BOARD OF TRUSTEES
PUBLIC MEETING

March 4, 2014 - 5:00 p.m.
TEC 128 BC

I. Call to Order

II. Open Public Meetings Act Statement

III. Roll Call

IV. Pledge of Allegiance

V. Reports
   A. Vice Chairman
   B. Secretary
   C. Treasurer – Financial Report
   D. President – Budget Presentation – Victor Anaya, Executive Director of Finance, Administrative Services
   E. Committees
      1. Audit and Finance/Legal
      2. Board of School Estimate
      3. Education and Student Affairs
      4. Foundation/Grants/Endowments
      5. Personnel
      6. Site and Facilities
      7. Strategic Planning and Issues
   F. Liaison to New Jersey Council of County Colleges
   G. Alumni Trustee
   H. Chairman

VI. Unfinished Business

VII. New Business/Open to the Public

VIII. Actions
      A. Approval of Minutes with recusal memos and lists – February 4, 2014
      B. Consent Agenda – March 4, 2014
      C. Other

IX. Executive Session

X. New Business/Open to the Public

XI. Adjournment
CONSENT AGENDA
Tuesday, March 4, 2014

Actions to be considered by the Board of Trustees. Additional actions may be added to this list and may be considered by the Board. Any actions herein listed may be removed from the Agenda by the Board prior to passage.

APPROVAL OF MINUTES – February 4, 2014

AUDIT AND FINANCE (A/F)
1. Approval of Legal Vouchers - Schepisi & McLaughlin, PA.
2. Approval of Legal Vouchers – DeCotiis, FitzPatrick & Cole, LLP.
3. Approval of Legal Vouchers – Genova Burns Gianomasi Webster
5. Authorize Contract with O’Connor Davies, for Auditing Services
6. Approve FY 2014-2015 Tuition Rate and Security Fee per Credit Rate.
7. Continuing Education – Authorization to approve payment to Career Development Institute.
8. Perkins Grant: Authorization to Award Public Bid P-2129 Hybrid Classrooms Cisco Lecture-Capture Upgrade
10. State Contract: Authorization to Renew Microsoft Campus Agreement
12. Amend Board Action A/F8 dated February 4, 2014: Authorize the purchase of janitorial supplies as per the revised tabulation due to a mathematical error in the extension for line item nos. 124 and 163.
13. Perkins Grant: Authorization to award Public Bid P-2134 for purchase of Ultrasound Tables and Specialty Seating
14. Perkins Grant: Authorization to Purchase Hospitality Management Point of Sale System
15. State Contract: Authorization to Purchase Hewlett Packard Printers
17. Authorization for The Freemount Corporation to Provide Public Speaker and Workshops
18. Approval of Legal Services – Harwood Lloyd, LLC.

EDUCATION AND GRANTS (E/G)
1. Authorize payment for the keynote speaker for The College’s first annual STEM-C2 Research Summit
2. Authorization for Women’s History Month 2014 keynote speaker Evelyn McDonnell
5. To approve applying for the Working Families Success Network Grant
7. Enter a partnership with Bergen County Technical Schools – Paramus Campus.
8. Authorize Submission of a Budget Amendment Application to the FY14 Perkins Grant
CONSENT AGENDA
March 4, 2014
Page Two

PERSONNEL (P)
1. Appointment
   a. Professional Assistant (Tutorial Supervisor) Faculty
   b. Technology Support Specialist I / Professional Staff
   c. Project Personnel/Health Professions Opportunities Grant
   d. Acting Coordinator of Veterans and Military Affairs/Professional

2. Reappointment Faculty: Fourth and Fifth Reappointment (with tenure)

3. Reclassification: Project Personnel – Grant

4. Approve: Return from Leave of Absence/Professional

5. Transfer: Enrollment Services Coordinator/Professional Staff

6. Retirement
   a. Professional Staff
   b. Faculty
   c. Support Staff

7. Termination: Professional Staff

8. Confer Professor Emeritus Status

SITE AND FACILITIES (S/F)
1. Professional Service: Authorization to award Public Complex Storm water Master General Permit Services to GZA GeoEnvironmental, Inc.

2. Professional Service: Authorization for H&H Engineering to provide technical support and assist the College with the filing of the required grant documentation for Gym Emergency Shelter Generator System
Resolution:
Approval of Legal Vouchers - Schepisi & McLaughlin, PA

Submitted By
Dr. B. Kaye Walter, President
Dr. Ronald Milon, Vice President, Administrative Services

Action Requested
Approval for payment of the following legal vouchers:

01/02/14 – 02/07/14     Schepisi & McLaughlin, PA  $ 44,187.00

Legal bills are available on the College’s web site under the Board of Trustees at the following address:

http://www.bergen.edu/pages1/pages/8037.aspx

Charge To: College Operating Funds
Account Number: 10-01-186100-607566
Resolution:
Approval of Legal Vouchers – DeCotiis, FitzPatrick & Cole, LLP

Submitted By
Dr. B. Kaye Waller, President
Dr. Ronald Milon, Vice President, Administrative Services

Action Requested
Approval for payment of the following legal vouchers:

01/03/14 – 01/08/14  DeCotiis, FitzPatrick & Cole, LLP.  $ 831.34

Legal bills are available on the College’s web site under the Board of Trustees at the following address:

http://www.bergen.edu/pages1/pages/8037.aspx

Charge To:  College Operating Funds
Account Number:  10-01-186100-607566
Resolution:
Approval of Legal Vouchers – Genova Burns Giantomasi Webster, LLC.

Submitted By
Dr. B. Kaye Walter, President
Dr. Ronald Milon, Vice President, Administrative Services

Action Requested
Approval for payment of the following legal vouchers:

Review of Payroll Issues

01/13/14 – 01/30/14 Genova Burns Giantomasi Webster, LLC $ 3,926.09

Legal bills are available on the College’s web site under the Board of Trustees at the following address:

http://www.bergen.edu/pages1/pages/8037.aspx

Charge To: College Operating Funds
Account Number: 10-01-186100-607566
Resolution:
Approval of Labor Consultant Vouchers – Marvin M. Goldstein, Esq.

Submitted By
Dr. B. Kaye Walter, President
Dr. Ronald Milon, Vice President, Administrative Services

Action Requested
Approval for payment of the following labor consultant voucher – invoice # 41

01/02/14 – 01/31/14  Marvin M. Goldstein, Esq.  $7,728.50

Labor consultant invoices are available on the College’s web site under the Board of Trustees at the following address:

http://www.bergen.edu/boaddoftrustees/Pages/8083%20Copy_ConsultingPage.aspx

Charge To:  College Operating Funds
Account Number:  10-01-126100607777
Resolution
Authorize Contract with O'Connor Davies, for Auditing Services

Submitted By
Dr. B. Kaye Walter, President
Dr. Ronald Milon, Vice President, Administrative Services
Mr. Victor Anaya, Executive Director, Finance

Action Requested
Authorize the Vice President of Administrative Services to enter into a contract with O'Connor Davies for Auditing Services, for the total amount of $56,000.00 plus any costs for professional management time incurred, for fiscal year 2014, with an additional one-year option period, with the College having sole discretion in granting said option.

Justification
The above services include the audit of financial statements, issuance of management letter, audit of Federal OMB A-133, New Jersey OMB 04-04, enrollment audit, and payroll audit.

Five (5) proposals were received and are listed below:
O'Connor Davies
Spire Group
Donohue, Gironda & Doria
Wiss & Company
Clifton Larson Allen, LLP

The Request for Proposals was advertised on the College website in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process."

