



BOARD OF TRUSTEES
PUBLIC MEETING

Tuesday, May 2, 2017 - 5:00 p.m.

Technology Building 128 – Conference Room BC

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Pledge of Allegiance
- V. Reports
 - A. Vice Chairman
 - B. Secretary
 - C. Treasurer
 - D. President Presentation: "The Economic Value of Bergen Community College"
 - E. Committees
 - 1. Audit and Finance/Legal
 - 2. Board of School Estimate
 - 3. Education and Student Affairs
 - 4. Personnel
 - 5. Site and Facilities
 - F. Alumni Trustee
 - G. Chairperson
- VI. Unfinished Business/Board Members
- VII. New Business/Board Members
- VIII. Open to the Public
- IX. Actions
 - A. Approval of Minutes – April 4, 2017
 - B. Consent Agenda – Tuesday, May 2, 2017
 - C. Other
- X. Executive Session, if required
(New Business/Open to the Public)
- XI. Adjournment

CONSENT AGENDA

Tuesday, May 2, 2017 – Paramus Campus

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 MINUTES:

April 4, 2017

AUDIT AND FINANCE (A/F)

1. Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP.
2. Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs (Negotiations)
3. To authorize a renewed agreement between Bergen Community College and Parisian Beauty Academy for Parisian to use classroom space for educational purposes.
4. To authorize the renewal of Vyopta vPublish recording software for use in Cisco Show and Share classrooms for one year from Promedia New Era.
5. To authorize the purchase of Cisco IP Phones from Promedia New Era to replace aging models currently not supported by our Call Manager System.
6. To authorize the purchase of two Cisco 3850-X switches from Continental Resources, Inc. for the build-out of a new IDF (Intermediate Data Frame) on the second floor of the Technology building.
7. To award Public Bid P-2239 to Technotime Business Solutions for installation of smart classroom technology in twelve (12) classrooms in the Pitkin Education Center S, L, B and C-wings.
8. To authorize renewal of tuition payment plan administration services with Nelnet Business Solutions.
9. To continue license for use of parking area located at 1099 Wall Street, Lyndhurst, NJ by entering into a five year agreement with 1099 Wall Street Venture, LLC
10. To authorize Integrated Systems & Services to provide a security camera system in the Health Professions Building. This is funded by the Go Bond.
11. To purchase a Pitney Bowes Digital Mail Processor, which is a lifecycle replacement for the existing mail machine which will no longer be supported for maintenance and repairs by Pitney Bowes.
12. To purchase electronic musical instruments from Full Compass Systems, Ltd. To be used in the Music Business Programs. This is funded by Perkins Grant.
13. To award the System Center Configuration Manager (SCCM) Windows 10 upgrade project to SHI International Corporation. The college is upgrading to Windows 10 across all campuses.
14. Adopt 2017 - 2018 Budget
15. To reject the only bid received for P-2235 Veterinary Technology Equipment from IDEXX Distribution, Inc., due to the absence of the required Bid Bond and other required bid documents.
16. Exempt from Bidding: Authorization to renew Property and Flood Insurance Policy for 1280 Wall Street, Lyndhurst, NJ. Insurance, is exempt from bidding pursuant to N.J.S.A. 18A:64A-25.5(11), which exemption shall be in accordance with the requirements for extraordinary unspecifiable services.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. Authorize acceptance of a contract with the Bergen County Division of Cultural and Historic Affairs for the Bergen Community College *Special Projects* in the amount of \$1950.00, and to authorize President B. Kaye Walter or her designee to execute required documents.
2. Authorize acceptance of a contract with the Bergen County Division of Cultural and Historic Affairs for the Café Bergen project in the amount of \$1,694.00, and to authorize President B. Kaye Walter or her designee to execute required documents.
3. Authorize submission of a collaborative grant application to the United States Agency for International Development (USAID), and to authorize President B. Kaye Walter or her designee to execute required documents.
4. Approve the plan for a Dual Enrollment Program for North Arlington High School to be offered at Bergen Community College at the Meadowlands.
5. To delete the curriculum for the Certificate in Computer Science (CERT.COMP.SCI)

PERSONNEL (P)

