

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

**BOARD OF TRUSTEES
Minutes of Meeting
September 16, 2025**

CALL TO ORDER

The meeting was called to order by Victor M. Richel, Chair, at 6:47 p.m. in the Executive Education Center on the Cranford Campus. The following were in attendance:

TRUSTEES

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

GOVERNORS

Mr. Richel; Mr. Betancourt; F. Jim Dela Sala; Deborah Enix-Ross; Kathleen A. Fitzpatrick; Stephen F. Hehl, Esq.; Donna M. Herran; Gary S. Horan; Mr. Katz; Carl J. Napor; Matthew R. Nazzaro; Paul T. O'Neill; Sandra D. Rice; John Richel; Robert J. Sloan; John Toriello; Lisa Vecchione; Allan L. Weisberg; Mary M. Zimmermann.

ALSO PRESENT

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

OPEN PUBLIC MEETING ACT

Completed

A quorum of the Board of Trustees was present.

MINUTES

On motion duly made by Dr. Tasharofi and seconded by Mr. Figueredo, the Minutes of the Meeting of the Board of Trustees of June 17, 2025 were approved as submitted.

COMMUNICATIONS

Completed.

REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES

EDUCATIONAL PLANNING AND POLICY COMMITTEE

Mr. Toriello stated to the Board that at the Educational Planning and Policy meeting held earlier, Professor Sherri Heidary and Assistant Dean Jose Paez-Figueroa provided an in-depth presentation and discussion regarding the benefits of AI at UCNJ. He also reported that our accreditation was posted on the Middle States Institution website which was our official notification that the College remains in good standing. Mr. Toriello stated that Dr. Ziner

Presented on the Community College Survey of Student Engagement Results for 2025.
Enrollment for Fall 2025 is +5.4% in FTE hours.

Mr. Toriello submitted the following Resolutions for approval:

Resolution E025-021 - Memorandum of Understanding between the County of Union O/B/O, the Union County Prosecutor's Office/John H. Stamler Police Academy, and UCNJ Union College of Union County, NJ

WHEREAS, a Memorandum of Understanding has been reached between UCNJ Union College of Union County, NJ and the County of Union O/B/O, the Union County Prosecutor's Office/John H. Stamler Police Academy, New Jersey, to allow UCNJ Union College of Union County, NJ to award college credits to graduates of the County of Union O/B/O, the Union County Prosecutor's Office/John H. Stamler Police Academy, New Jersey, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ approves the Memorandum of Understanding between UCNJ Union College of Union County, NJ and the County of Union O/B/O, the Union County Prosecutor's Office/John H. Stamler Police Academy, New Jersey, and

BE IT FURTHER RESOLVED that College officials be authorized to approve the Memorandum of Understanding between UCNJ Union College of Union County, NJ and the County of Union O/B/O, the Union County Prosecutor's Office/John H. Stamler Police Academy, New Jersey.

Resolution E025-022 - Faculty Personnel Actions

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

Separations:

Dr. Joan McGowan (deceased), Senior Professor, Psychology-Sociology, Academic Affairs, effective June 8, 2025.

Tosha Houston, Assistant Professor, Practical Nursing, Academic Affairs, effective August 25, 2025.

Retirements:

Dr. Valerae Hurley, Senior Professor, Economics-Government-History, Academic Affairs, effective September 1, 2025.

Resolution E025-023 Staff Personnel Actions

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

Appointments:

Amanda Anido, Academic Specialist, Game Design, Academic Affairs, effective July 1, 2025, \$82,000 per annum.

Elizabeth Kubis, Academic Specialist, Mathematics, Academic Affairs, effective July 1, 2025, \$80,000 per annum.

Elizabeth Solon, Academic Specialist, ESL, Academic Affairs, effective July 1, 2025, \$85,000 per annum.

Liam Foley, Public Safety Officer – 2nd Shift, Student Development, effective July 1, 2025, \$42,080 per annum.

Robert Moore, Public Safety Officer, Student Development, effective July 16, 2025, \$40,000 per annum.

Emanuel Rivera, Public Safety Officer – 2nd Shift, Student Development, effective July 21, 2025, \$42,080 per annum.

Amanda Vaughn, Student Services Generalist - EOF, Student Development, effective July 21, 2025, \$50,000 per annum.

Jose Tavares, Inter-campus Shuttle Van Driver, Finance and Operations, effective August 1, 2025, \$40,000 per annum.

Ami Mistry, Coordinator for Experiential Learning - STEM, Academic Affairs, effective August 11, 2025, \$56,000 per annum.

Quba Raza, Cyber Center Coordinator, Academic Affairs, effective August 11, 2025, \$56,000 per annum.

Dr. Anuradha Singh, Academic Specialist, Mathematics, Academic Affairs, effective August 11, 2025, \$82,000 per annum.

Promotions/Reclassifications:

David Hawes, Director of Facilities, from Assistant Director of Engineering, Finance and Operations, effective July 1, 2025, \$130,000 per annum.

