

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

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **July 7, 2020**, as a Virtual WebEx Teleconference Meeting. Chairman Gerard L. Carroll called the meeting to order at 5:10 p.m. and the following announcement was made:

The Bergen Community College Board of Trustees meeting scheduled for today Tuesday, July 7, 2020 at 5:10 p.m. will take place remotely. No physical meeting will take place. Rather, and in light of the COVID-19 pandemic, the meeting will take place electronically through WebEx.

Instructions for the public to participate have been posted on the homepage of the Bergen Community College website, and in addition to the notice being posted on the website, an email was distributed to all BCC personnel and the information was uploaded to the electronic sign as you enter the Paramus Campus.

All members of the public, whether accessing via the web or telephone, will have the opportunity to offer comments during the public comment portion of the meeting.

The public agenda is available on the BCC website home page.

Go to [bergen.edu](http://bergen.edu)

Once on the home page:

Go to About Us

Next, Board of Trustees

Followed by Meeting Agendas and Resolutions

Thank you.

"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**

Ms. Dorothy Blakeslee

Mr. Gerard L. Carroll

Mr. Louis DeLisio

Mr. Patrick J. Fletcher

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., DeCotiis, FitzPatrick, Cole and Giblin, L.L.P.

Mr. Timothy Burger, Technical Director, Information Technology Services

### **Regrets**

Mr. Joseph Barreto

Ms. Krista Flinn

## **REPORTS**

### **VICE CHAIRMAN'S REMARKS**

Vice Chairman Silverstein commended all work being done by Administration Staff, Trustees and each individual board committee to prepare for the upcoming fall semester given the COVID-19 circumstances. Trustee Silverstein has heard over the last month from a number of concerned residents asking about our curriculum as it relates to teaching African American courses offering African American studies and that of other minority groups have contributed and very often left out of the curriculum at the high school level and what the college does. I am aware that we offer African American history courses but I would ask if it is appropriate that the Education and Student Affairs Committee review course offerings and whether are not we are vying ample opportunity for individuals to register for courses, American History courses include contributions of Hispanic, Asian, African American groups that contributed across this country. It has been remarkable to see young people across the county stand up and speak out to end systemic racism. I want to make sure that we are doing our parts and everybody can see what they can do better. I hope we do the same here at Bergen Community College. Thank you.

### **SECRETARY'S REMARKS**

Secretary Barreto was unable to attend the board meeting.

### **TREASURER'S REMARKS**

Treasurer Blakeslee informed trustees that the Audit and Finance Committee had a virtual meeting June 24, 2020. The committee reviewed the documents, resolutions and upcoming budget. Trustee Blakeslee thanked Dr. Ross and the Executive Staff for providing the committee of what has been done during the pandemic and future plans.

### **PRESIDENT'S REPORT**

Dr. Anthony Ross provided the following update:

#### **COVID-19 Drive Up Testing Site:**

Officially the COVID-19 Drive Up Testing Site ended on June 30 and the campus has been turned back over to the college. FEMA and OEM as well as BCC staff have completely sanitized the TEC Building.

#### **Governor's Emergency Education Relief:**

Funding from the U.S. Department of Education through the Governor's Emergency Education Relief (GEER) Fund provided Governors flexibility through an emergency grant to decide how best to meet the needs of students, schools, postsecondary institutions and other education-related organizations in their states.

The Office of the Secretary of Higher Education (OSHE) awarded more than **\$68 million** in federal Coronavirus Aid, Relief and Economic Security (CARES) Act funds to New Jersey's public colleges and universities to help institutions continue providing high-quality educational services to students amid the ongoing COVID-19 pandemic. Bergen will receive **\$1,124,546** from the GEER. (\$55.3 million went to the 13 senior public colleges and universities; \$12.9 million went to the 18 community colleges.)

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**Summer Enrollment:**

Up 2% for summer over last year

**Fall Enrollment:**

Down 16% compared to this time last year.

HC: 5,656 vs 6,791 (-1,135... -16.7%)

CR: 56,876 vs 70,241 (-13,365...-19%)

**Outreach Efforts:**

Outreach to current pool of applicants, continuing students and “stop outs” via social media, text messaging, direct phone calls and email - To assist moving students through the registration funnel including, Testing, Advising, Fin Aid.

Development of series of announcements and E-Postcards to be used in conjunction with social media platforms. Postcards to promote events, WebEx info sessions

Outreach to community: Purchased mailing list and piggyback on foundation mailing - postcards with exclusive web landing page

Retaining currently registered students to ensure we support payment options.

