

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, June 4, 2019
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **June 4, 2019**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Carol Otis called the meeting to order at 5:02 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first floor main lobby of the Pitkin Education Center of Bergen Community College and mailed to The Record and The Herald News, and filed with the Clerk of the County of Bergen, November 26, 2018."

ROLL CALL

Present

Mr. Joseph A. Barreto
Ms. Dorothy Blakeslee
Mr. Gerard L. Carroll
Mr. Patrick Fletcher
Ms. Krista Flinn
Mr. Mark Longo
Ms. Carol Otis
Dr. Sheetal Ranjan
Ms. Sibora Peca, Alumni Trustee – arrived at 5:27 p.m.

Also Present

Dr. Michael D. Redmond, President
Ms. Arlene Q. Perez, Esq.

Regrets

Ms. Irene Oujo
Mr. Joseph Zarra

PLEDGE OF ALLEGIANCE

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

VICE-CHAIRMAN'S REPORT

Vice Chair Carroll attended the following events in May, 2019:

- 7th – Nursing Pinning Ceremony
- 8th – Dental Hygiene Pinning Ceremony
- 9th – President's Circle Dinner
- 10th – Award Ceremony Recognition luncheon for the Korean American Learning Community
- 13th – Academic Awards Ceremony
- 14th – STEM C2 Research Summit and the Medical Office Assistant Pinning Ceremony
- 15th – Turning Point Program Awards Ceremony
- 23rd – Commencement
- 28th – Annual Tutoring Awards Ceremony
- 29th – Presentations by Dr. W. Mullaney and Ms. P. Klymenko regarding mid-year goals at the Strategic Planning Committee meeting.

SECRETARY

On May 15, 2019, Secretary Barreto attended the Athletic Awards Ceremony and Dinner and May 23rd Commencement at MetLife Stadium.

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

Treasurer Blakeslee informed the board members that the Audit and Finance Committee met on May 20, 2019, and reviewed the financial position of the college and recommends resolutions A/F 1 to A/F 12.

PRESIDENT'S REPORT

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

Dr. Hlavenka recognized the talented individuals who assisted in making commencement a wonderful event. He thanked the Core Team, Dr. Choonoo, Mr. Fenkart, Dr. Lerner-Colucci, Ms. T. Jones and Ms. Micelli. Dr. Hlavenka thanked the Public Safety Officers, Buildings and Grounds staff and other college personnel who helped make Commencement a success.

President Redmond introduced Dr. William Mullaney, Vice President, Academic Affairs.

Dr. Mullaney introduced the PTK Students:

Onur Bas, Doreta Biba, Keanu Carbon, Maddalena Carpignano, Sophia Cassera, Junbyung Chae, Dan Currier, Erisa Ganellari, Bryant Gomez, Evan Greenbaum, Patrick Hanna, Hahyung Jung, Manuela Mendez, Armena Molla, Alicia Moran, Amina Muka, Sebastian Nazal, Luis Sanchez, Jenna Santacroce, Adelajda Turku, Rafael Zarifa, Elda Pere, Won Joon Kang, and Caroline Sabsoul.

Bergen Community College received the most distinguished PTK Chapter, Additional awards received were Most Distinguished Officer Team, Distinguished Chapter Officer, and Distinguished Chapter Advisor, Ms. A. Goldszmidt.

Mr. B. Gomez, PTK Chapter President, thanked the board members, staff and advisors for their support and guidance.

Dr. Mullaney thanked Dr. P.J. Ricatto, for serving eleven years as Dean, Math, Science and Technology. Dr. Ricatto will be returning to his faculty position this fall and participating in a sabbatical with Mr. Corcoran regarding the energy and efficiency of the college.

Dr. Ricatto thanked the board, President, Vice President, Deans, staff, faculty and students for the opportunity to serve in an administrative responsibility.

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President Redmond introduced Ms. Priscilla Klymenko, Interim, Vice President Student Affairs.

Ms. Klymenko presented Recognition of Student Life and Conduct Programs and Accomplishments.

Mr. G. Fenkart, Mr. I. Wolf and Ms. J. Nelson from Student Life were introduced to the board members and assisted in the presentation. See attached slides.

COMMITTEES

AUDIT AND FINANCE AND LEGAL AFFAIRS

Treasurer Blakeslee of the Audit and Finance Committee recommended approval of Audit and Finance Resolutions A/F 1 to A/F 12.

BOARD OF SCHOOL ESTIMATE

No meeting scheduled with the Board of School Estimate.

EDUCATION AND STUDENT AFFAIRS

No report from Trustee Barreto, Chair, Education and Student Affairs.

PERSONNEL

Trustee Fletcher, Chair, Personnel Committee, informed the board members that the Personnel Committee met on May 21, 2019 and recommended resolutions P1A thru P6D for board approval.

SITE AND FACILITIES

Trustee Longo, Chair, Site and Facilities Committee recommended resolution S/F1 and S/F2 for board approval.

