# BOARD OF TRUSTEES BERGEN COMMUNITY COLLEGE Minutes of the Tuesday, January 10, 2023 PUBLIC MEETING OF THE BOARD OF TRUSTEES

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, January 10, 2023 in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:02 p.m. and the following announcement was made:

"The notice requirements of the <u>Open Public Meetings Act</u> of the state of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first-floor main lobby of the Pitkin Education Center of Bergen Community College and on the College's website at <a href="https://bergen.edu/about-us/board-of-trustees/meetings/">https://bergen.edu/about-us/board-of-trustees/meetings/</a> and was emailed to <a href="https://bergen.edu/about-us/abo

#### **ROLL CALL**

#### <u>Present</u>

Mr. Joseph Barreto Mrs. Dorothy Blakeslee

Mr. Louis DeLisio

Mr. Patrick J. Fletcher

Mr. Mark Longo – participated by phone

Mrs. Ritzv Moralez-Diaz

Dr. Sheetal Ranjan – participated by phone Miss Alicia Guidolin-Hocman, Alumni Trustee

#### Absent

Mr. Stephen F. Pellino, Esq Mr. Adam Silverstein

#### Also Present

Dr. Eric M. Friedman, President

Ms. Arlene Q. Perez, Esq., DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

#### PLEDGE OF ALLEGIANCE

Chairperson Blakeslee led those present in the Pledge of Allegiance.

#### **REPORTS**

#### **SECRETARY**

Trustee Barreto shared that last month the students from Latin American Studies Association (LASA) hosted a fun event celebrating the World Cup. He congratulated Luis De Abreu on his STEM presentation at the State Assembly.

#### **TREASURER**

Trustee Fletcher thanked Dr. Friedman and Wilton Thomas-Hooke for meeting with county personnel in preparation for the upcoming budget cycle.

#### PRESIDENT'S REPORT

#### Enrollment

Dr. Friedman reported that enrollment continues to grow. The January intersession increased 20% in headcount and Spring semester enrollment stands at a 9% increase to date. The Center for Online Learning enrollment has launched, with the first classes beginning next week.

#### Middle States

Dr. Friedman informed the board that the College is preparing for the Middle States evaluation with the development of a "Self-Study Design", adding that Dr. Paul Starkey, our Middle States liaison, will visit the campus on Thursday, February 2<sup>nd</sup>. He thanked everyone who participated in the approval process of the College's new Mission, Vision, Values and Goals statements.

#### **Innovation Center**

Dr. Friedman advised that facilities work has begun at Meadowlands for the first two labs in the Innovations Center: Cybersecurity and Gaming, along with the 2<sup>nd</sup> floor Innovations Lounge. The Innovations Lounge will be completed in six to eight weeks. All computer and AV equipment has been received and will be installed. The permit for the exterior Innovation Center sign has been submitted and all electrical work has been completed.

#### **Power Engineers Grant**

The Oradell office of "POWER Engineers" and the company's charitable foundation have awarded the College a \$15,000 grant to support student diversity initiatives in STEM education. Dr. Friedman thanked Dr. Emily Vandalovsky and Mr. Luis De Abreu for their efforts on this grant. He also congratulated Dr. Vandalovsky on her invitation and engagement with the Congressional App Challenge Judges Panel.

#### Soup Drive / Cares Center

Dr. Friedman recognized the Student Government Association and Bergen Cares Center for their community service work this holiday season – leading a soup drive that delivered hundreds of cans for those in need at the Cares Center.

#### Presentation

Mr. Jorge Hernandez, Managing Director of Athletics, presented the 2021/2022 Region 19 Robert Zifchak Male Scholar Athlete Award to Anthony Bertollo. This is the first time that a BCC student has won this award.

#### **COMMITTEE REPORTS**

#### **AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS**

Trustee Fletcher, Treasurer of the Audit and Finance Committee, informed the board members that the Audit and Finance Committee met on December 12, 2022, and will recommend resolutions A/F1 to A/F7.

