

**UCNJ
UNION COLLEGE OF
UNION COUNTY, NJ**

**BOARD OF TRUSTEES
Minutes of Meeting
December 9, 2025**

CALL TO ORDER

The meeting was called to order by Victor M. Richel, Chair, at 6:52 p.m. in the Executive Education Center on the Cranford Campus. The following were in attendance:

TRUSTEES

Mr. Richel; Rafael J. Betancourt, Esq.; Brian Campbell; Daniel J. Connolly; Miguel A. Figueredo; Jeffrey H. Katz, Esq.; Miguel A. Merino; Daryl Palmieri; Emily L. Root; Dr. Kamran Tasharofi; Marisol Ramos-Rodriguez; Dr. Margaret M. McMEnamin, President.

GOVERNORS

Mr. Richel; Mr. Betancourt; F. Jim Della Sala; Deborah Enix-Ross; Stephen F. Hehl, Esq.; Donna M. Herran; Gary S. Horan; Mr. Katz; Sandra D. Rice; Robert J. Sloan; John Toriello; Allan L. Weisberg; Mary M. Zimmermann.

ALSO PRESENT

Denise Collins; Matthew J. Giacobbe, Esq., Cleary Giacobbe Alfieri & Jacobs, LLC; Dr. Jaime M. Segal.

OPEN PUBLIC MEETING ACT

Completed

A quorum of the Board of Trustees was present.

MINUTES

On motion duly made by Mr. Campbell and seconded by Mr. Figueredo, the Minutes of the Meeting of the Board of Trustees of November 3, 2025 were approved as submitted.

COMMUNICATIONS

There were no communications to report.

REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES

AUDIT COMMITTEE

Mr. Hehl reported that CliftonLarsonAllen, LLP completed the external audit for the fiscal year ending June 30, 2025, and the financial statements received an unmodified audit opinion, indicating they present fairly in all material respects. He stated that the Single Audit is currently in process and no material weaknesses or significant deficiencies have been identified.

Mr. Hehl reported that the Agreed-Upon Procedures engagement for the Credit Hour Enrollments has been completed and no exceptions were noted as a result of this review.

Mr. Hehl submitted the following Resolutions for approval:

Resolution A026-001 - Acceptance of FY 2025 Audit and Other Reports

WHEREAS, the Board of Trustees of UCNJ Union College of Union County, NJ adopted a resolution on June 18, 2024 that appointed the audit firm of CliftonLarsonAllen LLP as its Independent Auditor, and

WHEREAS, the audit firm of CliftonLarsonAllen LLP has completed (1) an audit of the College's basic financial statements as of, and for the Fiscal Year ended June 30, 2025, including the Single Audit Schedules of Expenditures of Federal Awards, and State Financial Assistance for the Fiscal Year ended June 30, 2025 with a Report on Internal Controls Over Financial Reporting and on Compliance and Other Matters prepared in conjunction with its audit and (2) an examination in accord with "agreed-upon procedures" applied to the College's reporting requirements for fundable credit hours for the Fiscal Year ended June 30, 2025, and

WHEREAS, all of its audits were conducted in accordance with Government Auditing Standards, issued by the Comptroller General of the United States; and in compliance with audit requirements as prescribed by the Department of Treasury, State of New Jersey, and its examination of "agreed-upon procedures" was conducted to procedures developed by the Council of County Colleges for use by the Department of Treasury;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ accepts CliftonLarsonAllen LLP Independent Auditor's Report of UCNJ Union College of Union County, NJ basic financial statements as of, and for the Fiscal Year ended, June 30, 2025, the Single Audit Schedules of Expenditures of Federal Awards, and State Financial Assistance for the Fiscal Year ended June 30, 2025, the Report on Internal Control over Financial Reporting and On Compliance and Other Matters prepared in conjunction with its audit, and the Report on Applying Agreed Upon Procedures to the College's fundable credit hours for the Fiscal Year ended June 30, 2025.

On motion duly made by Mr. Connolly, seconded by Mr. Katz and unanimously carried, the Board approved the Resolution for adoption.

