

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

**BOARD OF TRUSTEES  
Minutes of Meeting  
September 20, 2022**

**CALL TO ORDER**

The meeting was called to order by Victor M. Richel, Chair, at 6:30 p.m. in the Executive Education Center on the Cranford Campus. The following were in attendance:

**TRUSTEES**

Mr. Richel; Rafael J. Betancourt, Esq.; George A. Castro, II; Daniel J. Connolly; Miguel A. Figueredo; Anjali Mehrotra; Miguel A. Merino; Daryl Palmieri; Dr. Kamran Tasharofi; Mary M. Zimmermann; Dr. Margaret M. McMenamin, President.

**GOVERNORS**

Melinda Ayala; Ryan J. Greco; Gary S. Horan; Jeffrey H. Katz, Esq.; J. Anthony Manger, Esq.; Paul T. O'Neill; Francis Raudelunas.

**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. Castro and seconded by Mr. Betancourt, the Minutes of the Meeting of the Board of Trustees of June 21, 2022, were approved as submitted.

**COMMUNICATIONS**

Completed.

**REPORTS OF JOINT TRUSTEES AND GOVERNORS' COMMITTEES**

**AUDIT COMMITTEE**

Mr. Horan reported to the Board that at the Audit Committee meeting held earlier, the 2021 Executive Compensation Report was reviewed and there were no findings.

**EDUCATIONAL PLANNING AND POLICY COMMITTEE**

Mrs. Zimmermann reported to the Board that at the Educational Planning and Policy meeting held earlier, Dr. Lown stated that the Academic Affairs Division has been engaged in the intentional development of "destinations," or places where students can find other students with

like interests and goals and provide a safe space for collegial convenings. She reported that currently there is a list of over 15 destinations which are serving to connect students to their majors, peers, faculty, and the institution, and stated that the destinations that are under development include a Business Center, Visual and Performing Arts Center, and Podcasting Center. Mrs. Zimmermann reported that as of September 14, 2022, enrollment is -.2% in FTE hours.

Mrs. Zimmermann submitted the following Resolutions for approval:

**Resolution – E022-023 - Faculty Personnel Actions**

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

**Appointments:**

Tracey Hawkins, Assistant Professor, Practical Nursing, Academic Affairs, effective September 1, 2022, \$88,000 per annum.

**Promotions (Revised):**

Dr. Andres Zavaleta, Senior Professor from Associate Professor, Chemistry, effective September 1, 2022.

**Retirements:**

Arlene Rogoff, Professor, Math, Academic Affairs, effective September 1, 2022.

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

**Resolution E022-024 - Staff Personnel Actions**

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

**Appointments:**

Aldai Toussaint, Center Generalist, Workforce Innovation Business Center, Administrative Services, effective June 27, 2022, \$52,000 per annum.

Eric Hafen, Academic Specialist, Theater Arts, Academic Affairs, Effective July 1, 2022, \$70,000 per annum.

Albert Justiniano, Student Services Associate, Student Development, effective July 5, 2022, \$35,337 per annum.

Margarita Kulko, Grant Director, NSF, Academic Affairs, effective July 5, 2022, \$73,000 per annum.

Teresa Petracca, Student Services Specialist, Title V, Academic Affairs, effective July 5, 2022, \$53,000 per annum.

Jozlyn Townsend, Student Services Associate, Student Development, effective July 11, 2022, \$35,337 per annum.

Leigh Esposito, Executive Assistant, Administrative Services, effective July 12, 2022, \$50,000 per annum.

Amjed Hedhli, Academic Specialist, Computer Science, Academic Affairs, effective August 1, 2022, \$75,000 per annum.

Kirk Rhodes, Academic Specialist, Criminal Justice, Academic Affairs, effective August 1, 2022, \$80,000 per annum.

Zachary Fitzgerald, Junior Accountant, Finance & Operations, effective August 8, 2022, \$48,000 per annum.

