

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, December 1, 2020
Virtual WEBEX PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **December 1, 2020**, as a Virtual WebEx Teleconference Meeting. Chairwoman Dorothy Blakeslee called the meeting to order at 5:00 p.m. and the following announcement was made:

The Bergen Community College Board of Trustees meeting scheduled for today Tuesday, December 1, 2020 at 5:00 p.m. will take place remotely. No physical meeting will take place. Rather, as a consequence of the COVID-19 pandemic, the meeting will take place electronically through WebEx.

Instructions for the public to participate have been posted on the homepage of the Bergen Community College website, and an email was distributed to all BCC personnel. Additionally, information was uploaded to the electronic sign as you enter the Paramus Campus.

All members of the public, whether accessing via the web or telephone, will have the opportunity to offer comments during the public comment portion of the meeting.

The public agenda is available on the BCC website home page.

Go to bergen.edu

Once on the home page:

Go to About Us

Next, Board of Trustees

Followed by Meeting Agendas and Resolutions

Thank you.

"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 mailed to The Record and The Herald News and filed with the Clerk of the County of Bergen, November 25, 2019."

Mrs. Judy Verrone, Esq., administered the Oath of Office to the following trustees:

Trustee Patrick Fletcher

Trustee Mark Longo

Trustee Sheetal Ranjan

Trustee Adam Silverstein

ROLL CALL

Present

Mr. Joseph Barreto

Ms. Dorothy Blakeslee

Mr. Gerard L. Carroll

Mr. Louis DeLisio

Mr. Patrick J. Fletcher

Mrs. Krista Flinn

Mr. Mark Longo

Board of Trustees Minutes
December 1, 2020
Page Two

Mrs. Ritzy Moralez-Diaz
Mr. Stephen F. Pellino, Esq.
Dr. Sheetal Ranjan
Mr. Adam Silverstein
Mr. Robert Krasowski

Also Present

Dr. Anthony Ross, Interim President
Mrs. Judy Verrone, Esq., DeCotiis, FitzPatrick, Cole and Giblin, L.L.P.
Mrs. Arlene Q. Perez, Esq., DeCotiis, FitzPatrick, Cole and Giblin, L.L.P.
Mr. Tyler Beebe, Managing Director of Systems Integration/Information Technology Services
Mr. Timothy Burger, Technical Director, Information Technology Services

REPORTS

VICE CHAIRMAN'S REMARKS

Vice Chairman Silverstein complimented and thanked all those individuals involved in their efforts regarding the presidential search.

SECRETARY'S REMARKS

Secretary Carroll recommended the approval of the November 4th board minutes and the executive session minutes and the consent agenda dated December 1, 2020.

TREASURER'S REMARKS

Treasurer Barreto thanked the Presidential Search Committee for their dedication and commitment to the process. Trustee Barreto, Chairman, Education and Student Affairs Committee recommended approval of E/SA1 and E/SA2.

PRESIDENT'S REPORT

Dr. Ross thanked the *Jersey Mikes* company who donated 100 sandwiches to staff and faculty for essential workers at the Paramus campus. Dr. Ross also thanked Dr. Hlavenka for coordinating this event.

The BCC Foundation distributed the second of their 300,000 mailings to Bergen County residents. Approximately 150,000 letters were distributed in August and 150 thousand letters were sent out last week. The packets also included marketing materials along with a letter from the Foundation.

The Foundation received six hundred scholarship applications. Members of the BCC Foundation will begin to review those applications and award funds during the Spring semester.

Board of Trustees Minutes
December 1, 2020
Page Three

On December 1, 2020, the New Bridge Medical Center and Bergen Community College opened the drive-up testing center for COVID-19 to Bergen County residents at the Paramus Campus. The schedule for testing will be posted at the Bergen Community College website and the Bergen County homepage. The testing is free for Bergen County residents. Dr. Hlavenka will post the schedule for staff, faculty and students who will have the opportunity to get tested for COVID-19. Testing will continue for approximately one to two months. Once the vaccine is available to the general public the County will follow the same process and use the Paramus Campus for distribution to the public.

Dr. Ross thanked the Board of Trustees, the College community, faculty and staff for the opportunity to serve for the past year as Interim President of Bergen Community College.

Chairwoman Blakeslee thanked Dr. Ross for serving the college and meeting the challenges of the position and wished him all the best.

COMMITTEE REPORTS

AUDIT AND FINANCE

Chairman Fletcher informed trustees that the Audit and Finance Committee met on November 18, 2020. The committee is prepared to recommend resolutions AF1 to AF14 to be approved by the board members.

On December 2, 2020, Chairman Fletcher will meet with Mr. Wilton Thomas-Hooke, Managing, Director of Finance, to review the financial status of the college.

EDUCATION AND STUDENT AFFAIRS

Chairman Barreto informed trustees that the Education and Student Affairs Committee met on November 18, 2020. The committee will recommend resolutions E/SA1 and E/SA2 for approval by the trustees.

PERSONNEL

Chairwoman Moralez-Diaz informed the board members that the Personnel Committee had a virtual meeting on November 17, 2020 and will be recommending the moving of resolutions P1A through P4C that appear on the agenda.

