

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, August 6, 2024
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, August 6, 2024, in the Technology Building Conference Rooms B and C 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. Patrick J. Fletcher
Mr. Howard Haughton
Ms. Ana Marti
Mrs. Ritzy Moralez-Diaz

Also Present

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

Absent

Mr. Damon Englese
Mr. Mark Longo
Dr. Sheetal Ranjan
Mr. Adam Silverstein

PLEDGE OF ALLEGIANCE

Chairwoman Blakeslee led those present in the Pledge of Allegiance.

PRESIDENT'S REPORT

First Meeting of Academic Year

President Friedman commented that considerable progress has been made on numerous key projects, to include grants, facilities, and student affairs.

15-to-Graduate

Dr. Friedman announced the launch of "15-to-Graduate" campaign, a student affairs-led program that aims to help students fast-track their path to graduation. This campaign educates students on the benefits of taking 15 college-level credits each semester. By doing so, students can complete their Bergen degree in two years, instead of an average of 4.5 years.

PACE University

Dr. Friedman advised that he and a team from Bergen met with President Krislov and representatives from PACE University to continue to build out our Bergen-PACE Scholars initiative. Among the agenda items were “stitch in events,” joint marketing, new academic pathways, the PACE **\$23,000** scholarship available to BCC grads, and a number of program articulations.

NAACP

President Friedman advised that he met with members of the NAACP of Bergen County to discuss how the College can continue to provide support for students of color. He thanked NJ Stars Coordinator, Julia Gibson, for facilitating the meeting.

State Budget / Enrollment

The Trenton restoration of \$20 million in funding originally cut from the state’s 18 community colleges’ budgets, while positive, essentially brings the College to “flat” state funding to last year, despite severe inflationary pressure on the institution. Dr. Friedman advised he is grateful that the funds have been restored, and appreciative of our Bergen County government partners, including County Executive James Tedesco, who helped advocate on our students’ behalf.

Enrollment Update

Enrollment for the fall semester, point in time, is down by 443 students (7,413 vs 7,856 students), (approximately 5%). According to VP Trump, enrollment forecasting remains uniquely challenging this semester due to significant issues with the implementation of the new simplified FAFSA from the Department of Education. As a result, many students are still waiting for information on their federal aid eligibility, affecting the college decision-making process. At Bergen, “new” student enrollment is currently down by 11.5% most likely due to FAFSA delays. In response, Bergen has organized several Express Enrollment events to streamline the onboarding process for new students.

Middle States Self-Study Update

Supplied by Accreditation Liaison Officer Dr. Gary Porter:

We continue to make important progress in our Self-Study preparation and arrangements for the upcoming site visit. Members of the Middle States core team met with site visit chair Monroe Community College President DeAnna Burt-Nanna last month to discuss a preliminary site visit scheduled for early October. President Burt-Nanna will soon provide the College with feedback on the Self-Study document, which we continue to edit, revise, and refine. The College community will have an opportunity to review the draft to ensure a reflective voice in the fall.

Staff Success

Dr. Friedman recognized staff member Educational Opportunity Fund Assistant Director Aida Castro-Henix, who earned admission into the Hispanic Association of Colleges and Universities’ second cohort of the “Enlace” mid-level leadership program. The program invites individuals dedicated to higher education and ready for advancement to senior level positions to expand their knowledge and skill sets to benefit themselves and their students.

STEM Summit

President Friedman provided remarks at the STEM C-Squared Research and Career Summit, a student research and professional development conference. Organized by the STEM Student Research Center and Division of Mathematics, Science and Technology, the inspiring event featured student poster presentations and guest speakers.

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 July 22, 2024, and will recommend resolutions A/F1 to A/7.

EDUCATION AND STUDENT AFFAIRS

Trustee DeLisio, Chairman of the Education and Student Affairs Committee, reported that the Education and Student Affairs Committee met on July 22, 2024, and will recommend resolutions E/SA1 to E/S8.

