



400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES
PUBLIC MEETING

Paramus Campus – Technology Building – Conference Rooms B and C

Tuesday, December 7, 2021 – 5:00 p.m.

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Pledge of Allegiance
- V. Reports:
 - A. Vice Chairman
 - B. Treasurer
 - C. President
 - D. Committees
 - 1. Audit, Finance and Legal Affairs
 - 2. Education and Student Affairs
 - 3. Personnel
 - 4. Site and Facilities
 - 5. Strategic Planning and Issues
 - E. Alumni Trustee
 - F. Chairwoman
- VI. Unfinished Business / Board Members
- VII. New Business / Board Members
- VIII. Open to the Public
- IX. Actions
 - A. Approval of Board Minutes: Wednesday, November 3, 2021
 - B. Approval of Executive Session Minutes: Wednesday, November 3, 2021
 - C. Consent Agenda: Tuesday, December 7, 2021
- X. Executive Session: Personnel Matter
(New Business/Open to the Public)
- XI. Adjournment



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CONSENT AGENDA

Tuesday, December 7, 2021

**Paramus Campus – Technology Building – Conference Rooms B and C
5:00 p.m.**

Actions to be considered by the Board of Trustees. Additional actions may be added to this list and may be considered by the Board. Any actions herein listed may be removed from the Agenda by the Board prior to passage.

Approval of Board Minutes and Executive Session Minutes – Wednesday, November 3, 2021

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To authorize the renewal of the College's annual Laserfiche electronic form solution software subscription from Accelerated Information Systems, Inc.
3. To authorize the renewal of system support with CDW Government LLC for Nutanix hardware platforms.
4. To reject all proposals for RFP # R-094 Financial Aid Verification Services.
5. To authorize the sale of nine (9) surplus College vehicles to the highest bidder via the County of Bergen Online Auction.
6. To award RFP # R-092 for Collection Agency Services to Allied Account Services, Inc., General Revenue Corporation and Eastern Revenue, Inc. for recovery of delinquent student accounts including tuition and miscellaneous fees.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. Accept a Perkins Postsecondary Grant in the amount of \$677,070 for July 1, 2021 through June 30, 2022 and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.
2. Authorize Participation in North New Jersey Louis Stokes Alliance for Minority Participation (LSAMP) Bridges to Baccalaureate Project and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.
3. Authorize submission of an Environmental Education Grant proposal to the US EPA Office of Environmental Education, and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.
4. Appointment: Advisory Committee Members

PERSONNEL (P)

1.
 - A. Appointment: Grant Funded Staff / Generalist Recruiter
 - B. Appointment: Grant Funded Staff / Bergen Helps Coordinator
 - C. Appointment: Grant Funded Staff / Academic Coaches
 - D. Appointment: Student Affairs Athletic Program (Coaching Staff)
 - E. Approve: Title Change
 - F. Appointment: Professional Staff
 - G. Appointment: Lecturers, Fall 2021 Semester
 - H. Appointment: Professional Staff
 - I. Appointment: Professional Staff
 - J. Appointment: Grant Funded Staff
2. Reappointment: Grant
3.
 - A. Approve: Leave of Absence/Professional Staff
 - B. Approve: Leave of Absence/Professional Staff
4.
 - A. Retirement: Professional Staff
 - B. Retirement: Faculty Staff
 - C. Retirement: Faculty Staff
 - D. Retirement: Faculty Staff
 - E. Retirement: Support Staff
5.
 - A. Resignation: Executive Staff
 - B. Resignation: Confidential Staff
 - C. Resignation: Professional Staff
 - D. Resignation: Grant Funded Staff
6. Approve: Contractual Salary Increase for Dr. Eric M. Friedman, President, Bergen Community College

SITE AND FACILITIES (S/F)

1. Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2022 Request for Qualifications for these professional services.



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BOARD OF TRUSTEES ACTION A/F1

Approval Date: December 7, 2021

Resolution:

Approval of Legal Vouchers – DeCotlis, FitzPatrick, Cole & Gibling, LLP.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested

Approval for payment of the following legal vouchers:

DeCotlis, FitzPatrick, Cole & Gibling, LLP.