#### **EDUCATION AND STUDENT AFFAIRS**

Trustee Barreto, Chairman, of the Education and Student Affairs Committee, informed the board members that the Education and Student Affairs Committee met on December 13, 2022, and will recommend resolutions E/SA1 to E/SA2.

#### **PERSONNEL**

Trustee Moralez-Diaz, Chairwoman of the Personnel Committee, reported that the Personnel Committee met

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on December 15, 2022, and will recommend resolutions P1A to P9C.

#### **SITE AND FACILITIES**

Trustee Longo, Chairman of the Site and Facilities Committee, informed the board members that Site and Facilities met on December 12, 2022, and will recommend resolutions S/F1.

#### STRATEGIC PLANNING AND ISSUES

Trustee Ranjan informed the board members that there was nothing new to report for Strategic Planning and Issues.

#### **ALUMNI TRUSTEE REPORT**

No report from Alumni Trustee Guidolin-Hocman.

#### CHAIRWOMAN'S COMMENTS

Chairwoman Blakeslee thanked the faculty and staff for inviting the trustees to the holiday party.

#### **UNFINISHED BUSINESS/BOARD MEMBERS**

Treasurer Fletcher thanked Dr. Friedman for the opportunity to be part of the Vision, Mission, and Values review process.

He attended the lecture by Maud Dahme, describing her personal history through the Holocaust and thanked the College for hosting the event.

Chairwoman Blakeslee requested a motion to close the Unfinished Business portion of the meeting. A motion was made by Trustee Barreto and seconded by Trustee Fletcher. All were in favor.

#### **NEW BUSINESS/BOARD MEMBERS**

Chairwoman Blakeslee requested a motion to open the New Business portion of the meeting. No trustees brought forth any new business.

Chairwoman Blakeslee requested a motion to close the New Business portion of the meeting. A motion was made by Trustee Barreto and seconded by Trustee Fletcher. All were in favor.

#### **OPEN TO THE PUBLIC**

Chairwoman Blakeslee requested a motion to open to the Public. A motion was made by Trustee Fletcher and seconded by Trustee Moralez-Diaz. All were in favor.

No one came forward from the public.

Chairwoman Blakeslee requested a motion to close the Public portion of the meeting. A motion was made by Trustee Barreto and seconded by Trustee Fletcher. All were in favor.

Chairwoman Blakeslee requested a motion to approve the November 22, 2022 board meeting minutes. A motion was made by Trustee Barreto and seconded by Trustee Fletcher. All were in favor.

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#### Roll Call Vote for approval of the board meeting minutes dated November 22, 2022.

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Louis DeLisio - Yes

Mr. Patrick J. Fletcher -Yes

Mr. Mark Longo - Yes

Ms. Ritzy Moralez-Diaz - Yes

Mr. Stephen F. Pellino, Esq. - Absent

Dr. Sheetal Ranjan - Yes

Mr. Adam Silverstein – Absent

Miss Alicia Guidolin-Hocman - Yes

8 Yes, 2 Absences

Motion passed for approval of the November 22, 2022 board meeting minutes.

Chairwoman Blakeslee requested a motion to approve the November 22, 2022 executive session minutes. A motion was made by Trustee Fletcher and seconded by Trustee Longo. All were in favor.

#### Roll Call Vote for approval of the board meeting minutes dated November 22, 2022.

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Louis DeLisio - Yes

Mr. Patrick J. Fletcher –Yes

Mr. Mark Longo – Yes

Ms. Ritzy Moralez-Diaz - Yes

Mr. Stephen F. Pellino, Esq. - Absent

Dr. Sheetal Ranjan - Yes

Mr. Adam Silverstein – Absent

Miss Alicia Guidolin-Hocman - Yes

8 Yes, 2 Absences

Motion passed for approval of the November 22, 2022 executive session minutes.

Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday January 10, 2023. A motion was made by Trustee Fletcher and seconded by Secretary Barreto. Motion passed for Consent Agenda.

AF1 to AF7 ESA1 to ESA2 I1 TO I2 P1A to P9C SF1

No resolutions for Strategic Planning.

#### Roll Call Vote for approval of the Consent Agenda dated January 10, 2023

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Louis DeLisio - Yes

Mr. Patrick J. Fletcher - Yes

Mr. Mark Longo – Yes

Trustee Longo abstained from voting on the resolution A/F1:

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

Ms. Ritzy Moralez-Diaz - Yes

Mr. Stephen F. Pellino, Esq. - Absent

Dr. Sheetal Ranjan - Yes

Mr. Adam Silverstein – Absent

Miss Alicia Guidolin-Hocman – Yes

9 Yes on A/F1, 1 Abstention

10 Yes on A/F2 to A/F7

10 Yes on E/SA1 to E/SA2

10 Yes on I1 and I2

10 Yes on P1A to P9C

10 Yes on SF1

#### **Executive Session**

An executive session was not held.

#### Approved resolutions:

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

Approval is hereby granted for payment of the following legal vouchers: DeCotiis, FitzPatrick, Cole & Giblin, LLP.

November 1, 2022 to November 30, 2022 \$ 33,463.52

## A/F2 – To authorize the renewal of Open LMS, the College's learning management system, with Learning Technologies Group, Inc. for the credit and non-credit platforms for Continuing Education, and an additional 1 Terabyte of cloud storage for a term of one year.

Approval is hereby granted to renew the annual hosting and maintenance agreement for the College's two instances of Open LMS, our learning management system platform, as well as the purchase of additional cloud storage from Learning Technologies Group, Inc. for a term of one year from January 20, 2023 through January 19, 2024 at a total cost of \$115,784.85.

<u>A/F3 - To award the Elevator and Lift Maintenance Services Contract to Kone, Inc.</u> Approval is hereby granted to award the Elevator and Lift Maintenance Service Contract, through Omnia Partners Contract #EV2516 (Elevator and Escalator Maintenance Services), to Kone, Inc. for the period commencing January 11, 2023 and terminating January 31, 2025, for an estimated compensation budget not to exceed the total amount of \$376,440.00.

## A/F4 – To authorize the purchase of textbooks and related learning materials used in the Ciarco Learning Center for the Spring 2023 semester from Pearson Education, Inc.

Approval is hereby granted to spend an estimated \$45,000.00 with Pearson Education, Inc. for textbooks and related learning materials through June 30, 2023.

### <u>A/F5 – To authorize the purchase of (150) Dell Latitude 5530 Laptops, docking stations and 24" monitors from SHI International Corporation.</u>

Approval is hereby granted to purchase (150) Dell Latitude 5530 Laptops, docking stations and 24" monitors from SHI International Corporation at a cost of \$302,460.00.

## <u>A/F6 – Authorization to award Public Bid P-2369 for Solid Waste Collection, Disposal and Recycling Services to Gaeta Recycling Co., Inc.</u>

Approval is hereby granted to award Public Bid P-2369 for Solid Waste Collection, Disposal and Recycling Services to Gaeta Recycling Co., Inc. for an estimated amount of \$375,192.00 for a three-year period from February 1, 2023 through January 31, 2026.

### <u>A/F7 – Authorization to renew the TouchNet payment services for a term of three years at a cost of \$59,600 per year.</u>

Approval is hereby granted to renew the TouchNet services for a term of three years from 7/1/22 through 6/30/25 at a total cost not to exceed \$178,800.00.

## E/SA1 – To accept the Year-4 CCAMPIS Grant award in the amount of \$61,726 for the Budget period 10/01/2022- 09/30/2023 from the US Department of Education, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to accept the US Department of Education CCAMPIS Grant Year-4 award in the amount of \$61,726 for the Budget period 10/01/2022- 09/30/2023. This funding adds to the total of \$884,725.00 for the performance period between 10/01/2019- 09/30/2023.