Jacqueline Jarosz, Assistant Controller, from Director of Financial Operations, Finance and Operations, effective July 1, 2025, \$133,000 per annum.

Sophia Adderley, Student Success Navigator, from Student Services Generalist, Student Development, effective August 1, 2025, \$58,000 per annum.

Gloria Castro, Student Success Navigator, from Student Services Generalist, Student Development, effective August 1, 2025, \$58,000 per annum.

Garnisha Pierre, Student Success Navigator, from Student Services Generalist, Student Development, effective August 1, 2025, \$58,000 per annum.

Jean Valencia, Assistant Director of One Stop Operations, from Student Services Generalist, Student Development, effective August 1, 2025, \$70,000 per annum.

Christopher Villalta, Student Success Navigator, from Student Services Generalist, Student Development, effective August 1, 2025, \$58,000 per annum.

Laurinda Lobo-Miller, Senior Grant Accountant, from Contract Admin Specialist, Finance and Operations, effective August 16, 2025, \$77,389 per annum.

Justin Newell, Student Success Navigator, from Student Services Specialist, Student Development, effective August 16, 2025, \$60,163 per annum.

Reinstatements:

Frances Saulino, Student Services Specialist, Universal Accessibility Services and Veterans Affairs, Student Development, effective August 21, 2025.

Adriana Alvarado, Student Services Generalist, CEWD, Administrative Services, effective September 2, 2025.

Carolina Ibanez, Student Services Generalist, CEWD, Academic Affairs, effective September 2, 2025.

Tathiana Puchik, Student Services Generalist, CEWD, Administrative Services, effective September 2, 2025.

Maritza Rivera, Clerk, CEWD, Administrative Services, effective September 2, 2025.

Separations:

Kayla Calixte, Student Services Generalist, Student Development, effective June 23, 2025.

Shelby Miller, Associate Registrar, Student Development, effective July 9, 2025.

Gregory Benedict, Jr., Assistant Dean of Enrollment Management, Student Development, effective July 12, 2025.

Myrland Cisneros, Project Manager of Design and Construction, Finance and Operations, effective July 18, 2025.

Adriana Alvarado, Student Services Generalist, CEWD, Administrative Services, effective July 21, 2025.

Carolina Ibanez, Student Services Generalist, CEWD, Academic Affairs, effective July 21, 2025.

Tathiana Puchik, Student Services Generalist, CEWD, Administrative Services, effective July 21, 2025.

Maritza Rivera, Clerk, CEWD, Administrative Services, effective July 23, 2025.

Dr. Kathleen Clarke-Anderson, Coordinator of Center for Adult Transitions, Student Development, effective August 11, 2025.

Frances Saulino, Student Services Specialist, Student Development, effective August 11, 2025.

Amanda Kelly, ExCEL Title V Grant Coordinator for Experiential Learning, Academic Affairs, effective August 13, 2025.

Stephanie Robinson, Student Services Specialist, Student Development, effective August 13, 2025.

Briana Johnson, Student Services Specialist, Student Development, effective August 15, 2025.

Nahla Al Hamad, Academic Specialist, Cybersecurity, Academic Affairs, effective August 21, 2025.

Raenisha Smith, ExCEL Title V Student Services Specialist, Academic Affairs, effective August 22, 2025.

Colleen Badalis, Student Services Associate, Student Development, effective August 28, 2025.

Gillyam Suazo, Assistant Director of EOF, Student Development, effective September 4, 2025.

Resolution E025-024 - Public Safety Association/NJEA Contract

WHEREAS, the agreement between UCNJ Union College of Union County, NJ (“College”) and the Union County College Public Safety Association/NJEA (the “Association”) expired on June 30, 2025, and

WHEREAS, the College and the Association have reached an agreement on a three-year contract for the period of July 1, 2025, to June 30, 2028, and

WHEREAS, the agreement includes annual salary increases for bargaining unit members ranging from \$2,250 to \$3,750 in Year 1 (based on length of service), followed by 4.0% increases in Years 2 and 3, and

WHEREAS, the revised contract also includes: an increase in meal allowance from \$8.00 to \$15.00; jury duty hours counting towards overtime eligibility; loss of eligibility for three consecutive overtime opportunities when accepted overtime is canceled within 48 hours of the scheduled start; access to holiday pay beginning at the time of hire; and sick time accrual of 8 hours per month; and vacation accrual of 6.66 hours per month, and other wording changes for clarity and administrative purposes, and

WHEREAS, on September 2, 2025, the Association ratified the Memorandum of Agreement to a successor collective negotiations agreement with the College for the period of July 1, 2025, to June 30, 2028, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ approves the contract with the Union County College Public Safety Association/NJEA for the period of July 1, 2025, to June 30, 2028.