STRATEGIC PLANNING AND ISSUES

Vice Chairman Carroll reported that the Strategic Planning Committee met on May 29th and presentations regarding mid-year goals were given by Dr. Mullaney and Ms. Klymenko.

Alumni Trustee

Ms. Peca thanked the board members, President and staff for the opportunity to service as Alumni Trustee.

CHAIRPERSON'S COMMENTS

Chair Otis presented Ms. Peca with a gift and thanked Sibora for her service to the board.

UNFINISHED BUSINESS/BOARD MEMBERS

No unfinished business.

NEW BUSINESS/BOARD MEMBERS

Trustee Blakeslee thanked Dr. W. Mullaney, Vice President, Academic Affairs and wished him well in his new position at SUNY, Corning Community College.

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President Redmond reported that the summer board retreat will be held on Monday, August 5, 2019. He is working with a representative from ACCT to finalize a facilitator for the board retreat. The Officers will provide an update regarding the retreat and agenda at the July board meeting.

OPEN TO THE PUBLIC

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

No one from the public spoke at the meeting.

Chairperson Otis requested a motion to close the open session of the board meeting.

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

All trustees were in agreement.

ADOPTION OF MINUTES

Secretary Barreto recommended approval of the following minutes:

Chairperson Otis requested a motion to accept the following minutes:

Approval of the board minutes dated May 7, 2019.

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

Roll Call Vote to approve the May 7, 2019 board meeting minutes:

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. Patrick J. Fletcher – Yes
Ms. Krista Flinn - Yes
Mr. Mark Longo - Yes
Ms. Carol Otis - Yes
Ms. Irene Oujo - Absent
Dr. Sheetal Ranjan – Yes
Mr. Joseph Zarra – Absent
Ms. Sibora Peca - Yes

Motion passed – 9 – Yes, 2 – Absent

Chairperson Otis requested a motion to accept the following minutes.

APPROVAL OF THE CONSENT AGENDA

Chairperson Otis requested a motion to approve the Consent Agenda, dated June 4, 2019.

Audit and Finance - A/F 1 to A/F 12

No resolutions were submitted for Education and Student Affairs.

Personnel – P 1A thru P6D.

Site and Facilities – S/F 1 and 2.

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

Roll Call Vote for approval of the consent agenda dated June 4, 2019.

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

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

Ms. Carol Otis - Yes
Ms. Irene Oujo - Absent
Dr. Sheetal Ranjan – Yes

***Trustee Sheetal Ranjan abstained from voting on Resolution P 2
Approve Interim Assignment and Stipend and
Abstained from voting on Resolution P 6D
Approval of Revised Job Description – Confidential.***

Mr. Joseph Zarra – Absent
Ms. Sibora Peca - Yes

8 Yes on A/F1, 1 Abstention/2 Absent on A/F1; 9 Yes on A/F2 thru A/F12, 2 Absent.
9 Yes on P1A, B, C, D and E/2 Absent
8 Yes on P2/1 Abstention and 2 Absent
9 Yes on P3A to P3F, P4 A and B, P5A and B, P6A, B, C/2 Absent
8 Yes on P6D/1 Abstention/2 Absent
9 Yes on S/F1, 2 Absent

Chairperson Carol Otis stated, “The consent agenda has been approved.”

An Executive Session was requested by Trustee Barreto and began at 6:05 p.m.

Chairperson Otis requested a motion to enter into executive session.
A motion was made by Trustee Blakeslee and seconded by Trustee Barreto.
All trustees were in favor.

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

At 6:25 p.m. the board meeting resumed.
Chairperson Otis requested a motion to open the board meeting. A motion was made by Trustee Blakeslee and seconded by Trustee Longo.
All trustees were in favor.

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A/F8 - To authorize the renewal of Kofax maintenance and support as well as Keymark's annual maintenance for a one-year period with Keymark Inc. This software is used for scanning student records in accordance with various federal, state and local regulations.

Approval is hereby granted to purchase a one-year renewal agreement with Keymark Inc, for Kofax software as well as onsite upgrade services for the period of 7/1/19 – 6/30/20 at a cost of \$18,701.90.

A/F9 - To authorize the renewal of Cisco Firepower licensing for the College's IDS/IPS system from Aspire Technology Partners, LLC at a cost of \$50,490.00.

Approval is hereby granted to purchase the annual renewal of Cisco Firepower licensing on a pair of security devices for the college's firewalls, at a cost of \$50,490.00, with Aspire Technology Partners, LLC on NJ State Contract 87720.

A/F10 - To authorize the purchase of 10 Dell Latitude 5490 Laptops from SHI International for lifecycle.
Approval is hereby granted to purchase 10 Dell Latitude 5490 laptops at a total cost of \$13,795.60, on NJ State Contract # 89967.

A/F11 - To authorize a purchase of 1 block of Nutanix Servers for replacing and expanding the Hackensack campus server farm from Aspire Technology Partners, LLC.

Approval is hereby granted to purchase 1 block of 4 Nutanix Server nodes at a cost of \$182,554.70, from Aspire Technology Partners, LLC. through NJEDge consortium pricing.

