

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, January 7, 2020
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **January 7, 2020**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairman Gerard L. Carroll called the meeting to order at 5:03 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first floor main lobby of the Pitkin Education Center of Bergen Community College and mailed to The Record and The Herald News and filed with the Clerk of the County of Bergen, November 25, 2019."

ROLL CALL

Present

Mr. Joseph Barreto
Mr. Gerard L. Carroll
Mr. Patrick J. Fletcher
Ms. Krista J. Flinn
Mr. Bryant Gomez, Alumni Trustee
Mr. Mark Longo
Ms. Ritzy Morales-Diaz
Mr. Stephen F. Pellino, Esq.
Dr. Sheetal Ranjan
Mr. Adam Silverstein

Also Present

Dr. Anthony Ross, Interim President
Ms. Arlene Q. Perez, Esq.

Regrets

Ms. Dorothy Blakeslee
Mr. Louis DeLisio

PLEDGE OF ALLEGIANCE

Chairman Carroll led those present in the Pledge of Allegiance.

REPORTS

VICE CHAIRMAN

Vice Chairman Silverstein wished everyone a Happy New Year and welcomed all attendees to 2020. Trustee Silverstein acknowledged the Personnel Committee for the work and progress in the transition from Dr. Redmond to Interim President Dr. Ross.

PRESIDENT'S REPORT

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

Dr. Hlavenka and Mr. Hablawi, Web Developer gave a presentation on BCC Reimagine Bergen.edu.

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At 5:19 p.m. Chairman Carroll requested a motion to enter into executive session.

On behalf of Chairman Carroll, "Pursuant to section 12b of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., the following matters will be discussed by the Board in closed session they are: personnel matters. The discussion will become public when the need for confidentiality no longer exists."

A motion was made by Trustee Morales-Diaz and seconded by Trustee Longo.

All trustees were in favor.

At 5:35 p.m. Chairman Carroll requested a motion to return to the board meeting.

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

All were in favor. Motion passed.

TREASURER'S REPORT – AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS

Treasurer Pellino informed the board members that the Audit and Finance Committee met on December 16, 2019 and reviewed the financial position of the college and recommends resolutions A/F1, A/F2 and A/F3.

EDUCATION AND STUDENT AFFAIRS

Trustee Barreto, Chair, Education and Student Affairs Committee recommended approval of Education and Student Affairs Resolutions E/SA1, E/SA2 and E/SA3.

PERSONNEL

Trustee Fletcher, Chair, Personnel Committee informed the board members that the Personnel Committee met on December 18, 2019, January 3, 2020 and January 7, 2020 to discuss the Presidential Search Committee and the process of selecting the consultant group for the Presidential Search.

Chairman Fletcher provided an update to resolution P8:

Resolution

Authorization to approve the members of the Presidential Search Committee.

Action Requested

To approve the appointment of the following members to the Presidential Search Committee:

Trustees (4):

Gerard L. Carroll
Dorothy Blakeslee
Mark Longo
Ritzy Morales-Diaz

Faculty (3):

Christine Eubank
Alan Kaufman
Fred Marton

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Professional Staff Representative (1):
Deborah Michels

Support Staff Representative (1):
Gerri Farrell

Deans' Representative (1):
Jennifer Migliorino-Reyes

Directors' Representative (1):
Wilton Thomas-Hooke

Foundation Board Member (1):
John Johnson

Student Government Representative (1):
Laila Metwaly

County Elected Official (1): TBD

Bergen County Resident Member (1): TBD

Justification

As outlined in the approved presidential search policy, the board of trustees has selected the members of the presidential search committee based on the nominations submitted. The presidential search committee will support the hiring process for selecting Bergen's eighth president.

There are two positions that remain open, County Elected Official and the Bergen County resident at-large-member that would serve on the committee.

Chairman Fletcher recommended resolutions P1 to P9 for approval.

SITE AND FACILITIES

Trustee Longo, Chair, Site and Facilities Committee informed the board members that Site and Facilities met on December 16, 2019. At this time, the committee is recommending approval for S/F1.

Alumni Trustee

Alumni Trustee Gomez attended and presented at the Faculty Senate Meeting held on Tuesday, November 19, 2019. Mr. Gomez presented the Associate Science Professional Studies Exploratory Program which is the new degree program for undecided students. Trustee Gomez, a member of Phi Theta Kappa (PTK) and Student Government Association (SGA) collaborated with other Chapter Members on this initiative to help the college formulate this academic program. Trustee Gomez thanked the faculty, staff and student leaders for their support and cooperation.