SITE AND FACILITIES

Trustee Longo, Chair, of the Site and Facilities Committee informed the board members that The Site and Facilities Committee had a virtual meeting on November 17, 2020. The committee will be recommending resolutions S/F1 and S/F2.

STRATEGIC PLANNING AND ISSUES

Chairman Ranjan reported that the Strategic Planning and Issues Committee did not meet.

Board of Trustees Minutes
December 1, 2020
Page Four

ALUMNI TRUSTEE

Mr. Krasowski introduced the Phi Theta Kappa Honor Society Students, Ms. Casey Troy, Ms. Crystal Yoo and Mr. Ignacio Leon who presented the Student Survey Fall 2020. The presentation was developed by the Office of Institutional Research and Phi Theta Kappa Honor Society Students.
See presentation slides at the end of the minutes.

CHAIRPERSON'S REPORT

Chairperson Blakeslee thanked the Presidential Search Committee for their dedication to the search process and the BCC community for participating at the multiple open forums to meet the finalists. She thanked the trustees for participating on November 16th at a full day of interviews, thoughtful discussion and reaching a final decision.

On November 19, 2020, Chairwoman Blakeslee attended the BCC's Anti-Racism Seminar.

On December 1, 2020, approximately 2,000 County residents were tested for COVID-19 at the Paramus Campus.

UNFINISHED/BOARD MEMBERS

No member of the board raised any unfinished business.

NEW BUSINESS/BOARD MEMBERS

No member of the board raised any new business.

Chairwoman Blakeslee requested a motion to close the unfinished business portion of the meeting. A motion was made by Treasurer Barreto and seconded by Trustee Moralez-Diaz.
All were in favor.

OPEN TO THE PUBLIC

Professor Mary Bayes requested information for students who are experiencing emotional challenges during COVID-19. She referred her students to the Counseling Department.

Dr. Jennifer Migliorino-Reyes informed trustees that a social worker, licensed therapists and psychologist are on staff to assist students, faculty and staff.

Mr. Luis DeAbreu, Director of the STEM Program, informed trustees about the STEM Running Star Program. This program provides a foundation for students who require STEM courses during the Spring 2021 semester.

Board of Trustees Minutes

December 1, 2020

Page Five

Chairwoman Blakeslee requested a motion to close the Open to the Public Session. A motion was made by Trustee Silverstein and seconded by Trustee Longo. All were in favor. The Public Session was closed.

Chairwoman Blakeslee requested a motion to approve the November 4, 2020 board meeting minutes. A motion was made by Trustee Longo and seconded by Trustee Morales-Diaz.

Roll Call Vote for approval of the board meeting minutes dated Wednesday, November 4, 2020.

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll – Yes
Mr. Louis DeLisio – Yes
Mr. Patrick J. Fletcher - Yes
Mrs. Krista J. Flinn – Yes
Mr. Mark Longo – Yes
Mrs. Ritzy Morales-Diaz – Yes
Mr. Stephen F. Pellino, Esq. - Yes
Dr. Sheetal Ranjan – Yes
Mr. Adam Silverstein – Yes
Mr. Robert Krasowski - Yes

Votes – 12 – Yes.

Motion passed for approval of the November 4, 2020 board meeting minutes.

Chairwoman Blakeslee requested a motion to approve the November 4 2020 executive session minutes. A motion was made by Trustee Barreto and seconded by Trustee Morales-Diaz.

Roll Call Vote for approval of the executive session minutes dated Tuesday, November 4, 2020.

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll – Yes
Mr. Louis DeLisio – Yes
Mr. Patrick J. Fletcher - Yes
Mrs. Krista J. Flinn – Yes
Mr. Mark Longo – Yes
Mrs. Ritzy Morales-Diaz – Yes
Mr. Stephen F. Pellino, Esq. - Yes
Dr. Sheetal Ranjan – Yes
Mr. Adam Silverstein – Yes
Mr. Robert Krasowski - Yes

Votes – 12 – Yes.

Motion passed for approval of the Tuesday, November 4, 2020 executive session minutes.

Roll Call Vote for approval of the Consent Agenda dated December 1, 2020.

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Gerard L. Carroll – Yes

Mr. Louis DeLisio – Yes

Mr. Patrick J. Fletcher - Yes

Ms. Krista J. Flinn – Yes

Mr. Mark Longo – Yes

***Trustee Mark Longo abstained from voting on Resolution A/F1: Exempt from Bidding:
Appointment General Counsel – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.***

Ms. Ritzy Morales-Diaz - Yes

Mr. Stephen F. Pellino, Esq. - Yes

Dr. Sheetal Ranjan – Yes

Mr. Adam Silverstein – Yes

***Trustee Adam Silverstein abstained from voting on Resolution S/F1: Authorization to approve
the attached list of Architects and Engineers that submitted the required documents for the
2021 Request for Qualifications for these professional services.***

Mr. Robert Krasowski - Yes

Chairwoman Blakeslee requested a motion to approve the December 1, 2020 Consent Agenda.

A motion was made by Trustee Barreto and seconded by Trustee Morales-Diaz.

Resolutions were not submitted for Strategic Planning and Issues

Votes:

A/F1 – 11 - Yes and 1 Abstention.

