



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

BOARD OF TRUSTEES
PUBLIC MEETING

Paramus Campus – Technology Building – Conference Rooms B and C

Tuesday, March 1, 2022 – 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: Tuesday, February 1, 2022
 - B. Approval of Executive Session Minutes: Tuesday, February 1, 2022
 - C. Consent Agenda: Tuesday, March 1, 2022
- X. Executive Session, if required.
- XI. (New Business/Open to the Public)
- XII. Adjournment

CONSENT AGENDA

Tuesday, March 1, 2022
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 – Tuesday, February 1, 2022

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. Authorization to purchase auto-tracking cameras and associated equipment from CDW Government LLC.
3. Authorization to award Public Bid P-2358 for on-call mowing and landscaping services to All County Landscaping Services.
4. To authorize the contract through NJ State Contract # 83717 for inspection, testing, maintenance, and repair of the existing fire alarm and fire suppression equipment for BCC at the Meadowlands and the Philip Ciarco Jr. Learning Center to Johnson Controls Fire Protection LP/Simplex System.
5. To continue coverage for the Cyber, Privacy, and Security Liability insurance policy through Chubb/ACE American Insurance.
6. Authorization to enter into a five-year agreement with Ellucian to provide managed services for the design, course content development, and staff training for the College's new Center for Online Learning (COL).
7. Authorization for the College's Fiscal Year 2023 Chapter 12 funding request to the County of Bergen Board of School Estimate.
8. Authorization for the College's funding request to the County of Bergen for technology initiatives and general construction on the Paramus campus for Fiscal Year 2023.
9. To authorize execution of a lease agreement with New Meadowlands Stadium Company, LLC., to secure a venue for the College's 2022 commencement ceremonies.
10. Authorization to enter into a 38-month agreement with Ellucian for the purchase and implementation of CRM Advise in the amount of \$334,454.00 for the term of May 1, 2022 through June 30, 2025.

EDUCATION AND STUDENT AFFAIRS

1. Authorize acceptance of a subcontract from Montclair State University in the amount of \$105,000.00 for a National Science Foundation NOYCE Grant and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.
2. Authorize the acceptance of three grant awards from the New Jersey Council of County Colleges and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

CONSENT AGENDA

Page 2

PERSONNEL (P)

1. A. Resignation: Confidential
B. Resignation: Professional
C. Resignation: Support
2. A. Appointment: Confidential
B. Appointment: Support Staff
C. Appointment: Support Staff
D. Appointment: Grant Funded Staff
E. Appointment: Confidential
F. Appointment: Confidential
3. Reappointment Faculty: Third Reappointment and Fourth Reappointment
4. A. Approve: Interim Assignment and Stipend
B. Approve: Interim Assignment and Stipend
C. Approve: Interim Assignment and Stipend
D. Approve: Stipend (Grant Funded)
E. Approve: Interim Assignment and Stipend
5. Confer Professor Emeritus Status
6. Approve: Return from Leave of Absence / Support Staff
7. Retirement: Support Staff

SITE AND FACILITIES (S/F)

1. Authorization to purchase professional services through NK Architects to prepare a comprehensive Facilities Condition Assessment (FCA) for the college's Paramus, Lyndhurst, and Ciarco locations.



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

BOARD OF TRUSTEES ACTION A/F1
Approval Date: March 1, 2022

Resolution

Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, 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:

DeCotiis, FitzPatrick, Cole & Giblin, LLP.

January 1, 2022 to January 31, 2022 \$ 26,437.39

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:	\$ 26,437.39



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

BOARD OF TRUSTEES ACTION A/F 2
Approval Date: March 1, 2022

Resolution

Authorization to purchase auto-tracking cameras and associated equipment from CDW Government LLC.

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 purchase auto-tracking cameras and associated equipment from CDW Government LLC in the amount of \$9,195.25.

Justification

These high-end cameras and microphones will be used in the science labs for an improved asynchronous and synchronous student learning experience and support Bergen Community College's online learning initiative.

This purchase is below the county college bid threshold and is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19) (computer software and hardware).

