

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

**BOARD OF TRUSTEES  
Minutes of Meeting  
February 21, 2023**

**CALL TO ORDER**

The meeting was called to order by Victor M. Richel, Chair, at 6:00 p.m. in the Cafeteria on the Plainfield Campus. The following were in attendance:

**TRUSTEES**

Mr. Richel; Daniel J. Connolly; Miguel A. Figueredo; Jeffrey H. Katz, Esq.; Anjali Mehrotra; Dr. Kamran Tasharofi; Mary M. Zimmermann; George E. Stephens; Dr. Margaret M. McMenamin, President.

**GOVERNORS**

Brian Campbell; Stephen F. Hehl, Esq.; Donna M. Herran; Paul T. O'Neill; Francis Raudelunas.

**ALSO PRESENT**

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

A quorum of the Board of Trustees was present.

**OPEN PUBLIC MEETING ACT**

Pursuant to New Jersey Statutes Annotated 10:4-6, notice of this regular meeting of the Board of Trustees of Union College of Union County, NJ was transmitted to the Star Ledger, Newark and Courier News, Somerville, which specified time and place of this meeting as Tuesday, February 21, 2023 at 6:00 p.m. in the Cafeteria on the Plainfield Campus. In addition, adequate notice was also posted at the Union County Courthouse, Elizabeth, N.J., and the College's campuses in Cranford, Elizabeth, Plainfield, and Scotch Plains and on the College's website at [www.ucc.edu](http://www.ucc.edu).

**MINUTES**

On motion duly made by Dr. Tasharofi and seconded by Mr. Connolly, the Minutes of the Meeting of the Board of Trustees of January 17, 2023 were approved as submitted.

**COMMUNICATIONS**

Dr. Segal reported that there were no communications this month.

**INSIDE THE COLLEGE**

Dr. Lown presented a review of Standard III – Design and Delivery of the Student Learning Experience in preparation for the Middle States Commission on Higher Education. She introduced Dr. Donovan Smalls, the Director of the Business Center, who provided information about our Bloomberg Experiential Learning Center. Two students who utilize the Bloomberg Terminals spoke about their experiences.

## **REPORT OF THE PRESIDENT**

Dr. McMenamin addressed the members of the Boards highlighting some of the events that have taken place at the College over the past month:

- On February 1, the Union community kicked off Black History Month with an opening celebration held in the Victor M. Richel Student Commons on the Cranford Campus.
- Four Union students were invited by the American Historical Association to present their poster at the AHA's 2023 Undergraduate Poster Session in Philadelphia.
- Union staff attended the Union County Employers Legislative Committee (ELC) meeting.
- The College's Scotch Plains Campus hosted The Young Men of Distinction conference, a Black History Month initiative.
- Union College Board of Governors Chair and Board of Trustees member, Mary M. Zimmermann, Board of Governors member, Paul T. O'Neill, Student Representative, George E. Stephens, and Union's Executive Director of College Relations and Secretary to the Boards, Dr. Jaime Segal, joined President McMenamin at the Association of Community College Trustees (ACCT) 2023 National Legislative Summit in Washington DC from February 5-8.
- At the annual Elizabeth State of the City event hosted by the Greater Elizabeth Chamber of Commerce (GECC), the Union County College Foundation received a donation from the GECC in the amount of \$1,500 to establish a new scholarship.
- The Union County College Foundation has received two donations: Elizabethtown Gas and the Overlook Foundation.
- Union student-athlete, Jahmere Glover, was ranked number one scorer in the country for total points scored in a game by the National Junior College Athletic Association (NJCAA).

Dr. McMenamin stated that while our focus remains on graduation, our Aspen experience has led us to a new focus – post graduation success of our students and their ability to earn a family sustainable wage. She stated that we will be working over the next month to define “what is a family sustaining wage in Union County”? Dr. McMenamin stated that we are committed to our mission of transforming our community one student at a time and this Board is an important part of that work.

### **Report of the Student Trustee – ACCT National Legislative Summit 2023**

Student Representative to the Board of Trustees, George E. Stephens provided an overview of his experience at the Association of Community College Trustees (ACCT) 2023 National Legislative Summit held in Washington DC.