Francisca Pena, Accounts Payable Coordinator, Finance & Operations, effective August 8, 2022, \$50,000 per annum.

Agnieszka Drupka, Analyst of Institutional Research, Administrative Services, effective August 15, 2022, \$70,000 per annum.

David Hawes, Assistant Director of Engineering, Finance & Operations, effective August 15, 2022, \$85,000 per annum.

Keith Jones, Student Services Generalist, Student Development, effective August 15, 2022, \$44,000 per annum.

Laura Reynolds, Receiving Technician, Finance & Operations, effective August 15, 2022, \$32,000 per annum.

Gloria Castro, Student Services Generalist, Administrative Services, effective August 16, 2022, \$44,000 per annum.

Sharon Abbate, Assistant Director of Facilities Operations, Finance & Operations, effective August 22, 2022, \$72,000 per annum.

Genevieve Lubas, Student Services Specialist, Student Development, effective August 22, 2022, \$53,000 per annum.

Sandra Catinello, Student Services Specialist/Social Worker, Student Development, effective August 29, 2022, \$53,000 per annum.

Michelle Luis, Educational Support Coordinator/Retention Specialist, Academic Affairs, effective August 29, 2022, \$50,000 per annum.

Ronel Salomon, Custodian, Finance & Operations, effective September 6, 2022, \$29,120 per annum.

Kaitlyn Veliz, Coordinator of Stewardship & Donor Relations, Union College Foundation, President's Office, effective September 6, 2022, \$60,000 per annum.

Ronel Wicker, Custodian, Finance & Operations, effective September 6, 2022, \$29,120 per annum.

Kathryn Anackowski, Director of Student Research & Science Laboratories, Academic Affairs, effective September 12, 2022, \$83,000 per annum.

Marta Cianfano, Executive Assistant, Academic Affairs, effective September 12, 2022, \$55,000 per annum.

Farah Laurent, Director of Nursing, Academic Affairs, effective September 12, 2022, \$120,000 per annum.

Yolanda Grant, Executive Assistant, Academic Affairs, effective September 19, 2022, \$55,000 per annum.

**Promotions/Reclassifications/Reinstatements:**

Lester Bosea, Registrar from Associate Registrar, Student Development, effective July 16, 2022, \$90,000 per annum.

Karen Cimorelli, Director of Disability Support Services & Veteran Affairs from Coordinator of Services for Students with Disabilities, effective August 1, 2022, \$80,000 per annum.

Dr. Nicole Cippoletti, Dean of the Scotch Plains & Virtual Campus from Associate Dean of Scotch Plains, effective August 1, 2022, \$117,400 per annum.

Dr. Takeem Dean, Assistant Vice President of Student Development & Dean of Students from Dean of Students, effective August 1, 2022, \$129,600 per annum.

William Dunscombe, Dean of STEM from Interim Dean of STEM, effective August 1, 2022, \$140,000 per annum.

Joanne Kula, Director of Continuing Education & Industry Business Institute from Assistant Director of Continuing Education, effective August 1, 2022, \$78,400 per annum.

Deanna Muniz, ExCEL Grant Coordinator from Title V Program Secretary, effective August 1, 2022, \$48,269 per annum.

Jose Paez-Figueroa, Assistant Dean of Learning Resources from Director of Academic Learning Center, effective August 1, 2022, \$95,000 per annum.

Dr. Melissa Sande, Assistant Vice President of Academic Affairs & Dean of Humanities from Dean of Humanities, effective August 1, 2022, \$141,525 per annum.

Rosebriar Chelot, Student Services Generalist, effective August 16, 2022, \$44,000 per annum.

**Employment Separations:**

David Uibelhoer, Director of Instructional Design, Academic Affairs, effective July 5, 2022.

Polly Del Campo, Executive Assistant, Academic Affairs, effective July 11, 2022.

Teresa Petraca, Student Services Specialist, Academic Affairs, effective July 14, 2022

Lorraine Vadala, Student Services Specialist, Academic Affairs, effective July 14, 2022.