Quotes were requested from the companies listed below.

CDW Government LLC	\$ 9,195.25
B & H Photo	\$13,426.94
Full Compass Systems Ltd.	\$13,526.00
Provantage LLC	\$13,779.00

Charge to: HEERF Funds
Account Numbers: 20-06-596300-604207 / 50-06-596300-607611
Amount: \$9,195.26



BOARD OF TRUSTEES ACTION A/F 3
Approval Date: March 1, 2022

Resolution

Authorization to award Public Bid P-2358 for on-call mowing and landscaping services to All County Landscaping Services.

Submitted By

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

Action Requested

Authorization to award Public Bid # P-2358 for On-Call Mowing and Landscaping Services at all Bergen Community College campuses to All County Landscaping Services, for the period of March 1, 2022 through December 31, 2023 with an option to extend for one (1) additional year in the estimated amount of \$401,850.00.

Justification

The lawn maintenance contractor performs certain lawn maintenance tasks as requested, allowing the College's grounds crew to focus primarily on outdoor campus beautification and enhancement projects.

A total of eight (8) companies registered for bid packages and three (3) bids were received from the following.

All County Landscaping Services	\$401,850.00
Greenleaf Landscape Systems & Services Inc	\$528,200.00
Clarke Moynihan Landscaping & Construction LLC	\$545,975.00

Charge to:	College Operating Funds
Account Number:	10-06-630100-607558
Amount:	\$401,850.00



BOARD OF TRUSTEES ACTION A/F 4
Approval Date: March 1, 2022

Resolution

To authorize the contract through NJ State Contract # 83717 for inspection, testing, maintenance, and repair of the existing fire alarm and fire suppression equipment for BCC at the Meadowlands and the Philip Ciarco Jr. Learning Center to Johnson Controls Fire Protection LP/Simplex System.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, VP of Facilities
Mr. Michael Hyjeck, Managing Director of Facilities
Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Authorization to award contract for Fire Protection Equipment services to Johnson Controls Fire Protection LP/Simplex System through NJ State Contract # 83717 in order to provide inspection, testing, maintenance, and repair services at both BCC at the Meadowlands and Philip Ciarco Jr. Learning Center for one (1) year from March 1, 2022 through February 28, 2023 at an estimated cost of \$51,605.51.

Justification

Both locations have Simplex System equipment that require routine scheduled inspections, testing, and maintenance to satisfy the requirements of the NFPA 72 fire code regulations, conform to the equipment manufacturer's recommendations, verify proper operation of the fire alarm and fire suppression systems, and provide a safe environment for building occupants. In addition, repairs may be required based on the results of the inspection and testing of the fire alarm and fire suppression systems. The Bergen County Fire Marshall requires each campus to complete an annual fire inspection, a semi-annual inspection, and quarterly sprinkler inspections which covers parts, labor, repairs, and batteries. The cost for the Meadowlands and the Philip Ciarco Jr. Learning Center locations are \$30,813.44 and \$20,792.07, respectively.

Johnson Controls has proprietary and exclusive rights to service Simplex Systems.

Purchase through State Contract #83717 is allowed in accordance with County College Contracts Law 18A:64A-25.9.

Charge To:	College Operating Funds
Account Number:	10-06-610100-607550
Amount:	\$51,605.51



BOARD OF TRUSTEES ACTION A/F5
Approval Date: March 1, 2022

Resolution

To continue coverage for the Cyber, Privacy, and Security Liability insurance policy through Chubb/ACE American Insurance.

Submitted By

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

Action Requested

Authorization to purchase Cyber, Privacy, & Security Liability insurance coverage for one year from Chubb/ACE American Insurance through Otterstedt Insurance Agency at a cost of \$68,364.74 including 10 % commission, plus 0.6% NJ Property-Liability Insurance Guaranty Association surcharge.

