

UNION COUNTY COLLEGE
Cranford, New Jersey

BOARD OF TRUSTEES
Minutes of Meeting
February 22, 2022

CALL TO ORDER

The meeting was called to order by Victor M. Richel, Chair, at 7:00 p.m. via remote access and in person in the Executive Education Center, Cranford Campus. The following were in attendance:

TRUSTEES

Mr. Richel; Lawrence D. Bashe; Rafael J. Betancourt, Esq.; George A. Castro, II; Daniel J. Connolly; Miguel A. Merino; Daryl Palmieri; Dr. Kamran Tasharofi; Mary M. Zimmermann; Noura Elgazar; Dr. Margaret M. McMEnamin, President.

ALSO PRESENT

Denise Collins; Dr. Demond T. Hargrove, Vice President of Student Development; Michael M. Horn, Esq., McCarter English; Dr. Maris A. Lown, Vice President Academic Affairs; Dr. Bernard Polnariiev, Vice President of Administrative Services; 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

Pursuant to New Jersey Statutes Annotated 10:4-6, notice of this regular meeting of the Board of Trustees of Union County College was transmitted to the Star Ledger, Newark and Courier News, Somerville, which notice specified time and place of this meeting as Tuesday, February 22, 2022 at 7:00 p.m. on the Plainfield campus with revised notice changing the location to Cranford on February 15, 2022. In addition, adequate notice was also posted at the Union County Courthouse, Elizabeth, N.J., and the Union County College campuses in Cranford, Elizabeth and Plainfield and on the Union County College website at www.ucc.edu. Please note that the electronic notice on the website was updated on February 20, 2022 to include a virtual option for attending and participating in the meeting via Webex.

MINUTES

On motion duly made by Mr. Betancourt and seconded by Mrs. Zimmermann, the Minutes of the Meeting of the Board of Trustees of January 25, 2022, were approved as submitted.

COMMUNICATIONS

Dr. Segal stated there were no communications to report.

SWEAR IN NEW MEMBERS

Michael M. Horn, Esq. administered the oath to two new members of the Board of Trustees: Anjali Mehrotra and Miguel Figueredo

INSIDE THE COLLEGE

Dr. Lori Wilkin and Marlene Sousa presented the 2022-2023 budget proposal to the Board.

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 12, 2022, the Winter Commencement Ceremonies were held virtually and celebrated almost 800 students who completed their degrees and certificates.
- Dr. Hargrove, Vice President of Student Development, was named a Phi Theta Kappa Distinguished College Administrator.
- Board of Governors member and Cranford Police Chief Ryan Greco was elected President of the Union County Police Chiefs Association.
- Dr. McMenamin and Mary M. Zimmermann, Union County College Board of Governors Chair and Chair of the New Jersey Council of County Colleges, attended the Association of Community College Trustees 2022 National Legislative Summit in Washington, DC.
- Union County College held its opening ceremony for Black History Month on February 2, 2022 in the Richel Student Commons at the Cranford Campus. The theme was “A Different World: The Culture and Climate of the Black Experience.”
- On February 9, 2022, the reveal of the 2022 “The Real Men of Union County College” calendar was held to bring awareness to the issue of domestic violence and was sponsored by the Dean of Students Office and the Foundation’s Women 100 Project.
- Brianna Mills, a member of Union’s women’s basketball team was named Female Athlete of the Year by the Garden State Athletic Conference and the New Jersey Association of Intercollegiate Athletics for Women.
- Jordan Sievert, a Union theater student was recently accepted to the Summer Acting Program at Maggie Flanigan Studio in New York City.
- Dr. McMenamin met with Montclair President Jonathan Koppell to sign an agreement in which Montclair will offer degree programs at the University Center at Union’s Scotch Plains campus.

