

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

**BOARD OF TRUSTEES
Minutes of Meeting
February 27, 2024**

CALL TO ORDER

The meeting was called to order by Victor M. Richel, Chair, at 6:08 p.m. in the Cafeteria on the Plainfield Campus. The following were in attendance:

TRUSTEES

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

GOVERNORS

Brian Campbell; Deborah Enix-Ross; Donna M. Herran; Paul T. O'Neill; John Toriello (via phone).

ALSO PRESENT

Denise Collins; Michael M. Horn, Esq., McCarter English; Dr. Jaime M. Segal.

A quorum of the Board of Trustees was present.

OPEN PUBLIC MEETING ACT

Dr. Segal read the following statement: Pursuant to New Jersey Statutes Annotated 10:4-6, notice of this regular meeting of the Board of Trustees of UCNJ Union College of Union County, NJ was transmitted to the Star Ledger, Newark and Courier News, Somerville, which specified time and place of this rescheduled meeting as Tuesday, February 27, 2024 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. A subsequent notice issued by the same means was also issued for the budget hearing.

MINUTES

On motion duly made by Mr. Connolly and seconded by Mrs. Zimmermann, the Minutes of the Meeting of the Board of Trustees of December 12, 2023 were approved as submitted.

COMMUNICATIONS

Dr. Segal reported that there were no communications.

REPORT OF THE PRESIDENT

Dr. McMenamin addressed the members of the Board highlighting some of the events that have taken place at the College over the past several months:

- On January 11, 2024, the College held its Winter Commencement at the Union County Performing Arts Center with celebrating almost 700 graduates.
- The College celebrated Black History Month where the opening ceremony was “African Americans and the Arts.”
- In February, UCNJ attended ACCT National Legislative Summit in Washington, DC.
- UCNJ Board of Trustees and Governors member, Jeffrey H. Katz, Esq., was named a Senior of Distinction by Rep. Tom Kean.
- The College hosted an Honors Symposium where more than 50 students presented their research to the UCNJ community.
- Students working on the Women in American History project featuring former student Ellen Magliaro were chosen as the winners of the New Jersey Studies Academic Alliance Stellhorn & Waldron Undergraduate Research Project in New Jersey History award.
- Jane Clementi, the Co-founder and CEO of the Tyler Clementi Foundation, visited the Cranford Campus to speak to the UCNJ community about recognizing bullying and becoming an upstander, rather than a bystander. She shared the tragic story of her son Tyler’s suicide, who was publicly harassed online while he was a student at Rutgers.
- Governor Murphy released the State’s \$56 billion budget; however, he cut \$20 million from the community college appropriation which we will be fighting before the budget is finalized.
- Dr. Hargrove and Dr. McMenamin will be travelling to Trenton to testify before the Senate Higher Education Committee and among the things we will be talking about is the importance of funding for our student success initiatives.
- Dr. Hargrove received the Union County Chester Holmes Humanitarian Award.
- Men’s Basketball team is playing the Region 19 quarter finals tonight.
- Women’s Basketball team, who are ranked #1 seed in Region 19, Division II are currently ranked top 10 team in the nation.
- With regard to Aspen, we are currently in the top 150. To move beyond the 150, the process involves an interview to see if you make it to the top 25. Fifty of the top 150 are invited to an interview and we have been invited for an interview. So, we’ve moved from 150 to 50.
- We received confirmation from the County of Union and our Board of County Commissioners that they will provide the College an additional appropriation of \$250,000 to support our food insecurity program.

Finally, Dr. McMenamin ended by addressing Mr. Richel: “We do what we do each month with the support of this Board and your leadership. I want to thank you today as I do every day and know that we are transforming our community one student at a time”.

INSIDE THE COLLEGE

Dr. Lori Wilkin and Marlene Sousa presented the 2024-2025 budget proposal to the Board.