Resolution A026-002 - Acceptance of Internal Audit Services and Audit Plan

WHEREAS, the College utilizes professional auditing services, in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (15) provides for awarding of contracts for professional consulting services without public competitive bids, and

WHEREAS, the College publicly issued a Request for Proposals (“RFP”) on its vendor opportunities web page on October 30, 2025, in a fair and open solicitation process, and also distributed the RFP to seven (7) Audit firms, from which two (2) proposals were received, and

WHEREAS, CliftonLarsonAllen LLP of King of Prussia, PA submitted the most responsible proposal, price and other factors considered, for internal audit services, at a cost not to exceed \$39,200, and

WHEREAS, CliftonLarsonAllen LLP of King of Prussia, PA will audit two areas during Fiscal Year 2026. The areas that will be audited include executive compensation and benefits and Human Resources and Payroll process and compensation overview, and

WHEREAS, the Chief Financial Officer has determined that the total contract will exceed \$17,500, and

WHEREAS, a Certification of Funds availability has been filed by the Chief Financial Officer;

NOW, THEREFORE BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award CliftonLarsonAllen LLP of King of Prussia, PA, a contract to perform internal audit services for a total cost not to exceed \$39,200 for work to be performed for Fiscal Year 2026.

On motion duly made by Dr. Tasharofi, seconded by Mr. Katz and unanimously carried, the Board approved the Resolution for adoption.

EDUCATIONAL PLANNING AND POLICY COMMITTEE

Mr. Toriello stated to the Board that at the Educational Planning and Policy meeting held earlier, Dr. Christiana Nwachukwu presented on the UCNJ Practical Nursing Program, Dr. Colleen Kumar presented on the JFK Muhlenberg Snyder School of Nursing Program, and Dr. Rose Santee presented on the Trinitas School of Nursing Program.

He also stated that Dr. Lacagnino reported on the CoAEMSP Paramedic Self-Study which was last reaccredited in 2020 and the reaccreditation cycle is every seven years. The next site visit is scheduled for 2026, and we began the first step of the process in November 2025. Mr. Toriello stated that Dr. Ziner presented on the 2025 grad Fest Survey.

Mr. Toriello stated that Dr. Hargrove reported that the graduation rate for the 2022 cohort is currently 33.1% which is down from the previous year of 35.4%. He also stated that enrollment for Winter 2025 is +.5% in FTE hours and fall enrollment is -11.5%.

Mr. Toriello submitted the following Resolutions for approval:

Resolution E026-003 Staff Personnel Actions

RESOLVED, that the following staff personnel actions recommended by the President be approved:

Appointments:

Alexander Rinaldi, Student Services Generalist, Student Development, effective November 3, 2025, \$51,184 per annum.

Jaleel Taylor, Student Services Generalist, Student Development, effective November 3, 2025, \$51,184 per annum.

Sandra Angulo, Financial Operations and Payroll Manager, Finance & Operations, effective November 10, 2025, \$90,000 per annum.

Natalie Lopez, Student Services Generalist, Student Development, effective November 10, 2025, \$51,184 per annum.

Ashley D'Elia, Director of Nursing, Academic Affairs, effective December 8, 2025, \$150,000 per annum.

Dr. Marva Mack, Assistant Vice President for Enrollment Management and Student Success, Student Development, effective December 8, 2025, \$158,000 per annum.

Promotions/Reclassifications:

Carolina Ibanez, Student Services Generalist, Student Development, effective November 16, 2025, \$51,184 per annum.

Separations:

Sarah Cunha, Program Director, Title V, Academic Affairs, effective October 31, 2025.

May Kortbaoui, Student Services Specialist, Student Development, effective December 31, 2025.

On motion duly made by Mr. Campbell, seconded by Mr. Merino and unanimously carried, the Board approved the Resolution for adoption.

Resolution E026-004 - College Policies

WHEREAS, UCNJ Union College of Union County, NJ, as a comprehensive community college, has college-wide policies to ensure compliance with policy objectives and accountability, and

WHEREAS, a College policy is a prescribed institutional course of action, a guiding principle, or a procedure intended to enhance strategic goals; reduce institutional risks; improve internal controls; establish delegation of authority and responsibility; promote compliance with federal, state and other applicable laws and regulations; further operational alignment, consistency, or efficiency; and/or influence and determine decisions, actions, conduct, and other matters at the College, and

WHEREAS, the College's Policy on Policies sets forth that the Board of Trustees or the President serve as the "Approval Authority" for College-wide policies, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ approves the revisions to the following policies attached as Exhibit 1: 300-4 Attendance Policy, 300-5 Automatic Graduation Policy, 300-28 Return to Title IV Policy, and 300-35 Student Alumni Representative to the Board of Trustees Policy.

