

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Tuesday, July 10, 2018
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **July 10, 2018**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Carol Otis called the meeting to order at 5:05 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 Ridgewood News, and filed with the Clerk of the County of Bergen, January, 2018."

ROLL CALL

Present

Ms. Dorothy Blakeslee
Mr. Gerard L. Carroll
Mr. James Demetrakis
Mr. Patrick J. Fletcher
Ms. Carol Otis
Dr. Sheetal Ranjan

Also Present

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

Regrets

Mr. Joseph A. Barreto
Mr. Mark Longo
Ms. Irene Oujó
Mr. Joseph Zarra

PLEDGE OF ALLEGIANCE

Chairperson Carol Otis led those present in the Pledge of Allegiance.

VICE-CHAIRMAN'S REPORT

No report.

SECRETARY

Due to a prior commitment Trustee Barreto was unable to attend board meeting.

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

Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met on Tuesday, June 26, 2018, and reviewed the financial position of the college and recommends resolutions A/F1 to A/F10.

PRESIDENT'S REPORT

President Redmond reported on the following:

The board retreat, with eight trustees in attendance, was held on Friday, June 29, 2018. Dr. Eduardo Marti, from American Community College Trustees (ACCT) facilitated the retreat. The program was a great success and plans will be made for annual board retreats. President Redmond thanked the board members for participating and staff members who assisted and supported this event.

Dr. Redmond introduced Mr. Chuck Keeler, Ellucian General Manager who presented a technology assessment including 30, 60 and 90 day deliverables. Attached are presentation slides.



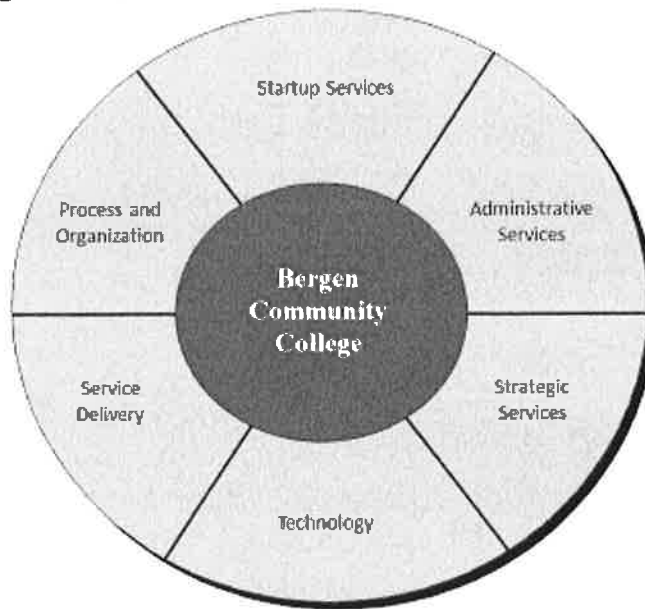
Bergen County College

90 Day Startup Plan

Ellucian Technology Management



Key Categories



30-Day Plan from Ellucian Start Date

Startup Services

- STARTUP TEAM
 - Completed – April 2, 2018
- JOB POSTINGS
 - Completed – March 17, 2018
- INTERVIEW CURRENT EMPLOYEES
 - Completed – April 13, 2018

Process and Organization

- REVIEW & PRIORITIZE PROJECTS
 - Completed – April 30, 2018
- DEVELOP IT MONTHLY REPORTS
 - Completed – April 27, 2018

Technology Initiatives

- HELPDESK
 - Completed – April 30, 2018
- MONITORING REVIEW
 - Completed – April 26, 2018

Administrative Systems

- COMPLETE ASSESSMENT OF ALL "SELF-SERVICE" MODULES
 - Completed – April 26, 2018



60-Day Plan from Ellucian Start Date

Service Delivery

- FUNCTIONAL TEAM ONSITE
 - Completed – April 2, 2018
- TECHNICAL TEAM ONSITE
 - Completed – March 17, 2018
- REMOTE DBA SUPPORT
 - Completed – April 13, 2018

