

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, August 2, 2022
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, August 2, 2022 in the Health Professionals Building in Room 302/304 at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:04 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." A revised annual meeting notice including the locations, dates and times of the remaining regular meetings of the Board of Trustees for 2022, including this meeting, was posted in the first-floor main lobby in the Pitkin Education Center for Bergen Community College and was published in The Record and The Herald News on July 12, 2022, and filed with the Clerk of the County on July 20, 2022.

Judith Verrone, Esq., administered the Oath of Office to the new Alumni Trustee, Alicia Guidolin-Hocman.

ROLL CALL

Present

Mr. Joseph Barreto

Mrs. Dorothy Blakeslee

Mr. Adam Silverstein – participated by telephone.

Mr. Mark Longo – participated by telephone.

Mrs. Ritzy Moralez-Diaz

Mr. Stephen F. Pellino, Esq.

Dr. Sheetal Ranjan – Due to with connectivity issues, her vote was unable to be heard and recorded.

Miss Alicia Guidolin-Hocman, Alumni Trustee

Also Present

Dr. Eric M. Friedman, President

Mrs. Judy Verrone, Esq.

Regrets

Mr. Louis DeLisio

Mr. Patrick J. Fletcher

PLEDGE OF ALLEGIANCE

Chairperson Blakeslee led those present in the Pledge of Allegiance.

REPORTS

VICE-CHAIRMAN

Trustee Silverstein welcomed the new Alumni Trustee Guidolin-Hocman.

SECRETARY

Trustee Barreto welcomed the new Alumni Trustee Guidolin-Hocman; he also acknowledged and thanked Maria Ferrara for all her work putting these meetings together every month.

PRESIDENT'S REPORT

Enrollment

Dr. Friedman reported that the College has begun to see positive changes in its enrollment reports. That data included increases in both summer and fall enrollment, with significant growth in the new student population. First time students for the Fall have risen 49 percent year-over-year. Summer enrollment has moved to 3% better than last summer and fall is tracking ahead by almost 10% versus this time last year, with 45% of the fall class yet to register. He thanked the entire team who have made the "inflation-busters" tuition-freeze program successful, and all those who worked to ensure that federal pandemic relief funds were used to satisfy the outstanding balances of students with past-due tuition bills, adding that the "Summer Back on Track" initiative assisted 1,495 students in taking tuition-free summer classes.

Meredith Gatzke

Dr. Friedman announced that Vice President of Human Resources and Organizational Development, Meredith Gatzke, has earned the 2022 Enterprising Women in Commerce award from the CIANJ, a statewide association that promotes the health and vibrancy of New Jersey's business community. She is being recognized for the work she is doing to effect positive cultural and organizational change at the College. Meredith will be recognized at a statewide breakfast hosted by CIANJ in the near future.

Bergen Resource Network

President Friedman reported that he attended and delivered remarks at a recognition event for the Bergen County Business Resource Network, noting that the College has become a central player in these efforts through the "business support specialist" student interns and programs. The event was hosted by County Executive Jim Tedesco and the Bergen County Board of Commissioners. County Executive Tedesco announced that the College will have the opportunity to continue and expand the program with over a quarter million dollars in new, additional grant funding. Dr. Friedman thanked the government leaders for their support. President Friedman added that he and Dr. Hlavenka will be meeting with the County team to discuss a possible TV commercial celebrating the program.

New Bridge Partnership

President Friedman reported that the New Bridge Partnership is expanding, advising that he met with President Deb Visconi at the medical facility to discuss expanding the partnership, to include additional clinical programs, internships and even a food service initiative.

Student Recognitions

Dr. Friedman reported that 10 Bergen students had their papers chosen for presentation at the 30th annual Beacon Honors Conference. Isabella Westervelt took first place honors in the Social Justice essay category. President Friedman also reported that BCC STEM students earned first place honors in the National Community College Innovation Challenge sponsored by the National Science Foundation and American Association of Community Colleges. The Bergen team topped the competition with "ScanCan: The Intelligent Recycling Bin," a waste receptacle that rejects items unsuitable for recycling. Dr. Friedman welcomed new Alumni Trustee Alicia Hocman.

Faculty and Staff Recognitions

President Friedman reported that the College's Institute for Multicultural Learning co-sponsored a screening of "Chosen," a documentary film on Korean-Americans seeking elected office, with filmmaker Joseph Juhn taking questions. Dr. Friedman thanked Professor Dr. Mina Ahn, and recommended Joseph become a scholar in residence this year at Bergen Community College. Dr. Friedman also reported that Associate Director of Public Safety Marie Jardine has secured one of ten spots on the New Jersey Coalition Against Sexual Assault Community Council.

