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BOARD OF TRUSTEES
PUBLIC MEETING

Paramus Campus – Technology Building – Conference Rooms B and C
400 Paramus Road, Paramus, New Jersey 07652

Tuesday, June 13, 2023 – 5:00 p.m.

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Pledge of Allegiance
- V. Presentation: In honor of Professor Mauro Marzocco
By: Professor Brant Chapman
- VI. Executive Session
- VII. Reports:
 - A. Vice Chairman
 - B. Treasurer
 - C. President Remarks
 - D. Committees
 - 1. Audit, Finance and Legal Affairs
 - 2. Education and Student Affairs
 - 3. Personnel
 - 4. Site and Facilities
 - 5. Strategic Planning and Issues
 - E. Chairwoman
- VIII. Unfinished Business / Board Members
- IX. New Business / Board Members
- X. Open to the Public
- XI. Actions
 - A. Approval of Board Minutes: Tuesday, May 9, 2023
 - B. Consent Agenda: Tuesday, June 13, 2023
- XII. (New Business/Open to the Public)
- XIII. Adjournment



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CONSENT AGENDA

Tuesday, June 13, 2023

**Paramus Campus – Technology Building – Conference Rooms B and C
5:00 p.m.**

Actions to be considered by the Board of Trustees. Additional actions may be added to this list and may be considered by the Board. Any actions herein listed may be removed from the Agenda by the Board prior to passage.

Approval of Board Minutes – Tuesday, May 9, 2023

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To authorize consulting services for Laserfiche developer hours from Accelerated Information Systems, Inc.
3. To authorize the annual renewal of the College's broadband Internet services through NJEdge.net technology consortium.
4. To authorize the purchase of 100 Dell Wyse 5470 All-in-one virtual desktop infrastructure computers from SHI International Corp. to replace desktop computers that are at the end of their useful life.
5. To authorize the renewal of the licensing agreement for use of the Radius software application with Admissions US, LLC.
6. To authorize the purchase of miscellaneous computer hardware, peripherals, software, and data communications products from state contract vendors for the Fiscal Year ending June 30, 2024.
7. To authorize the Continuing Education function to procure the services of Black Rocket Productions (BRP) to provide digital arts programs for children at the College's summer camp programs.
8. To authorize the Continuing Education unit to procure the services of Colorado Technical University, DBA Coding Dojo, to provide cyber security bootcamp programs.
9. To authorize the purchase of virtual Chief Information Security Officer (vCISO) services for one year from Carahsoft.
10. To authorize renewal of the College's VMWare license agreement to support virtual server host machines for one year with NJEdge.net.
11. To authorize renewal of a three-year agreement with Ellucian for the College's annual software subscription licensing, support, and maintenance for the Colleague Student Information System.
12. To enter into a 2-year agreement with Bloomberg Finance L.P. to purchase Bloomberg Terminal licenses.
13. To authorize the purchase of consulting services for installation, project management, and training service hours for the implementation IRISXtract scanner application with Canon Solutions America.
14. To authorize payment to the County of Bergen for the College's portion of Property Insurance Coverage, Excess Workers' Compensation Coverage, Liability Claim Fund, Workers' Compensation Fund, Educator's Legal Liability, and Third-Party Claim Administration Fee for the College's participation in the County of Bergen Insurance Fund.
15. To authorize the purchase of various textbooks and related learning materials from Pearson Education, Inc. for use in the Ciarco Learning Center for Fiscal Year 2024.



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CONSENT AGENDA

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AUDIT AND FINANCE (A/F)

16. To authorize the purchase and installation of furniture as needed through discounted pricing on various co-operative, county, and state purchasing agreements and contracts for the Fiscal Year ending June 30, 2024.
17. To award RFP #R-099 to SCG Advertising for the provision of media buying, planning, reporting, serving and management services.
18. Authorization for the College's funding request to the County of Bergen for technology initiatives and general construction on the Paramus campus for Fiscal Year 2024.
19. To adopt the Fiscal Year 2024 Revenue/Expense Budget.
20. To authorize the purchase of student athletic insurance through Bob McCloskey Insurance.
21. To authorize the purchase of maintenance, custodial, and grounds supplies, equipment, parts, materials, products and services from state contract vendors for the Fiscal Year ending June 30, 2024.

EDUCATION AND STUDENT AFFAIRS

1. To accept a grant award of \$898,936.20 from the Higher Education Capital Facilities Programs Joint Solicitation Grant program under Higher Education Technology Infrastructure Fund (HETI) from OSHE, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
2. To accept Office of the Secretary of Higher Education's (OSHE) **Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant** and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
3. To authorize submission of a grant application to **NJ Department of Environment protection**, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
4. To accept a grant award of \$300,000.00 from the New Jersey Department of Labor for FY23 Women and Minorities in Construction Trades (WMIC) Program, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
5. To accept a grant award of \$300,000 from the Office of the Secretary of Higher Education (OSHE) to be facilitated by the NJCCC Consortium for Workforce Development for piloting the Direct Support Professionals Career Development Program (DSPCD) and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

INSTITUTIONAL (I)

1. Adoption of the 2023-2024 action plan for the President's Advisory Council on Diversity, Equity, and Inclusion (PACDEI).

PERSONNEL (P)

1.
 - A. Appointment: Confidential
 - B. Appointment: Confidential
 - C. Appointment: Interim Confidential
 - D. Appointment: Professional
 - E. Appointment: Professional



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PERSONNEL (P)

- F. Appointment: Professional and approved job description for vacant position
- G. Appointment: Support
- H. Appointment: Title change and change of funding source to Professional staff
- I. Appointment: Interim Confidential
- J. Appointment: Clinical Coordinators
- 2. A. Appointment / Reappointment: Academic Chairs and Program Coordinators/Faculty
- B. Reappointment: Faculty (Eleventh Month)
- C. Reappointment: Administrative Personnel
- D. Reappointment: Professional Staff
- E. Reappointment: Project Personnel – Grants
- F. Reappointment: Support Staff
- G. Reappointment: Confidential Staff
- H. Reappointment: Ciarco Instructors
- 3. Bereavement – Faculty
- 4. Approve: Change of funding source
- 5. A. WHEREAS the Bergen Community College ("College") and the Bergen Community College Faculty Association ("BCCFA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.
- B. WHEREAS the Bergen Community College ("College") and the Bergen Community College Administrators Association ("BCCAA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.
- C. WHEREAS the Bergen Community College ("College") and the Bergen Community College Professional Staff Association ("BCCPSA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.
- D. WHEREAS the Bergen Community College ("College") and the Bergen Community College Support Staff Association ("BCCSSA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.
- 6. A. Abolishment of Position - Confidential
- B. Non-renewal: Confidential
- 7. A. Approve: Temporary Full-Time Funding Change
- B. Approve: Temporary Full-Time Funding Change
- 8. A. Approve: Leave of Absence / Support Staff
- B. Approve: Leave of Absence / Professional
- C. Approve: Leave of Absence / Support Staff
- 9. A. Retirement: Support Staff
- B. Retirement: Faculty
- 10. A. Resignation: Grant funded
- B. Resignation: Grant
- C. Resignation: Professional
- D. Resignation: Support
- E. Resignation: Confidential
- 11. Termination - Professional



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BOARD OF TRUSTEES ACTION A/F1
Approval Date: June 13, 2023

Resolution

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

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested

Approval for payment of the following legal vouchers:

DeCotiis, FitzPatrick, Cole & Giblin. LLP.

April 1, 2023 to April 30, 2023 \$ 44,997.66

Charge to: College Operating Funds

Account Number: 10-01-186100-607566

Amount: \$ 44,997.66



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BOARD OF TRUSTEES ACTION A/F 2
Approval Date: June 13, 2023

Resolution

To authorize consulting services for Laserfiche developer hours from Accelerated Information Systems, Inc.

Submitted By

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

Action Requested

Authorization to purchase 100 Laserfiche developer hours from Accelerated Information Systems, Inc. through ESCNJ 20/21-19 at a cost of \$20,000.00. These hours will be used prior to June 30, 2023 per the terms of the HEERF grant.

Justification

The College's transition to remote operations due to the coronavirus pandemic has exacerbated the need for digitizing and transforming data gathering that were traditionally paper-driven. Prior to the pandemic, almost every area of the college had manual processes that involved completing paper forms. Remote operations have elevated the need to digitize these processes. However, due to personnel constraints within the Information Management team, fewer than 50% of requested digital forms have been completed. In the absence of an institutionally devised automated process, staff develop their own ways to collect information, and these ad-hoc processes may be inconsistent with the College's data collection policy. To address this gap, the College seeks to engage the Laserfiche support vendor to automate some of the unaddressed high priority processes. The consulting hours will allow the College to finish automating some of the processes that are not yet completed and cannot be handled internally.

Consortium purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to:	HEERF
Account Number:	50-06-596500--607550
Amount Total:	\$20,000.00



BOARD OF TRUSTEES ACTION A/F 3
Approval Date: June 13, 2023

Resolution

To authorize the annual renewal of the College's broadband Internet services through NJEdge.net technology consortium.

Submitted By

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

Action Requested

Authorization to renew the College's internet services for Fiscal Year 2024 through NJEdge.net at a cost of \$201,744.00.

Justification

The College needs to maintain broadband internet services to meet operational needs. Authorization to continue internet services is required to fulfill broadband needs for the term of 7/1/23 through 6/30/24.

Consortium purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to:	College Operating Funds
Account Number:	10-01-165100-607645
Amount Total:	\$201,744.00



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BOARD OF TRUSTEES ACTION A/F 4
Approval Date: June 13, 2023

Resolution

To authorize the purchase of 100 Dell Wyse 5470 All-in-one virtual desktop infrastructure computers from SHI International Corp. to replace desktop computers that are at the end of their useful life.

Submitted By

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

Action Requested

Authorization to purchase 100 Dell Wyse 5470 All-in-one virtual desktop infrastructure computers from SHI International Corp. under NASPO Contract #MNWNC-108 subcontract 19-TELE-00656 in the amount of \$67,408.

Justification

These 100 Dell Wyse 5470 all-in-one VDI units will lifecycle a portion of our existing desktop computers that **are nine (9) years old and beyond** their useful life.

Quotes were solicited from the companies listed below:

SHI International Corp.	\$67,408.00
CDW Government LLC	Did not respond with quote
Ocean Computer Group	Did not respond with quote
Presidio Network Solutions LLC	Did not respond with quote
Candoris Technologies LLC	Did not respond with quote
Pascack Data Services, Inc	Did not respond with quote
Computer Design & Integration LLC	Did not respond with quote
PTS Data Center Solutions	Did not respond with quote
VirtuIT Systems	Did not respond with quote

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

Charge to:	East Hall County Bond
Account Number:	20-00-115900-604301
Amount:	\$67,408.00



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BOARD OF TRUSTEES ACTION A/F 5

Approval Date: June 13, 2023

Resolution

To authorize the renewal of the licensing agreement for use of the Radius software application with Admissions US, LLC.

Submitted By

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

Action Requested

Authorization to renew the College's licensing agreement for use of the Radius application, our admissions CRM software tool, with Admissions US, LLC in the amount of \$37,587.00, for a one-year term of 8/1/23 through 7/31/24.