OPEN MEETING TO THE PUBLIC: PROPOSED FY2024-2025 BUDGET

Mr. Richel opened the meeting to the public only for the purpose of commenting on the proposed FY2024-2025 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 reported that in December 2023, seven UCNJ students prepared original research projects and presented the findings at the Middle States Commission on Higher Education (MSCHE) 2023 Annual Conference. She also reported that Dr. Ziner provided the survey results of the from Spring 2023 Academic Program Reviews which included: Architecture; Computer Science/Engineering; Early Childhood Elementary Education; Health Science; Liberal Arts. Mrs. Zimmermann stated that enrollment for winter is +16.6 in FTE hours and enrollment for spring is +2.8 in FTE hours.

Mrs. Zimmermann submitted the following Resolutions for approval:

Resolution E024-008 - Faculty Personnel Actions

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

Appointment

Carol Collins, Assistant Professor, Practical Nursing, Academic Affairs, effective February 5, 2024, \$98,826 per annum.

Reappointments

Emma Trevena, Librarian I, Academic Affairs, effective September 1, 2024 to May 31, 2025.

Casey Williams, Librarian I, Academic Affairs, effective September 1, 2024 to May 31, 2025.

Sabbatical

Fatimah Broxton-Robinson, Assistant Professor, English, Academic Affairs, effective September 1, 2024 – December 31, 2024.

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

Resolution E024-009 - Staff Personnel Actions

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

Appointments:

Michael Catalano, Business Analyst, Administrative Services, effective December 4, 2023, \$75,000 per annum.

Zaynah Jawwaad, Assistant Director of Instructional Technology and Design, Academic Affairs, effective December 4, 2023, \$74,000 per annum.

Fahad Siddique, Lab Technician, Academic Affairs, effective December 4, 2023, \$43,000 per annum.

John Agar, Academic Specialist, Computer Science, Academic Affairs, effective January 2, 2024, \$75,000 per annum.

Ingrid Ahlgren, Director of Union Honors, Academic Affairs, effective January 2, 2024, \$80,000 per annum.

Nahla Al Hamad, Academic Specialist, Cyber Security, Academic Affairs, effective January 2, 2024, \$75,000 per annum.

Alexis Bouza, Academic Specialist, Engineering, Academic Affairs, effective January 2, 2024, \$80,000 per annum.

Madhusudhana Reddy Gandlachinthe Raghuramareddy, Academic Specialist, Computer Science, Academic Affairs, effective January 2, 2024, \$75,000 per annum.

Thuytien Nguyen, Analyst of Institutional Research, Administrative Services, effective January 2, 2024, \$70,000 per annum.

Fadjy St. Fleur, Admissions and Enrollment Generalist, Student Development, effective January 2, 2024, \$44,600 per annum.

Matthew Vaughn, Public Safety Officer, Student Development, effective January 2, 2024, \$42,080 per annum.

Samantha Thompson, Director of College Life, Student Development, effective January 3, 2024, \$84,000 per annum.

Corey Frazier, Custodian – 3rd Shift, Finance and Operations, effective January 8, 2024, \$37,440 per annum.

Lucio Sanchez Burbano, Custodian – 2nd Shift, Finance and Operations, effective January 8, 2024, \$38,480 per annum.

Luz Balaguera Hernandez, Custodian – 2nd Shift, Finance and Operations, effective January 16, 2024, \$38,480 per annum.

Yohan Kim, Academic Specialist, Biology, Academic Affairs, effective January 16, 2024, \$80,000 per annum.

Richard Remoura, Student Services Specialist Athletics, Student Development, effective January 29, 2024, \$53,000 per annum.

Promotions/Classification:

Duane Reid, Assistant Dean of Student Success, from Director of Student Success, effective January 1, 2024, \$101,000 per annum.

Employment Separations:

Nicole Coutinho, Associate Director of Financial Aid, Student Development, effective December 14, 2023.

Valerie Wilbon, Student Services Generalist, Student Development, effective December 21, 2023.

Kaitlyn Velez, Coordinator of Stewardship and Donor Relations, Union County College Foundation, President's Office, effective December 22, 2023.