COMMITTEE REPORTS

AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS

Trustee Pellino, Vice-Chairman, Audit and Finance Committee, informed the board members that the Audit and Finance Committee met on July 20, 2022, and will recommend resolutions A/F1 to A/F9.

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 July 19, 2022 and will recommend resolutions E/SA1 to E/SA3.

PERSONNEL

Trustee Pellino, Vice-Chairman of Personnel Committee, reported that the Personnel Committee met on July 19, 2022 and will recommend resolutions P1 to P7.

SITE AND FACILITIES

Trustee Pellino informed the board members that Site and Facilities met on July 20, 2022. At this time, there are no resolutions to recommend.

STRATEGIC PLANNING AND ISSUES

Chairwoman Blakeslee recommended this report be held until Trustee Ranjan is able to join the meeting.

ALUMNI TRUSTEE REPORT

Trustee Guidolin-Hocman introduced herself and thanked everyone for this opportunity to serve.

CHAIRWOMAN'S COMMENTS

Chairwoman Blakeslee noted the screening of "The Chosen" was preceded by a very nice welcome at the West Hall gallery.

UNFINISHED BUSINESS/BOARD MEMBERS

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 Pellino and seconded by Trustee Barreto. All were in favor.

NEW BUSINESS/BOARD MEMBERS

No board members 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 Pellino. All were in favor.

STEM

Mr. Luis De Abreu, Director of the STEM Program.
He introduced the Smart Recycling Bin Student Speakers:

Roe Shalom
Tyler Jacobs
Jacob Jalinski
Zakaria Abdelaziz
Na Hee Kim
Mia Crespo

The team provided an overview of the ScanCan and how it works. Mr. De Abreu spoke about the Community College Innovation Challenge competition in Virginia last June and how the BCC STEM team received first place. He invited everyone to their poster competition on August 16th which will showcase 15 different STEM projects.

Dr. Emily Vandalovsky, Dean of Mathematics, Science and Technology, introduced herself and spoke about the importance of their work in the community and the impact on the younger generation, specifically mentioning a successful high-altitude balloon research project that they offered to 7th and 8th graders this summer. She commented on the many nice thank you cards they received from the students.

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 Morales-Diaz. All were in favor.

No member of the public came forward to speak.

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

Chairwoman Blakeslee requested a motion to approve the June 7, 2022 board meeting minutes. A motion was made by Secretary Barreto and seconded by Trustee Moralez-Diaz.

Roll Call Vote for approval of the board meeting minutes dated June 7, 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 Moralez-Diaz - Yes
Mr. Stephen F. Pellino, Esq. - Yes
Dr. Sheetal Ranjan – Due to international technical difficulties, vote not recorded.
Mr. Adam Silverstein – Abstain
Miss Alicia Guidolin-Hocman - Abstain

5 Yes, 2 Abstention, 2 Absent and 1 No vote was recorded.

Motion passed for approval of the June 7, 2022 board meeting minutes.

Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday, August 2, 2022. A motion was made by Secretary Barreto and seconded by Trustee Pellino. Motion passed for Consent Agenda.

AF1 to AF9
ESA1 to ESA3
I1 and I2
P1A to P7E
SP1
No resolutions for Site and Facilities.

Roll Call Vote for approval of the Consent Agenda dated August 2, 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 Moralez-Diaz - Yes
Mr. Stephen F. Pellino, Esq. - Yes
Dr. Sheetal Ranjan – Due to international technical difficulties, vote not recorded.
Mr. Adam Silverstein – Yes
Miss Alicia Guidolin-Hocman - Yes

A/F5 – To authorize the purchase of library products and services, including but not limited to electronic books and online article database subscriptions, from ProQuest LLC.

Approval is hereby granted for authorization to purchase library products and services to support student, faculty, and staff research for the period July 1, 2022 through June 30, 2023 from ProQuest LLC at a cost not to exceed \$40,000.00.

A/F6 – To authorize the purchase of print and e-books from Yankee Book Peddler, Inc. (doing business as: GOBI Library Solutions from EBSCO).

Approval is hereby granted for authorization to purchase library materials and services for the period July 1, 2022 through June 30, 2023 from Yankee Book Peddler, Inc. (doing business as GOBI Library Solutions from EBSCO) at a cost not to exceed \$45,000.00.

A/F7 – Authorization to award Public Bid P-2363 Hybrid Learning Classrooms x 35 to Technotime Business Solutions.

Approval is hereby granted for authorization to award Public Bid P-2363 West Hall and Health Professions Building Media System Tech Upgrade to Technotime Business Solutions in the amount of \$304,100.00

A/F8 – To authorize award of Public Bid P-2359 for fire protection equipment, maintenance and repairs at the Paramus Campus to United Fire Protection Corporation.

