

**BOARD OF TRUSTEES  
BERGEN COMMUNITY COLLEGE  
Minutes of the Tuesday, April 5, 2022  
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, April 5, 2022 at the Meadowlands Campus, 1280 Wall Street West, Lyndhurst, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:06 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first-floor main lobby of the Pitkin Education Center of Bergen Community College and on the College's website at <https://bergen.edu/about-us/board-of-trustees/meetings/> and was emailed to The Record and The Herald News and filed with the Clerk of the County of Bergen, November 24, 2021."

**ROLL CALL**

Present

Mr. Joseph Barreto  
Mrs. Dorothy Blakeslee  
Mr. Mark Longo  
Mrs. Ritzy Morales-Diaz  
Mr. Stephen F. Pellino, Esq.  
Mr. Adam Silverstein  
Miss Crystal Yoo, Alumni Trustee

Also Present

Dr. Eric M. Friedman, President  
Mrs. Arlene Q. Perez, Esq., DeCotiis, FitzPatrick, Cole and Giblin, L.L.P. – participated by teleconference.

Regrets

Mr. Louis DeLisio  
Mr. Patrick J. Fletcher  
Dr. Sheetal Ranjan

**PLEDGE OF ALLEGIANCE**

Chairperson Blakeslee led those present in the Pledge of Allegiance.

**REPORTS**

**VICE CHAIRMAN**

No report from Vice Chairman Silverstein.

**SECRETARY**

On Friday, March 25, 2022, Trustee Barreto attended the Electric Vehicle Car Show and Expo at the Hilton Hasbrouck Heights hotel. Mr. DeAbreu, Director of the STEM Program along with STEM students participated at the event.

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**TREASURER**

Due to a previous appointment, Trustee Fletcher was unable to attend the board meeting.

**PRESIDENT'S REPORT**

The April board meeting was held at the Meadowlands campus. It has been the topic of many meetings and planning sessions over the last year. The collective goal is to increase the use and visibility of the campus by making course offerings and sequences more clear, developing new programming, and creating a real "innovations center." The business incubator is coming back into full swing. Renovations to some of the key computer labs will occur as part of the innovation center concept: IT, Computer Science, Cybersecurity, Gaming and others.

**HEERF Funds:**

- President Friedman announced that Bergen will pay for up to six credits of Summer classes for students who got behind on their studies during the pandemic. To be eligible, students must have stopped out in the 2020 Spring or 2021 Fall due to COVID related reasons, have no SAP or academic standing issues, and have 59 or less earned credits. This summer class catch up program will be targeted to approximately 2,800 students and applications will open in the coming days.
- In addition to the summer class catch up program, the College will be discussing another round of tuition debt relief for the Fall 2022 semester to support the return of students who are struggling financially.

**Faculty/Staff Conference**

On April 5, 2022, the annual Faculty and Staff Conference was held. This is a comprehensive professional development day. President Friedman introduced new faculty and staff to the community. The event included hands-on assessment work, and hosted numerous breakout sessions on a variety of topics such as budgeting, diversity and inclusion, and personnel benefits. Professional development day closed by officially launching our Be Well Bergen employee wellness program.

**Open House**

On Thursday, April 28 from 4:00 p.m. to 7:00 p.m. BCC will host a major open house event at the main campus. Open houses represent an important part of the admissions and enrollment management process; they give Bergen Community College the chance to showcase to the community.

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### **Town Hall**

President Friedman will host the next Town Hall on Tuesday, April 12, 2022, at noon. He will discuss developments in preparation for the upcoming Middle States Self Study cycle, the PACDEI Climate Study, the new emphasis on DEI in the college's many grant applications, progress on the development of the All College Forum as a structure created to ensure participatory and shared governance, and other topics.

### **New Jersey Community College Scholars**

President Friedman reported that each year, the New Jersey Council of County Colleges (NJCCC) honors students from each of the state's 18 community colleges at the Annual NJ Community College Scholars Celebration. This is the event where students are named to the New Jersey All-State Academic Team.

Chairwoman Blakeslee will be joining President Friedman at the New Jersey Community College Scholars Celebration on Thursday, April 28, 2022.