October 1, 2021 to October 31, 2021 \$ 13,721.70

Legal bills will be available on the College's web site under the Board of Trustees at the following address:

<http://www.bergen.edu/about-us/board-of-trustees/legal-bills>

Charge to:	College Operating Funds
Account Number:	10-01-186100-607566
Amount:	\$ 13,721.70



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BOARD OF TRUSTEES ACTION A/F2
Approval Date: December 7, 2021

Resolution:

To authorize the renewal of the College's annual Laserfiche electronic form solution software subscription from Accelerated Information Systems, Inc.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Authorization to renew the College's annual Laserfiche electronic form solution software subscription from Accelerated Information Systems, Inc. for the term of December 22, 2021 through December 21, 2022 at a cost of \$61,508.33.

Justification

Laserfiche is a comprehensive electronic forms solution that is user friendly, integrates fully with the College's current technology platforms, allows for conditional workflow and queuing, and is ADA compliant. Laserfiche is also DoD 5015.2 certified and serves as the official electronic records repository for the College.

The College has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Accelerated Information Systems, Inc. has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contributions Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the College.

These services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19). (Computer Software)

Charge To: College Operating Funds
Account Number: 10-01-165100-607526
Amount: \$61,508.33



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BOARD OF TRUSTEES ACTION A/F3
Approval Date: December 7, 2021

Resolution

To authorize the renewal of system support with CDW Government LLC for Nutanix hardware platforms.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spalde, Chief Information Officer
Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Authorization to renew the College's Nutanix hardware support agreement for one year with CDW Government LLC in the amount of \$105,700.71 from the NJ State Contract T3121 Software (#20-TELE-01511).

Justification

The Nutanix Hardware Platform hosts the majority of the College's critical server and virtual desktop infrastructure. This hardware platform enables the Information Technology department to host nearly 200 virtual servers and over 1,000 virtual desktops. This renewal includes one year of support for 6 Nutanix nodes for the term of 12/31/21-12/30/22, and 1 additional Nutanix node co-termed through 12/30/22.

Purchase through State Contract is allowed in accordance with County College Contracts Law 18A:64A-25.9.

Quotations were requested from the companies listed below.

Aspire Technology	\$128,806.00
CDW Government LLC	\$105,700.71
SHI International Corp.	No response
PBG Networks	\$116,535.65
Presidio Network Solutions Group LLC	No response

Charge to: College Operating Funds
Account Number: 10-01-165100-607511
Amount: \$105,700.71



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BOARD OF TRUSTEES ACTION A/F4
Approval Date: December 7, 2021

Resolution

To reject all proposals for RFP # R-094 Financial Aid Verification Services.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Ralph Choonoo, Interim VP Student Affairs
Mr. Frank Cuzzo, Managing Director, Financial Aid
Ms. Stephanie Welse, Interim Director, Purchasing and Services

Action Requested:

To reject all proposals received for RFP # R-094 Financial Aid Verification Services.

Justification:

The College seeks to enhance our Financial Aid Verification Services to strengthen existing compliance processes and promote continuous improvement to better serve the needs of our students. The specifications for this RFP will be updated and new bids obtained to secure more comprehensive verification services that improve financial aid administration and oversight for the College.



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BOARD OF TRUSTEES ACTION A/F5
Approval Date: December 7, 2021

Resolution

To authorize the sale of nine (9) surplus College vehicles to the highest bidder via the County of Bergen Online Auction.

Submitted by

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. David Borzotta, Vice President, Safety and Security
Ms. Stephanie Weise, Interim Director, Purchasing and Services

ACTION REQUESTED:

Authorization to sell nine (9) surplus College vehicles to the highest bidder at the County of Bergen Auction, which will be an online auction. The vehicles to be included are:

Year and Model

2013 Dodge Charger Police Package
2012 Ford Escape
2010 Ford Crown Victoria Police Interceptor
2009 Ford Crown Victoria Police Interceptor
2008 Ford Crown Victoria Police Interceptor
1992 GMC Van
1997 Dodge Dump Truck
2001 Ford E-150 Van
2002 Ford E-350 Van

JUSTIFICATION:

The College has several vehicles that are currently not operational and have exceeded their useful life. The College seeks to utilize the County of Bergen disposal process, which conducts auto auctions periodically to sell used vehicles to the general public. All vehicles slated for disposal have been taken out of service due to poor mechanical condition and are currently not operational.

