of Committee Meeting Minutes. (Resolution No. GI04262022-3)

Ms. Smith moved to acknowledge receipt of committee meeting minutes as noted below. Ms. Brown seconded the motion. Motion carried unanimously.

- Finance and Facilities Committee – April 12, 2022.
- Personnel and Curriculum Committee – April 19, 2022.
- Audit and Policy Committee – April 19, 2022.
- Finance and Facilities Committee – April 19, 2022.

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:

Mr. Gewecked moved to approve all items on the Consent Agenda. Ms. Brown seconded the motion.

Roll call vote: Ms. Brown, Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mr. Gewecke, Mr. Santillo, and Mrs. Smith voted yes. Motion carried unanimously.

2.1 Approval of Personnel Items

2.1.1 March 9, 2022 – April 13, 2022 Personnel Actions. (Resolution No. P04262022-1)

2.2 Approval of Curriculum Items

2.2.1 Termination of the A.S Psychosocial Rehabilitation Degree Program. (Resolution No. CI04262022-1)

2.3 Approval of Policy Items

2.3.1 New Policy No. 101.7 – Granting Concurrent Faculty Rank to the College President. (Resolution No. AP04262022-1)

2.4 Approval of Finance Items

2.4.1 Science Instructional Equipment - Fisher Science Education for Labquest 3 Education Package – Testing devices used to measure different chemical and physical aspects of the environment and to perform various scientific experiments for Environment Science and Ecology classes – quantity 8, plus accessories. Total Cost: \$26,404.00. Opex Funded. (Resolution BFF04262022-1)

2.5 Approval of Facilities Items

2.5.1 Graduation Tent Rental from Metz Amusements & Concessions LLC, in the Amount of \$21,074.00. Opex Funded. (Resolution No. BFF04262022-2)

2.5.2 PSTA Security Systems - Open Systems Integrators, Inc. in the Amount of \$113,183.00, for IP video camera surveillance system and door access control system for the Public Safety Training Academy – Includes hardware, software licenses, installation, and programming. Chapter 12 Funded. (Resolution No. BFF04262022-3)

3. Finance – ACTION/RC

ACTION/RC 3.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – March 31, 2022 Nine Months YTD FYE June 30, 2022. (Resolution No. GI04262022-4)

Financials were presented, including: March YTD FY22 Credit Hours, Income Statement, Revenue (Student/Support), Expenses, Operating Statement, Balance Sheet-Assets, Balance Sheet-Liabilities, Three-Year Comparison, Current Assets, # of Month of OPEX covered by Liquid Assets & Current Ratio, Headcount, CAPEX Projects, Investments with Morgan Stanley.

Ms. Brown moved to acknowledge receipt and review of financial statements as noted above. Mr. Castner seconded the motion.

Roll call vote: Ms. Brown, Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mr. Gewecke, Mr. Santillo, and Mrs. Smith voted yes. Motion carried unanimously.

4. Policy

4.1 Second Reading and Approval of of Bylaws Amendment (Resolution No. AP04262022-2)

WHEREAS, Article III, Section 3.2(e) of the Bylaws of Sussex County Community College (“the College”) gives the Board of Trustees of the College the right to appoint the College President; and

WHEREAS, N.J.S.A. 18A:64A-3 gives the Board of Trustees the right to enter into a contract with the President, setting forth his terms and conditions of employment; and

WHEREAS, Article III, Section 3.2(f) of the Bylaws gives the Board of Trustees of the College the right to appoint the teaching staff of the College; and

WHEREAS, Article III, Section 3.2(p) and (q) of the Bylaws give the Board of Trustees the authority to make such rules and exercise such powers as are necessary and proper for the administration of the College; and

WHEREAS, the Board of Trustees deems it to be in the best interest of the College, when so determined by the Board of Trustees on a case-by-case basis, to permit the College President to hold a concurrent faculty appointment, without requiring the recommendation of the President; and

WHEREAS, Article I, Section 1.3 of the Bylaws permits the Board of Trustees to amend the Bylaws by approval of an amendment at two meetings, with the second occurring not sooner than fourteen (14) days after the first; and