A/F2 to A/F5 – 12 Yes.

I-1 and I-2.

E/SA1 and E/SA2 - 12 Yes.

P1A to P4C – 12 Yes.

S/F1 - 11 Yes and 1 Abstention.

S/F2 – 12 Yes.

Motion passed for Consent Agenda

At 5:47 p.m. Chairwoman Blakeslee requested a motion to enter into executive session regarding contract negotiations and contract of president.

On behalf of Chairwoman Blakeslee, "Pursuant to section 12b of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., the following matters will be discussed by the Board in closed session regarding contract negotiations and contract of president. The discussion will become public when the need for confidentiality no longer exists."

A motion was made by Trustee Barreto and seconded by Trustee Flinn.

All trustees were in favor. Motion passed.

Upon conclusion of the executive session the board will reconvene and do not anticipate formal action will be taken.

Board of Trustees Minutes
December 1, 2020
Page Seven

Chairwoman Blakeslee requested a motion to reconvene the board meeting.
A motion was made by Trustee Barreto and seconded by Trustee Flinn.
Motion passed.

Mrs. Judy Verrone, Esq., DeCotiis, FitzPatrick, Cole and Giblin, L.L.P. read resolution Institutional 2.

BOARD OF TRUSTEES ACTION I-2
Approval Date: December 1, 2020

Resolution

Approving an employment contract with Eric M. Friedman, Ph.D., as President of Bergen Community College, for a three-year term.

Submitted By

Mrs. Dorothy Blakeslee, Chairperson, Board of Trustees

Action Requested

To approve an employment contract with Eric M. Friedman, as President of Bergen Community College, commencing January 1, 2021 and ending on December 31, 2023.

<u>Name</u>	<u>Position</u>	<u>Yearly Salary</u>	<u>Effective Date</u>
Dr. Eric M. Friedman	President	\$235,000	01/01/21-12/31/23

Justification

Pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees of Bergen Community College desires to fix the compensation and term of office of Eric M. Friedman, Ph.D, as President of the College, pursuant to an employment contract commencing January 1, 2021 and terminating on December 31, 2023. The President's contract is attached to this resolution.

Chairwoman Blakeslee requested a motion to approved resolution I-2.
A motion was made by Trustee Barreto and seconded by Trustee Moralez-Diaz.
Motion passed.

Roll Call Vote for approval of resolution I-2.

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll – Yes
Mr. Louis DeLisio – Yes
Mr. Patrick J. Fletcher - Yes
Mrs. Krista J. Flinn – Yes
Mr. Mark Longo – Yes
Mrs. Ritzy Moralez-Diaz – Yes
Mr. Stephen F. Pellino, Esq. - Yes
Dr. Sheetal Ranjan – Yes
Mr. Adam Silverstein – Yes
Mr. Robert Krasowski - Yes

Votes – 12 – Yes.
Motion passed for approval of I-2.

Approved resolutions:

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

Approval is hereby granted to approve the following invoice:

Invoices: September 1, 2020 – September 30, 2020 DeCotiis, FitzPatrick, Cole & Giblin. LLP \$70,118.08

A/F2 – To enter into a 3-year renewal agreement with Online Computer Library Center, Inc. (OCLC) for a subscription to the library management system.

Approval is hereby granted to enter into a 3-year renewal agreement with OCLC, Inc. for WorldShare Management Services (WMS), EZProxy and Contentdm, at a total cost of \$234,646.76, payable annually as follows:

A/F3 - Authorization to Award Public Bid #P-2326 for On-Call Network Cabling to Integrated Micro Systems, Inc.

Approval is hereby granted to award Public Bid #P-2326 for On-Call Network Cabling to Integrated Micro Systems, Inc. for an estimated amount of \$92,500.00, for the period December 15, 2020 through December 14, 2022.

A/F4 - Continuing Education: Authorization to Approve Payment to Career Development Institute.

Approval is hereby granted to authorize payment to Career Development Institute for Animal Control Officer (CD 072), Continuing Education and Workforce Development Programs. This payment will not exceed \$30,000.

A/F5 - To authorize payment to Grainger for the emergency purchase of MERV-13 air filters.

Approval is hereby granted for payment to Grainger in the amount of \$23,000.00 for the emergency purchase of MERV-13 filters needed for campus buildings.

A/F6 - To authorize the purchase of an additional 2,010 Moodleroom Help Desk support incidents for the current term expiring on 1/30/21 with Blackboard.

Approval is hereby granted to purchase approximately 2,010 additional Moodlerooms Help Desk support incidents with Blackboard, Inc. at an estimated projected cost of \$20,642.70.

A/F7 - To award Public Bid P-2328 for Elevator Maintenance Service to Standard Elevator Corporation.

Approval is hereby granted to award Public Bid P-2328 for Elevator Maintenance Service to Standard Elevator Corporation for the period December 2020 through December 2022, for an estimated amount of \$331,476.00.

A/F8 - To authorize the purchase of services from Aspire Inc to upgrade the College's Cisco Call Manager infrastructure.

Approval is hereby granted for the purchase of services from Aspire Inc to upgrade the College's Cisco Call Manager infrastructure from version 10.x to 12.x, in the amount of \$33,500.00, on NJ State Contract #87720.