Approval is hereby granted for authorization to award Public Bid P-2359 Fire Protection Equipment Maintenance and Repairs, to United Fire Protection Corporation for the period of July 7, 2022 through July 6, 2024, for an estimated amount of \$277,136.00

A/F9 – To amend resolution AF7 approved by the Board of Trustees on March 1, 2022 for the College's Fiscal Year 2023 Chapter 12 funding request to the County of Bergen Board of School Estimate.

Approval is hereby granted to amend the College's fiscal year 2023 Chapter 12 funding request to align with the \$4,100,000 million dollars allocation approved by the Board of School Estimates. This resolution supersedes AF7 that was approved with a preliminary amount on March 1, 2022.

E/SA1 – To delete the curriculum for the Associate in Arts, Fine & Performing Arts, Theatre (AA.FPA.THTR)

Approval is hereby granted for the college to delete the curriculum for the Associates in Theatre.

E/SA2 – To delete the curriculum for the Associate in Arts, Fine & Performing Arts, Theatre, Acting (AA.FPA.THTR.ACT)

Approval is hereby granted for the college to delete the curriculum for the Associates in Theatre, option Acting.

ESA3 – To delete the curriculum for the Associate in Applied Science, Industrial Technology, Electronics Technology (AAS.IDT.ELECT.TECH)

Approval is hereby granted for the college to delete the curriculum for the Associates in Applied Science, Electronics Technology.

I-1 – To approve the revised annual board meeting notice for 2022.

Approval is hereby granted to revise the following dates and locations for the regular meetings of the Board of Trustees for 2022.

Revisions to the location and date of the remaining Regular Meetings of the Board of Trustees for 2022 are indicated below in **bold underline**. All meetings will be held **in person**.

Revised 2022 Annual Notice of Meetings

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday	August 2	5:00 p.m.	<u>Paramus Campus Health Professions Building Conference rooms 302/304</u>
Wednesday	September 7	5:00 p.m.	Paramus Campus Technology Building 128BC
<u>Thursday</u>	<u>October 13</u>	5:00 p.m.	Ciarco Learning Center Hackensack Conference rooms 102 / 103
**Tuesday	November 22	5:00 p.m.	Paramus Campus Technology Building 128BC

**Reorganization Meeting

Formal action may be taken at any of the meetings listed above. Portions of all meetings may be held in executive session to the extent allowed by law.

Paramus Campus: 400 Paramus Road, Paramus, New Jersey
Ciarco Learning Center: 355 Main Street, Hackensack, New Jersey

I-2 – To approve the naming of the Math and Science Tutoring Center as the Professor R. Neil Ender Memorial Mathematics and Science Walk-in Center, effective October 20, 2022.

Approval is hereby granted for the naming of the Math and Science Tutoring Center to be the **Professor R. Neil Ender Memorial Mathematics and Science Walk-in Center**, effective October 20, 2022.

P1A – Appointment: Faculty

**Board of Trustees Minutes
August 2, 2022**

Page | 9

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>
Goran Dojcinoski	Assistant Professor / College Level Mathematics / Math, Science and Technology / Academic Affairs	\$66,164.53 (pro-rated)	9/01/22

P1B – 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>
Chanel Smith	HR Coordinator/ Human Resources	\$54,000.00	08/22/22

P1C – Appointment: Student Affairs Athletic Program (Coaching Staff)

Approval is hereby granted for the appointment of the following individuals to part-time Head Coach and Assistant Coach positions at the stipends indicated:

<u>Name</u>	<u>Head Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Jane Elder	Women's Volleyball	\$5,500.00	09/01/22 – 11/30/22
Christopher DiSanto	Wrestling	\$5,500.00	10/15/22 – 03/15/23
David Mosconi	Women's Basketball	\$6,630.00	09/01/22 – 05/31/23
Steve Mimms	Baseball	\$7,625.00	09/01/22 – 06/30/23
Paul Nganansou	Women's Soccer	\$5,500.00	09/01/22 – 11/30/22
Giovanni Soto	Men's Soccer	\$5,500.00	09/01/22 – 11/30/22
Anthony Vaughn	Cross Country (M&W)	\$5,500.00	09/01/22 – 11/30/22
Anthony Vaughn	Track and Field (M&W)	\$5,500.00	12/01/22 – 05/31/23

P1D – Approve: Extension of Stipend

Approval is hereby granted for the monthly stipend for the following individuals for assuming additional responsibilities in their respective areas:

<u>Name</u>	<u>Position / Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Cinzia D'Iorio	Interim Executive Director / Continuing Education and Workforce Development	\$850.00	07/01/22 – 07/31/22 (retroactive)
Tonia McKoy	Interim Dean of Assessment, Accreditation and Compliance / Academic Affairs	\$750.00	07/01/22 – 07/31/22 (retroactive)