Strategic Services

- IT COMMUNICATIONS PLAN
 - Completed – March 17, 2018
- KICK-OFF IT GOVERNANCE
 - Governance Meetings – Scheduled ???? – March 17, 2018

Technology Initiatives

- REVIEW SECURITY POLICIES
 - Completed – May 25, 2018
- INITIATE DR PLAN REVIEW
 - Completed – May 28, 2018
- REVIEW NETWORK & SERVER MONITORING
 - Completed – May 10, 2018
- DEPLOY PROJECT TRACKING using SMARTSHEET
 - Completed – May 10, 2018



60-Day Plan from Ellucian Start Date

Administrative Systems

- EVALUATE THE STATE OF THE BPA DOCUMENTATION
 - Completed – May 25, 2018
- IMPLEMENT PATCH TESTING PROCESS INCLUDING DEPTMENTAL SIGNOFFS
 - Completed – May 15, 2018



Current & Future IT Initiatives

Virtual Desktop Infrastructure (VDI)

- Expansion of the college's VDI environment

Disaster Recovery Planning

- Researching cloud options for automated Disaster Recovery solutions

Upgrade the College Website

- Relaunch the College website with an emphasis upon branding and recruitment.

Self-Service Upgrade

- Additional Person Proxy functionality and the ability for students to update their own demographic information, i.e. chosen name, identity preference, emergency contact

Reimagine Technology

- Foster a student-centered virtual campus to support campus functions and operations, including a well-designed and student friendly virtual "one stop" center.
- Deploy technology assets and capabilities more strategically.
- Evaluate current telephony configuration and implement changes to better support the One Stop Shop student experience.



President Redmond introduced Professor Gail Fernandez, Interim Dean of Assessment. Professor Fernandez presented Assessment Framework, The Assessment Fellows Model and Roles and Responsibilities of Fellows and implementing outcome assessment at Bergen. See attached handout – at the end of the minutes.

COMMITTEES

AUDIT AND FINANCE AND LEGAL AFFAIRS

Treasurer Blakeslee of the Audit and Finance Committee recommended approval of Audit and Finance Resolutions A/F 1 to A/F 10.

BOARD OF SCHOOL ESTIMATE

No meeting scheduled with the Board of School Estimate.

EDUCATION AND STUDENT AFFAIRS

Trustee Ranjan, Vice-Chairperson, Education and Student Affairs Committee recommended approval of E/SA 1 thru E/SA 7.

PERSONNEL

Trustee Demetrakis, Chairman, Personnel Committee, recommended resolutions P1 thru P17 for board approval.

SITE AND FACILITIES

Trustee Demetrakis, Chairman, Site and Facilities Committee recommended resolution S/F1 for approval by the board of trustees.

STRATEGIC PLANNING AND ISSUES

Vice-Chairman Carroll recommended resolution S/P 1 for board approval.

INSTITUTIONAL (I)

Trustee Demetrakis recommended resolution I-1 – Policy for Security Camera Monitoring for board approval.

CHAIRPERSON'S COMMENTS

Chairperson Otis thanked Mr. Keeler for presenting the Ellucian update and Professor Gail Fernandez for the Assessment presentation.

Chairperson Otis reported that the board retreat was a great accomplishment and thanked the board members for attending and the staff for their assistance.

UNFINISHED BUSINESS/BOARD MEMBERS

Trustee Fletcher complimented Chairperson Oujo and Members of the Strategic Planning Committee for their dedication to the Strategic Plan Document – *Reimagine Bergen*.

Trustee Ranjan praised and thanked the Education and Student Affairs Committee, the faculty and the entire team for their dedication and support in Resolution ESA3 – to authorize acceptance of a grant from the National Endowment for the Humanities in the amount of \$ 100,000 and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Trustee Ranjan thanked all the individuals who gave compliments and praise to the Strategic Plan document and to the team for their dedication. Dr. Ranjan was very proud to be part of this successful document.

NEW BUSINESS/OPEN TO THE PUBLIC

No new business was reported.