- P1A. Appointment: Academic Chairs and Program Coordinators/Faculty
- P1B. Appointment: Support Staff (These appointments are being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of their probationary period.)
- P1C. Appointment: Professional Staff
- P1D. Appointment: Coach/Peer Mentor Coordinator – Grants
- P1E. Appointment: Vice President, Student Affairs/Executive
- P2. Reappointment: Technical/Professional Assistants
- P3. Reclassification/Reappointment: Technical/Professional Assistants
- P4. Approve: Special Purpose Leave of Absence/Faculty
- P5. Approve: Leave of Absence/Support Staff
- P6. Retirement: Faculty
- P7. Equity Adjustment: Support Staff Personnel
- P8. Resignation: Support Staff



400 Paramus Road, Paramus, New Jersey 07652
201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION A/F1
Approval Date: May 2, 2017

Resolution:

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

Submitted By

Mr. Victor Anaya, Chief Financial Officer

Action Requested

Approval for payment of the following legal vouchers:

March 1, 2017 to March 31, 2017 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 20,940.90

Legal bills are available on the College's web site under the Board of Trustees at the following address:

<http://www.bergen.edu/about-us/board-of-trustees/legal-bills>

Charge To: College Operating Funds
Account Number: 10-01-186100-607566



BOARD OF TRUSTEES ACTION A/F2
Approval Date: May 2, 2017

Resolution:

Approval of Labor Voucher – Cleary Giacobbe Alfieri Jacobs (Negotiations)

Submitted By

Mr. Victor Anaya, Chief Financial Officer

Action Requested

Approval for payment of the following labor voucher:

March 1, 2017 to March 31, 2017 Invoice number: 50246

Cleary Giacobbe Alfieri Jacobs \$ 2,310.00

Labor bills are available on the College's web site under the Board of Trustees at the following address:

<http://www.bergen.edu/about-us/board-of-trustees/legal-bills>

Charge To: College Operating Funds
Account Number: 10-01-186100-607216



BOARD OF TRUSTEES ACTION A/F3
Approval Date: May 2, 2017

Resolution:

To authorize a renewed agreement between Bergen Community College and Parisian Beauty Academy for Parisian to use classroom space for educational purposes.

Submitted by:

Dr. William Mullaney, Vice President, Academic Affairs

Mr. Victor Anaya, Chief Financial Officer

Ms. Linda Emr, Dean, Philip Ciarco Jr. Learning Center – Hackensack

Action Requested:

To approve a license agreement between Bergen Community College and Parisian Beauty Academy for use of a classroom and common facilities at the Ciarco Learning Center. The classroom will be used on a daily basis consistent with the Ciarco Learning center schedule for a twelve month period. The classroom will be used for educational instruction. The college will maintain the right to use this classroom whenever Parisian Beauty Academy is not in session.

The base fee for this License Agreement is \$26,125.92.

Justification:

Requested renewed agreement is for one year starting on March 1, 2017 to February 28, 2018.



BOARD OF TRUSTEES ACTION A/F4
Approval Date: May 2, 2017

Resolution:

To authorize the renewal of Vyopta vPublish recording software for use in Cisco Show and Share classrooms for one year from Promedia New Era.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to renew Vyopta vPublish recording software for one year from May 21, 2017 - May 20, 2018 at a cost of \$20,115.83 from Promedia New Era on NJ State Contract 87720.

Justification

Vyopta automates the recording and publishing of lectures, creating categories and enabling searching to enhance the student experience. These licenses are for the Vyopta vPublish software in the 7 Show and Share classrooms.

Quotations were requested from the companies below.

Promedia New Era	\$ 20,115.83
SHI International Inc.	\$ 20,876.31
ePlus Technology, Inc.	\$ 21,084.00

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

Charge To: College Operating Funds
Account Number: 10-01-165100-607526



BOARD OF TRUSTEES ACTION A/F5
Approval Date: May 2, 2017

Resolution

To authorize the purchase of Cisco IP Phones from Promedia New Era to replace aging models currently not supported by our Call Manager System.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase 280 Desk phones and 8 conference phones at a cost of \$104,705.28 from Promedia New Era on NJ State Contract 87720.

