

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, December 4, 2018
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **December 4, 2018**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Carol Otis 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 and mailed to The Record and The Ridgewood News, and filed with the Clerk of the County of Bergen, January, 2018."

ROLL CALL

Present

Mr. Joseph A. Barreto
Ms. Dorothy Blakeslee
Mr. Gerard L. Carroll
Mr. Patrick Fletcher
Mr. Mark Longo
Ms. Carol Otis
Ms. Irene Oujo
Dr. Sheetal Ranjan
Ms. Sibora Peca, Alumni Trustee

Also Present

Dr. Michael D. Redmond, President
Ms. Judy Verrone, Esq.

Regrets

Mr. Joseph Zarra

PLEDGE OF ALLEGIANCE

Chairperson Carol Otis led those present in the Pledge of Allegiance.

VICE-CHAIRMAN'S REPORT

On December 1, 2018, Vice-Chairman Carroll attended the theatre production of "Into the Woods" and noted that it was a wonderful performance.

SECRETARY

No report from Secretary Barreto.

TREASURER'S REPORT – AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS

Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met on November 15, 2018, and reviewed the financial position of the college and recommends resolutions A/F 1 to A/F 16.

PRESIDENT’S REPORT

President Redmond introduced Mr. Larry Hlavenka, Executive Director, Public Relations, Community and Cultural Affairs.

Mr. Hlavanka presented the National Council for Marketing and Public Relations Awards. Bergen Community College received the following Medallion Awards:

- Gold Award for Special Event or Fundraising Campaign \$ 50 for \$ 50.
- Bronze Award for Electronic Newsletter – Studio Bergen – Season 7 Episode 9
- Silver Award for Print Advertisement (single or series) 50 Years of Success Stories

President Redmond introduced Dr. William Mullaney, Vice-President, Academic Affairs. Dr. Mullaney introduced Ms. Tracy Rand, Managing Director, Office of Specialized Services and Professor Robert Freud, who gave a presentation about the Turning Point program. Slides are attached.



GARDEN STATE PATHWAYS TO INDEPENDENCE

Turning Point



About Turning Point

A two-year inclusive postsecondary program designed to prepare young adults with intellectual disabilities for gainful employment.

Areas of focus include academic enrichment, social skill development and pre-employment vocational skill development.


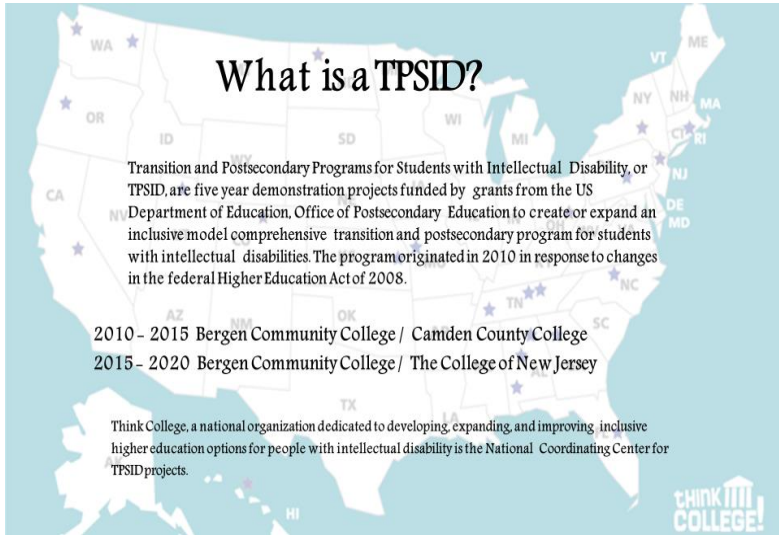


What is a TPSID?

Transition and Postsecondary Programs for Students with Intellectual Disability, or TPSID, are five year demonstration projects funded by grants from the US Department of Education, Office of Postsecondary Education to create or expand an inclusive model comprehensive transition and postsecondary program for students with intellectual disabilities. The program originated in 2010 in response to changes in the federal Higher Education Act of 2008.