Chairperson Otis requested a motion to Open to the Public. Treasurer Blakeslee made a motion to open to the public, seconded by Trustee Fletcher. All were in favor.

OPEN TO THE PUBLIC

No one from the public spoke at the open session.

Trustee Blakeslee made a motion to close the open session, seconded by Trustee Fletcher.

ADOPTION OF MINUTES

Vice-Chairman Carroll recommended approval of the June 5, 2018 and June 19, 2018 board meeting minutes and the Consent Agenda for July 10, 2018 and seconded by Trustee Demetrakis.

Trustee Ranjan abstained voting on the June 19, 2018 board meeting minutes as she was not in attendance at that meeting.

Roll Call Vote for Approval of the June 5, 2018 and June 19, 2018, board minutes.

Mr. Joseph A. Barreto - Absent
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. James Demetrakis - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo - Absent
Ms. Carol Otis - Yes
Ms. Irene Oujo - Absent
Dr. Sheetal Ranjan – Yes and abstained voting on June 19, 2018 meeting minutes.
Mr. Joseph Zarra – Absent

Motion passed 6-0.

Chairperson Carol Otis stated, “The minutes and consent agenda have been approved.”

No executive session was held.

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

Approval is hereby granted for payment of the following legal vouchers:

May 1, 2018 to May 31, 2018	DeCotiis, FitzPatrick, Cole & Giblin. LLP.	\$ 22,952.08
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A/F2 Approval of Labor Invoices – Eric M. Bernstein & Associates, L.L.C.

Approval is hereby granted for payment of the following labor invoices:

Approval for payment of the following labor invoices	\$ 2,190.00
Invoices for May, 2018	

A/F3 - Exempt from Bidding: Authorization to purchase student athletic insurance from Bollinger, Inc.

Approval is hereby granted to purchase Student Athletic Insurance for the coverage period August 1, 2018 through August 1, 2019, from Bollinger. Inc., at a cost of \$67,700.00.

A/F4 - To authorize the purchase of approximately 1,000 print and e-books from YBP (Yankee Book Peddler) library services for the period July 1, 2018 through June 30, 2019.

Approval is hereby granted to purchase library materials and services for the period July 1, 2018 through June 30, 2019 from YBP at an amount not to exceed \$75,000.00.

A/F 5 - To authorize the purchase of periodical titles and online subscription services that contain over 680 journals from EBSCO Information Services for the Library for the period January 1, 2019 through December 30, 2019.

Approval is hereby granted to purchase periodicals for the Library for the period January 1, 2019 through December 30, 2019; from EBSCO Information Services at a cost not to exceed \$60,000.00.

A/F6 - To To authorize payment to NJEDge.Net fiduciary agent for the VALE (Virtual Academic Library) Consortium, for the College Library's share of the cost of electronic periodical databases for the academic year 2018-2019.

Approval is hereby granted to pay the amount of \$80,000.00 to NJEDge.Net, for the VALE Consortium, for the College's share of the cost of electronic periodical databases for the academic year 2018-2019.

A/F7 - To renew the Library's annual subscription with Westchester Academic Library Directors Organization (WALDO) for sixteen full-text electronic databases, for the academic year 2018-2019.

Approval is hereby granted to pay the amount of \$60,000.00 to Westchester Academic Library Directors Organization (WALDO), to provide discounted annual subscriptions of full-text electronic databases, which are available 24/7 for the academic year 2018-2019.

A/F8 – To authorize the purchase of library materials consisting of over 100 titles of print book subscriptions, many of which come with monthly updated material throughout the year, and online resources through Westlaw database which are required for the Legal Studies program from West Publishing Corporation, dba Thompson West, Thomson Reuters – West, for the period July 1, 2018 through June 30, 2019.

Approval is hereby granted to purchase library materials and services for the period July 1, 2018 through June 30, 2019 from West Publishing Corporation, dba Thompson West, Thomson Reuters – West, for an amount not to exceed \$95,000.00.

A/F9 - To To authorize renewal of Radius admissions and enrollment management system and to purchase 10 data service hours from Admissions US, LLC (formerly known as Hobsons).