In recognition of the cybersecurity program launch, New Jersey State Assemblyman and Deputy Majority Leader P. Christopher Tully, Assemblywomen Ellen Park, and Linda Carter, who all serve on the Assembly's Science, Innovation and Technology Committee, visited the main campus last week to meet with STEM students, faculty and staff.

The Infiniti Equity Fund, a renewable energy advocacy and development organization located in Howell, has selected Bergen for an inaugural \$10,000 grant. The grant will provide a cohort of Bergen STEM students with educational programs centered around environmental sustainability and equity. Students completing the "Environmental Justice and Sustainability Program" will earn certifications as Infiniti Scholars.

President Friedman had the pleasure of meeting students inducted into the "STEM Student Scholar" program, also known as "3SP", which recognizes outstanding achievement among that cohort of students. He thanked keynote speaker, Evelyn Navarro Salazar, former 3SP Scholar at BCC, an MIT graduate, who is currently pursuing her Ph.D. in the chemical engineering department at Princeton University.

### **SizeUp**

On April 3, 2022, local entrepreneur, Mark Jeffries, held a grand opening of *Go Fish!*, a seafood Latin fusion restaurant, in Teaneck. Student Adela Mancka (Accounting; Computer Science '22) and recent graduate Michael Tissellano (Business Management '22) helped Mr. Jeffries with his business by assisting with the restaurant's branding and menu design. Assemblywoman Shama Haider presented Mr. Jeffries with a certificate of recognition in celebration of the opening of his new business.

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This is just one example of the tangible outcomes of the Economic Recovery Committee's *Size Up* program coordinated by Linda Caruso. Bergen's students are trained in using the SizeUp data intelligence tool to provide targeted advice on strategy, problem solving and business operations. With 20 student interns and now over 150 businesses, this program is a best practice model for community colleges in how they partner with County Government to promote business development.

### **PACDEI/Diversity Outreach**

COVID has intensified the inequities and differences in academic performance across under-resourced communities. Bergen continues to address educational divides in various ways. President Friedman is supporting the recommendation of the President's Advisory Council on Diversity, Equity, and Inclusion to conduct a campus-wide diversity, equity, and inclusion Climate Survey that will launch within two weeks in partnership with VIEWFINDER Campus Climate Surveys and Insight into Diversity magazine.

Dr. Friedman videotaped an invitation to the BCC community members to participate in this important survey. PTK and SGA will be spreading the word as well. The survey results will assist PACDEI and the College in identifying areas of focus that will appear on the first DEI Action Plan. The plan will hopefully be in place for the coming academic year. Amongst other things, this will allow us the college to employ more effective strategies that will result in more equitable outcomes for students who have been impacted disproportionately by the pandemic. The survey data will also assist PACDEI in to increasingly seek to build belongingness on campus, to improve services, find new ways to ensure diverse pools of candidates in job searches, to best serve those in the community who are differently abled, and to ensure that clear paths exist to reporting bias and harassment that are free from intimidation of any sort.

The College welcomed members of our Korean Community Center partners to campus. Drs. Mina Ahn and Kil Yi have created a model program that brings a Bergen education into the Korean community. In recognition of the partnership with the KCC, Michael Nam, the KCC president, was honored with Dr. Friedman's Presidential Partnership Award at an event last week.

Women's History Month events are centering around the theme of the female body. The month closed with a riveting performance that featured the very real and often harrowing stories of female students.

Dr. Friedman mentioned that the College would sponsor both a teach-in and safe space convening on the war in Eastern Europe. These very well attended events not only served to show support for Eastern European families, but used education to foster greater understanding and learning. He thanked the faculty and staff organizers and those who participated.

The College has moved to a mask-optional environment and discontinuing the checks of vaccination or tests. More normal operations have returned and Bergen will continue to monitor the latest guidance of federal, state and county health officials, as well as in-house data.

## **COMMITTEE REPORTS**

### **AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS**

On behalf of Trustee Fletcher, Chairman, Audit and Finance Committee, Vice Chairman Pellino, Esq. informed the board members that the Audit and Finance Committee met on March 23, 2022, and is prepared to recommend resolutions A/F1 to A/F4.