The College is authorized to sell personal property at public auction in accordance with N.J.S.A. 18A:18A-25.27.



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BOARD OF TRUSTEES ACTION A/F6
Approval Date: December 7, 2021

Resolution

To award RFP # R-092 for Collection Agency Services to Allied Account Services, Inc., General Revenue Corporation and Eastern Revenue, Inc. for recovery of delinquent student accounts including tuition and miscellaneous fees.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Caroline Ofodile, Managing Director, Financial Operations and Student Assistance
Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Authorization to award the College's collection agency services to three (3) collection agencies, Allied Account Services, Inc., General Revenue Corporation and Eastern Revenue, Inc., for 2 years, beginning January 1, 2022 through December 31, 2023 with an option to renew for 1 additional year.

Justification

Collection services are needed to recover delinquent tuition and other miscellaneous fee payments.

The College evaluated eleven (11) proposals received in response to the RFP and determined that Allied Account Services Inc., General Revenue Corporation and Eastern Revenue Inc. have submitted comprehensive proposals that meet all of the requirements of the RFP. These companies have demonstrated experience and success with collection of past due student accounts in the community college sector, and offer competitive fees. The commission fees of the three selected companies are lower than the current rates and are as follows: Allied Accounts Services, Inc 14.5%, General Revenue Corporation 15% and Eastern Revenue, Inc 15%. The other eight companies were not selected due to limited experience with community colleges.

A Request for Proposals was advertised on the College website in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

This procurement is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (14). (Student Collections)

Proposals were received from the companies listed below:
Act Account Control Technology
Allied Account Services Inc.
AR Resources, Inc.

Eastern Revenue Inc.
F.H. Cann & Associates, Inc.
General Revenue Corporation
ICR Consumer Centric
Key 2 Recovery, Inc
Reliant Capital Solutions, LLC
Schuerger Law Group
TSI Transworld Systems, Inc.

Charge To: College Operating Funds
Account Number: 10-1601-00-607, 781, 782, 784



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BOARD OF TRUSTEES ACTION E/SA1
Approval Date: December 7, 2021

Resolution

Accept a Perkins Postsecondary Grant in the amount of \$677,070 for July 1, 2021 through June 30, 2022 and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Brock Fisher, Vice President of Academic Affairs
Dr. Ralph Choonoo, Interim Vice President of Student Affairs
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

To accept a Perkins Postsecondary grant award from the NJ Department of Education, and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Justification

This Perkins award provides \$677,070 to cover costs for support service salaries of \$247,420; benefits of \$82,882; instructional support of \$9,600; consulting for \$14,000; supplies and materials in the amount of \$112,877; equipment costing \$166,957; administrative costs of \$33,854, and travel expenses of \$9,480.

The overview follows.

No additional college funds are required.



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BOARD OF TRUSTEES ACTION E/SA2

Approval Date: December 7, 2021

Resolution

Authorize Participation in North New Jersey Louis Stokes Alliance for Minority Participation (LSAMP) Bridges to Baccalaureate Project and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Brock Fisher, Vice President of Academic Affairs
Dr. Emily Vandalovsky, Dean of Mathematics, Science, and Technology
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

To authorize participation with Passaic County Community College (lead agency) on a consortium grant project to the National Science Foundation, and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Justification

This North New Jersey LSAMP Bridges to Baccalaureate Alliance Project Involves Bergen, Essex, Hudson, and Union community colleges with Passaic County Community College (PCCC) as lead agency. The purpose is to increase the associate degree graduation rate of underserved students and to facilitate barrier free transfer to baccalaureate study in Science, Technology, Engineering, and Mathematics. The annual budget is approximately \$68,035.50.

This proposed initiative furthers the 2021 – 2022 Presidential Goal # 1. Lead and support continuous improvement in the college-wide focus on student success, degree completion, college transfer and gainful employment. Focus on identifying the most at-risk student populations in order to close achievement gaps.

The program and budget are in development. The final plan and budget will follow.

No additional college funds are required.