CHAIRMAN'S REMARKS

Chairman Carroll attended the Nursing Pinning Ceremony on December 19, 2019 and wished everyone a wonderful holiday season.

UNFINISHED BUSINESS/BOARD MEMBERS

Chairman Carroll requested a motion to close the unfinished business of the board. A motion was made by Trustee Barreto and seconded by Trustee Morales-Diaz. All were in agreement.

NEW BUSINESS/BOARD MEMBERS

No new business from board members was discussed.

OPEN TO THE PUBLIC

Dr. A. Kaufman, Professor English Department and Chair, Faculty Senate.

On behalf of the faculty, Dr. Kaufman welcomed Dr. Anthony Ross as Interim President of Bergen Community College.

Dr. Kaufman thanked the faculty, staff and PTK for their support and cooperation with the Associate Science Professional Studies Exploratory Program which is the new degree program for undecided students.

Dr. Kaufman thanked the board for supporting and approving resolution of P9: Confer Professor Emeritus Status for Dr. Michael D. Redmond.

Chairman Carroll requested a motion to close the public portion of the meeting. A motion was made by Trustee Longo and seconded by Trustee Barreto. All were in agreement.

APPROVAL OF THE CONSENT AGENDA

Chairman Carroll requested a motion to approve the Consent Agenda, dated January 7, 2020:

Audit and Finance - A/F1 to A/F3.

Education and Student Affairs – E/SA1 to E/SA3.

Personnel – P1A to P9.

Site and Facilities – S/F1.

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

Roll Call Vote for approval of the consent agenda dated January 7, 2020.

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Absent
Mr. Gerard L. Carroll – Yes
Mr. Louis DeLisio – Absent
Mr. Patrick J. Fletcher - Yes
Ms. Krista J. Flinn – Yes
Mr. Mark Longo – Yes

***Trustee Mark Longo abstained from voting on Resolution A/F1:
Exempt from Bidding: Appointment General Counsel –
DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.***

Ms. Ritzy Morales-Diaz - Yes
Mr. Stephen F. Pellino, Esq. - Yes
Dr. Sheetal Ranjan – Yes
Mr. Adam Silverstein – Yes

***Trustee Adam Silverstein abstained from voting on Resolution S/F1:
Authorization to approve the attached list of Architects and Engineers that submitted the
required documents for the 2020 Request for Qualifications for these professional services.***

Mr. Bryant Gomez - Yes

9 Yes on A/F1, 1 Abstention, 2 Absent

10 Yes on A/F2 to A/F3, 2 Absent

10 Yes on E/SA1 to E/SA3, 2 Absent

10 Yes on P1A to P9, 2 Absent

9 Yes on S/F1, 1 Abstention, 2 Absent.

Motion passed for Consent Agenda.

REOPEN TO THE PUBLIC

Chairman Carroll requested a motion to reopen to the public. Trustee Longo made a motion to open to the public and was seconded by Trustee Ranjan.

Mr. Edward Redmann, President of Redmann Electric.

Mr. Redmann brought a letter of contest for the Electrical Services bid package from November 15, 2019.

Chairman Carroll advised Mr. Redmann that this would be referred to Legal Counsel, DeCotiis, FitzPatrick, Cole and Giblin, L.L.P.

Chairman Carroll requested a motion to close the public portion of the board meeting. A motion was made by Trustee Flinn and seconded by Trustee Silverstein.

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Approved Resolutions:

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

Approval is hereby granted to approve the following invoice:

November 1, 2019 to November 30, 2019 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 71,637.47.

A/F2 - To authorize a new 2-year contract with Blackboard, Inc. renewing the college's Moodlerooms (LMS) Learning Management System for both credit and non-credit (Continuing Education) platforms from 1/20/20 – 1/19/22 as well as Moodlerooms Help Desk support from 1/31/20 – 1/30/22.

Approval is hereby granted for renewal of hosting and maintenance of the college's two instances of Moodlerooms Learning Management System platform as well as Blackboard Help Desk support for two years to be billed annually.

A/F3 - Authorization to award Public Bid P-2308 for On-Call Electrical Services to Sal Electric Co., Inc., for a two-year period from January 8, 2020 through January 7, 2022.