A/F9 - To authorize the renewal of system support with CDW-G for Nutanix hardware platforms.

Approval is hereby granted to renew Nutanix hardware support for one year with CDW-G in the amount of \$95,130.00 through ESCNJ18/19-03.

A/F10- To authorize the renewal of our annual Laserfiche electronic form solution software subscription from Accelerated Information Systems, Inc. and purchase of 10 hours of professional services at a cost of \$57,758.33.

Approval is hereby granted to renew our annual Laserfiche electronic form solution software subscription from Accelerated Information Systems, Inc. for the term of 12/21/20 through 12/20/21 and to purchase 10 hours of professional services at a cost of \$ 57,758.33.

A/F11 - To authorize entering into a 36-month contract with Ellucian, Inc.to provide their cloud-based SaaS (Software as a Service) Elevate product.

Approval is hereby granted to purchase from Ellucian, Inc. their Elevate Software as a Service product in use by Continuing Education and Workforce Development departments for the 36-month term of 11/1/20 through 10/31/23 at an annual cost of \$39,600.00.

A/F12 - To enter into a three-year renewal agreement for Astra Schedule Evergreen License/Maintenance and cloud hosting from Ad Astra.

Approval is hereby granted to renew Astra Schedule Evergreen License/Maintenance and Cloud Hosting from Ad Astra at a total cost of \$73,552.50 for a three-year term of 12/31/20 – 12/30/23, payable in annual installments of \$24,517.50.

A/F13 - To authorize the purchase of services from Transact Campus Inc. for printing and mailing of 2020 1098T Tuition Statements.

Approval is hereby granted to spend \$19,105.00 with Transact Campus Inc. for printing and mailing of 2020 1098T student tuition statements for approximately 24,000 students.

E/SA1 - Appointment: Advisory Committee Members

Approval is hereby granted for the Advisory Committee members for a three-year term (unless otherwise specified), effective December 1 2020.

E/SA2 - To authorize the submission of a grant proposal in the amount of \$80,274 to the New Jersey Council of County Colleges and the State of New Jersey Office of the Secretary of Higher Education, and to authorize Interim President Anthony Ross, or his designee, to execute required documents.

Approval is hereby granted of a *College Readiness Now VII* grant proposal in the amount of \$80,274 to the New Jersey Council of County Colleges and the State of New Jersey Office of the Secretary of Higher Education.

P1A - Appointment: Academic Chairs and Program Coordinators/Faculty

Approval is hereby granted to appoint the individuals listed below to the position of Academic Chairs, and Program Coordinators/Directors at the pro-rated stipends and release time shown for the period January 1, 2021 – June 30, 2021.

<u>ACADEMIC CHAIRS</u>		<u>Annual Stipend</u> (Pro-rated)	<u>Annual Release Time</u> (Pro-rated)
<u>Name</u>	<u>Departments//Division</u>		
Jacqueline Behn [Dr.]	Social Sciences//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Linda Box [Dr.]	Physical Sciences//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Keith Chu	History//Humanities	\$3,000.00	11 credit hours
Danielle Coppola-Oliveri	Wellness and Exercise Science//Health Profession	\$3,000.00	11 credit hours
Michael Echols	Communications	\$3,000.00	11 credit hours
Randolph Forsstrom [Dr.]	Mathematics//Mathematics, Science and Technology	\$6,400.00	23 credit hours
Robert Highley	Biology and Horticulture//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Carol Miele [Dr.]	English as a Second Language and World Languages//Humanities	\$6,400.00	22 credit hours
Matthew King	Computer Science, Engineering and Information Technology//Mathematics, Science and Technology	\$3,000.00	11 credit hours
Richard Kuiters	Criminal Justice and Legal Studies// Business, Arts and Social Sciences	\$3,000.00	13 credit hours
Pierre Laguerre [Dr.]	Business and Hotel and Restaurant Management//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Joseph Mamatz [Dr.]	Health Professions	\$3,000.00	11 credit hours
Kevin Olbrys [Dr.]	Philosophy & Religion//Humanities	\$3,000.00	11 credit hours
Lou Ethel Roliston [Dr.]	Composition, Literature and English Basic Skills//Humanities	\$6,400.00	23 credit hours
Tomira Rozar [Dr.]	Dental Hygiene//Health Professions	\$3,000.00	11 credit hours
Francis Schmidt*	Visual and Performing Arts/ Business, Arts and Social Sciences	\$3,000.00	10 credit hours

Board of Trustees Minutes
December 1, 2020
Page Eleven

Daniel Sheehan*	Visual and Performing Arts/ Business, Arts and Social Sciences	\$3,000.00	10 credit hours
-----------------	---	------------	-----------------

*Co-Chairs per agreement with BCCFA.