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BOARD OF TRUSTEES ACTION E/SA3
Approval Date: December 7, 2021

Resolution

Authorize submission of an Environmental Education Grant proposal to the US EPA Office of Environmental Education, and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Brock Fisher, Vice President of Academic Affairs
Dr. Emily Vandalovsky, Dean of Mathematics, Science, and Technology
Dr. PJ Ricatto, Professor of Chemistry, College Sustainability Coordinator
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

Submit a grant request of \$100,000 to the US Environmental Protection Agency for a proposal in collaboration with the NJ Composting Council, and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Justification

Building on expertise from pilot testing of Aerated Static Composting and related work, BCC and partner NJ Composting Council (NJCC) will introduce the technology to five community partners, including school districts, municipalities, community gardens, and or nonprofit environmental education groups. The grant will fund purchase, installation, and training to expand the use of composting. It will also provide educational curriculum modules and interactive lab investigations that introduce students to the science and engineering related to food waste recycling. Students will build skills in problem solving, data analysis, and experimental design. Participants will also learn about Bergen Community College STEM and environmental sciences resources and opportunities.

The project furthers the 2021 – 2022 Presidential Goal 9: Lead and support the development and implementation of initiatives related to increasing the College's visibility and improving outreach and storytelling to our communities.

The budget and project description are forthcoming. In-kind contributions will cover the 25% match, with contractual costs matched on a one-to-one basis by the subcontractor (NJCC) and BCC faculty time as a one-to-one cost match for work conducted during regular workday.



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BOARD OF TRUSTEES ACTION ESA4
Approval Date: December 7, 2021

Resolution

Appointment: Advisory Committee Members

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Action Requested

To appoint Advisory Committee members for a three-year term (unless otherwise specified), effective December 1, 2021.

Justification

The use of advisory committees is of immeasurable value in providing assistance to the College in establishing and conducting educational programs, which have relevance to Bergen County industry, business, government, labor and the community-at-large.

Advisory committees for New Jersey Community Colleges have been prescribed by Regulations and Standards for New Jersey Community Colleges, Section 670 of 1-600 (Educational Programs) and are required for all vocational curricula.

The list of proposed members for advisory committees is attached.

First Name	Last Name	Company Affiliation	Term	Advisory Group
Diane	Nussbaum	Diane's Patisserie, NJ	3	HRM
Cipran	Toma	Il Buco Al Mare, East Hampton, NY	3	HRM
Courtney	Hill	Ilili Restaurant, NYC	3	HRM
Kenneth	Lobel	Four Seasons Hotel, San Francisco	3	HRM
Jerel	Jhotson	Lemons & Olives Catering and Events, NYC	3	HRM
Cathrine	Todd	Forbes Magazine, NYC wine writer & social media blogger	3	HRM
First Name	Last Name	Company Affiliation	Term	Advisory Group
Kelly	Guggiari	Bergen Community College Student Representative	2	DMS
Jose	Olivera	University Hospital	3	RESP
Angela	Henry	Mt. Sinai Hospital	3	SURG
Devin	Garcia	Bergen Community College Student Representative	1	SURG
Johanna	Esposito	Hackensack UMC Meridian Health	3	SURG
Josephine	Vella	Cliffside Park Public Schools	3	SURG
Hilda	Sanchez	Bergen Community College Student Representative	2	DHY
Lynn	Nicholson	Summit Health	3	NUR
Colleen	Smorra	HUMC-North Pascack Valley	3	RAD
Nicole	Smolinski	Bergen Community College Student Representative	3	RAD
Holly	Severino	Bergen Community College Representative	3	RAD
Amy	Carciatore	The Valley Hospital	3	RTT
Anthony	DiBella	The Valley Hospital	3	RTT
Thomas	Kole	The Valley Hospital	3	RTT
Michael	Ramsay	Bergen Community College Student Representative	2	PARA
Daniel	Kazar	NJ Dept of Health OEMS	3	PARA
Michael	Rizzo	Retired Paramedic	3	PARA
Nicole	Perry	Bergen Community College Student Representative	2	VETT
Martina	Guinnelly	Bergen Community College Student Representative	2	MOA
First Name	Last Name	Company Affiliation	Term	Advisory Group
Steven	Fischer	BCC Faculty	3	BIO/HRT-cannabis
Linda	* Wiles	BCC Faculty	3	BIO/HRT-cannabis
Clare	Kennedy	BCC Adjunct Faculty- Bergen County Academies HS Agriculture	3	BIO/HRT-cannabis
Emily	Vandalovsky	BCC Dean of Math, Science, Technology	3	BIO/HRT-cannabis
John	Smalley	BCC Faculty	3	BIO/HRT-cannabis
P.J.	Ricatto	BCC Faculty - Dean	3	BIO/HRT-cannabis
Stephen	Komar	Rutgers University Faculty - Cannabis Program	3	BIO/HRT-cannabis
William	Banka	Rutgers University Faculty - Cannabis Program	3	BIO/HRT-cannabis
Kevin	Vanderveer	CEO Hillview Med	3	BIO/HRT-cannabis
Chris	Carbone	CCO Hillview Med	3	BIO/HRT-cannabis
Jay	Lopez	CEO Essential Cannabis Corp	3	BIO/HRT-cannabis
Robert	Montuore	Essential Cannabis Corp	3	BIO/HRT-cannabis