Salim Williams, Student Services Generalist, Student Development, effective July 14, 2022

Talia Martinez, Instructional Support Specialist, Academic Affairs, effective July 21, 2022.

Dason Stephens, Custodian, Finance & Operations, effective July 31, 2022.

Lisa Ginder, One Stop Manager, Student Development, effective August 5, 2022.

Jessica Tondt, American Honors Administrator, Academic Affairs, effective August 11, 2022.

Rocio Francisco, Student Services Generalist, Student Development, effective August 18, 2022.

Ali Ragoub, Academic Specialist, Engineering, Academic Affairs, effective August 31, 2022.

Phyllis Mirabella, Director of Communications Center, Administrative Services, effective September 9, 2022.

Tin Wong, Help Desk Specialist, Finance & Operations, effective September 9, 2022.

Kathryn Vellios, Director of Student Accounts, Student Development, effective September 23, 2022.

Bryanah Wilkins, Student Services Generalist, Student Development, effective September 23, 2022.

Kathleen Giannecchini, Coordinator of Stewardship & Donor Relations, Union College Foundation, President's Office, effective October 1, 2022.

Luis Logo, Facilities Site Lead, Finance & Operations, effective October 1, 2022.

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

### **SAFETY REPORT**

Dr. McMenamin stated that in compliance with N.J.S.A. 18A:3B-71 requiring reporting of campus crimes and fire incidents for the period from June 3, 2022 to August 31, 2022, Public Safety advised that there was one incident to report: the theft of a bicycle which was secured at a bicycle rack in front of the Lessner Building on the Elizabeth Campus.

### **BUDGET AND FINANCE COMMITTEE**

Mr. Connolly 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 reviewed the Current Estimate Report and stated that at this time, a transfer to Unrestricted Net Position of \$1.1 million is anticipated for fiscal year ended June 30, 2023.

Mr. Connolly presented the following Resolutions for approval:

### **Grant Resolutions**

#### **Resolution F022-113 - County College Based Center for Adult Transition Grant**

**WHEREAS**, Union College of Union County, New Jersey as a comprehensive community college, seeks to enhance the lives of individuals with intellectual and developmental disabilities by providing transitional services, peer mentoring, educational opportunities, career exploration and linkage to community services, and

**WHEREAS**, the College applied to the State of New Jersey, Office of the Secretary of Higher Education ("OSHE") for the County College Based Center for Adult Transition Grant to provide students up to the age of twenty four, who have developmental disabilities, the support and resources necessary to experience more successful transitions from secondary school to postsecondary education and adult employment, and promote independent living opportunities by providing appropriate skills to be successful, and

**WHEREAS,** the Center will support the educational mission of Union College of Union County, New Jersey by creating an inclusive community that meets the diverse needs of students through advocacy, equitable access, support, and resources, and

**WHEREAS,** the College will engage an initial cohort of not more than fifteen students, who are able to administer their own medication if applicable, have the capability to attend to their personal hygiene, have a strong desire to become an independent adult, and possess sufficient emotional stability to participate successfully, and

**WHEREAS,** Union College of Union County, New Jersey received notification that funding in the amount of \$250,000 was awarded for the period June 15, 2022 to June 30, 2023 by the State of New Jersey, Office of the Secretary of Higher Education (“OSHE”) for the County College Based Center for Adult Transition Grant;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey accepts the funding of \$250,000 from the State of New Jersey, Office of the Secretary of Higher Education (“OSHE”) for the County College Based Center for Adult Transition Grant for the period June 15, 2022 to June 30, 2023.