PROGRAM COORDINATORS/DIRECTORS

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time</u>
Kelly Alexis Birdsall Griffiths	World Languages//ESL and World Languages	11 credit hours
Amy Ceconi [Dr.]	Respiratory Care//Health Professions	10 credit hours
Geralyn Collins-Eisler	Diagnostic Medical Sonography//Health Professions	10 credit hours
Amy Diaz	Radiation Therapy Technology/Health Professions	10 credit hours
Seamus Gibbons	Composition & Literature//Humanities	12 credit hours
Lawrence Joel [Dr.]	Legal Studies//Business, Arts and Social Sciences	11 credit hours
Eileen Fitzgerald	English Basic Skills//Humanities	12 credit hours
Lenore Lerer	College Math//Mathematics, Science and Technology	8 credit hours
Joseph Mamatz [Dr.]	Radiography//Health Science/Health Professions	10 credit hours
Joanne Piccininni	Paramedic Science//Health Professions	10 credit hours
Mary Senior	Surgical Technology//Health Professions	10 credit hours
Lisa Picht	Veterinary Technology//Health Professions	10 credit hours
Ronda Drakeford	Hotel and Restaurant Management/Business, Arts and Social Sciences	11 credit hours
Steven Toth	Medical Office Assistant//Health Professions	11 credit hours

PROGRAM LIAISON

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time</u>
David Wang	Computer Science//Science, Math and Technology	4 credit hours

P1B - Appointment: Grant Funded 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>
Darlene Tomlinson	Group Teacher/Child Development Center/ Business, Arts, and Social Sciences/ Academic Affairs	\$40,000.00 (pro-rated)	12/07/20

P1C - Appointment: Grant Funded Staff

Approval is hereby granted for To app 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>
John Jantzen	Business Liaison – Northern Region (New Jersey Healthworks Grant)/ Continuing Education and Workforce Development	\$68,500.00 (pro-rated)	12/14/20

Board of Trustees Minutes
December 1, 2020
Page Twelve

P1D - Approve Position/Titles and job descriptions (Confidential Staff)

Approval is hereby granted for the following positions, titles and job descriptions:

- Success Coordinator
- Supervisor of Vocational Development and Career Placement

P1E - Appointment: Professional 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>
Christopher Maccarrone	System Administrator I/ Information Technology	\$61,409.00 (pro-rated)	12/01/20

P1F - End Interim Assignment and Stipend

Approval is hereby granted to stop the monthly stipend and interim assignment for the following individual as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Ralph Choonoo	Interim Dean of Student Affairs	\$750.00	12/31/20

P1G - Approve Interim Assignment and Stipend

Approval is hereby granted for the interim appointment of the following individual to the position along with the monthly stipend as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Ralph Choonoo	Interim Vice President of Student Affairs	\$1,000.00	01/01/21

P2A - Retirement: Faculty

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

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Effective Date</u>
Win Win Kyi	Professor/Counseling Center/ Student Affairs	11/01/20 (retroactive)

P2B - Retirement: Support Staff

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

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Effective Date</u>
Nery Castillo	Maintenance Mechanic/Buildings and Grounds	01/01/21

Board of Trustees Minutes
December 1, 2020
Page Thirteen

P2C - Retirement: Executive

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
William Corcoran	Vice President, Facilities Planning, Operations and Public Safety	01/01/21

P3 - Termination: Grant

Approval is hereby granted To approve the termination of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Randy Dodd	Mentoring Coordinator (TPSID 2)	12/31/20
Erin Meccia	Professional Success Coach (TPSID 2)	12/31/20
Colleen Tedesco	Success Coach (TPSID 2)	12/31/20

P4A - Rescind Retirement: Confidential Staff

Approval is hereby granted to rescind the retirement of the following individual (Board of Trustees Action P4C, November 4, 2020):

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Christopher Talmo	Director of Custodial Services/Buildings and Grounds	Rescind P4C, 11/4/20

P4B - Approve Position/Title and job description (Confidential Staff)

Approval is hereby granted for the following position, title and job description:

- Managing Director, Custodial Operations

Justification

With the retirement of Bill Corcoran, Vice President of Facilities, Planning, Operations and Public Safety, this position reflects the changing scope and level of responsibilities required of this individual. This includes an increased level and new set of expectations in such areas as: budgeting, maintenance, scheduling, sanitization, moving of areas, purchasing and stocking of PPE, representing the college to various public entities, facility planning, and innovative ways for cleaning in a Covid environment which will in turn lend a greater degree of support to the next Executive. This position is at-will.

P4B - Appointment – Confidential 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>
Christopher Talmo	Managing Director, Custodial Operations/Buildings and Grounds	\$92,690.00	01/01/21

Board of Trustees Minutes
December 1, 2020
Page Fourteen

S/F1 - Authorization to approve the attached list of Architects and Engineers that submitted the
Approval is hereby granted for the attached list of Professional Architects and Engineers for 2021 that submitted all the required documents in response to a Request for Qualifications.

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

Trustee Barreto made a motion to adjourn the meeting, seconded by Trustee Longo.

All trustees were in favor.

The board meeting adjourned at 6:05 p.m.

Thank you,

Trustee Gerard L. Carroll, Secretary, Board of Trustees
Bergen Community College

Bergen Community College

Student Survey

Fall 2020

Developed by the Office of Institutional Research
and Phi Theta Kappa Honor Society Students

Our Team Representatives



Casey Troy



Crystal Yoo



Ignacio Leon

The College Project

▲ The Purpose of the Project

The collaborate with college administration, faculty, staff and student organizations to help resolve a college-wide issue.