2010 - 2015 Bergen Community College / Camden County College
2015 - 2020 Bergen Community College / The College of New Jersey

Think College, a national organization dedicated to developing, expanding, and improving inclusive higher education options for people with intellectual disability is the National Coordinating Center for TPSID projects.



Social Skill Development



MENTORSHIP & SELF
ADVOCACY

CLUBS, ACTIVITIES &
CAMPUS LIFE

SERVICE LEARNING

Academic Enrichment & Meaningful Credentials



TURNING POINT CURRICULUM COLLEGE ELECTIVES CAREER PATHWAY CREDENTIALING COURSES

Office Tech Electronic Records Mgmt.	Hospitality	Dietary Aide	Child Development Associate	Certified Logistics & Manufacturing
60 Hours - 15 weeks	60 Hours - 15 weeks	60 Hours - 15 weeks	125 Hours - 25 Weeks	60 Hours - 15 weeks
Covers concepts and technology associated with managing electronic records, document management and technology fundamentals for the office support professional.	Explores industry fundamentals, customer focus, selling, communication with focus on various roles in the hospitality sector including safe food handling, serving and front desk reception.	Provides knowledge of the health professional environment, safe food handling, principles of nutrition and customer care to prepare for jobs as nutrition assistants and dietary aides.	15-lesson modules required by the CDA Council for CDA certification that will prepare an individual for caring and monitoring children ages infant to five years old.	Provides foundational knowledge of supply chain logistics and covers Good Manufacturing Practices to prepare for jobs in material handling and production. Includes OSHA 10 Hour course.

Enhanced Support Option

Each Career Pathway Credentialing Course has a partner course that includes extended instructional hours, exam and portfolio preparation and an additional career readiness course offering a resume writing workshop skills for job seeking and the application process.

Pre-Employment & Vocational Skill Development

WORK BASED LEARNING & WORK READINESS TRAINING CAREER EXPLORATION CAREER PLACEMENT



Bergen County Special Services School District

Employment Outcomes



A Parent Speaks

"It was assumed this special student **could not succeed** at most things **typical** students could. Then we found a **unique** program which would set the tone for the **rest of my son's life**. This program has given my son a new life –He is **confident, independent and most important HAPPY**.

He is one of the lucky ones. My son traveled a different path than his older siblings. But thanks to programs such as **Turning Point**, different yes—**but no less amazing**"



President Redmond introduced Ms. Tracy Miceli, Managing Director, Scheduling and Events Planning. Ms. Miceli announced that on Thursday, December 6, 2018, the Bergen Community College Holiday event will be held from noon to 3:00 p.m. All trustees, foundation board members, faculty, staff and retirees are invited to attend.

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President Redmond reported on the following topics:

- The Audit and Finance and Personnel Committees will meet on Friday, December 21, 2018. Personnel Committee will meet at 8:30 a.m. and the Audit & Finance Committee will meet at 9:30 a.m.
- Vision 2028 Initiative
As part of a larger effort to develop a framework for the future of community colleges, the New Jersey Council of County Colleges held the Vision 2028 Statewide Leadership Summit on Friday, November 16, 2018.

On Monday, December 3, 2018, President Redmond, Chairperson Otis and Trustee Ranjan attended the President's Council Meeting to discuss and implement the Vision 2028 statement.

COMMITTEES

AUDIT AND FINANCE AND LEGAL AFFAIRS

Treasurer Blakeslee of the Audit and Finance Committee recommended approval of Audit and Finance Resolutions A/F 1 to A/F 16.

BOARD OF SCHOOL ESTIMATE

No meeting scheduled with the Board of School Estimate.

EDUCATION AND STUDENT AFFAIRS

Secretary Barreto, Chairperson, Education and Student Affairs Committee recommended approval of E/SA 1 thru E/SA 4.

PERSONNEL

On behalf of Trustee Demetrakis, Vice-Chairman Carroll a member of the Personnel Committee, recommended resolutions P1 thru P16 for board approval.

