

BOARD OF TRUSTEES
PUBLIC MEETING

Tuesday, February 5, 2019 – 5:00 p.m.

Paramus Campus – TECHNOLOGY BUILDING – Conference rooms BC

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Pledge of Allegiance
- V. Reports
 - A. Vice Chairman
 - B. Secretary
 - C. Treasurer
 - D. President

Presentation: Licensed Private Investigator Program
Ms. Christine Gillespie, Executive Director, Continuing Education
and Workforce Development

- E. Committees
 - 1. Audit, Finance and Legal Affairs
 - 2. Education and Student Affairs
 - 3. Personnel
 - 4. Site and Facilities
 - 5. Strategic Planning and Issues
- F. Alumni Trustee
- G. Chairperson
- VI. Unfinished Business/Board Members
- VII. New Business/Board Members
- VIII. Open to the Public
- IX. Actions
 - A. Approval of Minutes: December 4, 2018 and January 7, 2019
 - B. Consent Agenda: Tuesday, February 5, 2019
- X. Executive Session, if required
(New Business/Open to the Public)
- XI. Adjournment

CONSENT AGENDA

Tuesday, February 5, 2019

Technology Building – Conference Rooms BC

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 MINUTES: December 4, 2018 and January 7, 2019

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. Approval of Labor Invoice – Eric M. Bernstein & Associates, L.L.C.
3. 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.
4. 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.
5. 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.
6. To approve payment to Smarth Enterprises Inc. for the provision of continuing education courses in Project Management and Six Sigma certification.
7. To authorize the sale of Apple computer equipment to GreenChip Electronic Waste Solutions.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. 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.
2. 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.
3. 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.

PERSONNEL (P)

1.
 - A. Appointment: Lecturers, Spring 2019 Semester
 - B. 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).
 - C. Appointment: Program Coordinator/Director
 - D. Appointment: Academic Chair/Faculty
 - E. 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).
2. Reappointment Faculty – Fifth Reappointment [with tenure]
3. Approve stipends for Nursing Clinical Faculty for Spring 2019 semester
4. Approve Resignation - Dean of Math, Science and Technology to Faculty.
5. Approve Sabbatical Leaves of Absence
6.
 - A. Retirement: Confidential Staff
 - B. Retirement: Faculty
 - C. Retirement: Support Staff
7.
 - A. Resignation – Support Staff
 - B. Resignation – Faculty
8. 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.
9. 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.



BOARD OF TRUSTEES ACTION A/F 1
Approval Date: February 5, 2019

Resolution:

Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.

Submitted By

Dr. Victor Anaya, Executive Director, Finance

Mr. James R. Miller, Executive Director, Human Resources

Action Requested

Approval for payment of the following legal vouchers:

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

Legal bills are 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



BOARD OF TRUSTEES ACTION A/F 2
Approval Date: February 5, 2019

Resolution:

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

Submitted By

Dr. Victor Anaya, Executive Director, Finance

Mr. James R. Miller, Executive Director, Human Resources

Action Requested

Approval for payment of the following labor invoices:

December, 2018:

Invoices: 56788, 56789 and 56790

\$ 2,310.00

Legal bills are 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



BOARD OF TRUSTEES ACTION A/F 3
Approval Date: February 5, 2019

Resolution

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.

Submitted By

Mr. Ron Spaide, Chief Information Officer
Dr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

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

Justification

Smartnet maintenance coverage for critical Cisco network and server infrastructure equipment including Cisco network switches, Cisco telephones, Cisco firewalls, Cisco Wireless network. The coverage also provides the information technology department with access to technical support, software upgrades, and hardware replacement for the Cisco equipment that is central to providing a technology infrastructure to the school. It also provides anytime access to Cisco engineers, hardware replacement options, operating system updates and proactive diagnostics on devices reducing risk and downtime to the college. This year Bergen Community College is switching its support model and separating Cisco Voice and Collaboration equipment into a separate “Flex” Contract.

Quotes were received from the companies listed below.

SHI International Corp.	\$79,686.57
Aspire Technology Partners, LLC	\$80,442.56
CDW Government LLC	No quote
Continental Resources, Inc.	No quote

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

Charge to: College Operating Funds
Account: 10-01-165100-607511



BOARD OF TRUSTEES ACTION A/F 4
Approval Date: February 5, 2019

Resolution

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.