INSTITUTIONAL

Trustee DeLisio informed the board members that the Institutional Committee met on July 22, 2024, and will recommend resolution I1.

PERSONNEL

Trustee Morales-Diaz, Chairwoman of the Personnel Committee, reported that the Personnel Committee met on July 22, 2024, and will recommend resolutions P1 to P9.

SITE AND FACILITIES

Chair Blakeslee, on behalf of Trustee Longo, Chairman of the Site and Facilities Committee, informed the board members that Site and Facilities will recommend resolution S/F1.

CHAIRWOMAN'S REPORT

Chairwoman Blakeslee commented that she attended the Diagnostic Medical Sonography Pinning Ceremony on July 30, 2024.

UNFINISHED BUSINESS/BOARD MEMBERS

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

No board members came forward.

Chairwoman Blakeslee requested a motion to close the Unfinished Business portion of the meeting. A motion was made by Trustee Fletcher 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.

Trustee Fletcher had a question regarding the new FAFSA requirements to which Yessica Garcia-Guzman, Assistant Vice President of Financial Aid, answered.

Trustee Haughton commended the leadership administration for meeting with the NAACP local chapter.

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

OPEN TO THE PUBLIC

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

No members of the public came forward.

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

ADOPTION OF MINUTES

Chairwoman Blakeslee requested a motion to approve the board meeting minutes dated June 4, 2024. A motion was made by Trustee Haughton and seconded by Trustee Marti.

Roll Call Vote for approval of the board meeting minutes dated June 4, 2024.

Ms. Dorothy Blakeslee - Yes
Mr. Louis DeLisio - Yes
Mr. Damon Englese - Absent
Mr. Patrick J. Fletcher –Yes
Mr. Howard Haughton - Yes
Mr. Mark Longo – Absent
Ms. Ana Marti - Yes
Ms. Ritzy Moralez-Diaz – Yes
Dr. Sheetal Ranjan – Absent
Mr. Adam Silverstein – Absent

6 Yes, 4 Absences

Motion passed for approval of the June 4, 2024, board meeting minutes.

CONSENT AGENDA

Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday August 6, 2024. A motion was made by Trustee Fletcher and seconded by Trustee Haughton. Motion passed for Consent Agenda.

A/F1 to A/F7
E/SA1 to E/SA8
P1 to P9
I1
S/F1

Roll Call Vote for approval of the Consent Agenda dated August 6, 2024

Ms. Dorothy Blakeslee - Yes
Mr. Louis DeLisio – Yes
Mr. Damon Englese - Absent
Mr. Patrick J. Fletcher –Yes
Mr. Howard Haughton - Yes
Mr. Mark Longo – Absent
Ms. Ana Marti - Yes
Ms. Ritzy Moralez-Diaz - Yes
Dr. Sheetal Ranjan - Absent
Mr. Adam Silverstein – Absent

6 Yes on A/F1 to A/F7
6 Yes on E/SA1 to E/SA8
6 Yes on I1
6 Yes on P1 to P9
6 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.

May 1, 2024 to May 31, 2024 \$33,395.45

June 1, 2024 to June 30, 2024 \$32, 199.16

A/F2 - To authorize the purchase of periodical titles and online subscription services from EBSCO Industries, Inc. (doing business as: EBSCO Information Services, LLC) for the Sidney Silverman Library.

Approval is hereby granted to purchase periodicals for the Sidney Silverman Library for the period July 1, 2024, through June 30, 2025; from EBSCO Industries, Inc. (doing business as: EBSCO Information Services, LLC) in the estimated amount of \$45,000.00.

A/F3 - To authorize renewals for the Sidney Silverman Library's annual subscription for access to full-text electronic databases from LYRASIS.

Approval is hereby granted to renew the Sidney Silverman Library's annual database subscriptions for the period July 1, 2024, through June 30, 2025, from LYRASIS in the estimated amount of \$50,000.00. LYRASIS provides discounted annual subscriptions of full-text electronic databases, which are available 24/7.

