

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, April 9, 2024
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, April 9, 2024, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:00 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, e-mailed, and published in The Record and The Herald News on December 8, 2023, and filed with the Clerk of the County of Bergen.

ROLL CALL

Present

Mrs. Dorothy Blakeslee
Mr. Louis DeLisio
Mr. Damon Englese
Mr. Patrick J. Fletcher
Mr. Mark Longo
Ms. Ana Marti
Mrs. Ritzy Moralez-Diaz
Mr. Adam Silverstein

Absent

Mr. Howard Haughton
Dr. Sheetal Ranjan
Alumni Trustee Marisa Person

Also Present

Dr. Eric M. Friedman, President
Ms. Arlene Perez, Esq., DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

PLEDGE OF ALLEGIANCE

Chairwoman Blakeslee led those present in the Pledge of Allegiance.

SECRETARY REPORT

Secretary Moralez-Diaz complimented all the performers of the Grapes of Wrath play.

TREASURER REPORT

Treasurer Fletcher reported that the 2024-2025 budget, presented to the County Commissioners and Board of School Estimate on March 27, 2024, was approved. The presenters were Trustees Fletcher and Marti, President Friedman, and Wilton Thomas-Hooke.

PRESIDENT'S REPORT

AACC Award

Dr. Friedman recognized Chairwoman Dorothy Blakeslee for being selected as a finalist (one of three) for the American Association of Community Colleges (AACC) "National Trustee of the Year" award. Chair Blakeslee attended a gala event at the AACC's national convention in Louisville, Kentucky.

Most Promising Places to Work

For the second year in a row, Bergen has earned national recognition through *Diverse: Issues in Higher Education* magazine's "Most Promising Places to Work in Community Colleges."

Companies That Care

Commerce and Industry Association of New Jersey (CIANJ) has awarded Bergen the "Companies That Care" honor for our commitment and engagement with student military veterans. Special thanks go to Professor Julie Seda, who will attend a recognition ceremony in May to accept the award on behalf of the College.

State Budget

The state's 2025 proposed budget plan would remove \$20 million in operating support for New Jersey's community colleges. This would equate to \$1.8 million for Bergen. The New Jersey Council of County Colleges has launched an advocacy campaign designed to educate the legislature on the impact this funding cut would have on students. Dr. Friedman testified at a Senate budget committee hearing in Newark alongside Bergen County Executive James Tedesco and Student Government President Kaylie Quezada. President Friedman encouraged everyone to join the campaign by going to NJCCC's website and adding their name to a prepared letter which NJCCC will send to legislators.

Federal Funds

Senator Cory Booker has secured \$75,000 in special federal funds for Bergen's LatinxCEO program, which offers skill-building workshops, internships, and industry-recognized certifications for students. Dr. Friedman thanked Senator Booker, County Executive Tedesco, and the Hispanic Chamber of Commerce who each supported the College's funding request by submitting letters of recommendation.

National Council in Marketing and Public Relations (NCMPR) Honors

President Friedman referred the attendees to the latest newsletter for front page news about how, for the first time in Bergen history, the National Council in Marketing and Public Relations has recognized the institution's work with a Paragon Award - the highest honor in strategic communication at community colleges.

Alumni Success

Dr. Friedman shared an alumni success story received from Professor Peter Dlugos about Bergen graduate Nick Maurer, who went on to major in philosophy at Rutgers-New Brunswick and then earned a Master's in Philosophy at Tufts, and who has recently accepted a prestigious position as a lecturer at Rutgers University. President Friedman thanked Professor Dlugos and encouraged everyone to share these stories.

Middle States Self-Study Update

The College has been in contact with our MSCHE Liaison, Dr. Judith Sciple. Middle States has identified who the chair of our visiting team will be. Visitation Team Chairs are typically Community College Presidents from New York, Pennsylvania, Maryland, and Delaware.

In late March, the chairs of the seven standard's committee made presentations to the College cabinet regarding the progress made to date on their narratives for the Self- Study Report. The cabinet made suggestions on what additional evidence could be included in the chapter narratives. The standard that still requires more work and the creation, identification, and inclusion of additional evidence was Standard V Educational Effectiveness Assessment. The plan is to complete the analysis of the chapters and internal recommendations by May 7. A special meeting of the Board of Trustees Strategic Planning Committee has been scheduled for April 18. Trustees will also review the draft of the 2024-2028 Strategic Plan at that time.