This service is exempt from bidding in accordance with New Jersey County College Contract Law 18A:64A-25.5(1)

Charge To: College Operating Funds
Account Number: 10-01-186100-607567
BOARD OF TRUSTEES ACTION A/F 6
Approval Date: March 4, 2014

Resolution
Approve FY 2014-2015 Tuition Rate and Security Fee per Credit Rate

Submitted By
Dr. B. Kaye Walter, President
Dr. Ronald A. Milon, Vice President, Administrative Services
Mr. Victor Anaya, Executive Director, Finance

Action Requested
To implement the following increase to tuition for the Fall 2014 semester.

<table>
<thead>
<tr>
<th>Category</th>
<th>Current Rate</th>
<th>Proposed Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition-In County</td>
<td>$130.55</td>
<td>$132.50</td>
</tr>
<tr>
<td>Out of County</td>
<td>$272.00</td>
<td>$274.00</td>
</tr>
<tr>
<td>Security Fee Per Credit</td>
<td>$ 1.00</td>
<td>$ 2.00</td>
</tr>
</tbody>
</table>

Justification
The increase is made to the tuition rate and the security fee per credit rate as required to fund the FY2014-2015 budget.

The other fees all remain unchanged.

Historical Tuition Increases
FY10  8.0%
FY11  6.0%
FY12  5.5%
FY13  3.0%
FY14  1.5%
FY15  1.5%
Resolution
Continuing Education: Authorization to approve payment to Career Development Institute.

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Dr. William Mullaney, Vice-President, Academic Affairs
Ms. Christine Gillespie, Dean of Continuing Education

Action Requested
To authorize payment to Career Development Institute for Animal Control Officer and Animal Cruelty Courses (CD-071 and CD-072), Continuing Education Programs, not to exceed $50,000.00.

Justification
The New Jersey Animal Control courses are approved by the New Jersey Department of Health and meets the requirement of the N.J.A.C. 8:23-A-2.2 statute of appointment by a New Jersey Municipality. Additionally, these are the only ACO Courses whose graduates receive a certification for Incident Command Systems 100 & National Incident Management 700, by the National Wildlife Fire Coordinating Group, as well as Pet First Aid.

The funds are to pay for curriculum and instructional services for these increasingly popular courses, which surpassed enrollment estimates in the fall and exceeded the $18,000 threshold. Bergen Community College is the only school in the County offering these courses. In addition to a high rate of student satisfaction, offering the courses has been profitable for the college.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Career Development Institute has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College. (www.cditraining.org)

Professional Services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (1).

Charge To: College Operating Funds
Account Number: 10 03 391006 607550
Resolution
Perkins Grant: Authorization to Award Public Bid P-2129 Hybrid Classrooms Cisco Lecture-Capture Upgrade

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Barbara Golden, Managing Director, Purchasing and Services

Action Requested
Authorization to award Public Bid P-2129 for Hybrid Classrooms Cisco Lecture-Capture Upgrade, in the amount of $69,986.00, to Promedia Technology Services, Inc.

Justification
The following rooms will be upgraded with the Cisco lecture-capture solution: Tec-102, Tec-104, Tec-107, C-324, W-323, & W-116. These rooms will integrate with Bergen's already existing Show & Share video distribution system, enabling students to view recorded lectures from any networkable device. The hybrid lecture capture equipment, in conjunction with Show & Share, replaces the antiquated Echo 360 lecture capture system.

A total of 8 companies registered for bid packages and 2 bids were received. See below for bids received.

<table>
<thead>
<tr>
<th>Promedia Technology Services, Inc.</th>
<th>$69,986.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>ePlus Technology, Inc.</td>
<td>$99,359.42</td>
</tr>
</tbody>
</table>

Charge To: Perkins Grant
Account Number: 50-02-585600-607561
Resolution
Public Bid: Authorization to Amend Board Action for Refuse/Garbage and Recycling Services

Submitted By
Dr. Ronald Milon, Vice President Administrative Services
Ms. Barbara Golden, Managing Director Purchasing and Services
Mr. Samuel John, Acting Manager Director, Physical Plant

Action Requested
Authorization to amend Board Action A/F 14 from November 3, 2011, for Public Bid #P-2060 Refuse and Garbage Disposal/Recycling Services, by increasing the amount authorized by $18,000.00.

Justification
Additional funds are required to maintain garbage and recycling services through March 2014. Unexpected expenses were incurred due to added garbage pickups at the Ciarco Learning Center and extra trash pickups during the period when the food compactor was broken.
In addition, there has also been a dramatic increase in the number of pickups of the 30 yard trash container in Paramus over the past two years. From January 1, 2012 through December 31, 2013, the large trash container has been hauled 58 times instead of the expected 28 times during that period. At a cost of $540.00 per pickup, the additional cost for those additional pickups equals $16,200.00. A new bid for garbage and recycling services has been completed and sent to the Board of Trustees for approval at the March 2014 meeting.

Charge To: College Operating Funds
Account Number: 10-06-650100-607545

Original Contract Amount: $84,236.00
Total of Previously Approved Additions: $0
Board of Trustees Action A/F 10
Approval Date: March 4, 2014

Resolution
State Contract: Authorization to Renew Microsoft Campus Agreement

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Barbara Golden, Managing Director, Purchasing and Services

Action Requested
To authorize the renewal of the Microsoft Campus Agreement, for the period 4/1/14-3/31/15, at a cost not to exceed $126,652.78, with Dell, on NJ State Contract #77003.

Justification
Microsoft Campus Licensing Agreement entitles the college to utilize Microsoft volume licensing for the next year. Microsoft software includes, among others, Microsoft Exchange (college email), Server (central server operating systems- both stand-alone and virtual machine operating systems), Microsoft SQL (database applications), SharePoint (document sharing- Intranet).

Purchase through NJ State Contract is allowed in accordance with County College Contracts Law 18A:64A-25.9.

Charge To: College Operating Funds
Account Number: 10-01-165100-607526
Resolution
State Contract: Authorization to Purchase Symantec Software Support

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Barbara Golden, Managing Director, Purchasing and Services

Action Requested
Authorization to purchase Symantec Endpoint Protection and Ghost Solution software support from SHI Corporation under Symantec SYMED secure subscription license program (State Contract Number: 77560), for the period 3/31/14-3/30/15, in the amount of $18,395.08.

Justification
Bergen Community College currently utilizes Symantec Enterprise Protection to provide anti-virus protection to college computers. The software requires a yearly maintenance support license which entitles computers access to virus definition updates and technical support. Symantec Ghost is used to deploy updated images to its classroom workstations. Both antivirus and ghost are covered under this pricing model.

Purchase through State Contract is allowed pursuant to County College Contracts Law 18A:64A-25.9.

Charge To: College Operating Funds
Account Number: 10-01-165100-607526
Resolution
Amend Board Action A/F8 dated February 4, 2014: Authorize the purchase of janitorial supplies as per the revised tabulation due to a mathematical error in the extension for line item nos. 124 and 163.