A/F4 - To authorize payment to Edge, fiduciary agent for The Virtual Academic Library Environment of New Jersey (VALE) Consortium, for the Sidney Silverman Library's share of the cost of electronic databases.

Approval is hereby granted to pay Edge the estimated amount of \$125,000.00 to the VALE Consortium for the library's share of the cost of our electronic databases for the period of July 1, 2024, through June 30, 2025.

A/F5 - To authorize the purchase of managed print services provided by MRA International for Fiscal Year 2025.

Approval is hereby granted to purchase managed print services, including toner, parts, service, and maintenance, for the College's networked printer fleet from MRA International through Bergen County Cooperative BC-RFP 22-014, Resolution# 1462-23, at an estimated cost of \$60,000.00.

A/F6 - To authorize the purchase of student athletic insurance through Bob McCloskey Insurance.

Approval is hereby granted to purchase student athletic insurance coverage for the period of August 1, 2024 through August 1, 2025, through Bob McCloskey Insurance at a cost of \$50,526.

A/F7 - To authorize the renewal of the College's GetAnswers and Chatbot through CareerAmerica, LLC

(dba Ocelot).

Approval is hereby granted to renew GetAnswers with CareerAmerica, LLC for a one-year term from September 1, 2024, through August 31, 2025, and Chatbot for a one-year term from August 1, 2024 through July 31, 2025 at a cost of \$41,686.

E/SA 1 - To submit an application for The Center for Adult Transition grant to the Office of the New Jersey Secretary of Higher Education's (NJ OSHE) and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to submit **The Center of Adult Transition** grant application for an amount of \$350,000 for Fiscal Year 2025, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

E/SA 2 – To submit a grant application for The Hunger-Free Campus Grant to the New Jersey Office of the Secretary of Higher Education's (NJ OSHE) and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to submit **The Hunger-Free Campus** grant application for \$100,000 for Fiscal Year 2025, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

E/SA 3 – To accept a US Department of Education's Developing Hispanic Serving Institutions (DHSI)'s FY 2023 Title V Grant award of \$2,967,913.53 and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to accept an award for the **Developing Hispanic Serving Institutions Title V** grant in the amount of \$2,967,913.53 for a performance period of five years beginning October 1, 2024, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

E/SA 4 – To approve submission of an application for funding from the Basic Needs for Post Secondary Students Program grant to US Department of Education (USDOE), and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to submit an application to the Basic Needs for Post Secondary Student Program grant program in the amount of \$900,000 for a 36-month performance period to USDOE, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

E/SA 5 – To accept a grant award of \$470,500 for the Bergen County Consolidated Adult Basic Education and Integrated English Literacy and Civics Education (ABE & IELCE) Grant Program funded through the New Jersey Department of Labor and Workforce Development, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to accept a grant award of \$470,500 to implement the FY 2025 Bergen County Consolidated Adult Basic Education and Integrated English Literacy and Civics Education (ABE & IELCE) Grant Program, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

E/SA 6 – To approve the revised Code of Student Conduct Policy and Procedures.

Approval is hereby granted for the revision of the Code of Student Conduct Policy and Procedures.

E/SA 7 – To approve the revised Title IX Policy and Procedures.

Approval is hereby granted for the revision of the Title IX Policy and Procedures.

E/SA 8 – To approve the attached Policy: Veteran and Military Affiliated Students

Approval is hereby granted for the Veteran and Military Affiliated Students Policy.

I-1 - To approve the Travel, Mileage, and Other Reimbursable Expenses for College Personnel Policy.

Approval is hereby granted for the Travel, Mileage, and Other Reimbursable Expenses for College Personnel Policy.

P/1 – To approve the specified personnel 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.	Mizael Cruz	Resignation	Custodian/Facilities/Support	05/31/2024 (retroactive)
2.	Christopher Gosda	Resignation	Custodian/Facilities/Support	06/17/2024 (retroactive)
3.	Carolina Diaz Santos	Resignation	Officer/Public Safety/Support	07/13/2024 (retroactive)
4.	Mirian Rodas Vicuna	Resignation	Custodian/Facilities/Support	07/17/2024 (retroactive)

P/2- To approve the appointments of the specified Confidential and Grant-funded personnel.

