

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Tuesday, December 5, 2017
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **December 5, 2017**, 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 5:05 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, November 4, 2016 and was amended February, 2017."

OATH OF OFFICE:

Ms. Judy Verrone, Esq., from the DeCotiis, FitzPatrick, Cole and Giblin, LLC. Legal counsel administered the Oath of Office to the following board members:

*Mr. Joseph A. Barreto
Ms. Dorothy Blakeslee*

CHAIRPERSON'S COMMENTS

Chairperson Otis congratulated Mr. Joseph Barreto and Ms. Dorothy Blakeslee on their reappointments and welcomed them back as Bergen Community College Trustees.

ROLL CALL

Present

Mr. Joseph A. Barreto
Ms. Dorothy Blakeslee
Mr. Gerard L. Carroll
Mr. James Demetrakis
Mr. Patrick J. Fletcher
Mr. Mark Longo
Ms. Carol Otis
Dr. Sheetal Ranjan – arrived late
Mr. Peter Zalokostas – Alumni Trustee
Mr. Joseph Zarra – arrived late

Also Present

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

Regrets

Ms. Irene Oujo

PLEDGE OF ALLEGIANCE

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

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Chairperson Otis requested a report from the Nominating Committee.

Trustee James Demetrakis, Chairman of the Nominating Committee announced that the Nominating Committee had met and suggested the following slate of officers:

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

Chairperson Otis requested a motion to approve the slate of officers.

A motion was made by Trustee Mark Longo and seconded by Trustee Patrick Fletcher.

Roll Call Vote

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. James Demetrakis - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Absent
Dr. Sheetal Ranjan – had not arrived yet
Mr. Peter Zalokostas – Alumni Trustee – Yes
Mr. Joseph Zarra – had not arrived yet

Motion passed 8-0.

Announcement of Committee and Assignments

Chairperson Carol Otis announced the list of committee assignments:

Audit, Finance and Legal Affairs

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

Staff

Dr. Michael D. Redmond
Mr. Victor Anaya

Board of School Estimate

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

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Education and Student Affairs

Mr. Joseph Barreto, Chairperson
Dr. Sheetal Ranjan, Vice Chairperson
Mr. Gerard L. Carroll
Mr. Peter Zalokostas – Alumni Trustee

Staff

Dr. Michael D. Redmond
Dr. Waldon Hagan
Dr. William Mullaney

Foundations, Grants and Endowments

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

Staff

Dr. Michel D. Redmond

Personnel Committee

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

Staff

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

Site and Facilities Committee

Mr. James Demetrakis, Chairperson
Ms. Dorothy Blakeslee
Mr. Mark Longo
Legal Counsel - DeCotiis, FitzPatrick & Cole, LLP. - Judy A. Verrone, Esq.

Staff

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

Strategic Planning and Issues Committee

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

Staff

Dr. Michael D. Redmond
Dr. Yun Kim

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.***

Chairperson Otis requested a motion to approve the committee assignments.

A motion was made by Trustee Patrick Fletcher and seconded by Trustee James Demetrakis.

Roll Call Vote

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. James Demetrakis - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Absent
Dr. Sheetal Ranjan – had not arrived yet.
Mr. Peter Zalokostas – Alumni Trustee – Yes
Mr. Joseph Zarra – had not arrived yet.

Motion passed 8-0.

VICE-CHAIRMAN'S REPORT

No report.

SECRETARY

Secretary Gerard L. Carroll recommended approval of the minutes of November 1, 2017, and the Consent Agenda for Tuesday, December 5, 2017.

Treasurer's Report – Audit and Finance Committee/Legal

Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met and reviewed the financial position of the college and recommends resolutions A/F1 to A/F12.

President's Report

President Redmond welcomed returning trustees to the board; Dorothy Blakeslee and Joseph Barreto and recognized their dedication to Bergen Community College.

Dr. Redmond congratulated Trustee Sheetal Ranjan and Trustee Joseph Barreto on their recent appointment to Governor-Elect Philip Murphy's transition team for Education, Access and Opportunity Transition Committee, and Trustee Mark Longo who was appointed to the Transportation Committee. College general counsel Mr. Joseph DeCotiis, Esq. was appointed transition labor counsel for the governor-elect.