Dr. McMenamin announced that last week we completed the next phase of the process to determine the top ten finalists of the 2023 Aspen Prize. She stated that we learned of several areas where we are in need of improvement but stated that the entire team at Union remains focused on excellence and that’s what we are pursuing in our work and in our students’ work. Dr. McMenamin said we are transforming our community one student at a time and the work of our board and the support we receive from our board are critical components to the nationally recognized success of Union County College. Dr. McMenamin stated that when the President and CEO of the Aspen Institute for Community College Excellence asked what is attributed to the dramatic improvement and success outcomes, she stated the support of our Board of Trustees and Board of Governors. She thanked everyone for their service to the College.

OPEN MEETING TO THE PUBLIC: PROPOSED FY2022-2023 BUDGET

Mr. Richel opened the meeting to the public only for the purpose of commenting on the proposed FY2022-2023 budget. No one addressed the Board. Mr. Richel then closed the meeting to the public.

REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES

AUDIT COMMITTEE

Mr. Connolly reported to the Board that at the Audit Committee meeting held earlier, Mr. Andy Lee, Principal at CliftonLarsonAllen stated that an audit of the College's financial statements, various Federal awards and State programs for the fiscal year ending June 30, 2021 was performed, and an unmodified opinion was issued. Mr. Connolly also reported that Mr. Luke Winter, Manager at CliftonLarsonAllen stated that an audit of Credit Hour Enrollments was performed, and no deficiencies or weaknesses were noted

Mr. Connolly submitted the following Resolutions for approval:

Resolution A022-001 - Acceptance of FY 2021 Audit and Other Reports

WHEREAS, the Board of Trustees of Union County College adopted a resolution on February 25, 2020 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 fiscal years ended June 30, 2021, including the Single Audit Schedules of Expenditures of Federal Awards, and State Financial Assistance for the fiscal year ended June 30, 2021 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, 2021, 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 Union County College accepts CliftonLarsonAllen LLP Independent Auditor's Report of Union County College basic financial statements as of, and for the fiscal years ended, June 30, 2021, the Single Audit Schedules of Expenditures of Federal Awards, and State Financial Assistance for the fiscal year ended June 30, 2021, 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, 2021.

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

Resolution A022-002 - Additional Fees of Independent Auditor

WHEREAS, the need exists for a College-wide Independent Auditor, 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, on February 25, 2020, after a fair and open process, the Board of Trustees of Union County College awarded a contract to CliftonLarsonAllen LLP, Plymouth Meeting, PA to provide independent auditing services in the amount of \$117,000 for two years, with \$59,000 allotted for the audit ending Fiscal Year 2021, and

WHEREAS, as a result of professional services related to CARES act single audit testing and consultations around the Higher Educational Emergency Relief Fund (HEERF) in connection with the audit for the year ended June 30, 2021, additional funding is needed in the amount of \$8,400, and

WHEREAS, the College has received Federal and State grant awards to cover costs associated with the disruption of campus operations due to the Coronavirus and this purchase has been identified as a cost that is reimbursable under such funding, 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 County College ratify an award to CliftonLarsonAllen LLP, Plymouth Meeting, PA for additional audit fees related to Coronavirus audit testing and consultations at a cost of \$8,400 for a total FY 2021 contract award not to exceed \$67,400 for the audit ending Fiscal Year 2021.

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

Resolution A022-003 - Appointment of Independent Auditor

WHEREAS, the need exists for a college-wide Independent Auditor, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(1) provides an exception to the requirement of advertising for bids for professional services, and

WHEREAS, CliftonLarsonAllen LLP, Plymouth Meeting, PA submitted a proposal to provide independent auditing services of the College's Financial Statements, including Schedules of Expenditures of Federal Awards, and State Financial Assistance, 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; performing "agreed-upon procedures," developed by the New Jersey Council of County Colleges for use by the New Jersey Department of Treasury, upon the reporting requirements for fundable credit hours; and preparing a report on internal controls over financial reporting and such other matter as may be necessary for Fiscal Years 2021-2022 and 2022-2023 at \$63,000 for each Fiscal Year, and

WHEREAS, the fee for independent auditor services by CliftonLarsonAllen LLP, Plymouth Meeting, PA was \$59,000 for Fiscal Year 2020-2021, 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, CliftonLarsonAllen LLP, Plymouth Meeting, PA 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 before 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 Vice President of Finance and Operations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to CliftonLarsonAllen LLP, Plymouth Meeting, PA to provide independent auditing services for Fiscal Year 2021-2022 and Fiscal Year 2022-2023 for a total contract award of \$126,000.