On motion duly made by Mr. Connolly, seconded by Mr. Merino and unanimously carried, the Board approved the Resolution for adoption.

SAFETY REPORT

Dr. McMenamain stated that in compliance with the Cunningham – Ruiz Law (S485, codified at N.J.S.A. 18a:3B-71) requiring reporting of campus crimes and fire incidents for the period from October 14, 2025 through November 10, 2025, Public Safety advised that there was fraudulent activity involving financial aid reported from the bookstore on the Cranford Campus. He also stated that an expelled student was arrested for trespassing on the Elizabeth Campus and approximately three weeks later he was arrested again for refusing to leave the Cranford Campus. There are no other issues to report.

BUDGET AND FINANCE COMMITTEE

Investment Report:

Mr. Connolly stated that the Budget and Finance Committee met earlier and reported that all investments are found to be in order and are within acceptable norms.

Financial Report:

Mr. Connolly reviewed the Financial Report and stated that the Committee discussed the key variances in the financial statements, focusing on grants receivable, payable to other, and major expense categories. He stated that grants receivable decreased due to several awards being funded at reduced levels or beginning later in the fiscal year. Mr. Connolly reported that the variance in payable to other reflects a shift in the payment process for health benefits, and the Committee also discussed variances in expenses driven by increases in compensation, health benefits, and utilities.

Current Estimate Report:

Mr. Connolly reviewed the Current Estimate Report and stated that at this time, a transfer from Unrestricted Net Position of \$1.0 million is anticipated for fiscal year ended June 30, 2026:

Mr. Connolly reported that Ms. Sousa provided a budget presentation on the revenue assumptions for the FY2027 budget which focused on the major categories of compensation, benefits, and contracted services. He stated that together they account for 87% of total expenses. Mr. Connolly reported that the projection incorporates the positions aligned with the reform agenda, a 16.1% increase in health benefits, and an average 4.0% increase across contracted services.

Mr. Connolly presented the following Resolutions for approval:

Resolution F026-006 - Designation of Public Agency Compliance Officer

WHEREAS, N.J.A.C. 17:27-3.1 requires that “no public agency shall award a contract or pay money to any contractor or subcontractor which has not agreed and guaranteed to afford equal employment opportunity in performance of the contract in accordance with an affirmative action program and, except with respect to affectional or sexual orientation, approved under the terms established in these rules,” and

WHEREAS, N.J.A.C. 17:27-3.3 requires that “Each public agency shall annually designate an officer or employee, who may be an existing officer or employee, to serve as its public agency compliance officer and shall notify the Division of the designation by January 10th of each year,” and

WHEREAS, Mark G. Anderson, Director of Purchasing, is the designated UCNJ Union College of Union County, NJ Contracting Agent and the current Public Agency Compliance Officer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ, re-appoint Mark G. Anderson, Director of Purchasing, as the UCNJ Union College of Union County, NJ Public Agency Compliance Officer for the calendar year 2026.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the New Jersey Division of Public Contracts Equal Employment Opportunity Compliance Office.

Resolution F026-007 - Authorization for Successor Shared Services Agreement with Union County for Health and Prescription Benefits Administration

WHEREAS, UCNJ Union College of Union County, NJ (“College”) and Union County (“County”) entered into a two-year shared services agreement for health and prescription benefits administration commencing on January 1, 2024, through December 31, 2025 to mitigate the escalating costs of health and prescription benefits with the State of New Jersey, and

WHEREAS, the County has offered the College an opportunity to renew participation in the County’s benefits plan as a subgroup, with the College paying the County a fully insured premium equivalent within thirty (30) days of invoicing. The College’s

health and prescription costs are projected to be approximately \$11,013,251 in annual premium, plus \$48,960 for a shared services fee, and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. permits county colleges to share services for particular purposes and to effectuate agreements for any service or circumstance that will aid and encourage a reduction of expenses, and

WHEREAS, the successor arrangement includes payment based on the College's actual claims incurred; a stop loss arrangement; required compliance and governmental surcharges; a shared services fee; and an annual settlement review to determine either a 50/50 split basis savings or the need for true-up costs, and

WHEREAS, the agreement will commence on January 1, 2026, and will end on December 31, 2026;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ delegate to the President, the authority to accept, approve and sign a Shared Services Agreement, under similar terms to those presented herein.