Susan Lordi, Executive Assistant, Finance and Operations, effective December 31, 2023.

Kathy Reilly, Academic Specialist, Health Information Technology, Academic Affairs, effective January 5, 2024.

Julie Garcia, Student Services Generalist – Progresando, Academic Affairs, effective January 12, 2024.

Patsy Justiniano, Admissions and Enrollment Generalist, Student Development, effective January 31, 2024.

Dr. Tinny Cheung, Assistant Dean of Student Success and Director of Advising, Career and Transfer, Student Development, effective March 1, 2024.

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 the Cunningham – Ruiz Law (S485, codified at N.J.S.A. 18a:3B-71) requiring reporting of campus crimes and fire incidents for the period of November 20, 2023 to January 24, 2024, Public Safety advises that there was a theft of a bike on the Elizabeth Campus, and a theft from a vehicle on the Plainfield Campus. She reported additionally, there was a fire on the exterior wall of the unoccupied steakhouse building on the

Plainfield Campus. The Plainfield Fire Department determined that the fire did not appear to be suspicious in nature.

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. He stated that the College is exploring other banking institutions and has begun moving funds accordingly.

Financial Report:

Mr. Connolly reviewed the Financial Report and stated revenue is up slightly due to the following:

- Increase in enrollment impacted the student receivable balance, tuition revenue and the variable compensation for instruction.
- Increase in grants received was due to the timing of disbursements for financial aid
- The increase in payable to other includes: negotiated AAUP contract accruals and other timing differences.
- There were increases in full-time compensation, towards the end of fiscal year 2023.
- The State increased the amount of operating aid available to community colleges.

Current Estimate Report:

Mr. Connolly stated that also reviewed was the Current Estimate Report and reported that at this time, a transfer to Unrestricted Net Position of \$3.5 million is anticipated for fiscal year ended June 30, 2024.

Mr. Connolly presented the following Resolutions for approval:

Resolution F024-014 - Fiscal 2024-2025 Budget Adoption

WHEREAS, the Board of Trustees of UCNJ Union College of Union County, New Jersey is required to prepare and deliver to each member of the UCNJ Union College of Union County, New Jersey 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 UCNJ Union College of Union County, New Jersey community is being conducted “on the amount of money estimated to be necessary for the operations and capital outlay expenditures for the ensuing year,” and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, New Jersey adopts the budget for FY 2024-25 totaling \$79,479,690 based upon a 6,450 State of New Jersey fundable full-time equivalent student enrollment, and

BE IT FURTHER RESOLVED that the UCNJ Union College of Union County, New Jersey 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 UCNJ Union College of Union County, New Jersey for the period from July 1, 2024, to June 30, 2025, and

BE IT FURTHER RESOLVED that a capital outlay budget for FY 2024-2025 totaling \$8,649,769 be adopted, and

BE IT FURTHER RESOLVED that the UCNJ Union College of Union County, New Jersey Board of School Estimate be requested to certify to the Union County Board of County Commissioners that \$8,649,769 be appropriated for capital outlay expenditures of UCNJ Union College of Union County, New Jersey for FY 2024-2025, and

BE IT FURTHER RESOLVED that a date, place, and time for the holding of public hearing by the UCNJ Union College of Union County, New Jersey Board of School Estimate on the FY 2024-2025 budget be selected, and appropriate public notice be given pursuant to the applicable statutes.

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

Resolution F024-015 - Fiscal 2024-2025 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 Fiscal Year 2024-2025

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	\$2,640.00	\$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.			
<u>Per Credit Charges:</u>				
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

All amounts include registration and other support fees.

Optional Laptop Fee Increase:

The optional laptop fee will increase from \$500 to \$600.

All other course and user fees remain unchanged at rates in effect during FY2024-2025.

