

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

**BOARD OF TRUSTEES
Minutes of Meeting
September 17, 2024**

CALL TO ORDER

The meeting was called to order by Victor M. Richel, Chair, at 6:35 p.m. in the Executive Education Center on the Cranford Campus. The following were in attendance:

TRUSTEES

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

GOVERNORS

Mr. Richel; Mr. Betancourt; Brian Campbell; F. Jim Della Sala; Ryan J. Greco; Stephen F. Hehl, Esq.; Gary S. Horan; Mr. Katz; Carl J. Napor; Sandra D. Rice; Mrs. Zimmermann.

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

Completed

MINUTES

On motion duly made by Mr. Connolly and seconded by Mr. Katz, the Minutes of the Meeting of the Board of Trustees of June 18, 2024 were approved as submitted.

COMMUNICATIONS

Completed

TRUSTEES BYLAWS

Mr. Richel presented the revised bylaws for the Board of Trustees' approval which includes the responsibilities of the Board. On motion duly made by Dr. Tasharofi, seconded by Mrs. Zimmermann and unanimously carried, the Board approved the bylaws for the Board of Trustees.

REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES

EDUCATIONAL PLANNING AND POLICY COMMITTEE

Mrs. Zimmermann stated to the Board that at the Educational Planning and Policy meeting held earlier, Dr. Hargrove reported that students attending classes on the Cranford, Elizabeth, and Plainfield Campuses participated in WelcomeFest to become familiar with the campuses, meet fellow classmates and college leaders, and learn about the resources and opportunities the College offers. She reported that Dr. Ziner presented a review of the Academic Programs for Fall 2023, and enrollment for Fall is +2.1% in FTE hours.

Mrs. Zimmermann submitted the following Resolutions for approval:

Resolution E024-026 - Faculty Personnel Actions

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

Promotions:

Dr. Carol Biederstadt, Senior Professor, English, from Associate Professor, English, Academic Affairs, effective September 1, 2024.

Retirements:

Patricia Adams, Associate Professor, Office Administration, Academic Affairs, effective September 1, 2024.

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

Resolution E024-027 - Staff Personnel Actions

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

Appointments

Gladys Manzano, Custodian – 2nd Shift, Finance and Operations, effective July 8, 2024, \$38,080 per annum.

Tatiana Sava, Student Services Specialist, Student Development, effective July 8, 2024, \$53,000 per annum.

Stephanie Richardson, Payroll Specialist, Finance and Operations, effective July 15, 2024, \$65,000 per annum.

Alyssa Batista, Admission and Enrollment Generalist, Student Development, effective July 22, 2024, \$44,600 per annum.

Anthony Greder, Instructional Support Specialist, Academic Affairs, effective July 22, 2024, \$55,000 per annum.

Seth Olson, Student Services Generalist, Student Development, effective July 22, 2024, \$44,600 per annum.

Shantel Sorillo, Custodian – 3rd Shift, Finance and Operations, effective July 29, 2024, \$39,120 per annum.

Samantha Fox, Alumni Relations Coordinator, Administrative Services, effective August 5, 2024, \$55,000 per annum.

Sonia Sopan, Custodian – 2nd Shift, Finance and Operations, effective August 8, 2024, \$38,080 per annum.

Nathan Lachman, Analyst of Institutional Research, Administrative Services, effective August 12, 2024, \$65,000 per annum.

Yessica Cerda Feliz, Student Services Specialist/Social Worker, Student Development, effective August 19, 2024, \$53,000 per annum.

Justin Newell, Student Services Specialist ACT, Student Development, effective August 19, 2024, \$53,000 per annum.

Gabriella Buckley, Student Services Specialist, Student Development, effective September 3, 2024, \$53,000 per annum.

Cindy Suarez, Academic Specialist, ESL, Academic Affairs, effective September 3, 2024, \$80,000 per annum.

Tin Wong, Help Desk Specialist, Administrative Services, effective September 3, 2024, \$55,000 per annum.

Promotions/Reclassifications:

Rosebriar Chelot, Scholarship Coordinator, from Student Services Generalist, Student Development, effective July 1, 2024, \$60,000 per annum.

OlgaLucia Ardila, Senior Payroll and Benefits Analyst, from Payroll Accountant, Finance and Operations, effective September 1, 2024, \$72,000 per annum.

Maritza Batista, Associate Director, CEWD, from Assistant Director, CEWD Grant Program, Administrative Services, effective September 1, 2024, \$75,000 per annum.

Agnieszka Drupka, Assistant Director of Institutional Research, from Senior Analyst of Institutional Research, Administrative Services, effective September 1, 2024, \$87,000 per annum.