▲ Our Objectives

- To connect students with college resources during the current virtual learning environment.
- Collect data about the quality of online instruction and the changing educational needs of students.

The Fall 2020 Student Survey

▲ Development

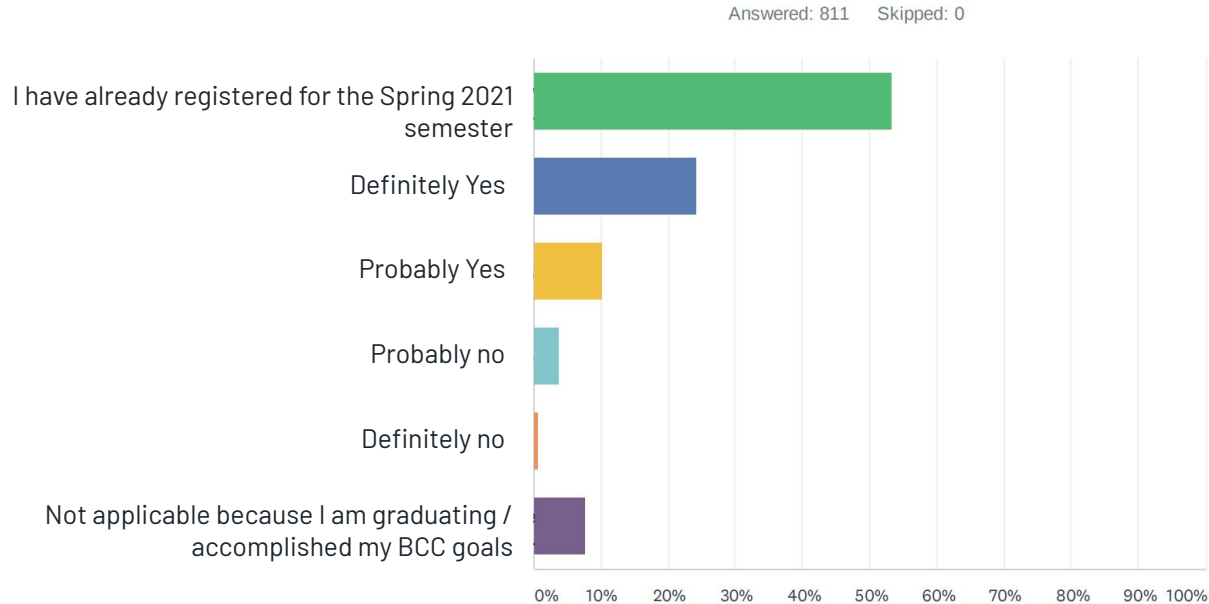
The survey was developed in collaboration with the Office of Institutional Research and was based on the Spring 2020 Student Survey and other student surveys conducted this semester.

▲ Responses

The survey was sent to all Bergen Community College students enrolled this semester. So far, 807 students responded.

Initial Findings

Are you planning to return to Bergen Community College in Spring 2021 to continue and/or complete your degree/certificate?



Students who expressed any doubt about coming back to Bergen Community College were asked the following question:

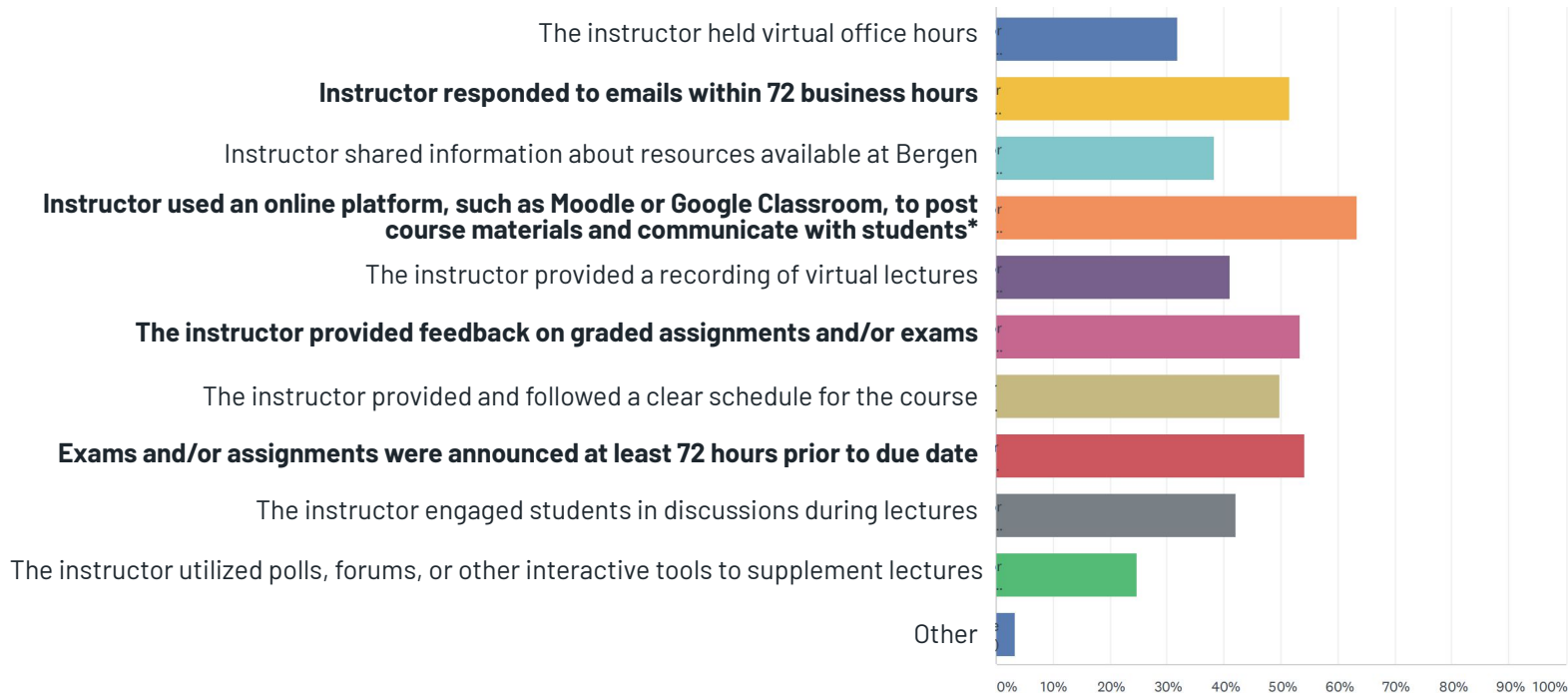
What factor(s) influence your decision about returning to Bergen in Spring 2021?