WHEREAS, a public hearing for the UCNJ Union College of Union County, New Jersey community is being conducted on proposed revisions to tuition rates and fees on February 27, 2024 under the terms of the Higher Education Restructuring Act;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of UCNJ Union College of Union County, New Jersey adopts the tuition rates and fee changes, as proposed herein, for Fiscal Year 2024-2025 beginning with the academic semester of Fall 2024.

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

Grant Resolution:

Resolution F024-016 - Hunger-Free Campus Grant

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

WHEREAS, on October 25, 2023, the College applied to the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the Hunger-Free Campus Grant, awarded pursuant to the Hunger-Free Campus Act, and

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

WHEREAS, the College plans to use the funding from the Hunger-Free Campus Grant to: (1) hire a Food Pantry Assistant to allow for expanded hours on the Elizabeth and Plainfield Campuses, (2) expand the Grubpass meal card program on the Cranford and Elizabeth Campuses, (3) distribute fresh food on all three campuses, (4) stock supplies in the Hoot Markets and continue to grow their usage, (5) implement a Hunger Survey and ensure results are disseminated, and (6) recognize Hunger and Homelessness Week, and

WHEREAS, The College received notification on December 11, 2023, that it was awarded \$94,124.76 from the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the Hunger-Free Campus Grant for the period July 1, 2023, through June 30, 2024;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, New Jersey accepts \$94,124.76 from the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the Hunger-Free Campus Grant for the period July 1, 2023, through June 30, 2024.

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

Contracts Exempt from Competitive Bidding

Resolution F024-017 - iMac and Lenovo Computers

WHEREAS, the College requires end of life replacement of iMac computers and Lenovo ThinkCentre desktop computers, in support of the mission of the College, and

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

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.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, SHI International Corp., Somerset, NJ has provided hardware equipment at a cost of \$1,369 for Fiscal Year 2023-2024, which was under the threshold for the "Report of Authorized Payments in Excess of Original Award," and which did not require Board of Trustee approval, and

WHEREAS, on June 20, 2023, the Board of Trustees of UCNJ Union College of Union County, New Jersey awarded a contract to SHI International Corp., Somerset, NJ for annual renewal of software licenses, network maintenance and HP color laser jet printers and supplies for \$402,987 for Fiscal Year 2023-2024, and

WHEREAS, on November 6, 2023, the Board of Trustees of UCNJ Union College of Union County, New Jersey awarded contracts to SHI International Corp., Somerset, NJ for external network penetration testing and Jamf software licenses at a cost not to exceed \$26,111 for Fiscal Year 2023-2024, and

WHEREAS, SHI International Corp., Somerset, NJ has submitted a proposal under NJ Edge.Net, Inc. under contract #269EMCPS-21-001-EM-SHI for nineteen (19) end of life replacement iMac Computers, at a cost not to exceed \$34,181, and

WHEREAS, SHI International Corp., Somerset, NJ has submitted an additional proposal under NJ Edge.Net, Inc. under contract #269EMCPS-21-001-EM-SHI for three (3) Lenovo ThinkCentre desktop computers for the One Stop queuing management systems for the Cranford, Plainfield, and Elizabeth campuses, at a cost not to exceed \$3,592, 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 awards will exceed \$17,500, and

WHEREAS, NJ Edge.Net, Inc. utilized competitive bidding for the award of the contracts to SHI International Corp., Somerset, NJ thereby releasing UCNJ 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 UCNJ Union College of Union County, New Jersey award a contract to SHI International Corp., Somerset, NJ for nineteen (19) iMac computers and three (3) Lenovo ThinkCentre desktop computers at a cost not to exceed \$34,181 and \$3,592, for a total award not to exceed \$468,240 for Fiscal Year 2023-2024.