SITE AND FACILITIES

On behalf of Trustee Demetrakis, Trustee Longo recommended resolutions SF1, SF2 and SF3 for board approval.

STRATEGIC PLANNING AND ISSUES

Chairperson Oujo will schedule a Strategic Planning Committee meeting, January, 2019.

Alumni Trustee

Ms. Peca introduced representatives from Student Government Association and the Phi Theta Kappa (PTK) Students.

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Student Government Association:

Melvis Ventura
Gabriella Setti
Azul Cestau-Heredia
Marlen Herrera
Alicia Moran
Sebastian Nazal
Erick Moreno
Joshua Jimenez
Kleidon Ndreu

Phi Theta Kappa:

Bryant Gomez
Jenna Maddalena
Daniel Currier
Rafael Zarifa
Sebastian Nazal
Alicia Moran
Erisa Ganellari

CHAIRPERSON'S COMMENTS

On behalf of Chairperson Otis, the assistant read a notification received from Trustee James Demetrakis. Trustee Demetrakis has resigned from the Bergen Community College Board of Trustees, effective Friday, November 16, 2018.

A motion was made by Trustee Ranjan and seconded by Trustee Barreto to accept his resignation.

Roll Call Vote for acceptance of resignation from Trustee James Demetrakis.

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Yes
Dr. Sheetal Ranjan – Yes
Mr. Joseph Zarra – Absent
Ms. Sibora Peca - Yes

Motion passed – 9 – Yes, 1 - Absent

Chairperson Otis read the list of 2019 Committee Assignments:

Trustee Fletcher was appointed Chairman, Personnel Committee.
Trustee Longo was appointed Chairman, Site and Facilities Committee.

Bergen Community College - Board of Trustees Officers and Committee Assignments

2019

Board of Trustees Officers

Chairperson - Ms. Carol Otis
Vice Chairperson - Mr. Gerard L. Carroll
Secretary - Mr. Joseph Barreto
Treasurer - Ms. Dorothy Blakeslee

Audit, Finance and Legal Affairs

Ms. Dorothy Blakeslee, Chairperson
Mr. Patrick J. Fletcher, Vice Chairperson
Mr. Mark Longo
Legal Counsel - DeCotiis, FitzPatrick, Cole & Giblin, LLP. - Judy A. Verrone, Esq.

Staff

Dr. Michael D. Redmond
Mr. Victor Anaya
Mr. Ronald Spaide

Board of School Estimate

Ms. Carol Otis
Mr. Mark Longo
Ms. Dorothy Blakeslee

Education and Student Affairs

Mr. Joseph Barreto, Chairperson
Dr. Sheetal Ranjan, Vice Chairperson
Mr. Gerard L. Carroll
Ms. Sibora Peca

Staff

Dr. Michael D. Redmond
Dr. Waldon Hagan
Dr. William Mullaney
Ms. Christine Gillespie

Foundations, Grants and Endowments

Ms. Carol Otis
Mr. Mark Longo, Liaison
Ms. Dorothy Blakeslee
Mr. Gerard L. Carroll
Mr. Patrick Fletcher

Staff

Dr. Michael D. Redmond

Personnel Committee

Mr. Patrick Fletcher, Chairperson
Ms. Carol Otis
Mr. Gerard L. Carroll
Legal Counsel - DeCotiis, FitzPatrick, Cole & Giblin, LLP. - Arlene Q. Perez, Esq.

Staff

Dr. Michael D. Redmond
Mr. Jim Miller
Ms. Patti Bonomolo

Site and Facilities Committee

Mr. Mark Longo, Chairperson
Ms. Dorothy Blakeslee

Legal Counsel - DeCotiis, FitzPatrick, Cole & Giblin, LLP. - Judy A. Verrone, Esq.