Justification

Radius is the college's admissions CRM (customer relationship management) tool. Radius digitally manages inquiries, prospective students, and applicants in a database hub. It analyzes records and all interactions from the first point of contact through the application process. It automates the College's communication plans to targeted groups to assist in meeting our recruitment and marketing objectives, and it also facilitates processing of student applications. This tool tracks and reports on CRM data and serves as a single source for tracking interactions with students across the entire student lifecycle, from inquiry through enrollment and beyond.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Admissions US, LLC has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contributions Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the college.

This purchase is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19) (software use and support).

Charge to:	College Operating Funds
Account Number:	10-01-165100-607526
Amount Total:	\$37,587.00



BOARD OF TRUSTEES ACTION A/F 6
Approval Date: June 13, 2023

Resolution

To authorize the purchase of miscellaneous computer hardware, peripherals, software, and data communications products from state contract vendors for the Fiscal Year ending June 30, 2024.

Submitted By

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

Action Requested

To authorize the College's annual purchases of lifecycle replacement equipment and products for day-to-day operational needs, estimated at \$800,000.00 by utilizing approved New Jersey State Contract Vendors on Naspo Value Point contracts, ESCNJ Cooperative contracts, EDGE, E&I Cooperative contracts, OMNIA Partners, and National Cooperative Purchasing Alliance.

Justification

These purchases include but are not limited to Apple products, personal computers, thin clients, laptops, Chromebooks, scanners, printers, wireless keyboards, speakers, webcams, external hard drives, data communications products, software licensing, and miscellaneous items for lifecycle replacement of out-of-warranty equipment, and items needed for the day-to-day operations of the college.

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

Charge to:	Various
Account Number:	Various
Amount Total:	\$800,000.00



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BOARD OF TRUSTEES ACTION A/F 7
Approval Date: June 13, 2023

Resolution

To authorize the Continuing Education function to procure the services of Black Rocket Productions (BRP) to provide digital arts programs for children at the College's summer camp programs.

Submitted By

Dr. Eric M. Friedman, President

Ms. Cinzia D'Iorio, Executive Director, Continuing Education and Workforce Development

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested

To authorize procuring the services of BRP for an amount not to exceed \$96,672 to provide up to 28 digital arts courses for children on campus at the College.

Justification

Black Rocket Productions (BRP) is the vendor used by the College's Division of Continuing Education and Workforce Development to deliver children's digital arts programs. There will be seven weeks of summer classes that run from July 3, 2023 through August 19, 2023. BRP provides the instructors and software for these courses. The contract is structured to share the program's revenue (Black Rocket receives approximately 56% and Bergen Community College receives approximately 44%). Each course can accommodate up to 24 students, and the College plans to offer 28 sections of these courses, for an estimated payment to BRP not to exceed \$96,672, and revenue to Bergen Community College of \$76,608.

See table below for examples of courses to be offered.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Black Rocket Productions has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the College.

Charge to:	College Operating Funds
Account Number:	10-03-391029-607550
Amount Total:	\$96,672 (not to exceed)

Black Rocket Course Offerings for Bergen Community College

Course Name
Roblox Makers
Cyber Spies
Young Investors and Entrepreneurs
Virtual Reality Grades
Python Programmers
Smash Brawlers
Python Programmers
Smash Brawlers
Cloud Gamers: Mobile App Development
Minecraft Redstone
Cloud Gamers: Mobile App Development
Minecraft Redstone
JavaScript Developer Jam
YouTube Content Developers
JavaScript Developer Jam
YouTube Content Developers
Racing Games with Unity
Roblox Coders and Entrepreneurs
Racing Games with Unity
Roblox Coders and Entrepreneurs
Code Breakers
Minecraft Modders
Code Breakers
Minecraft Modders
3D Game Design
Beats and Jams
3D Game Design
Beats and Jams



BOARD OF TRUSTEES ACTION AF 8
Approval Date: June 13, 2023

Resolution

To authorize the Continuing Education unit to procure the services of Colorado Technical University, DBA Coding Dojo, to provide cyber security bootcamp programs.

Submitted By

Dr. Eric M. Friedman, President
Ms. Cinzia D'Iorio, Executive Director of Continuing Education and Workforce Development
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested

To authorize the procurement of consulting services from Colorado Technical University, DBA Coding Dojo, for an amount not to exceed \$122,500 in fiscal year 2024 to Cyber Security Bootcamp for up to 35 Bergen Community College Continuing Education students.

Justification

Colorado Technical University, DBA Coding Dojo, is the vendor used by Bergen Community College's Division of Continuing Education and Workforce Development for Cyber Security Training Programs. Colorado Technical University, DBA Coding Dojo, is contracted to provide instruction and certification preparation for Cyber Security credentials (CC-008, CC-009, CC-010). Colorado Technical University provides the instructors and curriculum for these courses.

The contract is structured to share the revenue from this program (Colorado Technical University receives \$3,500 per student and BCC receives \$1,000 per student). Plans are to offer this course four times per year, with approximately 35 students in each cohort.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Colorado Technical University has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the College.

Charge To:	College Operating Funds
Account Number:	10-03-391004-607550
Amount Total:	\$ 122,500 (estimated)



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BOARD OF TRUSTEES ACTION AF 9

Approval Date: June 13, 2023

Resolution

To authorize the purchase of virtual Chief Information Security Officer (vCISO) services for one year from Carahsoft.

Submitted By

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

Action Requested

To authorize the purchase of virtual Chief Information Security Officer (vCISO) services from Carahsoft for a term of one year at a cost of \$89,520 on Naspo ValuePoint Cooperative Master Blanket Purchase Order # 19-COMP-00601 (Master Agreement # AR2472).

Justification

In order to meet the requirements of the College's cybersecurity insurance policy and the new regulations of the Gramm-Leach-Bliley Act (GLBA), the College is required to have a dedicated individual to oversee Cybersecurity for the institution. These services will monitor network and system activities for malicious activities and/or policy violations, and provide managed detection and response services.

The virtual Chief Information Security Officer (vCISO) services and program consists of conducting an Information Security Assessment and implementing and managing the College's Information Security Program. These services are required to meet the Gramm-Leach-Bliley Act (GLBA) new regulations. These assessment and program services will prioritize business risks and associated threats that are relevant to the College, and they will deploy cybersecurity protocols at Bergen using leading industry practices, frameworks, and peer benchmarking. The services will leverage the results of recently performed penetration testing and Gap assessment by Carahsoft to mitigate residual risks, establish a threat baseline utilizing leading industry framework NIST standards, create a detailed roadmap with narratives for remediation, and prepare a detailed report for senior management focusing on the baseline of firm-wide risks and threats, identified gaps, and an associated remediation plan. Technical reports will be prepared for remediation and next step actions and the service will develop, implement, and govern Bergen Community College's security program.

Cooperative procurement is allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to:	College Operating Funds
Account Number:	10-01-165100-607550
Amount Total:	\$89,520



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BOARD OF TRUSTEES ACTION A/F 10
Approval Date: June 13, 2023

Resolution

To authorize renewal of the College's VMWare license agreement to support virtual server host machines for one year with NJEdge.net.

Submitted By

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

Action Requested

To authorize the annual renewal of the College's VMWare academic licensing agreement for one-year (July 1, 2023 through June 30, 2024) with NJEdge.net through the Edge Consortium at a cost not to exceed \$44,000. This subscription includes (2) vCenter Servers, and (54) vSphere Enterprise Plus licenses.

The VMWare licensing model is changing this year and the vendor has not finalized pricing in time for our June board resolution deadline. This licensing is critical to the operations of the College, and therefore, the college secured a "not to exceed" cost in order to move forward with obtaining the necessary board approval prior to our upcoming expiration date of 6/30/23.

Justification

VMWare licensing entitles the college to utilize the virtualization software that runs the vast majority of the college's server environment. By utilizing VMWare, the college is able to reduce the number of physical servers required to support our core business, thereby decreasing the amount of power used and the manpower needed to support the servers. Additionally, by virtualizing servers, the college's systems and services are more portable, and therefore help to mitigate high-risk event such as natural disasters, such that the college's backup systems can be used to quickly and reliably restore service at an alternate location.

NJEdge.Net is a non-profit organization and is exempt from Pay-To-Play.

Consortium purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to:	College Operating Funds
Account Number:	10-01-165100-607526
Amount Total:	\$44,000.00



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BOARD OF TRUSTEES ACTION A/F 11
Approval Date: June 13, 2023

Resolution:

To authorize renewal of a three-year agreement with Ellucian for the College's annual software subscription licensing, support, and maintenance for the Colleague Student Information System.

Submitted By

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

Action Requested

To authorize renewal of a three-year agreement with Ellucian for the College's annual software subscription licensing, support and maintenance for the term of 7/1/23 through 6/30/26 at a total cost of \$1,826,888.

Justification

This agreement is for the College's Colleague software license, support, and maintenance for all modules (Core, Finance, HR, Student, App Development environment, and Partner modules). Included in this renewal is the Intelligent Learning Platform (ILP) application which was previously renewed separately each year and has now been bundled into this agreement. This new agreement provides a year-one cost savings of \$26,989 with the ILP bundle.

Annual payments will be as follows:

Year 1: 7/1/23 – 6/30/24	\$577,773
Year 2: 7/1/24 – 6/30/25	\$608,351
Year 3: 7/1/25 – 6/30/26	\$640,764

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Ellucian Inc. has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the college.

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

Charge to:	College Operating Funds
Account Number:	10-01-165100-607656
Amount Total:	\$1,826,888

BOARD OF TRUSTEES ACTION A/F 12

Approval Date: June 13, 2023

Resolution

To enter into a 2-year agreement with Bloomberg Finance L.P. to purchase Bloomberg Terminal licenses.

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Professor Adam Goodell, Dean of Humanities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested

To authorize the purchase Bloomberg Terminal licenses from Bloomberg Finance L.P. at a cost of \$106,320 per year for two (2) years.

Justification

The college is building a Bloomberg Lab in the Innovation Center at the Lyndhurst location specifically for business program students. Colleges and universities around the globe leverage Bloomberg services to bring the real worlds of business and finance into the classroom and provide students with access to the same information platform used by leading decision makers, asset managers and policy architects in business, finance and government. With Bloomberg for Education, students can deepen their research and classwork experiences while learning how to analyze financial markets, assess economic scenarios, and interpret the key news developments that impact the global economy. The skills that students acquire from this experience provide them with the confidence and advantage they need to compete.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Bloomberg has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contributions Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the college.

Charge to: College Operating Funds (Year 1)
Account Number: 10-01-165100-607550
Amount Total: \$106,320

Charge to: Perkins Grant (Year 2)
Account Number: TBD
Amount Total: \$106,320



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BOARD OF TRUSTEES ACTION A/F 13

Approval Date: June 13, 2023

Resolution

To authorize the purchase of consulting services for installation, project management, and training service hours for the implementation IRISXtract scanner application with Canon Solutions America.

Submitted By

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

Action Requested

To authorize the purchase of consulting services for nineteen (19) days of installation, project management, and training services for the implementation of IRISXtract with Canon Solutions America at a cost of \$21,859.68 through OMNIA Partners Cooperative Contract # FI-R0251-18.