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

EDUCATIONAL PLANNING AND POLICY COMMITTEE

Mrs. Zimmermann reported to the Board that at the Educational Planning and Policy meeting held earlier that Dr. Polnariiev noted the inclusion in the packet of the five-year Administrative Services Plan which highlighted the following areas: Assessment, Planning & Research; College Relations; Communication Center; Continuing Education & Workforce Development; Scotch Plains Campus. Mrs. Zimmermann also stated that twelve Bloomberg terminals have been integrated into business management and business marketing courses at Union County College. She stated that access to systems that allow students accesses to real-time global financial, and economic data, and business news feeds used by investors enhances the educational experience for business students. Mrs. Zimmermann reported that as of February 7, 2022, enrollment for Spring is -.8%

Mrs. Zimmermann submitted the following Resolutions for approval:

Resolution E022-007 - Staff Personnel Actions

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

Staff Appointments:

Nora Bruno, Laboratory Technician, Academic Affairs, effective January 24, 2022, \$40,000 per annum.

Madeline LaTempa, Student Services Associate, Student Development, effective January 24, 2022, \$35,337 per annum.

Yocasta Brens, Student Services Specialist, Student Development, effective January 31, 2022, \$52,000 per annum.

Adan Farrah, Student Services Specialist, Student Development, effective January 31, 2022, \$52,000 per annum.

Amanda Nielsen, Student Services Generalist, Student Development, effective January 31, 2022, \$44,000 per annum.

Lily Sanchez Ruiz, Recruiter, CCOG, Student Development, effective January 31, 2022, \$43,000 per annum.

Elizabeth Schade, Director of Institute for Intensive English, Academic Affairs, effective January 31, 2022, \$92,000 per annum.

Margaret Ortuso, Communications and Marketing Coordinator, Administrative Services, effective February 7, 2022, \$50,000 per annum.

Gabriella Pasquini, Enrollment Communications Coordinator, Student Development, effective February 7, 2022, \$50,000 per annum.

Staff Promotions/Reclassifications/Reinstatements:

Noel Guzman, Senior Buyer from Buyer, Finance and Operations, effective February 16, 2022, \$64,237 per annum.

Staff Employment Separations:

Richard Baldassarre, Maintenance Mechanic, Finance and Operations, effective January 3, 2022.

Andrew Cangiano, Student Services Specialist, Student Development, effective January 28, 2022.

Pinky Samat, Senior Project Manager (Construction), Finance and Operations, effective February 4, 2022.

Rashida David, Grant Director (NSF), Academic Affairs, effective February 25, 2022.

Tina Spears, HRIS Specialist, Finance and Operations, effective March 4, 2022.

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

Resolution E022-008 - Addendum of Agreement with Saint Peter's University

WHEREAS, Addendum of Agreement between Union County College, Union County, New Jersey and Saint Peter's University, Hudson County, New Jersey, amends and is hereby incorporated into the existing Agreement between Union County College, Union County, New Jersey and Saint Peter's University, Hudson County, New Jersey (Exhibit 1), and

WHEREAS, Addendum of Agreement expands program offerings and admissions opportunities to Saint Peter's University, New Jersey, specifically in support of Union County College's University Center at the Scotch Plains Campus, New Jersey (Exhibit 1), and

WHEREAS, the parties have identified the B.S. Health Sciences undergraduate program at Saint Peter's University will be subject to this Agreement (Exhibit 1), and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College, New Jersey approves the Addendum of Agreement between Union County College, New Jersey and Saint Peter's University, Hudson County, New Jersey, and

BE IT FURTHER RESOLVED that College officials be authorized to sign the Addendum of Agreement between Union County College, Union County, New Jersey and Saint Peter's University, Hudson County, New Jersey.