Submitted By
Dr. Ronald Milon, Vice President Administrative Services
Ms. Barbara Golden, Managing Director Purchasing and Services
Mr. Samuel John, Acting Managing Director, Physical Plant

Action Requested
Authorization to purchase janitorial supplies per itemized list on County of Bergen Contract #13-111 for the period February 2014 through November 15, 2014 for a total amount not to exceed $72,630.86 as follows:

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Quantity</th>
<th>Cost</th>
<th>Total Cost</th>
<th>Item #</th>
<th>Brand/ Vendor</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>18&quot; HORSE HAIR BROOM WITH 60&quot; HANDLE</td>
<td>36</td>
<td>$8.06</td>
<td>$290.16</td>
<td>6</td>
<td>ABCO #BH1103</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>EACH</td>
<td></td>
<td></td>
<td>CALICO INDUSTRIES, INC.</td>
</tr>
<tr>
<td>7</td>
<td>24&quot; HORSE HAIR BROOM WITH HANDLE</td>
<td>36</td>
<td>$9.32</td>
<td>$335.52</td>
<td>7</td>
<td>ABCO#BH11004</td>
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<td></td>
<td>EACH</td>
<td></td>
<td></td>
<td>CALICO INDUSTRIES, INC.</td>
</tr>
<tr>
<td>119</td>
<td>60&quot; MOP HANDLE GRIPPER JAWS VINYL COVERED</td>
<td>36</td>
<td>$3.94</td>
<td>$141.84</td>
<td>119</td>
<td>ABCO#01205NB</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>EACH</td>
<td></td>
<td></td>
<td>RUBBERMAID #2956</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>CALICO INDUSTRIES, INC.</td>
</tr>
<tr>
<td>182</td>
<td>WASTEBASKET MEDIUM</td>
<td>288</td>
<td>$2.88</td>
<td>$829.44</td>
<td>182</td>
<td>QD 10965</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>EACH</td>
<td></td>
<td></td>
<td>AMERICAN PAPER TOWEL CO.LLC</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
<td></td>
<td></td>
<td><strong>$1,596.96</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>Quantity</th>
<th>Cost</th>
<th>Total Cost</th>
<th>Item #</th>
<th>Brand/ Vendor</th>
</tr>
</thead>
<tbody>
<tr>
<td>61</td>
<td>HAND SOAP 800MIL 12 POUCH CASE</td>
<td>350 CASES</td>
<td>$24.21</td>
<td>$8473.50</td>
<td>61</td>
<td>QD 10965</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CASE</td>
<td></td>
<td></td>
<td>AMERICAN PAPER TOWEL CO.LLC</td>
</tr>
<tr>
<td>Item ID</td>
<td>Description</td>
<td>Quantity</td>
<td>Unit Price</td>
<td>Subtotal</td>
<td>Supplier/Brand Name</td>
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<td></td>
</tr>
<tr>
<td>112</td>
<td>24&quot; DUST MOP</td>
<td>960</td>
<td>$3.99 EACH</td>
<td>$3830.40</td>
<td>GREENWOOD #616 PYRAMID SCHOOL PRODUCTS</td>
<td></td>
</tr>
<tr>
<td>124</td>
<td>WET MOP SIZE MEDIUM 5&quot; BAND BLUE</td>
<td>160 CASES</td>
<td>$31.44 EACH</td>
<td>*$5030.40</td>
<td>RUBBERMAID #A253-06 PYRAMID SCHOOL PRODUCTS</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td>*$8,860.80</td>
<td></td>
</tr>
<tr>
<td>163</td>
<td>C FOLD PAPER TOWELS</td>
<td>1000</td>
<td>$12.90 CASE</td>
<td>*$12,900.00</td>
<td>NITTANY #CIRCCF CIRCLE JANITORIAL</td>
<td></td>
</tr>
<tr>
<td>170</td>
<td>9&quot; TOILET TISSUE, JUMBO JUNIOR 1PLY</td>
<td>2400</td>
<td>$17.00 CASE</td>
<td>$40,800.00</td>
<td>NITTANY #CIR-CJ-RT CIRCLE JANITORIAL</td>
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<td></td>
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<td>Subtotal</td>
<td>*$53,700.00</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>Total</td>
<td>*$72,631.26</td>
<td></td>
</tr>
</tbody>
</table>

*revised total

**Justification**

As a member of the Bergen County Cooperative Purchasing System, the College is purchasing janitorial supplies as needed for the daily operation of the Buildings and Grounds Department.

Cooperative procurement is allowed pursuant to County College Contracts Law 18A:64A-25.10.

**Charge To:** College Operating Funds  
**Account Number:** 10-06-620100-607557
Resolution
Perkins Grant: Authorization to award Public Bid P-2134 for purchase of Ultrasound Tables and Specialty Seating

Submitted By
Dr. Ronald Milon, Vice President Administrative Services
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Barbara Golden, Managing Director Purchasing and Services

Action Requested
To purchase six Oakworks Model #61988-T/MC Ultrasound General 2 section tables and six Brewer-Millenium Series #21521B specialty seating from Jefferson Medical & Imaging, Inc. for the amount of $27,071.22

Justification
To acquire ergonomically designed ultrasound tables and chairs to conform to the Society of Diagnostic Medical Sonography's "Industry Standards for the Prevention of Work-Related Musculoskeletal Disorders in Sonography." Students are taught the correct ergonomic positions but are unable to practice the techniques since the lab is not equipped with ergonomically suitable tables and chairs. The acquisition of these exam tables and chairs will not only allow students to learn and practice proper ergonomic positions but will minimize the risk of Work Related Musculoskeletal Disorders in sonography.

A total of six companies registered for bid packages and three bids were received. See below for bids received.

Jefferson Medical & Imaging, Inc. $27,071.22
Blue Ox Medical Technologies $28,950.00
Products Unlimited, Inc. $29,767.80

Charge To: Perkins Grant
Account Number: 20-02-585600-604217, 50-02-585600-607509
Resolution
Perkins Grant: Authorization to Purchase Hospitality Management Point of Sale System

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Barbara Golden, Managing Director, Purchasing and Services

Action Requested
Authorization to purchase a Hospitality Management Point of Sale system including software, hardware, related peripherals and training, from MICROS Retail Systems, Inc., in the amount of $21,856.41.

Justification
In purchasing a MICROS Point of Sale system, Hospitality/Restaurant Management students will learn from using and working with this Industry Standard equipment. The system will be utilized in several classes including Commercial Restaurant Operations and Restaurant Service Management. In addition the goal is to incorporate the system into lessons in the following courses; Food & Beverage Cost Control, Beverage Management and Menu Planning & Nutrition.

MICROS has over 330,000 Point of Sale systems installed in table and quick service restaurants, hotels, motels, casinos, leisure and entertainment and retail operations. They offer a complete hardware and software system that is widely used and accepted in the industry. Hands-on use and familiarity with the MICROS system will greatly benefit our students in future careers.

The college has a need to purchase the Point of Sale system as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. MICROS Retail Systems, Inc. has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

This procurement is below the County College bid threshold of $34,100.00 and is therefore not required to be bid.
Charge To: Perkins Grant
Account Number: 50-02-585600-607561
Resolution
State Contract: Authorization to Purchase Hewlett Packard Printers

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Barbara Golden, Managing Director, Purchasing and Services

Action Requested
To authorize the purchase of fifty (50) Hewlett Packard LaserJet printers and hardware support from Software House International, in the amount of $54,740.00, under NJ State Contract # 70262.

Justification
These printers are life cycle replacements.

Purchase through NJ State Contract is allowed pursuant to County College Contracts Law 18A:64A-25.9.

Charge To: College Operating Funds
Account Number: 10-01-165100-607653
Resolution
Public Bid: Authorization for On-Call HVAC Services for January 2014

Submitted By
Dr. Ronald Milon, Vice President Administrative Services
Ms. Barbara Golden, Managing Director Purchasing and Services
Mr. Samuel John, Acting Managing Director, Physical Plant

Action Requested
Authorization to amend Board Action A/F 10 dated April 5, 2012, as per Public Bid P-2080, to increase the amount authorized for Kalas Heating & Cooling, Inc. by an additional $24,588.44 for the month of January 2014. This will be the final bill from Kalas Heating and Cooling for Public Bid P-2080, since a new award was made to Kalas Heating and Cooling as per Public Bid #P-2136 at the Board of Trustees meeting on February 4, 2014.