Approval is hereby granted to renew Radius, for a term of one year, from 7/31/18 – 7/30/19, in the amount of \$35,429.79, with Admissions US, LLC (formerly known as Hobsons).

A/F10 - To To authorize annual renewal of subscription to illumira, a digital media repository and streaming service provided through NJEdge.Net technology consortium.

Approval is hereby granted to renew illumira video repository and licensed media hosting services for fiscal year 2019, through NJEDge.Net, at a cost of \$18,044.35.

E/SA1 - To To authorize submission of the Perkins FY 2019 spending plan in the estimated amount of \$556,329.00 to the State of New Jersey Department of Education, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted that The State of New Jersey Department of Education allocation of FY 2019 Perkins Funds for Bergen Community College is not yet available. However, NJ DOE requires Board Approval to submit Part 1 of the application, and suggests using last year's allocation amount (which was \$556,329.00). The new amount, expected to be approximately the same, will be available for the second part of the application that will be due in August 2018. Perkins planning committee priorities for FY 2019 Career and Technical Education (CTE) were determined on the basis of feedback from CTE program advisory committees, departmental need assessments, and program performance outcome measures. Specific FY 2019 CTE program support requests include:

- Conference, seminar, workshop attendance and travel as well as on-site professional development and training especially in: nontraditional student recruitment, enrollment, retention, and completion for CTE program faculty, staff and students.
- Portable Cardiac Monitor/Defibrillator/Pacer & EKG Machine; Simulated Bleeding Control Limb; Digital Dental Sensors and; Ventilator for Health Professions Programs
- Guitars; Graphics Tablets; Virtual Reality Headsets for the Music and Graphic Arts Programs
- Specialty Sewing Machines and Laser Cutter for the Fashion Design Program
- Ovens, Reach-in Refrigerators, Freezers, Ice Cream Machine, Proofing Cabinet, Coffee Roaster for Hotel Restaurant Management Program
- Additional equipment, supply, and resource options are also expected to be included.

E/SA2 - Authorize amendment of an existing agreement with certain of the Participating Organizations (Essex County College, Hudson County Community College, Passaic County Community College, Raritan Valley Community College, Sussex County Community College, and Union County College) in connection with the work to be performed under the Trade Adjustment Assistance and Community College and Career Training Grant (\$15,000,000) awarded to the College by the U.S Department of Labor, Education and Training Administration, Grant # TC-26459-14-60-A-34 (the "Grant").

Approval is hereby granted by the Board of Trustees of an amendment to existing agreements between the College and Participating Organizations.

E/SA3 - Authorize acceptance of a grant from the National Endowment for the Humanities in the amount of \$100,000.00, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

As approved by the Board of Trustees, this three-year project, *No Man's Land: Dialogues on the Experience of War*, is enthusiastically supported by the National Endowment for the Humanities. The project explores the intersection of World War I and the ongoing war in Iraq and, now, Syria. The focus on these wars will enable our program to address interests of our community, including a significant population of veterans from the Iraq war, a growing population of displaced Syrians, some of whom are now enrolled in Bergen Community College, and an Armenian diaspora concerned with raising awareness of genocide. (Ironically, many Armenian Syrians today have been displaced from the very spaces in Syria to which they were banished during World War I.)

Most of the participants in our discussion groups will be military veterans, but seats will be open to interested members of the public, including non-combatants affected by war, military families and Bergen Community College students. A preparatory program will be conducted in the fall of 2018 and the first discussion group will launch during the spring semester, 2019. Guest lectures, film screenings, art and photography exhibits will augment discussions. Many programs are already taking place as part of the ongoing initiatives conducted by the Center for Peace, Justice and Reconciliation and the Veterans' Center at Bergen Community College.

E/SA4 - To approve the curriculum for the Associate of Science Degree, Professional Studies, Athletic Training (AS.PS.AT).

Approval is hereby granted for the curriculum for the Associate of Science Degree, Professional Studies, Athletic Training.