A/F12 - To purchase hardware, software, and services for the CBORD One Card ID System to upgrade the access card system in the Child Development Center at Ender Hall and exterior doors in West Hall.

Approval is hereby granted to spend \$32,467.00 with CBORD Group, Inc. for access card systems.

P1A – Appointment: Support Staff (This appointment is being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of the probationary period.)

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Rafael Del Rosario	Custodian/Buildings & Grounds	\$31,124.00 (pro-rated)	02/18/19 (retroactive)

P1B - Appointment: Faculty (Eleventh Month)

Approval is hereby granted that the following faculty members be appointed to an eleventh month contract effective July 1, 2019 through June 30, 2020. The faculty members indicated will receive 10% of their July 1, 2019, base salary as compensation for working the eleventh month:

<u>Name</u>	<u>Position/Division</u>
Timothy Foote	Associate Professor/Counseling/Academic Affairs
Fred Golub	Professor/Counseling/Academic Affairs

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P1C - Appointment: Confidential Staff

Approval is hereby granted that the following personnel be appointed as confidential employees retroactive to May 1, 2019.

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>
Taraiya Dodd	Sr. Payroll Generalist	\$56,100.00
Kevin Porro	Sr. Payroll Generalist	\$60,690.00
Mary Randazzo	Sr. Financial Analyst/Payroll	\$72,690.00
Annette Riser	Manager of Payroll	\$80,494.00

P1D – Appointment: Confidential Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Gwendolyn Harewood	Director of Human Resources and Employee Relations/ Executive Vice President	\$135,000.00 (pro-rated)	07/22/19

P1E - Appointment: Confidential Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Annette Riser	Assistant Director of Payroll/ Human Resources and Employee Relations/ Executive Vice President	\$88,500.00 (pro-rated)	06/01/19 (retroactive)

P2 - Approve Interim Assignment and Stipend

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

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Pascal Ricatto [Dr.] Academic Affairs	Interim Vice President,	\$1,000.00	06/16/19

P3A - Reappointment: Personnel

Approval is hereby granted that the following individuals be reappointed to the positions indicated for the period not to exceed one year commencing July 1, 2019, or until further action of the Board of Trustees.

<u>Name</u>	<u>Position</u>
Susan Callahan Barnard [Dr.]	Dean, Division of Health Professions
Adam Goodell	Dean, Division of Humanities
Pascal J. Ricatto [Dr.]*	Dean, Division of Math, Science and Technology

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P3B - Reappointment: Directors/Administrators

Approval is hereby granted that the following individual be reappointed to the position indicated for the period commencing July 1, 2019 through June 30, 2021 for a two-year appointment:

<u>Name</u>	<u>Position/Division</u>
Sally E. Dionisio	Director of the Child Development Center

P3C - Reappointment: Professional Staff

Approval is hereby granted that the following personnel be reappointed to the positions indicated for the period commencing July 1, 2019 through June 30, 2020.

<u>Name</u>	<u>Position</u>
Patricia Aguilar	Office Supervisor
Ellen Aramini	Career Placement Manager
Drorit Beckman (Dr.)	Sr. Grant Development Officer
Tyler Beebe	Technical Systems Manager
Marlon Blair	Technical Support Specialist II
Robyn Bland	Public Information Assistant
Maria Bohn	Sr. Resource Accommodation Specialist – Assistive Technology
Kevin Bonomolo	Resource Accommodation Specialist
Damian Brito	Technical Support Specialist I
Ryan Brown	Manager, Environmental Health & Safety
Hilda Buitriago	New Student Enrollment Specialist
Matthew Calamari	Technical Support Specialist I
Gail Cannarozzi	Accountant
Gloria Cevallos	Scheduler & Facilities Planner
Francesco Cicero	Technical Support Specialist II
Deana Dedovitch	Coordinator of Athletics and Equipment Manager
Moises DeLeon	Technical Support Specialist II
Thomas DePrenda	Manager, New Media Services
Lisa DiGaetano	Enrollment Services Coordinator
Darrilyn DiNardo	Continuing Education Program Supervisor
Christopher DiSanto	Testing Assistant
Jeannette Dones	Sr. Financial Aid Specialist
Paulina Drabik	Technical Support Specialist II
Fernando Encarnacion	Evening Math Lab Coordinator
Jessica Fargnoli	Public Information Assistant
Rogério Faria	Network System Administrator II
Anthony Florio	Accountant – Fixed Assets & Financial Analysis
Rosanelle Franco	Office Services Supervisor
Frank Hablawi	Web Developer
April Harrison	Coordinator, Summer Intensive Program
Christopher Houle	Technical Support Specialist II
Dania Huie-Pasigan	Head College Nurse
Jesse Jacondin	Research Analyst