Submitted By

Mr. Ron Spaide, Chief Information Officer
Dr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization 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

Justification

This contract gives us access to licensing and support for Cisco Call Manager, Unity and Webex as well as various other Collaboration tools. Cisco's Flex Enterprise agreement entitles Bergen Community College to the required licenses for Cisco Call Manager and Unity as well as Webex accounts for all faculty, staff and students. Additionally, this contract entitles BCC to technical support, upgrades and security patches for the College's critical telephony systems. The period of coverage is February 1, 2019 to February 1, 2022.

Quotes were received from the companies listed below.

Aspire Technology Partners	\$227,232.00
Continental Resources, Inc.	\$267,408.00
Carousel Industries	\$273,067.20

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

Charge to: College Operating Funds
Account: 10-01-165100-607526



BOARD OF TRUSTEES ACTION A/F 5

Approval Date: February 5, 2019

Resolution

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.

Submitted By

Mr. Ron Spaide, Chief Information Officer
Dr. Victor Anaya, Executive Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization 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.

Justification

The College will enter into a renewal of a three-year Enterprise Term License Agreement with Adobe through Dell Marketing L P. The current bundle offered by Adobe includes Document Cloud and Creative Cloud. Pricing is based on a three-year agreement totaling \$240,074.52 payable in three annual installments of \$80,024.84. Pricing is based on FTE count and true-up quantities will be updated annually with a fixed rate for the per seat cost through the three year agreement expiring on February 22, 2022. This purchase gives us the ability to use the Adobe software in labs and classrooms to meet the Adobe software needs throughout the campus. We will also be able to provide Adobe Acrobat Professional to faculty and staff as needed.

Quotes were requested from the companies listed below.

Dell Marketing L P	\$80,024.84
PCMG, Inc.	\$80,132.84
SHI International Corp.	\$81,588.00

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

Charge to: College Operating Funds

Account Number: 10-01-165100-607526



BOARD OF TRUSTEES ACTION A/F 6
Approval Date: February 5, 2019

Resolution

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

Submitted By

Ms. Christine M. Gillespie, Executive Director, Continuing Education and Workforce Development
Dr. William P. Mullaney, Vice President, Academic Affairs
Dr. Victor Anaya, Executive Director, Finance
Ms. Cinzia D'Iorio, Dean Division of Continuing Education Corporate & Public Sector Training
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

To authorize payment to Smarth Enterprises in the amount of \$15,600.00.

Justification:

The Department of Labor and Workforce Development has determined that Project Management and Certified Six Sigma credentialed programs are "In-Demand" and are approved on the State of New Jersey Eligibility Training Partnership List (ETPL).

Students in our programs are not only grant-funded, but pay privately as well. Project Management is a globally-recognized skill set and career path that is in high demand in a multitude of industries. Classes prepare our students for either the Project Management Professional (PMP)® or Certified Associate in Project Management (CAPM)® which will enhance their job readiness or career pathway.

Sections of Six Sigma and Project Management are added each semester to meet the current demand.

- Certificate in Project Management - Course Code: BI 786 - 36 hours
- PMP Bootcamp - Course Code: BI 794 - 36 hours
- 120-Hour Certificate in Project Management and Exam Prep - Course Code: BI 795 – 120 hours
- Certified Six Sigma Course Code: BI 798 – 120 hours

The college has a need to purchase these services as a non-fair and open process pursuant to the provisions of N.J.S.A. 19:44A-20.4. Smarth Enterprises 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 they have not made any reportable contributions to a political or 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 Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the college.

These services are below the county college bid threshold and are exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (2). (Extraordinary unspecifiable services).

Charge to: College Operating Funds

Account Number: 10-03-391006-607550



BOARD OF TRUSTEES ACTION A/F 7
Approval Date: February 5, 2019

Resolution

To authorize the sale of Apple computer equipment to GreenChip Electronic Waste Solutions.

Submitted By

Dr. Victor Anaya, Executive Director, Finance
Mr. Ronald Spaide, Chief Information Officer
Ms. Barbara Golden, Director, Purchasing & Services

Action Requested

Authorization 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.

Justification

This equipment is at end of life and is no longer supported by Apple. GreenChip will provide all of the services required to remove this equipment from the College's premises, including, shipping, loading, packing, etc. See attachment for the list of equipment to be sold.