Active and continuous responsiveness to incoming calls and emails to ensure support services are provided to students, parents and other stakeholders.

**CARES Act Emergency Fund for Students:**

2,247 students awarded

\$2,247,000 dollars awarded

Over 1,000 new applications were received over the holiday weekend are in the process of being reviewed. Bringing the total applications received to date is 4,232. We will continue processing the applications and awarding the grants until the \$4.2 million has been allocated to students.

**Reopening Taskforce:**

Continues to meet to outline guidelines for the return to campus for students, staff, and faculty. The Task Force’s recommendation to teach the majority of classes online is in the board packet. Per the recommendation of the Board, Trustee Longo agreed to serve on the Task Force.

**Bergen is Going Google:** Effective today all students are using the Google email platform which is a single system for Faculty, Staff and Students and allows for easier collaboration and support. Students’ Bergen email addresses remain the same.

**COMMITTEE REPORTS**

**TREASURER’S REPORT – AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS**

Treasurer Blakeslee, Chair of the Audit and Finance Committee informed the board members that the Audit and Finance Committee had a virtual meeting on June 24, 2020 and reviewed the financial repercussions of COVID-19. The committee is recommending resolutions A/F1 to A/F11.

### **EDUCATION AND STUDENT AFFAIRS**

On behalf of Chairman Barreto, Vice Chairman Ranjan convened the virtual Education and Student Affairs Committee meeting on June 23, 2020. The committee will recommend E/SA Resolutions 1 to 9 for approval by the trustees.

### **PERSONNEL**

Trustee Fletcher, Chair, of the Personnel Committee informed the board members that the Personnel Committee had a virtual meeting on June 23, 2020 and will be recommending the moving of resolutions P1 through P7 that appear on the agenda.

### **SITE AND FACILITIES**

Trustee Longo, Chair, of the Site and Facilities Committee informed the board members that Site and Facilities Committee had a virtual meeting on June 24, 2020. At this time, the committee will not be recommending resolutions for board approval.

### **STRATEGIC PLANNING AND ISSUES**

Chairman Ranjan reported that the Strategic Planning and Issues Committee did not meet.

Chair Ranjan provided a list of agenda items and questions outlined in previous meeting minutes and is hoping for a strong Strategic Planning Committee to be organized to address and research the following agenda items for the next meeting.

Agenda items:

- how does COVID19 impact our current strategic plan?
- what would our dashboard have looked like right now without COVID?
- what does it look like now?
- what has changed, and why?
- do we need to course-correct the strategic plan?
- if so, how?

The team can discuss the agenda items, questions and course correct the Strategic Plan and keep on track those activities so we can update the trustees and have a meeting in August.

### **CHAIRMAN'S COMMENT**

No report from Chairman Carroll.

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

No unfinished business was raised by the trustees. Chairman Carroll requested a motion to close the Unfinished Business portion for Board Members. A motion was made by Trustee Blakeslee and seconded by Trustee Fletcher. All were in favor. The Unfinished Business portion of the meeting was closed.

**NEW BUSINESS/BOARD MEMBERS**

Trustee Ranjan provided the following report:

Trustee Ranjan highlighted the report given by President Ross regarding the Governor's Emergency Education Relief.:

This funding from the U.S. Department of Education through the Governor's Emergency Education Relief (GEER) Fund provided Governors flexibility through an emergency grant to decide how best to meet the needs of students, schools, postsecondary institutions and other education-related organizations in their states. The Office of the Secretary of Higher Education (OSHE) awarded more than \$68 million in federal Coronavirus Aid, Relief and Economic Security (CARES) Act funds to New Jersey's public colleges and universities to help institutions continue providing high-quality educational services to students amid the ongoing COVID-19 pandemic. Bergen will receive \$1,124,546 from the GEER. (\$55.3 million went to the 13 senior public colleges and universities; \$12.9 million went to the 18 community colleges.)