On motion duly made by Mr. Connolly, seconded by Mr. Merino and unanimously carried, the Board approved Resolutions F026-006 and F026-007 for adoption.

Grant Resolutions

Resolution F026-008 - County College Based Center for Adult Transition Grant

WHEREAS, UCNJ Union College of Union County, NJ as a comprehensive community college, seeks to enhance the lives of individuals with intellectual and developmental disabilities by providing transitional services, peer mentoring, educational opportunities, career exploration and linkage to community services, and

WHEREAS, the College applied to the State of New Jersey, Office of the Secretary of Higher Education ("OSHE") for the County College Based Center for Adult Transition Grant to provide students up to the age of twenty-four, who have developmental disabilities, the support and resources necessary to experience more successful transitions from secondary school to postsecondary education and adult employment, and promote independent living opportunities by providing appropriate skills to be successful, and

WHEREAS, the Center will support the educational mission of UCNJ Union College of Union County, NJ by creating an inclusive community that meets the diverse needs of students through advocacy, equitable access, support, and resources, and

WHEREAS, the College will engage a cohort of students, who are able to administer their own medication if applicable, have the capability to attend to their personal hygiene, have a strong desire to become an independent adult, and possess sufficient emotional stability to participate successfully, and

WHEREAS, UCNJ Union College of Union County, NJ received notification that funding in the amount of \$105,882 was awarded for the period July 1, 2025, to June 30, 2026, by the State of New Jersey, Office of the Secretary of Higher Education (“OSHE”) for the County College Based Center for Adult Transition Grant;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ accepts the funding of \$105,882 from the State of New Jersey, Office of the Secretary of Higher Education (“OSHE”) for the County College Based Center for Adult Transition Grant for the period July 1, 2025, to June 30, 2026.

Resolution F026-009 - Hunger-Free Campus Grant

WHEREAS, UCNJ Union College of Union County, NJ, as a comprehensive community college is committed to eliminating hunger within the College community to ensure the wellbeing of its students. The College has multiple assistance programs in place to meet student’s material needs, and actively seeks financial support from community organizations, individuals, corporations, foundations, and government sources for this effort, and

WHEREAS, the College applied to the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the Hunger-Free Campus Grant, awarded pursuant to the Hunger-Free Campus Act, and

WHEREAS, the State of New Jersey, Office of the Secretary of Higher Education (OSHE) is providing this grant funding to address student hunger, leverage more sustainable solutions to address basic food needs on campuses, raise awareness of currently offered campus services that address basic food needs, and continue to build strategic partnerships at the local, state, and national levels to address food insecurity among students, and

WHEREAS, the College plans to use the funding from the Hunger-Free Campus Grant to ensure that students receive help with their basic needs such as food and supplies on the Cranford, Elizabeth and Plainfield campuses, and

WHEREAS, the College received notification that it was awarded \$27,500 from the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the Hunger-Free Campus Grant for the period July 1, 2025, through June 30, 2026;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ accepts \$27,500 from the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the Hunger-Free Campus Grant for the period July 1, 2025, through June 30, 2026.

On motion duly made by Mr. Connolly, seconded by Dr. Tasharofi and unanimously carried, the Board approved Resolutions F026-008 and F026-009 for adoption.

Contracts Exempt from Competitive Bidding

Resolution F026-010 - Payroll Interface and Tax Filing Services

WHEREAS, the College requires payroll interface and tax filing services to support day to day operations and the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for an exception to the requirement for advertising for bids for the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.11a.(b) provides for an exception to the requirement for advertising for bids for the provision of goods or services from a nationally recognized and accepted cooperative purchasing agreement, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.28.(d). as amended by P.L. 2001, c.281, provides that any purchase, contract or agreement for the providing of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware may be awarded for any term of not more than five years, and

WHEREAS, ADP, LLC, Roseland, NJ submitted a proposal to provide payroll interface and tax filing services to the College under OMNIA Partners contract #200701 at a total cost of \$551,280 based on a projected head count of 1000 employees for the period January 1, 2026 through December 31, 2030, and

WHEREAS, the cost for payroll and tax filing services from January 1, 2021 through December 31, 2025 is projected to be \$519,491 based on actual employee headcounts for the period, and

WHEREAS, the New Jersey Local Unit Pay to Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

WHEREAS, the Chief Financial Officer has determined that the total contract award will exceed \$17,500, and

WHEREAS, OMNIA Partners utilized competitive bidding for the award of the contract to ADP, LLC, Roseland, NJ, thereby releasing UCNJ Union College of Union County, NJ from the requirement to obtain Pay-to-Play documentation, and

WHEREAS, a Certification of Funds availability has been filed by the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award a contract to ADP, LLC, Roseland, NJ for payroll interface and tax filing services starting on January 1, 2026 until December 31, 2030 for a total cost not to exceed \$551,280.