Quotations were received from the companies listed below.

Green Chip Electronic Waste Solutions	\$7,572.00
SHI	\$6,850.00
ITAMG	\$5,991.00

18A:64A-25.27 authorizes the sale of College property no longer needed for College purposes.

Charge to: College - Disposition of Assets
Account Number: 10-01-160100-607752



BOARD OF TRUSTEES ACTION E/SA 1
Approval Date: February 5, 2019

Resolution

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.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. Victor Anaya, Executive Director, Finance
Dr. William P. Mullaney, Vice President of Academic Affairs
Ms. Christine Gillespie, Executive Director, Continuing Education, and Workforce Development
Dr. PJ Ricatto, Dean of Mathematics, Science, and Technology
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

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.

A summary is attached.

Bergen's portion of the budget includes tuition and fees associated with Manufacturing Technology courses that fulfill Related Technical Instruction requirements.

No college funds are required.

**New Jersey LWD Office of Apprenticeship
FY 2019 Growing Apprenticeship in Nontraditional Sectors (GAINS)**

This initiative builds on related efforts already underway, such as Bergen's collaboration with the Regional office of CVS Health to establish an apprenticeship for Pharmacy Technicians. This proposed TDM apprenticeship involves a combination of classroom instruction by BCC faculty, on-the-job work experiences, and remote learning to meet pre-apprentice requirements. The apprentice completes a period of structured and supervised work activities, provided by the sponsor (Interplex), and will complete defined educational objectives specified in the DOL Registered Apprenticeship requirements. The successful apprentice has a valuable opportunity to learn and earn (with incremental salary increases) on the job. The apprentice also earns National Tool and Die Maker Certification as well as Apprenticeship Completion designation by the US Department of Labor.

Collaborating with Interplex, Bergen identified six (6) courses, 288 hours of instruction, offered as part of its current Associate of Science degree in Manufacturing Technology that meet Interplex RTI needs and requirements of the US Department of Labor Registered Tool and Die Maker Apprenticeship program.

Interplex operates from a 54,000 square foot facility in Northvale, NJ and is certified to TS-16949, ISO-9001, and ISO-14001 standards for precision metal stamping, insert molding, and assembly. The company serves the needs of the region's automotive, communications, consumer, electronics, and medical industries. The Bergen-Interplex partnership is a natural progression of Bergen's collaborative work with industry employers that support workforce development skill needs while preparing students to advance on education and career pathways in Science, Technology, Engineering, and Mathematics (STEM) - related occupations.

Adopting the apprenticeship model proposed by this initiative, Interplex will be able to pass on to a new generation the high-level skills of their aging Tool and Die Maker workforce, many of whom are preparing to retire. Such an approach can help NJ-based companies in the vital advanced manufacturing sector to ensure the development of a pathway to provide high paid highly skilled employees to address immediate and future workforce demands.



BOARD OF TRUSTEES ACTION E/SA 2
Approval Date: February 5, 2019

Resolution

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.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. Victor Anaya, Executive Director, Finance
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. PJ Ricatto, Dean of Mathematics, Science, and Technology
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested

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.

A project summary and budget are attached.

A college contribution of \$2,175 is needed

Expanding Campus Composting Through Action and Education

Project Summary

This proposal augments an existing initiative. Approximately eight years ago, Bergen Community College (Bergen) received grant funding to purchase a large capacity in-vessel aerobic composter and kick-started a campus composting initiative which lasted approximately five years. Due to a lack of funding and support, the composting program ceased. Through the leadership, dedication and hard work of Professor Linda Araya and her students, Bergen's composting program was brought back to life in the summer of 2018. This grant would allow the college to revamp and develop an educational sustainability program.