E/SA5 - To delete the following Associate of Science, Professional Studies, Business Administration curriculum options:

<u>AS.PS.BUS.MKTG</u>	<u>Marketing option</u>
<u>AS.PS.BUS.MGMT</u>	<u>Management option</u>
<u>AS.PS.BUS.ACCT</u>	<u>Accounting option</u>
<u>AS.PS.BUS.INTL</u>	<u>International Trade option</u>

Approval is hereby granted to delete the four curriculum listed above.

E/SA6 - To delete the curriculum for three obsolete AAS Nursing programs:

AAS.NURS.MOBLEVE

AAS.NURS.MOBLDAY

AAS.NURS.WE

Approval is hereby granted to delete the curriculum for three obsolete Nursing programs, "Mobile Evening," "Mobile Day" and "Weekend."

E/SA7 - To approve the addition of the following Associate of Fine Arts curriculum option:

AFA.MUSC Associate of Fine Arts, Music option

To delete the following Associate of Fine Arts curriculum options:

AFA.MUSC.BUS Associate of Fine Arts, Music Business option

AFA.MUSC.TECH Associate of Fine Arts, Music Technology option

To delete the following Associate of Arts, Fine and Performing Arts, curriculum option:

AA.FPA.MUSC Associate of Arts, Fine & Performing Arts, Music option

Approval is hereby granted to add one curriculum item and delete three curriculum items as listed above.

Institutional – 1 - Policy: Bergen Community College Board of Trustees Policy for Security Camera Monitoring.

Approval is hereby granted for the Bergen Community College Board of Trustees Policy for Security Camera Monitoring.

P1 - Approve: Compensation for President of Bergen Community College

Approval is hereby granted by the Board of Trustees to ratify monthly payments made to Dr. Michael D. Redmond for the months of July and August, 2018, and to continue a monthly stipend commencing September 2018 through June 2019, for assuming the position of President of Bergen Community College, as set forth below.

<u>Name</u>	<u>Position</u>	<u>Monthly Payment</u>	<u>Effective Dates</u>
Dr. Michael D. Redmond	President	\$20,000	07/01/18-08/31/18 (retroactive)
Dr. Michael D. Redmond	President	\$5,000	09/01/18

P2 - Approval of Position/Title: Career Placement Manager (Professional Staff)

Approval is hereby granted for the following position/title.
Career Placement Manager

P3 – Approval of Position/Title: Coordinator of the Health Professions Interdisciplinary Center for Simulation (Professional Staff)

Approval is hereby granted for the following position/title:
Coordinator of the Health Professions Interdisciplinary Center for Simulation

P4 - Approval of Position/Title: Manager of Multicultural and Community Affairs (Professional Staff)

Approval is hereby granted for the following position/title.
Manager of Multicultural and Community Affairs

P4A – Professional Staff

Approval is hereby granted for the appointment of the following individual to the position and salary listed below

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Dates</u>
Ronald McKnight	Manager of Multicultural and Community Affairs	\$76,409.00 (pro-rated)	07/11/18-06/30/19

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P4B - Elimination of Position Title

Approval is hereby granted to eliminate the following position title effective July 11, 2018.
Manager of Multicultural Affairs

P5 - Approval of Position/Title: New Student Enrollment Coordinator (Professional Staff)

Approval is hereby granted for the following position/title.
New Student Enrollment Coordinator

P6 - To approve the revised position and job description of the Dean of Off-Campus Sites.

Approval is hereby granted for the revision to the job description.
Dean of Off-Campus Sites

P6A - Appointment – Confidential Staff

Approval is hereby granted for the appointment of the following individual to the position and annual salary listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Linda Emr	Dean of Off-Campus Sites/Academic Affairs	\$115,109.00 (pro-rated)	07/11/18

P7 - To approve the following position/title: Managing Director of Off-Campus Sites

Approval is hereby granted for the following position/title.
Managing Director of Off-Campus Sites

P7A - To approve the appointment of the following individual to the position and annual salary listed below:

Approval is hereby granted for the following individual to the position and salary listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Magali Muniz	Managing Director of Off-Campus Sites/Academic Affairs	\$87,498.00 (pro-rated)	07/11/18