Approval is hereby granted for the appointments of the following individuals to the vacant positions and annual salaries:

	<u>Name</u>	<u>Position/Division</u>	<u>Unit</u>	<u>Salary (pro-rated)</u>	<u>Effective Date</u>
1.	Ellianne Gallardo	Vice President of Human Resources and Organizational Development/Human Resources	Executive	\$135,000.00	08/07/2024
2.	Anthony Pecchinenda	Director of Student Financial Services/Finance	Executive	\$118,000.00	08/26/2024
3.	Carmen Cruz-Torres	Associate Dean of Nursing/Academic Affairs	Confidential	\$110,000.00	08/07/2024
4.	Julianne Dunich	Associate Dean of Continuing Education/Continuing Education and Workforce Development	Confidential	\$78,000.00	08/19/2024
5.	Kandice Bowles	Scholarship and Alumni Relations Coordinator/BCC Foundation	Confidential	\$58,000.00	07/16/2024 (retroactive)

6.	Miral Patel	Foundation Accountant/BCC Foundation	Confidential	\$80,000.00	08/19/2024
7.	Michael Vivenzio	Coordinator of Adjunct Administration/Academic Affairs	Confidential	\$82,000.00	08/07/2024
8.	Andrea Nemeth	Project Director, NJ Healthworks/ Continuing Education and Workforce Development	Grant	\$102,733.44	7/15/24-7/30/2024 (retroactive)

P/3 - To approve the appointment of the Academic Chair/Faculty for the Business Department.

Approval is hereby granted to appoint the individual listed below to the position of Academic Chair at the stipend and release time shown for the period August 7, 2024 - June 30, 2025.

ACADEMIC CHAIR

<u>Time</u>		<u>Annual Stipend</u>	<u>Annual Release</u>
<u>Name</u>	<u>Department//Division</u>	<u>(prorated)</u>	<u>(prorated)</u>
Vincent Louis	Business/ Business and Social Sciences	\$6,000.00	22 credit hours

P/4 – To approve the appointments of the specified Faculty personnel.

Approval is hereby granted to approve the appointments of the following individuals to the vacant positions and annual salaries:

	<u>Name</u>	<u>Position/Division</u>	<u>Unit</u>	<u>Salary</u> <u>(pro-rated)</u>	<u>Effective</u> <u>Date</u>
1.	Lisa Duddy	Associate Professor, Dental Hygiene/Health Professions	Faculty	\$80,384.00	09/01/2024
2.	Jiyoun Park	Associate Instructor, Diagnostic Medical Sonography/Health Professions	Faculty	\$60,799.00	09/01/2024
3.	Ariana Lopez	Assistant Professor, Criminal Justice/Business and Social Sciences	Faculty	\$69,165.00	09/01/2024

P/5 - Approve: To approve Leave of Absence

Approval is hereby granted to approve the Leaves of Absence, without pay, for the following individuals from the positions listed below, effective dates as indicated:

	<u>Name</u>	<u>Position/Division/Bargaining Unit</u>	<u>Effective Dates (retroactive)</u>
1.	Daniel Diaz	Maintenance Repairperson/Facilities/ Support	01/02/2024 – 07/01/2024 (revised returned date)
2.	Donna Puleo	College Nurse/Student Affairs/NA	05/31/2024-06/10/2024 FMLA unpaid with benefits

3.	Jerome Jones	Custodian/Facilities/Support	07/04/2024 – TBD unpaid with no benefits
4.	Darlene Tomlinson	Group Teacher, Child Development Center/Academic Affairs/Grant	07/11/2024 – 09/23/2024 FMLA unpaid with benefits
5.	Monica Crespo	Assistant Professor, Student Support Services/Student Affairs/Faculty	07/01/2024-07/09/2024 FMLA unpaid with benefits
6.	Jessica Peacock	Assistant Professor, Counseling Center/Student Affairs/Faculty	06/12/2024 -TBD unpaid with no benefits

P/6 - To approve the appointments of the specified Support personnel.