On April 11, 2024, Bergen will welcome South Korean pianist Edwin Kim to campus for a benefit performance. The acclaimed musician will bring his unique blend of "magic in atmosphere, individuality and poise," to the Anna Maria Ciccone Theatre. In support of the Bergen Foundation, Kim will perform alongside a cellist and violinist as he weaves audience interaction into the concert.

Open House

The spring open house took place on Thursday, April 18 from 3 to 6 p.m. at the main campus. Open houses represent terrific ways for students to explore our campus, meet with faculty and obtain important information about financial aid.

Commencement

Commencement 2024 will be held on Tuesday, May 14 at 10 a.m. at MetLife Stadium.

The Torch

Dr. Friedman introduced Professor Michael Berkowitz, Faculty Advisor to the college newspaper, the Torch. The Torch students recently returned from the 2024 Associated Collegiate Press Conference (ACP) in San Diego, CA. The following students provided a presentation:

Charles Fagan, Editor-in-Chief

Hosna Kachooee, Layout Editor

Anthony Danilov, Arts and Entertainment/Features Editor

Michael Pardo, Photo Editor

COMMITTEE REPORTS

AUDIT, FINANCE, AND LEGAL AFFAIRS COMMITTEE

Treasurer Fletcher, Chairman of the Audit and Finance Committee, informed the board members that the Audit and Finance Committee met on March 25, 2024, and will recommend resolutions A/F1 to A/F10.

EDUCATION AND STUDENT AFFAIRS

Trustee DeLisio, Chairman of the Education and Student Affairs Committee, reported that the Education and Student Affairs Committee met on March 25, 2024. There are no resolutions to recommend.

PERSONNEL

Trustee Moralez-Diaz, Chairwoman of the Personnel Committee, reported that the Personnel Committee met on March 26, 2024, and will recommend resolutions P1 to P11.

SITE AND FACILITIES

Trustee Longo, Chairman of the Site and Facilities Committee, informed the board members that Site and Facilities met on March 26, 2024, and will recommend resolution S/F1.

UNFINISHED BUSINESS/BOARD MEMBERS

Chairwoman Blakeslee requested a motion to open the Unfinished Business portion of the meeting.

No board members raised any unfinished business.

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

NEW BUSINESS/BOARD MEMBERS

Chairwoman Blakeslee requested a motion to open the New Business portion of the meeting.

No board members came forward.

Anna Gergen, Assistant Director to the Phi Theta Kappa Honor Society, reported that the PTK students just returned from the Catalyst Convention in Orlando, FL. The students spoke about their positive learning experience and presented the awards they received from the convention.

Chairwoman Blakeslee requested a motion to close the New Business portion of the meeting. A motion was made by Trustee Fletcher seconded by Trustee DeLisio. All were in favor.

OPEN TO THE PUBLIC

Chairwoman Blakeslee requested a motion to open to the Public. A motion was made by Trustee Fletcher and seconded by Trustee Longo. All were in favor.

BCC Professor Steven Fischer spoke about current events happening in the Horticulture Department.

Professor Hank Bordowitz, Vice President of the Adjunct Union at BCC, spoke about the contract negotiations.

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

ADOPTION OF MINUTES

Chairwoman Blakeslee requested a motion to approve the board meeting minutes dated March 7, 2024. A motion was made by Trustee Fletcher and seconded by Trustee Longo.

Roll Call Vote for approval of the board meeting minutes dated March 7, 2024.

Ms. Dorothy Blakeslee - Yes

Mr. Louis DeLisio - Yes

Mr. Damon Englese - Abstain

Mr. Patrick J. Fletcher –Yes

Mr. Howard Haughton - Absent

Mr. Mark Longo – Yes

Ms. Ana Marti - Yes

Ms. Ritzy Morales-Diaz – Yes

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Dr. Sheetal Ranjan – Absent
Mr. Adam Silverstein – Yes
Ms. Marissa Person - Absent

7 Yes, 3 Absences, 1 Abstention

Motion passed for approval of the March 7, 2024, board meeting minutes.