The leading three factors were:

- “Disappointed with the quality of online instruction” (50%)
 - “I want to wait until I can be sure I can take in-person classes” (36.84%)
 - “Have difficulty managing my time and completing all my coursework” (31.58%)
-

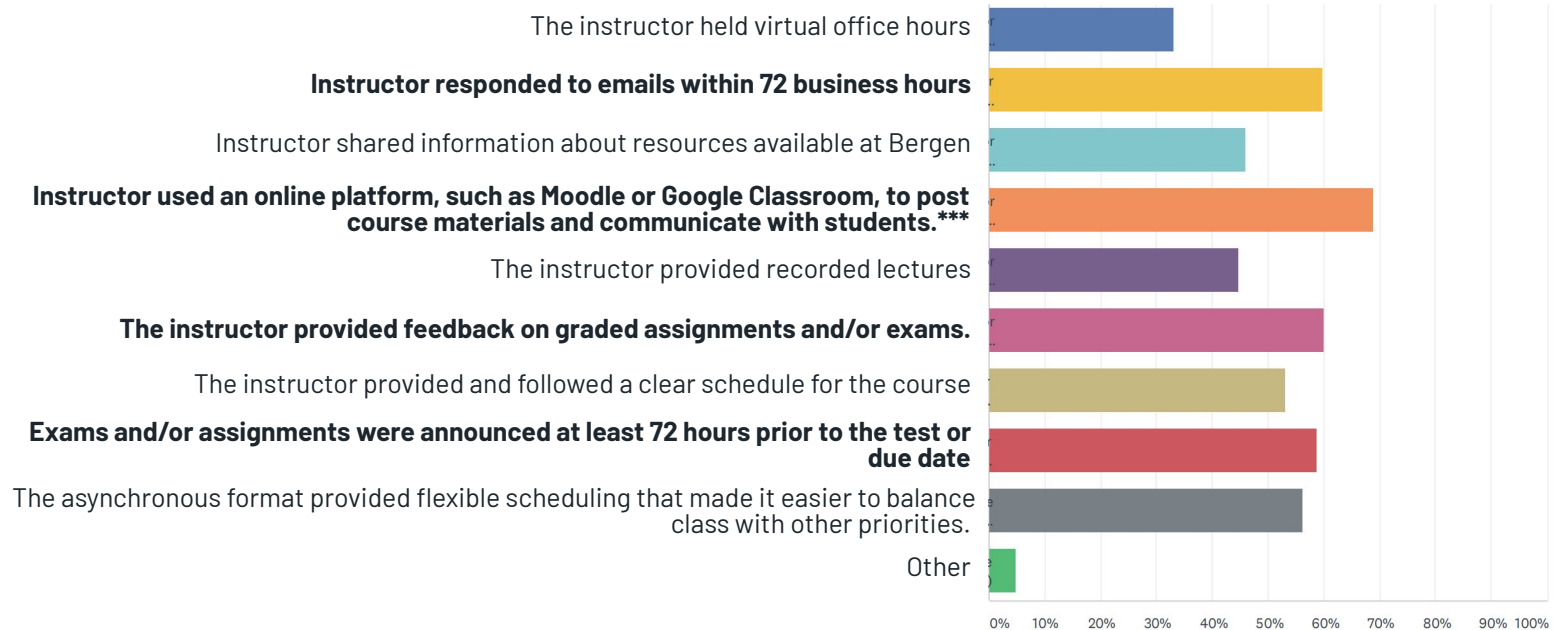
Which aspects of the online **synchronous** option did you find most effective during Fall 2020?