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

Resolution E022-009 - Memorandum of Agreement with Queen City Academy Charter School

WHEREAS, a Memorandum of Agreement has been reached between Union County College, Cranford, New Jersey and Queen City Academy Charter School, Plainfield, New Jersey to facilitate an Early College Program designed to create new pathways to college degree attainment; and

WHEREAS, the Early College Program is intended to provide entry into higher education for academically prepared students at Queen City Academy Charter School, Plainfield, New Jersey, beginning in the 9th grade affording them the opportunity to concurrently earn an Associate of Science degree while also achieving their high school diploma; and

WHEREAS, the Early College Program curriculum was jointly designed to concurrently satisfy requirements of the Queen City Academy Charter School diploma and the Union County College Associate of Science degree in Computer Information Systems or Engineering in a four-year time period; and

WHEREAS, the first two years of the Early College Program will be delivered at Queen City Academy Charter School and the last two years will be delivered at Union County College; and

WHEREAS, Union County College and Queen City Academy Charter School will provide select essential academic services for their respective courses throughout the four years of the program and establish a joint advisory body to manage program operations; and

WHEREAS, Union County College and Queen City Academy Charter School will establish a joint advisory body consisting of representatives from academic affairs and student development to manage administrative operations of the Early College Program; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College, Cranford, New Jersey, approves the Memorandum of Agreement between Union County College, Cranford, New Jersey, and Queen City Academy Charter School, Plainfield, New Jersey (Exhibit 2), and

BE IT FURTHER RESOLVED that College officials be authorized to approve the Memorandum of Agreement between Union County College, Cranford, New Jersey, and Queen City Academy Charter School, Plainfield, New Jersey.

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

Resolution E022-010 - Memorandum of Agreement with Montclair State University

WHEREAS, a Memorandum of Agreement has been reached between Union County College, New Jersey and Montclair State University, New Jersey to facilitate the collaboration of program offerings, people, and resources at the Union County College University Center at the Scotch Plains Campus, New Jersey (Exhibit 3), and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College, New Jersey, approves the Memorandum of Agreement between Union County College, New Jersey, and Montclair State University, New Jersey (Exhibit 3), and

BE IT FURTHER RESOLVED that College officials be authorized to approve the Memorandum of Agreement between Union County College, New Jersey, and Montclair State University, New Jersey.

On motion duly made by Mrs. Zimmermann, seconded by Mr. Castro 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 January 5, 2022 through February 4, 2022, Public Safety advised that there were no incidents to report.

BUDGET AND FINANCE COMMITTEE

Mr. Connolly reviewed the Investment Report and reported that all investments were found to be in order and are within acceptable norms.

Financial Report:

Mr. Connolly reviewed the Financial Report and stated revenue is down approximately 2.9% due to enrollment decrease. He reported that the College has experienced an increase in State funding of \$1.5 million due to appropriations returning to normal funding levels, and the net increase in other income is directly related to parking fees and the return to campus. Mr. Bashe stated that the net decrease in total expenses year over year is a result of reduction in personnel offset by an increase in other expenses related to the return to campus.

Current Estimate Report:

Mr. Connolly reviewed the Current Estimate Report and stated that at this time, a transfer to Unrestricted Net Position of \$5.0 million is anticipated for fiscal year ended June 30, 2022.

Mr. Connolly presented the following Resolutions for approval:

Resolution F022-034 - FY 2022-2023 Budget Adoption

WHEREAS, the Board of Trustees of Union County College is required to prepare and deliver to each member of the Union County College 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 County College 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 County College adopts the budget for FY 2022-23 totaling \$71,240,562 based upon a 6,005 State of New Jersey fundable full-time equivalent student enrollment, and

BE IT FURTHER RESOLVED that the Union County College 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 County College for the period from July 1, 2022 to June 30, 2023, and

BE IT FURTHER RESOLVED that a capital outlay budget for FY 2022-2023 totaling \$8,815,368 be adopted, and

BE IT FURTHER RESOLVED that the Union County College Board of School Estimate be requested to certify to the Union County Board of County Commissioners that \$8,815,368 be appropriated for capital outlay expenditures of Union County College for FY 2022-2023, and

BE IT FURTHER RESOLVED that a date, place, and time for the holding of a public hearing by the Union County College Board of School Estimate on the FY 2022-2023 budget be selected and appropriate public notice be given pursuant to the applicable statutes.