CONSENT AGENDA

Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday, April 9, 2024. A motion was made by Trustee Englese and seconded by Trustee Morales-Diaz. Motion passed for Consent Agenda.

A/F1 to A/F10
P1 to P11
S/F1

No resolutions for Strategic Planning.

Roll Call Vote for approval of the Consent Agenda dated April 9, 2024

Ms. Dorothy Blakeslee - Yes
Mr. Louis DeLisio – Yes
Mr. Damon Englese - Yes
Mr. Patrick J. Fletcher –Yes
Mr. Howard Haughton - Absent
Mr. Mark Longo – Abstained on A/F1, yes to all other resolutions.
Ms. Ana Marti - Yes
Ms. Ritzy Morales-Diaz - Yes
Dr. Sheetal Ranjan - Absent
Mr. Adam Silverstein – Yes
Ms. Marissa Person – Absent

7 Yes on A/F1
8 Yes on A/F2 to A/F10
8 Yes on P1 to P11
8 Yes on S/F1

An executive meeting was not held.

Approved resolutions:

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

Approval is hereby granted for payment of the following legal vouchers: DeCotiis, FitzPatrick, Cole & Giblin, LLP.

February 1, 2024, to February 29, 2024 \$ 32,713.72

A/F2 - To award Public Bid P-2393 Laser Cutter Install Project to William J. Guarini Inc. to perform the necessary modifications to West Hall to create a Maker's Space.

Approval is hereby granted to award Public Bid P-2393 to William J. Guarini, Inc. in the amount of \$37,000 to perform the necessary modifications to West Hall to create a Maker's Space.

A/F3 - To authorize the award of Public Bid P-2391 Hardware Supply and Installation Services of Network Switches to Aspire Technology Partners LLC.

Approval is hereby granted to award Hardware Supply and Installation Services of Network Switches, Public Bid P-2391 to Aspire Technology Partners LLC in the amount of \$1,798,547.27.

A/F4 - To authorize execution of a lease agreement with New Meadowlands Stadium Company, LLC., to secure a venue for the College's 2024 commencement ceremony at an estimated cost of \$139,205.00.

Approval is hereby granted to authorize execution of a lease agreement with New Meadowlands Stadium Company, LLC. to secure a hosting site for the College's 2024 commencement ceremony to be held on May 14, 2024.

A/F5 - Revision to the previously awarded purchase of 25 Dell Precision desktop gaming computers, monitors and peripherals from CDW Government LLC through the Carl Perkins Grant for use by students in the Gaming Program.

Approval is hereby granted to purchase 23 Dell Precision 5860 computers, monitors, and accessories from SHI International Corp. in the amount of \$119,156.33 through the Carl Perkins Grant.

A/F6 - To authorize the purchase of an Epson SureColor Large-Format Printer through the Carl Perkins Grant for use in the newly created Makerspace.

Approval is hereby granted to purchase an Epson SureColor Large-Format Printer from CDW Government LLC for \$13,184.36 through the Carl Perkins Grant.

A/F7 - To authorize the award of Public Bid P-2388 Tree Implementation Plan to All County Landscaping to perform all work necessary to plant over 100 trees at the College's Paramus Campus in coordination with the Trees for Schools Grant.

Approval is hereby granted to award Tree Implementation Plan, Public Bid P-2388 to All County Landscaping in the amount allowed through the grant not to exceed \$200,000.00 to perform all work necessary to complete tree plantings through the Trees for Schools Grant.

A/F8 - To authorize Bergen Community College to secure membership in The Interlocal Purchasing System (TIPS) purchasing cooperative to procure goods and services.

Approval is hereby granted to join TIPS – The Interlocal Purchasing System.

A/F9 - To authorize renewal of Bergen Community College's (Bergen) property insurance policy for the Meadowlands campus through Otterstedt Insurance Agency, Inc.

Approval is hereby granted to renew the College's property insurance policy for the Bergen at the Meadowlands property located at 1280 Wall Street, Lyndhurst, NJ, from March 31, 2024, through March 31, 2025, at a cost of \$38,217.15.

A/F10 - To approve the new tuition and fee schedule for the fiscal year 2025 (July 1, 2024 through June 30, 2025).