**Resolution F022-114 - ABLE PLUS Consortium Funding Acceptance**

**WHEREAS,** Union College of Union County, New Jersey, 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 Investment Act of 1998, Title II, the Adult Education and Family Literacy Act, and

**WHEREAS,** the ABLE PLUS Consortium consists of Union College of Union County, New Jersey, 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 Basic Skills Programs that assist adults to become literate and obtain the knowledge and skills necessary for employment and self-sufficiency, to become full partners in the educational development of their children and complete a secondary school education, and

**WHEREAS,** Union College of Union County, New Jersey, as the lead agency, is responsible for tracking and reporting progress and results for the delivery of programs and services across the Consortium and these programs and services 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 469 clients for the duration of this program, and the Consortium is expected to service 781 clients in total, and

**WHEREAS,** on June 28, 2022, the State of New Jersey Department of Labor and Workforce Development notified Union College of Union County, New Jersey that the Consortium will be awarded \$1,643,850, and

**WHEREAS,** the State of New Jersey Department of Labor and Workforce Development approved \$1,643,850 to the Consortium; the distribution of funds will include \$976,850 to Union College of Union County, New Jersey for the period July 1, 2022 to June 30, 2023;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey accepts \$1,643,850 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, 2022 to June 30, 2023.

**Resolution F022-115 - New Jersey Pathways to Career Opportunities Initiative**

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

**WHEREAS,** New Jersey's Community Colleges and the New Jersey Business and Industry Association (NJBIA) have come together to launch a transformational initiative designed to align the State's educational system to build an innovative workforce. The New Jersey Pathways to Career Opportunities Initiative will align employers, industry associations, labor unions, educational institutions, and workforce development partners to provide students and workers with the career pathways they need to find new careers and opportunity, and to ensure that employers have access to a highly skilled workforce to meet critical labor market needs, and

**WHEREAS,** the initiative will focus on ten career areas through Centers of Workforce Innovation to build pathways with aligned curriculum shared across educational partners to serve the learning lifespan of students and workers to build an innovative workforce centering around four industries: Health Services, Technology and Innovation, Infrastructure and Energy and Manufacturing and Supply Chain Management, and

**WHEREAS,** on February 21, 2022, the College was notified that it was awarded the amount of \$15,714 from the New Jersey Community College Consortium for Workforce and Economic Development Consortium for the College to participate in the planning phase of the New Jersey Pathways to Career Opportunities Initiative Patient Care and Supply Chain Logistics, and the Board of Trustees accepted this funding at the June 21, 2022 Board Meeting, and



**WHEREAS,** on June 30, 2022, the College was notified that it was awarded the amount of \$149,000 from the New Jersey Community College Consortium for Workforce and Economic Development Consortium for the College to participate in the work phase of the New Jersey Pathways to Career Opportunities Initiative Patient Care and Supply Chain Logistics;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey accepts the funding of \$149,000 from the New Jersey Community College Consortium for Workforce and Economic Development for the New Jersey Pathways to Career Opportunities Initiative for Patient Care and Supply Chain Logistics.

On motion duly made by Mr. Connolly, seconded by Mr. Castro and unanimously carried, the Board approved Resolutions F022-113 through F022-115 for adoption.

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

#### **Resolution F022-116 - Additional Chemistry Laboratory Supplies**

**WHEREAS,** the College has a need for chemistry laboratory supplies to facilitate teaching and enhance student learning, in support of the mission of the College, and

**WHEREAS,** the County College Contract Law, N.J.S.A. 18A:64A-25.10. provides authority for joint purchasing by county colleges, municipalities, or counties to enter agreements with other institutions of higher education or with other units of government, and

**WHEREAS,** Camden County College issued and awarded bid #FY22JPC-33 for laboratory supplies on behalf of the New Jersey Council of County Colleges Joint Purchasing Consortium (NJCC JPC), and

**WHEREAS,** on June 22, 2022, the Board awarded a contract to VWR Funding, Inc Dba VWR International LLC, Radnor, PA to provide biology and chemistry laboratory supplies and a dishwasher for Fiscal Year 2022-2023 for a total cost not to exceed \$52,844, and

**WHEREAS,** VWR Funding, Inc Dba VWR International LLC, Radnor, PA has submitted a proposal under NJCCC JPC for additional chemistry laboratory supplies in the amount of \$16,000 for fiscal year 2022-2023, and