Justification
On-Call HVAC Services will be on a month to month basis until a Work Plan is developed and implemented.

Charge To: College Operating Funds
Account Number: 10-06-610100-607550

Original Contract Amount: $337,850.00
Total of Previously Approved Additions: $127,714.00
Resolution
Authorization for the Freemount Corporation to Provide Public Speaker and Workshops

Submitted By
Dr. B. Kaye Walter, President
Dr. Ronald Milon, Vice President, Administrative Services
Dr. Naydeen Gonzalez-De Jesus, Vice-President, Student Affairs
Ms. Barbara Golden, Managing Director, Purchasing and Services

Action Requested
Authorization to enter into an agreement with The Freemount Corporation, for an amount not to exceed $10,000.00, for speaking services provided by Educational Expert and Author Clifton Taulbert.

Justification
On Tuesday, April 8, 2014, Clifton Taulbert from The Freemount Corporation will speak and conduct workshops at the College's first "Professional Development Day" event.

In addition, to the speaking services Mr. Taulbert will provide an all day workshop for approximately 150 student leaders. (The cost will be approximately $ 66.67 per student).

Charge To: College Operating Funds
Account Number: 10-01-160100-607777
Resolu1on:
Approval of Legal Services- Harwood Lloyd, LLC

Submitted By
Dr. Ronald Milon, Vice President; Administrative Services

Action Requested
Payment of voucher in the amount of $1,020.00 for Judge Carver for the investigation done on the Professor Peter Martin matter.

Charge To: College Operating Funds
Account Number: 10-01-186100-607566
Resolution:
Authorize payment for the keynote speaker for The College's first annual STEM C2 Research Summit.

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen González-De Jesús, Vice President of Student Affairs
Dr. William Mullaney, Vice President of Academic Affairs

Action Requested
Authorization to pay speaker fees for services to be scheduled as follows:
04/11/14 Jim Blanchard $3,000.00 (all inclusive)

Justification
Speaker: Jim Blanchard, ScD
Speaker qualifications:
- Founder of Unmanned Aircraft System Academy STEM Initiative
- Former Director, Center for Aviation/Aerospace Research at Embry-Riddle Aeronautical University
- Discusses the importance of STEM Education and Research at community college and the role that schools will play in the future of autonomous aeronautical systems

Proposed schedule: 3 hours – Includes: Keynote address, photo opportunity, Q&A panel, participation in "Keynote's Choice Award," meet with BCC administrators

The STEM C2 Research Summit is a student-focused professional conference in the STEM (science, technology, engineering and mathematics) fields that fosters strong collaboration among community colleges as well as four-year colleges and universities in the tri-state area.

Charge To: HSI STEM Grant ($1,500.00); Student Life, student fees ($1,500.00)

Account Number: 5003583700607503 (HSI STEM Grant – external funds, $1,500.00)
6009930000607501 (Student Life, student fees, $1,500.00)
Resolution:
Authorization for Women's History Month 2014 keynote speaker Evelyn McDonnell

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen González-De Jesús, Vice President of Student Affairs

Action Requested
Authorization to spend an amount not to exceed $5,000 for author, journalist, and scholar Evelyn McDonnell as the Women's History Month keynote speaker on Thursday, March 6, 2014. In addition to her keynote address, McDonnell will be available for a book signing and to meet with faculty, staff, and students after her presentation.

Biography: In her most recent book Queen's of Noise: The Real Story of the Runaways, author Evelyn McDonnell puts the spotlight on every key player in The Runaways's saga, including eccentric manager Kim Fowley, who catapulted the starstruck teens into an industry dominated by men and steeped in manipulation and debauchery. In a narrative that ducks below mud-slinging and digs deeper than the drugs, sex, and sensational tragedies, McDonnell gives The Runaways the chance to own its place in musical, feminist, and cultural history. Queens of Noise reveals the inspirations and collective insecurity of this groundbreaking band as its members rebelled against the gender norms that threatened to hold them back. McDonnell is the author and co-editor of five books, including Mamarama: A Memoir of Sex, Kids and Rock ‘n’ Roll. She has worked as a pop music critic for the Miami Herald and as senior editor for the Village Voice. She’s won several awards including an Annenberg Fellowship at USC and first place for enterprise by the South Florida Black Journalists Association. She is currently a journalism professor at Loyola Marymount University and lives in Los Angeles, California.

Justification
The theme of Women’s History Month 2014 is “Celebrating Women of Courage, Character, and Commitment” and McDonnell’s work speaks directly to the qualities necessary for women seeking to break into male-dominated fields – from Wall Street to Hollywood Boulevard, from the music industry to the STEM fields. Bringing McDonnell to campus to address students, faculty, and staff will help shed light on the challenges, successes, and pitfalls women have historically faced as they enter non-traditional fields. This theme is incredibly timely and relevant for BCC students, both men and women, as they pursue their education and eventually launch their professional careers in a dynamic economic climate that is rapidly changing with the development of new business models and technologies. Faculty members have communicated their support for this programming and many have included McDonnell’s readings and/or work from women artists and musicians on their syllabi and in their lessons plans for the spring semester. Finally, McDonnell represents the latest keynote in a decades-long tradition of the Women’s History Month committee bringing to enriching and exemplary programming to the BCC community.

Account number: 60-09-930000-607679
Resolution:
Authorization for debater Bob Stutman - Marijuana Legalization Debate on April 21, 2014

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Affairs

Action Requested
Authorization to spend an amount not to exceed $3,750 for former DEA agent Bob Stutman to represent the anti-legalization side in a Marijuana Legalization Debate on April 21, 2014. He is also available for a free seminar specifically geared towards faculty, staff, and public safety following the debate program.

- Bio: Taking to the front lines of the drug wars, Stutman made a 25-year career as one of America's highest profile drug busters. A Drug Enforcement Administration (DEA) agent so visible, the Columbian Cartel had at one time targeted him for assassination. Since retiring from the DEA, Stutman presents extensively for communities, corporations, and school systems, providing them with the tools to implement comprehensive and practical substance abuse prevention programs.

Justification
The debate on marijuana legalization is in the public eye nationwide, particularly among college students, and bringing this program to campus this semester would be very timely. Faculty members have expressed support for this program, and testimonials from a number of other schools state that the debate is fair, balanced, and civil. Mr. Stutman will also contribute to professional development with his staff/faculty seminar on student drug use.

Account Number: 60-09-930000-607679
Resolution:
Authorization for debater Steve Hager - Marijuana Legalization Debate on April 21, 2014

Submitted By
Dr. B. Kaye Walter
Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Affairs

Action Requested
Authorization to spend an amount not to exceed $3,750 for former editor-in-chief of High Times Magazine Steve Hager to represent the legalization side in a Marijuana Legalization Debate on April 21, 2014.

- **Bio:** Hager is the former Editor-in-Chief and Creative Director of High Times Magazine. He also founded the Cannabis Cup, the "Academy Awards of Marijuana," and became a leading figure in the hemp legalization movement by creating the first national Hemp Tour. Hager has remained one of the most visible and active proponents of marijuana legalization, and has campaigned extensively on the social, political, economic and judicial reasons he feels Marijuana should be legalized.

Justification
The debate on marijuana legalization is in the public eye nationwide, particularly among college students, and bringing this program to campus this semester would be very timely. Faculty members have expressed support for this program, and testimonials from a number of other schools state that the debate is fair, balanced, and civil.