President Redmond reported that the following members had been appointed to ACCT Committees:

Chairperson Carol Otis, ACCT Public Policy and Advocacy Committee
Trustee Gerard L. Carroll, ACCT Governance and Bylaws Committee
Trustee Sheetal Ranjan, ACCT Diversity Committee

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Trustee Carroll and Trustee Fletcher have been appointed to the Bergen Community College By-Laws Committee.

Trustee Sheetal Ranjan stated, "As a member of governor-elect P. Murphy's transition team I will be representing Bergen Community College." Dr. Ranjan welcomes any representative from the college to email her recommendations regarding policy and state wide level concerns/issues. All requests will be reviewed and considered.

Dr. Redmond reported that the Foundation Board Committee met with foundation directors to discuss the future of the foundation. This meeting was very helpful and provided direction to the committee.

Also, on November 15th, 2017, Dr. Redmond met with the full board of the Alumni Board of the Directors. Dr. Redmond updated the board on some of the initiatives for the college, including our 50 for 50 campaign. They also discussed the board's vision for the future and how its role is integral for the success of the college. It was a very productive meeting and the board is very engaged.

The Alumni Recognition Dinner will be held at Biagio's Restaurant on January 11, 2018 at 6:00 p.m. The board will be honoring former BCC wrestling coach, Ed Kochakji, dental hygiene professor, Goli Kocharian and PTK Alumnus, Jon Silva. If you would like to attend the event please contact the Alumni Office.

The Scholarship Ceremony will be held on December 11th at 4:00 p.m. at the Ciccone Theatre. Mr. Larry Hlavenka and his team informed students by social media in promoting BCC scholarships. The amount of scholarship applications almost doubled this year. This semester over \$100,000.00 will be awarded to students. Board members were invited to the ceremony.

The 50 For 50 Campaign is on its way and Dr. Redmond thanked the individuals who have contributed. The goal is \$ 550,000.00 and \$ 74,050.00 has been raised thus far.

President Redmond indicated that he will be attending the Middle States Conference in Philadelphia, PA.

As part of a mid-year budget review, Dr. Redmond asked trustees to estimate any additional college related travel expenses for the remainder of the year, and to let Maria Ferrara know. Dr. Redmond expressed his appreciation for trustees visiting the campus, but asked that they let his office know when they are on campus. Further, to ensure that trustee concerns are properly considered, Dr. Redmond asked that if trustees have questions or concerns about college operations to please let him know directly or to contact the board secretary.

President Redmond introduced Dr. Mullaney, Vice-President, Academic Affairs.

Dr. Mullaney introduced Mr. Luis De Abreu, Professor Joseph Sivo and Dean P.J. Ricatto. to present STEMactics Grant:

"As most of us realize, Science, Technology, Engineering and Mathematics—STEM fields, and therefore, STEM education—are vital to our future—the future of our country, the future of our region and **the future of our children.**

Bergen Community College is committed to staying at the forefront of STEM education through our programs and curriculum, as well as through co-curricular and extra-curricular activities. Back in 2011, the College was fortunate enough to receive a five-year Department of Education grant for Hispanic-serving institutions that was worth \$3.7 million dollars. Because our student population is at least 25%, we are designated as a Hispanic-serving institution. Dr. PJ Ricatto, our Dean of Math, Science and Technology was the Program Director. The goal of the grant, entitled STEM Graduation Pathway to Success or GPS for was to prepare STEM students to fulfill the urgent and growing need for STEM professionals in a competitive and global workplace.

Largely due the achieving successful outcome for that grant, last year the College secured another five-year grant from the same federal program that was even larger: \$5.33 million dollars. We are in second year of that grant, which we have dubbed STEMatics, under the leadership of Dr. Ricatto, Dr Joe Sivo, BCC Professor of Physics and Mr. Luis De Abreu, who serves as the program director. The purpose of this STEMatics is to increase STEM student retention, graduation and transfer rates and provide greater access to student support services for all of our STEM students and to Recruiting and retaining Hispanic students in STEM transfer programs.