P7B - Elimination of Position Title

Approval is hereby granted for the elimination of the Managing Director of Student Affairs at the Meadowlands

P8 – Appointment Executive Director, Continuing Education and Workforce Development/Confidential

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

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Christine Gillespie	Executive Director, Continuing Education and Workforce Development	\$127,500.00 (pro-rated)	07/11/18

P9 - Appointment – Dean of Humanities

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

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Adam Goodell	Dean of Humanities/Academic Affairs	\$115,000.00 (pro-rated)	07/11/18

P10 - Appointment: Tenure Track Faculty

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

<u>Name</u>	<u>Rank/Discipline/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Brian Hemstreet	Assistant Professor/Communications/ Humanities	\$62,000.00	09/01/18 – 06/30/19

P10A - Resignation: Professional Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Brian Hemstreet	Manager of Media Technologies/Information Technology	09/01/18

P11 - Appointment: Tenure Track Faculty

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

<u>Name</u>	<u>Rank/Discipline/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Timothy Blunk	Assistant Professor/Art/Business, Art and Social Sciences	\$57,577.00	09/01/18-06/30/19
Kevin Olbrys	Assistant Professor/Philosophy and Religion/ Humanities	\$58,500.00	09/01/18 06/30/19

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P12 - Appointment – Professional Staff

Approval is hereby granted for the appointment of the following individuals to the positions and annual salaries listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Dates</u>
Ellen Aramini	Career Placement Manager/Continuing Education and Workforce Development	\$73,049.00 (pro-rated)	10/01/18-06/30/19
Dennis Kruk	Coordinator of the Health Professions Interdisciplinary Center for Simulation/ Health Professions/Academic Affairs	\$70,000.00	07/01/18-06/30/19

P13 - Reappointment: Ciarco Instructors

Approval is hereby granted for the reappointment of the following individuals to the positions indicated.

<u>Name</u>	<u>Position</u>	<u>Effective Dates</u>
Richlene Joannides	Ciarco Instructor	07/01/18 – 06/30/19 (retroactive)
Marianne Patino	Ciarco Instructor	07/01/18 – 06/30/19 (retroactive)
Kathryn Renick	Ciarco Instructor	07/01/18 – 06/30/19 (retroactive)
Beverly Rosch	Ciarco Instructor	07/01/18 – 06/30/19 (retroactive)
Lori Yoselow	Ciarco Instructor	07/01/18 – 06/30/19 (retroactive)

P14 - Retirement: Confidential

Approval is granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Sandra Sroka	Dean of Off-Site Locations/Academic Affairs	07/11/18

P15 - Retirement: Faculty

Approval is granted for the retirement of the following individuals:

<u>Name</u>	<u>Rank/Department/Division</u>	<u>Effective Date</u>
Donna Crotti	Associate Professor/Counseling/ Academic Affairs	07/01/18 (retroactive)
Margarita Lopez-Bernstein	Associate Professor/ESL and World Languages/Humanities/Academic Affairs	07/01/18 (retroactive)

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P16 - Resignation: Confidential

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Bridget McLaughlin	Gift Coordinator/Bergen Community College Foundation	07/02/18 (retroactive)

P17 - Termination: Tenure Track Faculty

Approval for the termination of the following individual.

<u>Name</u>	<u>Rank/Discipline/Division</u>	<u>Effective Date</u>
Christopher Nicoletis	Associate Instructor/HRM/ Business/Academic Affairs	06/30/18 (Retroactive)

S/F1 - To award the Country Club Lane Paving Project to re-pave the entrance and exit roadway off Midland Avenue.

Approval is hereby granted to award Public Bid P-2276 Country Club Lane Paving Project to AJM Contractors, Inc. for the amount of \$78,000.00.

S/P 1-To approve the goals on the attached document for the 2018-2019 academic year for President Michael D. Redmond.

