Sussex County
COMMUNITY COLLEGE

Board of Trustees Regular Meeting
Tuesday, September 23, 2025
Executive Office Board Room

MINUTES

1. <u>General Institutional Functions</u>

1.1 Mr. Yardley, Chair, called the meeting to order at 5:00 p.m.

1.2 Mrs. Fullem read the Public Statement: Pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8, adequate notice of this meeting and Executive Session specifying the time and the location was transmitted via fax and email to the County Commissioners, County Clerk, County Administrator, the NJ Herald, and posted on the Sussex County Community College Website, and the main entrance to the Administration Building on September 18, 2025.

1.3 Roll Call / Pledge of Allegiance

The following were present: Mr. Yardley-Chair, Dr. Silverthorne-Vice Chair, Mrs. Pepe-Secretary, Mrs. Frank-Treasurer, Mr. Cable, Dr. Carrick (at 5:07 p.m.), Mr. Fiore, Mr. Giardullo (via phone), Ms. Quinn (at 5:07 p.m.), Mr. Santonastaso, Mr. Schick, Dr. Homer-President and Ex-Officio member, Mr. Prior-Alumni Trustee, and Mrs. Fullem-Chief of Staff/Recording Secretary

Also present: Dr. Okay-Sr. Vice President of Academic and Student Affairs, Mrs. Pappan-Vice President of Finance and Administrative Services, Dr. Gallo-Associate Vice-President of Academic Affairs, Mr. Kula-Executive Director of the Foundation, Ms. Caputo-Executive Director of Human Resources, and Mrs. Fina-College Counsel.

1.4 Welcome to Guests

All members of the public who 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 before the meeting. Written public comments shall be read at the meeting under the same time restrictions as all other public comments. 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).

Mr. Schick moved to open the floor for agenda items. Mrs. Pepe seconded the motion. The motion carried unanimously.

No one spoke.

Mr. Santonastaso moved to close the floor. Mr. Cable seconded the motion. The motion carried unanimously.

ACTION 1.6 Approval/Acceptance of Minutes

Mrs. Frank moved to approve/accept all minutes noted below. Mrs. Pepe seconded the motion. The motion carried unanimously.

1.6.1 Minutes from the Board Retreat Thursday, June 26, 2025. (Resolution No. GI09232025-1)

1.6.2 Minutes from the Regular Meeting on August 26, 2025. (Resolution No. GI09232025-2).

1.6.3 Minutes from the Executive Session on August 26, 2025. (Resolution No. GI09232025-3)

1.6.3 Minutes from the Board Workshop on August 26, 2025. (Resolution No. GI09232025-4)

1.6.4 Acknowledgment of Receipt of Committee Meeting Minutes. (Resolution No. GI09232025-5).

- Personnel and Curriculum Committee – September 16, 2025.
- Audit and Policy Committee – September 16, 2025.
- Finance and Facilities Committee – September 16, 2025.

2. <u>Consent Agendas</u> – ACTION/Roll Call

The President recommends items 2.1 - 2.5 for Board approval, as brought forth after discussion and review by Board Committees:

Dr. Silverthorne moved to approve all items on the Consent Agenda. Mr. Schick seconded the motion.

Roll call vote: Mr. Cable, Dr. Carrick, Mr. Fiore, Mrs. Frank, Mr. Giardullo, Mrs. Pepe, Ms. Quinn, Mr. Santonastaso, Mr. Schick, Dr. Silverthorne, and Mr. Yardley voted yes.

Mr. Yardley later amended his vote to abstain on the CrowdStrike software purchase due to a potential conflict of interest (his son is employed by CrowdStrike). He clarified that his son had no knowledge of, nor involvement in, this purchase.

The motion carried.

2.1 Approval of Personnel Items

2.1.1 Personnel Actions August 13, 2025 – September 10, 2025. (Resolution No. P09232025-1)

2.1.2 2026-2027 Administrative Calendar. (Resolution No. P09232025-2)

2.2 Approval of Curriculum Items

2.2.1 2026-2027 Academic Calendar. (Resolution No. CI09232025-1)

2.3 Approval of Policy Items

2.3.1 Policy No. 300.1 Faculty Requirements. There are changes to the procedures. (Resolution No. AP09232025-1)

2.3.2 Policy No. 300.10 Granting Tenure to Full-time Faculty. There are changes to the procedures. (Resolution No. AP09232025-2)

2.3.3 Policy No. 600.02 Weapons Policy. There are no changes. (Resolution No. AP09262025-3)

2.3.4 Updated Policy No. 600.03 Weapons on Campus – Authorization to Carry for Retired Police Officers (RPO) and NJ SORA Level 2. (Resolution No. AP09232025-4)

2.4 Approval of Finance Items

2.4.1 CrowdStrike Software – 1200 seats, from CDW, for $58,531.50. CrowdStrike provides endpoint cyberattack detection and 24/7 monitoring and response covering the 1200 workstations, laptops, and servers that comprise the College network. (Operating Funds) (Resolution No. BFF09232025-1)

2.4.2 Simulation Manikin from Laerdal for $129,323.42. Full-body simulator that mimics human anatomy and physiology. (Perkins Grant) (Resolution No. BFF09232025-2) AOF1

2.5 Approval of Facilities Items

2.5.1 Theatrical Technology System from PureTek Group for $72,203.00. The purchase and installation of a comprehensive theater lighting upgrade for the college's Student Center Theater, which supports intuitive controls and educational engagement, ensuring a visually captivating, safe, and accessible performance space for students, staff, and the broader community. (Funding: Carol Jane Scott Charitable Trust Grant: $15,000.00 20.8%, Chapter 12: 57,203.00 79.2%) (Resolution No. BFF09232025-3) AOF1

3. Finance – <u>ACTION/Roll Call</u>

3.1 Recommendation: Acknowledge Receipt and Review of July and August 2025 Financial Statements (Resolution No. GI09232025-6)

Mr. Cable moved to acknowledge receipt and review of the July and August 2025 Financial Statements. Dr. Carrick seconded the motion.