WHEREAS, the Board of Trustees wishes to amend Article III, Section 3.2 to allow the Trustees to appoint the President to a concurrent position on the faculty without requiring the recommendation of the President;

NOW, THEREFORE, BE IT RESOLVED that Article III, Section 3.2 is hereby amended to add to Section 3.2(e) the words "and to appoint the president to a concurrent position on the faculty, on a case-by-case basis, in the sole discretion of the Board of Trustees, upon the recommendation of the Chief Academic Officer. A president so appointed to concurrent faculty rank shall be considered a managerial executive, confidential employee, and supervisor, excluded from the faculty bargaining unit" and

BE IT FURTHER RESOLVED that this amendment shall take effect immediately following its second approval by the Board of Trustees.

Dr. Crowley moved to approve the second reading of the Bylaws Amendment, as noted above. Mrs. Smith seconded the motion.

Roll call vote: Ms. Brown, Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mr. Gewecke, Mr. Santillo, and Mrs. Smith voted yes. Motion carried unanimously.

5. Personnel

ACTION/RC 5.1 Recommendation: Resolution to Amend the College President's Contract, Granting Concurrent Faculty Rank. (Resolution No. P04262022-2)

WHEREAS, the Board of Trustees of the College wishes to amend the existing Employment Agreement with Dr. Connolly;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees, upon the recommendation of the Senior Vice President of Academic and Student Affairs, appoints Dr. Jon Connolly to the concurrent position of a Member of the Faculty jointly in Academic Programs in Environmental, Horticultural, and Biological Science; and

BE IT FURTHER RESOLVED that the Board of Trustees hereby directs that the Chairperson of the Board of Trustees execute the Amended to President Connolly's Employment Agreement, which shall so provide, on behalf of the College.

Dr. Carrick moved to approve the Resolution to Amend the College President's contract, as noted above. Mrs. Smith seconded the motion.

Roll call vote: Ms. Brown, Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mr. Gewecke, Mr. Santillo, and Mrs. Smith voted yes. Motion carried unanimously.

ACTION/RC 5.2 Recommendation: Amendment to President's Contract, Dated June 8, 2021, Granting the Concurrent Faculty Rank of Associate Professor, jointly in Academic Programs in Environmental, Horticultural, and Biological Science, with no additional compensation. (Resolution No. P04262022-3)

Mrs. Smith moved to Amend the President's contract, as noted above. Dr. Carrick seconded the motion.

Roll call vote: Ms. Brown, Dr. Carrick, Mr. Castner, Dr. Crowley, Dr. Digby, Mr. Gewecke, Mr. Santillo, and Mrs. Smith voted yes. Motion carried unanimously.

6. **Reports**

6.1 The Correspondence File was received, reviewed, and filed.

7. **Presentations** – Anita Collins, Teen Arts Coordinator, provided a presentation about the Teen Arts Festival. The presentation included a background about the festival, the work that goes into the event, and the impact of the Teen Arts Festival.

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

No one spoke.

9. **Other Business**

Discussion / Reports / Announcements:

9.1 Trustee Activity Update – None this month.

Dr. Carrick thanked Dr. Connolly for his leadership and for being a role model, working with and as faculty, so that he has direct interaction with students.

9.2 Alumni Trustee Report – Mrs. Mendoza Cobos provided an update regarding alumni recruitment and alumni website.

9.3 A copy of the President's Report is on file in the Office of the President.

Mr. Kula noted that the Foundation will be offering \$200k in scholarships for the next academic year. Last year we offered \$155k, and we offered \$110k before he joined SCCC.

9.4 Chair's Comments

Dr. Crowley noted that each trustee has an SCCC pin at their seat. He said trustees should wear them because they do bring attention and people ask about the College.

Dr. Crowley indicated that in terms of other county colleges, SCCC has done very well through the pandemic. He thanked Dr. Connolly for his leadership through it all, as well as everyone who works at the College for their perseverance.

9.5 Commencement is May 18th at 6:00 p.m. Information for Trustees will be sent via email.

9.6 The next meeting of the Board of Trustees will take place Tuesday, May 24, 2022 at 5:00 p.m. in the Performing Arts Center.

10. **Executive Session** – None this month.