Staff

Dr. Michael D. Redmond
Mr. William Corcoran
Mr. Robert Coane

Strategic Planning and Issues Committee

Ms. Irene Oujo, Chairperson
Mr. Gerard L. Carroll
Dr. Sheetal Ranjan
Mr. Joseph Zarra

Staff

Dr. Michael D. Redmond
Mr. Ronald Spaide

Board of Chosen Freeholders

Mr. Mark Longo, Liaison

New Jersey Council of County Colleges

Dr. Sheetal Ranjan, Liaison

**** The Chairperson and Vice Chairperson of the Board and the College President are ex-officio members of each committee.***

A motion was made by Vice-Chairman Carroll and seconded by Trustee Barreto to accept the 2019 Committee Assignments.

Roll Call Vote to accept the 2019 Committee Assignments:

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Yes
Dr. Sheetal Ranjan – Yes
Mr. Joseph Zarra – Absent
Ms. Sibora Peca - Yes

Motion passed – 9 – Yes, 1 - Absent

UNFINISHED BUSINESS/BOARD MEMBERS

Trustee Ranjan thanked Dr. Mullaney and all the members who participated on resolution Education and Student Affairs 1.

She read aloud the College's official equity statement:

Student access and success in higher education continue to be threatened by the effects of structural racism and systemic poverty.

Grounded in the principle of fairness, equity refers to ensuring that each student receives what she or he needs to be successful through the intentional design of the college experience.

Bergen Community College is committed to providing access to a high-quality education in an inclusive environment to all individuals as a vital step in the continued advancement of a strong democracy and workforce.

NEW BUSINESS/BOARD MEMBERS

Trustee Ranjan served on the Diversity, Equity and Inclusion Committee of the Association Community College Trustees. During the October, 2018 meeting the committee agreed to participate in the present post-secondary education initiative and the creation of a state-based best practices model for trustees. Both of these initiatives were recommendations from Trustee Ranjan.

OPEN TO THE PUBLIC

Chairperson Otis requested a motion to Open to the Public. Treasurer Fletcher made a motion to open to the public, seconded by Trustee Barreto. All trustees were in favor.

No one from public spoke at the board meeting.

Chairperson Otis requested a motion to close the open session of the board meeting. A motion was made by Trustee Carroll and seconded by Trustee Barreto.

All trustees were in favor.

ADOPTION OF MINUTES

Secretary Barreto recommended approval of the following minutes:

Chairperson Otis requested a motion to accept the following minutes:

Approval of the board minutes dated November 7, 2018

A motion was made by Trustee Fletcher and seconded by Trustee Blakeslee.

Roll Call Vote to approve the November 7, 2018 board meeting minutes:

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Gerard L. Carroll - Yes

Mr. Patrick J. Fletcher - Yes

Mr. Mark Longo - Yes

Ms. Carol Otis - Yes

Ms. Irene Oujo - Yes

Dr. Sheetal Ranjan – Abstain

Mr. Joseph Zarra – Absent

Ms. Sibora Peca - Yes

Motion passed – 9 – Yes, 1 – Abstention, 1 – Absent

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Chairperson Otis requested a motion to accept the following minutes:

Approval of the Executive Session Minutes dated November 7, 2018
A motion was made by Trustee Blakeslee and seconded by Trustee Longo.

Roll Call Vote to approve the November 7, 2018 executive session minutes:

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Yes
Dr. Sheetal Ranjan – Abstain
Mr. Joseph Zarra – Absent
Ms. Sibora Peca - Yes

Motion passed – 9 – Yes, 1 – Abstention, 1 - Absent

Chairperson Carol Otis stated, “The minutes have been approved.”

APPROVAL OF THE CONSENT AGENDA

Chairperson Otis requested a motion to approve the Consent Agenda, dated December 4, 2018.

Audit and Finance - A/F 1 to A/F 16.
Education and Student Affairs - E/SA 1 to E/SA 4
Personnel – P 1 thru P 16.
Site and Facilities – S/F 1, S/F 2 and S/F 3.

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

Roll Call Vote for approval of the consent agenda dated December 4, 2018.