## **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. Polnariev reviewed a draft of the 2022-2027 Diversity Plan. She also reported that Dr. Hargrove reviewed a program called Talk Campus, a 24/7 mental health support network for students. Mrs. Zimmermann stated that Dr. Ziner provided the results of the 2020-2021 Survey of Graduates. She reported that as of February 21, 2023, spring enrollment is +.4% in FTE hours.



Mrs. Zimmermann submitted the following Resolution for approval:

**Resolution E023-008 - Staff Personnel Actions**

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

**Appointments:**

Valerie Batista, Associate Director of Admissions, Student Development, effective January 9, 2023, \$66,500 per annum.

Ikenna Chineme, Helpdesk Specialist, Finance & Operations, effective January 23, 2023, \$50,000 per annum.

Nathalia Arocha, College Life & Athletics Information Coordinator, Student Development, effective January 30, 2023, \$49,000 per annum.

Marvin Gabriel, Student Services Generalist, Student Development, effective February 6, 2023, \$44,600 per annum.

Patsy Toxtle, Admissions & Enrollment Generalist, Student Development, effective February 6, 2023, \$44,600 per annum.

Dr. Charnette Hockaday, Dean of Students, Student Development, effective February 27, 2023, \$128,000 per annum.

**Promotions/Reclassifications/Reinstatements:**

Marbely Montas, Director of Athletics, from Assistant Director of Athletics, Student Development, effective January 3, 2023, \$93,000 per annum.

Noel Katalbas, Director of Student Accounts, from Associate Director of Student Accounts, Student Development, effective February 1, 2023, \$90,000 per annum.

Angie Martinez, Student Services Generalist, from Student Services Associate, Student Development, effective February 1, 2023, \$44,600 per annum.

**Employment Separations:**

Ferdinand Dasulme, Custodian, Finance & Operations, effective January 6, 2023.

Dick Phillipe, Custodian, Finance & Operations, effective January 23, 2023.

Mary Zago, Technical Standards Auditor, Finance & Operations, effective March 1, 2023.

On motion duly made by Mrs. Zimmermann, seconded by Mr. Katz 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, Public Safety advised that the Cranford Police responded to an altercation between fans after a basketball game. The incident occurred on Saturday, December 17, 2022, and is being investigated by the Cranford Police Department. There are no other incidents to report as of January 31, 2023.

### **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.

#### **Financial Report:**

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 \$543 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 \$2.9 million is anticipated for fiscal year ended June 30, 2023.

Mr. Connolly presented the following Resolutions for approval:

### **Contracts Exempt from Competitive Bidding**

#### **Resolution F023-026 Strategic Enrollment Management (SEM) Consulting**

**WHEREAS,** the College has a need to engage a professional consulting firm to assess strategic enrollment management (SEM) activities and strategies and provide long-term assistance in the development of a comprehensive SEM plan, 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 an exception to the requirement of advertising for bids for professional consulting services, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(20) provides for an exception to the requirement of advertising for bids for professional recruitment and advertising, and

**WHEREAS,** American Association of Collegiate Registrars and Admission Officers, Washington, DC submitted a proposal to conduct an assessment of the College's current SEM operations and strategies and develop a comprehensive SEM plan to strengthen recruitment and retention efforts for a one-year period at a cost not to exceed \$75,000, 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,** American Association of Collegiate Registrars and Admission Officers, Washington, DC is a not-for-profit organization and is exempt from Pay-to-Play law and is not required to submit Business Entity and Political Contribution Disclosure Certifications, and

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, 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 a contract to American Association of Collegiate Registrars and Admission Officers, Washington, DC at a cost not to exceed \$75,000 for strategic enrollment management (SEM) consulting for a one-year period.

**Resolution F023-027 Temporary Staffing Services**

**WHEREAS,** vacancies find the College in need of additional temporary staffing to ensure ongoing functionality, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a. (20) provides for awarding of contracts for personnel recruitment and advertising, without public competitive bids, and

**WHEREAS,** Robert Half International, Inc., San Ramon, CA has provided temporary staffing services at a cost of \$15,000 for Fiscal Year 2022-2023, which was under the threshold of \$17,500 and did not require Board of Trustee approval, and

**WHEREAS,** on November 2, 2022, the Board of Trustees awarded contracts to Robert Half International, Inc., San Ramon, CA for temporary staffing services, for an amount not to exceed \$25,000, and

**WHEREAS,** Robert Half International, Inc., San Ramon, CA submitted a proposal for additional temporary staffing services at a cost not to exceed \$66,000, through June 30, 2023, 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,** Robert Half International, Inc., San Ramon, CA, has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, that certify that they have not made any reportable contributions to a political or candidate committee in the one year previous to the 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 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 Robert Half International, Inc., San Ramon, CA for temporary staffing services for an amount not to exceed \$66,000, for a total award not to exceed \$106,000 for Fiscal Year 2022-2023.

