

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, February 5, 2019
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **February 5, 2019**, 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 5:02 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 Herald News, and filed with the Clerk of the County of Bergen, November 26, 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

Also Present

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

Regrets

Ms. Sibora Peca, Alumni Trustee
Mr. Joseph Zarra

PLEDGE OF ALLEGIANCE

Chair Otis led those present in the Pledge of Allegiance.

VICE CHAIR'S REPORT

On February 5, 2019, Vice Chair Carroll attended the Black History Month Opening Day Program. The national theme for this year is Black Migration. Dr. Melissa Cooper of Rutgers University was the guest speaker.

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 January 24, 2019, reviewed the financial position of the college and recommends resolutions A/F 1 to A/F 7.

PRESIDENT'S REPORT

President Redmond reported on the following topics:

- ❖ Bergen Community College will be celebrating Black History Month, which began today with the Opening Day Ceremony. The County Executive, James J. Tedesco, III, presented Bergen Community College with a proclamation in recognition of Black History Month.
- ❖ On February 5, 2019, Dr. Redmond attended the Education Summit at Ramapo College sponsored by the Meadowlands Chamber of Commerce.
- ❖ Dr. Redmond, Chair Otis, Vice Chair Carroll, Trustee Ranjan and Alumni Trustee Sibora Peca will be attending the National Legislative Summit sponsored by American Community College Trustees (ACCT) from February 9 to February 13, 2019.
- ❖ On Friday, February 8, 2019, Bergen Community College, along with the Governor's office has scheduled a job fair for employees affected by the Marcal fire.
- ❖ The New Jersey Council of Community Colleges (NJCCC) has an opening on the Executive Committee of the Council and any trustees interested should contact Dr. Redmond.
- ❖ Dr. Redmond introduced Dr. Brian Agnew, Executive Vice-President and Mr. Ron Miller, Executive Director, Foundation.
- ❖ President Redmond introduced Ms. Christine Gillespie, Executive Director, Continuing Education and Workforce Development and Ms. Ria Bloss, Program Supervisor, who gave a presentation on Licensed Private Investigator Program. Slides are attached at the end of the minutes.

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 7.

BOARD OF SCHOOL ESTIMATE

No meeting scheduled with the Board of School Estimate.

EDUCATION AND STUDENT AFFAIRS

Secretary Barreto, Chair, Education and Student Affairs Committee recommended approval of E/SA 1 thru E/SA 3.

PERSONNEL

Trustee Fletcher, Chair, Personnel Committee, recommended resolutions P1 thru P9 for board approval.

SITE AND FACILITIES

Trustee Longo, Chair, Site and Facilities, had no resolutions on agenda.

STRATEGIC PLANNING AND ISSUES

Trustee Oujo, Chair, Strategic Planning Committee met with the committee on February 1, 2019.

Alumni Trustee

No report.

CHAIR'S COMMENTS

No report from Chair Otis.

UNFINISHED BUSINESS/BOARD MEMBERS

No unfinished business from board members.

NEW BUSINESS/BOARD MEMBERS

No new business from board members.

OPEN TO THE PUBLIC

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

Mr. Luis DeAbreu, Director, STEM Program invited the trustees to the following events:

1. STEM Student Scholars Induction Ceremony, Friday, March 8, 2019 at 5:00 p.m. S134.
2. STEM C2 from 8:00 a.m. to 3:30 p.m. in the Technology Building. The date will be forthcoming.
3. Grand opening of the STEM Student Research Center, more information will be forthcoming.

Chair Otis requested a motion to close the open session of the board meeting. A motion was made by Trustee Blakeslee and seconded by Trustee Fletcher. All trustees were in agreement.

ADOPTION OF MINUTES

Chair Otis requested a motion to accept the board minutes dated December 4, 2018.

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

All were in agreement.

Chair Otis requested a motion to accept the board minutes dated January 7, 2019.

Chair Otis and Trustee Ranjan abstained from voting on the January 7, 2019 board minutes.

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

All were in agreement.

APPROVAL OF THE CONSENT AGENDA

Chair Otis requested a motion to approve the Consent Agenda, dated February 5, 2019.