Justification

The college has purchased IRISXtract, a more cost-effective scanning solution to replace our existing tool. This implementation requires nineteen (19) days of installation, project management, and training services. Since the onset of the pandemic, there is a heightened need to store all records digitally to be prepared for any similar catastrophic events in the future. Furthermore, there has been an exponential increase in the number of documents received via emails, and therefore, a user-friendly system needs to be implemented to process these incoming documents in an efficient and timely manner. The tool also needs to integrate with existing college technologies to ensure a seamless flow of data. IRISXtract, while fully compatible with our virtual environment, allows us to set up processes that monitor dedicated mailboxes/shared drives and automatically process documents in these locations and file them into student's digital files making them readily available to the staff for further action

Cooperative procurement is allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to:	HEERF
Account Number:	50-06-596500-607550
Amount Total:	\$21,859.68



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BOARD OF TRUSTEES ACTION A/F 14
Approval Date: June 13, 2023

Resolution

To authorize payment to the County of Bergen for the College's portion of Property Insurance Coverage, Excess Workers' Compensation Coverage, Liability Claim Fund, Workers' Compensation Fund, Educator's Legal Liability, and Third-Party Claim Administration Fee for the College's participation in the County of Bergen Insurance Fund.

Submitted By

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

Action Requested

To authorization payment to the County of Bergen for Property Insurance Coverage; Excess Workers' Compensation Coverage; Liability Claim Fund; Workers' Compensation Fund; Educator's Legal Liability insurances for the coverage period July 1, 2023 through June 30, 2024, at an estimated cost of \$1,165,000.00.

Justification

The College participates in the County of Bergen's Insurance Fund for risk management and liability insurance coverage. The College is required to reimburse the County for its portion of the renewal cost for the insurance coverage each year. The total cost is distributed across two accounts for general liability and workers' compensation insurance.

The College is authorized to enter into a contract to participate in the County Insurance Fund pursuant to N.J.S.A. 18A:64A-25.40. Further, the College is authorized, pursuant to N.J.S.A. 18A:64A-25.10., to enter into a joint purchasing agreement with the County for, among other things, the purchase of insurance and insurance consulting services, which are exempt from bidding in accordance with the County Colleges Contract Law, specifically N.J.S.A. 18A:64A-25.5(a)(11).

Charge To:	College Operating Funds
Account Numbers:	10-01-188100-607590 10-01-188100-607591
Amount Total:	\$1,165,000.00



BOARD OF TRUSTEES ACTION A/F 15
Approval Date: June 13, 2023

Resolution

To authorize the purchase of various textbooks and related learning materials from Pearson Education, Inc. for use in the Ciarco Learning Center for Fiscal Year 2024.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Cinzia D'Iorio, Executive Director of Continuing Education and Workforce Development

Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested

To authorize the purchase of textbooks and related learning materials from Pearson Education, Inc for an estimated amount of \$90,000.00 for Fiscal Year 2024.

Justification

The textbooks and related materials are required for non-credit courses offered at the Ciarco Learning Center. Pearson Education, Inc. is the publisher of these books.

The college has a need to procure the above as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Pearson Education, Inc has submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure and Determination of Value will be maintained on file at the College.

This purchase is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (6) (textbooks and publications).

Charge To: College Operating Funds
Account Number: 10-03-391600-607544
Amount Total: \$90,000 (estimated)



BOARD OF TRUSTEES ACTION A/F 16
Approval Date: June 13, 2023

Resolution

To authorize the purchase and installation of furniture as needed through discounted pricing on various co-operative, county, and state purchasing agreements and contracts for the Fiscal Year ending June 30, 2024.

Submitted By

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

Action Requested

To authorize the purchase and installation of furniture as needed at an estimated aggregate cost of \$400,000.00 by utilizing approved New Jersey State Contract Vendors on ESCNJ, Hunterdon County, and E&I Cooperative contracts, OMNIA Partners, Sourcewell, and National Cooperative Purchasing Alliance. Bergen Community College currently has memberships for the aforementioned purchasing contracts.

Justification

The College requires the purchase, delivery, and installation of furniture at the College. Furniture is critical to provide transformative and inclusive places for the College community that foster collaboration, innovation, and belongingness.

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

Charge to:	Various
Account Number:	Various
Amount Total:	\$400,000.00



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BOARD OF TRUSTEES ACTION A/F 17
Approval Date: June 13, 2023

Resolution

To award RFP #R-099 to SCG Advertising for the provision of media buying, planning, reporting, serving and management services.

Submitted By

Dr. Eric M. Friedman, President

Ms. Suzanne Wetzel, Vice President of External Affairs

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

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested

Award advertising buying, strategy, analysis, planning, reporting, serving and management services to SCG Advertising at a cost of 8 percent of all media purchases, plus an additional 17 percent of all digital media purchases for one year (July 2023 - July 2024) with an option to extend for an additional year (July 2024 - July 2025). The College maintains an advertising budget of approximately \$200,000.

Justification

Bergen Community College maintains an institutional advertising budget to promote general awareness about the institution, open houses and student recruitment. Bergen sought the assistance of an agency partner to provide:

- Media planning, trafficking and placement services;
- The comprehensive reconciliation of all advertising costs incurred;
- The development of an overall advertising strategy that also integrates the College's student affairs/enrollment services promotion and personnel;
- Suggestions on creative - including design and copy;
- Data-based decision-making based on assessments and demonstrated successful strategies for community college-based promotion, while ensuring appropriate value of media buys;
- The development of an advertising schedule in the most effective and efficient media vehicles to meet enrollment needs, image and awareness building targets and to reinforce overall College messaging;
- Occasional creative development of specific spots, though the institution will produce all graphically designed pieces;
- Demonstrated in-depth knowledge of Bergen County media vehicles that will concurrently build positive awareness levels and meet enrollment goals for the College; and
- Targeted outreach campaigns, while working with the institution's student affairs/enrollment management team to ensure placements result in lead generation and correspondence.

A Request for Proposals was advertised on the College website in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process."

Advertising is exempt from public bidding in accordance with County College Contracts Law, N.J.S.A.18A:64A-25.5 (a) (20).

A total of eight proposals were received from the companies listed below.

- DCW
- Fuerza
- FurmanRoth
- Locallq
- Nicklaus
- Purplegator
- SCG Advertising
- Umbrella

The College evaluated proposals received in response to the RFP and determined SCG Advertising has submitted a comprehensive proposal that meets all of the requirements of RFP #R-099 including qualifications, experience and competitive rates.

Charge To: College Operating Funds

Account Number: 10-01-148100-607572

Total: 8% of all media purchased, plus 17% of all digital media purchased as part of an approximately \$200,000 budget.



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BOARD OF TRUSTEES ACTION A/F 18
Approval Date: June 13, 2023

Resolution

Authorization for the College's funding request to the County of Bergen for technology initiatives and general construction on the Paramus campus for Fiscal Year 2024.

Submitted By

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

Action Requested

Authorization by the Board of Trustees for the College's FY 2024 County of Bergen capital funding request of \$ 1,500,000.

Justification

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

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



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BOARD OF TRUSTEES ACTION A/F 19
Approval Date: June 13, 2023

Resolution

To adopt the Fiscal Year 2024 Revenue/Expense Budget.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested

To adopt the FY 2024 Revenue and Expense Budget, effective July 1, 2023, through June 30, 2024. The budget details are attached.

Justification

Adoption of the annual revenue and expense budget for Fiscal Year 2024.

BERGEN COMMUNITY COLLEGE
CURRENT FUNDS BUDGET
FOR FISCAL YEAR JULY 1, 2023 TO JUNE 30, 2024

	FY2022 Budget 7/1/2021-6/30/2022	FY2023 Budget 7/1/2022-6/30/2023	FY2024 Proposed Budget 7/1/2023-6/30/2024	% of Total	FY24 vs FY23 % (+/-)
REVENUES					
Unrestricted:					
Tuition	\$47,138,042	\$47,152,899	\$51,054,455	47.9%	8.3%
Student Fees	15,689,703	15,667,430	16,558,307	15.5%	5.7%
Governmental Appropriations					
State	12,672,943	12,926,402	13,087,248	12.3%	1.2%
County	22,364,248	23,292,675	23,758,529	22.3%	2.0%
Other New Jersey Counties	220,981	218,771	227,522	0.2%	4.0%
Sales & Services of Auxiliary					
Enterprise	151,005	149,495	155,475	0.1%	4.0%
Other Sources	1,235,246	902,894	1,728,696	1.6%	91.5%
Economic Impact Relief	4,274,025	3,826,434	0	0.0%	
Total Unrestricted	\$103,746,193	\$104,137,000	\$106,570,231	100.0%	2.3%
Restricted:					
Student Aid and Other Grants	47,500,000	47,500,000	47,500,000		0.0%
Total Current Funds Revenues	\$151,246,193	\$151,637,000	\$154,070,231		1.6%
EXPENDITURES & TRANSFERS					
Educational and General:					
Instruction	36,029,685	36,567,159	36,826,926	34.6%	0.7%
Academic Support	5,625,981	6,047,455	5,900,515	5.5%	-2.4%
Student Services	6,063,054	6,616,181	7,125,284	6.7%	7.7%
Institutional Support	40,951,194	43,471,770	45,622,029	42.8%	4.9%
Operation & Maintenance of Plant	9,633,698	9,728,738	9,363,475	8.8%	-3.8%
Edu. & General Expenditure	\$98,303,612	\$102,431,303	\$104,838,228	98.4%	2.3%
Mandatory Transfers:					
Principal & Interest	1,394,833	1,420,910	1,430,610	1.3%	0.7%
Total Edu. & General	\$99,698,445	\$103,852,213	\$106,268,838	99.7%	2.3%
Auxiliary Enterprise Expenditures					
Total Current Unrestricted	248,268	284,788	301,393	0.3%	5.8%
Restricted Expenditures:	\$99,946,713	\$104,137,001	\$106,570,231	100.0%	2.3%
Student Aid and Other Grants	47,500,000	47,500,000	47,500,000		0.0%
Total Current Funds					
Expenditures & Transfers	\$147,446,713	\$151,637,000	\$154,070,231.24		1.6%
Net Surplus / (Deficit)	\$0	\$0	\$0		

Assumption:

County appropriation: 2% increased
State Appropriation: 2% increased
Tuition and fees increment: 2%
Credit hours: 4% increased



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BOARD OF TRUSTEES ACTION A/F 20

Approval Date: June 13, 2023

Resolution

To authorize the purchase of student athletic insurance through Bob McCloskey Insurance.

Submitted By

Dr. Eric M. Friedman, President
Dr. Anthony J. Trump, Vice President, Student Affairs
Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested

Authorization to purchase student athletic insurance for the coverage period of August 1, 2023 through August 1, 2024, through Bob McCloskey Insurance at a cost of \$54,386.00.

Justification

Insurance coverage for student athletes participating in intercollegiate sports, Bob McCloskey, specializes in intercollegiate athletic insurance and policies are underwritten by A rated carriers. The total amount of the purchase includes Base Intercollegiate Sports Accident Insurance in the amount of \$43,860.00 and Catastrophic Intercollegiate Sports Accident Insurance in the amount of \$10,526 for a total of \$54,386.00.