Approval is hereby granted to approve the new tuition and fee schedule of rates for fiscal year 2025.

Category	Current Rate	New Rate
Tuition-in-County	\$152.50	\$157.45
Out-of-County	\$313.15	\$323.35
Out-of-State	\$329.50	\$340.15
Registration Fee	\$15.80	\$16.30
Technology Fee	\$14.80	\$15.28
Security Fee	\$2.10	\$2.16
General Fee	\$27.55	\$28.45

P1 – Separations

Approval is hereby granted to accept the separation of the following individuals:

	<u>Name</u>	<u>Reason</u>	<u>Position/Department/Division/Unit</u>	<u>Effective Date</u>
1.	Angela McCain	Resignation	Accountant/BCC Foundation/ Confidential	03/15/2024 (retroactive)
2.	Jennifer Compen	Resignation	Development Administrator/BCC Foundation/Confidential	03/18/2024 (retroactive)
3.	Rachel Sloma	Resignation	Bergen Cares Coordinator/Student Support Services/Student Affairs/Grant	03/19/2024 (retroactive)
4.	Elizabeth Fontes	Resignation	Director of Student Financial Services/Bursar/Finance/Executive	03/22/2024 (retroactive)
5.	Cameren Oresto	Resignation	Research and Operations Assistant/Research and Institutional Effectiveness/Professional	04/03/2024 (retroactive)
6.	Krystal Carbajal	Resignation	Benefits and Compensation Assistant/ Human Resources/Confidential	04/05/2024 (retroactive)

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|----|-------------------------|------------|-----------------------------------------------------------|------------|
| 7. | Patricia Cioce | Retirement | Annual Fund Coordinator/BCC Foundation/Confidential | 07/01/2024 |
| 8. | Darlene Zales-Russamano | Retirement | Associate Dean of Nursing/Health Professions/Confidential | 05/31/2024 |

P/2 - Appointments – Confidential and Grant Funded

Approval is hereby granted for the appointment of the following individuals to the vacant position and annual salary indicated below:

	<u>Name</u>	<u>Position/Division</u>	<u>Unit</u>	<u>Salary (pro-rated)</u>	<u>Effective Date</u>
1.	Joao Sedycias	Campus Executive/BCC at the Meadowlands	Executive	\$120,000.00	04/16/2024
2.	Deborah Manning	Dean, Multicultural Services and Activities/Academic Affairs	Executive	\$108,000.00	05/01/2024
3.	Monica Rock	Student Outreach Coordinator USDA NextGen/Grants	Grant	\$56,000.00	04/16/2024
4.	Christian Newman	CCOG Recruiter/Student Affairs	Grant	\$50,000.00	04/16/2024
5.	Annie Echeverry	Interim Bergen Cares Coordinator/ Student Affairs	Grant	\$52,368.96	03/08/2024 (retroactive)
6.	Anna Sitaras	CCAMPIS Teaching Assistant/ Academic Affairs	Grant	\$32,760.00	04/16/2024
7.	Julian Molina	CTE Career Development Coordinator/Grants	Grant	\$55,000.00	04/16/2024

P/3 - Appointments – Professional

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

	<u>Name</u>	<u>Position/Division</u>	<u>Unit</u>	<u>Salary (pro-rated)</u>	<u>Effective Date</u>
	Joanna Bellone	Financial Aid Specialist/Student Affairs	Professional	\$55,419.65	04/16/2024

P/4 - Salary Increase: Confidential Personnel

Approval is hereby granted to approve a three and a quarter percent (3.25%) increase to the base salaries of all confidential personnel for the period of July 1, 2024, through June 30, 2025.

P/5 - Appointments – Faculty

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

<u>Name</u>	<u>Position/Division</u>	<u>Unit</u>	<u>Salary (pro-rated)</u>	<u>Effective Date</u>
1. Lynette Quinones	Professional Assistant/Nursing/ Health Professions	Faculty	\$63,938.77	07/01/2024

P/6 - Reappointment Faculty – First Reappointment

Approval is hereby granted to reappoint the following individuals for their first reappointment to the indicated division and rank for the period September 1, 2024 through June 30, 2025 unless otherwise noted.