Dr. Ranjan stated,

"The \$68 million dollars was pretty much closest to discretionary we could get. We were concerned at the NJCCC that a large portion of that would go to second and post-secondary institutions it was designated for all educational institutions. We were pleased that the Governor chose to listen to us and dedicated all the funding to post-secondary institutions because there were other lines of determine funding coming through the CARES Act directly to the schools. Trustee Ranjan was pleased to note that Bergen Community College was the highest recipient of the (GEER's Fund) in the community college sector at 1.124 million dollars. We are generally little disappointed about the contribution to the entire sector of community colleges, the entire section of community colleges of only received 13 million dollars which is quite disappointing. It is disappointing in the sense at speaks about how the state is viewing community colleges. Much as we think community colleges engine of recovery during CARES Act and we have at the forefront in dealing with these issues, that fact that so little of this funding was allocated for the community colleges overall as the sector. It was kind of disturbing and I think that each of you need to redouble advocacy at first with the Governor's Office and I know that all of you have some connection or the other to impress on the importance of the community colleges being the engines of recovery carrying forth the entire state through workforce development, through education and through affordable higher education. Dr. Ranjan is hoping that all trustees take this very seriously. This was one chance we could have received discretionary money and if there was more allocation to the entire sector we would have received a lot more money. This seems quite little in comparison, even though we were the highest recipient, Dr. Ranjan stated this is not something to get very excited about and that coupled with the Secretary of Higher Education, Ms. Z. Smith-Ellis was amazing."

Policy Chair Position at the Governor's Office:

There was a shift in the Secretary of Higher Education Office (OSHE) so a lot of advocacy will be needed and a lot of push will be needed and each trustee will have to push as this is one important rule as a trustee.

National Level – National Academia of Sciences.

The National Academia of Sciences have a board on higher education and workforce development.

The board held a national Workshop on COVID-19 in supporting learners in community college, it was a virtual townhall. Dr. Ranjan participated in the townhall. Presenters came from two or three community colleges across the country. What we are doing at Bergen Community College is the forefront of what

community colleges across the country are doing. The message from the townhall is earlier we can announce to our students our modality and what we propose to do students can make an informed decision about their education.

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Discussion continued at this virtual townhall regarding a twin pandemic, COVID-19 and Racism as Pandemics. How this is going hand and hand and how community colleges need to be at the forefront in resolving these issues. The National Academy of Sciences our nation's premier research organization spoke about both Racism Pandemic and COVID-19 Pandemic and how community colleges need to be at the forefront.

Dr. Ranjan appreciated Vice Chairman Silverstein's comments and suggestions regarding reviewing of course offerings and what courses should be mandated. Trustee Ranjan attended a national workshop with the question of (Should Racism courses be required courses of general education curriculum?). The workshop discussed racism in a deeper context and such and that real change can happen.

Dr. Ranjan participated as a silent observer at a Bergen Community College virtual national workshop which was on Anti-Racism. This parenting workshop was organized by Ms. S. Dionisio, Director of the BCC Child Care Program and with Mr. Lowe through the C-Campis grant funded program which was held on June 13<sup>th</sup>. Trustee Ranjan was thrilled about this workshop/program hosted by the college and learned to ensure low income families and students to have greater access to higher education success through parenting, child care and workshops. This is funded by the Department of Education. Trustee Ranjan was very impressed with this workshop funded by the C-Campis grant and provided real tools how parents can interact with their children on these difficult topics and how to raise them to become better human beings. This shows that Bergen Community College can be the lead on this issue across the county and even the state or the nation. We can connect these wonderful resources with Bergen County Administration and offer this workshop with the county. Dr. Ranjan urged all to attend this phenomenal workshop.

### **OPEN TO THE PUBLIC**

Chairman Carroll introduced Mr. Timothy Burger, Technical Director, Information Technology Services.

Chairman Carroll will begin taking comments first from those who have joined the conference by computer or tablet using the WebEx application and then move on to those who have dialed in. If you are using the application, please use the "raise hand" function to indicate your desire to speak. I will then unmute and announce you.

Individuals from the public who spoke at the virtual board meeting:

Dr. Charles Sontag, Professor of the Biology Department

Professor Sontag stated that the U.S. Department of State will not issue VISAs for international students enrolled in our schools and programs that are not fully on-line for the Fall semester. He suggested regarding BCC International students who could enroll in a one credit recitation class. The college could offer a recitation course in the new outdoor teaching facility using social distancing and wearing masks. The students will meet the requirements of an in-class course and therefore they would not have to transfer back to their home country. If this course could be offered to our International students this will help with retention rates at Bergen Community College.

Dr. Ross requested Dr. Sontag to send his email address so that they could arrange a virtual meeting to discuss this great suggestion.

Several Bergen Community College students provided their comments, concerns and questions:

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L. Metwaly – student.