Account Number: 60-09-930000-607679
Resolution: To approve applying for the Working Families Success Network Grant

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen González-De Jesús, Vice President of Student Affairs

Action Requested Approve the Working Families Success Network (WFSN) grant application, an initiative sponsored by the Achieving the Dream (ATD) organization.

Justification

The Achieving the Dream (ATD) organization is seeking to expand the Working Families Success Network (WFSN) model to include community college campuses in several states, with New Jersey being identified as a potential partner in this initiative. The WFSN is a national model that provides non-academic support services for low-income families and addresses the financial barriers to earning a postsecondary credential. The goal of this initiative is to build upon existing training and career services by adding new income and financial supports including financial literacy classes, access to public benefits, financial coaching, and matched savings programs. By addressing the financial needs of low-income students, this effort is expected to increase the success rates of community college students and to connect them to meaningful career pathways and postsecondary credentials. This work is being funded by the Annie Casey Foundation and several prominent national foundations.

These resources would enhance existing efforts to improve services for low-income students and to assist them in achieving their educational goals. With support from the Annie E. Casey Foundation and other funding agencies, community colleges in the network will receive technical assistance on how to implement the WFSN model and how to improve the delivery of non-academic support services for low-income students. Members colleges will become part of an active learning network of institutions.

Participating colleges will receive a grant in the amount of approximately $70,000 per year for up to three years of funding, including planning and implementation. The colleges will use these resources to improve non-academic support services for low-income students, with an emphasis on addressing financial barriers to program completion. As part of this initiative, the colleges would be expected to participate in technical assistance, interact with member institutions through bi-monthly conference calls, and share promising practices with other colleges. The ideal college is one that possesses strong leadership and vision for helping low-income students succeed.
NJCCC will assist in identifying four community colleges in New Jersey that are interested in participating in this initiative.

**January 2014** – ATD will submit request for NJCCC to identify interested colleges; **February 2014** – NJCCC will assess interest of community colleges and submit names and contact information to ATD; **April 2014** – Individual community colleges will submit proposals to ATD; **June 2014** – ATD will select grant recipients.
Resolution: Resolution
Exempt from Bidding: Authorization for Diversity Weekend at Hamilton Park Hotel and Conference Center

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen Gonzalez-De Jesus, Vice President, Student Affairs

Action Requested
Authorization to spend an amount not to exceed $14,300.00 for lodging, meals, meeting rooms and social activities for the Diversity Weekend workshop event to be held at Hamilton Park Hotel and Conference Center in Florham Park, New Jersey on March 28, 29, and 30, 2014.

Justification
This workshop allows students to explore diversity issues and gain an understanding of how culture, race and gender influence behavior and thought and gives participants the opportunity to develop strategies to promote peace and harmony.

Approximately fifty students and ten faculty/staff will attend.

The college has a need to award this event as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Hamilton Park Hotel and Conference Center has completed and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College. This procurement is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (23).

The BCC Diversity Weekend Retreat allows students to explore diversity issues and gain an understanding of how culture, race and gender influence behavior and thought. The presentations give participants the opportunity to develop strategies to promote peace and harmony.
Diversity Weekend Retreat will help participants:

1. Identify and explore your own cultural values, while learning about other participants' sociocultural backgrounds.
2. Examine the impact of oppression on different sociocultural groups.
3. Identify your personal responses to cultural diversity.
4. Develop a stronger understanding of multiculturalism.
5. Develop or enhance your skills and identify resources for incorporating a multicultural perspective into your own lives and into our society.

Learning Outcomes:

- Participants will understand the concepts of diversity, race, culture, ethnic identity, multiculturalism
- Participants will practice specific skills of reflection, self-assessment, conflict resolution
- Participants will leave with tangible resources for future reference, including BCC depts., staff/administrative support
- Participants will be able to apply knowledge and skills to their academic and personal lives

Assessment instruments

1. Diversity Weekend Student Satisfaction Questionnaire
2. Pre-Diversity Weekend Participation Survey
3. A Post-Diversity Weekend Participation Survey

Charge To: Student Activities Fund
Account Number: 60-09-920000-607679
Resolution
To enter a partnership with Bergen County Technical Schools – Paramus Campus.

Submitted By
Dr. William Mullaney, Vice President for Academic Service
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. Andrew Tomko, Dean, School of Business, Social Sciences & Public Service
Dr. William Yakowicz, Director of Grants Administration
Professor David Cohen, Department of Hotel/Restaurant/Hospitality

Action Requested
Authorize a partnership with Bergen County Technical Schools – Paramus Campus on a grant proposal to the US Department of Agriculture, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Justification  The proposed partnership grant project is designed to increase the number and diversity of students who will pursue and complete a 2- or 4-year postsecondary degree in the food, agricultural and human sciences. The collaborative effort will result in new industry driven courses and certificates; expand student career pathways from secondary to postsecondary education and careers; and support interdepartmental and interagency collaboration, professional development, and knowledge/resource sharing.

Bergen Community College will serve as lead fiscal agency, with grant funds shared by partners. Professor Robert Walljasper, Ms. Sherry Wilson, Department Chair David Cohen, and Dr. Steven Fischer are developing Bergen’s portion of the project, one key outcome of which will be a new transferable associate degree, “Food Science/Safety,” that incorporates existing Science and Horticulture courses, industry recognized certificates, and internships to prepare students for employment in the Food Safety industry.

No College funds are required.
An abstract follows; the final project plan with budget is forthcoming.
Robert Walljasper, Sherry Wilson, David Cohen, and Dr. Steven Fischer Propose a new Associate degree, “Food Science/Safety” that is transferable to Fairleigh Dickson University, Rutgers, and comparable 4 year schools. The proposed program provides pathways from Bergen County Technical Schools – Paramus Campus and other secondary institutions to Bergen Community College and further education or employment.

The proposed program includes Science and Horticulture components with new as well as existing HRM and culinary courses to prepare students for careers in the Food Safety industry (e.g., Food Safety Inspector, Quality Assurance or Health Inspector). The Food Science/Safety program(s) prepare students for national certification testing in both Hazard Analysis & Critical Control Points (HACCP), ServSafe, and other appropriate areas.

Developed in partnership with secondary schools as well as food industry representatives, the BCC programs will include:

- Student internship opportunities with USDA and such local partners as GOYA Foods
- Conferences on food safety, and related issues
- Professional development and training for faculty and staff in HACCP, GMP, and more
- Interagency team teaching, resource sharing, and collaborative capacity building
- Jointly developed and sponsored summer “Smart Start” programs for high school students and others to begin working on pathways to food industry education and careers

Total funding is projected to be $200,000 for each of three years. A final program plan and budget are forthcoming.
Resolution
Authorize Submission of a Budget Amendment Application to the FY14 Perkins Grant

Submitted By
Dr. Yun K. Kim, Vice-President of Institutional Effectiveness
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. Ronald A. Milon, Vice President of Administrative Services
Dr. William J. Yakowicz, Director of Grants Administration
Ms. Barbara Golden, Managing Director, Purchasing and Services

Action Requested
To authorize submission of an Amendment Application to the FY14 (July 1, 2013 – June 30, 2014) Perkins Post-Secondary Grant, as required in the New Jersey Department of Education Perkins Guidelines, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Justification
An Amendment Application to the approved Perkins spending plan, authorized by the Board of Trustees, must be submitted to the New Jersey Department of Education when changes to approved budgets are requested. Cost savings realized by our Purchasing Department make it possible to purchase additional equipment that could not be requested in the approved grant application.