<u>Name</u>	<u>Rank</u>	<u>Discipline/Department/Division</u>
Tiffany Cuello	Instructor	OB/PEDS/ Nursing/ Health Professions
Tyrone DeLeon	Instructor	Radiography/Health Professions
George Liluashvili	Assistant Professor	Cyber Security/Information Technology Mathematics, Science and Technology
Sharon Mancini	Assistant Professor	Mental Health Nursing/ Health Professions
Elizabeth Terhune	Associate Professor	Mental Health/Medical Office Assistant/ Health Professions

P/7 - Reappointment Faculty-Second Reappointment

Approval is hereby granted to reappoint the following individuals for their second reappointment to the indicated division and rank for the period September 1, 2024, through June 30, 2025 unless otherwise noted.

<u>Name</u>	<u>Rank</u>	<u>Discipline/Department/Division</u>
Marites Alconis	Assistant Professor	Medical Surgical Nursing/ Health Professions
Jorge Cardenas	Assistant Professor	Physical Sciences/Chemistry Mathematics, Science and Technology
S.H.Chung	Assistant Professor	Physical Sciences/Chemistry Mathematics, Science and Technology
Joana Constantino	Assistant Professor	Medical Surgical Nursing/ Health Professions

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Victor Conversano	Assistant Professor	Criminal Justice/ Criminal Justice and Legal Studies/ Business, and Social Sciences
Goran Dojcinoski	Assistant Professor	College Level Mathematics/Mathematics Mathematics, Science and Technology
Jake Dynes	Assistant Professor	Developmental Mathematics/Mathematics Mathematics, Science and Technology
Irene Erazo	Assistant Professor	Respiratory/Health Professions
Jessica Gorham	Associate Instructor	Diagnostic Medical Sonography/ Health Professions
Jaehyum Julie Lee-Hong	Assistant Professor	Psychology/Social Sciences/ Business, and Social Sciences
Nicole Humphreys	Assistant Professor	Veterinary Technology/Health Professions
Christina Mouser	Associate Professor	College Mathematics, Mathematics, Science and Technology
Leonard Allen Smith	Assistant Professor	Business/ Business, and Social Sciences

P/8 - Appointment: Academic Chairs

Approval is hereby granted to appoint the individuals listed below to the position of Academic Chairs at the stipends and release time shown for the period February 1, 2024 - June 30, 2024.

ACADEMIC CHAIRS

<u>Name</u>	<u>Department//Division</u>	<u>Annual Stipend</u>	<u>Annual Release Time</u>
1. Ronda Drakeford *	Hotel and Restaurant Management/ Business and Social Sciences	\$3,000.00 (pro-rated)	11 credit hours (pro-rated)

* this replaces previous assignment as Program Coordinator from board motion P2A, 6/13/23.

<u>Name</u>	<u>Department/Division</u>	<u>Annual Stipend</u>	<u>Annual Release Time</u>
2. Melissa Krieger	Education/Business and Social Sciences	\$3,000.00 (pro-rated)	11 credit hours (pro-rated)

P/9 - Job Descriptions and Positions

Approval is hereby granted to approve the job descriptions of the following positions and titles:

	<u>Position/Division</u>	<u>Unit</u>	<u>Effective Date</u>
1.	Dean, Multicultural Services and Activities/Academic Affairs	Executive	04/10/2024
2.	Coordinator of Adjunct Administration	Confidential	04/10/2024
3.	Head Working Electrician/Facilities	Support	04/10/2024

P/10 - Approve: Deobligation of Position

Approval is hereby granted for the following position to be deobligated from the College organizational chart:

<u>Title</u>	<u>Unit</u>	<u>Effective Date</u>
Dean of Adjunct Administration	Executive	05/01/2024

P/11 - Approve: Add vacant position to the organizational chart

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

Coordinator of Adjunct Administration

S/F1 - To reject all bids received for Public Bid P-2389 for the New Site Irrigation and Well Pump Replacement project.

Approval is hereby granted to reject all bids received for Public Bid P-2389 for the New Site Irrigation and Well Pump Replacement project.

ADJOURNMENT

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

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

The board meeting adjourned at 5:49 p.m.

Thank you,

Trustee Ritzy Moralez-Diaz, Secretary, Board of Trustees
Bergen Community College