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<u>Name</u>	<u>Position</u>
Ted Jaronsinski	Technical Coordinator – Media Technologies
Arooj Javed	Technical Support Specialist – Documents & Records
Michelle Johnston	Assistant Director - Accounting
Candice Kaup Scioscia	Manager, Learning Assistance Center
Sami Klobucista	Technical Support Specialist I
Kristen Ko	Manager of Access Services
Gabriela Kosek	Testing Assistant
Catherine Krostek	Enrollment Services Coordinator
Dennis Kruk	Coordinator, Health Professions Interdisciplinary Center for Simulation
C. Michael Lapone	Manager of Facility Operations – Lyndhurst
Judith Lopez-Hungreder	Coordinator of Evening and Weekend Services
Edwin Lopez-Rodriguez	Custodial Supervisor
Elena Luddy	Sr. Financial Accountant
Christopher Maccarrone	Sharepoint/SQL Server Administrator I
Beverly Margolies	Academic Web Designer and Content Manager
Ronald McKnight	Manager of Multicultural Affairs
Aretha McMillan	Coordinator, Educational Outreach
Kim Meekins	Office Services Supervisor - Meadowlands
Deborah Michels	Technical Support Specialist II / APPLE
Mark Molisani	Grant Writer
Giselle Pacheco	Sr. Financial Aid Specialist
Maria Shirley Pachon	Business Accelerator Coordinator
Patricia Pappas-Juliano	Assistant Director, Financial Aid
Nilda Pardo	Jr. Accountant
Evelin Perez	Accountant-Financial Analysis
Kirsten Perino	Office Manager
Nadine Phillips	Assistant Director of Records & Registration and One Stop Supervisor
Joseph Pitre	Math Lab Supervisor
Annette Rakowski	Instructional Technology Specialist
Gregory Reilly	Enrollment Services Coordinator at the Meadowlands
Kaca Res	Financial Aid Specialist
Johanna Reyes	Financial Aid Specialist
Kimberly Ritchie	Service Desk Manager
John Rude	Network Systems Administrator I
Robert Sangster	Technical Support Specialist II
Andrea Schaffel	Continuing Education Program Supervisor
William Smith	Academic Lab Supervisor
Wioletta Surdyka	Coordinator of Veterans and Military Affairs
Madeline Trimble	Sr. Research Associate
Maira Urena	Accountant - CE
Tamara Vaughan	Business Development Manager
Ian Wolf	Coordinator of Student Conduct and Information

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<u>Name</u>	<u>Position</u>
Saikheen Wong	System Administrator II
Saiming Wong	System Administrator II
Kenny Xheraj	Custodial Supervisor

Approval is hereby granted that the personnel listed below be reappointed to the positions indicated for the period July 1, 2019 through June 30, 2021 (Two-year contract):

<u>Name</u>	<u>Position</u>
Aisha Dawson-Hill	Sr. Financial Aid Specialist
Barbara Eisen	Continuing Education Program Supervisor
Gregory Fenkart	Coordinator of Student Development
Jennifer Flynn-Sansevere	Coordinator of the Office of Specialized Services
Nishika Gupta	Manager, Documents and Records
Marie Jardine	Assistant Director – Public Safety
Lynne Mandel	Financial Aid Specialist
Shylah Oldano	Group Teacher – Child Care Center
Thomas O'Neill	Senior Technical Coordinator
James Quimby	Manager of Media Technologies

P3D - Reappointment: Part-Time Personnel

Approval is hereby granted for the reappointment of the following individuals to the indicated part-time positions at the salaries and effective dates as noted:

<u>Name</u>	<u>Position/Department/Division Hours per Week/ Hourly Rate</u>	<u>Effective Dates</u>
Nicole Babington	Part-Time Secretary/ Twenty hours/ Student Life/Student Affairs \$29.57	07/01/19 – 06/30/20
Dale Egan	Assistant Supervisor/ Nineteen hours Cerullo Learning Assistance \$23.52 Center/Academic Affairs	07/01/19 – 06/30/20

P3E – Reappointment: Project Personnel - Grants

Approval is hereby granted for reappointment of the positions indicated for the period commencing July 1, 2019 through June 30, 2020, except where noted.

<u>Name</u>	<u>Position</u>
Barbara Abolafia*	Summer Explorations Coordinator (Title V)
Reyniel Afuang*	Program Assistant (First in the World)
Aida Castro-Henix	EOF Counselor
Joan Connelly*	Supplemental Instruction (SI) Coordinator (STEM HSI/Cerullo Learning Assistance Center)
Luis DeAbreu*	STEMatics Grant Program Director (STEMatics)

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<u>Name</u>	<u>Position</u>
Randy Dodd*	Mentoring Coordinator (TPSID 2)
Lauren Fowler*	Professional Success Coach/Academic Counselor (Title V)
Laura Frazer	Sr. Grant Manager/Compliance Officer - Grants Administration (Title V, STEM, Perkins, TPSID, IDC)
Elizabeth Gisecke DeFeo	CLC Project Director/Adult Basic Education/Continuing Education and Community Outreach
Randi Greene*	Financial Literacy Specialist/Buyer (STEMatics/Grants Administration)
Erica James*	Professional Success Coach/Academic Counselor (Title V)
Laura Madera*	Peer Mentor Coordinator/Coach (Title V)
Alan Manzueta*	Professional Success Coach (Title V)
Erin Meccia*	Professional Success Coach (TPSID 2)
Monica Rodriguez	Research Assistant (Grants Administration/Title V/STEMatics/FITW)
Christine Sgambellone*	STEMatics Academic Counselor (STEMatics)
Majeda Sultana*	STEMatics Academic Counselor (STEMatics)
Colleen Tedesco*	Success Coach (TPSID 2)