Answered: 724 Skipped: 87

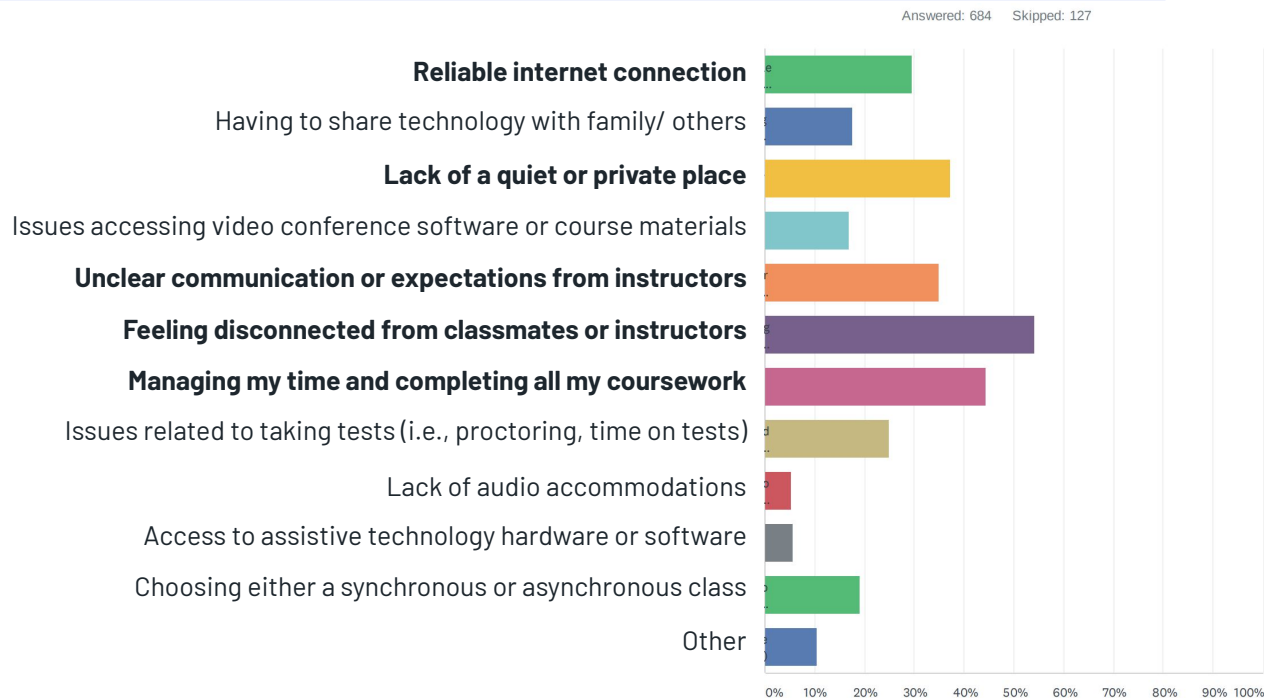


Which aspects of the online **asynchronous** option did you find most effective during Fall 2020?

Answered: 713 Skipped: 98

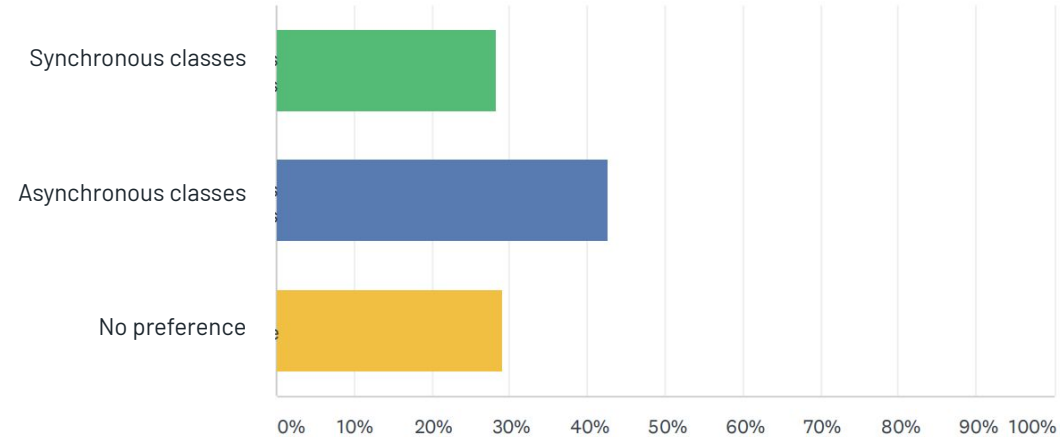


Which aspect(s) of the online learning experience was most challenging for you?



Do you prefer synchronous or asynchronous classes?

Answered: 711 Skipped: 100



Recommendations for Spring 2021 Semester

- ▲ **Increase / require utilization of online platforms, such as moodle, for synchronous and asynchronous courses.**
- ▲ Encourage best practices for online instruction such as providing clear schedules for courses and providing at least 72 hour notice for exams and assignments.
- ▲ Increase virtual student engagement initiatives and mental health support services to combat the extreme isolation.
- ▲ Raise awareness about the resources available at the college such as the tutoring center, the library, counseling, and advising.

THANK YOU!