Yuri Bisono, Coordinator of Student Success Initiatives, from Student Services Specialist, Student Development, effective September 16, 2024, \$65,000 per annum.

Robert Devarona, Director of Advising, Career & Transfer Services and OneStop, from Associate Director of Advising, Career & Transfer Services, Student Development, effective September 16, 2024, \$90,000 per annum.

Separations:

Thuytien Nguyen, Analyst of Institutional Research, Administrative Services, effective July 1, 2024.

Kandice Bowles, Student Services Generalist, Student Development, effective July 11, 2024.

Richard Remoura, Student Services Specialist, Student Development, effective July 15, 2024.

Melissa Karim, Payroll Analyst, Finance and Operations, effective July 23, 2024.

Dr. Heather Keith, Dean of Student Success, Student Development, effective July 23, 2024.

Christopher Sapara-Grant, Director of Facilities, Finance and Operations, effective July 24, 2024.

Lydia Montalvo, Secretary, Institute of Intensive English, Academic Affairs, effective August 1, 2024.

Amjed Hedhli, Academic Specialist, Computer Science, Academic Affairs, effective August 23, 2024.

Cheryl Shiber, Grants Director, Finance and Operations, effective August 30, 2024.

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

Resolution E024-028 - Dual Enrollment/Automatic Transfer Program Agreement Addendum with Montclair State University

WHEREAS, a Dual Enrollment/Automatic Transfer Program Agreement Addendum (Agreement Addendum) between UCNJ Union College of Union County, New Jersey and Montclair State University, New Jersey, amends and is hereby

incorporated into the existing Agreement between UCNJ Union College of Union County, New Jersey and Montclair State University, New Jersey (Exhibit 1), and

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

WHEREAS, the parties have identified that the B.S. in Business Administration-Management undergraduate program at Montclair State University be subject to this Agreement Addendum (Exhibit 1), and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, New Jersey approves the Agreement Addendum between UCNJ Union College of Union County, New Jersey and Montclair State University, New Jersey, and

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

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

Resolution E024-029 - Memorandum of Agreement with Fairleigh Dickinson University

WHEREAS, a Memorandum of Agreement has been reached between UCNJ Union College of Union County, NJ, and Fairleigh Dickinson University, New Jersey to facilitate the collaboration of program offerings, people, and resources at the UCNJ Union College of Union County, NJ University Center at the Scotch Plains Campus, New Jersey (Exhibit 1), and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ, approves the Memorandum of Agreement between UCNJ Union College of Union County, NJ, and Fairleigh Dickinson University, New Jersey (Exhibit 1), and

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

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

Resolution E024-030 - Union County College Employees Association Contract

WHEREAS, the agreement between UCNJ Union College of Union County, NJ (“College”) and the Union County College Employees Association (“UCCEA”) expired on June 30, 2023, and

WHEREAS, the College and the UCCEA have reached an agreement on a four-year contract for the period of July 1, 2023 to June 30, 2027, at an increase of \$3,200 to base salary in Year 1 and an increase of 3.5% to base salary in Years 2-4, and

WHEREAS, the revised agreement also reflects; increases to grade minimums and maximums consistent with base salary increases in Years 1-4; increases in the salary cap to \$94,999 from \$89,999; changes in health insurance to the County of Union from the State of New Jersey; access to accrued vacation after three months of continuous employment from six months; change in sick leave to accrual; and other wording changes for clarity and administrative purposes, and

WHEREAS, on September 16, 2024, the UCCEA ratified the Memorandum of Agreement to a successor collective negotiations agreement with the College for the period of July 1, 2023 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 Employees Association for the period of July 1, 2023 to June 30, 2027.

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

SAFETY REPORT

Dr. McMenamin stated that in compliance with 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 May 29, 2024 through August 30, 2024, Public Safety advised that there was a theft of a forklift from Lot 2 which was reported to the Union County and Cranford Police Departments, and a theft from the Cranford campus Follett Bookstore which was reported to the Cranford Police Department.

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.

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 \$1.4 million is anticipated for fiscal year ended June 30, 2025.