Justification

This is phase II of our telephone lifecycle of the phones in our system that have reached end of life/end of support dates with Cisco. Due to this, many of them will no longer be supported in upcoming code releases. ITS is taking steps to ensure that all of our phones are lifecycled in a regular fashion to ensure that we can keep up to date with security and functionality updates.

Quotations were received from the companies listed below.

Promedia New Era	\$104,705.28
SHI International Corp.	\$113,304.00
Continental Resources, Inc.	\$113,616.00
ePlus Technology, Inc.	\$114,404.32

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

Charge to: College Operating Funds
Account: 20-01-165100-604207



BOARD OF TRUSTEES ACTION A/F6
Approval Date: May 2, 2017

Resolution

To authorize the purchase of two Cisco 3850-X switches from Continental Resources, Inc. for the build-out of a new IDF (Intermediate Data Frame) on the second floor of the Technology building.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase two Cisco 3850-X switches at a cost of \$14,558.00 from Continental Resources, Inc. on NJ State Contract 87720.

Justification

To correct cabling issues, and support new growth on the second floor of the Tech building, ITS will be building a new IDF in Tech 213. This IDF will serve as the wiring center for the 2nd floor. These cisco switches will support the first phase of re-wiring for this floor.

Quotations were received from the companies listed below.

Continental Resources, Inc.	\$14,558.00
Promedia New Era	\$14,785.96
SHI International	\$14,802.00
ePlus Technology, Inc.	\$17,824.00

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

Charge to: College Operating Funds
Account: 20-01-165100-604300



BOARD OF TRUSTEES ACTION A/F 7
Approval Date: May 2, 2017

Resolution

To award Public Bid P-2239 to Technotime Business Solutions for installation of smart classroom technology in twelve (12) classrooms in the Pitkin Education Center S, L, B and C-wings.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to award Public Bid P-2239 Smart Classrooms in Pitkin Building to Technotime Business Solutions at a cost of \$37,644.00.

Justification

To provide 21st century teaching and learning classroom technology for students and faculty in the 12 classrooms in the S, L, B and C-wings that currently have no technology.

A total of fourteen companies registered for bid specifications and two bids were received.

See below for bids received.

Technotime Business Solutions \$37,644.00
Edart Global Trade International Inc. \$71,196.00

Charge to: College Operating Funds

Account: 20-01-165100-604209



BOARD OF TRUSTEES ACTION A/F 8
Approval Date: May 2, 2017

Resolution

To authorize renewal of tuition payment plan administration services with Nelnet Business Solutions

Submitted By

Mr. Victor Anaya, Chief Financial Officer

Ms. Caroline Ofodile, Managing Director, Financial Operations and Student Assistance

Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to continue tuition payment plan administration services with Nelnet Business Solutions by entering into a 2-year agreement, with an option to extend for an additional year.

Justification

The tuition payment plan provides an alternative to a lump sum tuition payment by enabling students to make up to six (equal) interest free payments, per semester. Students enroll online through a link from the College's website.

The Nelnet plan has worked well for students and provides real-time integration with Ellucian Colleague and real time enrollment data, allowing the Bursar's Office to better serve our students.

There will be no change to the current enrollment cost to students of \$25.00, per semester. The College will continue to absorb credit card transaction fees in the amount of 2.1%.

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. Nelnet Business Solutions has completed and 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) (14). (Collection of amounts due on student loans)

Charge To:

Account Number:



BOARD OF TRUSTEES ACTION A/F 9
Approval Date: May 2, 2017

Resolution

To continue license for use of parking area located at 1099 Wall Street, Lyndhurst, NJ by entering into a five year agreement with 1099 Wall Street Venture, LLC

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Ms. Sandra Sroka, Dean, Off-Campus Sites
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to enter into a license agreement for the period June 1, 2017 through May 31, 2022, for use of the parking area (145 parking spaces, driveways, sidewalks, and walkways) located at 1099 Wall Street West. The cost will be \$3625.00 per month.

Justification

This will provide adequate parking for students at the Meadowlands campus, Lyndhurst, NJ.