Specifically, FY14 Perkins spending plan cost savings in the amount of $36,039.00 resulted from approved purchases of:

- Career & Technical Education Online Hybrid Course Development Program
- Industrial Design and Technologies Program
- Hotel Restaurant Hospitality management Program
- Library acquisition of iPad charging vaults

We request that cost savings noted above be applied to the following specific equipment items:
- Animation Edit Computer System Server for the Drafting/Design Engineering Technology Program
- Video Laryngoscopy for the Respiratory and Surgical Technology Programs
- Instructor Demo Table for Hotel Restaurant Hospitality Management Program

The FY14 Perkins Amendment Application Budget Summary is attached.

No additional college funds are required.

Chart To: Grants Administration
Account Number: 50-02-585600
# BUDGET SUMMARY OF THE FY14 PERKINS AMENDMENT APPLICATION

## SOURCE OF FUNDS

<table>
<thead>
<tr>
<th>DOE Line</th>
<th>BCC Line</th>
<th>Description</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>400-731</td>
<td>604217</td>
<td>Career &amp; Technical Education Online/Hybrid Course Development Program</td>
<td>$10,426.00</td>
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</table>

<table>
<thead>
<tr>
<th>DOE Line</th>
<th>BCC Line</th>
<th>Description</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>100-600</td>
<td>604217</td>
<td>Career &amp; Technical Education Online/Hybrid Course Development Program</td>
<td>$5,925.00</td>
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</tr>
</thead>
<tbody>
<tr>
<td>100-500</td>
<td>607606</td>
<td>Vpublish License for Career &amp; Technical Education Online/Hybrid Course Development Program</td>
<td>$6,828.00</td>
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<thead>
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<tbody>
<tr>
<td>400-731</td>
<td>604217</td>
<td>Laser Transit System</td>
<td>$2,810.00</td>
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<table>
<thead>
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<th>DOE Line</th>
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<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>400-731</td>
<td>604217</td>
<td>Welding Workstations</td>
<td>$2,955.00</td>
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<table>
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<th>DOE Line</th>
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<th>Description</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td>400-731</td>
<td>604217</td>
<td>iPad Charging Stations</td>
<td>$1,006.00</td>
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<table>
<thead>
<tr>
<th>DOE Line</th>
<th>BCC Line</th>
<th>Description</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>400-731</td>
<td>604217</td>
<td>Convection Steamer Cooking Cabinet</td>
<td>$979.00</td>
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<table>
<thead>
<tr>
<th>DOE Line</th>
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<th>Description</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td>100-600</td>
<td>607509</td>
<td>Various Instructional Supplies</td>
<td>$5,110.00</td>
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## USE OF FUNDS

### Drafting/Design Engineering Technologies

<table>
<thead>
<tr>
<th>DOE Line</th>
<th>BCC Line</th>
<th>Description</th>
<th>Qty</th>
<th>Unit Cost</th>
<th>Total Cost</th>
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</thead>
<tbody>
<tr>
<td>400-731</td>
<td>605301</td>
<td>Animation Edit Computer System Server</td>
<td>1</td>
<td>$17,439.00</td>
<td>$17,439.00</td>
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### Health Professions

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<tr>
<th>DOE Line</th>
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<th>Description</th>
<th>Qty</th>
<th>Unit Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>400-731</td>
<td>604217</td>
<td>Video Laryngoscopy</td>
<td>1</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
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</table>

### Hotel Restaurant Hospitality Management

<table>
<thead>
<tr>
<th>DOE Line</th>
<th>BCC Line</th>
<th>Description</th>
<th>Qty</th>
<th>Unit Cost</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>400-731</td>
<td>604217</td>
<td>Instructor Demo Table</td>
<td>1</td>
<td>$3,600.00</td>
<td>$3,600.00</td>
</tr>
</tbody>
</table>

**Total Costs:**

- **SOURCE OF FUNDS:** $36,039.00
- **USE OF FUNDS:** $36,039.00
BOARD OF TRUSTEES ACTION P1A
Approval Date: March 4, 2014

Resolution
Appointment: Professional Assistant (Tutorial Supervisor)/Faculty

Submitted By
Dr. B. Kaye Walter, President
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the appointment of the following individual to the position and salary indicated for the period listed below.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Annual Salary</th>
<th>Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Candice Kaup Scioscia</td>
<td>Professional Assistant (Tutorial Supervisor)/Cerullo Learning Assistance Center/Academic Affairs</td>
<td>$45,176.00 (pro-rated)</td>
<td>03/05/14 – 06/30/14</td>
</tr>
</tbody>
</table>

Justification
To fill a budgeted position.

Charge To: College Operating Funds
Account Number: 10-03-386000-601125
Resolution
Appointment: Technology Support Specialist I / Professional Staff

Submitted By
Dr. B. Kaye Walter, President
Ms. Sharyne Miller, Executive Director, Information Technology
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
That the following individual be appointed to the position and salary indicated for the period listed below:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Annual Salary</th>
<th>Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christopher Houle</td>
<td>Technology Support Specialist I / Information Technology</td>
<td>$35,000.00 (pro-rated)</td>
<td>03/05/14–06/30/14</td>
</tr>
</tbody>
</table>

Justification
To fill a budgeted position through a successful search process.

Charge to: College Operating Funds
Account Number: 10-01-165100-601110
Resolution
Appointment: Project Personnel/Health Professions Opportunities Grant

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen Gonzalez-De Jesus, Vice President, Student Affairs
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
That the following individuals be appointed to the positions and salaries indicated for the period listed below:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Annual Salary</th>
<th>Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ellen Aramini</td>
<td>Director of Career Placement/HPOG, Continuing Education, Corporate And Public Sector Training/ Academic Affairs</td>
<td>$75,000.00 (pro-rated)</td>
<td>03/05/14 – 06/30/14</td>
</tr>
<tr>
<td>Amanda Vaughan</td>
<td>Office Assistant/HPOG/ Admissions and Recruitment/ Student Affairs</td>
<td>$32,000.00 (pro-rated)</td>
<td>03/05/14–06/30/14</td>
</tr>
</tbody>
</table>

Charge to: 50% Grant Funds - Continuing Education
Account Number: 10-02280000-601110

Charge to: 50% Grant Funds - HPOG
Account Number: 50-03-583000-601120

Justification
To fill a budgeted position through a successful search process.
Resolution
Appointment: Acting Coordinator of Veterans and Military Affairs/Professional

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To appoint the following individual to the position at the salary indicated below from 03/18/13 until the hiring of the Coordinator of Veterans and Military Affairs position.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Violette Surdyak</td>
<td>Acting Coordinator of Veterans and Military Affairs/Student Affairs</td>
<td>$45,000.00 (prorated)</td>
<td>03/05/14</td>
</tr>
</tbody>
</table>

Justification
As per Article XII (4) of the agreement with the BCC Support Staff/NJE A Inc.