Resolution F024-018 - Additional Legal Services

WHEREAS, the College has a need for legal services in the conduct of its business, 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 an exception to the requirement of advertising for bids for professional services, and

WHEREAS, Fross Zelnick Lehman Zissu, P.C., New York, New York has provided legal services at a cost of \$17,000 which was under the Board threshold and did not require Board approval, and

WHEREAS, on November 6, 2023, the Board of Trustees of UCNJ Union College of Union County, New Jersey awarded a contract to Fross Zelnick Lehman Zissu, P.C., for legal services for \$23,000, and

WHEREAS, Fross Zelnick Lehman Zissu, P.C., New York, New York has submitted a proposal for additional legal services for \$14,500, 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 total contract award will exceed \$17,500, and

WHEREAS, Fross Zelnick Lehman Zissu, P.C., New York, New York has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure Certification which certifies that Fross Zelnick Lehman Zissu, P.C., New York, New York has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit them 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 UCNJ Union College of Union County, New Jersey ratify an award to Fross Zelnick Lehman Zissu, P.C., New York, New York for additional legal services at a cost of \$14,500, for a total award not to exceed \$54,500.

Resolution F024-019 - Temporary On-Call Custodial Staffing Services

WHEREAS, the College has a continued need for temporary on-call custodial staffing due to the number of staff vacancies for custodial shifts and effectuation of enhanced cleaning efforts on all campuses, in support of the mission of the College, and

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

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

WHEREAS, Delta-T Group North Jersey, Inc., Woodbridge, NJ has submitted a proposal under Educational Services Cooperative of New Jersey (ESCNJ) Co-op # ESCNJ 20/21-30 to provide temporary on-call custodial staffing services at the rate of \$22.90 per hour from January 1, 2024 until June 30, 2024 for a total award not to exceed \$100,000, 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, ESCNJ utilized competitive bidding for the award of the contracts to Delta-T Group North Jersey, Inc., Woodbridge, NJ thereby releasing UCNJ 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 UCNJ Union College of Union County, New Jersey ratify an award of \$16,884 due to the rescheduling of Board meetings and award a contract in the amount of \$83,116 to Delta-T Group North Jersey, Inc., Woodbridge, NJ for temporary on-call custodial staffing services at a total cost not to exceed \$100,000 from January 1, 2024 until June 30, 2024.

Resolution F024-020 - Annual OKTA Software License Renewal

WHEREAS, the College requires annual renewal of OKTA software as the College's Single Sign-On (SSO) and Multi Factor Authentication (MFA) tool to authenticate logins creating a more secure environment, 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, on June 20, 2023, the Board of Trustees of UCNJ Union College of Union County, New Jersey awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ for annual renewal of software licenses, network maintenance, printers and supplies at a cost not to exceed \$335,493, and

WHEREAS, on December 12, 2023, the Board of Trustees awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ to provide maintenance of the network battery back-up unit for the Kellogg Building at a cost not to exceed \$9,042, and

WHEREAS, Aspire Technology Partners, LLC, Eatontown, NJ has submitted a proposal under National Cooperative Purchasing Alliance (NCPA) contact no. #01-086 for OKTA multifactor login with self-services abilities for \$94,500, and

WHEREAS, the cost for the same OKTA software was \$88,911 for the previous twelve-month period, and

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

WHEREAS, the 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 contracts to Aspire Technology Partners, LLC, Eatontown, NJ thereby releasing UCNJ 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 UCNJ Union College of Union County, New Jersey award contracts to Aspire Technology Partners, LLC, Eatontown, NJ for annual OKTA software license renewal at a cost not to exceed \$94,500, for a total award not to exceed \$439,035 for Fiscal Year 2023-2024.

Resolution F024-021 - Record Management Disposal - Plainfield Campus

WHEREAS, the College has a need to for secure record management disposal on the Plainfield Campus, in support of the mission of the College, and

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

WHEREAS, on June 20, 2023, the Board of Trustees of UCNJ Union College of Union County, New Jersey awarded a contract to Iron Mountain Inc Db a Iron Mountain Data Centers, LLC, Royersford, PA for voice and data facility and shredding services for \$28,660 for Fiscal Year 2023-2024, and