Resolution E025-025 - Union County College Staff Association/NJEA Contract

WHEREAS, the agreement between UCNJ Union College of Union County, NJ (“College”) and the Union County College Staff Association/NJEA expired on June 30, 2024, and

WHEREAS, the College and the Union County College Staff Association/NJEA have reached an agreement on a three-year contract for the period of July 1, 2024, to June 30, 2027, and

WHEREAS, the contract includes annual salary increases for bargaining unit members as follows: a 4.0% raise plus \$0 to \$1,000 (based on length of service) in Year 1, a \$2,750.00 increase in Year 2, and a 4.0% in Year 3, and

WHEREAS, the revised contract also includes: health insurance coverage transitioning from the State of New Jersey to the County of Union; reducing the required continuous employment period to access accrued vacation from six months to three months; extending the probationary period from 90 days to 180 days; and other wording changes for clarity and administrative purposes, and

WHEREAS, on June 12, 2025, the Union County College Staff Association/NJEA ratified the contract with the College for the period of July 1, 2024, to June 30, 2027, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union

College of Union County, NJ approves the contract with the Union County College Staff Association/NJEA for the period of July 1, 2024, to June 30, 2027.

Resolution E025-026 - College Policies

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ approves the revisions to the following policies attached as Exhibit 1: 200-20 Transcript Policy, 300-39 Transcripts Policy, 300-44 Weapons on Campus Policy, 400-6 Dual Custody Policy, and 600-10 Weapons on Campus Policy.

On motion duly made by Mr. Connolly, seconded by Mr. Betancourt and unanimously carried, the Board approved Resolutions E025-021 through E025-026 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 from May 27, 2025 through August 12, 2025, Public Safety advised that there were no incidents to report.

BUDGET AND FINANCE COMMITTEE

Investment Report:

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

Current Estimate Report:

Mr. Connolly reviewed the Current Estimate Report and stated that at this time, a transfer from Unrestricted Net Position of \$1.6 million is anticipated for fiscal year ended June 30, 2026:

FY24 Financial Assessment and Risk Monitoring Report:

Mr. Connolly stated that based on the data provided during the fiscal year 2024 financial assessment and monitoring cycle, UCNJ is classified as Least Risk.

Mr. Connolly presented the following Resolutions for approval:

Grant Resolutions

Resolution F025-103 - ABLE PLUS Consortium Notice of Award

WHEREAS, UCNJ Union College of Union County, NJ, as a comprehensive community college, seeks to provide career occupational training programs designed to assist College students and other Union County residents to become employed, and

WHEREAS, the College applied, as the lead agency of the WIOA Title II, ABLE PLUS Consortium, to the State of New Jersey Department of Labor and Workforce Development, for funding under the Workforce Innovation and Opportunity Act of 2014, (Public Law 113-128) Title II, Adult Education and Family Literacy, and

WHEREAS, the ABLE PLUS Consortium consists of UCNJ Union College of Union County, NJ, as the lead agency, and three public education partners; Elizabeth Board of Education, Literacy New Jersey Union County Program, and Urban Workforce Advantage Inc. for the purpose of delivering Adult Education, English Language Literacy and Civics Education programs that assist adults to become literate and obtain the knowledge and skills necessary for employment and economic self-sufficiency, and

WHEREAS, UCNJ Union College of Union County, NJ, as the lead agency, is responsible for overseeing the delivery of programs and services across the Consortium which include, Adult Basic Education, High School Diploma preparation, ESL, and Civics educational services to individuals who are unemployed, underemployed, in US Citizenship preparation or those who need to increase their basic skills and/or English proficiency to maintain employment, and

WHEREAS, the College is expecting to service 254 clients for the duration of this program, and the Consortium is expected to service 397 clients in total, and

WHEREAS, on August 18, 2025, the College received a Notice of Award from the State of New Jersey Department of Labor and Workforce Development stating that the Consortium will be awarded \$1,668,095 with final determination contingent upon authorization and availability from the United States Federal Government, and

WHEREAS, the State of New Jersey Department of Labor and Workforce Development approved \$1,668,095 to the Consortium; the distribution of funds will include \$1,044,711 to UCNJ Union College of Union County, NJ for the period July 1, 2025, to June 30, 2026;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ will accept \$1,668,095 from the State of New Jersey Department of Labor and Workforce Development on behalf of the WIOA Title II, ABLE PLUS Consortium for the fiscal period July 1, 2025, to June 30, 2026.

**Resolution F025-104 - Acceptance of Community College Opportunity Grant (CCOG)
Funds**

WHEREAS, UCNJ Union College of Union County, NJ, is a comprehensive community college providing quality, affordable, accessible educational programs that serve the greater Union County region, and

WHEREAS, the Community College Opportunity Grant (CCOG) is the State of New Jersey's community college initiative that provides last dollar awards to students, with Adjusted Gross Income (AGI) between \$0 and \$65,000, to cover the cost of any remaining tuition and approved education fees after all other grants and scholarships have been applied. The grant will also enable students with AGI's between \$65,001 and \$100,000 to pay less in tuition and fees if they had previous CCOG awards, and

WHEREAS, UCNJ Union College of Union County, NJ has been notified that it was awarded \$184,405 for the Community College Opportunity Grant (CCOG) Student Success Initiative funding to be implemented during the period July 1, 2025, through June 30, 2026, by the State of New Jersey, Office of the Secretary of Higher Education (OSHE), and

WHEREAS, the purpose of the partnership between the Office of the Secretary of Higher Education (OSHE) and the College is to increase matriculation and support the goals of the Community College Opportunity Grant (CCOG) by implementing goals and strategies for capacity building and increasing enrollment, improving student completion and reducing financial burdens on students;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ accepts \$184,405 in funding from the State of New Jersey, Office of the Secretary of Higher Education (OSHE) for the Community College Opportunity Grant (CCOG) Student Success Initiative Funding for the period July 1, 2025, through June 30, 2026.