Charge To: College Operating Funds

Account Number: 10-04-418100-607550



BOARD OF TRUSTEES ACTION A/F10
Approval Date: May 2, 2017

Resolution

To authorize Integrated Systems & Services to provide a security camera system in the Health Professions Building. This is funded by the Go Bond.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorize Integrated Systems and Services to install a security camera system in the Health Professions Building at a cost of \$23,780.00.

Justification

Cameras will be installed in various locations on each floor to enhance building security. Placement will include exterior entrances, stairwells and hallways. These cameras will be programmed into the existing Pelco Endura camera system. Integrated Systems and Services installed the existing system and their technicians are Pelco Endura certified.

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. Integrated Systems and Services has completed and 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 is below the County College bid threshold and is not required to be bid.

Charge To: Go Bond

Account Number: 20-00-115300-604217



BOARD OF TRUSTEES ACTION A/F11
Approval Date: May 2, 2017

Resolution

To purchase a Pitney Bowes Digital Mail Processor, which is a lifecycle replacement for the existing mail machine which will no longer be supported for maintenance and repairs by Pitney Bowes.

Submitted By

Mr. William Corcoran, Vice President, Facilities, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase a Pitney Bowes SendPro P3000 Digital Mail Processor from Pitney Bowes, Inc. with Interfaced Scale and Power Stacker, as per NJ State Contract 75237, at a cost of \$24,434.15. Service contract cost will be \$2,522.36 per year, and cover both on-site hardware repairs and software updates. USPS approved meter rental will cost \$1,020.00 per year.

Justification

The current Pitney Bowes Mail Processor was purchased in 2011. Pitney Bowes is no longer supporting maintenance and repairs on this machine, therefore prompting the lifecycle replacement.

Charge To: College Funds

Account Number: 20-01-184100-604217



BOARD OF TRUSTEES ACTION A/F12

Approval Date: May 2, 2017

Resolution

To purchase electronic musical instruments from Full Compass Systems Ltd. To be used in the Music Business Programs. This is funded by Perkins Grant.

Submitted By

Mr. Victor Anaya, Chief Financial Officer
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to purchase electronic musical instruments, including twenty-four (24) Yamaha Synthesizer/Controllers, nineteen (19) Korg Synthesizer Workstations, and nineteen (19) Akai Pad Controllers, from Full Compass Systems Ltd at a cost of \$25,529.00.

Justification

Current equipment in the Music Business program is outdated and needs to be replaced with industry-standard equipment in order to prepare students for the work place.

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. Full Compass Systems Ltd has completed and 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 below the County College bid threshold and is not required to be bid.

Quotations were obtained from the companies listed below.

Full Compass	\$25,529.00
Adorama Inc	\$25,847.00
Vintage King	\$25,971.00
Sweetwater	\$26,515.10
Sam Ash	\$28,350.00

Charge to: Perkins Grant

Account: 20-02-590400-604212



BOARD OF TRUSTEES ACTION A/F13
Approval Date: May 2, 2017

Resolution

To award the System Center Configuration Manager (SCCM) Windows 10 upgrade project to SHI International Corporation. The college is upgrading to Windows 10 across all campuses.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

To award the SCCM project to SHI International Corporation in the amount of \$12,825.00.

Justification

This system is a management software product that is developed by Microsoft to manage large groups or computers that will be running on Microsoft 10. This system will streamline operations with a unified infrastructure that integrates device management and protection across mobile, physical and virtual environments. SHI International in conjunction with Microsoft nominated the College as part of the Microsoft Windows 10 upgrade pilot program.

The College will be migrating to Window 10 across all campuses.

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. SHI International Corp. has completed and 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.

Charge To: College Operating Funds

Account Number: 10-01-165100-607550



BOARD OF TRUSTEES ACTION A/F14
Approval Date: May 2, 2017

Resolution

Adopt 2017 - 2018 Budget

Submitted By

Mr. Victor Anaya, Chief Financial Officer

Action Requested

That the Board of Trustees of Bergen Community College adopt the 2017 - 2018 College Budget, effective July 1, 2017, the budget is attached.

Budget Summary is also available on the Board of Trustees' web page.

Justification

Adoption of the Fiscal Year 2017/2018 expense budget for the College.

