

**UNION COLLEGE
OF UNION COUNTY, NEW JERSEY**

**BOARD OF TRUSTEES
Minutes of Meeting
January 17, 2023**

CALL TO ORDER

The meeting was called to order by Victor M. Richel, Chair, at 6:18 p.m. in the Executive Education Center on the Cranford Campus. The following were in attendance:

TRUSTEES

Mr. Richel; Daniel J. Connolly; Miguel A. Figueredo; Jeffrey H. Katz, Esq.; Daryl Palmieri; Dr. Kamran Tasharofi; Mary M. Zimmermann; Dr. Margaret M. McMenamin, President.

GOVERNORS

Nancy J. Benz; Brian Campbell; Donna M. Herran; Gary S. Horan; Paul T. O'Neill; Allan L. Weisberg.

ALSO PRESENT

Denise Collins; Michael M. Horn, Esq., McCarter English; Dr. Jaime M. Segal; Marlene Sousa, Assistant Vice President of Finance; Dr. Lori Wilkin, Vice President of Finance & Operations.

A quorum of the Board of Trustees was present.

OPEN PUBLIC MEETING ACT

Completed.

MINUTES

On motion duly made by Dr. Tasharofi and seconded by Mr. Connolly, the Minutes of the Meeting of the Board of Trustees of December 6, 2022 were approved as submitted.

COMMUNICATIONS

Completed.

INSIDE THE COLLEGE

Dr. Lori Wilkin and Marlene Sousa presented the 2023-2024 budget proposal to the Board.

OPEN MEETING TO THE PUBLIC: PROPOSED FY2023-2024 BUDGET

Mr. Richel opened the meeting to the public only for the purpose of commenting on the proposed FY2023-2024 budget. No one addressed the Board, and Mr. Richel then closed the meeting to the public.

REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES

EDUCATIONAL PLANNING AND POLICY COMMITTEE

Mrs. Zimmermann reported to the Board that at the Educational Planning and Policy meeting held earlier, Dr. Lown presented an overview of a program where students enrolled in co-op education experience classes have begun scanning archived materials in tandem with their own research, as part of the course requirements. She also reported that Dr. Ziner provided the results of the Academic Program Review from spring 2022. Mrs. Zimmermann reported that as of January 17, 2023, spring enrollment is -1.3% in FTE hours.

Mrs. Zimmermann submitted the following Resolutions for approval:

Resolution – E023-005 - Faculty Personnel Actions

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

Sabbatical:

Marjorie Barnes, Associate Professor, English, effective September 1, 2023 – December 31, 2023.

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

Resolution E023-006 - Staff Personnel Actions

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

Appointments:

Hilda Regalon, Student Services Generalist, Student Development, effective November 28, 2022, \$44,600 per annum.

Elliott Brooks, Public Safety Officer, Finance & Operations, effective December 1, 2022, \$32,000 per annum.

Joanna Vera, Program Coordinator, Continuing Education, Administrative Services, effective December 1, 2022, \$53,000 per annum.

Quentin Lowery, Maintenance Mechanic, Finance & Operations, effective December 5, 2022, \$40,000 per annum.

Jennifer Stevens, Student Services Generalist, Student Development, effective December 5, 2022, \$44,600 per annum.

Trevor Gravesande, Patrol Supervisor, Finance & Operations, effective December 16, 2022, \$55,000 per annum.

Rocio Morales, Program Coordinator, CEWD, Administrative Services, effective December 16, 2022, \$51,000 per annum.

Tathiana Puchik, Student Services Generalist, CEWD, Administrative Services, effective December 16, 2022, \$44,600 per annum.

Myrland Cisneros, Project Manager of Design and Construction, Finance & Operations, effective January 3, 2023, \$75,000 per annum.

Susana Sequeira, Academic Specialist, Architecture, Academic Affairs, effective January 3, 2023, \$75,000 per annum.

Joanna Vasquez, Associate Registrar, Student Development, effective January 3, 2023, \$66,500 per annum.

Promotions/Reclassifications/Reinstatements:

Kristin Kulick, Project Director, CCOG, from Coordinator, CCOG, effective July 1, 2022, \$67,000 per annum.