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BOARD OF TRUSTEES ACTION P1A
Approval Date: December 7, 2021

Resolution

Appointment: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim Vice President, Student Affairs
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Alexandra Schafer	Generalist Recruiter / Admissions / Student Affairs	\$47,500	12/08/21 – 6/3022

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. These positions are grant funded full-time temporary positions and have limited duration. These positions are at-will.

Charge to: CCOG Grant
Account Number:



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BOARD OF TRUSTEES ACTION P1B
Approval Date: December 7, 2021

Resolution

Appointment: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Rachel Sloma	Bergen Helps Coordinator / Student Support / Student Affairs	\$50,000	12/8/21 – 6/30/22

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is a grant funded full time temporary position with a limited duration. This position is at-will.

Charge to: CCOG Grant

Account Number:



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BOARD OF TRUSTEES ACTION P1C
Approval Date: December 7, 2021

Resolution

Appointment: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Brandon Velez	Academic Coach / Student Support / Student Affairs	\$50,000	12/08/21 – 6/30/22
Melissa Guzman	Academic Coach / Student Support / Student Affairs	\$50,000	12/08/21 – 6/30/22

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. These positions are grant funded full-time temporary positions and have limited duration. These positions are at-will.

Charge to: CCOG Grant
Account Number:



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BOARD OF TRUSTEES ACTION P1D

Approval Date: December 7, 2021

Resolution

Appointment: Student Affairs Athletic Program (Coaching Staff)

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the appointment of the following individuals to part-time Assistant Coach positions at the stipends indicated:

<u>Name</u>	<u>Asst. Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Casey Gervacio	Women's Soccer	\$3,500.00	10/06/21 – 11/30/21
Ricky Brito	Baseball	\$3,500.00	10/01/21 – 06/30/22
Kenneth Quazza	Softball	\$3,500.00	01/01/22 – 06/30/22

Justification

The above-mentioned stipends are seasonal.

Charge To: College Operating Funds

Account Number: Various



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BOARD OF TRUSTEES ACTION P1E
Approval Date: December 7, 2021

Resolution

Approve: Title Change

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim, Vice President Student Affairs
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the following title change:

<u>Name</u>	<u>Current Title</u>	<u>New Title</u>	<u>Effective date</u>
Vacant	Coordinator, Office of Specialized Services	Resource Accommodation Specialist	11/15/21

Justification

Due to the needs of students coming to the Office of Specialized Services, there is a need to have an additional Resource Accommodation Specialist. This position is at-will.

Charge to: College Operating Funds
Account Number:



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BOARD OF TRUSTEES ACTION P1F
Approval Date: December 7, 2021

Resolution

Appointment: Professional Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To approve the following title change and appointment to the position and annual salary indicated.

<u>Name</u>	<u>Current Title</u>	<u>New Title</u>	<u>Salary</u>	<u>Effective date:</u>
Gregory Fenkart	Coordinator of Student Development	Assistant Director of Student Life and Development	\$79,000	12/01/2021

Justification

To promote this individual and change his title as part of the changing scope and level of responsibilities.

Charge to: College Operating Funds
Account Number: 60-09-950000-601110



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BOARD OF TRUSTEES ACTION P1G

Approval Date: December 7, 2021

Resolution

Appointment: Lecturers, Fall 2021 Semester

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the appointment of the following individual as a Lecturers for the Fall 2021 semester at the salary indicated.

<u>Name</u>	<u>Discipline/Division</u>	<u>Salary</u>
Annette Rakowski	Information Technology / Math, Science and Technology	\$22,285.00

(All salaries are retroactive to September 1, 2021)

Justification

Lecturer appointments to cover full time class loads due to recent leaves, faculty retirements and enrollment trends.