The project need is underscored by an inadequate understanding of the extent of food waste and the environmental benefits of composting. Hundreds of pounds of food are discarded daily on-campus — food scraps and yard waste together currently make up about 30 percent of discarded material that should be composted instead.¹

Bergen seeks to institutionalize the use of our composting capabilities on campus and educate our students, faculty, staff, and community so that they will reduce waste. As a key component of Bergen's overall sustainability efforts, the project will help produce less waste, reduce hauling and disposal costs, and provide the potential for students to generate revenue and cost savings through the sale of recyclable materials and compost. Composting can also add value through the reduction of pollutants by reducing pesticides and synthetic fertilizers. According to the US EPA, composting, or using compost as a top dressing on playing field surfaces, for example, enriches the soil, helps retain moisture, suppressing plant diseases and pests, reducing the need for chemical fertilizers, lowering carbon footprints, and reducing methane emissions at landfills.²

The project seeks to involve students, faculty, and staff from many different departments. Bergen's Science, Technology, Engineering and Mathematics (STEM) program students and faculty will help gather and process the waste and then collect and test samples of the soil produced through composting. Business students and faculty will assist in creating a business plan to market and sell the soil once it is fully cured and tested. Hospitality students will learn methods for reducing food waste and help collect waste material for composting. Additionally, Bergen's student government and the environmental club will help promote the initiative.

¹ Benefits of Composting, US EPA, accessed 12/14/18 at <https://www.epa.gov/recycle/composting-home>

² Ibid.

Proposed Budget

Item(s) or Service(s) to be purchased	Amount requested from the Zero Impact Fund (\$)	Amount to be provided by campus or 3 rd party (if applicable)	The entity providing additional funding (if applicable)	Purpose / Rationale for this investment
Perkins' Food Waste Lifter	\$1500.00	0		The Lifter would raise a large collection bin directly into the composter, which would prevent spillage and assist with heavy loading.
Student Coordinator(s)	\$4,410.00	0		Funding will support student project coordinators for one year to be able to coordinate volunteers and process additional composting (\$10.50/hr., 10 hrs./week, 42 weeks). Student volunteers will participate in the project fulfilling service requirements under Title V grant
Soil Test Kits	\$100.00	\$100.00		Collect data on the quality of soil collected to be able to sell soil. Teach students how to test soil and analyze data. Students will then write reports and present data on campus and off campus.
Woodchips		0		Needed ingredient for composting that the campus will continue to donate.
Reusable gloves, dust masks, coveralls, and boots	\$850.00	0		To protect students while they work
Biodegradable Bags	\$75.00	\$75.00		To distribute to students, faculty, and staff to collect waste.
Burlap sacks	\$240.00	0		For the initial distribution of cured soil
Membership Soil Science Society of America and conference transportation and registration fees		\$2,000		By joining the Soil Science Society of America, students will have access to expertise in field and forum to publish data and present data at the conference.
Total:	\$7,175.00	\$2,175		



BOARD OF TRUSTEES ACTION E/SA 3
Approval Date: February 5, 2019

Resolution

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.

Submitted By

Dr. Brian D. Agnew, Executive Vice President
Dr. Victor Anaya, Executive Director, Finance
Dr. Waldon J. Hagan, Vice President of Student Affairs
Ms. Rachel Lerner Colucci, Dean of Student Life & Conduct
Dr. William J. Yakowicz, Director, Grants Administration

Action Requested

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.”

No matching funds are required.

The project summary and budget are attached.

Project Summary

Project Director: Ian Wolf, Coordinator of Student Conduct & Information

The NJ Colleges & Universities Implementing Tobacco and Smoke-free Policies Project (NJ CUITs) is a grant sponsored by NJ Prevention Network (NJPN) in conjunction with the New Jersey Department of Health. The grant provides Bergen Community College with best practice policy options and funding to support their efforts as they work to strengthen and improve current campus smoking policies.

Building upon Bergen's successful 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, this 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."

The following are grant requirements:

- Create, update or strengthen their campus tobacco policy moving towards a 100% Tobacco-Free Campus.
- Identify a Project Coordinator responsible for this project.
- Form a Tobacco-Free Campus Taskforce (TFCT) made up of students, staff, and faculty to collaboratively guide this project and ensure all campus constituent voices are involved.
- The TFCT will outreach to key stakeholders who have decision-making power such as President, Dean of Students, College Senate, Athletic Director/Coaches, dorm resident advisors, and fraternity/sorority groups to serve as ambassadors to the project.
- Send a minimum of one student from the TFCT to participate in the NJ Statewide Student Advisory Board (SSAB). The goal of the SSAB is to include student engagement ensuring the student voice is present in statewide tobacco prevention and cessation work, as well as empower students to use their creativity and social influence to spread the truth about tobacco and its impact, to drive policy change on and off campus. SSAB members will receive tobacco specific and leadership training. SSAB members will be compensated for their participation (separate from the college's grant award).
- Complete a needs assessment/environmental scan to understand the nature of the problem, which may include capturing the feelings and culture of the student population related to tobacco use, and current support provided to students, faculty and staff who smoke.
- Attend the March 1st College Tobacco Summit in Lincroft, NJ.
- Attend statewide tobacco meetings to stay up to date on tobacco prevention, education and cessation efforts in New Jersey.