Maritza Batista, Assistant Director, CEWD Grant Programs, from Program Coordinator WFNJ, Administrative Services, effective December 1, 2022, \$56,000 per annum.

Criselis Estrella-Regaldo, Student Services Generalist, from Student Services Associate, Student Development, effective December 1, 2022, \$44,600 per annum.

Jacqueline Zdziarski, Student Services Generalist, from Student Services Associate, Student Development, effective December 1, 2022, \$44,600 per annum.

Elylisa Baldwin, Student Services Specialist, from Student Services Generalist, Student Development, effective December 16, 2022, \$53,000 per annum.

Dominique Maynard, Associate Director of One Stop Operations, from Student Services Specialist, Student Development, effective December 16, 2022, \$70,000 per annum.

Amanda Nielsen, Coordinator of Disability Support Services, from Student Services Generalist, Student Development, effective December 16, 2022, \$55,000 per annum.

Employment Separations:

Edgar Carrasco, Custodian, Finance & Operations, effective December 12, 2022.

Denzell Moore, ExCEL Grant Coordinator for Experiential Learning, Academic Affairs, effective December 16, 2022.

Tolulope Adefalu, Custodian, Finance & Operations, effective December 19, 2022.

Margarita Kulko, Grant Director, NSF, Academic Affairs, effective December 19, 2022.

Richard Morris, Academic Specialist, Engineering, Academic Affairs, effective December 23, 2022.

Joel Berke, Student Services Specialist, Student Development, effective January 6, 2023.

Sarah Carrero, Associate Director of Financial Aid, Student Development, effective January 6, 2023.

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

Resolution E023-007 - STEM Articulation Agreement – Felician University

WHEREAS, a STEM Articulation Agreement has been reached between Union College of Union County, New Jersey (Union) and Felician University (Felician), that establishes a cooperative academic relationship between the two institutions that enables students who graduate from Union with an associate degree in biology, computer science, cybersecurity, mathematics, or health science to obtain a baccalaureate degree in the respective major from Felician (Exhibit 1), and,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey approves the STEM Articulation Agreement between Union College of Union County, New Jersey (Union) and Felician University, School of Arts and Sciences (Felician) (Exhibit 1), and,

BE IT FURTHER RESOLVED that College officials be authorized to approve the STEM Articulation Agreement between Union College of Union County, New Jersey (Union) and Felician University (Felician) (Exhibit 1).

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

SAFETY REPORT

Dr. McMenamin stated that in compliance with N.J.S.A. 18A:3B-71 requiring reporting of campus crimes and fire incidents for the period from November 14, 2022 to January 3, 2023, Public Safety advised that there were no incidents to report.

BUDGET AND FINANCE COMMITTEE

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

Mr. Connolly stated that Financial Report was also reviewed and reported revenue is up slightly due to an increase in credit hours of out-of-county students year over year, and the net increase in total expenses year over year is a result of timing of expenses and the increase in compensation, legal,

insurance and software costs. He stated that State funding is up \$470 thousand due to the new funding formula.

Current Estimate Report:

Mr. Connolly stated also reviewed was the Current Estimate Report and reported that at this time, a transfer to Unrestricted Net Position of \$2.7 million is anticipated for fiscal year ended June 30, 2023.

Mr. Connolly presented the following Resolutions for approval:

Resolution F023-018 Fiscal 2023-2024 Budget Adoption

WHEREAS, the Board of Trustees of Union College of Union County, NJ is required to prepare and deliver to each member of the Union College of Union County, NJ Board of School Estimate “an itemized statement of the amount of money estimated to be necessary for the operations and capital outlay expenditures for the ensuing year,” and

WHEREAS, under the terms of the Higher Education Restructuring Act, a public hearing for the Union College of Union County, NJ community is being conducted “on the amount of money estimated to be necessary for the operations and capital outlay expenditures for the ensuing year.”