Justification

The insurance consultant, Otterstedt Insurance Agency, recommends purchasing this insurance from Chubb/ACE American Insurance due to the comprehensive coverage and coverage amounts offered. Coverage provides notifications and credit monitoring, forensics and crisis management, privacy, network security and internet media liability, business interruption, and network extortion. CFC Underwriting limited did not provide a quote at the \$5,000,000.00 level.

The college has a need to procure this insurance through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Otterstedt Insurance Agency. has completed and 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 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.

Purchase of insurance is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (11).

Charge To: College Operating Funds
Account Number: 10-01-188100-607888
Amount: \$68,364.74



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

BOARD OF TRUSTEES ACTION A/F6
Approval Date: March 1, 2022

Resolution

Authorization to enter into a five-year agreement with Ellucian, in a form acceptable to the College's General Counsel, to provide managed services for the design, course content development, and staff training for the College's new Center for Online Learning (COL).

Submitted By

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

Action Requested

Authorization to enter into a five-year agreement, in a form acceptable to General Counsel, with Ellucian LLC to design the programs, develop the course content, and provide faculty and staff training for the College's new COL in five annual amounts of \$680,448, for a total of \$3,402,264, for the term of 2/1/2022 through 1/31/2027.

Justification

The prevailing coronavirus pandemic highlights the need for institutions to offer academic programs in multiple modalities (in-person, hybrid, and fully online). Enrollment trends show that there is significant demand for online and hybrid academic programs. Bergen Community College seeks to implement a Center for Online Learning to meet the changing needs of our students and provide programs in their preferred modalities. Working closely with faculty, this center will focus on the design, development, and implementation of online programs, training faculty and staff, and support future strategic offerings of online programs and courses.

To assist Bergen Community College with meeting the emerging needs of our students, the College seeks to contract with Ellucian LLC to launch and maintain the new COL. Ellucian will work with the College's subject matter expert(s) and faculty to develop courses through an iterative process that applies best practices and standards to courses facilitate fully online program delivery. Through this agreement, Ellucian will assist with the development of up to 40 online courses per year, ensuring that fully online programs support the College's mission, culture, identity, and professional and regional accreditation requirements. In coordination with the College, Ellucian will develop and conduct workshops for faculty program directors (FPD) and subject matter experts (SME) for developing engaging online courses.

While the business terms regarding cost and the scope of services have been negotiated, Ellucian and the College, with the assistance of General Counsel, are working on a final form of agreement to

address certain legal terms. Once the agreement is in a final form acceptable to General Counsel, the contract with Ellucian will be executed.

These services are exempt from bidding in accordance with County College Contracts Law; (N.J.S.A. 18A:64A-25.5a. (15) Professional consulting services; and (N.J.S.A. 18A:64A-25.5a. (19) Providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware.

Charge to: County Grant, College Operating
Account Number: TBD
Amount: \$2,721,816

Charge to: HEERF Funds
Account Number: 50-06-596300-607550
Amount: \$680,448



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

BOARD OF TRUSTEES ACTION A/F7
Approval Date: March 1, 2022

Resolution

Authorization for the College's Fiscal Year 2023 Chapter 12 funding request to the County of Bergen Board of School Estimate.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested

Authorization by the Board of Trustees for the College's Fiscal Year 2023 Chapter 12 funding request to the Bergen County Board of School Estimate, not to exceed \$4,350,000.

Funds will be used for general renovations to campus facilities, HVAC system replacement, and building refurbishment for the Ciarco Learning Center.

Justification

NJ State Public Law 1971, Chapter 12, provides a self-renewing capital program for Community Colleges funded 50% by the State and 50% by the local County.

The renovation/expansion will enable the College to provide improved instructional/student space.

Account: To be allocated upon approval

Amount: \$4,350,000



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

BOARD OF TRUSTEES ACTION A/F8
Approval Date: March 1, 2022

Resolution

Authorization for the College's funding request to the County of Bergen for technology initiatives and general construction on the Paramus campus for Fiscal Year 2023.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer

Action Requested

Authorization by the Board of Trustees for the College's FY 2023 County of Bergen capital funding request of \$1,500,000.

Justification

The College's annual capital request for technology lifecycle replacements and general construction funding from the County of Bergen.