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

**WHEREAS,** the Vice President of Finance and Operations has determined that the total contract award will exceed \$17,500, and

**WHEREAS,** the New Jersey Council of County Colleges Joint Purchasing Consortium utilized competitive bidding for their awards and the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4 et seq. provides that contracts arrived at through an open and fair process are exempt from the Pay-to-Play law, thereby releasing Union College of Union County, New Jersey from the requirement to obtain Pay-to-Play documentation, and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey award a contract for additional laboratory supplies to VWR Funding, Inc Db a VWR International LLC, Radnor, PA for \$16,000, for a total award not to exceed \$68,844 for Fiscal Year 2022-2023.

**Resolution F022-117 - Kellogg Freight Elevator Remediation**

**WHEREAS,** as a result of the damages inflicted by Hurricane Ida on the Kellogg building, the freight elevator requires both repair and remediation to insure greater protection against flood events, 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 national recognized and accepted cooperative purchasing agreement, and

**WHEREAS,** Kone, Inc, Moline, IL has submitted a proposal under OMNIA partners contract #2019001564 to repair and raise the freight elevator controller and isolate the transformer to provide greater protection against flood events for a total cost not to exceed \$41,900 for Fiscal Year 2022-2023, and

**WHEREAS,** the College is applying to recoup this expenditure through a FEMA application as this is considered mitigation efforts and coverable under same, 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 exceed \$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 Partners utilized competitive bidding for the award of the contract to Kone, Inc, Moline, IL thereby releasing Union College of Union County, New Jersey from the requirement to obtain Pay-to-Play documentation, and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey ratify a contract to Kone, Inc, Moline, IL. for the Kellogg freight elevator remediation at a cost not to exceed \$41,900.

**Resolution F022-118 - On-Call Plumbing Services**

**WHEREAS,** the College has a need for on-call plumbing services, including parts, to maintain normal operations on all campus buildings, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.11.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,** the College can utilize Robert Griggs Plumbing and Heating LLC, Hillsborough, NJ to satisfy ongoing on-call plumbing services under Hunterdon County Educational Service Commission (HCESC) contract # SER-20C in an amount not to exceed \$73,854 from December 5, 2022 to December 4, 2023, and

**WHEREAS,** the cost through December 4, 2022 with Robert Griggs Plumbing and Heating LLC, Hillsborough, NJ is projected to be \$100,267, 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 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 Union College of Union County, New Jersey award a contract to Robert Griggs Plumbing and Heating LLC, Hillsborough, NJ at a cost not to exceed \$73,854 for on-call plumbing services, including parts, from December 5, 2022 to December 4, 2023.

**Resolution F022-119 - Supplemental Practical Nursing Review Materials**

**WHEREAS,** the College has a need to provide students enrolled in the Licensed Practical Nurse (LPN) program with comprehensive review courses, including electronic resources, to enhance and evaluate students' knowledge of content and to prepare them to pass the National Council Licensure Examination (NCLEX) in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.5.a.(6) provides for an exception to the requirement of advertising for bids in the provision of textbooks, copyrighted materials including without limitation books, periodicals and other printed or published matters, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A-64A-25.5.a.(15) provides for awarding of contracts for professional services without public competitive bids, 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,** Ascend Learning Holdings, LLC, DbA Assessment Technologies Institute has provided supplemental practical nursing review materials to ensure student success on the NCLEX-PN at a cost not to exceed \$27,225 for Fiscal Year 2022-2023, and

**WHEREAS,** the College has received Federal and State grant awards to cover costs associated with the disruption of campus operations due to the Coronavirus and this purchase has been identified as a cost that is reimbursable under such funding, and

**WHEREAS,** 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 value of the acquisition will exceed \$17,500, and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey award a contract to Ascend Learning Holdings, LLC, DbA Assessment Technologies Institute for supplemental practical nursing review materials for a cost not to exceed \$27,225 for a total award for Fiscal Year 2022-2023.