Charge To: College Operating Funds
Account Number: 10-02-230300-601110
Resolution
Reappointment Faculty – Fourth & Fifth Reappointment [with tenure]

Submitted By
Dr. B. Kaye Walter, President
Dr. William P. Mullaney, Vice President, Academic Affairs
Dr. Naydeen González-DeJesús, Vice President, Student Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To reappoint the following individuals for their fourth reappointment, & fifth reappointment with tenure to the indicated division & rank for the period September 1, 2014 through June 30, 2015 unless otherwise noted:

5th REAPPOINTMENT WITH TENURE

<table>
<thead>
<tr>
<th>NAME</th>
<th>RANK</th>
<th>DISCIPLINE/DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vincent Benanti</td>
<td>Assistant Professor</td>
<td>Technological Sciences/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Ann Brown [Dr.]</td>
<td>Assistant Professor</td>
<td>Psychology/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Denise Budd [Dr.]</td>
<td>Associate Professor</td>
<td>Visual Arts/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>James Bumgardner</td>
<td>Assistant Professor</td>
<td>Performing Arts/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Keri Cerami</td>
<td>Assistant Professor</td>
<td>World Languages &amp; Cultures/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Bridget Connolly-Taylor</td>
<td>Assistant Professor</td>
<td>History &amp; Geography/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Ilan Ehrlich [Dr.]</td>
<td>Assistant Professor</td>
<td>Sociology &amp; Anthropology/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Maureen Ellis-Davis</td>
<td>Assistant Professor</td>
<td>English Basic Skills/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Ellen Feig</td>
<td>Assistant Professor</td>
<td>Composition &amp; Literature/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Seamus Gibbons**</td>
<td>Assistant Professor</td>
<td>Respiratory Therapy/Health Professions</td>
</tr>
<tr>
<td>Joseph Goss</td>
<td>Assistant Professor</td>
<td>English Basic Skills/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Pamela Haji [Dr.]</td>
<td>Assistant Professor</td>
<td>Criminal Justice/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>David Hayes</td>
<td>Assistant Professor</td>
<td>Developmental Math/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Idanis Hayes</td>
<td>Assistant Professor</td>
<td>Communication/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Gina Herrmann</td>
<td>Assistant Professor</td>
<td>Business Administration/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>William Huisking</td>
<td>Assistant Professor</td>
<td>Composition &amp; Literature/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Caroline Kelly</td>
<td>Assistant Professor</td>
<td>Composition &amp; Literature/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Thomas La Pointe [Dr.]</td>
<td>Assistant Professor</td>
<td>Sociology &amp; Anthropology/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Camelia Lataianu [Dr.]</td>
<td>Assistant Professor</td>
<td>Philosophy &amp; Religion/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Jennifer Lyden</td>
<td>Assistant Professor</td>
<td>Developmental Math/Mathematics, Science &amp; Technology</td>
</tr>
<tr>
<td>Alinah Malik</td>
<td>Assistant Professor</td>
<td>EOF/Student Affairs</td>
</tr>
<tr>
<td>Monica Martinez-Figueroa**</td>
<td>Assistant Professor</td>
<td></td>
</tr>
</tbody>
</table>
Board of Trustees Action P2  
March 4, 2014  
Page 2

<table>
<thead>
<tr>
<th>NAME</th>
<th>RANK</th>
<th>DISCIPLINE/DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frederic Marton [Dr.]</td>
<td>Assistant Professor</td>
<td>Physical Sciences/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Marie McCrarry**</td>
<td>Assistant Professor</td>
<td>Physical Sciences/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Jane Phelps</td>
<td>Associate Professor</td>
<td>Communication/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Fran Ruff</td>
<td>Assistant Professor</td>
<td>Education/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Charles Sontag, IV [Dr.]</td>
<td>Assistant Professor</td>
<td>Biological Sciences/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Lori Talarico</td>
<td>Assistant Professor</td>
<td>English Basic Skills/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Yun David Wang</td>
<td>Assistant Professor</td>
<td>Computer Science/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Kathleen Williams [Dr.]</td>
<td>Associate Professor</td>
<td>Communication/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Anthony Yankowski [Dr.]</td>
<td>Associate Professor</td>
<td>Psychology/Business, Social Sciences, &amp; Public Service</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4th REAPPOINTMENT NAME</th>
<th>RANK</th>
<th>DISCIPLINE/DIVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Afsheen Akbar</td>
<td>Instructor</td>
<td>Developmental Math/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Mary Chmielewski</td>
<td>Assistant Instructor</td>
<td>Surgical Technology/Health Professions</td>
</tr>
<tr>
<td>Louis Cirilla [Dr.]</td>
<td>Assistant Professor</td>
<td>Legal/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Benicia D'Sa [Dr.]</td>
<td>Assistant Professor</td>
<td>Education/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Mecheline Farhat</td>
<td>Instructor</td>
<td>Criminal Justice &amp; Homeland Security/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Gemma Figaro</td>
<td>Assistant Professor</td>
<td>English as a Second Language/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Irene Figliolina</td>
<td>Associate Instructor</td>
<td>Medical Office Assistant/Health Professions</td>
</tr>
<tr>
<td>Shari Franschman</td>
<td>Assistant Professor</td>
<td>Criminal Justice &amp; Homeland Security/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Tsung Liu-Devizio*</td>
<td>Assistant Professor</td>
<td>Library/Academic Affairs</td>
</tr>
<tr>
<td>Tomira Luchynski [Dr.]</td>
<td>Instructor</td>
<td>Dental Hygiene/Health Professions</td>
</tr>
<tr>
<td>Sara Mastellone</td>
<td>Assistant Professor</td>
<td>Developmental Math/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Julia Peterson</td>
<td>Assistant Professor</td>
<td>Communication/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Gary Porter [Dr.]</td>
<td>Associate Professor</td>
<td>Chemistry/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Elizabeth Romano</td>
<td>Instructor</td>
<td>Radiology/Health Professions</td>
</tr>
<tr>
<td>Tracy Sallwick</td>
<td>Instructor</td>
<td>College Mathematics/Mathematics, Science, &amp; Technology</td>
</tr>
<tr>
<td>Sarah Shurts [Dr.]</td>
<td>Assistant Professor</td>
<td>History &amp; Geography/Arts, Humanities, &amp; Wellness</td>
</tr>
<tr>
<td>Emily Vandalovsky</td>
<td>Instructor</td>
<td>Information Technologies/Business, Social Sciences, &amp; Public Service</td>
</tr>
<tr>
<td>Mark Wiener</td>
<td>Assistant Professor</td>
<td>Developmental Math/Mathematics, Science, &amp; Technology</td>
</tr>
</tbody>
</table>

*For the period July 1, 2014 through June 30, 2015

**Administratively promoted from Instructor to the rank of Assistant Professor In accordance with Article XIII of the BCCFA contract revised in contract negotiations in 2007 to administratively promote eligible Instructors receiving tenure to rank of Assistant Professor.

Justification
In accordance with Article XIII of the BCCFA contract

Charge To:
Account Number:
Resolution
Reclassification: Project Personnel – Grant

Submitted By
Dr. B. Kaye Walter, President
Dr. Yun Kim, Vice President, Institutional Effectiveness
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the appointment of the following individual to the position and salary indicated.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Annual Salary</th>
<th>Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salwa Muhammad</td>
<td>Intake Specialist/Student Coordinator - Health Professions Opportunities Grant (HPOG)/Health Professions</td>
<td>$50,000.00</td>
<td>03/05/14 – 06/30/14 (prorated)</td>
</tr>
</tbody>
</table>

Justification
To fill a grant-funded position through a reclassification of position for additional responsibilities.

Charge To: Grant Funds
Account Number:
Resolution
Approve: Return from Leave of Absence/Professional

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the return from a Leave of Absence, without pay, for the following individual to the position listed below, effective date as indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marcos Arteaga</td>
<td>Financial Aid Specialist/Financial Aid/Student Affairs</td>
<td>$48,000.00 (pro-rated)</td>
<td>02/19/14 (retroactive)</td>
</tr>
<tr>
<td>Gabriela Kosek</td>
<td>Testing Assistant/Office of Testing Services/Academic Affairs</td>
<td>$40,800.00 (pro-rated)</td>
<td>02/17/2014 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Return from unpaid leave of absence at the same position and salary as the commencement of the leave.
BOARD OF TRUSTEES ACTION P5
Approval Date: March 4, 2014

Resolution
Transfer: Enrollment Services Coordinator/Professional Staff

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen Gonzalez-De Jesus, Vice-President, Student Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
That the following individual be appointed to the position and salary indicated for the period listed below:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Annual Salary</th>
<th>Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catherine Kroste</td>
<td>Enrollment Services</td>
<td>$65,865.00</td>
<td>02/28/14–06/30/14</td>
</tr>
<tr>
<td></td>
<td>Coordinator/Enrollment Services</td>
<td>(pro-rated)</td>
<td>(retroactive)</td>
</tr>
<tr>
<td></td>
<td>Student Affairs</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Justification
To fill a budgeted position through a lateral transfer of an existing employee with required skill set and experience.