Account: To be allocated upon approval
Amount: \$1,500,000



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

BOARD OF TRUSTEES ACTION A/F9

Approval Date: March 1, 2022

Resolution

To authorize execution of a lease agreement with New Meadowlands Stadium Company, LLC., to secure a venue for the College's 2022 commencement ceremonies.

Submitted By

Dr. Eric M. Friedman, President

Dr. Larry Hlavenka, Jr., Executive Director, Public Relations, Community and Cultural Affairs

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested

Authorize execution of a lease agreement with New Meadowlands Stadium Company, LLC. to secure a hosting site for the College's 2022 commencement ceremony to be held on May 19, 2022, at an estimated cost of \$108,194.57.

Justification

MetLife Stadium provides a local, in-county venue that comfortably accommodates the College's commencement activities. The venue is to provide stadium field and concourse, canopy structure, stage rental, chair rental, stadium maintenance and operations, tent permits, cleaning, audio/visual and media services, security, State police, medical personnel, parking facilities and staff, guest services, and staff meals.

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. New Meadowlands Stadium Company, LLC. 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 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.

This procurement is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (16). (Entertainment, audiovisual productions)

Charge to: Student Activities Fund

Account Number: 60-09-938000-607678 (Commencement)



BOARD OF TRUSTEES ACTION A/F10
Approval Date: March 1, 2022

Resolution

Authorization to enter into a 38-month agreement with Ellucian for the purchase and implementation of CRM Advise in the amount of \$334,454.00 for the term of May 1, 2022 through June 30, 2025.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Jennifer Migliorino-Reyes, Assistant Vice President, Student Affairs
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Interim Director Purchasing and Services

Action Requested

Authorization to enter into 38-month agreement with Ellucian for the purchase and implementation of CRM Advise in the amount of \$334,454.00 to be billed annually as follows:

Year 1 (2 months for May/June) will be billed at \$12,977 and implementation at \$78,430
Year 2 will be billed at \$77,860
Year 3 will be billed at \$80,974
Year 4 will be billed at \$84,213

Justification

The implementation of CRM Advise will directly address a key challenge of student retention and persistence that has been heightened with coronavirus and the resulting shift to remote learning. Personnel will have access to tools that will allow them to effectively identify at-risk students, engage with them, and report on the outcome of the efforts. Students require a tool that empowers them to engage with their faculty and advisors, a process that has been complicated with the shift to remote learning. CRM Advise will empower personnel to detect problems early, facilitate meaningful engagement, apply insightful analytics to better understand when and why students are having issues, and measure which programs and activities are effective in resolving them.

Remote learning has also dramatically increased the importance of LMS. The learning management system provides access to day-to-day course data. This data tends to be more dynamic and can help provide early alerts, based on conditional criteria such as course performance (Assessments and Grades) and effort (Activity) data (LMS logins, assignments, discussion posts, etc.) and integrates this data from the LMS. CRM Advise then leverages these data points to assign a "success score" which allows us to quickly identify both at-risk and successful students, and deploy resources, as necessary, to ensure students stay enrolled. With this product, students will have access to a mobile self-service

tool that may provide them with success team profiles, appointment scheduling, communication history from all sources, the ability to raise personal alerts and chat with a staff member

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. Ellucian 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 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.

This purchase is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a)(19)(software)

Charge to: OMIC Grant (years 1&2) / College Operating Funds (years 3&4)
Account: 50-06-596300-607656 / 10-01-165100-607656



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

BOARD OF TRUSTEES ACTION E/SA1

Approval Date: March 1, 2022

Resolution

Authorize acceptance of a subcontract from Montclair State University in the amount of \$105,000.00 for a National Science Foundation NOYCE Grant 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. P.J. Ricatto, Professor, Physical Sciences Department
Dr. William Yakowicz, Director of Grants Administration

Action Requested

Accept a subcontract from Montclair State University in the amount of \$105,000.00 for a National Science Foundation NOYCE Grant and authorize President Eric M. Friedman, Ph.D. or his designee, to execute required documents.