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

Resolution F022-035 - FY 2022-2023 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 2022-2023,

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>
<u>Full Time</u> 12-18 credits per semester				
Full Time Tuition	\$2,640.50	\$5,281.00	\$5,281.00	\$5,281.00
Union American Honors	\$2,640.50	\$5,281.00	\$5,281.00	\$5,281.00
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	\$428.00	\$428.00	\$428.00
American Success Platform Fee	\$-0-	\$ -0-	\$ 0-	\$500.00
[per student per semester or term]				

All amounts include registration and other support fees.

All other course and user fees remain unchanged at rates in effect during FY2022-2023.

and

WHEREAS, a public hearing for the Union County College community is being conducted on proposed revisions to tuition rates and fees on February 22, 2022 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 2022-2023 beginning with the academic semester of Fall 2022.

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

Contracts Exempt from Competitive Bidding

Resolution F022-036 - Colleague Consulting Services for Continuing Education

WHEREAS, there is a need for professional consulting services to expand the usage of advanced features and integration of the entire non-credit curriculum into Elevate, a platform within Colleague Enterprise Resource Planning (ERP) system for continuing education platform to supply online registration, cost tracking and communication 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(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, 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, Ellucian Company L.P., Reston, VA is Union County College's current in-house provider of Colleague, the administrative software for the College's ERP system, including financial reporting, financial aid, grant management and human resources, which has been utilized since January 2009, and

WHEREAS, on December 7, 2021, the Board of Trustees approved an award to Ellucian Company L.P., Reston, VA for technology management support services from September 20, 2022, through September 30, 2027, for an amount not to exceed \$15,420,979, and

WHEREAS, Ellucian Company L.P., Reston, VA has submitted a proposal to provide consulting services for Elevate for a one (1) year period from March 1, 2022 through February 28, 2023 at a total cost not to exceed \$60,000, and

WHEREAS, the College has received Federal and State grant awards to cover costs associated with the disruption of campus operations due to the Coronavirus and the purchase above has been identified as a cost that is reimbursable under such funding, 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, Ellucian Company L.P., Reston, VA 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 prior to their contract award, 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 County College award a contract to Ellucian Company L.P., Reston, VA for provision of Colleague consulting services for continuing education in an amount not to exceed \$60,000 from March 1, 2022 through February 28, 2023.

Resolution F022-037 - Additional Professional Consulting Services

WHEREAS, the College utilizes professional consulting services for the evaluation of STEM education for our Hispanic/Latino students, who are typically underrepresented in STEM programs, to increase academic scholarship and persistence, in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.(15) provides for an exception to the requirement for advertising for bids in the provision of professional services, and

WHEREAS, Urbach Consulting Corp, dba Preferred Program Evaluations, Orlando, FL had submitted a proposal for professional consulting services at a total cost not to exceed \$9,000 for Fiscal Year 2021-2022, which was under the threshold of \$17,500 and did not require Board of Trustee approval, and

WHEREAS, Urbach Consulting Corp, dba Preferred Program Evaluations, Orlando, FL has submitted a proposal not to exceed \$9,000 to provide additional professional consulting services for Fiscal Year 2021-2022, and

WHEREAS, on September 25, 2018, the Board of Trustees of Union County College accepted a grant from the National Science Foundation through their Hispanic Serving Institution Program for \$1,499,101 for the period of October 1, 2018, to September 30, 2023, to improve undergraduate STEM education among Hispanic/Latino populations, and

WHEREAS, the consulting services above have been identified as a cost that is reimbursable under such funding as it will provide strategic evaluations and review with stakeholders to achieve educational objectives, 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, Urbach Consulting Corp, dba Preferred Program Evaluations, Orlando, FL 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 prior 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 Vice President of Finance and Operations;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Union County College award a contract to Urbach Consulting Corp, dba Preferred Program Evaluations, Orlando, FL for additional professional consulting services at a total cost not to exceed \$9,000 for a total award not to exceed \$18,000 for Fiscal Year 2021-2022.