WHEREAS, on September 23, 2023, Iron Mountain Inc Db a Iron Mountain Data Centers, LLC, Royersford, PA supplied additional shredding services under OMNIA Cooperative contract #1325 for the Cranford Campus for \$4,934 which did not require Board of Trustees approval, and

WHEREAS, Iron Mountain Inc Db a Iron Mountain Data Centers, LLC, Royersford, PA has submitted a proposal under OMNIA Cooperative contract #1325 to provide secure record management disposal, including off-site shredding for the Plainfield Campus at a cost not to exceed \$16,737 for Fiscal Year 2023-2024, 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, OMNIA utilized competitive bidding for the award of the contracts to Iron Mountain Inc Db a Iron Mountain Data Centers, LLC, Royersford, PA thereby releasing UCNJ 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 UCNJ Union College of Union County, New Jersey award a contract to Iron Mountain Inc Db a Iron Mountain Data Centers, LLC, Royersford, PA to provide secure record management disposal on the Plainfield Campus at a cost not to exceed \$16,737 for a total award of \$50,331 for Fiscal Year 2023-2024.

Resolution F024-022 - Spend \$17,500-\$41,600

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

WHEREAS, the attached purchases of goods and services are under the bid threshold of \$41,600, 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 UCNJ 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;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, New Jersey award contracts between \$17,500 and \$41,600 to the listed vendors for a total spend of \$80,120.

On motion duly made by Mr. Connolly, seconded by Mrs. Zimmermann and unanimously carried, the Board approved Resolutions F024-017 through F024-022 for adoption.

Contract to be Awarded Through a Bid or Request For Proposal

Resolution F024-023 - Professional Government Relations Services

WHEREAS, the College requires professional government relations services for general intergovernmental support, strategic advice on capital projects, public outreach, promoting the College and its interests, building coalitions, and to attend any event necessary to promote the interests of the College, in support of the mission of the College, and

WHEREAS, the College solicited a Request for Proposals (“RFP”) on the college vendor opportunities web page on December 1, 2023, and advertised in the Newark Star-Ledger in a fair and open solicitation and distributed the RFP to ten (10) firms and one (1) firm provided a response, and

WHEREAS, Keyword Strategies, LLC, Berkeley Heights, NJ was the only qualified respondent that submitted a responsive and responsible proposal to provide professional government relations services for one (1) year with a one (1) year renewable option at a monthly fee of \$3,250 from February 2024 through January 2025, for a total contract award not to exceed \$39,000, 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 UCNJ Union College of Union County, New Jersey award a contract to Keyword Strategies, LLC, Berkeley Heights, NJ for professional government relations services for a total contract award not to exceed \$39,000 for the period of February 2024 through January 2025.

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

BUILDINGS AND GROUNDS

Mr. Katz reviewed the Project Prioritization List with the Board and reported there was one addition to the list since the last meeting in December.

Mr. Katz presented the following Resolutions for approval:

Resolution B024-002 - Authorization for Certification for the Cranford Campus Physical Education Facility Renovation

WHEREAS, on November 9, 2023, UCNJ 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 an amount not to exceed \$4.201 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 college is having the project re-evaluated for cost as the original estimate of \$20 million is four-year old and at this time the cost of the project as adjusted for inflation is estimated to be approximately \$25 million, and

WHEREAS, on February 25, 2020, the UCNJ 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 UCNJ 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 UCNJ 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 February 21, 2023, the UCNJ 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 \$4.567 million to be provided under the provisions of the fiscal year 2024 Chapter 12 funding, and

WHEREAS, UCNJ 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 2025 Chapter 12 funding, and

WHEREAS, pursuant to N.J.S.A. 18A:64A-19, the UCNJ Union College of Union County, New Jersey Board of Trustees is to deliver to the UCNJ 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 UCNJ Union College of Union County, New Jersey hereby determines a) the need for the College to expend \$25 million for a renovated physical education facility on the Cranford campus, and b) the estimated cost of this construction is \$25 million, c) the amount of money needed for such purpose by the Board of Trustees of the College is \$25 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 \$4.201 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 UCNJ Union College of Union County, New Jersey Board of School Estimate.