Justification

The NSF Noyce grant provides full scholarship support to selected STEM scholars starting in their first year of community college through their graduation from a baccalaureate institution. Bergen Community and Montclair State University have worked closely on many successful projects over the years. For this initiative, Bergen receives \$105,000 as subrecipient for the first of the proposed five project years. The Year One budget includes \$50,000 to cover the costs of providing 50 Bergen Community College STEM students with a \$1,000 stipend to participate in a teaching internship with a partner school district. This 30-hour internship would meet (and exceed) the fieldwork requirements of the EDU101 (Introduction to Education) course, and students would receive the stipend after successful completion of the course. The paid internship experience is separate from the scholarship support.

Because of his proven effectiveness, Montclair requests that Dr. P.J. Ricatto serves as Bergen's lead faculty on the project to ensure students succeed in their internships and their transition to Montclair as full juniors in STEM fields.

No college matching funds are required.

The project budget is attached.

Project Budget
STEM-4-STEM Noyce Scholars Program
Montclair State University
Budget Justification Narrative for Subaward to Bergen County College

REQUESTED FUNDS

A. Senior Personnel

Co-Investigator (P.J. Ricatto) will allocate 3 credits of time for each of the fall, spring, and summer semesters (9 credits per year) for years 1-5 of the grants. The structure of course buyout at BCC is simply the cost of paying an adjunct to teach the covered classes, which is approximately \$1000 per credit. The total salary allocated to this grant is \$45,000. The co-PI will assist in the recruitment and admissions process for the Noyce Scholars, meet regularly with all potential Noyce Scholars, serve as the primary point of contact for the grant at BCCC, administer the funds for the teaching internship, for and work with the Principal Investigator and school partners on the teaching internship, as well as help develop the articulation programs to use in advising STEM teacher education students.

Total Senior Personnel: **\$45,000**

C. Fringe benefits are not applicable

Total Fringe Benefits: **\$ 3668** (Fringe rate of 8.15% for adjunct faculty at \$1,000 for 9 credits per year for 5 years to cover co-PI faculty covered course release)

F. Participant Support:

Paid Teaching Internship: \$50,000 is requested to cover the costs of providing 50 individuals a STEM-related program at Bergen County College, at \$1000 stipend per intern, to participate in a teaching internship with a partner school district. This 30-hour internship would meet (and exceed) the fieldwork requirements of the EDU101 course, and students would receive the stipend after successful completion of the course.

Total Participant Support: **\$50,000**

G. Other Direct Costs:

Recruitment materials and supplies: \$1,331 is requested to cover the costs of providing the co-PI at BCC with materials and supplies for recruitment at a cost of \$1000 per year for all year 1 and \$331 for year 2 of the grant.

Total Other Direct Costs: **\$ 1,331**

H. Total Direct Costs (A-G): \$ 103,668

I. Indirect Cost Rates. The indirect cost rate for BCC is currently 10% of all direct, non-participant costs of \$53,668, for a total of **\$5,367**

Total Indirect Costs: **\$5,367**

J. Total Direct and Indirect Costs: \$ 105,000



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

BOARD OF TRUSTEES ACTION E/SA 2
Approval Date: March 1, 2022

Resolution

Authorize the acceptance of three grant awards from the New Jersey Council of County Colleges 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. Susan Barnard, Dean of Health Professions
Dr. Emily Vandalovsky, Dean of Mathematics, Science and Technology
Dr. P.J. Ricatto, Professor, Physical Sciences Department
Dr. William Yakowicz, Director of Grants Administration

Action Requested

Authorization to accept awards to serve as lead institution for two New Jersey Council on County Colleges Career Pathway Centers of Excellence for (1) Health Care and (2) Innovation and Technology, and co-lead with Ocean County Community College on the Center for Energy, and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

Justification

New Jersey's community colleges are launching a broad and important initiative to promote the earning of stackable, industry-valued credentials by designing and offering robust and inclusive pathways that will be guided by industry-specific employer leadership groups and informed by labor market intelligence. As a lead institution and partner, Bergen will bring together employers, industry associations, labor unions, the workforce development board, the vocational-technical high school and school districts, community colleges, four-year colleges and universities, and community-based organizations to map education/career pathways that include:

- career and technical education programs in high schools,
- dual enrollment programs for county vocational-technical and other high school students,
- adult basic education / literacy programs,
- apprenticeship programs (including degree apprenticeship programs),
- prior learning assessments leading to college credit for prior learning, including work experience,
- non-credit training programs and credit programs at community colleges, and
- four-year college and university programs.