- **Presidential Search Process**  
The Presidential search process will continue with outlining a new calendar and schedule. An email will be distributed to the committee within the next few weeks with the new dates and timelines.
- **On line classes**  
Dr. Ross provided clarity on asynchronous and synchronous classes at BCC.  
Asynchronous classes - instructors provide materials, lectures, tests, and assignments that can be accessed at any time. The students will have access 24/7.  
Synchronous online classes are those that require students and instructors to be online at a prescribed time. This will help students with some requests with employment and family considerations.  
Students will be able to view courses that are offered asynchronous and synchronous classes.

Mr. Luis De Abreu, Director of the STEM Program.

Currently, Luis has 54 STEM Interns with 23 projects. They meet via virtual WebEx sessions. On August 13, 2020 at 2:00 p.m. students will provide a two-minute presentation to showcase their projects. Mr. De Abreu will distribute a formal invitation for this event. All BCC staff and community members are invited to attend.

Mr. De Abreu agrees with Professor Sontag's suggestion of offering a one credit recitation class, utilizing the outdoor teaching facility.

Trustee Ranjan suggested to distribute a public on-line announcement to International students including language to let them know we understand their situation of and provide support so that they can remain in the country.

Manuel – Student (last name - unintelligible)

- How can students be involved in the re-opening of the college and what can be provided to make this transition? When and how will the plans, procedures and details in the re-opening of the college be distributed?  
Dr. Ross informed the student that L. Metwaly is a member of the Task Force. A resolution is on the agenda for the meeting this evening to (Authorize Bergen Community College to continue to offer classes online for the fall semester.) Once this resolution is approved by the trustees an email will distributed to the BCC community and the Task Force will continue to update faculty, staff and students with further guidelines

Melissa - Student (last name - unintelligible)

- Can the faculty offer in person lectures to meet with students once a month?
- International students:  
Dr. Ross informed the student that administration is looking at a variety of ways to address the decision regarding international students.

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- Jara- Student (last name - unintelligible)
  - Concerns regarding asynchronous and synchronous classes?  
Can Professors follow-up with students on a monthly basis?  
Dr. Ross and the staff will reach out to the faculty who are teaching summer courses to work and assist all students meeting the requirements for the class and achieve the highest goal each student.  
Dr. Ross and administration are preparing for the fall semester and will be implement a program to assist faculty with better instructions and procedures for on-line teaching.
  
- Barry - Student (last name - unintelligible)
  - Removal of fees for classes and fees that are due July 14<sup>th</sup>?  
Dr. Ross explained that fees will only be associated with a lab course or a course that is meeting face-to-face. If a fee is charged to a student account and is not applicable a refund will be given to the student. Dr. Ross requested that the student provide him his email address to assist the student with his concerns and questions regarding fees.
  
- Eduardo - Student (last name - unintelligible)
  - International student that is concerned in continuing taking classes at BCC and returning from his country.  
Dr. Ross requested that the student send him his email address to assist the student with his unique situation.
  
- Jen - Student (last name - unintelligible)
  - Concerns and attention for structure and guidelines for professors.  
Dr. Ross and administration are preparing for the fall semester and will be implement a program to assist faculty with better instructions and procedures for on-line teaching.  
Trustee Ranjan suggested that BCC needs to devote resources, train, support, and guidelines for the benefit of the faculty and the students.
  
- Raymond- Student (last name - unintelligible)
  - Concerns regarding virtual classes.  
Dr. Ross and administration are preparing for the fall semester and will be implement a program to assist faculty with better instructions and procedures for on-line teaching.
  
- Dr. Fisher has instituted a program “Train the Trainer.” This program was instituted with the assistance of “Teaching Fellows” to assist faculty with better instructions and procedures for on-line teaching.
  
- Trustee Ranjan has personally spoken with Dr. Ross and that the support of the faculty is not limited to full-time faculty but to Adjunct faculty and provide the same level of training and support that they will require.
  
- Tyler – - Student (last name - unintelligible) – graduated from BCC.
  - Expressed concerns about how on-line courses are structured for virtual learning.  
Dr. Ross and administration are preparing for the fall semester and will be implement a program to



assist faculty with better instructions and procedures for on-line teaching.

Dr. Fisher has instituted a program "Train the Trainer." This program was instituted with the assistance of "Teaching Fellows" to assist faculty with better instructions and procedures for on-line teaching.

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Taylor - Student (last name - unintelligible)

- Students who are not comfortable and concerned with returning to face-to-face classes and lab courses.

Dr. Ross suggested that students who do not feel comfortable in returning to the campus to notify their professors immediately. The staff will work with the student in every way possible.