Audit and Finance - A/F 1 thru A/F 7.

Education and Student Affairs - E/SA 1 thru E/SA 3.

Personnel – P 1 thru P 9.

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

Roll Call Vote for approval of the consent agenda dated February 5, 2019.

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Gerard L. Carroll – Yes

Vice-Chairman Carroll abstained from voting on Resolution E/SA1

Authorize partnering with Interplex Industries, Inc. on their proposal to the New Jersey Department of Labor and Workforce Development Office of Apprenticeship for the FY 2019 Growing Apprenticeship in Nontraditional Sectors (GAINS), 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

Mr. Joseph Zarra – Absent

Ms. Sibora Peca - Absent

Motion passed.

7 Yes/1 Abstention on A/F 1; 8 Yes on A/F 2 thru A/F 9; 2 Absent.

7 Yes/1 Abstention on E/SA 1, 8 Yes on E/SA 2 and E/SA 3; 2 Absent

8 Yes on P 1 thru P 9; 2 - Absent

Chair Otis stated, "The consent agenda has been approved."

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

December 1, 2018 to December 31, 2018 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 17,256.56

A/F2 Approval of Labor Invoices – Eric M. Bernstein & Associates, L.L.C.

December, 2018 - Invoices: 56788, 56789 and 56790 \$ 2,310.00

A/F3 - To authorize the renewal of Cisco SmartNet maintenance agreement with SHI International Corp. and will cover Cisco network infrastructure hardware and software for the period of February 1, 2019 – January 31, 2020.

Approval is hereby granted to purchase Cisco SmartNet maintenance from SHI International Corp. in the amount of \$79,686.57 on NJ State Contract 87720.

A/F4 - To authorize a new 36 month Cisco Flex Enterprise agreement with Aspire Technology Partners that will cover Cisco voice and collaboration services, licensing and support.

Approval is hereby granted to enter into a Cisco Flex Enterprise 36-month maintenance & support agreement with Aspire Technology Partners for a total of \$ 227,232.00, on NJ State Contract 87720, to be billed annually as follows:

Year 1 will be billed at \$75,744.00

Year 2 will be billed at \$75,744.00

Year 3 will be billed at \$75,744.00

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A/F5 - To authorize the renewal license agreement with Adobe through Dell Marketing LP for campus wide use of Adobe Document Cloud (replacing Acrobat) and Creative Cloud for the period of February 23, 2019 through February 22, 2022.

Approval is hereby granted to renew the campus-wide Adobe Document Cloud and Creative Cloud Collection from Dell Marketing LP, for a term of 3 years, at a cost of \$240,074.52 on NJ State Contract 89850.

A/F6 - To approve payment to Smarth Enterprises Inc for the provision of continuing education courses in Project Management and Six Sigma certification.

Approval is hereby granted to authorize payment to Smarth Enterprises in the amount of \$15,600.00.

A/F7 - To authorize the sale of Apple computer equipment to GreenChip Electronic Waste Solutions.

Approval is hereby granted to sell Apple computer equipment consisting of 193 iPads, 1 mini server, and 2 MacBooks, to GreenChip Electronic Waste Solutions, in the amount of \$7,572.00, payable to the college.

E/SA1 - Authorize partnering with Interplex Industries, Inc. on their proposal to the New Jersey Department of Labor and Workforce Development Office of Apprenticeship for the FY 2019 Growing Apprenticeship in Nontraditional Sectors (GAINS), and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted to authorize Bergen Community College partnership with Interplex Industries, Inc. on their proposed Tool and Die Maker (TDM) registered apprenticeship program. With funding through the state's GAINS program, Bergen will work with Interplex to enroll and prepare five (5) new apprentices annually to attain the classroom-based Related Technical Instruction (RTI) competencies required by the TDM program. Apprentices will also gain opportunities to pursue certification and associate degree requirements in Bergen's Manufacturing Technology Program.