P3F - Reappointment: Ciarco Instructors

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

<u>Name</u>	<u>Position</u>	<u>Effective Dates</u>
Richlene Joannides	Ciarco Instructor	07/01/19 – 06/30/20
Marianne Patino	Ciarco Instructor	07/01/19 – 06/30/20
Kathryn Renick	Ciarco Instructor	07/01/19 – 06/30/20
Beverly Rosch	Ciarco Instructor	07/01/19 – 06/30/20
Lori Yoselow	Ciarco Instructor	07/01/19 – 06/30/20

P4A - Approve: Leave of Absence/Professional Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Dates</u>
Hilda Buitriago	New Student Enrollment Specialist/ Enrollment Services/Student Affairs	04/10/19 (retroactive)

P4B - Approve: Leave of Absence/Grant Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Dates</u>
Erin Meccia	Success Coach/Turning Point/Office of Specialized Services/Academic Affairs	05/20/19 (retroactive)

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P5A - Resignation – Faculty

To approve the resignation of the following individual:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Nicole Cerussi Academic Affairs	Instructor/Nursing/Health Professions/	05/07/19 (retroactive)

P5B - Resignation – Support Staff

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

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Kerry Heiser Finance	Accounting Assistant/Accounts Payable/	05/10/19 (retroactive)

P6A - Approval of Position/Title and job description: Dean of Assessment, Accreditation and Compliance

Approval is hereby granted for the following position/title: Dean of Assessment, Accreditation and Compliance.

P6B - Approval of Position/Title and job description: Executive Assistant to the EVP

Approval is hereby granted for the following position/title: Executive Assistant to the EVP.

P6C - Approval of Position/Title and job description: Confidential.

Approval is hereby granted for the following position/title: Managing Director of Finance.

P6D - Approval of Revised Job Description – Confidential.

Approval is hereby granted for the revised job description for the Vice President, Student Affairs.

S/F1 – To authorize Safeway Contracting Inc. to replace the roof on the Fieldhouse which is at the end of its useful life.

Approval is hereby granted for Safeway Contracting Inc. to replace the roof on the Fieldhouse at a cost of \$24,370.00.

S/F2 - To reject bids received in response to Public Bid P-2301 for construction of an outdoor student quad.

Approval is hereby granted to reject both bids received in response to Public Bid P-2301 and rebid.

ADJOURNMENT

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

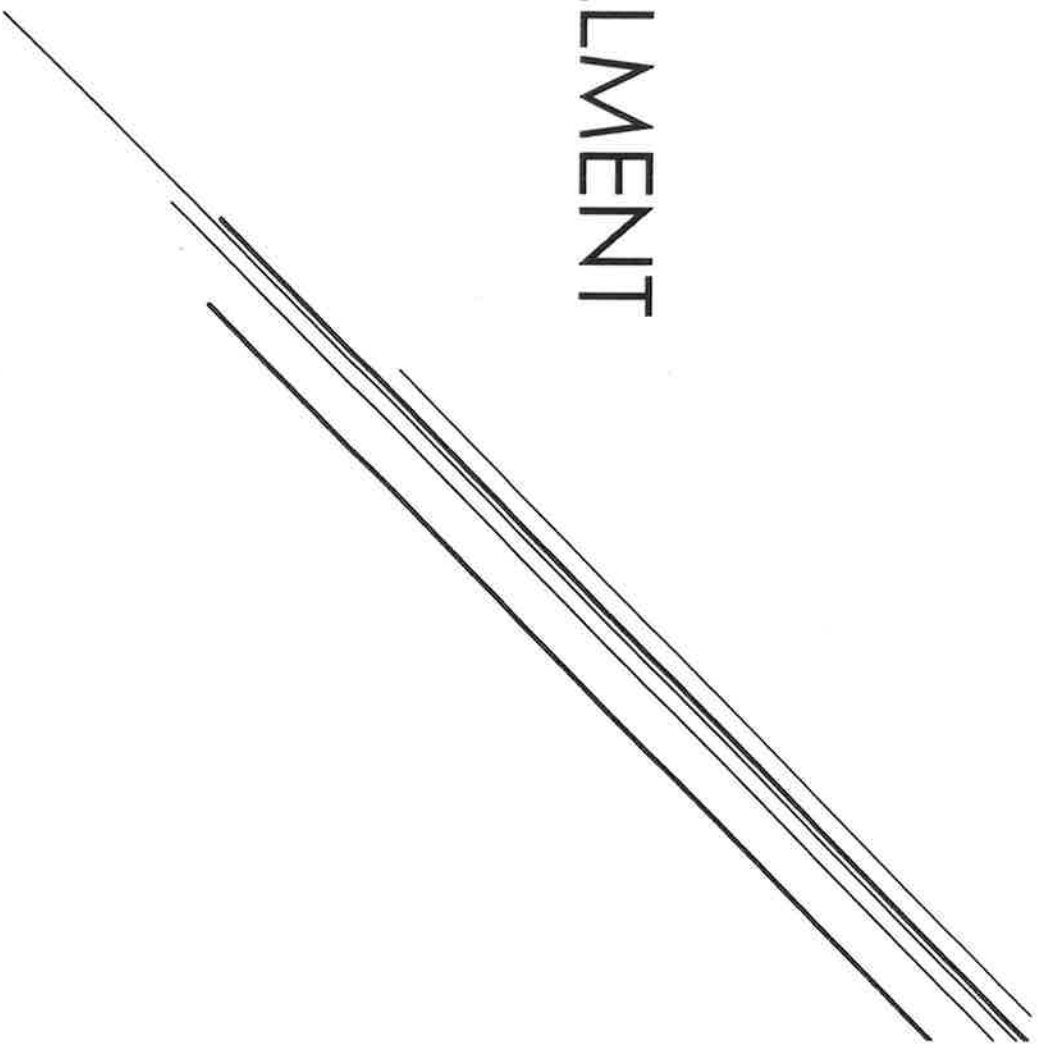
Trustee Barreto made a motion to adjourn the meeting, seconded by Trustee Carroll.
All trustees were in favor.