- Dr. Tobyn DeMarco, President of the Faculty Association.  
Bergen Community College faculty are very well prepared in teaching diversity. Several courses are available regarding African American literature, African American History, Intercultural Communications, Cross Cultural Psychology and Latin American and Hispanic History. The English Department Chair is a specialist in African American Literature and a history professor who is a specialist in Latin American and Hispanic History. The General Education curriculum does require one diversity course. We have an Asian American learning community, a Women's Studies Certificate program. We have a strong faculty and can improve and certainly open to suggestions.

Chairman Carroll requested a motion to close the Open to the Public Session. A motion was made by Trustee Blakeslee and seconded by Trustee Longo. All were in favor. The Public Session was closed.

Chairman Carroll requested a motion to approve the June 2, 2020 board meeting minutes.

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

### **Roll Call Vote for approval of the board meeting minutes dated Tuesday, June 2, 2020.**

Mr. Joseph A. Barreto - Absent

Ms. Dorothy Blakeslee - Yes

Mr. Gerard L. Carroll – Yes

Mr. Louis DeLisio – Yes

Mr. Patrick J. Fletcher - Yes

Ms. Krista J. Flinn – Absent

Mr. Mark Longo – Abstain

Ms. Ritzy Morales-Diaz – Absent - Due to a previous appointment, Trustee Morales-Diaz has left the meeting.

Mr. Stephen F. Pellino, Esq. - Yes

Dr. Sheetal Ranjan – Yes

Mr. Adam Silverstein – Yes

Votes – 7 Yes, 3 Absent and 1 abstention.

Motion passed for approval of the June 2, 2020 board meeting minutes.

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**Roll Call Vote for approval of the Consent Agenda dated July 7, 2020.**

Mr. Joseph A. Barreto - Absent  
Ms. Dorothy Blakeslee - Yes  
Mr. Gerard L. Carroll – Yes  
Mr. Louis DeLisio – Yes  
Mr. Patrick J. Fletcher - Yes  
Ms. Krista J. Flinn – Absent  
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 - Absent - Due to a previous appointment, Trustee Morales-Diaz has left the meeting.  
Mr. Stephen F. Pellino, Esq. - Yes  
Dr. Sheetal Ranjan – Yes  
Mr. Adam Silverstein – Yes

Chairman Carroll requested a motion to approve the July 7, 2020 Consent Agenda.  
A motion was made by Trustee Blakeslee and seconded by Trustee Fletcher.  
Resolutions were not submitted for Site & Facilities and Strategic Planning and Issues.

Votes:

A/F1 - 7 Yes, 3 Absent and 1 abstention.  
A/F2 to A/F11 – 8 Yes and 3 Absent  
ESA1 to ESA9 - 8 Yes and 3 Absent  
P1 to P7 - 8 Yes and 3 Absent

Motion passed for Consent Agenda.

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 to approve the following invoice:

Invoices thru April 30, 2020 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 43,347.87

**A/F2 - To authorize the purchase of library materials consisting of over 100 titles of print book subscriptions and online resources through Westlaw database from West Publishing Corporation, dba Thompson West, Thomson Reuters – West, for the period July 1, 2020 through June 30, 2021.**

Approval is hereby granted to purchase library materials and services for the period July 1, 2020 through June 30, 2021 from West Publishing Corporation, dba Thompson West, Thomson Reuters – West, for an amount not to exceed \$30,000.00.

A/F3 - To authorize the purchase of approximately 1,000 print and e-books from Yankee Book Peddler (YBP) library services, dba GOBI Library Solutions for the period July 1, 2020 through June 30, 2021.  
Approval is hereby granted to purchase library materials and services for the period July 1, 2020 through June 30, 2021 from YBP, dba GOBI Library Solutions at an amount not to exceed \$65,000.00.

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A/F4 – 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 period July 1, 2020 through June 30, 2021.

Approval is hereby granted to pay the amount of \$97,000.00 to NJEDge.Net, for the VALE Consortium, for the College’s share of the cost of electronic periodical databases for the period July 1, 2020 through June 30, 2021.

A/F5 - To renew the Library’s annual subscription with Westchester Academic Library Directors Organization (WALDO) for sixteen full-text electronic databases, for the period July 1, 2020 through June 30, 2021.

Approval is hereby granted to pay the amount of \$50,000.00 to Westchester Academic Library Directors Organization (WALDO), to provide discounted annual subscriptions of full-text electronic databases, which are available 24/7; for the period July 1, 2020 through June 30, 2021.