The College has a need to procure this insurance through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Bob McCloskey has completed and submitted a C. 271 Statement of Political Contributions and a Shareholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26, and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The C. 271 Statement of Political Contributions, Shareholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

Quotes were solicited from the companies listed below:

Base Intercollegiate Sports Accident Insurance

The Hartford Fire Insurance Company	\$43,860.00 (Current \$50 deductible plan)
The Hartford Fire Insurance Company	\$45,000.00 (\$0 deductible plan)
QBE Insurance Corporation	\$48,750.00 (\$50 deductible plan)
Zurich American Insurance Company	\$51,250.00 (\$50 deductible plan)

Catastrophic Intercollegiate Sports Accident Insurance

Zurich American Insurance Company	\$10,526.00 (this is the NJCAA endorsed catastrophic program for member schools)
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Insurance is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (11).

Charge to:	Operating Funds
Account Number:	60-09-910000-607801
Amount Total:	\$54,386.00



BOARD OF TRUSTEES ACTION A/F 21

Approval Date: June 13, 2023

Resolution

To authorize the purchase of maintenance, custodial, and grounds supplies, equipment, parts, materials, products and services from state contract vendors for the Fiscal Year ending June 30, 2024.

Submitted By

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

Action Requested

Authorization to purchase various maintenance, custodial, and grounds supplies, equipment, parts, materials, and services, estimated at \$1,275,000.00 by utilizing approved New Jersey State Contract Vendors on ESCNJ, Bergen County Cooperative, Hunterdon County, and E&I Cooperative contracts, OMNIA Partners, and National Cooperative Purchasing Alliance, all of which Bergen Community College has maintained memberships with.

Justification

The College requires the purchase of maintenance, custodial, and grounds supplies, equipment, parts, materials, and services for the ongoing maintenance, improvement, and repair of College facilities and grounds. These purchases include but are not limited to general, electrical, HVAC, plumbing, and custodial supplies, equipment, tools, etc. needed for the day-to-day operations, preventative maintenance, and repairs at the College.

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

Charge to: Various
Account Number: Various
Amount Total: \$1,275,000.00

Description of Purchase	Estimated Amount
General Maintenance, Custodial, and Grounds Supplies, Equipment, and Accessories	\$300,000
Electrical and Lighting Supplies, Equipment, and Accessories	\$300,000
Heating, Cooling, Air Conditioning (HVAC), Plumbing, and Bathroom Supplies, Equipment, and Accessories	\$300,000
Painting, General Construction, Tiling, Flooring, Sheetrock, Carpentry, and Repair Services	\$375,000



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BOARD OF TRUSTEES ACTION E/SA 1

Approval Date: June 13, 2023

Resolution

To accept a grant award of \$898,936.20 from the Higher Education Capital Facilities Programs Joint Solicitation Grant program under Higher Education Technology Infrastructure Fund (HETI) from OSHE, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spade, Chief Information Officer
Dr. Anjali Thanawala, Director of Grants Administration

Action Requested

To authorize acceptance of a grant award for \$898,936.20 from the Higher Education Capital Facilities Programs Joint Solicitation Grant program under the Higher Education Technology Infrastructure Fund (HETI) from OSHE, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Justification

HETI funds will help to enhance the College's technology infrastructure and improve support and services as follows:

1. Facilitate a safe and secure student and college community learning environment through upgraded information and communication infrastructure, including expanded wireless connectivity.
2. Support connectivity for our immersive Cerullo Learning Center and academic classrooms.
3. Expand access to high-quality, Open Educational Resources.
4. Provide technology resources for students with specialized needs through the provision of in-house captioning and adaptive furniture.

100% college funding match is required.

The budget documents are in development.



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BOARD OF TRUSTEES ACTION E/SA 2

Approval Date: June 13, 2023

Resolution

To accept Office of the Secretary of Higher Education's (OSHE) **Mental Health in Higher Education: Community Provider Partnerships and Professional Development Grant** and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Anthony J. Trump, Vice-President Student Affairs
Dr. Anjali Thanawala, Director of Grants Administration

Action Requested

To authorize acceptance of the **Mental health in Higher Education: Community Provider: \$419,360.00 and Professional Development: \$22,222.00** grant award for the Budget period 07/01/2023- 12/31/2026, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Justification

Funding from this grant will help to enhance the College's support services for addressing mental health issues that have surfaced among our student population since the beginning of the pandemic. Some of the new services and resources supported by this grant includes:

1. Two bilingual counselors (LCSW/LPC with LCACD) to address student substance use and risk of overdose.
2. Services to improve on-campus substance use counseling, education and student outreach.
3. Enhanced options for students to schedule appointments with a personal Counselor.
4. 24 hours / 7 days per week using tele-mental health services.
5. Access to partners such as CarePlus NJ, Jess Barrows, and Mediat One Counseling will be engaged for additional services.
6. Professional development opportunities for staff and faculty to identify students in need of mental health services.

No college funds are required.

Budget documents are in development.



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BOARD OF TRUSTEES ACTION E/SA 3
Approval Date: June 13, 2023

Resolution

To authorize submission of a grant application to **NJ Department of Environment protection**, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President Facilities and Maintenance
Dr. Anjali Thanawala, Director of Grants Administration
Dr. Steven Fisher, Professor Department of Horticulture

Action Requested

To authorize submission of **Trees for school: Tree- planting Grant for New Jersey Public schools, College and Universities** grant application, funds made available by **NJ Department of Environment Protection** and executed by **The College of New Jersey (TCNJ)** and authorize Dr. Eric M. Friedman, President, or his designee, to execute required documents. The primary grant award is for up to \$250,000.00 with and an additional secondary award up to another \$250,000.00. The term of the grant is three years.

Justification

Funding from this grant will provide opportunities to plant trees at all three campus locations. The goal of the grant is to plant trees to enhance the air quality in overburdened area. Other benefits of the project include:

1. Promoting "tree equity" by improving people's access in areas lacking trees and green spaces.
2. Creating new and improved outdoor recreation or teaching/learning spaces.
3. Providing shade to reduce the heat island effect in areas dominated by paved surfaces.
4. Providing sustainable solutions for buildings.
5. Improving human health and quality of life.
6. Involving students and staff in planning, planting and monitoring the trees for research and other educational purposes.

No college matching funds are required.

The project description and budget are in development.



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BOARD OF TRUSTEES ACTION E/SA 4

Approval Date: June 13, 2023

Resolution

To accept a grant award of \$300,000.00 from the New Jersey Department of Labor for FY23 Women and Minorities in Construction Trades (WMIC) Program, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Cinzia D'Iorio, Executive Director, Continuing Education and Workforce Development

Dr. Anjali Thanawala, Director Grants Administration

Action Requested

To authorize acceptance of a grant award for \$300,000.00 from the New Jersey Department of Labor for FY23 Women and Minorities in Construction Trades (WMIC) Program, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Justification

The purpose of the Women and Minorities in Construction program is to provide greater employment and training opportunities for women and minority groups in the construction trades. This objective will be accomplished by providing pre-apprenticeship/pre-employment/on-the-job training, workforce readiness and structured work experience emphasizing vocational-based training in the construction trades. The performance period for this grant is June 1, 2023 through November 20, 2024.

No college funds are required.

The budget is in development.



BOARD OF TRUSTEES ACTION E/SA 5

Approval Date: June 13, 2023

Resolution

To accept a grant award of \$300,000 from the Office of the Secretary of Higher Education (OSHE) to be facilitated by the NJCCC Consortium for Workforce Development for piloting the Direct Support Professionals Career Development Program (DSPCD) and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Cinzia D'Iorio, Executive Director, Continuing Education and Workforce Development

Dr. Anjali Thanawala, Director of Grants Administration

Action Requested

To authorize acceptance of a \$300,000 grant award from OSHE to build the DSPCD program in collaboration with Rowan College of South Jersey (RCSJ), and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Justification

Funding from this grant will facilitate the establishment of the Direct Support Professional Career Development (DSPCD) Program. DSPs are individuals that embrace supporting people with disabilities to participate fully in their community. The funding will be used to develop a pilot curriculum and support 25 individuals to earn Continuing Education stackable credentials in the form of work experience and credit and non credit course work.

The funds will be disbursed between June 1, 2023 through December 15, 2023 in three installments.

No college funds are required.

The budget documents are in development.



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BOARD OF TRUSTEES ACTION I-1

Approval Date: June 13, 2023

Resolution

Adoption of the 2023-2024 action plan for the President's Advisory Council on Diversity, Equity, and Inclusion (PACDEI).

Submitted By

Dr. Eric M. Friedman, President

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

Action Requested

To formally adopt the action plan of the President's Advisory Council on Diversity, Equity, and Inclusion (PACDEI).

Justification

The President's Advisory Council on Diversity, Equity, and Inclusion (PACDEI) is an advisory council to the President of Bergen Community College. It provides a place for all of the College's various Diversity, Equity, and Inclusion entities to come together to advance a culture of care. Its work promotes equity in all its forms with a solid commitment to access and belongingness.

PACDEI supports a community where everyone is valued for their unique backgrounds, perspectives, and talents.

Attached is the DEI Action Plan 2023-2024.

DEI Action Plan 2023-2024

GOAL 1

Work towards decreasing incidents of bias, harassment, discrimination, and microaggressions.

- Provide/develop/facilitate bias, harassment, and microaggressions training for faculty, staff, administrators, and students.
- Hold roundtable discussions to address bias, harassment, and microaggressions.
- Track, assess, and measure the effectiveness of training programs.

GOAL 2

Review and revise recruitment strategies and provide recruitment training.

- Research, assess, and adopt best practices in DEI recruitment strategies.

GOAL 3

Expand strategic DEI partnerships.

- Identify and develop strategic partnerships that will contribute to the success of our students, college, and community members.
- Strengthen existing partnerships.

GOAL 4

Support efforts to improve the safety of College community members.

- Collaboratively work as a support team with Facilities, Public Safety, Human Resources, and other departments to identify and address safety concerns.

Mission Statement

The President's Advisory Council on Diversity, Equity, and Inclusion (PACDEI) is an advisory council to the President of Bergen Community College. It provides a place for all of the College's various Diversity, Equity, and Inclusion entities to come together to advance a culture of care. Its work promotes equity in all forms with a solid commitment to access and belongingness. PACDEI supports a community where everyone is valued for their unique backgrounds, perspectives, and talents.





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BOARD OF TRUSTEES ACTION P1A
Approval Date: June 13, 2023

Resolution

Appointment: Confidential

Submitted By

Dr. Eric Friedman, President

Dr. Tonia McKoy, Dean of Research and Institutional Effectiveness

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

Action Requested

To approve the appointment for the following individual to the vacant position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Jeanette Lim	Associate Director of Institutional Effectiveness / Research and Institutional Effectiveness	\$80,000 (pro-rated)	06/14/2023

Justification

To fill a budgeted vacant position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge To: College Operating Funds

Account Number:



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BOARD OF TRUSTEES ACTION P1B
Approval Date: June 13, 2023

Resolution

Appointment: Confidential

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To approve the appointment of the following individual to the vacant position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Hamin Shabazz	Dean of Business and Social Sciences / Academic Affairs	\$110,000 (prorated)	07/17/2023

Justification

To fill a budgeted vacant position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge To: College Operating Funds
Account Number:



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BOARD OF TRUSTEES ACTION P1C
Approval Date: June 13, 2023

Resolution

Appointment: Interim Confidential

Submitted By

Dr. Eric Friedman, President

Dr. Anthony Trump, Vice President of Student Affairs

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

Action Requested

To approve the appointment of the following individual to the vacant position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Joao Sedycias	Interim Campus Executive	\$108,150	07/01/2023 – 06/30/2024

Justification

To appoint an interim leadership position at the Meadowlands. This position is at-will.