Mrs. Pappan presented the financial statements, noting:

- Enrollment is 6% over budget and 2% above the prior year.
- Revenue is slightly under budget due to billing cycles and FAFSA disbursement timing.
- Expenses are under budget, as expected early in the fiscal year.

Roll call vote: Mr. Cable, Dr. Carrick, Mr. Fiore, Mrs. Frank, Mr. Giardullo, Mrs. Pepe, Ms. Quinn, Mr. Santonastaso, Mr. Schick, Dr. Silverthorne, and Mr. Yardley voted yes. The motion carried unanimously.

4. Reports

4.1 Correspondence File – None this month.

6. Presentations – Introduction of the SCCC Student Government Officers:

Rhys Moore, President
Gianna Dacunto, Diversity Officer

7. Student Spotlight – Veteran Spouse Adrienne Crowder

As a loving wife to a U.S. Navy veteran, a mom of two, and a volunteer for a hospice and crisis helpline, Adrienne's life is rooted in family and service. In 2014, she took a break from college to focus on her family and finances. Then, in 2023, she was able to return to her academic goals here at SCCC. Adrienne is currently a Psychology major with a 3.2 grade point average. She is planning on completing her Associate's degree in Psychology and continuing in the 3+1 program this Spring. Dr. Homer presented Adrienne with a Presidential Coin.

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

Dr. Silverthorned moved to open the floor on general matters. Ms. Quinn seconded the motion. The motion carried unanimously.

County Commissioner Henderson commented about the 9/11 ceremony, noting that it was phenomenal. He commended David Hasislip and everyone involved in planning and executing the event.

There being no further comments, Mr. Santonastaso moved to close the floor. Mr. Cable seconded the motion. The motion carried unanimously.

9. Other Business

ACTION 9.1 Appointment of the Nominating Committee. (Resolution No. OBB09232025-1)

Mr. Yardley appointed Mr. Santonastaso and Ms. Quinn, noting that there would be one more member appointed.

Mr. Santonastaso moved to approve the appointments to the Nominating Committee. Mr. Cable seconded the motion. The motion carried unanimously.

Discussion / Reports / Announcements:

9.2 Trustee Activity Update – Trustees shared reflections on recent events, including the 9/11 ceremony and athletics partnership with Skylands Stadium.

9.3 President's Report – Dr. Homer highlighted academic initiatives, partnerships, capital projects, athletics successes, and upcoming events, including "Funding Their Future." A copy of the President's Report is on file in the Office of the President.

9.4 Chair's Comments – Mr. Yardley reported on his recent activities and participation in community and college events:

- **9/11 Memorial Event**
  Mr. Yardley attended the 9/11 memorial ceremony, noting it was a powerful and impressive event that he has attended for many years. He commended the presentation, which included fire trucks, flags, and a 21-gun salute.
- **First Responders Field Dedication**
  He attended the dedication of the First Responders Field, which now features a flag and scoreboard.
- **Skylands First Pitch**
  Mr. Yardley threw out the first pitch at a Skylands game and confirmed it successfully reached the catcher.
- **Board Meet-and-Greet with Staff**
  He highlighted the success of the Board of Trustees' first meet-and-greet event with staff in approximately 25 years. Mr. Yardley emphasized the importance of building communication with employees, showing that trustees are approachable, and reinforcing the Board's commitment to decisions made in the best interest of the College. He acknowledged that some decisions may not always be popular but affirmed that the Board is united in serving the College.

9.5 Reminder: Board of Trustees Second Meet & Greet Event – Wednesday, September 24, 2025, 5:30 p.m. at the Arbor Restaurant.

9.6 Reminder: Funding Their Future – Wednesday, October 15, 2025, 5:30 p.m., at Perona Farms.

9.7 Reminder: President's Reception – Thursday, November 6, 2025, 5:00 p.m., at The Conservatory at the Sussex County Fairgrounds.

9.8 The next meeting of the Board of Trustees will take place on Tuesday, October 28, 2025, at 5:00 p.m. in the Executive Office Board Room.

10. **Executive Session** – Be it resolved that the Board of Trustees will now go into an Executive Session to discuss campus security, including tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair that protection. The matters discussed will be made public if and when the circumstances requiring confidentiality no longer exist. However, it is not presently known if and when that will be.

The Executive Session is expected to last approximately 30 minutes.

At 5:45 p.m., Mr. Cable moved for the Board of Trustees to enter into an Executive Session. Ms. Quinn seconded the motion. The motion carried unanimously.

At 6:30, Mr. Santonastaso moved for the Board of Trustees to adjourn the Executive Session. Mr. Schick seconded the motion. The motion carried unanimously.

11. Adjournment

At 6:30 p.m., Mr. Santonastaso moved to adjourn the regular board meeting. Ms. Quinn seconded the motion. The motion carried unanimously.

Approved:

Katherine Pepe

Katherine Pepe, Secretary-Board of Trustees