Resolution F022-038 - Additional Professional College Sports Officiating Services

WHEREAS, the College utilizes professional college sports officiating services for the Athletic Department's sports program, 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 for advertising for bids in the provision of professional 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 for advertising for bids in the provision of hardware and software services, and

WHEREAS, Refpay dba Arbiterpay, Sandy, UT had submitted a proposal for professional college sport officiating services at a total cost not to exceed \$16,000 for Fiscal Year 2021-2022, which was under the threshold of \$17,500 and did not require Board of Trustee approval, and

WHEREAS, additional funding is needed for Refpay dba Arbiterpay, Sandy, UT for additional professional college sports officiating services at a total cost not to exceed \$13,000 for Fiscal Year 2021-2022, 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, the award of the contract to Refpay dba Arbiterpay, Sandy, UT is subject to the College's receipt of properly executed 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 prior to their contract award, 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 County College award a contract to Refpay dba Arbiterpay, Sandy, UT for additional professional college sports officiating services at a total cost not to exceed \$13,000 for a total award not to exceed \$29,000 for Fiscal Year 2021-2022.

BE IT FURTHER RESOLVED that the Board of Trustees of Union County College award a contract to Refpay dba Arbiterpay, Sandy, UT subject to the College's receipt of properly executed Pay-to-Play documents certifying that they have not made and will not make any reportable contributions to a political or candidate committee pursuant to N.J.S.A. 19:44A-20.26 that would statutorily prohibit issuance of a purchase order or agreement execution.

Resolution F022-039 - Community College Grant Advertising Services

WHEREAS, the College, through the Community College Opportunity Grant, has a directive to promote tuition-free community college to the public, 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 an exception to the requirement for advertising for bids for personnel recruitment and advertising, including without limitation, advertising seeking student enrollment, and

WHEREAS, the College was notified that it was awarded \$404,628 under the State of New Jersey Office of Secretary of Higher Education Community College Opportunity Grant, for the period of July 1, 2021 through June 30, 2022, and

WHEREAS, Townsquare Media, Inc., Greenwich, CT has submitted a proposal for \$24,000 to provide digitally targeted media advertising from March 1, 2022 through June 30, 2022 for 12,000 addresses in Union County, NJ with household incomes under \$75,000 to promote the Community College Opportunity Grant, 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, the award of the contract to Townsquare Media, Inc., Greenwich, CT is subject to the College's receipt of properly executed 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 prior to their contract award, 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 County College award a contract to Townsquare Media, Inc. Greenwich, CT to provide digitally targeted media advertising services to promote the Community College Opportunity Grant at a total cost not to exceed \$24,000 from March 1, 2022 through June 30, 2022.

BE IT FURTHER RESOLVED that the Board of Trustees of Union County College award a contract to Townsquare Media, Inc. Greenwich, CT subject to the College's receipt of properly executed Pay-to-Play documentation certifying that they have not made any reportable contributions to a political or candidate committee pursuant to N.J.S.A. 19.44A-20.26 that would statutorily prohibit issuance of a purchase order or agreement execution

Resolution F022-040 - Voice Communication Services

WHEREAS, voice communication services are a necessary component of the technological environment and are essential to the teaching and administrative functions to support the mission of the College, and

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

WHEREAS, County College Contracts Law N.J.S.A. 18A:64A-25.28.g. provides that contracts for the supplying of any products or rendering of any services by a company providing voice, data, transmission or switching services, may be awarded for a term not to exceed five years, and

