



**Board of Trustees Regular Meeting  
Tuesday, November 28, 2023 – 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 specifying the time and location was transmitted via fax, posted to the Sussex County Community College Website, and on the main entry doors to the Administration Building, on December 5, 2022 (annual schedule) and on November 16, 2023 when the annual Organization Meeting was noticed, pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-8.
- 1.3 Roll Call / Pledge of Allegiance
- 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 prior to the meeting. Written public comments shall be read at the meeting with the same time restrictions as 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).

**ACTION**

- 1.6 Approval/Acceptance of Minutes
  - 1.6.1 Minutes from the September 12, 2023 Board of Trustees Retreat. (Attachment pg. 1, Resolution No. GI11282023-1)
  - 1.6.2 Minutes from the October 24, 2023 Regular Board Meeting. (Attachment pgs. 2-6, Resolution No. GI11282023-2)
  - 1.6.3 Minutes from the October 24, 2023 Executive Session. (Attachment pg. 7, Resolution No. GI11282023-3)
  - 1.6.4 Acknowledgment of Receipt of Committee Meeting Minutes. (Attachment pgs. 8-12, Resolution No. GI11282023-4)
    - Personnel and Curriculum Committee – November 21, 2023.
    - Audit and Policy Committee – November 21, 2023.
    - Finance and Facilities Committee – November 21, 2023.

## **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
  - 2.1.1 Personnel Actions: October 11, 2023 – November 13, 2023. (Attachment pgs. 13 & 14, Resolution No. P11282023-1)
  - 2.1.2 Memorandum of Agreement Between the Negotiating Teams of Sussex County Community College Support Staff Federation, Local #6375 and Sussex County Community College. (Attachment pgs. 15-19, Resolution No. P11282023-2)
  - 2.1.3 Professional Staff Salaries FY 2024. (Attachment pg. 20, Resolution No. P11282023-3)
  - 2.1.4 Memorandum of Agreement Between the Negotiating Teams of Sussex County Community College Faculty Federation AFT Local 4780 and Sussex County and Sussex County Community College July 1, 2023 to June 30, 2026. (Attachment pgs. 21-52, Resolution No. P11282023-4)
  - 2.1.5 Non-Union Salaries. (Attachment pg. 53, Resolution No. P11282023-5)
- 2.2 Approval of Curriculum Items
  - 2.2.1 2024-2025 Academic Calendar. (Attachment pgs. 54-57, Resolution No. CI11282023-1)
- 2.3 Approval of Policy Items
  - 2.3.1 Policy No. 200.5 Title IX: Prohibition Against Sexual Violence Policy. The policy format has changed to match our policy formatting and the procedures have been rewritten. (Attachment pg. 58, Resolution No. AP11282023-1)
- 2.4 Approval of Finance Items
  - 2.4.1 Increase to FY24 Blanket Purchase Order, The Chef's Warehouse for Food Supplies, Current PO: \$14,000 Increase by \$7,000 = Total: \$21,000. (Attachment pg. 59, Resolution No. BFF11282023-1)
  - 2.4.2 Increase to FY24 Blanket Purchase Order, Aero Plumbing & Heating, On-call Plumbing Services, Current PO: \$43,000 Increase by \$25,000 = Total: \$68,000. (Attachment pg. 60, Resolution No. BFF11282023-2)
  - 2.4.3 Higher One (Transact) Tuition Payment Software, for 1 Year (8/1/2023-7/31/2024), for \$90,216.30. (OPEX) (Chapter 12) (Attachment pgs. 61-63, Resolution No. BFF11282023-3)
  - 2.4.4 Rex Technology Solutions Inc. DBA Super Droid Robots, Surveillance Robot for Student Training, for \$18,792.10. (Perkins Grant) (Attachment pgs. 64 & 65, Resolution No. BFF11282023-4)
- 2.5 Approval of Facilities Items
  - 2.5.1 Open Systems Integrators Inc., Installation of Cameras in Building V, Installation of Card Reader in Building D, for \$18,961 Building V (\$13,742), Building D (\$5,219). (Chapter 12) (Attachment pgs. 66-72, Resolution No. BFF11282023-5)

2.5.2 Weather Proofing Technologies Inc., Roof Repair – Library Roof, Building E Roof, for \$20,245 – Library Roof (\$12,745), Building E Roof (\$7,500). (Chapter 12) (Attachment pgs. 73-78, Resolution No. BFF11282023-6)

**3. Finance – ACTION/RC**

**ACTION/RC** 3.1 Recommendation: Acknowledge Receipt and Review of Financial Statements – October 31, 2023 Four Months YTD FYE June 30, 2024. (Attachment pgs. 78-95, Resolution No. GI11282023-5)

**4. Reports** – None this month.

**5. Presentations** – Professor Michael Hughes – Trip to the Metropolitan Museum of Art.

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

**7. Other Business**

**Discussion / Reports / Announcements:**

7.1 Trustee Activity Update

7.2 President's Report

7.3 Chair's Comments

7.4 The next meeting of the Board of Trustees will take place Tuesday, January 23, 2024, in the Executive Office Board Room.

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

**9. Adjournment**