Preliminary Budget

1. PERSONNEL	PURPOSE	COST
1a. Project Lead Stipend + Fringe	The Project Lead will receive a stipend once per quarter for performing the work of this grant, as it is a time commitment beyond normal job duties and requirements. \$1600 for stipend and \$130.40 for fringe (8.15%)	\$1,730.40
SUBTOTAL - PERSONNEL		\$1,730.40
2. TRAVEL	PURPOSE	COST
2A. NJ Statewide Student Advisory Board (SSAB) Travel	2-3 members of the Bergen community, consisting of students and staff, will travel to the NJ Statewide Student Advisory Board (SSAB) meetings	\$1,250.00
SUBTOTAL - TRAVEL		\$1,250.00
3. SUPPLIES	PURPOSE	COST
3a. Student Government Association Bathroom Information "InsSTALLments" Holders and Printing Costs	The Student Government Association in conjunction with the Breathe Clear Campus Task Force will develop and execute Bathroom Information "InSTALLments" at all three campus locations on timely information regarding the use of tobacco products and electronic cigarettes.	\$750.00
3b. Electronic Cigarette Collection Boxes	Placement of on-campus collection boxes and disposal of electronic cigarette devices	\$500.00
3c. Breathe Clear Campus Magnets	Magnets with the logo of Breathe Clear Campus will be printed and distributed to faculty and staff to display on their office door to serve as another method of promoting this institutional initiative.	\$325.00
3d. "Tools to Quit" Tobacco/Nicotine Dependency	Funding will be used for Health Services to have resources on hand to provide to students, faculty, and staff wishing to quit tobacco use such as, but not limited to gum, patches, lozenges, and combination methods.	\$1,444.60
SUBTOTAL - SUPPLIES		\$3,019.60
4. INSTRUCTIONAL MATERIALS	PURPOSE	COST
4a. Electronic Cigarette Support Group Cessation Resources	Support groups will be established in conjunction with Health Services to help students quit the use of electronic cigarettes. Funding will be used for items such as information on how to quit and options for healthy alternatives.	\$100.00

4b. Electronic Cigarette Training Information for Faculty/Staff	Training for faculty and staff (Faculty Senate, Staff Senate, Day of Development) on electronic cigarettes is necessary as they have increased in usage for young people in recent years. Funding will be used for training materials and resources for this campus population.	\$1,000.00
4c. Electronic Cigarette Training Education for Student Athletes	Training for student athletes and athletic coaches is essential as this is a vulnerable population for tobacco/nicotine use. Funding will be used for training materials and resources for this campus population.	\$500.00
SUBTOTAL HONORARIUM -		\$1,600.00
5. HONORARIUM	PURPOSE	COST
5a. Cessation Speaker Honorarium	An external speaker will come to campus during the Spring 2020 semester for an event focused on the growing use of electronic cigarettes for youth ages 18-24.	\$400.00
SUBTOTAL HONORARIUM -		\$400.00
TOTAL COSTS		\$8,000.00

BOARD OF TRUSTEES ACTION P 1A
Approval Date: February 5, 2019

Resolution

Appointment: Lecturers, Spring 2019 Semester

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William P. Mullaney, Vice President, Academic Affairs

Action Requested

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, 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.



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BOARD OF TRUSTEES P 1B
Approval Date: February 5, 2019

Resolution

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).

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety

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>
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.

Charge to: College Operating Funds
Account Number:



BOARD OF TRUSTEES ACTION P 1C
Approval Date: February 5, 2019

Resolution

Appointment: Program Coordinator/Director

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

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.



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BOARD OF TRUSTEES ACTION P1D

Approval Date: February 5, 2019

Resolution

Appointment: Academic Chair/Faculty

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

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.

Charge To:

Account Number:



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BOARD OF TRUSTEES P1E
Approval Date: February 5, 2019

Resolution

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).

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. Victor Anaya, Executive Director, Finance

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>
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.