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll – Yes

Vice-Chairman Carroll abstained from voting on Resolution E/SA2

Authorize submission of a grant proposal to the New Jersey Department of Labor and Workforce Development Office of Apprenticeship for the FY 2019 Growing Apprenticeship in Nontraditional Sectors (GAINS) in the amount of \$140,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Mr. Patrick J. Fletcher - 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. Carol Otis - Yes
Ms. Irene Oujo - Yes
Dr. Sheetal Ranjan – Yes

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Mr. Joseph Zarra – Absent
Ms. Sibora Peca - Yes

Motion passed – 8 Yes/1 Abstention on A/F1; 9 Yes on A/F2 thru A/F16; 1 Absent.
9 Yes on E/SA 1, E/SA3 and E/SA4; 8 Yes/1 Abstention on E/SA2; 1 Absent
9 Yes on P1 thru P16; 1 Absent
9 Yes on S/F1 and S/F2; 1 Absent

Chairperson Carol Otis stated, “The consent agenda has been approved.”

No executive session was held.

Approval is hereby granted by the board of trustees for the following Audit and Finance Resolutions:

A/F1 – Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.
October 1, 2018 to October 31, 2018 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 24,112.08

A/F2 Approval of Labor Invoices – Eric M. Bernstein & Associates, L.L.C.
Approval for payment of the following labor invoice \$ 2,400.00
Invoice for October, 2018

A/F3 - To authorize the purchase of student and faculty support resources from Assessment Technologies Institute (ATI) nursing education to increase retention and student outcomes on the National Council Licensure Examination-Registered Nurse (NCLEX-RN).
Authorization to spend an amount not to exceed \$67,100.00 during the fiscal year 2018-2019 for the Assessment Technologies Institute Program (ATI)

A/F4 - Authorization to renew our annual Laserfiche electronic form solution software subscription from Accelerated Information Systems, Inc. at a cost of \$39,200.00. This software is a comprehensive e-forms solution that fully integrates with our systems and serves as the official electronic records repository for the college.
Authorization to renew our annual Laserfiche electronic form solution software subscription from Accelerated Information Systems, Inc. at a cost of \$39,200.00.

A/F5 - Authorization for Black Rocket Productions to Provide Summer Digital Arts Programs for Children
Authorization to enter into an agreement with Black Rocket Productions and to pay an amount not to exceed \$84,888.00 for providing 28 summer digital arts courses for children on campus at BCC.

A/F6 - To award RFP # R-085 for collection agency services to TSI, Account Control Technology, and Allied Account Services, Inc. for recovery of delinquent student accounts including tuition and miscellaneous fees.
Award the College's collection agency services for 2 years, with an option to renew for 1 additional year.

A/F7 - To award RFP # R-087 for banking services to TD Bank.
Authorization to award RFP # R-087 Banking Services to TD Bank for a period of 2 years beginning February 15, 2019 with an option to renew for an additional year at the sole discretion of the college.

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A/F8 - To award RFP # R-089 to Global Financial Aid Services for Financial Aid verification outsourcing.
Authorization to award RFP # R-089 to Global Financial Aid Services for Financial Aid verification outsourcing and consulting purposes. The performance period for this award shall be approximately January 2, 2019 through January 1, 2021 with an award of \$117,090.00 over two years with an option to renew for a third year at \$57,795.00. Additional fees may be incurred for students selected with C-code verifications for an approximate cost of \$6,000 per year.

A/F9 - Authorization to spend an additional \$ 23,500.00 for TypeWell services currently provided by Vital Signs, LLC.

To authorize the College to exceed the \$17,500 cap for remote TypeWell captioning services currently being provided by Vital Signs, LLC, which provides transcription and interpreting services for students who are deaf or hard of hearing. This increase will allow TypeWell services for eligible students to continue during the interim period prior to the completion of the RFP process. Anticipated start date for new captioning vendor is January 1, 2019.

A/F10 - To award RFP # R-088 to Karasch & Associates for the provision of remote captioning services for deaf and hard of hearing students.