Resolution F026-011 - Virtual Software and Hardware-Cybersecurity Programs

WHEREAS, the College requires virtual software and hardware for student research in cybersecurity programs in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for an exception to the requirement of advertising for bids in the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

WHEREAS, ConvergeOne, Inc, Bloomington, MN has submitted a proposal to provide virtual software and hardware to enhance the learning experience at a cost to exceed \$61,107, and

WHEREAS, the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

WHEREAS, the Chief Financial Officer has determined that the total contract awards will exceed \$17,500, and

WHEREAS, ConvergeOne, Inc, Bloomington, MN has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and they will be prohibited from making any reportable contributions through the term of the contract, and

WHEREAS, a Certification of Funds availability has been filed by the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award a contract to ConvergeOne, Inc, Bloomington, MN for virtual software and hardware for cybersecurity programs at a cost of \$61,107 for Fiscal Year 2026.

Resolution F026-012 - ThinkPads-Cybersecurity Programs

WHEREAS, the College requires Lenovo ThinkPads for student research in cybersecurity programs in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a.a. authorizes County Colleges to be a participating contracting unit in a cooperative pricing system established pursuant to the laws of the State of New Jersey, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(19) provides for an exception to the requirement of advertising for bids in the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

WHEREAS, on June 17, 2025, the Board of Trustees of UCNJ Union College of Union County, NJ awarded contracts to SHI International Corp., Somerset, NJ for software licenses and network hardware for \$519,256, and

WHEREAS, SHI International Corp., Somerset, NJ has submitted a proposal under NJEdge.Net, contract #269ENCPS-21-001-EN-SHI for ten (10) Lenovo ThinkPads at a cost not to exceed \$11,759, and

WHEREAS, the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

WHEREAS, the Chief Financial Officer has determined that the total contract awards will exceed \$17,500, and

WHEREAS, NJEdge.Net, utilized competitive bidding for the awards of their contracts to SHI International Corp., Somerset, NJ thereby releasing UCNJ Union College of Union County, NJ from the requirement to obtain Pay-to-Play documentation, and

WHEREAS, a Certification of Funds availability has been filed by the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award a contract to SHI International Corp., Somerset, NJ for ThinkPads for cybersecurity programs at a cost of \$11,759 for a total award not to exceed \$531,015 for Fiscal Year 2026.

Resolution F026-013 - Janitorial and Building Supplies

WHEREAS, the College has a need for additional janitorial and building supplies used in daily operations, in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a.a. provides for awarding contracts without public competitive bids when there is a state

recognized and accepted cooperative agreement for the product or service that has been publicly bid, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a.b. provides for awarding contracts without public competitive bids when there is a nationally recognized and accepted cooperative agreement that has been publicly bid for the product or service, and

WHEREAS, on June 17, 2025, the Board of Trustees of UCNJ Union College of Union County, NJ awarded a contract to Home Depot U.S.A., Inc. Dba the Home Depot Pro, Atlanta, GA, at a total cost not to exceed \$80,000, for Fiscal Year 2026, and

WHEREAS, Home Depot U.S.A., Inc. Dba The Home Depot Pro, Atlanta, GA has submitted a proposal under OMNIA contract #16154 to provide janitorial and building supplies at a cost not to exceed \$70,000 for Fiscal Year 2026, and

WHEREAS, the cost for janitorial supplies for Fiscal Year 2025 is projected to be \$140,000, and

WHEREAS, the cost for building supplies for Fiscal Year 2025 is projected to be \$28,057, and

WHEREAS, the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

WHEREAS, the Chief Financial Officer has determined that the total contract award will exceed \$17,500, and

WHEREAS, OMNIA and ESCNJ utilized competitive bidding for the awards of contracts to Home Depot U.S.A., Dba The Home Depot Pro, Atlanta, GA thereby releasing UCNJ Union College of Union County, NJ from the requirement to obtain Pay-to-Play documentation, and

WHEREAS, a Certification of Funds availability has been filed by the Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ, award a contract to Home Depot U.S.A., Inc. Dba The Home Depot Pro, Atlanta, GA for janitorial and building supplies at a cost of \$70,000 for a total award not to exceed \$150,000 for Fiscal Year 2026.