Approval is hereby granted to approve 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.	Adel Botros	Custodian/Facilities	Support	\$33,999.00	08/16/2024
2.	Riley Felton	Custodian/Facilities	Support	\$33,999.00	08/16/2024
3.	Gloria Zhinin	Custodian/Facilities	Support	\$33,999.00	08/16/2024

P/7 - Appointment: To approve the appointment of the specified personnel to a stipend position.

Approval is hereby granted to approve the appointment of the following individuals to a budgeted stipend position at the amount indicated:

	<u>Name</u>	<u>Position</u>	<u>Stipend</u>	<u>Effective Dates (retroactive)</u>
1.	Sara Beck	Head Softball Coach	\$8,000.00	07/01/2024-06/30/2025
2.	Anthony Bowles	Head Women's Soccer Coach	\$8,000.00	07/01/2024-06/30/2025
3.	Chris DiSanto	Head Wrestling Coach	\$8,500.00	07/01/2024-06/30/2025
4.	Janet Elder	Head Volleyball Coach	\$7,000.00	07/01/2024-06/30/2025
5.	Phil Germakian	Head Cross Country Coach	\$7,000.00	07/01/2024-06/30/2025
6.	Phil Germakian	Head Track and Field Coach	\$7,000.00	07/01/2024-06/30/2025
7.	Nick Grasso	Head Baseball Coach	\$8,000.00	07/01/2024-06/30/2025
8.	Sebastian Luna	Assistant Women's Soccer Coach	\$3,500.00	07/01/2024-06/30/2025
9.	Rey Miller	Assistant Wrestling Coach	\$4,500.00	07/01/2024-06/30/2025
10.	Sean Pekarsky	Head Women's Basketball Coach	\$9,000.00	07/01/2024-06/30/2025

11. Sebastian Rojas	Assistant Men's Soccer Coach	\$4,000.00	07/01/2024-06/30/2025
12. Phil Ross	Assistant Track Coach	\$3,500.00	07/01/2024-06/30/2025
13. Jonathan Sanchez	Head Men's Soccer Coach	\$8,000.00	07/01/2024-06/30/2025
14. Lesley Megan Vanderbeck	Assistant Volleyball Coach	\$3,500.00	07/01/2024-06/30/2025

P/8 - To approve the promotion of the following individual.

Approval is hereby granted to approve the promotion of the following individual to the position and annual salary indicated below:

<u>Name</u>	<u>Position/Division</u>	<u>Unit</u>	<u>Salary (prorated)</u>	<u>Effective Date</u>
Kim Meekins	Scheduling and Facilities Planner/External Affairs	Professional	\$72,546.10	08/07/2024

P/9 - To approve the stipend of the following individual.

Approval is hereby granted to approve a monthly stipend for the following individual for assuming additional responsibilities in the Human Resources Department:

<u>Name</u>	<u>Position/Department</u>	<u>Monthly Stipend</u>	<u>Unit</u>	<u>Effective Date</u>
Ellianne Gallardo	Associate Director of Employee Relations and Organizational Development/Human Resources	\$1,200.00	Confidential	03/11/2024 – 08/06/2024 (retroactive)

S/F1 - To award the preparation of contract drawings and specifications for the NextGen Hydroponics Lab in existing SA-Wing Vestibule Project to RSC Architects.

Approval is hereby granted to pay \$18,700.00, including direct costs, for preparation of contract drawings and specifications for NextGen Hydroponics Lab in existing SA-Wing Vestibule 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 Fletcher made a motion to adjourn the meeting, seconded by Trustee Haughton. All trustees were in favor.

The board meeting adjourned at 5:21 p.m.

Thank you,

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