

**Summary of Proceedings at the
Meeting of the Board of Trustees**

March 12, 2013

5:00 p.m.

**Mary T. Norton Room, 70 Sip Avenue
Jersey City, New Jersey**

Trustees present were: Karen A. Fahrenholz (Secretary/Treasurer); James Fife; Dr. Glen Gabert (ex officio); Shannon Gallagher (Alumni Representative); Roberta Kenny; Joanne Kosakowski, Bakari Gerard Lee (Vice Chair); William J. Netchert (Chairman); Jeanette Peña; Adrienne Sires; and Alfred Zampella.

Trustees not present were: Katia Stack

Comments from the Public:

Dr. Lloyd Kahn, Professor of Life Science and President of the Professional Association, made a request to implement the recommendation of the mediator for a higher starting salary for new faculty as well as rewarding long-time faculty.

Awards, Recognitions and Special Reports:

Dr. Gabert reported on the following:

- The Topping Out ceremony for the construction of the new library/classroom building is scheduled for Tuesday, April 2, 2013 at 10:00 a.m. at the construction site.
- The Annual Focus Goals, included among the resolutions to be voted on, will take the College through June, 2014. President Gabert thanked members of the College Community who helped in their development. Chairman Netchert thanked the Academic and Student Affairs Committee: Chair, Karen Fahrenholz, trustees Roberta Kenny, Jeanette Peña, Adrienne Sires and Student Alumni Representative Shannon Gallagher for their time and effort in getting the focus goals completed.

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- A recommendation to increase tuition by 2% is included among the resolutions. This equates to \$2.25 more per credit hour or about \$75.00 per year for a typical student. Dr. Gabert said this would result in a projected increase of \$400,000 in revenue which is less than the increased College share of employee benefits.
- Resolutions will be presented under “New Business” regarding State Bond Applications for the construction/renovation of the Joseph Cundari building and parking lot at 870 Sip into a science building and for Equipment Leasing Applications.

Trustee Lee announced the following events and encouraged trustees to attend:

- NJCCC Trustees Ambassador Day, Thursday, March 21, 2013, 9:15 a.m. – 1:30 p.m. at the Statehouse in Trenton, NJ.
- NJCCC Trustee Retreat on “*Student Success and Governance*,” April 15, 2013, 3:00-8:00 pm at Middlesex County College in Edison, NJ.

The trustees **approved the minutes** of the Regular Meeting of February 19, 2013.

The following actions were taken concerning **fiscal, administrative, lease and capital recommendations** brought forward by the Administration and endorsed by the Finance Committee:

- The purchase of 37 OptiPlex computers was awarded to Dell Marketing L.P. of Round Rock, Texas at a cost not to exceed \$32,736.12.
- The service for repairs outside the scope of the service contract was awarded to ThyssenKrupp Elevator of Cranford, New Jersey at a cost not to exceed \$10,000.00 for Fiscal Year 2013.
- The Purchasing Agent was given authorization for the award of Lab Equipment & Supplies Vendor for FY 13 to be awarded to VWR Education, LLC d/b/a Ward’s Natural Science of Rochester, New York, as a pay-to-play certified vendor at a cost that will exceed \$17,500.
- The purchase and installation of two (2) Multimedia Podium Presentation Systems from Video Corporation of America of Somerset, New Jersey at a total cost not to exceed \$39,099.00 was approved.

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- The purchase of electrical parts and supplies from Jewel Electric Supply Company of Jersey City, New Jersey, at a total cost not to exceed \$20,000.00 was approved.
- The Tuition and Fee Policy for 2014 was approved. (*see attached*)
- The award of consultant to assist in the operations of the campus capital projects was awarded to Wade Frazee, of Glenwood, New Jersey at a cost not to exceed \$26,250 for the remainder of Fiscal Year 2013.
- The report of the Facilities Ad Hoc Committee for its meeting of September 6, 2012 was accepted for inclusion in the record.

The following actions were taken concerning **new business**:

- The adoption of institutional goals through June 30, 2014 was approved. (*see attached*)
- The resignation of a Director, Non-Credit Programs was accepted.
- The award of a vendor for culinary appliances was awarded to Culinary Depot of Lakewood, New Jersey at a cost not to exceed \$25,529.48.
- The Technology Plan for FY2014-2018 was approved (*see attached*)
- The HCCC Facilities Master Plan was updated (*see attached*)
- Applications to the N.J. Department of Higher Education for grants for capital projects funded by various state bond issues were approved.
- Chairman Netchert thanked Shannon Gallagher, Student Alumni Representative, for serving as volunteer ambassador to promote the NJ STARS Program.

The **meeting was adjourned** at 5:45 p.m.

The minutes of the Board of Trustees, upon approval, are available in the College Library, the President's Office and on the College website.