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, NJ adopts the budget for FY 2023-24 totaling \$73,324,526 based upon a 5,958 State of New Jersey fundable full-time equivalent student enrollment, and

BE IT FURTHER RESOLVED that the Union College of Union County, NJ Board of School Estimate be requested to certify to the Union County Board of County Commissioners that \$16,374,380 be appropriated for the operations of Union College of Union County, NJ for the period from July 1, 2023, to June 30, 2024, and

BE IT FURTHER RESOLVED that a capital outlay budget for FY 2023-2024 totaling \$8,034,993 be adopted, and

BE IT FURTHER RESOLVED that the Union College of Union County, NJ Board of School Estimate be requested to certify to the Union County Board of County Commissioners that \$8,034,993 be appropriated for capital outlay expenditures of Union College of Union County, NJ for FY 2023-2024, and

BE IT FURTHER RESOLVED that a date, place, and time for the holding of public hearing by the Union College of Union County, NJ Board of School Estimate on the FY 2023-2024 budget be selected, and appropriate public notice be given pursuant to the applicable statutes.

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

Resolution F023-019 - FY 2023-2024 Tuition Rates and Fee Adoption

WHEREAS, Chapter 42, P.L.L 1982 authorizes the Board of Trustees to “fix and determine tuition rates and other fees to be paid by students”, and

WHEREAS, the following tuition rates and fee changes are reflected in the proposed budget for FY 2023-2024,

Students who register for 12 to 18 credits to be charged a block rate for tuition and no general fees.
Students registering from 1 to 11 credits to be charged a per credit charge for tuition and no general fees as follows:

<u>Tuition</u>	<u>In-County</u>	<u>Out-of-County</u>	<u>Out-of-State</u>	<u>International</u>
Full-time: 12 – 18 credits per semester				
• Full-time Tuition	\$2,640.50	\$4,750.00	\$4,750.00	\$4,750.00
• Union American Success	\$-0-	\$-0-	\$-0-	\$7,000.00
In excess of 18 credits per semester	Full-time rate plus part-time tuition rates per additional registered credit.			

Per Credit Charges:

Applicable to part-time, 1-11 credits per semester or term, and full-time credits in excess of 18 per semester or term.

Tuition, per credit	\$214.00	\$385.00	\$385.00	\$385.00
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All amounts include registration and other support fees.

Program Fee Elimination:

Union American Honors	\$600.00
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All other course and user fees remain unchanged at rates in effect during FY2023-2024.

and

WHEREAS, a public hearing for the Union County College community is being conducted on proposed revisions to tuition rates and fees on February 17, 2023 under the terms of the Higher Education Restructuring Act;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Union County College adopts the tuition rates and fee changes, as proposed herein, for Fiscal Year 2023-2024 beginning with the academic semester of Fall 2023.

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

Grant Resolution

Resolution F023-020 College Readiness Now IX Grant

WHEREAS, Union College of Union County, New Jersey, as a comprehensive community college, seeks to provide opportunities to increase college readiness of high school students prior to graduation, and

WHEREAS, the College responded to an opportunity offered by the New Jersey Council of County Colleges (NJCCC) through a partnership with the New Jersey Office of the Secretary of Higher Education (OSHE). The program's priority is to identify students in the 9th through 12th grade, living below the poverty line who are not yet "college ready". Recipients of this grant are responsible for defining and documenting the methodology utilized to identify students who are living below the poverty line by using an assessment tool, and

WHEREAS, Union College of Union County, New Jersey received notification from the New Jersey Council of County Colleges (NJCCC) that \$61,921 was approved for the College Readiness Now IX Grant for the period July 1, 2022 to June 30, 2023, and

WHEREAS, the College will partner with Linden, Township of Union, and Plainfield Public Schools to recruit juniors and seniors for an online English 101 Accelerated Learning Program (ALP) and provide tuition for 60 students. Based on their self-placement questionnaire, students will co-enroll in a supplemental course in addition to enrolling in English 101 to bolster their reading or writing skills. There will be orientation and developmental workshops at the high schools to increase college knowledge and provide additional support to the students;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey accepts \$61,921 in funding from the New Jersey Office of the Secretary of Higher Education (OSHE) through the New Jersey Council of County Colleges (NJCCC) for the fiscal period July 1, 2022 to June 30, 2023 for the College Readiness Now IX Grant

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

Contracts Exempt from Competitive Bidding

Resolution F023-021 Replacement of Submersible Pumps-Kellogg Building

WHEREAS, there is a need to install new submersible pumps at the Kellogg Building due to Hurricane Ida, in support of the mission of the College, and