P1E – Promotion: Confidential

**Board of Trustees Minutes
August 2, 2022**

Page | 10

Approval is hereby granted for the promotion 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>
Tonia McKoy	Dean of Assessment, Accreditation and Compliance / Institutional Effectiveness	\$118,500	08/08/22

P1F – 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>
Anjali Thanawala	Assistant Director, Grants / Grants Administration / Finance	\$80,000	08/15/22

P1G – Appointment: Faculty

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>
Victor Conversano	Assistant Professor / Criminal Justice / Business, Arts and Social Sciences / Academic Affairs	\$67,179.51	09/01/22

P1H – Appointment: Professional

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>
Valeria Correa	STEM Tutorial Supervisor / Tutoring Center / Academic Affairs	\$55,000	08/08/22

P2 – Reclassification – Technical/Professional Assistants

Approval is hereby granted for the reclassification of the following Technical Assistants to the position indicated, effective July 1, 2022 (retroactive) and reappointed for the period July 1, 2022 to June 30, 2023 (retroactive):

<u>Name</u>	<u>Discipline/Division</u>	<u>From</u>	<u>To</u>
Joshua Gordon	Media Technologies / IT	Technical Assistant I	Professional Assistant
Peter Kolankowski	Media Technologies / IT	Technical Assistant I	Professional Assistant
Mary Ann Kho	Media Technologies / IT	Technical Assistant I	Professional Assistant

P3 – Promotion: Confidential Staff

**Board of Trustees Minutes
August 2, 2022**

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>
Cinzia D'Iorio	Executive Director of Continuing Education and Workforce Development / Continuing Education and Workforce Development	\$127,500.00	08/08/22

P4A– Approve: Revised Job Description

Approval is hereby granted for the revised job description for the Dean of Business and Social Sciences

P4B – Approve: Revised Job Description

Approval is hereby granted for the revised job description for the Development Administrator

P4C – Approve: Revised Job Description

Approval is hereby granted for the revised job description for the Assistant Vice President of Student Affairs

P4D— Approve: Revised Job Description

Approval is hereby granted for the revised job description for the Dean of Adjunct Administration

P4E – Approve: Professional – Associate Registrar

Approval is hereby granted for the creation of the new title and job description for the Associate Registrar.

P4F – Approve: Confidential - Title Change and Revised Job Description

Approval is hereby granted for the title change and revised job description for the Registrar

P4G- Approve: Professional - Title Change and Revised Job Description

Approval is hereby granted for the title change and revised job description for the Assessment Coordinator

P5 – Approve Support Staff Merit Award Program recipients as per the agreement in the Support Staff Memorandum of Agreement, Article XXXI, approved by the Board of Trustees on February 2, 2016.

Approval is hereby granted for the merit award increases for the following individuals with the contractual increase of 5.5% retroactive to 7/1/19:

<u>Name</u>	<u>Position/Department/Division</u>	<u>New Salary</u>
Elizabeth Hairston	Senior Accounting Assistant / Bursar / Finance	\$69,583.66
Shaily Mahajan	Executive Secretary / Humanities / Academic Affairs	\$58,049.39
Geraldine McQueen	Public Safety Officer / Public Safety	\$44,434.94
Peter Sforza	Custodian / Facilities	\$53,620.28

P6A – Retirement: Support Staff

**Board of Trustees Minutes
August 2, 2022**

Page | 12

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>
Margot Amancay	Senior Custodian / Facilities	10/14/91	08/01/22 (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>
Hosea DeShields	Coordinator – Printing Services and Copying / Purchasing / Finance	03/28/94	08/01/22 (retroactive)

P6C – 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>
John Daniels	Senior Custodian / Facilities	01/05/87	09/01/22

P6D – Retirement: Administrator

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>
Sally Dionisio	Director / Child Development Center / Academic Affairs	09/08/82	09/01/22

P7A – Resignation: Faculty

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Kelly Horgan	Associate Professor / Health Professions / Academic Affairs	09/04/08	06/30/22 (retroactive)

P7B – Resignation: Support

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Kaisang Dolma	Custodian / Facilities	04/06/22	07/01/22 (retroactive)

P7C – Resignation: Confidential

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Yvette Aviles	Associate Director / Human Resources	08/07/19	08/11/22

P7D – Resignation: Support

**Board of Trustees Minutes
August 2, 2022**

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Thomas Meyers	Officer / Public Safety	05/19/03	07/31/22 (retroactive)

P7E – Resignation: Support

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Elyssa Molina	Secretary / Facilities	01/12/22	08/04/22

S/P1 – Approve 2022-2025 Academic Master Plan.

Approval is hereby granted for the new 2022-2025 Academic Master Plan.

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 Secretary Barreto. All trustees were in favor.

The board meeting adjourned at 5:45 p.m.

Thank you,

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