**Resolution F022-120 - Cloud Managed Smart Security Cameras and UPS Upgrades**

**WHEREAS,** there exists a need throughout the College for additional cloud managed smart security cameras to enable the College to access security footage from a remote environment via automatic cloud proxy and for UPS upgrades which will tie back to generator power to keep the network fully functional during an outage, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A.18A:64A-25.5. a.(19) provides for an exception to the requirement of advertising for bids in the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

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

**WHEREAS,** the College has received Federal and State grant awards to cover costs associated with the disruption of campus operations due to the Coronavirus and this purchase has been identified as a cost that is reimbursable under such funding, and

**WHEREAS,** on June 21, 2022, the Board of Trustees awarded a contract to Aspire Technology Partners, LLC, Eatontown, NJ to provide voice and data, software maintenance renewal and support for Fiscal Year 2022-2023 for a total cost not to exceed \$222,999, and

**WHEREAS,** Aspire Technology Partners, LLC, Eatontown, NJ has submitted proposal under National Joint Purchasing Alliance (NJPA) Contract #AR3227 #21-TELE-01506 to provide additional cloud managed smart security cameras on all campuses for a cost not to exceed \$350,777, and

**WHEREAS,** Aspire Technology Partners, LLC, Eatontown, NJ has also submitted a proposal under National Cooperative Purchasing Alliance (NCPA) Contract #01-97 to provide UPS upgrades to all network closets which will tie back to generator power to keep the network fully functional during an outage for a cost not to exceed \$230,057, 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,** NJPA and NCPA utilized competitive bidding for the award of the contracts to Aspire Technology Partners, LLC, Eatontown, New Jersey and the New Jersey Local Unit Pay-to-Play Law, N.J.S.A. 19:44A-20.4. et seq., provides that contracts arrived at through an open and fair process are exempt from the Play-to-Play law, thereby releasing Union 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 Union College of Union County, New Jersey award contracts to Aspire Technology Partners, LLC, Eatontown, NJ for cloud managed smart security cameras and UPS upgrades on all campuses at a cost not to exceed \$580,834 for a total award not to exceed \$803,833 for Fiscal Year 2022-2023.

**Resolution F022-121 - Additional Dark Fiber Network Cabling**

**WHEREAS,** dark fiber equipment and cabling support services are necessary for seamless and secure data transmission across 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. (19) provides for exceptions to the requirement for advertising for bids for the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.28 (d) provides for exceptions to the requirement for advertising for bids for the provision of goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware not more than five (5) years, and

**WHEREAS,** on April 19, 2022, Cross River Fiber LLC, Morristown, NJ was awarded a contract for \$15,000 for removing and rerouting the dark fiber equipment from the Rahway campus and for ongoing dark fiber equipment and support services for 60 months, from Fiscal Years 2022-2027 at a cost per year of \$39,000, for a total cost not to exceed \$195,000, and

**WHEREAS,** Cross River Fiber LLC, Morristown, NJ has submitted an additional proposal to provide ongoing dark fiber equipment and support services at \$3,250/month for 60 months from Fiscal Years 2022-2027, at a cost per year at \$39,000 for a total additional cost not to exceed \$195,000, and

**WHEREAS,** while the traditional cost for dark fiber equipment was \$78,000 per annum, there was an understanding that circuit charges would be halved based on the removal of the equipment from Rahway resulting in the \$39,000 award per annum. Rather,

a new circuit had to be created to assure continuity and level of services, at an additional cost of \$39,000 per annum, bringing the total award back to the historical cost of \$78,000 per annum, 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,** Cross River Fiber LLC, Morristown, NJ has completed and submitted Business Entity Disclosures and Political Contribution Disclosure Certifications, certifying that Cross River Fiber LLC, Morristown, NJ has not made any reportable contributions to a political or candidate committee in the one year previous to their contract awards, and that they will be prohibited from making any reportable contributions through the term of the contract, and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey award a contract to Cross River Fiber LLC, Morristown, NJ for the additional dark fiber network cabling and support services at an additional cost per year of \$39,000 for a total of \$195,000 for Fiscal Years 2022 through 2027, for a total award to exceed \$390,000 for Fiscal Years 2022 through 2027.