## E/SA2 – To authorize acceptance of two Opportunity Innovation Mental Health in Higher Education grant awards from the New Jersey Office of the Secretary of Higher Education (OSHE) and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to accept two Opportunity Innovation Mental Health in Higher Education grants in the amounts of \$421,038 and \$22,222 from NJ OSHE, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

#### <u>I-1 – To Adopt the Mission, Vision and Values.</u>

Approval is hereby granted to adopt the Mission, Vision and Values.

#### I-2 - To Adopt the Institutional Goals

Approval is hereby granted to adopt the Institutional Goals.

#### P1A – Appointment: Confidential

Approval is hereby granted to appoint the following individual to the position and annual salary indicated.

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<u>Name</u>	Position/Division	Salary Effective Date
Jennifer Comppen	Development Administrator /	\$54,000 01/17/2023
	College Foundation	(pro-rated)

#### P1B – Appointment: Support Staff

Approval is hereby granted to appoint the following individual to the position and annual salary indicated.

<u>Name</u>	Position/Division	Salary Effec	tive Date
Esma Gecir	Secretary / English Department /	\$40,000	01/17/2023
	Academic Affairs	(pro-rated)	

#### P1C - Appointment: Interim Confidential

Approval is hereby granted for the title change from Dean of Off Campus Sites to Campus Executive.

Approval is hereby granted for the interim appointment and job description of the following individual to the position and annual salary indicated.

<u>Name</u>	Position/Division	<u>Salary</u>	Effective Date
Joao Sedycias	Interim Campus Executive	\$105,000	01/03/2023 - 6/30/2023
		(pro-rated)	(retroactive)

#### P1D – Appointment: Lecturers, Spring 2023 Semester

Approval is hereby granted for the appointment of the following individuals as Lecturers for the Spring 2023 semester at the salary indicated.

<u>Name</u>	<u>Discipline/Division</u>	<u>Salary</u>
Zameer Baksh	Business / Business, Arts and Social Sciences	\$22,285.00
Alexander Chan	Communications / Humanities	\$22,285.00
George Chudyk	Computer Science / Math, Science and Technology	\$22,285.00
Andrea DaConturbia	College Mathematics / Math, Science and Technology	\$22,285.00
Tyrone DeLeon	Radiography / Health Professions	\$22,285.00
Lisa Duddy	Dental Hygiene / Health Professions	\$22,285.00
George Haramuniz	Mathematics / Math, Science and Technology	\$21,224.00
Jamila Haramuniz	Mathematics / Math, Science and Technology	\$21,224.00
Sam Kadko	Hotel and Restaurant Management / Business, Arts	\$21,224.00
	and Social Sciences	
Thomas Kokoska	Information Technology / Computer Science	\$22,285.00
Derek Levine	Social Sciences / Business, Arts and Social Sciences	\$22,285.00
Chanda-Louise Oton	College Mathematics / Math, Science and Technology	\$22,285.00
Noreen Petraitis	English / Humanities	\$22,285.00
Michelle Prezioso	English / Humanities	\$22,285.00
Philip G. Ross III	WEX / Health Professions	\$22,285.00
Stephanie Shewciw	Developmental Mathematics / Math, Science	\$22,285.00
·	and Technology	
Bernadette Szasz	Biology / Math, Science and Technology	\$22,285.00
Elizabeth Terhune	Medical Office Assistant / Health Professions	\$21,224.00
Susan Toth	Communications / Humanities	\$22,285.00
Myung Hee Yoon	Mathematics / Math, Science and Technology	\$22,285.00

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#### P1E - Appointment/Transfer: Support Staff

Approval is hereby granted for the transfer of the following individual to the position and salary indicated

NamePosition/DivisionSalaryEffective DateSalimah AliSenior Secretary / PTK /\$56,675.8912/05/2022Academic Affairs(remains the same)(retroactive)

#### P1F - Appointment/Transfer: Support Staff

Approval is hereby granted to transfer the following individual to the position and salary indicated

NamePosition/DivisionSalaryEffective DateAzize CornejoSenior Secretary / Facilities\$63,310.2610/10/2022(remains the same)(retroactive)

#### P1G - Appointment: Confidential

Approval is hereby granted to appoint the following individual to the position and annual salary indicated.