Charge to: College Operating Funds
Account Number:
Resolution
Retirement: Professional Staff

Submitted By
Dr. B. Kaye Walter, President
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve retirement for the following individual:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Retirement Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Susan McKee</td>
<td>College Nurse/Health Services/</td>
<td>05/01/2014</td>
</tr>
<tr>
<td></td>
<td>Student Affairs</td>
<td></td>
</tr>
</tbody>
</table>

Justification
Retirement
Resolution
Retirement: Faculty

Submitted By
Dr. B. Kaye Walter, President
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve retirement for the following individuals:

<table>
<thead>
<tr>
<th>Name</th>
<th>Rank/Discipline/Division</th>
<th>Retirement Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Susan Cohen</td>
<td>Assistant Professor/Developmental Math/</td>
<td>07/01/2014</td>
</tr>
<tr>
<td></td>
<td>Math, Science and Technology</td>
<td></td>
</tr>
<tr>
<td>Catherine Flynn</td>
<td>Assistant Professor/Developmental Math/</td>
<td>07/01/2014</td>
</tr>
<tr>
<td></td>
<td>Math, Science and Technology</td>
<td></td>
</tr>
<tr>
<td>Rosa Kontos</td>
<td>Assistant Professor/Developmental Math/</td>
<td>07/01/2014</td>
</tr>
<tr>
<td></td>
<td>Math, Science and Technology</td>
<td></td>
</tr>
</tbody>
</table>

Justification
Retirement
BOARD OF TRUSTEES ACTION P6C
Approval Date: March 4, 2014

Resolution
Retirement: Support Staff

Submitted By
Dr. B. Kaye Walter, President
Mr. William Corcoran, Executive Director of Safety, Security & Crisis Management
Dr. Ronald Milon, Vice President, Administrative Services
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve retirement for the following individuals:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Retirement Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frances Buscher</td>
<td>Sr. Public Safety Officer/Public Safety/Safety, Security &amp; Crisis Management</td>
<td>07/01/14</td>
</tr>
<tr>
<td>Peter Ortiz</td>
<td>Custodian/Buildings and Grounds/Administrative Services</td>
<td>03/01/14 (retroactive)</td>
</tr>
<tr>
<td>Sarita Vaishaimpayan</td>
<td>Head Bookkeeper/Continuing Education, Corporate and Public Sector Training</td>
<td>06/01/14</td>
</tr>
<tr>
<td>Frances Visco</td>
<td>Sr. Payroll Assistant/Finance/Administrative Services</td>
<td>07/01/14</td>
</tr>
</tbody>
</table>

Justification
Retirement
**Resolution**
Termination: Professional Staff

**Submitted By**
Dr. B. Kaye Walter, President
Ms. Sharyne Miller, Executive Director, Information Technology
Mr. James R. Miller, Executive Director, Human Resources

**Action Requested**
To terminate the following individual from the position indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Modualdo Brown</td>
<td>Service Desk Supervisor/</td>
<td>01/31/14</td>
</tr>
<tr>
<td></td>
<td>Information Technology</td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>

**Justification**
Job Abandonment
Resolution:
Confer Professor Emeritus Status

Submitted By
Dr. B. Kaye Walter, President
Dr. William Mullaney, Vice-President, Academic Affairs

Action Requested
That the Board of Trustees confer Professor Emeritus status on the following individuals:

Professor Charles J. McNerney

Professor Marjorie Webster

Justification
Recommended by the Professor Emeritus Committee, Vice-President, Academic Affairs Dr. William Mullaney and President B. Kaye Walter.
Resolution
Professional Service: Authorization to award Public Complex Storm water Master General Permit Services to GZA GeoEnvironmental, Inc.

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Ms. Barbara Golden, Managing Director, Purchasing and Services
Mr. Samuel John, Acting Director, Physical Plant

Action Requested
To authorize GZA GeoEnvironmental, Inc. to provide the Storm water Pollution Prevention Plan at a cost of $8,700.

Justification
NJDEP has new regulations in regard to Storm water Pollution Prevention plans, implementation, filing, and annual reporting. This requires the College to update its current Stormwater Pollution Plan, and Implementation Procedures to be in compliance with the new NJDEP Stormwater Pollution Prevention Regulations. Once the required update is completed by GZA GeoEnvironmental, it will be required to be filed with the NJDEP Stormwater Pollution Prevention Department for review and approval. With the approval of the College’s updated NJDEP Stormwater Pollution Prevention Plan, GZA GeoEnvironmental will assist the College with the required implementation of the Stormwater Pollution Plan Procedures, and the required annual filling with the NJDEP Storm water Pollution Prevention Department.

This procurement is below the county college bid threshold and is therefore not required to be bid. GZA is on the approved professional Architectural and Engineering Services List of 2014 for Bergen Community College.

Charge To: College Operating Funds
Account Number: 10 06 610100 607551
Resolution
Professional Service: Authorization for H&H Engineering to provide technical support and assist the College with the filing of the required grant documentation for Gym Emergency Shelter Generator System

Submitted By
Dr. Ronald Milon, Vice President, Administrative Services
Ms. Barbara Golden, Managing Director, Purchasing and Services
Mr. Samuel John, Acting Managing Director, Physical Plant

Action Requested
Authorization for H&H Engineering to provide technical support and assist the College with the filing of the required grant documentation for the Gym Emergency Shelter Generator System, at a cost of not-to-exceed $1,000.00.

Justification
This generator will serve to support the College Gymnasium as an Emergency Shelter for the County of Bergen during either a voluntary or mandatory evacuation. The generator will provide power and HVAC to the gymnasium and adjacent rest rooms in the event of a disaster such as Super Storm Sandy. The NJ Office of Emergency Management Hazard Mitigation Grant Program has awarded the College $177,600 towards the implementation of this project.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. H&H Engineering has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (1).

Charge To: County Bond Fund
Account Number: 20-00-114200-604238
BERGEN COMMUNITY COLLEGE  
400 Paramus Road  
Paramus, N.J. 07652  

Attn: Mr. Robert P. Coane, R.A., NCARB, AIA  
Managing Director of Campus Planning  

Re: Engineering Services: Technical Input for State Grant Application  
Emergency Electrical & Mechanical  
Systems for Gymnasium for Emergency Shelter Use  
400 Paramus Road  
Paramus, NJ 07652  

March 3, 2014  

Dear Mr. Coane:  

We are pleased to respond to your request for our proposal to provide engineering services in connection with the referred project.  

I. SCOPE OF WORK  

- Provide technical input for grant applications.  

II. COST OF SERVICES  

H & H Engineering offers to perform the engineering and design services:  

Not to exceed $1,000.00 (One Thousand Dollars)  

We will be pleased to discuss any aspect of this proposal at your convenience.  

Sincerely,  

Louis L. Hegyi, P.E.  

Accepted by:  

Date:  

p/hce/emergency gymnasium shelter evaluation  

www.handhengineering.com  
HHEng@optonline.net