On motion duly made by Mr. Connolly, seconded by Mr. Castro and unanimously carried, the Board approved Resolutions F022-116 through F022-121 for adoption.

### **Contract to be Awarded Through a Bid or Request for Proposal**

#### **Resolution F022-122 - On-Call HVAC Services**

**WHEREAS,** the College has a need for on-call HVAC services, including parts, to maintain normal operations on all campus buildings, in support of the mission of the College, and

**WHEREAS,** a request for bids was advertised in the Star Ledger, Newark, NJ on July 28, 2022, for HVAC maintenance, repair services, and materials for the College, and

**WHEREAS,** the bid invitations were distributed to eight (8) prospective vendors and two (2) bids were received and opened publicly on August 18, 2022, and

**WHEREAS,** Hutchins HVAC Inc., Union Beach, NJ submitted the lowest responsible bid in an amount not to exceed \$181,340 for a two-year award for HVAC maintenance, repair services, and materials, and

**WHEREAS,** the cost through September 30, 2022 with Hutchins HVAC Inc., Union Beach, NJ is projected to be \$43,716, and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey award a contract to Hutchins HVAC Inc., Union Beach, NJ at a cost not to exceed \$181,340 for on-call HVAC services, including parts, from October 1, 2022 through September 30, 2024.

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

**Resolution F022-123 - 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 \$507.00, and

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

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

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

Mr. Connolly reported the College is continuing to review the self-insured health insurance program to ensure that this program is in our best economic interest.

**BUILDINGS AND GROUNDS**

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

Mr. Katz presented the following Resolutions for approval:



**Resolution B022-007 - Authorization for Shared Services Agreement with Union County Improvement Authority for the Cranford Campus Physical Education Facility Renovation**

**WHEREAS,** the physical education facility on the Cranford campus is in need of renovation and expansion for this space to be fully utilized and operational, and

**WHEREAS,** the physical education facility does not meet current National Junior College Athletic Association and Garden State Athletic Conference standards, and

**WHEREAS,** the total cost of the overall design work along with the physical education facility expansion and renovation is expected to be \$20 million and will provide expansion of the existing gym including bleachers, addition of locker rooms, addition of rooms for visiting teams, new lobby area and renovation of athletic offices, and

**WHEREAS,** on February 25, 2020 pursuant to N.J.S.A. 18A:64A-19, the Board of Trustees adopted a resolution and determined that a) that it is necessary for the College to expend \$20 million for a renovated and expanded physical education facility, b) the estimated cost of the expansion and renovation is \$20 million, c) the amount of money needed for such purpose by the Board of Trustees of the College is \$20 million and d) the College will pursue Chapter 12 State Funding for a portion of said purpose, and

**WHEREAS,** the project will be funded by Chapter 12 Bonds authorized by the County of Union, and

**WHEREAS,** the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. permit county colleges to share services for particular purposes and to effectuate agreements for any service or circumstance that will aid and encourage a reduction of expenses, and

**WHEREAS,** the Union County Improvement Authority (the “Authority”) has offered to serve as project manager for the renovation and expansion of the physical education facility on the Cranford campus, and assist with the construction of the project by retaining professional services, managing the procurement process and providing construction management services, and

**WHEREAS,** in order to facilitate the construction of the project, a Shared Services Agreement (“Agreement”) by and Between The Union County Improvement Authority and Union College of Union County, New Jersey for the provision of services in connection with the renovation of a physical education facility on the Cranford campus has been prepared to establish the rights and responsibilities of each of the parties toward construction of the project - a copy of which is attached to and made part of this resolution as Exhibit A, and

**WHEREAS,** the Agreement also provides that the Authority will receive the sum of \$200,000 for administrative costs;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Union College of Union County, New Jersey delegate to the President, the authority to accept, approve and sign the Shared Services Agreement, under similar terms to those presented herein.