Name Position/Division Salary Effective Date
Angela McCain Foundation Accountant / \$75,000 01/17/2023
College Foundation / (pro-rated)

**External Affairs** 

#### P1H – Appointment: Confidential

Approval is hereby granted to appoint the following individual to the position and annual salary indicated.

NamePosition/DivisionSalaryEffective DateLaura MaderaDirector of College Readiness<br/>and Early College Programs /<br/>(pro-rated)\$85,000<br/>(pro-rated)

Student Affairs

#### P1I – Appointment: Grant Funded

Approval is hereby granted for the appointment of the following individual to the Grant-funded position with the annual salary as indicated.

NamePosition/DivisionSalaryEffective DateRandi GreeneConsortium Grants Manager\$75,00001/17/2023

and Compliance Officer / Finance (pro-rated)

#### P1J - Appointment: Confidential

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

Name Position/Division Salary Effective Date

Diana Jankuloski Associate Director of Payroll / \$87,000 TBD

**Human Resources** 

#### P2A - Approve: Deobligation of Position - Confidential

Approval is hereby granted for the following vacant position to be de-obligated from the College organizational chart:

Human Resources - Senior Financial Analyst

#### P2B - Approve: Deobligation of Position - Professional

Approval is hereby granted for the following vacant position to be de-obligated from the College organizational chart:

Supervisor of Graphic Services

#### P2C - Approve: Deobligation of Position - Support Staff

Approval is hereby granted for the following vacant position to be de-obligated from the College organizational chart:

Copy Center and Stock Clerk

#### P3A – Promotion: Professional

Approval is hereby granted for the promotion of the following individual to the position and annual salary indicated.

NamePosition/DivisionSalaryEffective DateVictor CastronovaCoordinator of Printing and\$77,985.1901/16/2023

Copying Services / Finance

#### P3B – Promotion: Support

Approval is hereby granted for the promotion of the following individual to the position and annual salary indicated.

NamePosition/DivisionSalaryEffective DateMario LeonorSenior Copy Center and Stock\$45,522.5901/16/2023

Clerk / Finance

#### P3C – Promotion: Professional

Approval is hereby granted for the promotion of the following individual to the position and annual salary indicated.

Name Position/Division Salary Effective Date
Joseph Pitre Senior Lab Assistant / Math, \$50,619.40 02/01/2023

Science and Technology /

**Academic Affairs** 

#### P4A – Approve Title Change: Professional

Approval is hereby granted for the following title change and revised job description:

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Name	Current Title	New Title	Effective Date:
April Harrison	Coordinator of Summer	Coordinator, Office of	01/11/2023
	Intensive	Multicultural Services	

and Activities

#### P4B – Approve: Confidential - Title Change and Revised Job Description

Approval is hereby granted for the title change and revised job description for the vacant Associate Director of Athletics

#### P4C - Approve: Confidential - Title Change and Revised Job Description

Approval is hereby granted for the title change and revised job description for the Benefits and Compensation Assistant.

#### P4D - Approve: Confidential - Revised Job Description

Approval is hereby granted for the revised job description for the Dean of Continuing Education and Workforce Development.