WHEREAS, on December 4, 2018, the Board of Trustees of Union County College awarded a contract to Cablevision Lightpath LLC, Long Island City, NY for \$170,136 from December 2018 through December 2021 for voice communication services, and

WHEREAS, on May 25, 2021, the Board of Trustees of Union County College awarded a contract to Cablevision Lightpath LLC, Long Island City, NY for \$72,000 for Fiscal Year 2021-2022 for the annual Dark Fiber Lease, and

WHEREAS, Cablevision Lightpath LLC, Long Island City, NY has provided additional voice communications services to date in the sum of \$11,606 for Fiscal Year 2021-2022, which was under the threshold of \$37,500 for publicly bid services and did not require Board of Trustee approval, and

WHEREAS, Cablevision Lightpath LLC, Long Island City, NY, an authorized vendor of the Educational Services Commission of New Jersey (ESCNJ) under contract ESCNJ #19/20-30, has submitted a five (5) month proposal for a total of \$27,000, at a monthly cost of \$5,400, from February 2022 through June 2022 to provide voice communication services in conjunction with the Cisco VoIP phone systems that support all campuses, and

WHEREAS, Cablevision Lightpath LLC, Long Island City, NY, an authorized vendor of ESCNJ under contract ESCNJ #19/20-30, has further submitted a five (5) year proposal beginning July 2022 and extending through June 2027 for a total of \$330,000, at a monthly cost of \$5,500, to provide voice communication services in conjunction with the Cisco VoIP phone systems that support all campuses, 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 Cablevision Lightpath LLC, Long Island City, and the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq., provides that contracts arrived at through an open and fair process are exempt from the Pay-to-Play Law, thereby releasing Union County College from the requirement to obtain such documentation, and

WHEREAS, the 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 County College award a contract to Cablevision Lightpath LLC, Long Island City, NY in an amount not to exceed \$27,000 for the period from February 2022 through June 2022, for a total award not to exceed \$280,742 for Fiscal Year 2021-2022 to provide enterprise voice services in conjunction with the new Cisco VoIP phone line system for the Cranford and Elizabeth campuses that supports all campuses.

BE IT FURTHER RESOLVED that the Board of Trustees of Union County College award a contract to Cablevision Lightpath LLC, Long Island City, NY subject to the availability and appropriation annually of sufficient funds to meet the extended obligation in an amount not to exceed \$330,000 from Fiscal Years July 2022, through June 2027, to provide voice communication services in conjunction with the Cisco VoIP phone system that supports all campuses.

On motion duly made by Mr. Connolly, seconded by Mr. Castro and unanimously carried, the Board approved the Resolutions F022-036 through F022-040 for adoption.

Resolution F022-041 - UPS Battery Back-up Removal and Installation Services and Cybersecurity Software Renewal

WHEREAS, there is a need to install new enhanced UPS Battery Backup units to support network infrastructure upgrades on all campuses and for a renewal of cybersecurity software 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-25.11a.(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, the College has received Federal and State grant awards to cover costs associated with the disruption of campus operations due to the Coronavirus and this purchase has been identified as a cost that is reimbursable under such funding, and

WHEREAS, on May 25, 2021, the Board of Trustees awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ to provide voice and data, software maintenance renewal and support for Fiscal Year 2021-2022 for a total cost not to exceed \$323,815, and

WHEREAS, on June 22, 2021, the Board of Trustees awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ to provide specialized hardware, installation, licensing, and support for Fiscal Year 2021-2022 for sixty (60) video-enabled

classrooms and public spaces, including but not limited to the Roy Smith Theater and the Richel Commons, and to provide fifty (50) licenses over a five-year (5) period for software that will automate call history from the VoIP system, for a total cost not to exceed \$2,604,134, and

WHEREAS, on September 21, 2021, the Board of Trustees awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ to provide core network infrastructure upgrades and an additional sixty (60) video-enabled classrooms and support for Fiscal Year 2021-2022 for a total cost not to exceed \$5,821,244, and