Resolution F026-014 - Spend \$17,500-\$44,900

WHEREAS, there exists a need throughout the College for goods or services, and

WHEREAS, the attached purchases of goods and services are under the bid threshold of \$44,900, and

WHEREAS, the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the values of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

WHEREAS, the Chief Financial Officer has determined that the individual contracts will exceed \$17,500, and

WHEREAS, the vendors provided information that exhibited compliance with the Pay-to-Play Law, N.J.S.A. 19:44A-20.4 et seq., or the contracts were arrived at through an open and fair process thereby releasing UCNJ Union College of Union County, NJ from the requirement to obtain such documentation, and

WHEREAS, the Chief Financial Officer certifies that sufficient funds are available for the goods and services;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award contracts between \$17,500 and \$44,900 to the listed vendors for a total spend of \$86,504.

TYPE OF SERVICE	SOLICITATION/ EXEMPTION	COOPERATIVE/ STATE CONTRACT#	AWARD AMOUNT	PRIOR AWARD	TOTAL AWARD	DESCRIPTION	DEPARTMENT/ FUNDING SOURCE	VENDOR
Supplies	N/A	N/A	\$35,491	\$ 0	\$ 35,491	(36) Concrete Outdoor Planters	Facilities 12-001500-58040	Indoff
Supplies	N/A	N/A	\$21,013	\$15,160	\$ 36,173	ID Cards	One Stop Operation 11-402050-52010	Identisys Inc.
Services	18A:64A-25.6(20)	N/A	\$30,000	\$ 0	\$ 30,000	Employment Fee Director of Nursing	Human Resources 11-500505-52530	The Healthsearch Group, Inc.
TOTALS			\$86,504	\$15,160	\$101,664			

On motion duly made by Mr. Connolly, seconded by Mr. Campbell and unanimously carried, the Board approved Resolutions F026-010 through F026-014 for adoption.

Resolution - F026-015 Surplus Disposal

WHEREAS, the County College Contracts Law, N.J.S.A.18A:64A-25.27, provides for the disposal of surplus personal property no longer needed for College purposes, and

WHEREAS, the College has determined that the attached list of items should be declared surplus, obsolete, and unusable property (Exhibit I), and

WHEREAS, the total fair value of the property (Exhibit I) is approximately **\$1,175**, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees UCNJ of Union College of Union County, NJ declares surplus, obsolete, unusable, and not needed for College purposes the property listed in Exhibit I, and

BE IT FURTHER RESOLVED that College officials be authorized to dispose of the surplus, obsolete, unusable property listed in Exhibit I in accordance with the County College Contracts Law and the UCNJ Union College of Union County, NJ Purchasing Policies.

On motion duly made by Mr. Connolly, seconded by Dr. Tasharofi and unanimously carried, the Board approved the Resolution for adoption.

Resolution F026-016 - Perkins Surplus Disposal

WHEREAS, the County College Contracts Law, N.J.S.A.18A:64A-25.27, provides for the disposal of surplus personal property no longer needed for college purposes, and

WHEREAS, the College has determined that the attached list of items should be declared surplus, obsolete, and unusable property (Exhibit I), and

WHEREAS, the total fair value of the property (Exhibit I) is approximately \$3, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees UCNJ of Union College of Union County, NJ declares surplus, obsolete, unusable, and not needed for college purposes the property listed in Exhibit I, and

BE IT FURTHER RESOLVED that College officials be authorized to dispose of the surplus, obsolete, unusable property listed in Exhibit I in accordance with the County College Contracts Law and the UCNJ of Union College of Union County, NJ Purchasing Policies.

On motion duly made by Mr. Connolly, seconded by Mr. Campbell and unanimously carried, the Board approved the Resolution for adoption.