### **EDUCATION AND STUDENT AFFAIRS**

Trustee Barreto, Chairman, Education and Student Affairs Committee informed the board members that the Education and Student Affairs Committee met on March 22, 2022 and will recommend resolutions E/SA1 and E/SA3.

### **PERSONNEL**

On behalf of Chairwoman Morales-Diaz, Trustee Longo reported that the Personnel Committee met on March 22, 2022 and will recommend resolutions P1A to P10.

### **SITE AND FACILITIES**

Trustee Longo, Chairman, Site and Facilities Committee, informed the board members that Site and Facilities met on March 23, 2022. At this time, the committee is recommending approval for S/F1.

### **STRATEGIC PLANNING AND INITIATIVES**

Due to a previous appointment, Trustee Ranjan was unable to attend the meeting.

### **ALUMNI TRUSTEE**

Alumni Trustee Yoo reported approximately 1000 BCC graduates from 2020 and 2021 signed up to receive their diploma covers. She thanked Dr. Hlavenka for his assistance with graduation.

### **CHAIRWOMAN'S COMMENTS**

Chairwoman Blakeslee attended the PTK Induction Ceremony, the Cybersecurity program and the closing event of Women's History month.

### **UNFINISHED BUSINESS/BOARD MEMBERS**

No member of the board raised any unfinished business.

Chairwoman Blakeslee requested a motion to close the Unfinished Business portion of the meeting. A motion was made by Trustee Barreto and seconded by Trustee Longo. All were in favor.

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**NEW BUSINESS/BOARD MEMBERS**

No member of the board raised any new business.

Chairwoman Blakeslee requested a motion to close the New Business portion of the meeting. A motion was made by Trustee Barreto and seconded by Trustee Morales-Diaz. All were in favor.

**OPEN TO THE PUBLIC**

Chairwoman Blakeslee requested a motion to open to the public. A motion was made by Trustee Barreto and seconded by Trustee Silverstein.

Chairwoman Blakeslee requested a motion to close the public portion of the meeting. A motion was made by Trustee Barreto and seconded by Trustee Silverstein.

Chairwoman Blakeslee requested a motion to approve the March 1, 2022 board meeting minutes. A motion was made by Secretary Barreto and seconded by Trustee Morales-Diaz.

**Roll Call Vote for approval of the board meeting minutes dated March 1, 2022.**

Mr. Joseph A. Barreto - Yes  
Ms. Dorothy Blakeslee - Yes  
Mr. Louis DeLisio – Absent  
Mr. Patrick J. Fletcher – Absent  
Mr. Mark Longo – Yes  
Ms. Ritzy Morales-Diaz - Yes  
Mr. Stephen F. Pellino, Esq. - Abstained  
Dr. Sheetal Ranjan – Absent  
Mr. Adam Silverstein – Abstained  
Miss Crystal Yoo - Yes

5 Yes, 2 Abstentions and 3 Absent.

Motion passed for approval of the March 1, 2022 board meeting minutes.

Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday, April 5, 2022. A motion was made by Trustee Morales-Diaz and seconded by Trustee Barreto. Motion passed for Consent Agenda.

AF1 to AF4  
ESA1 to E/SA3  
I-1  
P1A to P10  
SF1

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**Roll Call Vote for approval of the Consent Agenda dated April 5, 2022.**

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Louis DeLisio – Absent

Mr. Patrick J. Fletcher - Absent

Mr. Mark Longo – Yes

Trustee Longo abstained from voting on the resolution A/F1:

Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.

Ms. Ritzy Morales-Diaz - Yes

Mr. Stephen F. Pellino, Esq. - Yes

Dr. Sheetal Ranjan – Absent

Mr. Adam Silverstein – Yes

Miss Crystal Yoo - Yes

6 Yes on A/F1, 1 Abstention and 3 Absent

7 Yes on A/F2 to A/F4 and 3 Absent

7 Yes on E/SA1 to E/SA3 and 3 Absent

7 Yes on P1A to P10 and 3 Absent

7 Yes on S/F1 and 3 Absent

An executive session was not held.