Approval is hereby granted for authorization to award Public Bid P-2308 for On-Call Electrical Contracting to Sal Electric Co., Inc. for the period January 8, 2020 through January 7, 2022, for an estimated amount of \$625,000.00.

A/F4 - Authorization to award Public Bid P-2307 for On-Call Plumbing Services to Aero Plumbing & Heating Co., Inc., for a two-year period from January 8, 2020 through January 7, 2022.

Approval is hereby granted for authorization to award Public Bid P-2307 for On-Call Plumbing Contracting to Aero Plumbing & Heating Co., Inc. for the period January 8, 2020 through January 7, 2022, for an estimated amount of \$454,900.00.

E/SA1 – To authorize submission of an Amendment Application to the Perkins FY 2020 spending plan, as required by the State of New Jersey Department of Education Perkins Guidelines, and to authorize Interim President Anthony Ross, or his designee, to execute required documents.

Approval is hereby granted to authorize submission of an amendment of \$40,556.00 to the FY 2020 Perkins spending plan that includes an additional state allocation of \$5,928.00 and cost savings of \$34,628.00 realized by BCC's Purchasing Department and by delayed hiring of a Career and Technical Education (CTE) Success Coach.

E/SA2 - Authorize submission of a proposal to the U.S. Department of Agriculture's (USDA) Hispanic-Serving Institutions (HSI) Education Grants Program for \$250,000.00, and for Interim President Anthony Ross, or his designee, to execute required documents.

Approval is hereby granted to authorize submission of the USDA-HSI Education grant proposal to the USDA for a four-year, \$250,000.00 grant to advance the college's hotel and restaurant management (HRM), culinary and food science programs by encouraging innovative teaching and developing new models to attract, retain, graduate, and advance students in these fields.

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E/SA3 - To approve the curriculum for the Associate in Science, Professional Studies, Exploratory Studies program option (AS.PS.EXPL)

Approval is hereby granted for the curriculum for the Associate in Science, Professional Studies, Exploratory Studies program option.

P1A- Appointment: Confidential Staff (BCC Foundation)

Approval is hereby granted for the appointment of the following individuals to the positions and annual salaries indicated.

| <u>Name</u> | <u>Position/Division</u> | <u>Salary</u> | <u>Effective Date</u> |
|------------------|--|----------------------------|---------------------------|
| Gail Cannarozzi | Finance and Scholarship Manager/ BCC Foundation | \$57,026.00 (pro-rated) | 12/01/19 (retroactive) |
| Patricia Cioce | Annual Fund Coordinator/BCC Foundation | \$53,579.00 (pro-rated) | 12/01/19 (retroactive) |
| Laura Montenegro | Database and Office Coordinator/BCC Foundation | \$56,002.00 (pro-rated) | 12/01/19 (retroactive) |

P1B - Appointment: Student Affairs Athletic Program (Coaching Staff)

Approval is hereby granted for the appointment of the following individual to part-time Head Coach position at the stipend indicated:

| <u>Name</u> | <u>Head Coach Position</u> | <u>Stipend</u> | <u>Effective Dates</u> |
|---------------------|----------------------------|----------------|--------------------------------------|
| Christopher DiSanto | Wrestling | \$5,500.00 | 10/01/19 – 03/31/20 (retroactive) |

S/F1 - Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2020 Request for Qualifications for these professional services.

Approval is hereby granted for the attached list of Professional Architects and Engineers for 2020 that submitted all the required documents in response to a Request for Qualifications.

P1C - Appointment: Lecturers, Spring 2020 Semester

Approval is hereby granted for the appointment of the following individuals as Lecturers for the Spring 2020 semester at the salary indicated.

| <u>Name</u> | <u>Discipline/Division</u> | <u>Salary</u> |
|-------------------|---|---------------|
| Zameer Baksh | Accounting/Business, Arts and Social Sciences | \$ 21,420.00 |
| Diana Constantino | Nursing/Health Professions | \$ 21,420.00 |
| Jake Dynes | Mathematics/Math, Science & Technology | \$ 21,420.00 |
| Nicole Humphreys | Veterinary Technology/Health Professions | \$ 21,420.00 |
| Susan Toth | Communications-Journalism/Humanities | \$ 21,420.00 |