A/F6 – To authorize the purchase of products and services, including but not limited to electronic books and online article database subscriptions, from ProQuest for the period July 1, 2020 through June 30, 2021.

Approval is hereby granted to purchase library products and services to support student, faculty, and staff research for the period July 1, 2020 through June 30, 2021 from ProQuest at a cost not to exceed \$23,000.00.

A/F7 - To authorize the purchase of print materials and an online resource required for the Legal Studies programs from LexisNexis, dba LexisNexis Matthew Bender for the Library for the period July 1, 2020 through June 30, 2021.

Approval is hereby granted to purchase print materials and an online resource for the Library for the period July 1, 2020 through June 30, 2021; from LexisNexis, dba LexisNexis Matthew Bender at a cost not to exceed \$25,000.00.

A/F8 - 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 July 1, 2020 through June 30, 2021.

Approval is hereby granted to purchase periodicals for the Library for the period July 1, 2020 through June 30, 2021 from EBSCO Information Services at a cost not to exceed \$65,000.00.

A/F9 – To authorize the purchase of a surgical training Manikin system for the Surgical Technology program from Simulab Corporation.

Approval is hereby granted to purchase TraumaMan surgical training Manikin system, including 3-year maintenance and support, and tissue allowance, from Simulab Corporation, at a cost of \$28,972.60.

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A/F10 - To authorize the College's County Capital appropriation request for IT Lifecycle Initiatives and General Construction on the Paramus Campus for FY 2021.

Approval is hereby granted for the College's County Capital Appropriation request of \$1,500,000.00, which is comprised of \$250,000.00 for Information Technology Lifecycle initiatives and \$1,250,000 for general construction and capital improvements on the Paramus Campus.

A/F11 - To authorize the purchase of Ellucian's Intelligent Learning Platform Software as a Service (ILP SaaS) application to replace the ILP on premise software application.

Approval is hereby granted to purchase Ellucian's Intelligent Learning Platform Software as a Service (ILP SaaS) application to replace the current ILP on premise software application.

E/SA1 - To authorize submission of the Perkins FY 2021 grant application in the maximum amount of \$658,680 from the State of New Jersey Department of Education, and to authorize Interim President Anthony Ross, or his designee, to execute required documents.

Approval is hereby granted for The State of New Jersey Department of Education awarded Perkins Funds to Bergen Community College in the amount of \$658,680 for Fiscal Year 2021 (July 1, 2020 through June 30, 2021). The application will be submitted in two phases. The first phase, due June 26, is the initial application for the funding and items being requested. The second phase, due no later than September 30, is the final application that requires a completed Comprehensive Local Needs Assessment.

E/SA2 - To authorize continued participation in a long standing consortium partnership with the Bergen County Technical Schools District and Greater Bergen Community Action Partnership, Inc. to implement the FY 2021 Bergen County Consolidated Adult Basic Education and Integrated English Literacy and Civics Education (ABE & IELCE) Grant Program funded through the New Jersey Department of Labor and Workforce Development, and to authorize Interim President Anthony Ross, or his designee, to execute required documents.

Approval is hereby granted for The New Jersey Department of Labor and Workforce Development will award one Adult Basic Skills grant to each county. Bergen Community College, Bergen County Technical Schools (Lead Agency) and the Greater Bergen Community Action Partnership, Inc. propose to continue their consortium partnership agreement that has successfully operated since July 1, 2005, to develop, implement and improve adult basic skills education, English as a Second Language and Integrated English Literacy and Civics Education programs for Bergen County residents and workers.

This partnership agreement will enable the consortium to implement the Consolidated ABE & IELCE Grant Program in FY21, from July 1, 2020 through June 30, 2021. The Bergen Community College portion of the

grant proposal to provide instructional services is \$435,000 to serve 435 students as detailed in the attached Memorandum of Agreement.

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E/SA3 - To authorize submission of a budget for year two of four for U.S. Department of Education Award P335A190359, Childcare Access Means Parents in School (CCAMPIS) Program in the amount of \$208,343.27, and to authorize Interim President Anthony Ross, or his designee, to execute required documents.

Approval is hereby granted for submission of year two budget for award P335A190359 in the amount of \$208,343.27 for CCAMPIS Program grant from the U.S. Department of Education. CCAMPIS is a four-year project with each of the subsequent years separately funded at the same or slightly increased levels, contingent on the availability of federal funds and the successful attainment of goals and outcomes. Total funding over the four-year project is expected to be at least \$823,000.00.