WHEREAS, on December 7, 2021, the Board of Trustees awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ to provide wi-fi access points installation on all campuses and support for Fiscal Year 2021-2022 for a total cost not to exceed \$147,700, and

WHEREAS, on January 25, 2022, the Board of Trustees awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ to provide cloud managed smart security cameras on all campuses and UPS battery back-up to support network infrastructure upgrades for \$2,000,000 and \$383,660 for Fiscal Year 2021-2022 for a total cost not to exceed \$2,383,660, and

WHEREAS, Aspire Technology Partners, LLC, Eatontown, NJ has submitted a proposal under National Cooperative Purchasing Alliance (NCPA) contract #01-97 to provide professional services for removal and disposal of old units and installation of new enhanced UPS battery back-ups to support network infrastructure upgrades at a cost not to exceed \$50,356, and

WHEREAS, Aspire Technology Partners, LLC, Eatontown, NJ has also submitted a proposal under NCPA contract #01-86 for continued provision of OKTA software as the College's Single Sign On (SSO) and Multi Factor Authentication (MFA) tool which authenticates logins creating a more secure environment while also offering ease of accessing resources and allows for self-service password reset functionality at a cost not to exceed \$84,224 for the period from March 14, 2022 until March 13, 2023, and

WHEREAS, the cost for the same cybersecurity software renewal was \$81,360 for Fiscal Year 2020-2021, 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, NCPA utilized competitive bidding for the award of the contracts to Aspire Technology Partners, LLC, Eatontown, NJ, and the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq., provides that contracts arrived at through an open and fair process are exempt from the Play-to-Play law, thereby releasing Union County College from the requirement to obtain such 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 County College award contracts to Aspire Technology Partners, LLC, Eatontown, NJ for the removal and disposal of old units and installation of new enhanced UPS battery back-ups to support network infrastructure and Cybersecurity software renewal at a cost not to exceed \$50,356 and \$84,224 respectively, for a total award not to exceed \$11,415,133 for Fiscal Year 2021-2022.

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

Kellogg Recovery Status:

Mr. Katz reported to the Board an update of the recovery of the Kellogg Building as a result of Hurricane Ida. He stated recovery of the following is actively in progress and inspections scheduled:

- Fire Pumps
- Fire Alarm System
- Air handler

Cell Tower Update:

Mr. Katz stated that there was no update to report.

Mr. Katz submitted the following Resolution for approval:

Resolution B022-002 - Authorization for Certification for the Cranford Campus Physical Education Facility Renovation

WHEREAS, on January 28, 2021, Union County College (the “College”) responded to a request from New Jersey Council of County Colleges (“NJCCC”) by submitting a preliminary request 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 recommendation to the State Treasurer that preliminarily would make available \$4.264 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 2021 Chapter 12 funding, and

WHEREAS, Union County College 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 2023 Chapter 12 funding, and

WHEREAS, pursuant to N.J.S.A. 18A:64A-19, the Union County College Board of Trustees is to deliver to the Union County College 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 County College 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 \$4.264 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 County College Board of School Estimate.

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

OPEN MEETING TO THE PUBLIC

No one addressed the Board.

UNFINISHED BUSINESS

Mr. Doug Rouse addressed the board regarding the virtual gala which will be held on Thursday, February 24, 2022. He stated fundraising to date has surpassed the \$250,000 level, and the live auction will close on March 4, 2022.

NEW BUSINESS

Mr. Richel stated that the next meeting will be on Tuesday, March 22, 2022 at the Scotch Plains campus. He reminded the Board that beginning in March, the meeting time will move from 7:00 p.m. to 6:00 p.m., and therefore the committee meetings will be shifted an hour earlier.

EXECUTIVE SESSION

Mr. Richel stated that there is no Executive Session.

ADJOURNMENT

With no further business on the agenda, a motion for adjournment was made by Mr. Castro and seconded by Mr. Connolly at 7:44 p.m.