Tonight we wanted to share with you some of the exciting projects and activities that have been occurring as a result of this grant, so it's my pleasure to introduce Mr. De Abreu and STEM student Danielle Witte and direct your gazes to both the door and the screen."

Please contact Mr. Luis De Abreu for a copy of the presentation document.

OATH OF OFFICE:

Ms. Judy Verrone, Esq., from the DeCotiis, FitzPatrick, Cole and Giblin, LLC. Legal counsel administered the Oath of Office to the following board member:

Mr. Joseph Zarra

Chairperson Otis welcomed Mr. Joseph Zarra to the Bergen Community College Board of Trustees.

COMMITTEES

AUDIT AND FINANCE

Treasurer Dorothy Blakeslee, Chairperson of the Audit and Finance Committee recommended approval of Audit and Finance Resolutions A/F 1 to A/F 12.

BOARD OF SCHOOL ESTIMATE

No meeting scheduled with the Board of School Estimate.

EDUCATION AND STUDENT AFFAIRS

Secretary Gerard L. Carroll, Chairman of the Education and Student Affairs Committee recommended approval of Education and Student Affairs Resolutions E/SA 1 to E/SA 4.

PERSONNEL

Trustee James Demetrakis, Chairman of Personnel Committee reported that the Personnel Committee met and recommends resolutions P1 thru P8.

SITE AND FACILITIES

Trustee James Demetrakis, Chairman of Site and Facilities met and recommends resolutions SF1, SF2 and SF3 for approval by the board of trustees.

STRATEGIC PLANNING AND ISSUES

Trustee Sheetal Ranjan indicated that the Strategic Planning Committee met and received an update regarding the Strategic plan activities on campus with various open meetings. The Strategic Plan will be presented to the board approximately April, 2018.

ALUMNI TRUSTEE

Mr. Peter Zalokostas plans on working with Mr. William Corcoran and the Site and Facilities Committee to update room numbers in Braille.

CHAIRPERSON'S COMMENTS

Chairperson Otis thanked Mr. Luis De Abreu, Professor Joseph Sivo and Dean P.J. Ricatto in presenting the STEMactics Grant.

UNFINISHED BUSINESS/BOARD MEMBERS

Trustee Sheetal Ranjan facilitated Bergen Community College to participate in a Law Enforcement career development course in partnership with the Prosecutor's Office and the Bergen County Sheriff's Office. Approximately 150 students graduated from the program of which ten students were from Bergen Community College. It is very exciting to have this partnership.

Trustee Gerard L. Carroll attended the Annual Empowerment thru Academics Sports Workshop at BCC. Trustee Carroll acknowledged Dr. Ursula Daniels and her staff for an outstanding event. Three workshops were held which included workshops by Bergen staff, faculty, community leaders, administrators, guidance counselors and other participants. Students from grade school through high school, sport teams, parents and coaches attended this event. The three workshops focused on college prep, scholar athletes, maintaining optimum physical and nutritional health and making the correct decision as a student athlete.

UNFINISHED BUSINESS/BOARD MEMBERS

Trustee Joseph Barreto attended a BCC performance *A Fly in Her Ear*. It was a wonderful production and congratulated the entire cast and crew.

Trustee Patrick J. Fletcher thanked the Senate Faculty Committee for inviting trustees to their meeting. It was a very informative meeting and felt that the relationship between the administration and faculty improving.

NEW BUSINESS/OPEN TO THE PUBLIC

Attendees in audience did not participate at open session.

ADOPTION OF MINUTES

Chairperson Otis requested a motion to approve the minutes as submitted of November 1, 2017. Secretary Gerard L. Carroll approved the minutes and the motion was seconded by Trustee Demetrakis.

Roll Call Vote

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. James Demetrakis - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Absent
Dr. Sheetal Ranjan – Yes
Mr. Peter Zalokostas – Alumni Trustee – Yes
Mr. Joseph Zarra – Yes

Chairperson Otis indicated that the November 1, 2017 minutes were unanimously approved.

CONSENT AGENDA

Chairperson Otis asked for approval of the Tuesday, December 5, 2017 Consent Agenda. A motion was made by Secretary Gerard L. Carroll and seconded by Trustee Demetrakis.