The budgets and project descriptions are in development.

No College matching funds are required.



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

BOARD OF TRUSTEES ACTION P1A
Approval Date: March 1, 2022

Resolution

Resignation: Confidential

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To accept the resignation of the following individuals:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Agata Karolina Wolfe	Dean of Assessment, Accreditation and Compliance / Academic Affairs	07/22/19	02/15/22

Justification

Resignation



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

BOARD OF TRUSTEES ACTION P1B
Approval Date: March 1, 2022

Resolution

Resignation: Professional

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To accept the resignation of the following individuals:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Madeline Trimble	Senior Research Associate / Academic Affairs	08/21/17	02/28/22

Justification

Resignation



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

BOARD OF TRUSTEES ACTION P1C
Approval Date: March 1 , 2022

Resolution

Resignation: Support

Submitted By

Dr. Eric M. Friedman, President

Dr. David Borzotta, Associate Vice President of Safety and Security

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested

To accept the resignation of the following individuals:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
John Rizer	Officer / Public Safety	02/05/20	02/23/22

Justification

Resignation



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

BOARD OF TRUSTEES ACTION P2A
Approval Date: March 1, 2022

Resolution

Appointment: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

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>
Darlene Zales Russamano	Associate Dean of Nursing / Health Professions / Academic Affairs	\$112,000	03/02/22 (pro-rated)

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 ACTION P2B
Approval Date: March 1, 2022

Resolution

Appointment: Support Staff

Submitted By

Dr. Eric M. Friedman, President

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

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

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>
Vrej Citakian	Sergeant / Public Safety	\$57,600.00	03/02/22 (pro-rated)
Juan Rodriguez	Sergeant / Public Safety	\$44,520.00	03/02/22 (pro-rated)

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 ACTION P2C
Approval Date: March 1, 2022

Resolution

Appointment: Support Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

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>
Scott Tober	Head Working Custodian / Facilities	\$42,616.00	03/02/22 (pro-rated)

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 ACTION P2D

Approval Date: March 1, 2022

Resolution

Appointment: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

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>
Joanna Bellone	Financial Aid Generalist / Financial Aid / Student Affairs	\$50,000.00	03/02/22 to 6/30/22 (pro-rated)

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: HEERF Grant Funds

Account Number:



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

BOARD OF TRUSTEES ACTION P2E
Approval Date: March 1, 2022

Resolution

Appointment: Confidential

Submitted By

Dr. Eric M. Friedman, President

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness

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>
Amelia Malak	Benefits Administrator / Human Resources	\$80,000	03/28/22 (pro-rated)

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 P2F
Approval Date: March 1, 2022

Resolution

Appointment: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the promotion / 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>
Stephanie Weise	Director of Purchasing / Finance	\$108,000	03/02/2022 (pro-rated)

Justification

To appoint this individual to the position and title as part of the changing scope and level of confidentiality and responsibilities. These positions are at-will.

Charge to: College Operating Funds
Account Number:



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

BOARD OF TRUSTEES ACTION P3
Approval Date: March 1, 2022

Resolution

Reappointment Faculty: Third Reappointment and Fourth Reappointment

Submitted By

Dr. Eric M Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To reappoint the following individuals for their third reappointment to the indicated division and rank for the period September 1, 2022 through June 30, 2023 unless otherwise noted.