The board meeting adjourned at 6:25 p.m.

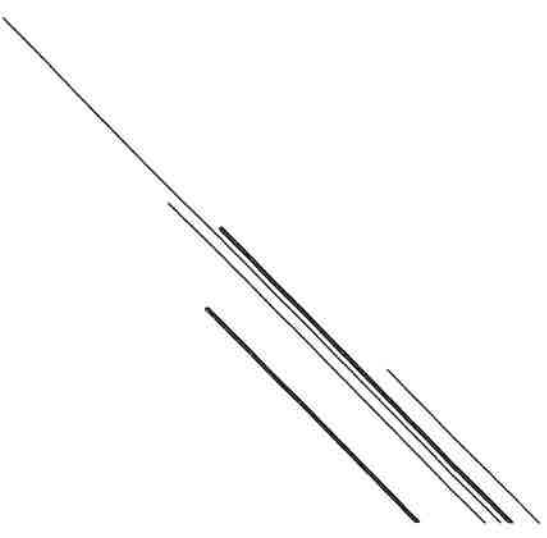
Thank you,
Trustee, Joseph A. Barreto
Secretary, Board of Trustees

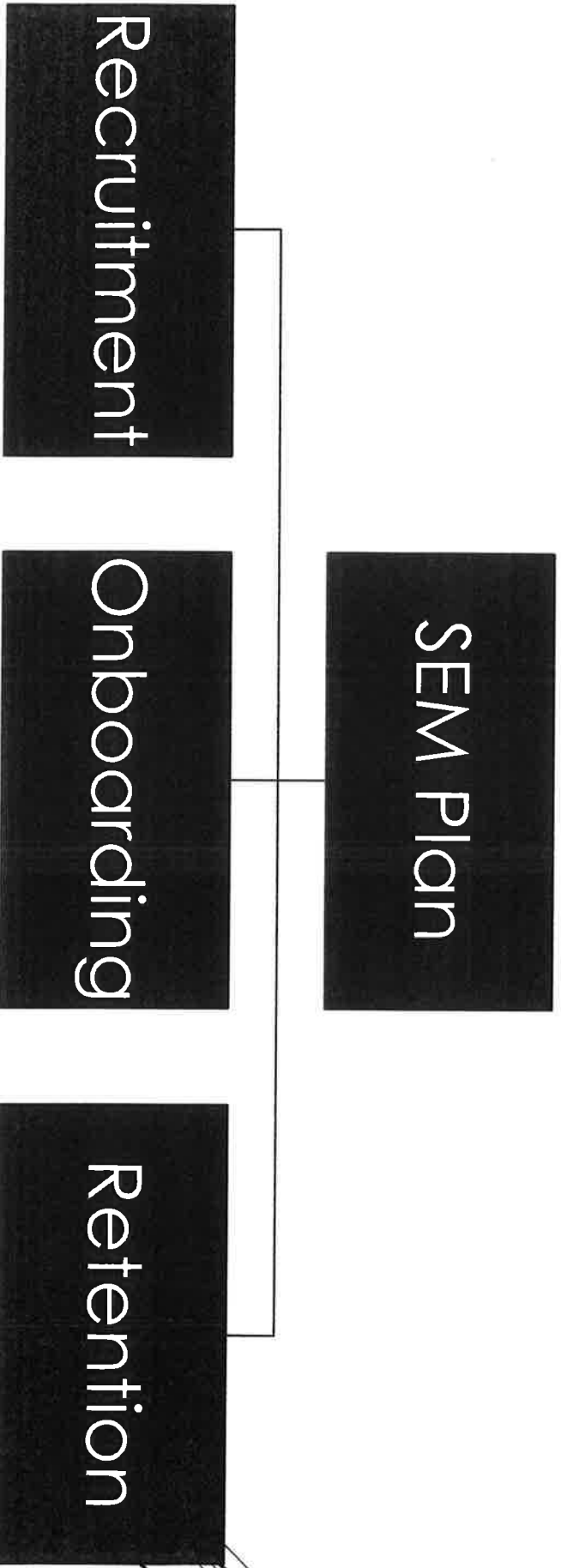
STRATEGIC ENROLLMENT MANAGEMENT

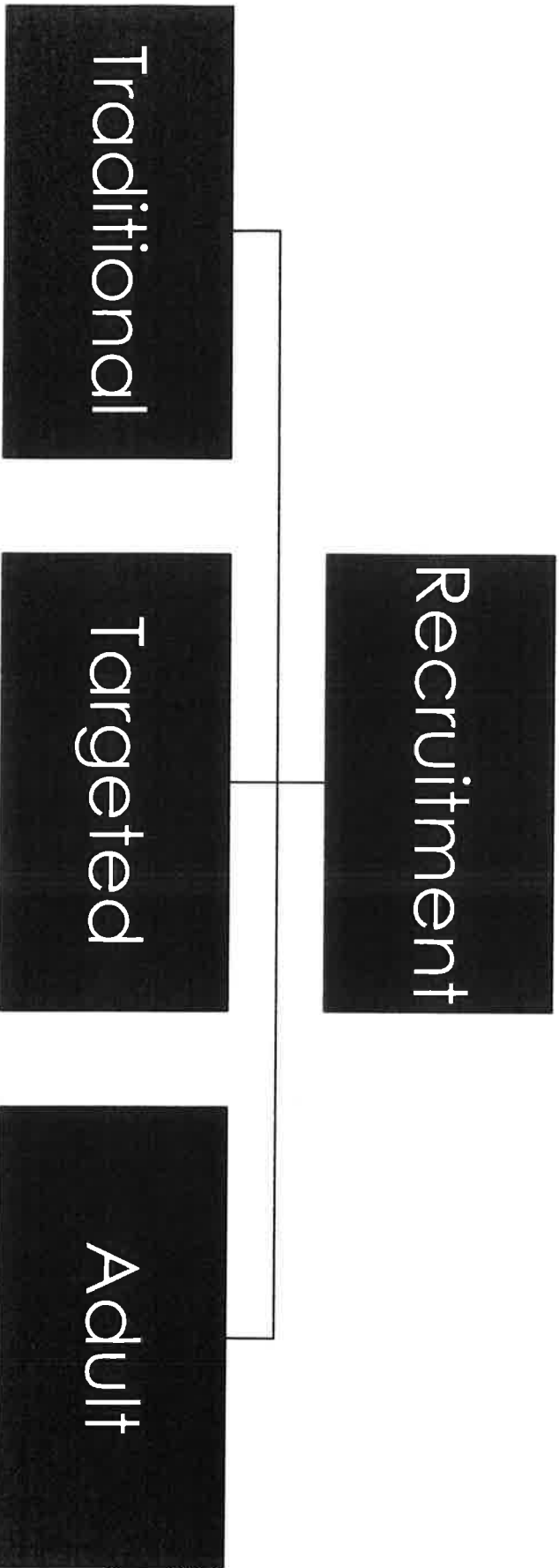
2018-2023



- ▶ Meet the needs and expectations of students
- ▶ Stabilize/Increase enrollment