BUILDINGS AND GROUNDS

Mr. Katz presented the following Resolutions for approval:

Resolution B026-002 - Generator Installation- Kellogg Building

WHEREAS, there is a need to have professional turnkey installation of the emergency generator for the Kellogg building, in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a.a. provides for awarding contracts without public competitive bids when there is a state recognized and accepted cooperative agreement for the product or service that has been publicly bid, and

WHEREAS, Foley Power Systems, Inc, a division of Foley Incorporated, is an authorized vendor under Educational Services Commission of New Jersey (ESCNJ) and has submitted a proposal under ESCNJ Bid #22/23-46 to provide professional turnkey

installation of the emergency generator for the Kellogg building at a cost not to exceed \$263,852, and

WHEREAS, the College is applying to recoup this expenditure with a FEMA application as this is considered mitigation efforts and coverable under same, and

WHEREAS, the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq. provides that when the value of all contracts to a single vendor exceeds \$17,500 in the aggregate, that vendor is subject to the Pay-to-Play Law, and

WHEREAS, the Chief Financial Officer has determined the total contract award will exceed \$17,500, and

WHEREAS, ESCNJ utilized competitive bidding for the awards of contracts to Foley Power Systems, Inc., a division of Foley Incorporated, thereby releasing UCNJ Union College of Union County, NJ from the requirement to obtain Pay-to-Play documentation, and

WHEREAS, a Certification of Funds availability has been filed by the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award a contract to Foley Power Systems, Inc., a division of Foley Incorporated, for professional installation of the emergency generator for the Kellogg building at a cost not to exceed \$263,852.

On motion duly made by Mr. Katz, seconded by Mr. Campbell and unanimously carried, the Board approved the Resolution for adoption.

Resolution B026-003 - Change Order for Electrical Substation Relocation- Cranford Campus

WHEREAS, the College must relocate the electrical substation on the Cranford Campus to enable construction of the Physical Education Center, in support of the mission of the College, and

WHEREAS, on February 21, 2023, the Board of Trustees of UCNJ Union College of Union County, NJ awarded a contract to BW Electrical Services LLC, Hillsborough, NJ for the electrical substation upgrade on the Cranford Campus after a fair and open solicitation process at a cost not to exceed \$4,034,700, and

WHEREAS, on September 16, 2025, the Board of Trustees of UCNJ Union College of Union County, NJ awarded a contract to BW Electrical Services LLC, Hillsborough, NJ for the relocation cost and current labor charges for the removal and relocation of the electrical substation to a new location in an amount not to exceed \$635,485, and

WHEREAS, BW Electrical Services LLC, Hillsborough, NJ has submitted a change order proposal in an amount not to exceed \$75,000 for unforeseen conditions that arose which required additional depth of the concrete trenching for conduit installation, and

WHEREAS, a Certification of Funds availability has been filed by the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ approve the change order to BW Electrical Services LLC, Hillsborough, NJ for the electrical substation relocation on the Cranford Campus for an amount not to exceed \$75,000.

On motion duly made by Mr. Katz, seconded by Dr. Tashrofi and unanimously carried, the Board approved the Resolution for adoption.

Campus Projects:

Mr. Katz reported on the updates to the Project Prioritization List as well as the various projects on all campuses.

PECK Construction Update:

Mr. Katz reported that Parking Lot 2 is now closed to student access. Students will now be parking in Lots 5A and 5B and also in Lot 6. He reported that students are being shuttled from the parking lots throughout the day. Mr. Katz stated that weekly meetings are taking place with contractors and construction agencies.

Cell Tower Update:

Mr. Katz stated that at November's meeting, he reported that Verizon had not filed the DEP permits to begin the work as previously thought, and in the interest of transparency, he reported that the permits have now been filed.

Kellogg Recovery Status:

Mr. Katz reported that a decision has been made with regard to the location of the generator and we will be moving forward with that. He also reported that there have been many delays with the kitchen equipment, and we are making every effort to be open by next semester.

OPEN MEETING TO THE PUBLIC

No one rose to address the Board.

UNFINISHED BUSINESS

On motion duly made by Mr. Campbell, seconded by Dr. Tasharofi and unanimously carried, the Board ratified all actions taken at the Joint Board of Governors and Trustees that immediately preceded this Trustees Meeting, and that the Minutes of the Joint Meeting shall be appended to and made part of these Trustees Minutes.

NEW BUSINESS

Completed.

EXECUTIVE SESSION

There was no Executive Session this month.

ADJOURNMENT

With no further business on the agenda, a motion for adjournment was made by Mr. Katz, seconded by Mr. Figueredo at 7:08 p.m.