Charge To: College Operating Funds

Account Number: 10-04-418100-601110



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BOARD OF TRUSTEES ACTION P1D

Approval Date: June 13, 2023

Resolution

Appointment: Professional

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

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

Action Requested

To approve the appointment for the following individual to the vacant position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Sookjung Hwang	Assistant Director of Accounting / Finance Finance	\$85,000 (prorated)	07/03/2023

Justification

To fill a budgeted vacant position through a successful search process pending successful completion of background checks and references.

Charge to: College Funds

Account Number:



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BOARD OF TRUSTEES P1E
Approval Date: June 13, 2023

Resolution

Appointment: Professional

Submitted By

Dr. Eric M. Friedman, President

Mr. Ronald Spaide, Chief Information Officer

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

Action Requested

To approve the appointment of the following individuals to the vacant positions and annual salaries indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Marcelo Davila	Network Administrator II / Information Technology	\$80,000 (pro-rated)	06/16/2023
Michael Lawrence	Technical Support Specialist II / Information Technology	\$50,000 (pro-rated)	06/16/2023
Sean McKeon	Technical Support Specialist II / Information Technology	\$50,000 (pro-rated)	06/16/2023

Justification

To fill budgeted vacant positions through a successful search process pending successful completion of background checks and references.

Charge to: College Funds

Account Number:



BOARD OF TRUSTEES ACTION P1F
Approval Date: June 13, 2023

Resolution

Appointment: Professional and approved job description for vacant position

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To approve the appointment and job description for the following individual to the vacant position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Shylah Oldano	Head Teacher/ Child Development Center / Academic Affairs	\$61,862.50 (prorated)	06/14/2023

Justification

To appoint this individual to the vacant position and title indicated as part of the changing scope and level of confidentiality and responsibilities.

Charge to: College Operating Funds

Account Number: 10-10-830000-601110

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE: Head Teacher

DEPARTMENT: Child Development Center

FUNCTION: The Head Teacher plans and executes lessons and activities to support the well-being of the children enrolled in the Child Development Center. The Head Teacher is responsible for the supervision and safety of children in their care. This position serves in an administrative capacity about 20% of the time. The Head Teacher assists with curriculum planning and implementation, as well as the enrollment process. This role requires managing and maintaining student files. This position serves as Director Designee in the event of the Director's absence.

REPORTS TO: Child Development Center Director

SUPERVISES: Assistant Teachers

MAJOR RESPONSIBILITIES:

Responsibilities include but are not limited to:

- 1.Ensures the development and implementation of the center's lesson plans, child development, and activities for children below six years of age.
2. Ensures the appropriateness of program activities according to both the ages and developmental levels of children.
3. Plans, discusses, and observes the implementation of program activities by staff members for all groups of children.
4. Supervises children in their direct care by sight and sound at ALL times.
5. Completes weekly lesson plans that are developmentally appropriate and meet individual student needs. Assists other group teachers with their lesson plans as needed. Provides feedback.
6. Executes lesson plans with help of Assistant Teacher.
7. Plans small group work which allows children to work closely with their teacher on a targeted skill.

8. Assesses students, using formal and informal assessment strategies, to understand where they are academically and developmentally.
9. Conducts three parent teacher conferences per year to discuss student assessments and goals.
10. Guides children in learning appropriate behavior and social skills.
11. Communicates with families and / or administration about student progress.
12. Maintains confidentiality in regard to all students.
13. Maintains a clean and healthy classroom environment.
14. Ensures wellbeing and safety of children at all times.
15. Helps with diapering / toileting and other hygienic needs of students.
16. Attends and helps to facilitate staff meetings.
17. Tours new families when needed.
18. Meets with new families to go over enrollment paperwork.
19. Manages and completes new student files.
20. Ensures students health records and immunizations are up to date.
22. Must be a team player
23. Performs other duties as may be assigned.
24. Attends staff development and completes professional development hours in areas mandated by the Dept. of Children and Families Manual of Standards.
25. Must be able to meet the physical demands of the position. This includes being able to balance, stoop, kneel, crouch etc. Must be able to lift, carry, carry, push or pull up to 50 pounds.

PERFORMANCE STANDARDS: Performance in this position is considered satisfactory when: (1) mutually agreed upon objectives have been attained within a specified time frame, (2) effective cooperative relationships exist with team members across the College, (3) confidential aspects of the position are maintained, and (4) performs work in a manner that furthers the College's mission and values.

QUALIFICATIONS:

Education: Minimum of Bachelor's Degree in Early Childhood Education or related field

Knowledge, Skills, and Abilities: Demonstrates understanding of the community college mission, collaborates effectively with peers and other stakeholders, has the ability to effectively communicate and influence internal and external stakeholders, and has basic proficiency in the use of the Microsoft Office suite. Exhibits strong skills in childcare, organization, communication, planning, relationship building, and teaching.

Experience: A minimum of 5 years as a Group Teacher in an Early Childhood Education setting. Experience with Creative Curriculum and Teaching Strategies Gold is a plus.

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Submitted by: _____ Date: _____
Name/Title

Approved by: _____ Date: _____
Name/Title

Reviewed by: _____ Date: _____
Human Resources

THE COLLEGE RESERVES THE RIGHT TO MODIFY JOB DESCRIPTIONS AT ANY TIME WITH OR WITHOUT NOTICE.



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BOARD OF TRUSTEES ACTION P1G

Approval Date: June 13, 2023

Resolution

Appointment: Support

Submitted By

Dr. Eric M. Friedman, President

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

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

Action Requested

To approve the appointment of the following individual to the vacant position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Risandry Almanzar	Officer / Public Safety	\$36,000 (prorated)	06/16/2023
Paul Felice	Officer / Public Safety	\$36,000 (prorated)	06/16/2023

Justification

To fill budgeted vacant position through a successful search process pending successful completion of background checks and references.

Charge to: College Funds

Account Number: 10-01-192100-601138



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BOARD OF TRUSTEES ACTION P1H
Approval Date: June 13, 2023

Resolution

Appointment: Title change and change of funding source to Professional staff

Submitted By

Dr. Eric Friedman, President

Dr. Anthony Trump, Vice President of Student Affairs

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

Action Requested

To approve the title change, job description and funding source for the following individual.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Lonzell Bowles	Coordinator of Athletics, Intramurals and Wellness / Student Affairs	\$55,000 (prorated)	06/01/2023 (retroactive)

Justification

To approve the title change from Be Well Bergen Coordinator to Coordinator of Athletics, Intramurals and Wellness. The position is being moved from grant operating funds to college operating funds and into Professional staff.

Charge To: College Operating Funds

Account Number:

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE: Coordinator of Athletics, Intramurals, and Wellness

DEPARTMENT: Intercollegiate Athletics

FUNCTION: The Coordinator of Athletics, Intramurals, and Wellness is responsible for overseeing various programs and initiatives related to wellness and athletics at the institution. The primary focus of this position is to plan, design, implement, and evaluate a comprehensive wellness program, known as "Be Well Bergen," that encompasses physical, mental, financial, social, and spiritual wellness for all employees and students at the College. Additionally, this role involves managing and coordinating the intramural program, as well as ensuring the smooth operation of assigned athletic facilities.

REPORTS TO: Managing Director of Athletics

SUPERVISES: Assigned student workers, lifeguards, and facility staff.

MAJOR RESPONSIBILITIES:

Responsibilities include but are not limited to:

1. Oversees the institutions "Be Well Bergen" program by planning, designing, and evaluating a comprehensive wellness program focuses on physical, mental, financial, social and spiritual wellness for all employees and students at the College.
2. Oversees the institutions intramural program by planning, designing, running, staffing, and evaluating programming based on student, faculty, and staff interests.
3. Fosters a collaborative culture that values and respects all College members by utilizing facilities, faculty, students, and staff expertise and services already in place at the College.
4. Manages the scheduling, daily operations, staffing, and use of all assigned athletic facilities.
5. Ensures facilities are open, staffed, and accessible during scheduled hours, rentals, games, or events.
6. Assists with supervision of assigned part time staff including but not limited to student workers and lifeguards.
7. Serves as the point of contact for athletic facility rentals and oversees the appropriate use and rental of assigned athletic facilities.
8. Communicates appropriate details with College staff including maintenance, events, public safety, and calendaring staff.
9. Ensures that facilities are set up, secure, and safe to use for all events. Oversees the health and safety guidelines for event and facility usage.
10. Supervises the use of facilities and ensures regulatory compliance with College, state, and federal guidelines and best practices. Responsible for the successful administration, supervision, and oversight of events and activities in assigned areas.
11. Reports any inappropriate actions and/or problems, before, during or after an event through appropriate College channels and to direct supervisor.
12. Supports inventory of equipment and uniforms, preparation of team gear, site supervision, gameday operations, pool readings and operational requirements, fitness center and equipment maintenance and care, facility cleanliness, and daily athletic department operations.
13. Promotes a "culture of care" environment by promoting positive lifestyle choices that influence all aspects of wellness and fosters interpersonal relationships and an overall sense of caring and compassion for all faculty, staff, students, and community members.
14. Provides professional engagement and development opportunities to enhance the health and wellness of

community stakeholders and help fulfill the College's vision, mission, values and strategic initiatives.

15. Develops, implements and maintains a communication plan to share relevant information consistently and openly through the implementation of a dedicated webpages, monitored email accounts and social media platforms through cross departmental collaboration.
16. Performs additional tasks or duties as assigned by department administration or other designated management.

MINIMUM QUALIFICATIONS:

Knowledge, Skills and Abilities: Demonstrates understanding of the community college mission. Possesses a strong understanding of the uses of information technology to deliver, monitor and evaluate programs and services for staff and the ability to work collaboratively across various constituencies of the College. Strong interpersonal as well as technical skills and must be detail-oriented. Technologically proficient in common office desktop software and familiar with cloud based computing and collaborative platforms and software.

Exhibits strong skills in:

- Leadership
- Managing People
- Communication
- Staff and Student Focus
- Building Relationships
- Organizing
- Planning

Education: Bachelor's Degree required in related field

Experience: Minimum of 3 years of experience developing and/or maintaining staff wellness programs, experience in higher education.

Other: Commitment to health and wellness. Must be able to earn and maintain Certified Pool Operator (CPO), CPR, First Aid, and AED certifications within one year of hire.