Award remote CART and Typewell services to Karasch & Associates for a period of 2 years at a cost of \$80.00/hour for CART services and \$55.00/hour for Typewell services for an estimated cost of \$95,175.00 per semester up to \$190,000 per year.

A/F11 - To approve payment for advertisements with various vendors for support outreach for the Community College Opportunity Grant. This is funded by the grant.

Authorization to spend \$31,566.35 through June 30, 2019 with multiple vendors to support outreach for the Community College Opportunity Grant.

A/F12 - existing Fire Alarm and Fire Suppression Equipment for BCC at the Meadowlands and the Ciarco Learning Center.

Authorization to award Public Bid P-2287 for Fire Protection Equipment services to Johnson Controls Fire Protection LP in order to provide inspection, testing, maintenance and repair services for two years, from December 15, 2018 through December 14, 2020 at an estimated cost of \$67,356.02.

A/F13 – Exempt from Bidding: Authorization to purchase insurance from Healthcare Providers Service Organization (HPSO).

Resolve to submit payment for professional liability blanket coverage insurance policy for health professions students (credit/non-credit) to maintain compliance with clinical affiliation agreements, for the coverage period February 6, 2019 through February 6, 2020 in the amount not to exceed \$ 16,700.00.

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A/F14 - Authorization for Professional Transition Services for the Turning Point Program.

Authorize compensation to Bergen County Special Services Educational Enterprises Department totaling \$30,438.00 to provide professional transition counseling and job coaching support to 12 students enrolled in the Turning Point Program for the period December 1, 2018 through May 30, 2019.

A/F15 - To award Public Bid P-2290 to G. Cinelli-Esperia Corp. for the purchase of an electric deck oven for use in the Culinary program. This is funded by Perkins Grant.

Award Public Bid P-2290 for an electric deck oven to G. Cinelli-Esperia Corp. at a cost of \$ 24,995.00.

A/F16 - To approve renewal of services with Higher One, Inc. for printing and mailing of 1098T Tuition Statements.

Authorization to spend \$19,056.26 with Higher One, Inc. for printing and mailing of 1098T Tuition statements for approximately 26,000 students.

Approval is hereby granted by the board of trustees for the following Education and Student Affairs Resolutions:

E/SA1 - Authorization to approve the language below as the College's official equity statement.

Student access and success in higher education continue to be threatened by the effects of structural racism and systemic poverty.

Grounded in the principle of fairness, equity refers to ensuring that each student receives what she or he needs to be successful through the intentional design of the college experience.

Bergen Community College is committed to providing access to a high-quality education in an inclusive environment to all individuals as a vital step in the continued advancement of a strong democracy and workforce.

E/SA2 - Authorize submission of a grant proposal to the New Jersey Department of Labor and Workforce Development Office of Apprenticeship for the FY 2019 Growing Apprenticeship in Nontraditional Sectors (GAINS) in the amount of \$140,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Authorize Bergen Community College submission of an application for funding through the state's GAINS program to expand and strengthen ties to businesses that will provide student opportunities to advance their education and acquire job skills in New Jersey Healthcare and Advanced Manufacturing sectors through Registered Apprenticeship programs. Grant funding will be used to reimburse employers up to 50% of new apprentice's wage rate, ensuring a minimum of \$15 per hour for each student hired for each targeted occupation. The grant also supports related technical instruction (RTI) and on-the-job training components provided by Bergen as well as administrative support.

This initiative builds on related efforts already underway, such as Bergen's collaboration with the Regional office of CVS Health to establish an apprenticeship for Pharmacy Technicians. The apprenticeship involves a combination of classroom instruction by BCC faculty, on-the-job work experiences, and remote learning through CVS's LearnNet. The apprentice will complete a period of structured and supervised work activities, designed in collaboration with CVS, and will successfully complete defined educational objectives. The successful apprentice will have a valuable opportunity to learn and earn on the job and also secure National Certification from the Pharmacy Technician Certification Board as well as Apprenticeship Completion designation by the US Department of Labor.