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BOARD OF TRUSTEES P1H
Approval Date: December 7, 2021

Resolution

Appointment: Professional Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Ron Spaide, Chief Information Officer

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Kurt Kruegel	Network Administrator II / Information Technology	\$85,000	01/03/22

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: Information Technology

Account Number:



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BOARD OF TRUSTEES P11
Approval Date: December 7, 2021

Resolution

Appointment: Professional Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Molly McIntosh	Resource Accommodation Specialist / Office of Specialized Services / Student Affairs	\$45,000	12/8/21

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: College Funds
Account Number:



400 Paramus Road, Paramus, New Jersey 07652
201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES P1J
Approval Date: December 7, 2021

Resolution

Appointment: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Brittany Welner	Workforce Development Coordinator / Turning Point / Student Affairs	\$50,000	12/14/21

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: TPSID 3 Grant
Account Number:



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201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P2
Approval Date: December 7, 2021

Resolution

Reappointment: Grant

Submitted By

Dr. Eric M. Friedman, President
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To correct salary information of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Laura Madera	Peer Mentor Coordinator/Coach (Title V)	\$57,132.31 (pro-rated)	10/01/21
Barbara Abolafia	Summer Explorations Coordinator (Title V)	\$55,828.50 (pro-rated)	10/01/21

Justification

To correct the salaries listed on the November P3 Board document for these individuals who were extended in their grant-funded positions due to the approval of a no cost extension of the Title V grant.

Charge To: Grant Funds (Title V)

Account Number:



100 Paramus Road, Paramus, New Jersey 07652
201-261-7100 • www.bergencc.edu

BOARD OF TRUSTEES ACTION P3A
Approval Date: December 7, 2021

Resolution

Approve: Leave of Absence/Professional Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve an unpaid leave of absence per NJ FMLA guidelines, for the following individual from the position listed below, effective dates as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Michelle Johnston	Assistant Director, Accounting / Finance and Accounting	11/04/21 (retroactive)

Justification

Medical Leave



400 Purpus Road, Purpus, New Jersey 07153
201-347-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P3B
Approval Date: December 7, 2021

Resolution

Approve: Return from Leave of Absence/Support Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. David Borzotta, Associate Vice President, Safety and Security

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the return from 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>Salary</u>	<u>Effective Date</u>
Santo Fusco	Senior Officer / Public Safety	\$54,354.96 (pro-rated)	11/05/2021 (retroactive)

Justification

Return from Medical Leave



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201-447-7100 • www.bcc.edu

BOARD OF TRUSTEES ACTION P4A
Approval Date: December 7, 2021

Resolution

Retirement: Professional Staff

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Beverly Margolles	Academic Web Designer and Content / CITL / Academic Affairs	01/04/10	01/01/22

Justification

Retirement



100 Parkman Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION P4B
Approval Date: December 7, 2021

Resolution

Retirement: Faculty Staff

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Donna Lukaszewski	Associate Professor / Math, Science and Technology / Academic Affairs	09/01/79	02/01/22

Justification

Retirement



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BOARD OF TRUSTEES ACTION P4C
Approval Date: December 7, 2021

Resolution

Retirement: Faculty Staff

Submitted By

Dr. Eric Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Dr. Ralph Choonoo, Interim Vice President of Student Affairs
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Lynne Richardson	Professional Assistant / Enrollment / Student Affairs	10/01/92	04/01/22

Justification

Retirement



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BOARD OF TRUSTEES ACTION P4D
Approval Date: December 7, 2021

Resolution

Retirement: Faculty Staff

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the retirement of the following Individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Tracy Saltwick	Associate Professor / Math, Science and Technology / Academic Affairs	09/03/09	02/01/22

Justification

Retirement



400 Parsonage Road, Paramus, New Jersey 07653
201-261-7400 • www.bergen.edu

BOARD OF TRUSTEES ACTION P4E
Approval Date: December 7, 2021

Resolution

Retirement: Support Staff

Submitted By

Dr. Eric Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Julio Castillo	Custodian / Custodial Operations / Facilities	06/10/02	02/01/22