E/SA2 - Authorize submission of a proposal to the Pepsi Zero Impact Fund in the amount of \$7,175, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted to authorize Bergen Community College to submit a proposal to the Pepsi Zero Impact Fund. The project is designed to re-launch Bergen's composting program, expand program promotion throughout the campus and community, and increase educational activities regarding the benefits of collecting and composting waste material on campus. The project targets more than 25,000 students, faculty, staff, and members of the communities that the college and its facilities serve. The project will improve coordination of collection methods and help motivate students to support the college's sustainability efforts. Bergen will develop opportunities to promote the composting initiative in its STEM education, business, and culinary arts programs. It will also provide field assignments for students. Many students and community members do not understand the impact of food waste and are unaware of the need for and benefits of composting. Project funding will enable Bergen to employ a coordinator, purchase protective clothing, and expand outreach to include interdisciplinary participation and build a volunteer corps of students, faculty, and staff.

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E/SA3 – To authorize submission of a proposal to the NJ Colleges & Universities Implementing Tobacco and Smoke-Free Policies Project (NJ CUITs) Grant Program in the amount of \$8,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted that Bergen is seeking a second round of funding from the NJ Colleges & Universities Implementing Tobacco and Smoke-free Policies Project (NJ CUITs), a grant sponsored by NJ Prevention Network (NJPN) in conjunction with the New Jersey Department of Health. Building upon the success of the NJ CUITs first round of funding of \$3,600, as well as a \$12,000 award from the American Cancer Society to promote a smoke- and tobacco-free campus, the grant will provide Bergen Community College with best practice policy options and funding to strengthen and improve current campus smoking policies. Strong policies include supporting quitting among current smokers (cessation), adding language to contracts prohibiting tobacco-use on campus, and prohibiting smoking on campus. In light of recent legislation that has increased the minimum age for tobacco sale in New Jersey from 19 to 21, this program will emphasize the unique needs of the 19 and 20 year olds affected by the legislation through campus employee training, support groups and "tools to quit."

P1A - Appointment: Lecturers, Spring 2019 Semester

Approval is hereby granted to approve the appointment of the following individuals as Lecturers for the Spring 2019 semester at the salaries indicated.

<u>Name</u>	<u>Discipline/Division</u>	<u>Salary</u>
Zameer Baksh	Accounting/Business, Arts and Social Sciences	\$ 21,000.00
Maureen Imbrogno	Nursing/Health Professions	\$ 21,000.00
Lorraine Lago	Accounting/Business, Arts and Social Sciences	\$ 21,000.00
Kerry McNerney	Business/Business, Arts and Social Sciences	\$ 21,000.00
Aaron Morrisey	Hotel & Restaurant Management/Business, Arts & Social Sciences	\$ 20,000.00
Christina Nemec	Wellness & Exercise Science/Health Professions	\$ 21,000.00
Jose Orozco Rodriguez	Mathematics/	Mathematics/
Mathematics, Science & Technology		\$ 21,000.00
Josephine Rodriguez	Nursing/Health Professions	\$ 21,000.00
Susan Toth	Communications-Journalism/Humanities	\$ 21,000.00

Justification

Lecturer appointments to cover full time class loads due to recent faculty retirements, resignations or terminations.

P1B - Appointment: Support Staff (This appointment is being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of the probationary period).

Approval is hereby granted to approve the appointment of the following individual to the position and annual salary indicated.

Name	Position/Division	Salary	Effective Date
Nderim Dalipi	Custodian/Buildings & Grounds	\$31,124.00 (pro-rated)	10/19/18 (retroactive)

Justification

To fill a budgeted position through a successful search process and completion of probationary period.

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P1C - Appointment: Program Coordinator/Director

Approval is hereby granted to appoint the individual listed below to the position of Program Coordinator/Director at the stipend shown for the period January 14, 2019 – August 31, 2019.

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time*</u>
Amy Diaz	Radiation Therapy Technology/ Health Professions	6 credit hours

*Release time has been pro-rated to reflect the period of January 14, 2019 through August 21, 2019.

Justification

To appoint the Program Coordinator/Director due to the passing of the former Program Coordinator/Director.