Mr. Connolly presented the following Resolutions for approval:

Grant Resolutions:

Resolution F024-081 - ABLE PLUS Consortium Funding Acceptance

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, to become full partners in the educational development of their children or complete a secondary school education, transition to postsecondary education and training, through career pathways, 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 713 clients for the duration of this program, and the Consortium is expected to service 1,153 clients in total, and

WHEREAS, on June 20, 2024, the State of New Jersey Department of Labor and Workforce Development notified UCNJ Union College of Union County, NJ that the Consortium will be awarded \$1,879,927, and

WHEREAS, the State of New Jersey Department of Labor and Workforce Development approved \$1,879,927 to the Consortium; the distribution of funds will include \$1,139,000 to UCNJ Union College of Union County, NJ for the period July 1, 2024, to June 30, 2025;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ accepts \$1,879,927 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, 2024, to June 30, 2025.

Resolution F024-082 - County of Union Workforce Innovation and Opportunity Act Funding

WHEREAS, UCNJ Union College of Union County, NJ, as a comprehensive community college, seeks to provide career occupational training programs designed to assist adult and dislocated worker employment and training activities for eligible residents of the County of Union and support the development of a strong globally competitive labor force, targeting the key growth sectors within New Jersey, and

WHEREAS, the College applied to the County of Union for Workforce Innovation and Opportunity Act (WIOA) funding to coordinate the Workforce Innovation Business Center (WIBC) to operate as an American Job Center Affiliate (AJCA) Career Service Center to provide job search, training, and job development services to eligible residents of the County to meet the needs of business by supporting local businesses and organizations in their recruitment of employees according to grant requirements, and

WHEREAS, local employers will be able to leverage the resources of the College's occupational and workforce initiatives which will be carried out through the College's Center for Economic and Workforce Development (CEWD), the Industry Business Institute (IBI), and the Department of Continuing Education, and

WHEREAS, an agreement was proposed by the County of Union whereby the College would take the lead on providing training that will support employers in health care, life sciences, financial services, advanced manufacturing, transportation, logistics and distribution, technology, entrepreneurship, retail, hospitality and tourism. The College has been selected by the County as the grant recipient and administrative entity for Workforce Innovation and Opportunity Act (WIOA) funding, and

WHEREAS, the County of Union approved, and the College received notification on June 19, 2024, that funding in the amount of \$500,000 was awarded for the period June 1, 2024, to June 1, 2025, which is allocated as follows: \$350,000, WIOA Dislocated Worker, and \$150,000, WIOA Adult;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ accepts \$500,000 in Workforce Innovation and Opportunity Act (WIOA) funding from the County of Union under the Workforce Innovation and Opportunity Act (WIOA) for the fiscal period June 1, 2024, to June 1, 2025.

On motion duly made by Mr. Connolly, seconded by Dr. Tasharofi and unanimously carried, the Board approved Resolutions F024-081 and F024-082 for adoption.

Contracts Exempt from Competitive Bidding

Resolution F024-083 - Computers for e-Sports, Trinitas Learning Center and Academic Learning Center

WHEREAS, the College requires computers for the eSports program, Trinitas Learning Center and Academic Learning Center (ALC) 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.a. authorizes County Colleges to be a participating contracting unit in a cooperative pricing system established pursuant to the laws of the State of New Jersey, and

WHEREAS, on June 18, 2024, the Board of Trustees of UCNJ Union College of Union County, NJ awarded contracts to SHI International Corp., Somerset, NJ for software licenses, network maintenance and hardware at a total cost not to exceed \$1,875,515, and

WHEREAS, SHI International Corp., Somerset, NJ has provided technological equipment at \$1,669 for Fiscal Year 2024-2025, which did not require Board of Trustee approval, and

WHEREAS, SHI International Corp., Somerset, NJ has submitted proposals for the following:

Department	Description	Cost
Trinitas Learning Center	3 Replacement Computers	\$ 4,508
Academic Learning Center	Monitor	\$ 276
e-Sports	11 Computers and Accessories	<u>\$19,599</u>
	Total	\$24,383

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, NJEdge.Net utilized competitive bidding for the awards of their contracts to SHI International Corp., Somerset, NJ thereby releasing UCNJ Union College of Union County, NJ 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, NJ award a contract to SHI International Corp., Somerset, NJ for computers for the e-Sports program, Trinitas Learning Center and ALC at a cost not to exceed \$24,383 for a total award not to exceed \$1,901,567 for Fiscal Year 2024-2025.

Resolution F024-084 - Professional Marketing Services

WHEREAS, the College has a need for professional marketing services to increase enrollment through unified branding and advertising efforts and to publicly tout key academic programs, accomplishments, and strengths, in support of the mission of the College, and

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

WHEREAS, on March 19, 2024, the Board of Trustees awarded a contract to SG&W Integrated Marketing Communications Inc., Montville, NJ for integrated professional marketing service program for the period of July 1, 2024, through April 30, 2025, at a cost not to exceed \$250,000, and

WHEREAS, the College wishes to extend the contract period through June 30, 2025, with no additional cost increase, 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, SG&W Integrated Marketing Communications Inc., Montville, NJ has completed and submitted Business Entity Disclosure and Political Contribution Disclosure Certifications, certifying that they have not made any reportable contributions to a political or candidate committee in the previous one year, and that they will be prohibited from making any reportable contributions through the term of the contract, and

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

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ awards an extension of the contract term extended through June 30, 2025, at no additional cost.