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

Contracts Exempt from Competitive Bidding:

Resolution B024-003 - Environmental Services Remediation- Plainfield Campus

WHEREAS, the College has a need for environmental engineering remediation services on the Plainfield campus to ensure the public safety of the campus, in support of the mission of the College, and

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

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

WHEREAS, Tectonic Engineering Consultants, Geologists & Land Surveyors, D.P.C., Inc., Mountainville, NY had submitted proposals for professional services at a total cost not to exceed \$9,680 under the New Jersey Cooperative Purchasing Alliance-Bergen County Cooperative RFP #21-013 for Fiscal Year 2023-2024 for an

environmental survey, which was under the threshold of \$17,500 and did not require Board of Trustee approval, and

WHEREAS, the survey found the presence of a gasoline underground storage tank, and subsequently a heating oil tank was also found, and

WHEREAS, Tectonic Engineering Consultants, Geologists & Land Surveyors, D.P.C., Inc., Mountainville, NY, has provided a proposal for environmental engineering remediation services remediation for the tanks identified on the Plainfield Campus at a cost not to exceed \$36,300, 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, Tectonic Engineering Consultants, Geologists & Land Surveyors, D.P.C., Inc., Mountainville, NY has completed and submitted a Business Entity Disclosure Certification and a Political Contribution Disclosure Certification which certifies that Tectonic Engineering Consultants, Geologists & Land Surveyors, D.P.C., Inc., Mountainville, NY has not made any reportable contributions to a political or candidate committee in the previous one year, and that the contract will prohibit them 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 UCNJ Union College of Union County, New Jersey ratify an award to Tectonic Engineering Consultants, Geologists & Land Surveyors, D.P.C., Inc., Mountainville, NY at a cost not to exceed \$36,300 for environmental services remediation on the Plainfield Campus.

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

Resolution B024-004 - Emergent Water Main Line Repair - Cranford Campus

WHEREAS, the College required an emergent water main line repair on the Cranford campus on Princeton Road to assure the public safety and operation of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.6. provides for awarding contracts without public competitive bids when there is an emergency affecting the health, safety and welfare of the college, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a.a. provides for awarding contracts without public competitive bids when there is a participating cooperative pricing system pursuant to the laws of this state, and

WHEREAS, Robert Griggs Plumbing and Heating LLC, Hillsborough, NJ has submitted a proposal for emergent water main line repair under Hunterdon County Educational Service Commission (HCESC) contract #SER-20C in an amount not to exceed \$24,000, and

WHEREAS, the College has submitted this claim to our insurance company for coverage, 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, Hunterdon County Cooperative utilized competitive bidding for the awards of their contracts to Robert Griggs Plumbing and Heating LLC, Hillsborough, 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 Pay-to-Play law, thereby releasing UCNJ Union College of Union County, New Jersey 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 UCNJ Union College of Union County, New Jersey ratify an award to Robert Griggs Plumbing and Heating LLC, Hillsborough, NJ at a cost not to exceed \$24,000.

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

Cell Tower Update:

Mr. Katz reported Discovery has officially concluded, and the carriers are preparing for motion practice.

Campus Projects:

Mr. Katz reported on the updates to the Kellogg Building as well as the various projects on all campuses.

OPEN MEETING TO THE PUBLIC

No one rose to address the Board.

UNFINISHED BUSINESS

There was no unfinished business to report.

NEW BUSINESS

Mr. Richel stated that the next meeting is scheduled for Tuesday, March 19, 2024, and will be on the Scotch Plains Campus. He also reminded the Board that the Foundation's annual golf outing is on Monday, April 29 at Fiddler's Elbow.

EXECUTIVE SESSION

There was no Executive Session after this meeting.

ADJOURNMENT

With no further business on the agenda, a motion for adjournment was made by Mr. Katz, seconded by Mrs. Zimmermann at 6:56 p.m.