**Resolution F023-028 Classroom Scheduling Planning Software**

**WHEREAS,** software licensing, maintenance and support services for classroom schedule planning are necessary components of the technological environment which is essential to administrative functions, 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,** the County College Contracts Law N.J.S.A. 18A:64A-25.28.d. provides that contracts 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 may be awarded for a term not to exceed five (5) years, and

**WHEREAS,** Coursedog, Palo Alto, CA has submitted a proposal to continue providing licensing, maintenance, hosting and support services for classroom scheduling planning software that streamlines the management of classroom utilization for a total contract not to exceed \$145,645 for the three (3) year period from March 1, 2023 through February 28, 2026, and

**WHEREAS,** the cost for classroom scheduling planning software for the prior three (3) years was approximately \$137,000, 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,** Coursedog, Palo Alto, CA 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, NJ award a contract to Coursedog, Palo Alto, CA for licensing, maintenance, hosting and support services for classroom scheduling planning software at a total award not to exceed \$145,645 for the period of March 1, 2023 through February 28, 2026.

**Resolution F023-029 Computer Hardware, Software and Peripherals for Title V DHSI-ExCEL Project, Facilities, and IT**

**WHEREAS,** the College requires computer hardware, software and peripherals for the Title V DHSI-ExCEL Project, Facilities and IT, 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,** the County College Contracts Law, N.J.S.A. 18A:64A-25.11.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,** on June 21, 2022, the Board of Trustees awarded contracts to SHI International Corp., Somerset, NJ for software licenses, network maintenance and computer hardware in an amount not to exceed \$903,542, and

**WHEREAS,** SHI International Corp., Somerset, NJ has provided hardware equipment at a cost of \$7,274 for Fiscal Year 2022-2023, which was under the threshold of \$7,500 and presented on the "Report of Authorized Payments in Excess of Original Award" which did not require Board of Trustee approval, and

**WHEREAS,** on December 6, 2022, the Board of Trustees awarded contracts to SHI International Corp., Somerset, NJ for software licenses, network maintenance support, hardware, and professional services in an amount not to exceed \$102,030, and

**WHEREAS,** on January 17, 2023, the Board of Trustees awarded contracts to SHI International Corp., Somerset, NJ for hardware equipment in an amount not to exceed \$71,522, and

**WHEREAS,** SHI International Corp., Somerset, NJ submitted a proposal for Computer Hardware and Peripheral for the groups listed below under Contract #269EMCPS21001-EM-SHI and #269EMCPS-19-001 as follows:

Description	Department or Grant	Quantity	Total Cost
Marker Bot Sketch Printer	Title V DHSI-ExCEL Project	1	\$ 1,996
Marker Bot sketch Printer 3D	Title V DHSI-ExCEL Project	1	\$ 2,340
HP Color Laser Jet Pro	Title V DHSI-ExCEL Project	1	\$ 585
Apple I Mac with 4.5 Retina Display	Title V DHSI-ExCEL Project	2	\$ 2,564
Meta Quest 2 Virtual Reality System	Title V DHSI-ExCEL Project	10	\$ 4,022
Afinia Ein SCAN Pro	Title V DHSI-ExCEL Project	1	\$ 5,599
CODi Cases-Back Cover for Tablet	Title V DHSI-ExCEL Project	20	\$ 629
Star Tech.com 3 Port Ethernet USB	Title V DHSI-ExCEL Project	4	\$ 169
Dell Ultra Sharp Monitor	Facilities	1	\$ 849
Microsoft Office Upgrades	IT	10	\$ 122
Single Teacher Software License	IT	1	\$ 126
		<b>Total</b>	<b>\$19,001</b>

**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 awards will exceed \$17,500, and

**WHEREAS,** NJ Edge utilized competitive bidding for the awards of contracts to SHI International Corp., Somerset, 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, NJ award contracts to SHI International Corp., Somerset, NJ for computer hardware, software and peripherals in support of the groups noted above at a cost not to exceed \$19,001 for a total award not to exceed \$1,103,368 for Fiscal Year 2022-2023.