On motion duly made by Mr. Connolly, seconded by Mr. Katz and unanimously carried, the Board approved Resolutions F025-103 and F025-104 for adoption.

Contracts Exempt from Competitive Bidding

Resolution F025-105 - Electric Supply Service

WHEREAS, electric supply service is necessary to provide power for the operations of all campuses, in support of the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.10. provides authority for joint purchasing by county colleges, municipalities, or counties or with other units of government pursuant to the "Local Public Contracts Law" (N.J.S.A. 40A:11-1 et seq.), and

WHEREAS, the State of New Jersey Board of Public Utilities has provided that basic electric service be obtained through either bundled complete service from the regulated public utility or through a contracted commodity supply service delivered through the regulated services of the local power distribution company to the end user, and

WHEREAS, the College has elected to obtain electric supply separately from the distribution service of the local power company and in coordination with the New Jersey Council of Community Colleges Joint Purchasing Consortium (NJCC JPC), and

WHEREAS, Ocean County College acted as the lead agency for the NJCC JPC and initiated a publicly advertised bid for electric supply service, and

WHEREAS, Constellation New Energy, Inc, Baltimore, MD submitted a proposal to provide electric supply service for two (2) primary accounts at a rate of \$.1293/kwh and fourteen (14) secondary accounts at a rate of \$.1309/kwh based on projected estimated usages for the period of September 2025 through August 2027, for a total estimated cost not to exceed \$1,923,384 based upon anticipated usage, and

WHEREAS, the proposal's rate represents a 16.7% average rate increase from the previous contract period, and

WHEREAS, on September 19, 2023, the Board of Trustees of UCNJ Union College of Union County, NJ awarded contracts to Constellation New Energy, Inc, Baltimore, MD to provide electric supply service for two (2) primary electric commodity supply service at a rate of \$.1096/kwh and fourteen (14) secondary accounts at a rate of .1134/kwh from September 2023 through August 2025, and

WHEREAS, 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, and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award contracts to Constellation New Energy, Inc, Baltimore, MD, for primary and secondary electric supply service from September 2025 through August 2027, at a total estimated cost not to exceed \$1,923,384.

Resolution F025-106 - Rental of Snow Removal Equipment and Van Rentals

WHEREAS, the College requires the rental of snow removal equipment to provide safe winter operations on the Cranford Campus as well as the rental of four (4) vans for the athletic department team travel for sports events, in support of day-to-day operations and the mission of the College, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.11a.b. provides for an exception to the requirement of advertising for bids when there is a nationally recognized and accepted cooperative purchasing agreement for the product or service, and

WHEREAS, a Request for Proposal (RFP) for snow removal equipment was issued to three (3) vendors, and two (2) proposals were received, with Herc Rentals Inc., Bonita Springs, FL providing the lowest responsible cost of \$87,300 under OMNIA contract #R200601 with the option to renew for an additional year, and

WHEREAS, the cost of snow equipment rentals during the period from November 15, 2024, through April 15, 2025, was \$52,255 with the additional cost attributable to an extra loader added to the proposal, and

WHEREAS, Herc Rentals Inc., Bonita Springs, FL has also submitted a proposal under OMNIA contact #2019000318 to provide two (2) 12 passenger and two (2) 15 passenger vans for travel to sporting events 90 minutes or less from the College for the period of September 17, 2025 - December 31, 2025 at a cost not to exceed \$33,500, and

Description	Duration		FY	Amount
(1) Wheel Loader	4 Months	Nov. 15, 2025 - March 15, 2026	FY 2026	\$24,200
(2) Dump Trucks	4 Months	Nov. 15, 2025 - March 15, 2026	FY 2026	\$22,600
(1) 2-3 Yard Front Loader	4 Months	Nov. 15, 2025 - March 15, 2026	FY 2026	\$23,200
(1) Wheel Loader	1 Month	March 15 - April 15, 2026 Optional based on weather	FY 2026	\$6,000
(2) Dump Trucks	1 Month	March 15 - April 15, 2026 Optional based on weather	FY 2026	\$5,550
(1) 2-3 Yard Front Loader	1 Month	March 15 - April 15, 2025 Optional based on weather	FY 2026	\$5,750
		Total FY 2026		\$87,300

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

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

WHEREAS, OMNIA utilized competitive bidding for the award of the contract to Herc Rentals Inc., Bonita Springs, FL, thereby releasing UCNJ Union College of Union County, NJ from the requirement to obtain Pay-to-Play such documentation, and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award contracts to Herc Rentals Inc., Bonita Springs, FL for the rental of snow removal equipment at the specified rates, at an annual cost of \$87,300 for Fiscal Year 2026 and \$33,500 for the rental of four (4) vans from the period of September 17, 2025- December 31, 2025.