Justification

Retirement



100 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION P5A

Approval Date: December 7, 2021

Resolution

Resignation: Executive Staff

Submitted By

Dr. Eric M. Friedman, President

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Dr. Christine Gillespie	Executive Director / Continuing Education and Workforce Development	07/15/13	12/15/21

Justification

Resignation



400 Paramus Road, Paramus, New Jersey 07652
201-447-2100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P5B

Approval Date: December 7, 2021

Resolution

Resignation: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President of Student Affairs

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Erin Meccia	Supervisor Vocational Development And Career Placement / Turning Point Program / Student Affairs	07/15/13	11/15/21

Justification

Resignation



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201-261-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P5C
Approval Date: December 7, 2021

Resolution

Resignation: Professional Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Christine Gillespie, Executive Director of Continuing Education and Workforce Development

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Scott Cohen	Program Supervisor / Continuing Education and Workforce Development	06/01/20	11/05/21 (retroactive)

Justification

Resignation



400 Fairview Road, Fairview, New Jersey 07032
201-947-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P5D

Approval Date: December 7, 2021

Resolution

Resignation: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President of Student Affairs

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Laura Madera	Peer Mentor Coordinator / Title V / Student Affairs	02/03/14	11/19/21 (retroactive)

Justification

Resignation



400 Paramus Road, Paramus, New Jersey 07652
201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P6
Approval Date: December 7, 2021

Resolution

Approve: Contractual Salary Increase for Dr. Eric M. Friedman, President, Bergen Community College

Submitted By

Mrs. Dorothy Blakeslee, Chairperson, Board of Trustees
Mrs. Ritzy Moralez-Diaz, Chairperson, Personnel Committee

Action Requested

To approve a performance increase of 2% to President Eric M. Friedman.
This increase is to award Dr. Friedman based on his performance and the evaluation conducted by the Board of Trustees according to his contract.



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BOARD OF TRUSTEES ACTION S/F 1
Approval Date: December 7, 2021

Resolution

Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2022 Request for Qualifications for these professional services.

Submitted By:

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Michael Hylbeck, Managing Director, Physical Plant
Mr. Robert P. Coane, Director, Campus Planning
Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Approval of the attached list of Professional Architects and Engineers that submitted all the required documents in response to a Request for Qualifications for 2022.

(SEE ATTACHED LIST)

Justification

New Jersey County College Contracts Law N.J.S.A. 18A:64A-25.5 (1) authorizes the award of professional contracts without public bidding. The Request for Qualifications for Architects and Engineers was advertised on the Bergen Community College website on September 20, 2021, in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process". Use of the listed consultants will be contingent on the approval of the Board of Trustees.

	ARCHITECTURAL FIRMS		ENGINEERING FIRMS
1	AECOM	1	Alaimo Group
2	Alaimo Group	2	Becht Engineering
3	Arcari + Iovino Architects PC	3	Boswell Engineering
4	Bergmann Architects Engineers Planners	4	CHA Consulting, Inc.
5	BKP Architects P.C.	5	CME Associates
6	Clarke Caton Hintz	6	Colliers Engineering & Design
7	Design Resources Group Architects	7	Concord Engineering
8	Di Domenico + Partners LLP	8	Gilsanz Murray Steficek LLP
9	DMR Architects	9	GZA GeoEnvironmental, Inc.
10	Fraytak Veisz Hopkins Duthle, P.C.	10	H & H Engineering LLC
11	H2M Architects & Engineers	11	H2M Architects & Engineers
12	JRS Architect, PC	12	KS Engineers PC
13	LAN Associates	13	LAN Associates
14	Lothrop Associates LLP Architects	14	MATRIXNEWORLD
15	Netta Architects	15	MFS Engineers & Surveyors
16	NK Architects	16	MG Engineering
17	Parette Somjen Architects	17	Neglia Engineering Associates

18	Peter Johnson Architect PC	18	PS&S
19	Posen Architects	19	Remington & Vernick Engineers
20	Poskanzer Skott Architects	20	Silman
21	PS&S	21	Structural Workshop, LLC
22	RSC Architects	22	Suburban Consulting Engineers, Inc.
23	Settembrino Architects	23	T&M Associates
24	Spiezle Architectural Group, Inc	24	Tectonic
25	SSP Architects	25	Whitman
26	ThinkForm Architects	26	YU & Associates, Inc
27	USA Architects		