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Submitted by: _____ Date: _____
Name/Title

Approved by: _____ Date: _____
Name/Title

Reviewed by: _____ Date: _____
Human Resources



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BOARD OF TRUSTEES ACTION P11
Approval Date: June 13, 2023

Resolution

Appointment: Interim Confidential

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To approve the interim appointment for the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Peter Christopher Tully	Interim Director of STEM and Equity Initiatives / Academic Affairs	\$98,500 (prorated)	05/22/2023 – 6/30/2023 (retroactive) 07/01/2023 – 10/31/2023*

* assignment dates may change

Justification:

To appoint an interim Director.

Charge To: College Operating Funds
Account Number: 10-01-139100-601110



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BOARD OF TRUSTEES ACTION P1J

Approval Date: June 13, 2023

Resolution

Appointment: Clinical Coordinators

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

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

Action Requested

To renew the appointments of the individuals listed below to the position of Clinical Coordinators at the stipends shown for the period July 1, 2023 – June 30, 2024.

CLINICAL COORDINATORS

<u>Name</u>	<u>Department/Division</u>	<u>Annual Stipend</u>
Irene Figliolina	Medical Office Assistant/Health Professions	\$4,750.00
Daniel Brancato	Radiation Therapy/Health Professions	\$2,375.00
Amy Cacciatore	Radiation Therapy/Health Professions	\$2,375.00
Mary Chmielewski	Surgical Technology/Health Professions	\$4,750.00
Irene Erazo	Respiratory Therapy/Health Professions	\$4,750.00
Nicole Humphreys	Veterinary Technology/Health Professions	\$4,750.00
Stephanie Niemiec	Paramedic Science/Health Professions	\$4,750.00
Elizabeth Romano	Radiography/Health Professions	\$4,750.00
Jaclyn Park	Diagnostic Medical Sonography/Health Professions	\$4,750.00
Lisa Duddy	Dental Hygiene/Health Professions	\$4,750.00

Justification

In accordance with the terms of the Agreement between Bergen Community College and the Bergen Community College Faculty Association.



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BOARD OF TRUSTEES ACTION P2A

Approval Date: June 13, 2023

Resolution

Appointment / Reappointment: Academic Chairs and Program Coordinators/Faculty

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

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

Action Requested

To appoint / reappoint the individuals listed below to the position of Academic Chairs and Program Coordinators/Directors at the stipends and release time shown for the period July 1, 2023 – June 30, 2024.

		<u>Annual Stipend</u>	<u>Annual Release Time</u>
<u>ACADEMIC CHAIRS</u>			
<u>Name</u>	<u>Departments//Division</u>		
Dr. Jacqueline Behn	Social Sciences//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Dr. Ara Kahyaoglu	Physical Sciences//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Keith Chu	History//Humanities	\$3,000.00	11 credit hours
Danielle Coppola-Oliveri	Wellness and Exercise Science//Health Professions	\$3,000.00	11 credit hours
Michael Echols	Communications	\$3,000.00	11 credit hours
Robert Fusco	Mathematics//Mathematics, Science and Technology	\$6,400.00	23 credit hours
Robert Highley	Biology and Horticulture//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Heidi Lieb	English as a Second Language and World Languages//Humanities	\$6,400.00	22 credit hours
Matthew King	Computer Science, Engineering and Information Technology//Mathematics, Science and Technology	\$3,000.00	11 credit hours

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Richard Kuiters	Criminal Justice and Legal Studies// Business, Arts and Social Sciences	\$3,000.00	13 credit hours
Dr. Pierre Laguerre	Business and Hotel and Restaurant Management//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Amy Diaz	Health Professions//Health Professions	\$3,000.00	11 credit hours
Dr. Peter Dlugos	Philosophy & Religion//Humanities	\$3,000.00	11 credit hours
Dr. Andrew Tomko	Composition, Literature and English Basic Skills//Humanities	\$6,400.00	23 credit hours
Dr. Tomira Rozar	Dental Hygiene//Health Professions	\$3,000.00	11 credit hours
Francis Schmidt*	Visual and Performing Arts// Business, Arts and Social Sciences	\$3,000.00	15.5 credit hours
Daniel Sheehan*	Visual and Performing Arts// Business, Arts and Social Sciences	\$1,500.00	11 credit hours
Andrew Krikun+	Visual and Performing Arts//Business, Arts And Social Sciences	\$1,500.00	4.5 credit hours

*Co-Chairs per agreement with BCCFA.

+ Interim Co-Chair for Daniel Sheehan who is on Sabbatical- Sept 1 to Dec 30 2023

PROGRAM COORDINATORS/DIRECTORS

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time</u>
Kelly Alexis Birdsall Griffiths	World Languages//ESL and World Languages	11 credit hours
Dr. Amy Ceconi	Respiratory Care//Health Professions	10 credit hours
Jessica Gorham	Diagnostic Medical Sonography//Health Professions	10 credit hours
Amy Diaz	Radiation Therapy Technology//Health Professions	10 credit hours
Caroline Kelley	Composition & Literature//Humanities	6 credit hours
Dr. Lawrence Joel	Legal Studies//Business, Arts and Social Sciences	11 credit hours
Eileen Fitzgerald	English Basic Skills//Humanities	18 credit hours
Kaveh Saminejad	College Math// Mathematics, Science and Technology	8 credit hours
Amy Diaz	Radiography//Health Science/Health Professions	10 credit hours
Joanne Piccininni	Paramedic Science//Health Professions	10 credit hours

Board of Trustees Action P2A**DATE: June 13, 2023****Page 3**

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
Irene Figliolina	Medical Office Assistant//Health Professions	11 credit hours
Melanie Walker	Developmental Math//Mathematics, Science and Technology	16 credit hours

PROGRAM LIAISON**Name**

David Wang

Department/Division

Computer Science// Science, Math and Technology

Annual**Release Time**

4 credit hours

Justification

To reappoint the Academic Department Chairs, Program Coordinators/Directors and Program Liaison in accordance with the agreement with the BCCFA.

Charge To:

Account Number: Various



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BOARD OF TRUSTEES ACTION P2B
Approval Date: June 13, 2023

Resolution

Reappointment: Faculty (Eleventh Month)

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Dr. Anthony Trump, Vice President, Student Affairs

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

Action Requested

That the following faculty members be reappointed to an eleventh month contract effective July 1, 2023 through June 30, 2024. The faculty members indicated will receive 10% of their July 1, 2023, base salary as compensation for working the eleventh month:

Name

Timothy Foote

Fred Golub

Position/Division

Associate Professor/Counseling/Academic Affairs

Professor/Counseling/Academic Affairs

Justification

To provide coverage in Student Affairs and Counseling.

Charge To:

Account Number: 10-02-230100-601120



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BOARD OF TRUSTEES ACTION P2C
Approval Date: June 13, 2023

Resolution

Reappointment: Administrative Personnel

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

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

Action Requested

That the following individuals be reappointed to the positions indicated for the period not to exceed one year commencing July 1, 2023, or until further action of the Board of Trustees.

Name

Susan Callahan Barnard [Dr.]

Adam Goodell

Emily Vandalovsky (Dr.)

Position

Dean, Division of Health Professions

Senior Dean, Division of Humanities

Dean, Division of Math, Science and Technology

Justification

Reappointment pursuant to N.J.A.C. 9A:7-4.2(d). This administrative position is at-will and the reappointed individual serves for a time period not to exceed one year or until further action of the Board of Trustees.



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BOARD OF TRUSTEES ACTION P2D
Approval Date: June 13, 2023

Resolution

Reappointment: Professional Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Cinzia D'Iorio, Executive Director, Continuing Education and Workforce Development
Mr. Ronald Spaide, Chief Information Officer
Ms. Suzanne Wetzel, Vice President of External Affairs
Dr. Anthony Trump, Vice President, Student Affairs
Mr. Nathaniel Saviet, Vice President, Facilities
Mr. David Borzotta, Associate Vice President, Safety and Security
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested

That the following personnel be reappointed to the positions indicated for the period commencing July 1, 2023 through June 30, 2024.

Name

Nicole Babington
Kevin (Kai) Banh
Lonzell Bowles
Hilda Buitrago
Matthew Calamari
Christopher Carlson
Lisa Cassesa
Victor Castronova
John Cichowski
Lisa Crowne
Kriselle Dabal
Marcelo Davila
Lisa DiGaetano
Christopher DiSanto
Paulina Drabik
Fernando Encarnacion
Jessica Fargnoli
Jared Farra
Deana Fletcher

Position

Student Life Coordinator, Student Organizations and Events
Coordinator of Environmental Health and Safety
Coordinator of Athletics, Intramurals and Wellness
Coordinator of Educational Outreach
Technical Support Specialist II
Groundskeeper Supervisor
Bergen for Business Coordinator
Coordinator, Printing and Copying Services
Supervisor, Vocational Development and Career Placement
Program Supervisor, Bergen County Jail
STEM Coordinator
Network Administrator II
Assistant Director, One Stop
Testing Assistant
Technical Support Specialist II
Evening Math Lab Coordinator
Assistant Director of Public Relations
Student Life Coordinator, Student Leadership and Technology
Coordinator of Athletics and Equipment Manager

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Page 2

Name

Rosannelel Franco
Jenny Gamez
Jhonatan Garcia
Vladimir Gonel
Jazmine Gutierrez
Frank Hablawi
April Harrison
Christopher Houle
Dania Huie-Pasigan
Judith Hungreder
Ari Jablonski
Ted Jaronsinski
Candice Kaup Scioscia
Yeon Su Kil
Kristen Ko
Kurt Kruegel
Dennis Kruk

Michael Lawrence
Elena Luddy
Frank Malave
Molly McIntosh
Sean McKeon
Kim Meekins
Mani Memari
Deborah Michels
Jack Miller
Mark Molisani
Giselle Pacheco
Patricia Pappas-Juliano
Jaime Pardo
Nilda Pardo
Kirsten Perino
Oleksandr Radayev
Gregory Reilly
Johanna Reyes
Edwin Lopez-Rodriguez
Anna Rolando
Rosa Salazar
Robert Sangster
Wioletta Surdyka
Colleen Tedesco
Maira Urena
Tamara Vaughan
Kenny Xheraj

Position

Office Services Supervisor
Coordinator, Student Conduct
Program Supervisor
Assistant Manager, Accounts Payable
Testing Assistant
Web Developer
Coordinator, Office of Multicultural Services and Activities
Technical Support Specialist II
Associate Director of Health Services
Coordinator of Evening and Weekend Services
Systems Administrator II
Technical Coordinator – Media Technologies
Manager, Learning Assistance Center
Program Supervisor
Manager of Access Services
Network Administrator II
Coordinator, Health Professions Interdisciplinary Center
For Simulation
Technical Support Specialist II
Sr. Financial Accountant
Financial Analyst
Resource Accommodation Specialist
Technical Support Specialist II
Office Services Supervisor – Meadowlands
Instructional Designer
Technical Support Specialist II / APPLE
Group Teacher
Grant Writer
Sr. Financial Aid Specialist
Assistant Director, Financial Aid
Manager, Workforce & Career Placement
Accountant
Office Manager
Process Automation Specialist
Enrollment Services Coordinator at the Meadowlands
Financial Aid Specialist
Custodial Supervisor
Resource Accommodation Specialist
Financial Aid Assistant
Technical Support Specialist II
Coordinator of Veterans and Military Affairs
Success Coordinator
Accountant - CE
Business Development Manager
Custodial Supervisor

Board of Trustees Action P2D
June 13, 2023
Page 3

Action Requested

That the personnel listed below be reappointed to the positions indicated for the period July 1, 2023 through June 30, 2025 (Two-year contract):

Name

John Bruno
Robert Coane
Tom DePrenda
Jeanette Dones
Cristina Grisales
Marie Jardine
Gabriela Kosek
Kimberly A. Makoe
Lynne Mandel
Charlmaine McKinney
Hyacinthe Nkurunziza
Bonnie Rodriguez
William Smith
Rong Wang
Saikheen Wong

Position

Testing Assistant
Director of Campus Planning and Improvements
Manager, New Media Services
Senior Financial Aid Specialist
Graphic & Web Designer – Public Relations
Associate Director, Public Safety
Testing Assistant
Senior Scheduling and Facilities Planner
Financial Aid Specialist
Financial Aid Specialist
Coordinator of Student Success and Completion
Financial Aid Specialist
Assistant Director User Services
Associate Director of Library Services
System Administrator II

Justification

Reappointment per Article XII, Section 6 of the Professional Staff Collective Bargaining Agreement



BOARD OF TRUSTEES ACTION P2E
Approval Date: June 13, 2023

Resolution

Reappointment: Project Personnel – Grants

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Cinzia D'Iorio, Executive Director, Continuing Education and Workforce Development
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested

That the grant personnel listed below be reappointed to the positions indicated for the period commencing July 1, 2023 through June 30, 2024, except where noted.