Resolution F025-107 - Spend \$17,500-\$44,900

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award contracts between \$17,500 and \$44,900 to the listed vendors for a total spend of \$158,079.

TYPE OF SERVICE	SOLICITATION/ EXEMPTION	COOPERATIVE/ STATE CONTRACT#	AWARD AMOUNT	PRIOR AWARD	TOTAL AWARD	DESCRIPTION	DEPARTMENT/ FUNDING SOURCE	VENDOR
Supplies	N/A	N/A	\$32,450	\$ 0	\$ 32,450	Bollwage Garage hang tags	Public Safety 11-650004-52010	Amano McGann Inc.
Service	18A:64A-25.6a Emergency	N/A	\$30,183	\$ 5,000	\$ 35,183	Emergent repairs to restore power Science Building Cranford (Ratify)	Facilities 12-001000-52533	Qualus Services, LLC
Service	N/A	N/A	\$24,985	\$ 0	\$ 24,985	Preventative and Repair Maintenance on BMK Boilers Scotch Plains, Elizabeth and Cranford Campuses	Facilities 11-600040-52557	Industrial Combustion Associates
Service	18A:64A-11a.a. Regional Cooperative	UCCP #10-21	\$.3,211	\$16,68 0	\$ 19,891	Replacement of OTIS safety edge MacDonald Hall elevator	Facilities 11-600005-52530	Kone

Technology Related Items	18A:64A-25.5(19) Software	N/A	\$ 4,750	\$18,695	\$ 23,445	Upgrade from 5,000 licenses to unlimited licenses	ALC 11-300020-52563	Respondus In
Technology Related Items	18A:64A-25.5(19) Software	N/A	\$ 37,000	\$ 0	\$ 37,000	Light Cast/Economic Modeling for SkillsMatch and Skillabi, annual subscription	Titlr V 21-191086-52563 Assessment Planning-Research 11-501500-53010	Economic Modeling, LLC
Technology Related Items	18A:64A-25.5(19) Software	N/A	\$ 25,500	\$ 0	\$ 25,500	Coursedog integration for Colleague SaaS	Information Technology 11-501005-52563	Coursedog
		TOTALS	\$158,079	\$ 40,375	\$198,454			

Resolution F025-108 - Perkins- Spend \$17,500-\$44,900

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award contracts between \$17,500 and \$41,600 to the listed Perkins vendors for a total spend of \$37,115.

TYPE OF SERVICE	SOLICITATION/ EXEMPTION	COOPERATIVE/ STATE CONTRACT#	AWARD AMOUNT	PRIOR AWARD	TOTAL AWARD	DESCRIPTION	DEPARTMENT/ FUNDING SOURCE	VENDOR
Supplies	18A:64A-25.5(19) NJCC JPC	N/A	\$19,115	\$ 0	\$19,115	REALTi-Pro Simulation Hard Case/Software/Monitor Tablet and Production Training video	Allied Health Paramedics 21-191009-52032	American 3B
Technology Related Items	18A:64A-25.5(19)	N/A	\$18,000	\$ 0	\$18,000	Documentation tracking software for clinical and laboratory programs	Respiratory Care 21-191017-52530	Trajecsyst Corporation
		TOTAL	\$37,115	\$ 0	\$37,115			

On motion duly made by Mr. Connolly, seconded by Ms. Root and unanimously carried, the Board approved Resolutions F025-105 through F025-108 for adoption.

Resolution - F025-109 Surplus Disposal

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

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

WHEREAS, the total fair value of the property (Exhibit I) is approximately **\$750**, and

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

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

Resolution F025-110 - Surplus Disposal- Perkins

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

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

WHEREAS, the total fair value of the property (Exhibit I) is approximately \$40, and

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

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

On motion duly made by Mr. Connolly, seconded by Mr. Campbell and unanimously carried, the Board approved Resolutions F025-109 and F025-110 for adoption.