- ▶ Establish enrollment goals that are aligned with the College's mission and strategic goals

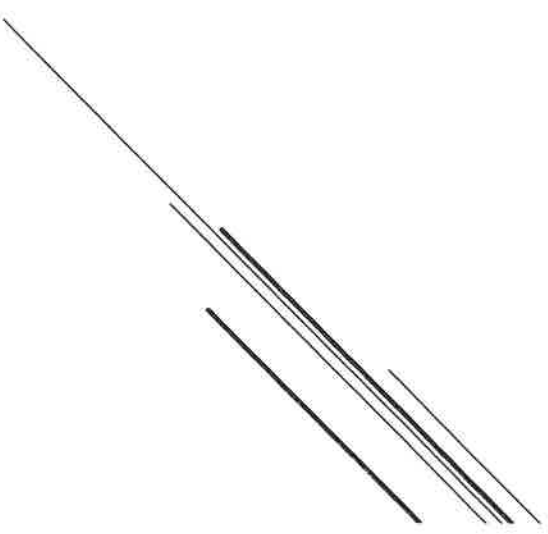






RECRUITMENT

- ▶ High School populations
- ▶ Honors Program
- ▶ Targeted program recruitment based on EMSI data
- ▶ USA Today/Lumina Foundation reports
- ▶ Prior Learning Assessment