<u>Name</u>	<u>Position</u>
Barbara Brown-Abolafia*	Project Manager (Opportunity Meets Innovation)
Aida Castro-Henix	EOF Counselor
Mounira Gad	Program Supervisor, DOL Grant
Elizabeth Gieske DeFeo	CLC Project Director/Adult Basic Education/ Continuing Education and Community Outreach
Randi Greene	Manager, Consortium Grant
Doratheia Jackson	EOF Recruiter
Faith Kallert	Business Liaison Southern Region – Continuing Education and Workforce Development (NJ HealthWorks)
Andrea Nemeth	Project Director – Continuing Education and Workforce Development (NJ Healthworks)
Monica Rock	Success Coach – Continuing Education and Workforce Development (NJ Healthworks)
Marimer Santiago Rivas	C.L.N.A. Data Analyst
Alexandra Schafer	Generalist Recruiter (CCOG)
Rachel Sloma	Bergen Cares Coordinator
Teresa Serio	Coordinator, Center for Adult Transition
Darlene Tomlinson*	Group Teacher – Child Development Center (CCAMPIS)
Brittany Weiner	Workforce Development Coordinator

* Funded through current grants which expire September 30, 2023, therefore the effective dates are July 1, 2023 through September 30, 2023.

Justification

Reappointment of grant-funded positions. These positions are at will.



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BOARD OF TRUSTEES ACTION P2F
Approval Date: June 13, 2023

Resolution

Reappointment: Support Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Cinzia D'Iorio, Executive Director, Continuing Education and Workforce Development
Mr. Ronald Spaide, Chief Information Officer
Ms. Suzanne Wetzel, Vice President of External Affairs
Dr. Anthony Trump, Vice President, Student Affairs
Mr. Nathaniel Saviet, Vice President, Facilities
Mr. David Borzotta, Associate Vice President, Safety and Security
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested

That the following personnel be reappointed to the positions indicated for the period commencing July 1, 2023 through June 30, 2024.

<u>Name</u>	<u>Position</u>
Donna Adams McCarthy	Senior Secretary
Besjana Adili	Custodian
Ourania Aggelatou	Senior Secretary
Salimah Ali	Senior Secretary
Sean Allen	Custodian
Risandry Almanzar	Public Safety Officer
Esmeralda Armendariz	Executive Secretary
Mehmet Arslan	Custodian
Ronald Barker	Custodian
Nobile Basile	Senior Custodian
Thomas Bendewald	Senior Administrative Assistant
Rajmonda Bilalaj	Custodian
Joseph Breitenbach	Electrician
George Bugyi	Senior Officer
Krystna Bugyi	Custodian
Noe Burgos	Custodian
Abiud Caban	Public Safety Officer
Amanda Caban	Custodian

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June 13, 2023
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Edward Campanella	Public Safety Officer
Franchot Campbell	Public Safety Officer
Carlo Capone	Custodian
Sybil Carter	Custodian
Kyle Carter	Senior Buyer
Gary Casamento	Public Safety Officer
Luisa Castro	Executive Secretary
Joseph Cecere	Custodian
Dalia Chinchilla	Custodian
Vrej Citakian	Sergeant
Austin Coiro	Public Safety Officer
Tina Coleman	Custodian
Pamela Coles	Senior Secretary
Donna Collins	Office Assistant
Luis Colon	Custodian
Azize Cornejo	Senior Secretary
Remington Coscarello	Custodian
James Daly	Custodian
Rashid Darrisaw	Custodian
Bessie DeJesus	Secretary
William Dekker	Head Custodian
Rafael Del Rosario	Custodian
Sharon Della Penna	Library Associate
Mamadou Diaby	Custodian
Daniel Diaz	Maintenance Repairperson
Carolina Diaz Santos	Public Safety Officer
Mickey Dickenson	Library Associate
Shawn Donovan	Senior Library Assistant
Keira Eichenlaub	Public Safety Officer
Louisa Emirizian	Secretary
Christine Estrella	Secretary
Humberto Felice	Senior Officer
Paul Felice	Public Safety Officer
Michael Francois	Electrician
James Funcheon	Maintenance Mechanic
Santo Fusco	Senior Officer
Andrew Gales	Public Safety Officer
Kimberly Gallagher	EOF Secretary
Rosalba Garcia	Public Safety Officer
Esma Gecir	Secretary
Thomas Grubecki	Senior Mail Stock Clerk
Kyran Guerra	Public Safety Officer
Franklin Guzman	Library Associate
Sandra Haan	Executive Secretary
Elizabeth Hairston	Senior Accounting Assistant
Bart Haverty	Public Safety Officer

Board of Trustees Action P2F
June 13, 2023
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Ivan Hernandez	HVAC Mechanic B
Betty Highkal	Senior Secretary
Dylan Horton	Senior Officer
Dolores Hunt	Department Coordinator
Jeffrey Janus	Senior Assistant
Bekim Jashari	Custodian
Sandra Jimenez	Senior Secretary
Tabatha Jones	Senior Secretary
Judy Jouan	Executive Secretary
Susan Kendrick	Secretary
Robert Kitchell	Plumber
Cathy Kreh	Senior Secretary
Daniel Landers	Public Safety Officer
Lorraine Langoski	Senior Custodian
Mario Leonor	Senior Copy Center-Stock Clerk
Carolyn Lyons	Department Coordinator
Dakim Lyons	Custodian
Shailly Mahajan	Executive Secretary
Kimberly Marriott-Holliday	Public Safety Officer
Neftali Martinez	Senior Mail Stock Clerk
Nancy McAllister	Customer Service Assistant
Kevin McCarthy	Senior Officer
Margaret McCarthy	Office Assistant
Thomas McCoy	Buyer
Richard McMillan	Public Safety Officer
Esther Mejias	Sergeant
Lucia Mistretta	Senior Registration Assistant
Maureen Mitchell	Executive Secretary
Leart Mocka	Maintenance Repairperson
Amy Montagnino	Administrative Secretary
Genevieve Montana-Khalil	Secretary
Alan Mzurinsky	Sergeant
Tara Muttillio	Executive Secretary
Joli Nelson	Department Coordinator
Marie Notholt	Executive Secretary
Peter O'Grady	Custodian
Steven Oldano	Senior Officer
John Onderdonk	Custodian
Karla Orellana	Custodian
Janet Pagan	Executive Secretary
Juan Palau	Senior Maintenance Repair
Robert Patino	Custodian
Dolores Piro	Senior Secretary
Vanessa Pusey	Senior Registration Assistant
Felicita Ragsdale	Department Coordinator
Cynthia Rivera	Senior Officer

Board of Trustees Action P2F
June 13, 2023
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Walesca Rodriguez	Custodian
Juan Rodriguez	Sergeant
Najibe Roman	Senior Accounting Assistant
James Ruttler	Public Safety Officer
Andrew Sacher	Custodian
Bekim Sahatciu	Custodian
Carmine Salerno	Senior Custodian
Susan Sanchez	Buyer
Abigail Santiago	Accounting Assistant
Idel Santiago	Assistant, CDC
Amanda Sanzari	Secretary
Nino Schreck	Library Associate
Peter Sforza	Custodian
Kerry Sitaras	Assistant, CDC
Susan Sloan	Senior Secretary
Irene Smith	Executive Secretary
Jose Sousa	Custodian
Arben Spirollari	Custodian
Elizabeth Stichauner	Senior Library Assistant
Frederick Stickel	Senior Custodian
Tammy Sullivan	Secretary
Adriano Tarquini	Custodian
Patricia Tejeda Mora	Senior Secretary
Elise Tikijian-Pearce	Accounting Assistant
Scott Tober	Head Custodian
Vivian Tongue	Executive Secretary
Minir Toska	Maintenance Repairperson
Tabatha Tucker	Accounting Assistant
Michael Vaughn	Public Safety Officer
Tiana Vega	Secretary
Luis Velasco	Senior Officer
Meaghan Verile	Executive Secretary
Andreanna Znak	Secretary
Michael Zullo	Public Safety Officer
Patrick Zullo	Public Safety Officer

Justification

Reappointment of support staff.



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BOARD OF TRUSTEES ACTION P2G

Approval Date: June 13, 2023

Resolution

Reappointment: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President

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

Action Requested

That the following personnel be reappointed to the positions indicated for the period commencing July 1, 2023 through June 30, 2024.