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

Roll Call Vote

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. James Demetrakis - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Absent
Dr. Sheetal Ranjan – Yes
Mr. Peter Zalokostas – Alumni Trustee – Yes
Mr. Joseph Zarra – Yes

Chairperson Otis indicated that the Consent Agenda dated Tuesday, December 5, 2017 was unanimously approved.

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At 6:00 p.m., the board secretary stated, "On behalf of Chairperson Otis, 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, Personnel Matters. The discussion will become public when the need for confidentiality no longer exists."

Trustee Patrick J. Fletcher requested a motion for Executive Session. The motion was seconded by Trustee James Demetrakis.

All were in favor.

Executive session concluded and the board meeting resumed at 7:00 p.m.

A/F1 - Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.

Approval is hereby granted for payment of the following legal vouchers:

September 1, 2017 to September 30, 2017 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 24,990.07

A/F2 - Authorization to purchase Laserfiche electronic form solution software and implementation services from Accelerated Information Systems, Inc. at a cost of \$59,280.00 for a one-year term. This software is a comprehensive e-forms solution that fully integrates with our systems and will replace the entry level forms solution currently in use. In addition, this software will replace the electronic records repository currently in use (Application Xtender) and will simplify and consolidate our software integration with Kofax and eliminate the need for continued licensing for AppXtender software.

Approval is hereby granted to purchase Laserfiche electronic form solution software and implementation services from Accelerated Information Systems, Inc. at a cost of \$59,280.00 for a one-year term. This software will also replace the electronic records repository currently in use (Application Xtender).

A/F3 - To authorize the award of Public Bid P-2254 APC SMART UPS Batteries to Northern Stationers.

Approval is hereby granted to award the purchase of APC SMART UPS Batteries to Northern Stationers, in accordance with Public Bid P-2254.

A/F4 - To authorize annual renewal of support and upgrade protection for Q-Flow queue management software with Qnomy, Inc. used by the Help Desk, Public Safety & Student Services.

Approval is hereby granted to purchase annual support and upgrade protection of Q-Flow from January 1, 2018 until December 31, 2018, at a cost of \$13,591.75.

A/F5 - To award Public Bid P-2253 to Technotime Business Solutions to upgrade forty-one (41) smart classrooms in the Pitkin Education Center.

Approval is hereby granted to award Public Bid P-2253 Smart Classroom Upgrades in Pitkin Building to Technotime Business Solutions at a cost of \$166,173.00.

A/F6 - To reject Public Bid P-2250 for fire alarm system maintenance, testing, and repairs and to re-bid.

Approval is hereby granted to reject bids received in response to Public Bid P-2250 and to re-bid.

A/F7 - To authorize the purchase of laboratory equipment for the Veterinary Technology Program.

Approval is hereby granted to purchase two blood analyzer machines for the Veterinary Technology Program from IDEXX Laboratories, at a cost of \$33,404.86.

A/F8 - Authorization to award Public Bid P-2252 for On-Call Electrical Services to Redmann Electric & Communications Co., Inc., for a two year period from December 15, 2017 through December 14, 2019.

Approval is hereby granted to award Public Bid P-2252 for On-Call Electrical Contracting to Redmann Electric & Communications Co., Inc., for the period December 15, 2017 through December 14, 2019, for an estimated amount of \$592,056.00.

A/F9 - Exempt from Bidding: Authorization to purchase insurance from Healthcare Providers Service Organization (HPSO).

Approval is hereby granted 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, 2018 through February 6, 2019 in the amount of \$ 19,840.00.

A/F10 - Adopt allowance for Doubtful Accounts/Write-off Policy on uncollectable student debt

Approval is hereby granted for adoption of a policy for uncollectable student's account receivable accounts.

A/F11 - Authorization to award Public Bid P-2251 for On-Call Plumbing Services to Aero Plumbing & Heating Co., Inc., for a two year period from December 15, 2017 through December 14, 2019.

Approval is hereby granted to award Public Bid P-2251 for On-Call Plumbing Contracting to Aero Plumbing & Heating Co., Inc. for the period December 15, 2017 through December 14, 2019, for an estimated amount of \$426,535.00.