E/SA3 – to provide post-secondary education to students with intellectual disabilities in accordance with a grant received from the U.S. Department of Education (Grant Award #P407A150069), and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval by the Board of Trustees to renew an agreement with The College of New Jersey (TCNJ) for year 4 of the Transition Program for Students with Intellectual Disabilities (TPSID) Grant consistent with the attached scope of work and budget. Period of this agreement is October 1, 2018 through September 30, 2019, with an award amount of \$133,970.00.

Bergen Community College is lead agency for this project that is undertaken in partnership with The College of New Jersey. Together they provide educational services to students with intellectual disabilities who would otherwise have limited access to higher education. The project assists in transitioning students into post-secondary education and then into the community with academic, vocational, and interpersonal skills components that are customized to meet the needs and maximize success of each participant. The grant was awarded October 1, 2015 through September 30, 2016 with four additional continuation awards contingent upon project performance. This agreement between The College of New Jersey and Bergen Community College for year four (October 1, 2018 – September 30, 2019) is authorized pursuant to the County College Contracts Law; specifically, N.J.S.A. 18A:64A-25.5(b).

The agreement between Bergen and TCNJ will authorize the scope of work and budget for the work and/or services to be performed by The College of New Jersey in connection with the TPSID grant. The College shall administer the grant and make payment to The College of New Jersey for work and/or services provided by TCNJ only to the extent that those activities and payments are authorized and approved by the U.S. Department of Education.

E/SA4 - To accept the American Cancer Society's Tobacco-Free Generation Campus Initiative grant in the amount of \$12,000 to accelerate and expand the adoption and implementation of 100% smoke- and tobacco-free policies on college and university campuses across the nation, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

American Cancer Society's Tobacco-Free Generation Campus Initiative focuses on combating the tobacco epidemic, which remains responsible for fully 30 % of all cancer deaths in the United States. Overseen by the Office of Student Life and Conduct and led by Ian Wolf, Coordinator of Student Conduct & Information, this grant will allow for the adoption and implementation of policies requiring the campus to be smoke- and tobacco-free, taking an increasingly proactive role in addressing the changing tobacco landscape. Policies include supporting quitting among current smokers, eliminating the sale of tobacco products, and prohibiting all forms of tobacco use, including vaping and e-cigarettes on campus. Funds will be used to assist in this project to cover expenses such as staff time, mileage reimbursement to meetings, program supplies such as signage, educational materials, and other expenses to promote a tobacco free campus.

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Approval is hereby granted by the board of trustees for the following Personnel Resolutions:

P1 - Approval of Position/Title and job description: Office Coordinator, BCC Foundation (Confidential)

To approve the following position/title.

Office Coordinator, BCC Foundation

P2 - Appointment: Confidential

To approve the appointment of the following individual to the confidential position and annual salary indicated.

Name	Position/Division	Salary	Effective Date
Laura Montenegro	Office Coordinator/BCC Foundation	\$49,912.00	12/05/18

P3 - Elimination of Position Title

To eliminate the following position title effective December 5, 2018.

Coordinator of Multicultural Affairs

P4 – Appointment: Student Affairs Athletic Program (Coaching Staff)

To approve the appointment of the following individuals to part-time Assistant Coach and Athletic Trainer positions at the salaries indicated:

Name	Assistant Coach Position	Stipend	Effective Dates
Anthony Vaughn	Track & Field (M & W)	\$3,500.00	12/01/18 – 05/31/19 (retroactive)

Name	Position	Salary	Effective Dates
Tanasia DeJesus	Athletic Trainer	\$28.00/hour	10/19/18 – 06/30/19 (retroactive)
Maria Honorio	Athletic Trainer	\$28.00/hour	11/12/18-06/30/19 (retroactive)

P5 - Appointment - Grant (First in the World)

To approve the appointment of the following individual to the position and annual salary listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Reyniel Afuant	Program Assistant/First in the World Grant/ Academic Affairs	\$40,000.00 (pro-rated)	11/15/18 (retroactive)

P6 - Appointment: Professional Staff

To approve 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>
TBD	Manager, Environmental Health and Safety/Buildings and Grounds	\$ TBD	12/05/18

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P7 – Approve the salary structures and job descriptions to implement the Diane B. Allen Pay Equal Pay Act, N.J.S.A., 34:11-56.13, an amendment to the New Jersey Law Against Discrimination (“LAD”), N.J.S.A. 10:5-1.et seq.