Name

Ivanna Amell

Jessica Blundo

John Booth

David Borzotta

Kathryn Brunetto

Krystal Carbajal

Linda Caruso

Gean Chin

Patricia Cioce

Carol Clarke

Jennifer Comppen

Carmen Cruz-Torres

Cinzia D'Iorio

Jeffrey Dulow

Jianhua Falcone

Khairia Fazal

Gregory Fenkart

Maria Ferrara

Brock Fisher

Ellianne Gallardo

Yessika Garcia-Guzman

Meredith Gatzke

Anna Gergen

Julia Gibson

Mayda Gonzalez-Bosch

Position

Executive Secretary

Director of Child Development Center

Associate Director of Public Safety, Operations

Associate Vice President of Safety and Security

Senior Director of Admissions, Testing and International

Benefits and Compensation Assistant

Director of Bergen for Business

Executive Secretary

Annual Fund Coordinator

Administrative Assistant

Development Administrator

Assistant Dean of Nursing

Executive Director of Continuing Education and Workforce Development

Controller

Managing Director of Financial Administration

Dean of Learning Support

Director of Student Life and Development

Executive Assistant, Board of Trustees and the President

Vice President of Academic Affairs

Associate Director of Employee Relations and Organizational Development

Assistant Vice President of Financial Aid and Compliance

Vice President of Human Resources and Organizational Development

Assistant Director of P.T.K. and Honors

Dean of Continuing Education

Associate Dean, HPCE

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June 13, 2023
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Reginald Grant
Nishika Gupta
Jorge Hernandez
Christine Hill
Lawrence Hlavenka

Michael Hyjeck
Diana Jankuloski
Amarjit Kaur
Ilene Kleinman
Theresa Kyle
Jeanette Lim
Timothy Lintean
Laura Madera
Amelia Malak
Deborah Manning
David Marks
Angela McCain
Tonia McKoy
Margaret Miceli
Jennifer Migliorino-Reyes
Ronald Miller
Jennifer Nicodemo
Jacqueline Ottey
Kevin Porro
James Quimby
Tracy Rand
Annette Raymond
Maureen Rotker
John Rude
Steven Salcito
Nathaniel Saviet
John Scardina
Christine Silvestri
Chanel Smith
Christopher Talmo
Anjali Thanawala
Wilton Thomas-Hooke
Anthony Trump
Erin Van Nostrand
Peter Vida
Michael Vivenzio
Stephanie Weise
Suzanne Wetzel
Darlene Zales-Russamano

Senior Payroll Generalist
Assistant Vice President
Managing Director of Athletics
Administrative Assistant
Executive Director of Public Relations, Community and Cultural Affairs
Managing Director, Physical Plant
Associate Director of Payroll
Managing Director, CITL
Associate Dean of Curriculum
Senior Human Resources Specialist
Associate Director of Institutional Effectiveness
Associate Director of Administrative Applications
Director of College Readiness
Benefits Administrator
Dean of Adjunct Administration
Dean of Library Services
Foundation Accountant
Dean of Research and Institutional Effectiveness
Managing Director, Events Planning
Assistant Vice President of Student Affairs
Executive Director, BCC Foundation
Director of Capital Projects
Registrar
Senior Payroll Generalist
Associate Director of Media
Senior Director of Student Access
Associate Registrar
Assistant Director, HRIS and Compliance
Associate Director, Infrastructure
Facility Systems Administrator
Vice President, Facilities
Manager, Grants and Regulatory
Executive Secretary
Human Resources Coordinator
Managing Director, Custodial Operations
Director, Grants Administration
Chief Financial Officer
Vice President, Student Affairs
Associate Director of Athletics
Dean of Enrollment Management
Talent and Development Manager
Director of Purchasing and Services
Vice President of External Affairs
Associate Dean of Nursing

Justification

Reappointment of confidential positions. These positions are at will.



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BOARD OF TRUSTEES ACTION P2H

Approval Date: June 13, 2023

Resolution

Reappointment: Ciarco Instructors

Submitted By

Dr. Eric M. Friedman, President

Ms. Cinzia D'lorio, Executive Director of Continuing Education and Workforce Development

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

Action Requested

To approve the reappointment of the following individuals to the positions indicated.

<u>Name</u>	<u>Position</u>	<u>Effective Dates</u>
Marianne Patino	Ciarco Instructor	07/01/23 – 06/30/24
Beverly Rosch	Ciarco Instructor	07/01/23 – 06/30/24
Lori Yoselow	Ciarco Instructor	07/01/23 – 06/30/24

Justification

Reappointment per Article IX, Section A in the Appendix CLC – Ciarco Learning Center Members of the BCCFA Collective Bargaining Agreement

Charge To: College Operating Funds

Account Number:



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BOARD OF TRUSTEES ACTION P3
Approval Date: June 13, 2023

Resolution

Bereavement – Faculty

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To end the employment for the following deceased faculty member:

<u>Name</u>	<u>Position /Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Mauro Marzocco	Professor / Mathematics, Science and Technology / Academic Affairs	09/01/1968	04/12/2023 (retroactive)

Justification

Passing of faculty member during service on 04/12/2023.



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BOARD OF TRUSTEES ACTION P4
Approval Date: June 13, 2023

Resolution

Approve: Change of funding source

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

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

Action Requested

To approve the change in funding source for the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Jennifer Nicodemo	Director of Capital Projects / Finance	05/17/2023 (retroactive)

Justification

The position is being moved to a different funding source. Salary remains the same.

Charge to: College Operating Funds

Account Number: 10-01-193100-601110



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BOARD OF TRUSTEES ACTION P5A
Approval Date: June 13, 2023

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Faculty Association ("BCCFA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.

Submitted By

Dr. Eric M. Friedman, President

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



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BOARD OF TRUSTEES ACTION P5B
Approval Date: June 13, 2023

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Administrators Association ("BCCAA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.

Submitted By

Dr. Eric M. Friedman, President

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



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BOARD OF TRUSTEES ACTION P5C
Approval Date: June 13, 2023

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Professional Staff Association ("BCCPSA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.

Submitted By

Dr. Eric M. Friedman, President

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



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BOARD OF TRUSTEES ACTION P5D
Approval Date: June 13, 2023

Resolution

WHEREAS the Bergen Community College ("College") and the Bergen Community College Support Staff Association ("BCCSSA") agree to recommend the terms for a successor collective bargaining agreement subject to Board approval.

Submitted By

Dr. Eric M. Friedman, President

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



BOARD OF TRUSTEES ACTION P6A
Approval Date: June 13, 2023

Resolution

Abolishment of Position - Confidential

Submitted By

Dr. Eric M. Friedman, President

Ms. Suzanne Wetzel, Vice President of External Affairs

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

Action Requested

To abolish the following position and remove from the College organizational chart effective June 30, 2023:

Executive Assistant / External Affairs

Justification

To abolish this position due to reorganization of the department structure.



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BOARD OF TRUSTEES ACTION P6B
Approval Date: June 13, 2023

Resolution

Non-renewal: Confidential

Submitted By

Dr. Eric M. Friedman, President

Ms. Suzanne Wetzel, Vice President of External Affairs

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

Action Requested

To approve the non-renewal of the following individual:

<u>Name</u>	<u>Position/ Division</u>	<u>Effective Date</u>
Drorit Beckman	Executive Assistant / External Affairs	06/30/2023

Justification

Position elimination due to abolishment of the position and reorganization of the department structure.



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BOARD OF TRUSTEES ACTION P7A
Approval Date: June 13, 2023

Resolution

Approve: Temporary Full-Time Funding Change

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To approve the funding source for the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Kelli Hayes	Academic Coaching Supervisor Cerullo Learning Assistance Center / Academic Affairs	\$56,000 (prorated)	07/01/2023 – 9/30/2023

Justification

This position is being transitioned from fully grant-funded to the funding being shared between the College and the OMIC Grant to ensure programs are sustainable when the grant funding ends.

Charge to: College Funds and OMIC Grant

Account Number: 10-03-386000-601125 (39%)

50-02-597300-601167 OMIC Grant (61%)



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BOARD OF TRUSTEES ACTION P7B
Approval Date: June 13, 2023

Resolution

Approve: Temporary Full-Time Funding Change

Submitted By

Dr. Eric M. Friedman, President

Dr. Anthony Trump, Vice President of Student Affairs

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

Action Requested

To approve the funding source for the following individual to the position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Donna Puleo	College Nurse / Health Services	\$85,890	07/01/2023 – 6/30/2024
	Student Support / Student Affairs		

Justification

This temporary full-time position is being transitioned from grant-funded to college-funded.

Charge to: College operating funds

Account Number: 10-02-240100-601167



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BOARD OF TRUSTEES ACTION P8A
Approval Date: June 13, 2023

Resolution

Approve: Leave of Absence / Support Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

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

Action Requested

To approve 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>	<u>Position/Division</u>	<u>Effective Dates</u>
Carlo Capone	Custodian / Facilities	05/12/2023 – 06/16/2023 FMLA unpaid with benefits

Justification

Medical Leave



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BOARD OF TRUSTEES ACTION P8B
Approval Date: June 13, 2023

Resolution

Approve: Leave of Absence / Professional

Submitted By

Dr. Eric M. Friedman, President

Dr. A.J. Trump, Vice President of Student Affairs

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

Action Requested

To approve 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>	<u>Position/Division</u>	<u>Effective Dates</u>
Charlmaine McKinney	Financial Aid Specialist / Student Affairs	05/10/2023 - 06/15/2023 FMLA unpaid with benefits 06/16/2023 - TBD unpaid with no benefits

Justification

Medical Leave



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BOARD OF TRUSTEES ACTION P8C
Approval Date: June 13, 2023

Resolution

Approve: Leave of Absence / Support staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

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

Action Requested

To approve 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>	<u>Position/Division</u>	<u>Effective Dates</u>
Rashid Darrisaw	Custodian / Facilities	04/28/2023 – 05/14/2023 FMLA unpaid with benefits

Justification

Medical Leave



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BOARD OF TRUSTEES ACTION P9A
Approval Date: June 13, 2023

Resolution

Retirement: Support Staff

Submitted By

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

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

Action Requested

To approve the retirement of the following individual:

<u>Name</u>	<u>Position /Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Thomas Jessie	Senior Groundskeeper / Facilities	06/10/2002	02/01/2023 (retroactive)

Justification

Retirement



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BOARD OF TRUSTEES ACTION P9B
Approval Date: June 13, 2023

Resolution

Retirement: Faculty

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To approve the retirement of the following individual:

<u>Name</u>	<u>Position /Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Anne Marie Prendergast	Associate Professor /Humanities / Academic Affairs	01/29/1990	07/01/2023

Justification

Retirement



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BOARD OF TRUSTEES ACTION P10A
Approval Date: June 13, 2023

Resolution

Resignation: Grant funded

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Ekaterina Knyazeva	Stem Student Success Coordinator / Academic Affairs	06/08/2022	06/30/2023

Justification

Resignation



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BOARD OF TRUSTEES ACTION P10B
Approval Date: June 13, 2023

Resolution

Resignation: Grant

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Nicole Cordboa	Full-Time Teaching Assistant / Child Development Center / Academic Affairs	03/01/2023	06/09/2023 (retroactive)

Justification

Resignation



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BOARD OF TRUSTEES ACTION P10C
Approval Date: June 13, 2023

Resolution

Resignation: Professional

Submitted By

Dr. Eric M. Friedman, President

Dr. Anthony Trump, Vice President of Student Affairs

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

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Aisha Dawson-Hill	Senior Financial Aid Specialist / Student Affairs	06/22/2009	05/25/2023 (retroactive)

Justification

Resignation



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BOARD OF TRUSTEES ACTION P10D
Approval Date: June 13, 2023

Resolution

Resignation: Support

Submitted By

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

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

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Marlon Bellefleur	Custodian / Facilities	04/16//2023	05/02/2023 (retroactive)

Justification

Resignation



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BOARD OF TRUSTEES ACTION P10E
Approval Date: June 13, 2023

Resolution

Resignation: Confidential

Submitted By

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President of Academic Affairs

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

Action Requested

To accept the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Luis DeAbreu	Director of STEM and Equity Initiatives / Academic Affairs	03/06/2013	06/30/2023

Justification

Resignation



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BOARD OF TRUSTEES ACTION P11
Approval Date: June 13, 2023

Resolution

Termination - Professional

Submitted By

Dr. Eric M. Friedman, President

Mr. Nathaniel Saviet, Vice President of Facilities

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

Action Requested

To approve the termination of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Michael Dunning	Maintenance Supervisor / Facilities	03/01/2023	06/01/2023 (retroactive)

Justification

Job Abandonment