BUILDINGS AND GROUNDS

Mr. Katz submitted the following Resolutions:

Resolution B025-017 - Approval and Authorization of an Application to the Higher Education Capital Facilities Programs through the New Jersey Office of Higher Education for the UCNJ Union College of Union County, NJ Lessner Building Modernization project, Approval of the Facilities Master Plan with Addendum, Deferred Maintenance Plan, and Approval and Authority for the President to Execute Certifications and Grant Funding Applications under the Higher Education Facilities Trust Fund grant program

A RESOLUTION AUTHORIZING UCNJ UNION COLLEGE OF UNION COUNTY, NJ TO SUBMIT A GRANT APPLICATION TO THE SECRETARY OF HIGHER EDUCATION FOR GRANT FUNDING UNDER THE SUMMER 2025 CYCLE OF THE HIGHER EDUCATION CAPITAL FACILITIES PROGRAM FOR THE PURPOSE OF PROVIDING FUNDING FOR ONE OR MORE PROJECTS OF UCNJ UNION COLLEGE OF UNION COUNTY, NJ AND AUTHORIZING ALL OTHER NECESSARY ACTIONS REQUIRED IN CONNECTION THEREWITH

- WHEREAS,** On August 11, 2025, the Office of the Secretary of Higher Education (the “Secretary”) released a solicitation for grant funding (the “Summer 2025 Cycle”) under the Higher Education Capital Improvement Fund Act, N.J.S.A. 18A:72A-72 et seq. (“CIF Act”) and under the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A:72A-49 et seq. (“HEFT Act”) (collectively, the “Higher Education Capital Facilities Program”), and
- WHEREAS,** the purpose of the Higher Education Facilities Trust Fund (“HEFT”) grant program is to provide grants to New Jersey’s public and private institutions of higher education for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, and/or improvement of instructional, laboratory, communication, and research facilities (N.J.S.A. 18A:72A-52), and
- WHEREAS,** pursuant to the HEFT grant program, the HEFT grants are expected to be funded from the proceeds of tax-exempt bonds (the “Tax-Exempt Bonds”) to be issued by the Authority pursuant to the HEFT Act, and
- WHEREAS,** the deadline to submit a grant application (the “Grant Application”) for funding under the Summer 2025 Cycle of the Higher Education Capital Facilities Program is September 22, 2025, and
- WHEREAS,** pursuant to N.J.S.A. 18A:72A-54(a), “the governing board of a public or private institution of higher education may determine, by resolution, to apply for a grant from HEFT. Upon adoption of the resolution, the board shall file an application with the Secretary of Higher Education, which application shall include a complete description of the project to be financed and an identification of any additional sources of revenue to be used”, and
- WHEREAS,** the Board of Trustees (the “Board”) of UCNJ Union College of Union County, NJ (the “Institution”) desires to approve the submission and form of a Grant Application to the Secretary for funding under the Higher Education Capital

Facilities Program for the projects (each, a “Project” and collectively, the “Projects”) described on Exhibit A attached hereto (“Exhibit A”). Words used in the singular shall include the plural and vice versa, as the context may require, and

WHEREAS, the Board further desires to designate and authorize officers of the Institution to take all necessary and desirable actions to (i) submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, (ii) obtain such other sources of financing for such Projects as may be necessary to complete such Projects, (iii) execute and deliver grant agreement(s) and such other documents and instruments as may be required to implement the grant funding, and (iv) undertake and implement the Projects, and

WHEREAS, the Board desires to approve the aggregate costs of the Projects paid and/or financed through all sources in an amount not to exceed the total amount set forth on Exhibit A with respect to such Projects, and

WHEREAS, the Board reasonably expects to reimburse expenditures for costs of the Projects paid by the Institution prior to the issuance by the Authority of the Tax-Exempt Bonds, and

WHEREAS, the Board desires to authorize the Authorized Officers (as defined below) of the Institution to accept grant funding for the Projects from HEFT and to make the certifications and commitments necessary to qualify the Projects for said grant funding from HEFT;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF UCNJ UNION COLLEGE OF UNION COUNTY, NJ AS FOLLOWS:

SECTION 1. The recitals set forth above are incorporated herein by reference as if set forth at length herein.

SECTION 2. The Board hereby authorizes the undertaking of the Projects described on **Exhibit A** attached hereto; approves the aggregate cost of such Projects, to be paid and/or financed through all sources in an aggregate amount not to exceed the total amount set forth on **Exhibit A** with respect to such Projects; authorizes the financing of all or any portion of the Projects with Tax-Exempt Bonds, commercial loans and other funds available to the Institution, as necessary and as further described in **Exhibit A**; acknowledges that should additional funding be needed to complete the Projects, such funding will be the responsibility of the Institution; and authorizes the submission and form of a Grant Application to the Secretary of Higher Education for grant funding of the Projects under the Summer 2025 Cycle of the Higher Education Capital Facilities Program.

SECTION 3. With respect to any Project that receives funding pursuant to the HEFT grant program, in accordance with N.J.A.C. 9A:15-1.3(b):

- the Board hereby certifies that the Institution has an up-to-date long-range facilities plan approved by the Board that includes provisions to address deferred maintenance and other capital renewal requirements, and the Board hereby pledges to use the HEFT grant to advance that plan; and
- the Board commits to maintaining the facilities project funded by the HEFT grant; and
- the Board certifies that the Institution will use the HEFT grant funds for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, or improvement of instructional, laboratory, communication, and research facilities.