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P1D - Appointment: Professional Staff

Approval is hereby granted for 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> |
|-------------|---|----------------------------|-----------------------|
| Jaime Pardo | Manager, Workforce and Career Placement/ Continuing Education and Workforce Development | \$65,000.00 (pro-rated) | 01/21/2020 |

P1E - Appointment: Grant Funded Staff

Approval is hereby granted for 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> |
|-------------|---|----------------------------|-----------------------|
| Monica Rock | Success Coach/Continuing Education and Workforce Development | \$50,000.00 (pro-rated) | 01/21/20 |

P1F - Appointment: Grant Funded Staff

Approval is hereby granted for 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> |
|--------------|--|---------------|-----------------------|
| Sadeja Jones | Student Success Coach-Facilitator/ Counseling/Student Affairs | \$50,000.00 | 01/21/20 |

P2 – Approve Stipend

Approval is hereby granted for a monthly stipend for the following individual for assuming additional responsibilities in the Department of Human Resources and Employee Relations:

| <u>Name</u> | <u>Position/Division</u> | <u>Monthly Amount</u> | <u>Effective Date</u> |
|--------------|--|-----------------------|---------------------------|
| Theresa Kyle | Employee Relations Coordinator/ Human Resources and Employee Relations | \$500.00 | 11/01/19 (retroactive) |

P3 – Approve Interim Assignment and Stipend

Approval is hereby granted for the appointment of the following individual to the interim position and monthly stipend as indicated:

| <u>Name</u> | <u>Position/Division</u> | <u>Monthly Amount</u> | <u>Effective Dates</u> |
|---------------|---------------------------------|-----------------------|--------------------------------------|
| Ralph Choonoo | Interim Dean of Student Affairs | \$750.00 | 01/01/20 – 06/30/20 (retroactive) |

P4 – Approve: Leave of Absence/Faculty

Approval is hereby granted for a Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

| <u>Name</u> | <u>Rank/Discipline/Division</u> | <u>Effective Date</u> |
|------------------|---|---------------------------|
| Katherine Renick | Ciarco Instructor/Ciarco Learning Center/ Academic Affairs | 12/01/19 (retroactive) |

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P5 - Retirement: Faculty

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

| <u>Name</u> | <u>Position/Rank/Department/Division</u> | <u>Effective Date</u> |
|-------------------|--|-----------------------|
| Christopher Mayer | Associate Professor/Accounting/ Business, Arts and Social Sciences/ Academic Affairs | 02/01/20 |

P6 - Resignation: Professional Staff

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

| <u>Name</u> | <u>Position/Department</u> | <u>Effective Date</u> |
|------------------|--|-----------------------|
| Darrilyn DiNardo | Program Supervisor/Continuing Education and Workforce Development | 01/13/20 |

P7 - Authorization to Award Professional Consulting Services to the Pauly Group, Inc. for a Presidential Search.

Approval is hereby granted to award a contract to the Pauly Group, Inc. for the purpose of providing consultant services for a Presidential Search, at a cost of:

Fee for services not to exceed \$33,000.00

Indirect expenses not to exceed \$5,000.00

Direct expenses not to exceed \$5,000.00

A copy of the contract is on file in the Office of the Assistant to the Board of Trustees.

P8 - Authorization to approve the members of the Presidential Search Committee.

Approval is hereby granted for the appointment of the following members to the Presidential Search Committee:

Trustees (4):

Gerard L. Carroll
Dorothy Blakeslee
Mark Longo
Ritzy Morales-Diaz

Faculty (3):

Christine Eubank
Alan Kaufman
Fred Marton

Professional Staff Representative (1):

Deborah Michels

Support Staff Representative (1):

Gerri Farrel

Deans' Representative (1):

Jennifer Migliorino-Reyes

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Directors' Representative (1):
Wilton Thomas-Hooke

Foundation Board Member (1):
John Johnson

Student Government Representative (1):
Laila Metwaly

County Elected Official (1): TBD _____

Bergen County Resident Member (1): TBD _____

P9 - Confer Professor Emeritus Status

Approval is hereby granted that the Board of Trustees confer Professor Emeritus status on the following individual: Dr. Michael D. Redmond

ADJOURNMENT

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

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

The board meeting adjourned at 5:58 p.m.

Thank you,

Chairman Gerard L. Carroll,
Board of Trustees