A/F12 - Exempt from bidding: Authorization to extend Ellucian Application Management Services for a term of only 3 months at a cost of \$50,000.00 to accommodate Ellucian's BCC campus evaluation in September and their report of their findings.

Approval is hereby granted for Ellucian, Inc. to provide Application Management Services (AMS) providing remote application management for our Colleague environment for a three-month term commencing on 2/1/18 through 4/30/18 at a cost of \$50,000.00.

E/SA1 – Authorize amendment of an existing agreement with Rutgers, The State University, through its School of Management and Labor Relations (“Rutgers”) in connection with the work to be performed under the First in the World Grant awarded to the College by the U.S. Department of Education, Fund for the Improvement of Postsecondary Education (USDOE-FIPSE), Grant # P116F150138 (the “Grant”).

Approval is hereby granted by the Board of Trustees of an amendment to existing agreements between the College and Rutgers; the proposed amendment increases the funding for the evaluation performed by Rutgers pursuant to an approval from the USDOE allowing an expansion of the grant program to include a Summer Bridge sub-study. The total amount of the Grant to the College remains the same. The College shall administer the Grant and make payment to Rutgers only to the extent that those activities and payments are authorized, approved, and available from the U.S. Department of Education, Fund for the Improvement of Postsecondary Education.

E/SA2 - To authorize submission of a *Cotton in the Curriculum Education* grant proposal to Cotton, Inc. in the amount of \$50,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted for the Cotton in the Curriculum Program is to enhance learning content related to cotton fiber, cotton and cotton rich fabrics, and cotton sustainability in the curriculum for students preparing for apparel, merchandising, fashion and textile-related careers. The grant supports programs that provide innovative and effective ways that will enhance cotton-related content in the teaching curriculum such as, cotton sustainability, cotton fiber knowledge and cotton performance technologies and fabrications.

E/SA3 - To authorize execution of a renewal agreement with The College of New Jersey (Partnering College) 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.

Approval is hereby granted by the Board of Trustees to renew an agreement with The College of New Jersey for year 3 of the Transition Program for Students with Intellectual Disabilities Grant consistent with the attached scope of work and budget. Period of this agreement is October 1, 2017 through September 30, 2018. Award amount is \$133,307.

E/SA4 - Commencement Ceremony Venue 2018: Authorization to Execute Lease Agreement with New Meadowlands Stadium Company, LLC.

Approval is hereby granted to the MetLife Stadium Facility Rental Contract for the 2018 Commencement Ceremony to be held on May 17, 2018 at an estimated cost of \$105,960.00 from New Meadowlands Stadium Company, LLC, and for the venue to provide Stadium field and concourse, canopy structure, stage rental, chair rental, stadium maintenance and operations, tent permits, cleaning, audio/visual and media services, security, State Police, Medical personnel, parking facilities and staff, guest services, and staff meals.

P1 - Appointment - Grant (First in the World/Title V/STEM/IDC)

Approval is hereby granted for the appointment of the following individuals to the positions and annual salaries listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Michelle Anders	Financial Literacy Specialist/Buyer/ Finance	\$50,000.000 (pro-rated)	12/11/17
Monica Rodriguez	Research Assistant/Institutional Research/Institutional Effectiveness	\$45,000.00 (pro-rated)	12/06/17

P2 - Appointment: Student Affairs Athletic Program (Coaching Staff)

Approval is hereby granted for the appointment of the following individual to a part-time Assistant Coach position at the stipend indicated:

<u>Name</u>	<u>Assistant Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Keion Best	Men & Women's Track & Field	\$1,500.00	12/01/17 – 05/31/18 (retroactive)

P3 - Approve: Leave of Absence/Faculty

Approval is hereby granted for a Leave of Absence, without pay, for the following individual from the position listed below, effective dates as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Megan Mendez	Instructor/Nursing/Health Professions/ Academic Affairs	11/01/17 (retroactive)

P4 - Approve: Return from Leave of Absence/Support Staff

Approval is hereby granted for the return from a Leave of Absence, without pay, for the following individual to the position listed below, effective date as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Esther McMillan	Custodian/Buildings and Grounds	\$40,526.00	11/01/17 (retroactive)