SECTION 4. This Resolution is a declaration of the official intent of the Institution that the Institution reasonably expects and intends to reimburse expenditures for costs of the Projects paid prior to the issuance of the Authority's Tax-Exempt Bonds ("Applicable Tax-Exempt Debt") in accordance with Treasury Regulation Section 1.150-2 and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Projects, including amounts used to reimburse expenditures for such costs paid prior to the issuance of the Applicable Tax-Exempt Debt is \$15,000,000.

SECTION 5. The Authorized Officers (as set forth in **Exhibit B** attached hereto) (each an "Authorized Officer") are each hereby authorized and directed to take all necessary and desirable action to submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, to approve, execute, and deliver any and all agreements necessary, including but not limited to grant agreements, to undertake, implement, and finance the Projects, and to approve, execute, and deliver any and all other financing documents and instruments in the form approved by the Authorized Officers executing the same in the name of and on behalf of the Institution, in as many counterparts as may be necessary, and to affix or impress the official seal of the Institution thereon and to attest the same, and such execution and attestation will be conclusive evidence of the approval of the form and content of such agreements and other documents and instruments necessary to undertake, implement and finance the Projects and to pay financing costs including through the financing thereof. The Authorized Officers are further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate, to implement the purposes of this Resolution to undertake, implement and finance the Projects and to provide for the payment and/or repayment of the financing costs thereof.

SECTION 6. The Board hereby authorizes the Authorized Officers to accept grant funding for the Projects as may be awarded to the Institution as a result of participating in the Summer 2025 Cycle.

SECTION 7. All resolutions, orders and other actions of the Board in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed or revoked.

SECTION 8. This Resolution shall take effect immediately; and be it further resolved that no further approvals by the Board are necessary to implement this Resolution.

EXHIBIT A

PROJECT DESCRIPTION

A. Project Description:

The funding will be used to address critical deferred maintenance in the Lessner Building on the Elizabeth Campus. The project includes full replacement of the heating, ventilation, and air conditioning (HVAC) system, which has exceeded its useful life and requires frequent repairs, as well as the replacement of the building's aged escalators, which are essential for safe and reliable accessibility. These improvements will enhance energy efficiency, create a healthier indoor environment that promotes student success and well-being, and ensure the safety and mobility of students, faculty, staff, and visitors.

B. Amount of HEFT Grant Request \$ 15,000,000

C. Total Amount of Institutional Funds to be Provided (if any) \$ 0

D. Total Cost of Project \$ 15,000,000

EXHIBIT B

AUTHORIZED OFFICERS OF UCNJ UNION COLLEGE OF UNION COUNTY, NJ

Victor M. Richel, Chair; Rafael J. Betancourt, Esq., Vice Chair; Dr. Margaret M. McMenamin, President; Brian Campbell; George A. Castro, II; Daniel J. Connolly, CPA; Miguel A. Figueredo; Jeffrey H. Katz, Esq.; Miguel A. Merino; Daryl Palmieri; Kamran Tasharofi, M.D.; Katherine Mejía Reyes, Student Representative; Michael M. Horn, Esq., Legal Counsel

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

Contract to be Awarded Through a Bid or Request for Proposal

Resolution B025-018 - Change Order for Electrical Substation Relocation- Cranford Campus

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

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

WHEREAS, BW Electrical Services LLC, Hillsborough, NJ has submitted a change order proposal in an amount not to exceed \$635,485 which includes the relocation cost and current labor charges for the removal and relocation of the electrical substation to a new location, and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ approve the change order to BW Electrical Services LLC, Hillsborough, NJ for the electrical substation relocation on the Cranford Campus for an amount not to exceed \$635,485.

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

Contracts Exempt from Competitive Bidding:

Resolution B025-019 - Removal of the Renewable Energy Panels- Cranford Campus Physical Education Center Renovation

WHEREAS, on November 23, 2010, the Board of Trustees of UCNJ Union College of Union County, NJ authorized the College to enter into a Site Lease Agreement and Power Purchase Agreement with the Union County Improvement Authority ("UCIA") and the Developer selected by the UCIA for a renewable energy program, including the installation of solar panels, and

WHEREAS, in connection therein the College entered into a fifteen-year agreement for a renewable energy program on May 1, 2011 with the UCIA and their choice of developer, Tioga Solar Union County 1, LLC. with offices in San Francisco, California, and

WHEREAS, on April 20, 2021 the Board of Trustees approved an amendment of the original participant program to acknowledge the acquisition by the UCIA of Tioga Solar

Union County 1 LLC's interest in the renewable energy program with all other terms of the original agreement remaining in full force and effect, and

WHEREAS, on March 18, 2025 the Board of Trustees authorized renovations to the Cranford Campus Physical Education Center and certified the most recent estimate of the cost of the project to be \$34.5 million, and

WHEREAS, the County College Contracts law, N.J.S.A. 18:64A-25.5.b. provides for awarding contracts without public bids when it is made or entered into with the State of New Jersey, a county or any municipality or any board, body, or officer, agency, or authority or any other state or subdivision thereof, and

WHEREAS, to effectuate the project, the UCIA, through their energy management company, has provided a quote for the removal of the renewable energy panel array on the current gymnasium roof along with lost revenue for partial early termination in an amount not to exceed \$47,000, 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 Chief Financial Officer has determined that the total contract award will exceed \$17,500, and

WHEREAS, the Chief Financial Officer has determined that the UCIA is a public entity, and is exempt from Pay-to-Play Law, and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award a contract to the Union County Improvement Authority for the removal of renewable energy panels on the Cranford Campus and lost revenue for early termination in an amount not to exceed \$47,000.