Third Appointment

<u>Name</u>	<u>Rank</u>	<u>Discipline/Division</u>
Dr. Abdullah Aqeel	Assistant Professor	Microbiology / Biology and Horticulture / Math, Science and Technology
Claire Cyriax	Assistant Professor	Nursing / Health Professions Division
Jacqueline Dartley	Instructor	Biology / Biology and Horticulture / Math, Science and Technology
Amy Diaz	Instructor	Radiation Therapy Technology / Health Professions / Health Professions Division
Vincent Louis	Assistant Professor	Business / Business, Arts & Social Sciences
Aaron Morrissey	Associate Instructor	Hotel & Restaurant Management- Culinary / Business / Business, Arts & Social Sciences

Fourth Appointment

<u>Name</u>	<u>Rank</u>	<u>Discipline/Division</u>
Timothy Blunk	Assistant Professor	Visual Arts / Visual and Performing Arts / Business, Art and Social Sciences
Dr. Neel Haldolaarachchige	Assistant Professor	Physics / Physical Sciences / Mathematics, Science and Technology

P3 - Reappointment Faculty: Third Reappointment and Fourth Reappointment

Fourth Appointment

<u>Name</u>	<u>Rank</u>	<u>Discipline/Division</u>
Brian Hemstreet	Assistant Professor	Communications / Humanities
Stephanie Niemiec	Associate Instructor	Paramedic Science / Health Professions / Health Professions Division
Dr. Kevin Olbrys	Assistant Professor	Philosophy and Religion / Humanities
Julie Seda	Assistant Professor	Wellness and Exercise Science / Health Professions Division

*For the period July 1, 2022 through June 30, 2023

Justification

In Accordance with Article XIII of the BCCFA contract

Charge To: College Operating Funds



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

BOARD OF TRUSTEES ACTION P4A

Approval Date: March 1, 2022

Resolution

Approve: Interim Assignment and Stipend

Submitted By

Dr. Eric M. Friedman, President

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve a monthly stipend for the following individual for assuming additional responsibilities in Continuing Education and Workforce Development:

<u>Name</u>	<u>Position / Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Cinzia D'Iorio	Interim Executive Director / Continuing Education and Workforce Development	\$850.00	12/15/21 – 6/30/22

Justification

To provide a stipend for additional day-to-day operational responsibilities within Continuing Education and Workforce Development. To also provide day to day leadership and supervision of operations and staff until such time a replacement is hired to oversee the division.

Charge to: College Operating Funds

Account Number:



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

BOARD OF TRUSTEES ACTION P4B
Approval Date: March 1, 2022

Resolution

Approve: Interim Assignment and Stipend

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve a monthly stipend for the following individual for assuming additional responsibilities in Assessment, Accreditation and Compliance due to a resignation:

<u>Name</u>	<u>Position / Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Tonia McKoy	Interim Dean of Assessment, Accreditation and Compliance / Academic Affairs	\$750.00	02/15/22 – 6/30/22

Justification

To provide a stipend for additional day-to-day operational responsibilities within Assessment, Accreditation and Compliance. To also provide day to day leadership and supervision of operations and staff until such time a replacement is hired to oversee the department.

Charge to: College Operating Funds

Account Number:



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

BOARD OF TRUSTEES ACTION P4C

Approval Date: March 1, 2022

Resolution

Approve: Interim Assignment and Stipend

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve a monthly stipend for the following individual for assuming additional responsibilities in the Off Campus Sites Department:

<u>Name</u>	<u>Position / Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Magali Muniz	Interim Dean of Off Campus Sites, Off Campus Sites / Academic Affairs	\$750.00	01/26/22 – 03/31/22

Justification

To provide a stipend for additional day-to-day operational responsibilities within the Off Campus Sites Department. To also provide day to day leadership and supervision of operations and staff until such time a replacement as the Dean of Off Campus Sites returns from leave.