P1D - Appointment: Academic Chair/Faculty

Approval is hereby granted to appoint the individual listed below to the position of Academic Chair at the stipend and release time shown for the period January 14, 2019 – June 30, 2019.

<u>Name</u>	<u>Departments//Division</u>	<u>Stipend</u>	<u>Release Time</u>
<u>ACADEMIC CHAIR</u> Carol Miele [Dr.]	English as a Second Language and World Languages//Humanities	\$3,200.00*	11 credit hours*

*Stipend and Release Time have been pro-rated to reflect the period of January 14, 2019 through June 30, 2019.

Justification

To appoint an Academic Department Chair to cover for medical leave.

P1E - Appointment: Support Staff (This appointment is being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of the probationary period).

Approval is hereby granted 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>
Gloria Fyfe	Senior Buyer/Purchasing	\$63,100.00 (pro-rated)	01/02/19 (retroactive)

Justification

To fill a budgeted position through a successful search process and completion of probationary period.

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Name	Stipend amount
Jim Keogh**	\$1,200.00
Tenzin Lama-Tamang	\$2,400.00
Michael Lang	\$2,400.00
Easter Grace Mana-ay Rio	\$2,400.00
Teresa Meyer	\$2,400.00
Tom Negri**	\$1,200.00
Rolinda Nwonkoko**	\$1,200.00
Lilleth Okossi**	\$1,200.00
Pam Pascarelli**	\$1,200.00
Margareet Phillips	\$2,400.00
Kristina Rioux	\$2,400.00
Athena Serrano Torres	\$2,400.00
Elizabeth Vaccarino	\$2,400.00

- * for additional ½ semester clinical
- ** for ½ semester clinical only
- ***for additional full semester clinical

Justification

Payment of Nursing Clinical Faculty stipends for the hiring and retention of skilled clinical instructors as per the negotiated agreement with the BCCFA.

P4 - Approve Resignation - Dean of Math, Science and Technology to Faculty.

Approval is hereby granted to approve the resignation of Pascal Ricatto from his position as Dean of Math, Science and Technology to Faculty, effective 09/01/19.

Justification

Professor Ricatto will be resuming his professional responsibilities as a Professor of Physical Science at a ten-month salary of \$ 98,614.00.

P5 - Approve Sabbatical Leaves of Absence

Approval is hereby granted that the following Sabbatical Leaves of Absence with pay for the period indicated be granted to the faculty members listed below, subject to financial allocations from the State of New Jersey and Bergen County, as indicated in the 2018-2019 proposed College budget:

<u>Name</u>	<u>Rank</u>	<u>Discipline</u>	<u>Period</u>
Dr. Sarah Markgraf	Professor	Communication	Spring 2020

Purpose:

To conduct research for a book entitled *Where Did All the Women Go? Hollywood's Backlash against Feminism in the Mainstream Films of the 1960s and 1970s.*

Dr. PJ Ricatto	Professor	Physical Sciences	Fall 2019
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Purpose:

To lead a team of students that will study the College's energy usage as the preparatory stage for an energy audit designed to decrease college costs and reduce the College's carbon footprint.

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P6A - Retirement: Confidential Staff

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
James Miller	Executive Director, Human Resources	06/01/19

P6B - Retirement: Faculty

Approval is hereby granted to approve the retirement of the following individuals:

<u>Name</u>	<u>Rank/Department/Division</u>	<u>Effective Date</u>
Maryanne Baudo Health Professions	Associate Professor/Nursing/	02/01/19 (retroactive)
Maria Fressola	Professor/Nursing/Health Professions	02/01/19 (retroactive)
Dorothy Giglietta	Associate Professor/Mathematics/ Mathematics, Science and Technology	02/01/19 (retroactive)
Laurie Lieberman	Associate Professor/English Basic Skills/Humanities	02/01/09 (retroactive)
Florence McGovern	Professor/Accounting/Business, Arts and Social Sciences	02/01/19 (retroactive)

P6C - Retirement: Support Staff

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Kenneth Easton	Mailroom Supervisor/Buildings and Grounds	07/01/19