E/SA4 - To authorize submission of a proposal to Cotton Incorporated in the amount of \$7,000 to support scholarship funding through the 2021 Cotton in the Curriculum grant program. This program was developed to further the understanding and knowledge about cotton among students preparing for careers in apparel, textiles, or the merchandising of textile products.

Approval is hereby granted for submission of a grant application for \$7,000 in funding to enable the Fashion Apparel Design (FAB) program to support two apparel design contests. FAB student projects will focus on Creative Cotton Upcycling, a theme supporting Cotton Incorporated's Cotton Sustainability program area. Contest winners will receive first place awards of \$2,000 and second place awards of \$1,000 in scholarships for each contest.

E/SA5 - Deletion of College Policy: Examination Procedures.

Approval is hereby granted to delete the College Policy: Examination Procedures.

E/SA6 - Revision of College Policy: Child Development Center.

Approval is hereby granted to revise the College Policy: Child Development Center.

E/SA7 - Approve a plan for an Early Career Program for North Arlington High School to be offered at Bergen Community College at the Meadowlands.

Approval is hereby granted for the Memorandum of Understanding between Bergen Community College and North Arlington High School.

E/SA8 - Approve the revised plan for a Dual Enrollment Program for North Arlington High School to be offered at Bergen Community College at the Meadowlands.

Approval is hereby granted for the Memorandum of Understanding between Bergen Community College and North Arlington High School.

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E/SA9 - Authorize Bergen Community College to continue to offer classes online for the fall semester.

Approval is hereby granted for the College to:

- Transition the majority of fall 2020 semester classes to an online format, while also offering limited practice-based classes in person at the Paramus main campus;
- Transition the fall 2020 semester classes located at Bergen Community College at the Meadowlands in Lyndhurst and the Philip Ciarco Jr. Learning Center in Hackensack to an online format, excluding the paramedic science program at Lyndhurst, which will take place in person; and
- Suspend participation in fall 2020 athletic programs.

P1– Appointment: Academic Chairs and Program Coordinators/Faculty

Approval is hereby granted to extend the current appointment of the individuals listed below to the position of Academic Chairs, and Program Coordinators/Directors at the pro-rated stipends and release time shown for the period July 1, 2020 – September 30, 2020.

<b><u>ACADEMIC CHAIRS</u></b>		<b><u>Annual Stipend (Pro-rated)</u></b>	<b><u>Annual Release Time (Pro-rated)</u></b>
<b><u>Name</u></b>	<b><u>Departments//Division</u></b>		
Jacqueline Behn [Dr.]	Social Sciences//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Linda Box [Dr.]	Physical Sciences//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Keith Chu	History//Humanities	\$3,000.00	11 credit hours
Deborah Cook	Dental Hygiene//Health Professions	\$3,000.00	11 credit hours
Randolph Forsstrom [Dr.]	Mathematics//Mathematics, Science and Technology	\$6,400.00	23 credit hours
Danielle Coppola-Oliveri	Wellness and Exercise Science//Health Professions	\$3,000.00	11 credit hours
Robert Highley	Biology and Horticulture//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Carol Miele [Dr.]	English as a Second Language and World Languages//Humanities	\$6,400.00	22 credit hours
Matthew King	Technology//Mathematics, Science and Technology	\$3,000.00	11 credit hours
Richard Kuiters	Criminal Justice and Legal Studies//Business, Arts and Social Sciences	\$3,000.00	13 credit hours
Pierre Laguerre [Dr.]	Business and Hotel and Restaurant Management//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Joseph Mamatz	Health Professions	\$3,000.00	11 credit hours

Kevin Olbrys [Dr.]	Philosophy & Religion//Humanities	\$3,000.00	11 credit hours
Lou Ethel Roliston [Dr.]	Composition, Literature and English Basic Skills//Humanities	\$6,400.00	23 credit hours
Daniel Sheehan	Visual and Performing Arts/ Business, Arts and Social Sciences	\$6,000.00	20 credit hours

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**PROGRAM COORDINATORS/DIRECTORS**