BERGEN COMMUNITY COLLEGE
CURRENT FUNDS BUDGET
FOR FISCAL YEAR JULY 1, 2017 TO JUNE 30, 2018

	Previous Budget 7/01/2015 - 6/30/2016	Current Budget 7/01/2016 - 6/30/2017	Proposed Budget 7/01/2017 - 6/30/2018	% of Total
REVENUES				
Unrestricted:				
Tuition	\$59,701,029	\$57,576,941	\$57,785,822	52.1%
Student Fees	19,820,300	17,930,934	17,606,933	15.9%
Governmental Appropriations				
State	12,331,670	12,184,228	12,427,285	11.2%
County	19,690,119	20,109,880	20,512,078	18.5%
Other New Jersey Counties	170,000	221,000	221,000	0.2%
Sales & Services of Auxiliary				
Enterprise	175,500	125,000	181,151	0.2%
Other Sources	1,798,000	1,300,000	1,262,808	1.1%
Fund Balance Appropriation	4,082,382	2,023,495	1,004,818	0.9%
Total Unrestricted	\$117,769,000	\$111,471,478	\$111,001,895	100.0%
Restricted:				
Student Aid and Other Grants	48,500,000	46,500,000	47,700,000	
Total Current Funds Revenues	\$166,269,000	\$157,971,478	\$158,701,895	
EXPENDITURES & TRANSFERS				
Educational and General:				
Instruction	\$44,787,500	41,968,006	42,063,114	38.4%
Academic Support	6,529,700	7,052,750	6,737,301	6.1%
Student Services	8,835,900	8,245,294	8,171,213	7.5%
Institutional Support	45,245,600	42,490,614	42,262,056	38.5%
Operation & Maintenance of Plant	10,966,600	10,346,733	10,395,889	9.5%
Edu. & General Expenditure	\$116,365,300	\$110,103,397	\$109,629,574	98.8%
Mandatory Transfers:				
Principal & Interest	1,095,200	1,129,599	1,129,599	1.0%
Total Edu. & General	\$117,460,500	\$111,232,996	\$110,759,173	99.8%
Auxiliary Enterprise:				
Expenditures	308,500	238,482	242,723	0.2%
Total Current Unrestricted	\$117,769,000	\$111,471,478	\$111,001,895	100.0%
Restricted Expenditures:				
Student Aid and Other Grants	48,500,000	46,500,000	47,700,000	
Total Current Funds				
Expenditures & Transfers	\$166,269,000	\$157,971,478	\$158,701,895	
Net Surplus / (Deficit)	\$0	\$0	(\$0)	



BOARD OF TRUSTEES ACTION A/F15
Approval Date: May 2, 2017

Resolution

To reject the only bid received for P-2235 Veterinary Technology Equipment from IDEXX Distribution, Inc., due to the absence of the required Bid Bond and other required bid documents.

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs
Mr. Victor Anaya, Chief Financial Officer
Dr. Susan Barnard, Dean, Health Professions
Ms. Barbara Golden, Director Purchasing and Services

Action Requested

Authorization to reject the only bid received for Public Bid P-2235, which consisted of one Blood Analyzer, one Chemistry Analyzer and one VetLab Station PC for Veterinary Technology. One bid was received from IDEXX Distribution, Inc. The College will re-bid.

Justification

The rejection of the Bid is due to the lack of a signed and completed Bid Bond and the lack of other documents required by the bid specifications.

Charge To:

Account Number:



BOARD OF TRUSTEES ACTION A/F16
Approval Date: May 2, 2017

Resolution

Exempt from Bidding: Authorization to renew Property and Flood Insurance Policy for 1280 Wall Street, Lyndhurst, NJ. Insurance, is exempt from bidding pursuant to N.J.S.A. 18A:64A-25.5(11), which exemption shall be in accordance with the requirements for extraordinary unspecifiable services.

Submitted By

Mr. Victor Anaya, Chief Financial Officer

Action Requested

Authorization to renew property and flood insurance coverage for property located in 1280 Wall Street, Lyndhurst, NJ, from Otterstedt Insurance Agency, Inc. for the coverage period:

- March 31, 2017 through March 31, 2018
Property Policy at a cost of \$19,516.00
- June 5, 2017 through June 5, 2018
Flood Policy at a cost of \$20,200.00

Justification

Renewal of insurance coverage for 1280 Wall Street, Lyndhurst, NJ. No other quotes were received for property insurance. Flood insurance rates are mandated by FEMA.