Charge to: College Operating Funds
Account Number:



BOARD OF TRUSTEES ACTION P 2
Approval Date: February 5, 2019

Resolution

Reappointment Faculty – Fifth Reappointment [with tenure]

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William P. Mullaney, Vice President, Academic Affairs

Action Requested

To reappoint the following individuals for their fifth reappointment with tenure to the indicated division & rank for the period September 1, 2019 through June 30, 2020 unless otherwise noted:

5th REAPPOINTMENT

<u>NAME</u>	<u>RANK</u>	<u>DISCIPLINE/DIVISION</u>
Geralyn Collins-Eisler	Associate Instructor	Diagnostic Medical Sonography/Health Professions
Carmen Cruz-Torres	Assistant Professor	Nursing/Health Professions

Justification

In accordance with Article XIII of the BCCFA contract.

Charge To:

Account Number:



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BOARD OF TRUSTEES ACTION P3
Approval Date: February 5, 2019

Resolution

Approve stipends for Nursing Clinical Faculty for Spring 2019 semester

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To approve payment of stipends for the following individuals in the Nursing Clinical Faculty in the amounts indicated for the Spring 2019 semester.

<u>Name</u>	<u>Semester stipend amount</u>
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<u>Full time</u>	
Nicole Cerussi	\$2,400.00
Joanne Diamantidis*	\$3,600.00
Marie Griffo	\$2,400.00
Margaret Hayes	\$2,400.00
Joan McManus	\$2,400.00
Megan Mendez	\$2,400.00
Lillian Ostrander	\$2,400.00
Carrie Polnyj	\$2,400.00
Carmen Torres	\$2,400.00
Toni Tortorella-Genova	\$2,400.00
Sharon Zaucha	\$2,400.00

Lecturers

Maureen Imbrogno***	\$4,800.00
Josephine Rodriguez***	\$4,800.00

Adjuncts

Barbara (Schweiger) Albanese	\$2,400.00
Karen Antequera	\$2,400.00
Rhonda (Joseph) Boggi	\$2,400.00
Nicole Cofini	\$2,400.00
Carmella Cuccurullo	\$2,400.00
Marie Dezart**	\$1,200.00
Giuseppina Finnerty	\$2,400.00
Christopher Garcia	\$2,400.00
Clara Kelly	\$2,400.00

Board of Trustees Action P3
February 5, 2019
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<u>Name</u>	<u>Stipend amount</u>
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.

Charge To: Nursing: Stipends

Account Number: 10-03-352000-601153



BOARD OF TRUSTEES ACTION P4
Approval Date: February 5, 2019

Resolution

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

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

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.

Charge to: College Operating Funds

Account Number:



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BOARD OF TRUSTEES ACTION P5

Approval Date: February 5, 2019

Resolution

Approve Sabbatical Leaves of Absence

Submitted By

Dr. Michael D Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President of Academic Affairs

Action Requested

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.

Justification

In accordance with Article XII, Item 5, BCCFA Contract.



BOARD OF TRUSTEES ACTION P6A
Approval Date: February 5, 2019

Resolution

Retirement: Confidential Staff

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Action Requested

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

Justification

Retirement



BOARD OF TRUSTEES ACTION P6B
Approval Date: February 5, 2019

Resolution

Retirement: Faculty

Submitted By

Dr. Michael D. Redmond, President
Dr. Brian D. Agnew, Executive Vice President
Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Rank/Department/Division</u>	<u>Effective Date</u>
Maryanne Baudo	Associate Professor/Nursing/ Health Professions	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)

Justification

Retirement



BOARD OF TRUSTEES ACTION P6C
Approval Date: February 5, 2019

Resolution

Retirement: Support Staff

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety

Action Requested

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

Justification

Retirement



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BOARD OF TRUSTEES ACTION P7A
Approval Date: February 5, 2019

Resolution

Resignation – Support Staff

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety

Action Requested

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)

Justification

Resignation



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BOARD OF TRUSTEES ACTION P7B
Approval Date: February 5, 2019

Resolution

Resignation – Faculty

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

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)

Justification

Resignation



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BOARD OF TRUSTEES ACTION P8
Approval Date: February 5, 2019

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.

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President



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BOARD OF TRUSTEES ACTION P9
Approval Date: February 5, 2019

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.

Submitted By

Dr. Michael D. Redmond, President

Dr. Brian D. Agnew, Executive Vice President