P5 - Resignation – Faculty

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Mercedez Walker	Instructor/Ciarco Learning Center/ Academic Affairs	11/21/17 (retroactive)

P6 - Retirement: Confidential Staff

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Denise Liguori	Dean of Student Affairs, Ciarco Learning Center/ Student Affairs	01/01/18
Nancy Owens	Associate Dean of Health Professions/ Continuing Education, Corporate and Public Sector Training/Academic Affairs	02/01/18

P7 - Retirement: Faculty

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

<u>Name</u>	<u>Rank/Department/Division</u>	<u>Effective Date</u>
Janet Henderson (Dr.)	Professor/English/Humanities/Academic Affairs	02/01/18
Michael O'Donovan	Assistant Professor/Criminal Justice and Legal Studies/Business, Arts and Social Sciences/ Academic Affairs	02/01/18

P8 - Retirement: Support Staff

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Elena Galperin	Sr. Office Assistant /Admissions and Recruitment/ Enrollment Services/Student Affairs	01/01/18
Steven Faeth	Senior Groundskeeper/Buildings and Grounds	04/01/18

S/F1 - To award professional services to RSC Architects for the preparation of plans and specifications for the construction of a rear wall digital messaging sign behind the main entrance sign on Paramus Road.

Approval is hereby granted to pay \$2,850.00 to RSC Architects for the provision of plans and specifications to erect a cast-in-place concrete digital messaging sign.

S/F2 - To award professional services to RSC Architects for the preparation of plans and specifications for the installation of new egress signs at Bergen Community College at the Meadowlands.

Approval is hereby granted for RSC Architects to provide plans and specifications for the design and installation of egress signs at a cost of \$2,950.00.

S/F3 - Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2018 Request for Qualifications for these professional services.

Approval is hereby granted for the attached list of Professional Architects and Engineers for 2018 that submitted all the required documents in response to a Request for Qualifications.

<u>ARCHITECTURAL FIRMS</u>		<u>ENGINEERING FIRMS</u>	
1	Arcari + Iovino Architects P. C.	1	Becht Engineering Inc.
2	DMR Architects	2	Bohler Engineering
3	EI Associates	3	Carroll Engineering
4	Feinberg & Associates P. C.	4	CHA Design Construction Solutions
5	JRS Architect, P.C.	5	Concord Engineering
6	LAN Associates	6	CP Professional Services
7	NETTA Architects	7	EI Associates
8	NK Architects	8	Fellenzer Engineering, LLP
9	Peter F. Gaito & Associates	9	Gilsanz Murray Steficek LLP
10	Poskanzer Skott Architects	10	GZA GeoEnvironmental, Inc.
11	RSC Architects	11	KS Engineers, P.C.
12	Sage and Coombe Architects, LLP	12	LAN Associates
13	Settembrino Architects	13	Langan Engineering and Environmental
14	SNS Architects & Engineers, P. C.	14	Mott MacDonald, LLC
15	Spiezle Architectural Group	15	Paulus, Sokolowski and Sartor, LLC
16	SSP Architectural Group, Inc.	16	Professional Consulting, Inc.
17	The Musial Group	17	Skylands Engineering, LLC
18	ThinkForm Design Architect LLC	18	SNS Architects & Engineers, P. C.
19	UAI-IVES Architecture Group	19	Suburban Consulting Engineers, Inc.

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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 Joseph Barreto made a motion to adjourn the meeting and Trustee Gerard L. Carroll seconded the motion to adjourn.

Chairperson Otis asked for a roll call to adjourn the meeting.

Roll Call:

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Gerard L. Carroll - Yes

Mr. James Demetrakis – Due to a previous engagement, Trustee Demetrakis excused himself from the meeting.

Mr. Patrick J. Fletcher - Yes

Mr. Mark Longo - Yes

Ms. Carol Otis - Yes

Ms. Irene Oujo - Absent

Dr. Sheetal Ranjan - Yes

Mr. Peter Zalokostas – Alumni Trustee – Yes

Mr. Joseph Zarra - Yes

The board meeting adjourned at 7:05 p.m.

Thank you,

Trustee, Joseph A. Barreto
Secretary, Board of Trustees