**Approved resolutions:**

**A/F1 – Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.**

Approval is hereby granted to approve the following invoices:

February 1, 2022 to February 28, 2022	\$ 23,892.22
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**A/F2 – Approval of Public Bid P-2354 for on-call HVAC services to Kalas Heating & Cooling Inc.**

Approval is hereby granted for Public Bid # P-2354 for On-Call HVAC Services at all Bergen Community College campuses to Kalas Heating & Cooling Inc., for the period of April 6, 2022 through April 5, 2024 with an option to extend for one (1) additional year in the estimated amount of \$1,149,120.00.

**A/F3 – Approval of financial auditing services to PKF O'Connor Davies, LLP in accordance with RFP # R-095.**

Approval is hereby granted for RFP # R-095 Independent Auditing Services to PKF O'Connor Davies, LLP for a two-year agreement at a cost of \$59,500.00 for year one and \$61,200.00 for year two. Award includes an option to renew for a third year at a cost of \$63,000.00.

**A/F4 – Approval for Bergen Community College to enter into a cooperative pricing agreement with Hunterdon County Education Services Commission.**

Approval is hereby granted for the attached resolution authorizing member participation in a cooperative pricing system with Hunterdon County Education Services Commission.

**E/SA1 – Approval of a grant award of \$39,048 from the New Jersey Community College Consortium for Workforce and Economic Development (Consortium) and authorization of President Eric M. Friedman, Ph.D., or his designee, to execute required documents.**

Approval is hereby granted for acceptance of a grant award total of \$39,048 from the New Jersey Community College Consortium (NJ CCC) for Workforce and Economic Development for the College's participation in the planning phase of the New Jersey Pathways to Career Opportunities initiative, and authorization of President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

**E/SA2 – Approval for submission of an application for Supplemental Community Development Block Grant (CDBG) CARES Act funding for \$250,000, and authorization of President Eric M. Friedman, Ph.D., or his designee, to execute required documents.**

Approval is hereby granted for submission of a proposal to the Bergen County Division of Community Development for \$250,000 to improve disability access to facilities, and authorization for President Eric M. Friedman, Ph.D., or his designee, to execute required documents.



**ESA3 – Approval of a grant award of \$4,125 from the Institute of International Education, Inc. (IIE), and authorization for President Eric M. Friedman, Ph.D., or his designee, to execute required documents.**

Acceptance of a grant award of \$4,125 from the Institute of International Education, Inc. (IIE) to participate in the American Passport Project, and authorization of President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

**P1A – Appointment: Grant Funded Staff**

Approval is hereby granted for the appointment of the following individuals to the positions and annual salaries indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Amy Alexander	Success Coach / Student Support / Student Affairs	\$50,000.00 (pro-rated)	03/01/22-06/30/22 (retroactive)
Sierra Dones	Success Coach / Student Support / Student Affairs	\$50,000.00 (pro-rated)	03/01/22-06/30/22 (retroactive)
Brendan Williams	Success Coach / Student Support / Student Affairs	\$50,000.00 (pro-rated)	03/01/22-06/30/22 (retroactive)

**P1B – Appointment: Support Staff**

Approval is hereby granted for the appointment of the following individuals to the positions and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Noe Burgos	Custodian / Facilities 3 <sup>rd</sup> Shift	\$31,124.00	04/06/22 (pro-rated)
Kaisang Dolma	Custodian / Facilities 3 <sup>rd</sup> Shift	\$31,124.00	04/06/22 (pro-rated)

**P1C – Appointment: Confidential**

Approval is hereby granted for the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Michael Vivenzio	Talent and Development Manager / Human Resources	\$68,500.00	04/06/22 (pro-rated)

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**P1D - Appointment: Support Staff**

Approval is hereby granted for the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Kyle Carter	Senior Buyer / Purchasing / Finance and Accounting	\$70,000	04/18/22 (pro-rated)

**P1E – Appointment: Confidential**

Approval is hereby granted for the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Christine Hill	Administrative Assistant / President's Office	\$57,500	04/18/22 (pro-rated)

**P1F - Appointment: Support Staff**

Approval is hereby granted for the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Robert Kitchell	Plumber / Facilities	\$64,000 (pro-rated)	04/11/22

**P1G - Appointment: Support Staff**

Approval is hereby granted for the appointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Esmeralda Armendariz	Executive Secretary / Health Professions Division	\$52,000.00	04/06/22

**P2A – Reappointment Faculty: First Reappointment**

Approval is hereby granted to reappoint the following individual for her first reappointment to the indicated discipline, division and rank for the period September 1, 2022 through June 30, 2023 unless otherwise noted.