Resolution F024-085 - 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, NJ 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, NJ award contracts between \$17,500 and \$41,600 to the listed vendors for a total spend of \$99,804.

On motion duly made by Mr. Connolly, seconded by Dr. Tasharofi and unanimously carried, the Board approved Resolutions F024-083 through F024-085 for adoption.

Contract to be Awarded Through a Bid or Request For Proposal:

Resolution F024-086 - Collection Agency Services

WHEREAS, the College requires the assistance of collection agencies to help foster successful collection of unpaid student debts, and

WHEREAS, the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(14) provides for an exception to the requirement of advertising for bids for the collection of amounts due on student loans, including without limitation loans guaranteed by or made with funds of the United States of America, and

WHEREAS, a request for proposals (RFP) was advertised in the Star Ledger, Newark, NJ on August 1, 2024 for collection agency services for the period of October 1, 2024 through September 30, 2026, and

WHEREAS, the RFP invitation was distributed to twelve (12) prospective vendors and four (4) proposals were received and opened publicly on August 28, 2024, and

WHEREAS, Allied Account Services, Inc., Bethpage, NY submitted the proposal most advantageous to the College, based on price and other weighted criteria, with a fee structure as provided below:

	Fee Structure	
<u>Vendor</u>	<u>Initial</u>	<u>Litigation</u>
Allied Account Services, Inc.	13.75%	20.0%

WHEREAS, the previous fee structure for collection agency services was:

	Fee Structure	
<u>Vendor</u>	<u>Initial</u>	<u>Litigation</u>
Allied Account Services, Inc.	13.75%	20.0%

NOW THEREFORE BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ award a contract to Allied Account Services, Inc., Bethpage, NY for collection agency services from October 1, 2024 to September 30, 2026.

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

Resolution F024-087 - 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 **\$300**, 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 of Union College of Union County, NJ Purchasing Policies.

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

BUILDINGS AND GROUNDS

Campus Projects:

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

Cell Tower Update:

Mr. Katz reported that reported that the carriers expect all papers for summary judgement to be complete by mid-October.

Mr. Katz presented the following Resolution for approval:

Contracts Exempt from Competitive Bidding

Resolution B024-013 - Extension of Permitted Use Agreement- Amateur Astronomers, Inc.

WHEREAS, UCNJ Union College of Union County, NJ owns the William Sperry Observatory (“the Observatory”) located within the main campus of the College in Cranford, New Jersey, and

WHEREAS, on September 20, 2022, the Board of Trustees of UCNJ Union College of Union County, NJ entered into a Permitted Use Agreement (“Agreement”) for two years with Amateur Astronomers, Inc. (“AAI”) under which it would be granted exclusive use of the Observatory during certain periods to engage in its study of Astronomy and related sciences, in exchange for it assuming responsibility, at its expense, for the care, maintenance and repair of the telescopes and equipment in the Observatory, and

WHEREAS, the parties are desirous of extending the Permitted Use Agreement for a period of three years, and

WHEREAS, Amateur Astronomers, Inc. (“AAI”) agrees to the terms and conditions of the College’s Facilities Use Guidelines that set forth the policy statements concerning external use including insurance requirements and recognition of the College’s requirement that outside use not disrupt regular academic programs of the College, and

WHEREAS, Amateur Astronomers, Inc. (“AAI”) agrees to limited access of the Observatory through the College’s Public Safety officers who will supervise entry and exit, and

WHEREAS, nothing contained in the Agreement limits the use of the Observatory by the College including, but not limited to, modifications of the structure;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of UCNJ Union College of Union County, NJ approve and authorize a three-year extension of the Permitted Use Agreement with Amateur Astronomers, Inc. ("AAI"), under identical terms to those presented herein.

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

OPEN MEETING TO THE PUBLIC

No one rose to address the Board.

UNFINISHED BUSINESS

On motion duly made by Mr. Katz, seconded by Dr. Tasharofi 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

There was no Executive Session following the meeting.

ADJOURNMENT

With no further business on the agenda, a motion for adjournment was made by Mr. Connolly, seconded by Mr. Katz at 6:48 p.m.