WHEREAS, County College Contracts Law, N.J.S.A. 18A:64A-25.9. provides that any purchase, contract, or agreement may be made, negotiated, or awarded without public advertising when there is an equipment repair service in the nature of an extraordinary unspecifiable service and necessary parts furnished in conjunction with that service, and

WHEREAS, Universal Electric Motor Service, Inc., Hackensack, NJ has provided a proposal for the replacement for new submersible pumps at a cost not to exceed \$56,346 for the Kellogg Building, and

WHEREAS, the College is applying to recoup this expenditure through 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 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 Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

WHEREAS, Universal Electric Motor Service, Inc., Hackensack, NJ 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 previous one year, and that 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 Vice President of Finance and Operations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey award a contract to Universal Electric Motor Service, Inc., Hackensack, NJ for replacement of submersible pumps at the Kellogg Building at a cost not to exceed \$56,346 for Fiscal Year 2022-2023.

Resolution F023-022 Building HVAC Management Control Systems Maintenance Services

WHEREAS, the College requires maintenance, repair services, testing, and inspections of the computerized heating, ventilation, and air conditioning (HVAC) management control systems on all campuses, in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a. 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, A.M.E. Inc., Fairfield, NJ has submitted a proposal under Educational Services Cooperative of New Jersey (ESCNJ) Co-op # ESCNJ 20/21-50 to provide building HVAC management control systems maintenance services on all campuses from January 2023 until June 30, 2023 for an award not to exceed \$43,850, and

WHEREAS, the approximate cost for twelve (12) months for HVAC management control services for all campuses was \$71,750, 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 Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

WHEREAS, ESCNJ utilized competitive bidding for the award of the contracts to A.M.E Inc., Fairfield, NJ thereby releasing Union College of Union County, New Jersey from the requirement to obtain Pay-to-Play documentation, and

WHEREAS, a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey award a contract to A.M.E Inc., Fairfield, NJ to provide building HVAC management control systems maintenance services on all campuses at a cost not to exceed \$43,850 from January 2023 until June 30, 2023.

Resolution F023-023 Digital Subscription Services

WHEREAS, there is a college-wide need for greater affordability of course and learning materials, in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(6) provides for exceptions to the requirements for advertising for bids for purchase of copyrighted materials, library books, magazines and periodicals and specialized library services, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(21) provides for exceptions to the requirements for advertising for bids for purchase of educational supplies, books, articles of clothing and other miscellaneous articles purchased by a county college bookstore, or by a service or management company under contract with a county college to operate a county college bookstore for resale to college students and employees, and

WHEREAS, Cengage Learning, Inc., Stamford, CT has submitted a proposal at a flat fee of \$134.00 per activated subscription per year, for access to over 20,000 digital learning materials, and

WHEREAS, under the terms of the contract that runs from March 1, 2023 until February 28, 2025, the College, through the Follett bookstore, would purchase a minimum of \$804,000 annually in Cengage Unlimited subscriptions, for a total contract amount not to exceed \$1,608,000, and

WHEREAS, the cost for digital subscription services for the previous two (2) fiscal years was a flat fee of \$130.00 per year per activated subscription, 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 Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

WHEREAS, Cengage Learning, Inc., Stamford, CT has completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications that certify they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and the contract will prohibit Cengage Learning, Inc., Stamford, CT from making any reportable contributions through the term of their contracts, and

WHEREAS, a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey award a contract for digital subscription services starting on March 1, 2023 until February 28, 2025 to Cengage Learning, Inc., Stamford, CT for a total cost not to exceed \$1,608,000.

Resolution F023-024 Entrepreneurial Training Program

WHEREAS, there is a need to design an entrepreneurial training program, in support of the mission of the College, and

WHEREAS, on September 21, 2021 the Board of Trustees accepted \$998,000 from the State of New Jersey, Office of the Secretary of Higher Education for the Governor's Emergency Education Relief Fund II (GEERF II) Grant through the Opportunity Meets Innovation Challenge (OMIC) of which \$468,900 in funds was earmarked for "Research Innovation and Talent" development for the period June 1, 2021 through September 30, 2023, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11.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-25.5.a.(15) provides for an exception to the requirement for advertising for bids for professional consulting services, 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, Qunnections Management Group, LLC., Newark, NJ, and SHI International, Somerset, NJ have submitted proposals as follows that will be used for the design of an entrepreneurial training program:

Vendor	Description	Exemption	Cost
Qunnections Management Group, LLC	Training for Eight (8) Weeks, Forty-five (45) Students, Four (4) hours per week	18A:64A-25.5.a(15) Professional Consulting Services	\$ 41,376
SHI International	Two (2) Bretford Cube Mini Notebooks TVCM24USWBC	Edge Marketing Contract #269EMCPS-21-001-EM-SHI	\$ 4,061
SHI International	Fifty (50) Dell Latitude 3520 Notebooks	Edge Marketing Contract #269EMCPS-21-001-EM-SHI	\$ 67,461
		TOTAL	\$112,898

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 Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

WHEREAS, NJ Edge. Net, Inc. utilized competitive bidding for the award of the contracts to SHI International thereby releasing Union College of Union County, New Jersey from the requirement to obtain Pay-to-Play documentation, and

WHEREAS, Qunnections Management Group, LLC., Newark, NJ has completed and submitted their Business Entity Disclosure and Political Contribution Disclosure Certifications that certify they have not made any reportable contributions to a political or candidate committee in the one year previous to their contract award, and the contract will prohibit Qunnections Management Group, LLC., Newark, NJ from making any reportable contributions through the term of their contracts, and

WHEREAS, a Certification of Funds availability has been filed by the Vice President of Finance and Operations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, NJ award contracts for the design of an entrepreneurial training program to Qunnections Management Group, LLC., Newark, NJ at a cost of \$41,376 and to SHI International at a cost of \$71,522 for a total award of \$112,898 for Fiscal Year 2022-2023 under the GEERF II Grant.

Resolution F023-025 Spend \$17,500-\$37,499

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

WHEREAS, the attached purchases of goods and services are under the bid threshold of \$37,500, 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 Vice President of Finance and Operations 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 Union College of Union County, New Jersey from the requirement to obtain such documentation, and

WHEREAS, The Vice President of Finance and Operations certifies that sufficient funds are available for the goods and services, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey award contracts between \$17,500 and \$37,499 to the listed vendors for a total spend of \$69,644.

On motion duly made by Mr. Connolly, seconded by Mrs. Zimmermann and unanimously carried, the Board approved Resolutions F023-021 through F023-025 for adoption.

BUILDINGS AND GROUNDS

Mr. Katz reported that there were two deletions to the Project Prioritization List.

Mr. Katz presented the following Resolution for approval:

Resolution B023-002 Authorization for Certification for the Cranford Campus Physical Education Facility Renovation

WHEREAS, on January 12, 2023, Union College of Union County, New Jersey (the “College”) submitted a preliminary request to the New Jersey Council of County Colleges (“NJCCC”) for capital funding under N.J.S.A. 18A:72A-12.4. County College Capital Projects Funding (“Chapter 12”), and

WHEREAS, NJCCC has advised the College of its pending recommendation to the State Treasurer that preliminarily would make available \$4.149 million to the College under Chapter 12 funding, and

WHEREAS, the funds will be used to renovate the physical education facility on the Cranford campus, and

WHEREAS, the total cost of the project is estimated to be \$20 million, and

WHEREAS, on February 25, 2020, the Union County College Board of Trustees authorized renovations to the Cranford Campus Physical Education Facility Renovation and certified an amount of money for such purpose as \$5.580 million to be provided under the provisions of the fiscal year 2021 Chapter 12 funding, and

WHEREAS, on February 23, 2021, the Union County College Board of Trustees authorized renovations to the Cranford Campus Physical Education Facility Renovation and certified an amount of money for such purpose as \$5.578 million to be provided under the provisions of the fiscal year 2022 Chapter 12 funding, and

WHEREAS, on February 22, 2022, the Union County College Board of Trustees authorized renovations to the Cranford Campus Physical Education Facility Renovation and certified an amount of money for such purpose as \$4.264 million to be provided under the provisions of the fiscal year 2023 Chapter 12 funding, and

WHEREAS, Union College of Union County, New Jersey has an interest in pursuing funds that may be available under the provisions of Chapter 12 for financial assistance in connection with this project and accordingly has included it in its preliminary request to the NJCCC for fiscal year 2024 Chapter 12 funding, and

WHEREAS, pursuant to N.J.S.A. 18A:64A-19, the Union College of Union County, New Jersey Board of Trustees is to deliver to the Union College of Union County, New Jersey Board of School Estimate (the “Board of School Estimate”) an estimate of its cost of the project and the amount of money needed for the project;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey hereby determines a) the need for the College to expend \$20 million for a renovated physical education facility on the Cranford campus, and b) the estimated cost of this construction is \$20 million, c) the amount of money needed for such purpose by the Board of Trustees of the College is \$20 million, and d) the College will pursue Chapter 12 State funding for all or a portion of said purpose.