**Resolution F023-030 Computer Network Infrastructure and Related Services**

**WHEREAS,** network infrastructure and related services are necessary components of the technological environment and are essential to the teaching and administrative functions, 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,** the County College Contracts Law N.J.S.A. 18A:64A-25.28.d. provides that contracts 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 may be awarded for a term not to exceed five (5) years, and

**WHEREAS,** Crown Castle International Corp., DbA Crown Castle Fiber LLC, Houston, TX has submitted a proposal to provide a five (5) year renewal of the College's redundant internet bandwidth necessary to complete a connection from the Elizabeth Campus through the Edison Data Center at a monthly cost of \$850 for a total not to exceed \$51,000 for the period of July 1, 2023 through June 30, 2028, and

**WHEREAS,** the cost for the previous year contract for the same services was \$10,200, 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,** Crown Castle International Corp., DbA Crown Castle Fiber LLC, Houston, TX 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 Crown Castle International Corp., DbA Crown Castle Fiber LLC, Houston, TX for network infrastructure and related services at a total cost not to exceed \$51,000 for the period of July 1, 2023 through June 30, 2028.

**Resolution F023-031 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 \$67,324.

On motion duly made by Mr. Connolly, seconded by Dr. Tasharofi and unanimously carried, the Board approved Resolutions F023-026 through F023-031 for adoption.

**Resolution F023-032 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 \$461.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey 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 Union College of Union County, New Jersey Purchasing Policies.



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

## **BUILDINGS AND GROUNDS**

Mr. Katz reported that there were no changes to the Project Prioritization List.

Mr. Katz presented the following Resolutions for approval:

### **Resolution B023-003 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 had advised the College of its 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,** on January 17, 2023, the Union College of Union County, New Jersey Board of Trustees authorized renovations to the Cranford Campus Physical Education Facility Renovation and certified an amount of money for such purpose as \$4.149 million to be provided under the provisions of the fiscal year 2024 Chapter 12 funding, and

**WHEREAS,** on January 20, 2023, the NJCCC has advised the College of its updated recommendation to the State Treasurer that would make available \$4.567 million to the College under 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 \$4.567 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. Connolly and unanimously carried, the Board approved the Resolution for adoption.

**Resolution B023-004 Electrical Substation Upgrade-Cranford Campus**

**WHEREAS,** the College requires electrical substation upgrade on the Cranford Campus, in support of the mission of the College, and

**WHEREAS,** a request for bids was publicly advertised in the Star Ledger, Newark, NJ on December 1, 2022 for the electrical substation upgrade on the Cranford Campus, and

**WHEREAS,** the bid invitation was also distributed to twenty-two (22) vendors and three (3) bids were received and opened publicly on February 2, 2023, and

**WHEREAS,** BW Electrical Service LLC, Hillsborough, NJ submitted the lowest responsible bid for the electrical substation upgrade on the Cranford Campus at a cost not to exceed \$4,034,700, 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 BW Electrical Service LLC, Hillsborough, NJ for the electrical substation upgrade on the Cranford Campus at a cost not to exceed \$4,034,700.

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

**Kellogg Recovery Status:**

Mr. Katz reported that there is a delay in delivery of the emergency generator due to supply chain issues.

**Cell Tower Update:**

Mr. Katz reported that the Judge has extended the discovery period for one more month.

**OPEN MEETING TO THE PUBLIC**

No one rose to address the Board.

**UNFINISHED BUSINESS**

Mr. Katz reminded the Board that the Foundation golf outing is April 24, 2023 at Fiddler's Elbow Country Club.

**NEW BUSINESS**

Mr. Richel stated that the next meeting will be a Joint Meeting scheduled for Tuesday, March 21, 2023 on the Elizabeth Campus.

**EXECUTIVE SESSION**

Mr. Katz read the following Resolution:

**Resolution PT023-002 - 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 February 21, 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 Ms. Mehrotra and unanimously carried, the Board approved the Resolution for adoption.

The meeting went into Executive Session and the meeting resumed at 7:10 p.m.

#### **ADJOURNMENT**

With no further business on the agenda, a motion for adjournment was made by Mr. Katz, seconded by Mr. Connolly at 7:11 p.m.