Charge To: 10-01-188100-607590



BOARD OF TRUSTEES ACTION E/SA1

Approval Date: May 2, 2017

Resolution

Authorize acceptance of a contract with the Bergen County Division of Cultural and Historic Affairs for the Bergen Community College *Special Projects* in the amount of \$1950.00, and to authorize President B. Kaye Walter or her designee to execute required documents.

Submitted By

Dr. William Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Ms. Linda Emr, Dean of the Philip J. Ciarco, Jr. Learning Center
Dr. William J. Yakowicz, Director of Grants Administration

Justification

The proposed project, Main Ingredients: A Series of Community Public Programs on Food, Food Culture & Foodways in Hackensack & Beyond. This project supports archival and oral history documentation highlighting historical and contemporary aspects of Hackensack's multicultural "culinary corridor" on Main Street. Approximately 100 local chefs, home cooks, food purveyors and restaurant owners will be interviewed initially. Of these, approximately twelve would be selected to participate in a series of "*Friday Night Foodways*" lecture-demonstrations focusing on food traditions that cross cultures. The program will culminate in a *Taste of Main Street Food Tour*. Plans include collaboration with the Upper Main Alliance. The project team will create a foodways and material culture exhibit and recipe book with stories, to be available at the Center and online.

No college funds are required, however, the NJCH grant requires a match that will be comprised of in-kind costs to include project director / researcher time and hospitality and food costs provided by participating food purveyors and restaurant owners. The Project Team will also seek additional support from the Upper Main Alliance and from other restaurateurs and merchants.

A project summary and budget are attached here below.

Project Summary

The grant project funding supports a new initiative combining oral history documentation and public programming: "Main Ingredients: Foodways and Food Cultures Southern Bergen County." Main Ingredients will begin in January of 2017 with archival and oral history and documentation highlighting historical and contemporary aspects of Hackensack's multicultural "culinary corridor" on Main Street. Approximately 100 local chefs, home cooks, food purveyors and restaurant owners will be interviewed initially. Of these, approximately ten will be selected to participate in a series of "*Friday Night Foodways*" lecture demonstrations focusing on food traditions and cross cultures. The program will culminate in a *Taste of Main Street Food Tour*.

Plans include collaboration with the Upper Main Alliance. The specific focus of this project, and the principal need for grant funds, is to involve expert speakers and presenters for engaging, educational food programs as part of a "Friday Night Foodways" programs at BCC Hackensack, and to present a tour of Main Street's emerging Culinary Corridor. The project relates to BCC's Mission (seen in the attached Long Range Plan document, p.3) in three ways:

- BCC provides "lifelong learning" opportunities for the community, and the Main Ingredients foodways programs will engage the public in discussion and critical thinking about how food shapes values and identity in many different ways, in Bergen County's diverse communities.
- "BCC educates a diverse student population in an environment that fosters civility and respect." Community audiences will get a chance to share valuable cultural knowledge around food, food rituals and holidays, cooking and traditional food preparations techniques. Participants will have an opportunity to ask questions, and gain a better understanding of the diverse cultures of their neighbors through food.
- "The College responds to community needs through workforce training and continuing education, and by developing programs for employers." As demand for a skilled workforce in the local Bergen County Hotel and Hospitality industry grows, BCC plans to expand its Hotel and Restaurant Management program and move it to Hackensack, thus providing opportunities for students and community members to train for jobs. The Foodways program will raise awareness both of BCC's flagship culinary program and the development of Hackensack's Main Street as a "foodie" destination, boosting traffic in nearby restaurants and food business, thus contributing to the local economy.

Finally, the County's cultural diversity is a great asset to the college and community, and the mission of BCC Hackensack is to help bridge urban neighbors with the College through cultural understanding and appreciation. "Main Ingredients" will expand opportunities for culturally diverse audiences to participate in cross-cultural conversations around food, in an enjoyable and nourishing setting.