<u>Name</u>	<u>Rank</u>	<u>Discipline/Division</u>
Diana Constantino	Assistant Professor	Nursing / Health Professions / Health Professions Division

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**P2B - Reappointment: Project Personnel – Grants**

Approval is hereby granted for the reappointment of the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Barbara Brown- Abolafia	Project Manager / OMI / Student Affairs	\$60,000.00	04/01/22 (retroactive)

**P3 - Abolishment of Vacant Position**

Approval is hereby granted to abolish the following position effective April 6, 2022:

Executive Vice President / Administration

**P4 - Approve: New Position – Confidential**

Approval is hereby granted for the following position to be added to the College's organizational chart.

Position/Division:

Vice President of External Affairs

**P5 - Approve: Confidential - Title Change and Revised Job Description**

Approval is hereby granted for the title change and revised job description for the Assistant Director of Grants. (Effective upon vacancy – April 15, 2022.)

**P6A - Retirement: Faculty**

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Cristina Haedo	Associate Professor / Student Affairs	09/01/00	03/01/22 (retroactive)

**P6B - Retirement: Support Staff**

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Roy Burgher	Sergeant / Public Safety	11/28/88	05/01/22

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**P6C - Retirement: Confidential**

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Laura Frazer	Senior Manager Grants / Grants Administration	11/04/16	04/15/22

**P6D - Retirement: Support Staff**

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Edward Edwards	Senior Custodian / Facilities	03/23/98	07/01/22

**P6E - Retirement: Professional Staff**

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Aretha McMillan	Coordinator, Educational Outreach / Admissions / Student Affairs	06/19/02	06/20/22

**P6F - Retirement: Faculty**

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Ann Watkins	Assistant Professor / Academic Affairs	09/01/80	07/01/22

**P6G - Retirement: Faculty**

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Thomas Jewell	Professor / Academic Affairs	09/01/01	07/01/22

**P7 - Stop Stipend**

Approval is hereby granted to stop the monthly stipend for the following individuals as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Stephanie Weise	Director of Purchasing / Finance and Accounting	\$750.00	04/01/22

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**P8 – Termination: Grant**

Approval is hereby granted for the termination of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Barbara Brown- Abolafia	Summer Explorations Coordinator (Title V)	03/31/22 (retroactive)

**P9 – Rescinding Resolution P9 dated February 1, 2022, and accepting resignation of employee.**

Approval is hereby granted to rescind Resolution P9, dated February 1, 2022, and accept resignation from employment by the following individual, effective as of the date indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Robin Bowman	Custodian / Facilities	February 1, 2022

**P10 – Rescinding Resolution P10 dated February 1, 2022, and accepting resignation of employee.**

Approval is hereby granted to rescind Resolution P10 dated February 1, 2022, and accept resignation from employment by the following individual, effective as of the date indicated:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Ralph Choonoo	Interim Vice President / Student Affairs	01/04/99	02/01/22

**S/F1 Approval of Public Bid #P-2356 for the installation of ionization systems for all roof top units at the Hackensack and Lyndhurst Campuses.**

Approval is hereby granted for Public Bid P-2356 Bi-Polar Ionization Upgrades for Existing Roof Top Units at Hackensack and Lyndhurst Campuses in the amount of \$71,922.00 to McCloskey Mechanical Contractors, Inc.

**ADJOURNMENT**

As no further business was brought before the Board of Trustees, Chairwoman Blakeslee asked for a motion to adjourn the board meeting.

Trustee Morales-Diaz made a motion to adjourn the meeting, seconded by Trustee Barreto. All trustees were in favor.

The board meeting adjourned at 5:30 p.m.

Thank you,  
Trustee Joseph Barreto, Secretary, Board of Trustees  
Bergen Community College