To approve and ratify the implementation of the Diane B. Allen Pay Equal Pay Act, N.J.S.A., 34:11-56.13, an amendment to the New Jersey Law Against Discrimination (“LAD”), N.J.S.A. 10:5-1.et seq. at Bergen Community College through a thorough analysis of current salary structures and job descriptions with action taken as necessary to resolve any salary disparity.

P8 - Approve Stipend: Professional Staff

To approve a monthly stipend for the following individual as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Jeannette Dones	Sr. Financial Aid Specialist/ Financial Aid/Finance	\$500.00	10/16/18 (retroactive)

P9 - Approve Stipend:

To approve a monthly stipend for the following individual as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Christopher Talmo	Director, Custodial Services/ Buildings and Grounds	\$750.00 (retroactive)	10/01/18

P10 - Approve: Special Purpose Leave of Absence/Faculty

To approve a Special Purpose Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

<u>Name</u>	<u>Rank/Discipline/Division</u>	<u>Period</u>
Thomas Jewell	Professor/Communications/ Humanities	Spring 2019 semester

P11 - Approve: Leave of Absence/Support Staff

To approve a Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Dates</u>
Michael Anderson	Public Safety Officer/Public Safety	11/16/18 (retroactive)

P12 - Rescind: Termination – Professional Staff

To rescind the termination of the following individual (Board of Trustees Action P4, November 7, 2018):

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Annette Riser	Manager of Payroll/Finance	\$78,916.00	Rescind P4, 11/07/18

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P13 - Resignation: Support Staff

To accept the resignation of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Darryl Dobbs	Custodian/Buildings and Grounds	10/19/18 (retroactive)
Brian Siniscalchi	Public Safety Officer/Public Safety	10/06/18 (retroactive)
James Stearns	Custodian/Buildings and Grounds	11/16/18 (retroactive)

P14 - Retirement: Support Staff

To accept the retirement of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Theresa Smith	Senior Buyer/Purchasing and Services	01/01/19

P15 - Termination: Grant

To approve the termination of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Vincent Cheng	Data Manager/TAACCCT	12/31/18
Justin Doheny	Consortium Director/TAACCCT	12/31/18
Lisa Duddy	Academic Director/TAACCCT	12/31/18

P16 - Reappointment: Project Personnel – Grants

That the grant personnel listed below be reappointed to the position indicated for the period commencing January 1, 2019 through February 28, 2019.

<u>Name</u>	<u>Position</u>
Justin Doheny	Consortium Director/TAACCCT

Approval is hereby granted by the board of trustees for the following Site and Facilities Resolution:

S/F1 – To Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2019 Request for Qualifications for these professional services.

Approval of the attached list of Professional Architects and Engineers for 2019 that submitted all the required documents in response to a Request for Qualifications.

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S/F2 – To award Public Bid P-2288 for classroom renovations in Ender Hall to Practical LLC.
Authorization to award Public Bid P-2288 to Practical LLC in the amount of \$ 1,018,300.00.

S/F3 - To award professional services to RSC Architects for the preparation of plans and specifications for the Health Professions Building/Pitkin Education Center Student Quad – Paramus Campus Project.
Authorization to pay \$97,900.00 to RSC Architects for the preparation of plans and specifications for the Health Professions Building/Pitkin Education Center Student Quad – Paramus Campus Project.

ADJOURNMENT

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

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

The board meeting adjourned at 6:00 p.m.

Thank you,
Trustee, Joseph A. Barreto
Secretary, Board of Trustees