Resolution B025-020 - Spend \$17,500-\$44,900

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award contracts between \$17,500 and \$44,900 to the listed vendors for a total spend of \$34,838.

TYPE OF SERVICE	SOLICITATION/ EXEMPTION	COOPERATIVE/ STATE CONTRACT#	AWARD AMOUNT	PRIOR AWARD	TOTAL AWARD	DESCRIPTION	DEPARTMENT/ FUNDING SOURCE	VENDOR
Service	18A:64A-25.6 Emergency	Bergen Co-op	\$21,178	\$ 0	\$21,178	Emergent installation of fence at HS Building- Plainfield Campus (Ratify)	Facilities 13-001000-52503	Guardian Fence Co. Inc.
Service	18A:64A-11a.a. Regional Cooperative	#23/24-24 65-MCESCCPS	\$13,660	\$15,426	\$29,086	Labor charges to install flooring projects under B025-025	Facilities 12-001500-58036	Hannon Floors
		TOTAL	\$34,838	\$15,426	\$50,264			

On motion duly made by Mr. Katz, seconded by Mr. Figueredo and unanimously carried, the Board approved Resolutions B025-019 and B025-020 for adoption.

Campus Projects:

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

Kellogg Recovery Status:

Mr. Katz reported that delivery of the new kitchen equipment is in process and we are working with the health department on restoring required permitting to operate.

Cell Tower Update:

Mr. Katz reported that Verizon is in process of obtaining the required permits

OPEN MEETING TO THE PUBLIC

No one rose to address the Board.

UNFINISHED BUSINESS

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

NEW BUSINESS

Completed.

EXECUTIVE SESSION

Mr. Betancourt read the following Resolution:

Resolution PT025-004 – Resolution Authorizing a Closed Session of the UCNJ Board of Trustees

WHEREAS, the UCNJ Board of Trustees are subject to New Jersey’s Open Public Meetings Act (OPMA); and

WHEREAS, OPMA generally requires that all meetings of public bodies be open to the public but that the public may be excluded when items requiring confidentiality are to be discussed as set forth in N.J.S.A. 10:4-12b; and

NOW, THEREFORE BE IT RESOLVED by the UCNJ Board of Trustees that:

The UCNJ Board of Trustees shall hold a closed meeting on September 16, 2025 from which the public shall be excluded.

1. The Executive Session will convene at approximately 7:05 p.m. and is expected to last until approximately 7:25 p.m.
2. The Board of Governors is invited to attend this meeting.
3. The general nature of the subjects to be discussed at said closed meeting involves a personnel and contract matters.
4. The Minutes of said closed meeting shall be made available for disclosure to the public consistent with N.J.S.A.10:4-14, when the item which is the subject of the closed session is resolved and a reason for confidentiality no longer exists.

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

The meeting went into Executive Session and the meeting resumed at 7:34 p.m.

The following Resolution was recommended in Executive Session:

Resolution BT025-001 - Authorization for Aspen Stipends

WHEREAS, UCNJ Union College of Union County, NJ has been recognized as one of only 10 finalists for the prestigious 2025 Aspen Prize for Community College Excellence, a national acknowledgment of outstanding achievement in student outcomes, learning, completion, equity, and labor market success, and

WHEREAS, this recognition reflects the unwavering dedication, professionalism, and excellence of the College's employees whose collective efforts have played a vital role in achieving this national distinction and advancing student success, and

WHEREAS, the President and the Board of Trustees wish to express their deep appreciation and recognize the contributions of employees during the period leading up to this achievement by awarding Aspen Stipends in the amount of \$1,000.00 per eligible full-time employee and pro-rated for eligible part-time employees, and

WHEREAS, the Aspen stipends shall be distributed to eligible full-time employees, part-time Public Safety Officers, part-time Student Success Navigators, part-time Paraprofessional Tutors, part-time Librarians, and adjunct instructors, and

WHEREAS, the criterion for eligibility is follows:

- Eligible employees must be hired on or before January 5, 2024.
- Eligible employees must be active on payroll at the time of processing, excluding any employees with future termination dates.
- Adjunct instructors must be actively engaged from the Fall 2023 semester to the Fall 2025 semester.

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available from the College reserves, and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ hereby authorizes the issuance of Aspen Stipends, as described above, for an amount not to exceed \$500,000.00 to be distributed in FY 2026.

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

ADJOURNMENT

With no further business on the agenda, a motion for adjournment was made by Mr. Katz, seconded by Mr. Figueredo at 7:36 p.m.