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

**Resolution B022-008 - Permitted Use Agreement - Amateur Astronomers, Inc.**

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

**WHEREAS,** on May 25, 2010, the Board of Trustees of the College entered into a Permitted Use Agreement (“Agreement”) 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,** AAI desires to enter into a renewal Permitted Use Agreement, and

**WHEREAS,** AAI agrees to the terms and conditions of Union County 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,** AAI agrees to limited access of the Observatory through the College’s Public Safety officers who will supervise entry and exit, and

**WHEREAS,** the Agreement is for a period of two years, commencing September 21, 2022 and ending September 20, 2024, and either party has the right to cancel this Agreement at any time upon giving at least six months advance notice to the other party, 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 Union College of Union County, New Jersey College approve and authorize the Permitted Use Agreement with Amateur Astronomers, Inc., under identical terms to those presented herein.

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

**Resolution B022-009 - Replacement of Perimeter Fencing on Cranford Campus**

**WHEREAS,** the College has a need for replacement of perimeter fencing on the Cranford campus, in support of the mission of the College, and

**WHEREAS,** the County College Contracts Law, N.J.S.A. 18A:64A-25.11a. 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,** Guardian Fence Co., Inc. Newark, NJ has provided a proposal under Hunterdon County Educational Services Commission (HCESC) contract number Cat/Ser-19-16 to remove and dispose the existing fencing and install new fence sections throughout the Cranford campus in an amount not to exceed \$217,117, 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 Guardian Fence Co., Inc. 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 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 Union College of Union County, New Jersey award a contract to Guardian Fence Co., Inc. Newark, NJ at a cost not to exceed \$217,117 for replacement of perimeter fencing on the Cranford campus.

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

**Kellogg Recovery Status:**

Mr. Katz reported that at the Building and Grounds Committee meeting held earlier, Dr. Wilkin presented an overview of comparative photos from the flood damage due to Hurricane Ida and the repairs that were completed or in various stages of completion.

**Cell Tower Update:**

Mr. Katz reported that discovery regarding the cell tower still continues.

**OPEN MEETING TO THE PUBLIC**

No one addressed the Board.

**UNFINISHED BUSINESS**

On motion duly made by Mr. Castro, seconded by Mr. Connolly 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 PT022-004 – Resolution Authorizing a Closed Session of the Board of Trustees of Union College of Union County, New Jersey**

**WHEREAS**, the Board of Trustees of Union College are subject to New Jersey's Open Public Meetings Act; and

**WHEREAS**, the Open Public Meetings Act generally requires that all meetings of public bodies be open to the public but that the public may be excluded from a portion of a meeting at which items requiring confidentiality are to be discussed as enumerated in N.J.S.A. 10:4-12b; and

**NOW, THEREFORE BE IT RESOLVED** by the Board of Trustees of Union County College, pursuant to the Open Public Meetings Act that:

1. The Board of Trustees of Union County College shall hold a closed meeting on September 20, 2022 from which the public shall be excluded.
2. The Executive Session will convene at approximately 6:45 p.m. and is expected to last until approximately 7:05 p.m.
3. The Board of Governors is invited to attend this meeting.
4. The general nature of the subjects to be discussed at said closed meeting involves potential litigation and contract negotiation.
5. The Minutes of said closed meeting shall be made available for disclosure to the public consistent with N.J.S.A.10:4-14, when the item which is the subject of the closed session is resolved and a reason for confidentiality no longer exists.

On motion duly made by Mr. Betancourt, seconded by Mr. Castro and unanimously carried, the Board approved the Resolution for adoption at 6:45 p.m. The meeting went into Executive Session and the meeting resumed.

**ADJOURNMENT**

With no further business on the agenda, a motion for adjournment was made by Mr. Betancourt, seconded by Mr. Castro at 7:09 p.m.