BE IT FURTHER RESOLVED that The Board of School Estimate is hereby requested to certify to the Union County Board of County Commissioners that \$4.149 million be raised through the issuance of County College bonds and notes by the County of Union to fund the renovated physical education facility on the Cranford campus.

BE IT FURTHER RESOLVED that a copy of this resolution shall be delivered to each member of the Union College of Union County, New Jersey Board of School Estimate.

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

Cell Tower Update:

Mr. Katz reported the following:

- On January 17, 2023, Verizon/Cranford/Court – Phone call
- All fact discovery ends February, then expert witness work will begin
- Expectation is that motion practice could begin in Fall 2023, and hopefully conclusion by end of 2023

OPEN MEETING TO THE PUBLIC

No one addressed the Board.

UNFINISHED BUSINESS

On motion duly made by Mr. Katz, seconded by Mr. Connolly 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

Mr. Richel named Mr. Katz to serve on the Board of Trustees Nomination Committee in place of Mr. Bashe, who resigned from the Board of Trustees last month. He stated that the Committee consists of Mrs. Zimmermann as Chair, Mr. Katz, and Mr. Betancourt.

EXECUTIVE SESSION

Mr. Katz read the following Resolution:

Resolution PT023-001 - Resolution Authorizing a Closed Session of the Board of Trustees of Union College of Union County, NJ

WHEREAS, the Board of Trustees of Union College of Union County, NJ are subject to New Jersey's Open Public Meetings Act; and

WHEREAS, the Open Public Meetings Act generally requires that all meetings of public bodies be open to the public but that the public may be excluded from a portion of a meeting at which items requiring confidentiality are to be discussed as enumerated in N.J.S.A. 10:4-12b; and

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Union College, pursuant to the Open Public Meetings Act that:

1. The Board of Trustees of Union College shall hold a closed meeting on January 17, 2023 from which the public shall be excluded.
2. The Executive Session will convene at approximately 6:50 p.m. and is expected to last until approximately 7:10 p.m.
3. The Board of Governors is invited to attend this meeting.
4. The general nature of the subjects to be discussed at said closed meeting involves potential litigation, contract negotiation, and employee compensation.
5. The Minutes of said closed meeting shall be made available for disclosure to the public consistent with N.J.S.A.10:4-14, when the item which is the subject of the closed session is resolved and a reason for confidentiality no longer exists.

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

The meeting went into Executive Session and the meeting resumed at 7:25 p.m.

Mr. Katz read the following Resolution:

Resolution BT023-001 - Authorization for Retention Stipends

WHEREAS, the College values its employees and is committed to supporting and retaining the current talented workforce, in support of the mission of the College, and

WHEREAS, over the past several years the College has experienced talent drain and a loss of our rising leaders, people who were cultivated, developed and trained, to competing institutions and other businesses, and

WHEREAS, the retention stipends are for full-time bargaining unit members with annual salaries of \$85,000 and under AND all non-aligned full-time employees.

WHEREAS, the criteria for participation is follows:

- Eligible employees must be hired on or before July 1, 2022.
- Eligible employees need to be active on the payroll at the time of processing. Any employees with future termination dates are not eligible.
- The retention stipend may not exceed \$5,000.00.

WHEREAS, the Vice President of Finance and Operations certifies that sufficient funds are available from the Emergency Employee Relief Fund, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union College of Union County, New Jersey authorize Retention Stipends, as described above, for an amount not to exceed \$355,000 to be paid in FY 2023.

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

ADJOURNMENT

With no further business on the agenda, a motion for adjournment was made by Mrs. Zimmermann, seconded by Mr. Figueredo at 7:27 p.m.