Approval is hereby granted for the broad-based goals that reflect Dr. Redmond's priorities for the 2018 - 2019 academic year. They are coordinated with the College's new strategic plan. In turn, executive staff members and management team members will develop appropriate goals that reflect these priorities. FY 2019 performance reviews will be based principally upon an assessment of how well these goals have been accomplished.

ADJOURNMENT

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

Trustee Demetrakis made a motion to adjourn the meeting, seconded by Vice-Chairman Carroll.

All were in favor.

The board meeting adjourned at 5:50 p.m.

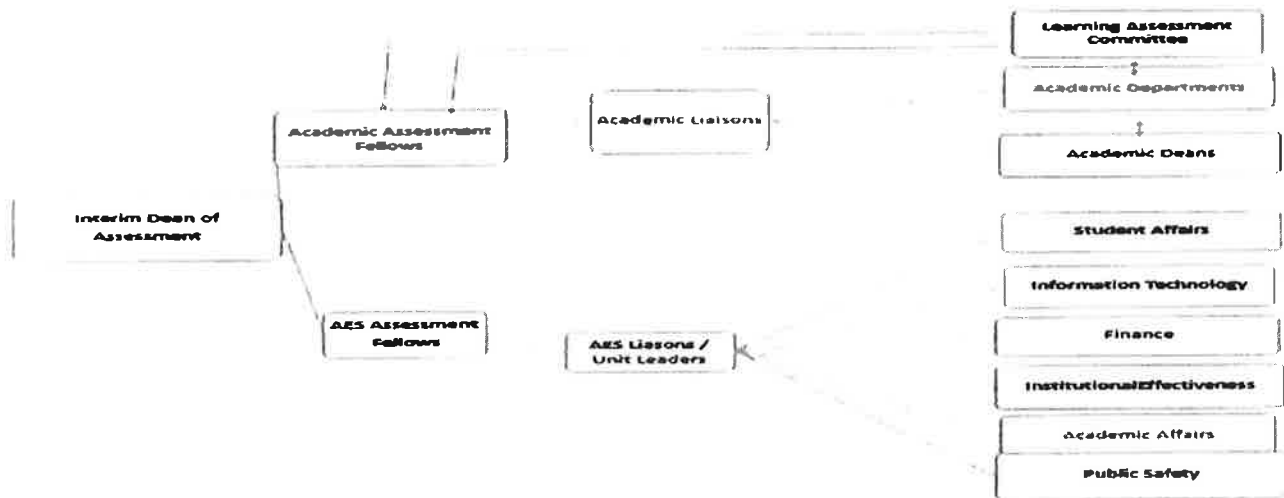
Thank you,

Trustee, Joseph A. Barreto
Secretary, Board of Trustees

Assessment at Bergen: 2012 - 2018

- Assessment helped the College earn reaccreditation with no requirements along with 48 commendations including for General Education assessment. Program/unit level assessment has grown from 28 academic programs/units conducting assessment in 2013 to more than 99 academic programs/units level in 2017.
- Assessment showed that we needed a Health Professions Building, additional Science classes at the Meadowlands campus and a SoTL Lab. It informed the consolidation of the Hotel and Restaurant Management program.
- The Assessment Fellows Program expanded from two fellows to six plus an interim Dean of Assessment.
- The Assessment Fellows have contributed to a culture of betterment at Bergen.
- The Assessment Fellows have been invited to share their model and Assessment Framework at local, regional and national conferences.
- The Assessment Fellows have written articles for national organizations including NILOA and the League for Innovation.

The Assessment Fellows Model



Roles & Responsibilities of Fellows

- Work with department assessment liaisons, unit leaders and key stakeholders (i.e., deans, department/unit heads, vice presidents, the Faculty Senate) to ensure the development of high quality and meaningful assessment plans.
- Assist and mentor in all phases of outcomes assessment.
- Create and conduct workshops to expand the assessment knowledge base; engage in college-wide forums.
- Provide leadership in General Education assessment and work with the General Education Committee and the Learning Assessment Committee.
- Publish the CIE Newsletter and Assessment Handbook.
- Assist in the preparation of reports and documents for Middle States accreditation.

Assessment Framework