Charge to: College Operating Funds

Account Number:



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

BOARD OF TRUSTEES ACTION P4D

Approval Date: March 1, 2022

Resolution

Approve: Stipend (Grant Funded)

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve a monthly stipend for the following individual for assuming additional responsibilities with the Be Well Bergen Program:

<u>Name</u>	<u>Position / Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Christina Nemec	Lecturer / Wellness And Exercise / Academic Affairs	\$500.00	01/1/22 – 06/30/22

Justification

To provide a stipend for additional day-to-day operational responsibilities with the new Be Well Bergen program. To also provide day to day supervision of operations and building of this program which supports the entire college community.

Charge to: HEERF Grant Funds

Account Number:



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

BOARD OF TRUSTEES ACTION P4E

Approval Date: March 1, 2022

Resolution

Approve: Interim Assignment and Stipend

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve a monthly stipend for the following individual for assuming additional responsibilities in Nursing – Clinical Coordination:

<u>Name</u>	<u>Position / Division</u>	<u>Monthly Amount</u>	<u>Effective Dates</u>
Darlene Zales-Russamano	Interim Assistant Dean of Nursing / Academic Affairs	\$500.00	02/1/22 – 3/31/22

Justification

To provide a stipend for additional day-to-day operational responsibilities within Nursing – Clinical Coordination. To also provide day to day leadership and supervision of operations and staff until such time a replacement is hired to oversee the department.

Charge to: College Operating Funds

Account Number:



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

BOARD OF TRUSTEES ACTION P5
Approval Date: March 1, 2022

Resolution

Confer Professor Emeritus Status

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

That the Board of Trustees confer Professor Emeritus status on the following individuals:

Dr. Sidney Birnback - Business, Arts, Social Sciences

Dr. Lynda Box - Science, Math, Engineering and Technology

Professor Celeste Finney - Student Affairs

Dr. Mark Kassop (posthumous) - Business, Arts, Social Sciences

Professor Lillian Ostrander - Health Professions

Justification

Recommended by the Professor Emeritus Committee, Vice President of Academic Affairs, Dr. Brock Fisher, and President, Dr. Eric M. Friedman.



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

BOARD OF TRUSTEES ACTION P6
Approval Date: March 1, 2022

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. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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>
George Bugyi	Senior Officer / Public Safety	\$65,544.24 (pro-rated)	02/07/2022 (retroactive)

Justification

Return from Medical Leave



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

BOARD OF TRUSTEES ACTION P7
Approval Date: March 1, 2022

Resolution

Retirement: Support Staff

Submitted By

Dr. Eric Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Charles Ranne	Custodian / Facilities	01/03/11	03/01/22

Justification

Retirement



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

BOARD OF TRUSTEES ACTION S/F1
Approval Date: March 1, 2022

Resolution

Authorization to purchase professional services through NK Architects to prepare a comprehensive Facilities Condition Assessment (FCA) for the college's Paramus, Lyndhurst, and Ciarco locations.

Submitted By

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

Action Requested

Authorize the purchase of professional services at a cost of \$254,828.00, including Direct Costs to NK Architects, to conduct a comprehensive facilities condition assessment of the Paramus, Lyndhurst, and Ciarco locations. NK Architects will assess the college's facilities, equipment and infrastructure, and provide data and related information on facility deficiencies, repair/replacement priorities, and estimated costs to address those projects.

Justification

College facilities vary widely in their condition, age, design, materials, and systems. A Facilities Condition Assessment (FCA) will holistically assess the condition and functionality of all buildings, infrastructure, and equipment currently at the college. The final report will establish a baseline of current conditions, identify a list of deficiencies to be corrected, prioritize repairs and projects, and outline estimated costs for the work needed. The college will use this information to take a data-driven approach to continuously improve facility maintenance, capital renewal, and resource allocation. Additionally, the FCA is required when applying for many governmental and private capital grants.

Received Proposals:

NK Architects	-	\$254,828.00 including not to exceed Direct Costs
H2M Architects & Engineers	-	\$285,590.00 including not to exceed Direct Costs
RSC Architects	-	\$417,900.00 including not to exceed Direct Costs
PS&S	-	\$1,040,000.00 including not to exceed Direct Costs

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To:	College Plant Funds
Account Number:	20-06-610100-604226
Total:	\$254,828.00