#### P4E - Approve: Professional - Revised Job Description

Approval is hereby granted for the revised job description for the Coordinator of Educational Outreach

#### P5A - Approve: Change of funding source and move to support staff

Approval is hereby granted for the following change in funding:

NamePosition/DivisionEffective DateKimberly GallagherEOF Secretary /01/16/2023

Educational Opportunity Fund /

Student Affairs

#### P5B - Non-Renewal - Support Staff

Approval is hereby granted for the non-renewal of the following individuals prior to their ninety (90) probationary period expiring:

Name Justin Slaughter	Position/Department/Division Custodian / Facilities	Effective Date 11/30/2022 (retroactive)
Jose Tumux Calel	HVAC Mechanic C / Facilities	11/04/2022 (retroactive)
Michael Zahorniak	Custodian / Facilities	11/30/2022 (retroactive)

#### P5C - Approve: Stipend to perform grant responsibilities.

Approval is hereby granted for a monthly stipend for the following individual for additional grant responsibilities:

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Name	Position / Division	Monthly Amount	Effective Dates
Tracy Rand	Managing Director of the Office	\$750 per month	06/15/2022-
·	Of Specialized Services /		06/30/2023
	Student Affairs		(retroactive)

#### P6A - Revised Professor Emeritus Policy

Approval is hereby granted for the revised Professor Emeritus Policy. The policy will now include a new procedure for the Faculty Senate to name a retired faculty member to Professor Emeritus status in exceptional circumstances

#### P6B - Confer Professor Emeritus Status

Approval is hereby granted the Board of Trustees confer Professor Emeritus status on the following individual:

Dr. George Cronk - Business, Arts, Social Sciences

#### P7A - Approve: Leave of Absence / Support Staff

Approval is hereby granted for an unpaid leave of absence per NJ FMLA guidelines, for the following individual from the position listed below, effective dates as indicated:

<u>Name</u>	Position/Division	Effective Dates
Alfred Savastano	Custodian / Facilities	11/17/2022–
		02/14/2023
		(retroactive)

#### P7B – Retirement: Support Staff

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

<u>Name</u>	Position/Department/Division	<u>Hire Date</u>	Effective Date
Alfred Savastano	Custodian / Facilities	04/25/2005	02/15/2023

#### P8A – Retirement: Faculty

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

<u>Name</u>	Position/Department/Division	<u>Hire Date</u>	Effective Date
Elsa Valcarcel	Professional Assistant / Enrollment	10/19/1989	01/01/2023
	Services / Student Affairs		(retroactive)

#### P8B - Retirement: Support Staff

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

<u>Name</u>	Position/Department/Division	<u>Hire Date</u>	Effective Date
Dario Marseu	Senior Custodian / Facilities	11/15/2004	2/1/2023

#### P8C - Retirement: Confidential

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

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Position/Department/Division **Effective Date** Hire Date Name Frank Cuozzo Managing Director of Financial 05/01/2017 01/31/2023

Aid / Student Affairs

#### **P9A - Resignation: Confidential**

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

Position/Division Name Hire Date Effective Date Magali Muniz Managing Director of Off-Campus 06/14/1993 12/09/2022 (retroactive)

Sites / Academic Affairs

#### **P9B - Resignation: Support**

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

Position/Department/Division **Effective Date** Hire Date Kevin Walker Officer / Public Safety 09/14/2015 12/14/2022 (retroactive)

#### **P9C - Resignation: Confidential**

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

Position/Department/Division Effective Date Name Hire Date Mary Randazzo Senior Financial Analyst / 09/29/2014 12/09/2022 Payroll / Human Resources (retroactive)

#### S/F1 - To extend the rental of the temporary chiller at the Meadowlands Campus for an additional 2.5 months.

Authorization is hereby granted to increase the approved rental amount by \$28,635.22 from \$298,625.05 to \$327,260.27 to cover the additional 2.5 months rental of temporary the chiller for the Meadowlands Campus.

#### **ADJOURNMENT**

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

Secretary Barreto made a motion to adjourn the meeting, seconded by Trustee Moralez-Diaz. All trustees were in favor.

The board meeting adjourned AT 5:26 p.m.

Thank you,

Trustee Joseph Barreto, Secretary, Board of Trustees Bergen Community College