P7A - Resignation – Support Staff

Approval is hereby granted to approve the resignation of the following individual:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Andrew Juliano	Custodian/Buildings and Grounds	01/25/19 (retroactive)

P7B - Resignation – Faculty

Approval is hereby granted to approve the resignation of the following individual:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Kevin Howell	Assistant Professor/Business/Business, Arts and Social Sciences/Academic Affairs	01/15/19 (retroactive)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
William Huisking	Associate Professor/Business/Business, Arts and Social Sciences/Academic Affairs	01/11/19 (retroactive)

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P8 - Resolution

Approval is hereby granted for the following resolution:

WHEREAS the Bergen Community College ("College") and the Bergen Community College Professional Staff Association ("BCCPSA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.

P9 - Resolution

Approval is hereby granted for the following resolution:

WHEREAS the Bergen Community College ("College") and the Bergen Community College Support Staff Association ("BCCSSA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.

EXECUTIVE SESSION

At 5:27 p.m. an Executive Session was held.

The assistant read the following statement:

"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 matter will be discussed by the board in closed session regarding pending litigation, Irizarry vs. Bergen Community College. The discussion will become public when the need for confidentiality no longer exists."

Chair Otis requested a motion to enter into executive session.

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

All trustees were in agreement.

At 5:39 p.m. the board meeting resumed. Chair Otis requested a motion to open the board meeting. A motion was made by Trustee Carroll and seconded by Trustee Blakeslee.

All trustees were in agreement.

ADJOURNMENT

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

Trustee Fletcher made a motion to adjourn the meeting, seconded by Trustee Carroll.

All trustees were in agreement.

The board meeting adjourned at 5:40 p.m.

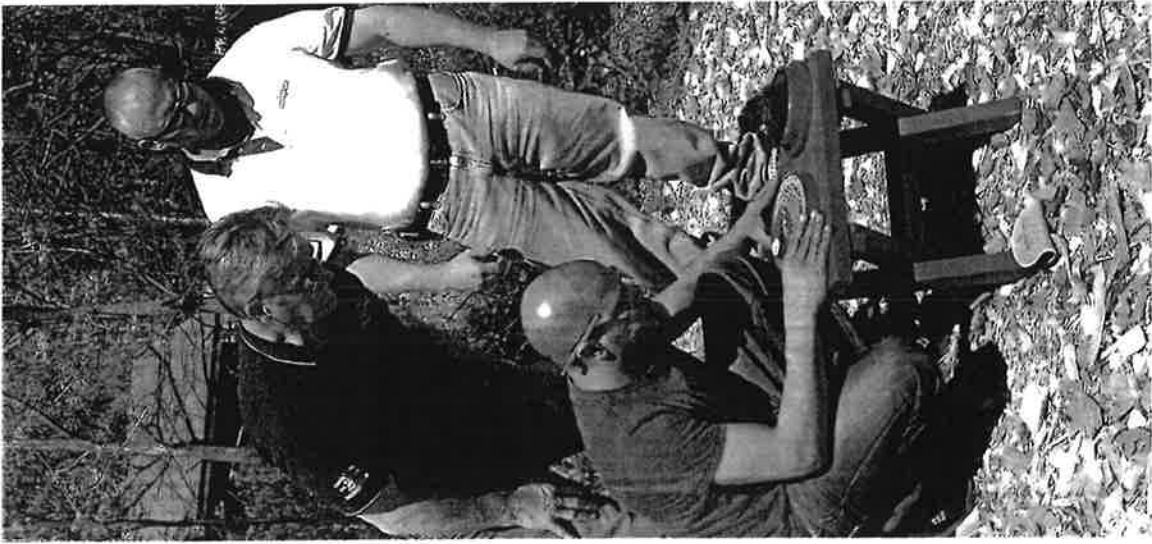
Thank you,

Trustee, Joseph A. Barreto
Secretary, Board of Trustees



CONTINUING EDUCATION
&
WORKFORCE DEVELOPMENT

C. GILLESPIE



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January/February 2019

**Bergen Community
College to Offer PI
Certification Program**