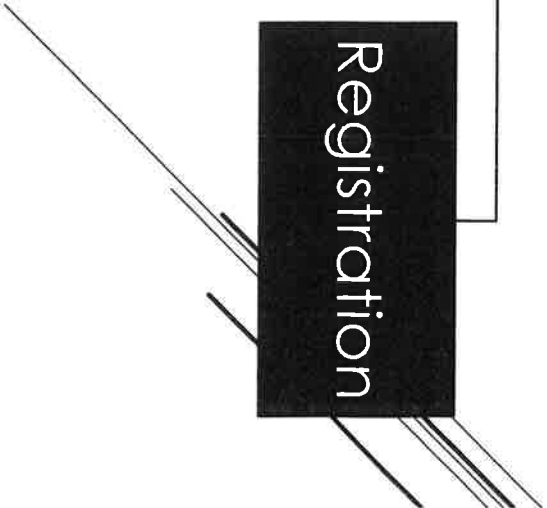
Onboarding

Orientation

Summer
Melt

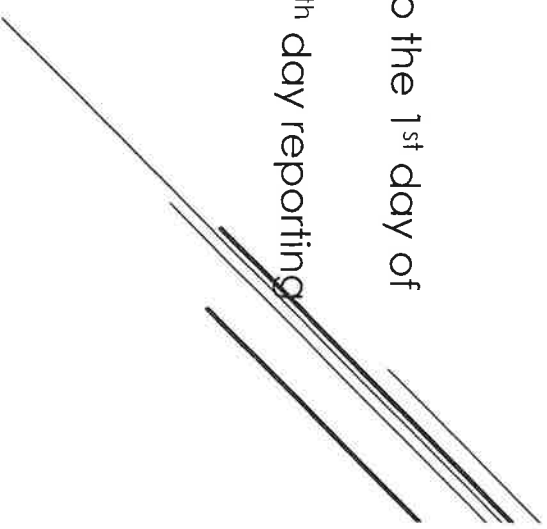
Advising

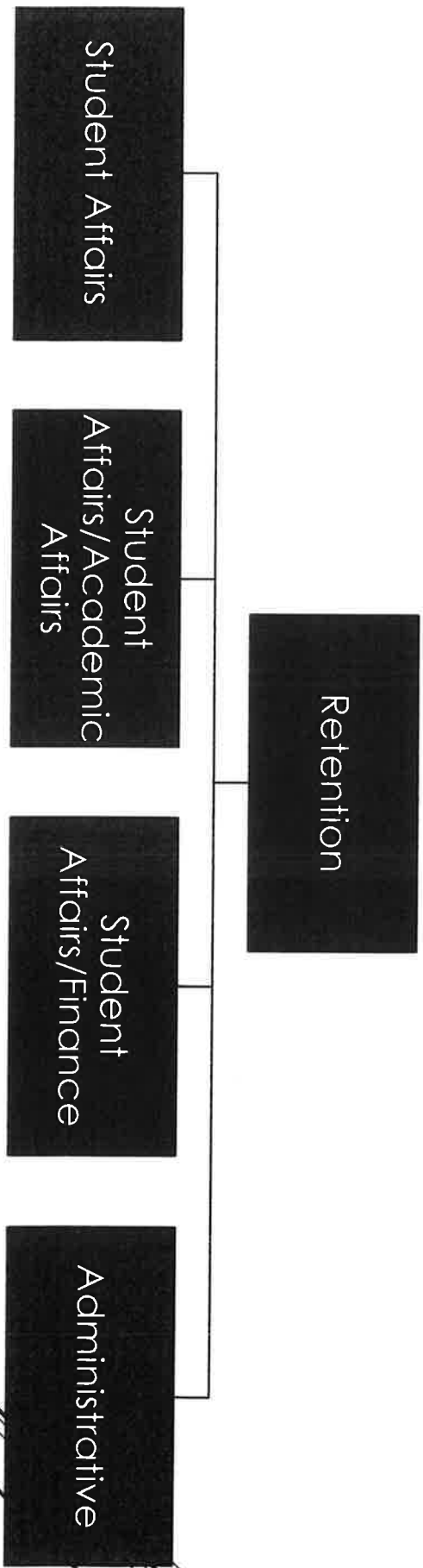
Registration



ONBOARDING

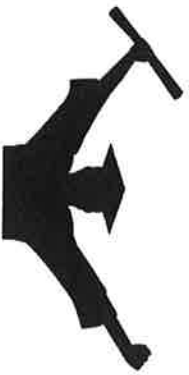
- ▶ Online Orientation
- ▶ Increase Bulldog Days
- ▶ Create texting “nudging” plans
- ▶ Video snippets – include more info on the onboarding steps: testing, advising, registration, payment options
- ▶ Send program specific info to admitted students
- ▶ reduce the number/rate of attrition from the 1st day of registration to the 1st day of term
- ▶ reduce the number/rate of attrition from the 1st day of classes to 10th day reporting





RETENTION

- ▶ Create a more functional one stop service model for students
- ▶ Publish and promote student success stories and outcomes
- ▶ Expand external partnerships in service learning & internships
- ▶ Implement multiple measures for basic skills assessment
- ▶ Promote a campus wide understanding of the importance of career programs
- ▶ Review IST 123 goals and outcomes



Retention is everyone's business