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Annual Release Time</u></b>
Kelly Alexis Birdsall Griffiths	World Languages//ESL and World Languages	11 credit hours
Amy Ceconi [Dr.]	Respiratory Care//Health Professions	10 credit hours
Geralyn Collins-Eisler	Diagnostic Medical Sonography//Health Professions	10 credit hours
Seamus Gibbons	Composition & Literature//Humanities	12 credit hours
Lawrence Joel [Dr.]	Legal Studies//Business, Arts and Social Sciences	11 credit hours
Eileen Fitzgerald	English Basic Skills//Humanities	12 credit hours
Lenore Lerer	College Math// Mathematics, Science and Technology	8 credit hours
Joseph Mamatz	Radiography//Health Professions	10 credit hours
Joanne Piccininni	Paramedic Science//Health Professions	10 credit hours
Francis Schmidt	Visual and Performing Arts/Business, Arts and Social Sciences	11 credit hours
Mary Senor	Surgical Technology//Health Professions	10 credit hours
Lisa Picht	Veterinary Technology//Health Professions	10 credit hours
Ronda Drakeford	Hotel and Restaurant Management/Business, Arts and Social Sciences	11 credit hours
Steven Toth	Medical Office Assistant//Health Professions	11 credit hours
Melanie Walker	Developmental Math// Mathematics, Science and Technology	16 credit hours

**PROGRAM LIAISON**

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Annual Release Time</u></b>
David Wang	Computer Science// Science, Math and Technology	4 credit hours

**Justification**

To extend the existing appointments of the Academic Department Chairs, Program Coordinators/Directors and Program Liaison per the agreement with the BCCFA until the elections occur.

**P2 - Reappointment: Project Personnel – Grants**

Approval is hereby granted that personnel listed below be reappointed to the position indicated for the period commencing July 1, 2020 through June 30, 2021.

<b><u>Name</u></b>	<b><u>Position</u></b>
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P3- Reappointment: Project Personnel – Grants

Approval is hereby granted that the grant personnel listed below be reappointed to the positions indicated for the period commencing July 1, 2020 through September 30, 2020, pending receipt of FY21 Grant Award Notification.

<u>Name</u>	<u>Position</u>
Barbara Abolafia	Summer Explorations Coordinator (Title V)
Luis DeAbreu	STEMatics Grant Program Director (STEMatics)
Lauren Fowler	Professional Success Coach/Academic Counselor (Title V)
Laura Frazer	Sr. Grant Manager/Compliance Officer - Grants Administration (Title V, STEM, Perkins, TPSID, IDC)
Matthew Greene	STEM Academic Counselor (STEM)
Randi Greene	Financial Literacy Specialist/Buyer (STEMatics/Grants Administration)
Erica James	Professional Success Coach/Academic Counselor (Title V)
Laura Madera	Peer Mentor Coordinator/Coach (Title V)
Alan Manzueta	Professional Success Coach (Title V)
Iqra Shabbir	Supplemental Instruction (SI) STEM Coordinator (STEM HSI/Cerullo Learning Assistance Center)
Jacqueline Stoddardt	STEM Academic Counselor (STEM)
Majeda Sultana	STEMatics Academic Counselor (STEMatics)

P4- Approve Stipend

Approval is hereby granted for a monthly stipend in the amount of \$500.00, effective April 1, 2020, to Laura Frazer, Sr. Manager of Grants/Compliance Officer, for assuming additional, day-to-day operational responsibilities for managing the Grants Administration Department until such time as the Director of Grants Administration returns from medical leave.

P5A - Approve: Return from Leave of Absence/Professional Staff

Approval is hereby granted for 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>
Arooj Javed	Technical Support Specialist I/Documents	\$35,875.00	06/24/20



and Records/Information Technology (pro-rated) (retroactive)

P5B- Approve: Return from Leave of Absence/Grant Staff

Approval is hereby granted for 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>
Majeda Sultana	STEMatics Academic Counselor/ Counseling Center/Student Affairs	\$51,000.00	06/08/20 (retroactive)

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P5C - Approve: Leave of Absence/Grant Staff

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>Position/Division</u>	<u>Effective Dates</u>
Erin Meccia	Success Coach/Turning Point/Office of Specialized Services/Academic Affairs	06/15/20 (retroactive)

P6 - Retirement: Support Staff

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Linda Karalian	Executive Secretary/Business, Arts and Social Sciences/Academic Affairs	08/01/20
Barbara Bliss	Executive Secretary/Business, Arts and Social Sciences/Academic Affairs	10/01/20

P7 - Termination: Grant

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Sajeda Jones	Student Success Coach-Facilitator (Perkins)	06/30/20 (retroactive)

**ADJOURNMENT**

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

Trustee Blakeslee made a motion to adjourn the meeting, seconded by Vice Chairman Silverstein.

All trustees were in favor.

The board meeting adjourned at 6:38 p.m.

Thank you,

Trustee Dorothy Blakeslee, Treasurer, on behalf of Secretary, Joseph Barreto  
Board of Trustees