

BYLAW

- A. A practicing attorney at law in the State of New Jersey shall be retained by the Board of Trustees to render legal advice when needed. The retainer fee shall be fixed by the Board of Trustees at the time of the contract award. For the retainer fee, the attorney shall agree to perform the following legal services:
1. Attend all regular, special, and caucus meetings of the Board of Trustees except when excused by the Chairman.
 2. Attend meetings of committees of the Board of Trustees as requested by the Chairman.
 3. Advise the Board on all new decisions of the courts relating to pending College matters.
 4. Maintain a close personal association with other College board attorneys to benefit by the constant interchange of ideas.
 5. Be responsible for and conduct the law business of the Board and its committees.
 6. Advise the Board, individual Board members, and the College President regarding College affairs.
 7. Advise the Board on the acquisition of real estate and the examination of title thereto.
- B. The College attorney shall be paid on a reasonable fee basis for services rendered in connection with the performance of the following duties and responsibilities, when requested by the Board of Trustees:
1. Prosecute, defend, or otherwise appear as counsel for the Board of Trustees in all actions which may be brought by or against it or any officer or employee thereof in his or her official capacity for or by reason of any matter in which the Board is interested in any court of the State.
 2. Represent the Board of Trustees in mediation, fact-finding, arbitration, or court action pursuant to the New Jersey Employer-Employee Relations Act.
 3. Negotiate contracts between the Board of Trustees and employee bargaining units of the College unless the Board has appointed specialized labor counsel.
 4. Other legal service items not enumerated in paragraph A above shall be on a reasonable fee basis and shall not be undertaken without prior approval by the Board of Trustees or its designee.

ADOPTED: February 22, 1965
Revised: November 7, 1983
Revised: August 22, 1994

Revised: May 6, 1974
Revised: November 4, 1985
Revised: November 2, 1998

Revised: April 28, 2022