COUNTY OF BERGEN
2017 SP HISTORY GRANT CONTRACT
ATTACHMENT C

REVISED SP BUDGET

Enter the total planned expenses for your project in "Project Expenses" column. In the "Cash Match" column, list your organization's budgeted income that is to be used as a 1:1 cash match. In the "In-Kind Match" column, insert the approximate value of donated materials or services that are to be used as the match. They may not exceed 50% of the total match. Only Non-profit History Organizations may use In-Kind match. [Fill in Attachment D and include with signed contract.] Sub-total the "Cash Match" and "In-Kind Match" columns; add together. Add this sum to the "Project's Expenses" total and enter result on "Total SP Budget & Match" line (bottom right). This sum must be at least twice the amount of the grant award (1:1 match). It may be more but must not be less. Also attach your organizations complete 2016 Annual Budget Report. Municipalities should submit *only* the parts of the municipal budget report relevant to its Special Project. On a separate sheet describe any changes, if any, made to your SP since submitting your application. Please include a Revised Timeline if different from your original application. NOTE: *Significant changes* to the project must be requested and approved in writing by the Division.

	<u>PROJECT'S EXPENSES</u>	<u>CASH MATCH</u>	<u>IN-KIND MATCH</u>
ADA Assistive services	_____	_____	_____
Archival scanning	_____	_____	_____
Honoraria	1500	_____	_____
Materials, supplies	_____	_____	_____
Photography	_____	_____	_____
Printing Photography	_____	_____	_____
Professional services/fees	_____	_____	_____
Publication mailing	_____	_____	_____
Transcribing costs	450	_____	_____
Website, internet	_____	_____	_____
Word processing	_____	_____	_____
OTHER (Specify):			
<u>Hospitality expenses</u>	_____	450	_____
<u>Project Director</u>	_____	_____	1500
_____	_____	_____	_____
_____	_____	_____	_____
	Match Subtotals:	450	1500

TOTALS: \$ 1950 + \$ 1950 = 3900
TOTAL SP BUDGET & MATCH



BOARD OF TRUSTEES ACTION E/SA2

Approval Date: May 2, 2017

Resolution

Authorize acceptance of a contract with the Bergen County Division of Cultural and Historic Affairs for the Café Bergen project in the amount of \$1,694.00, and to authorize President B. Kaye Walter or her designee to execute required documents.

Submitted By

Dr. William Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Ms. Linda Emr, Dean of the Philip J. Ciarco, Jr. Learning Center
Dr. William J. Yakowicz, Director of Grants Administration

Justification

Café Bergen is a multicultural music and performance series highlighting the cultural diversity of Hackensack, Southern Bergen County, and the Bergen Community College community. Each of five coffeehouse events between February and October 2017 will showcase a different world vocal, instrumental and dramatic performance style, potentially including Korean dance, Dominican merengue, hip-hop poetry, Celtic song, and Filipino martial arts. To be presented in intimate performance spaces at BCC Hackensack's Ciarco Learning Center and the CyberCafe at BCC Paramus, these events will feature internationally recognized music and dance styles together with genres that Bergen County's ethnic and immigrant communities value as part of their cultural traditions. A panel of BCC faculty and staff will select artists and groups based on their authenticity and the quality of their live performances and/or audio and video recordings. Artists will present a pre-concert hands-on activity or workshop or participate in a Talk-Back, as audience interaction is central to our vision for a dynamic and engaging performance series. In addition, a guest visual artist will be featured at most performances, and BCC music students will assist in preparing presentations, writing program notes, and sound engineering and recording. The series will culminate in a multicultural music mini-festival featuring most or all of the acts in a larger stage venue at BCC Paramus.

Café Bergen ran in 2004, 2006 and 2007, with all events garnering much acclaim. Performers included students, faculty, and well-known artists. This new series builds on the previous success and promises to generate increased participation as well as external financial support.

No college funds are required, however, the NJCH grant requires a match that will be comprised of in-kind costs to include project director / administrative time, facilities rental, promotion, and media/technical support.

The budget is attached below.

County of Bergen
2017 Grant Agreement
Revised Budget for: Project Grant & Mini Project Grant

Provide an updated synopsis of your funded program on a separate paper, including the project title, description, location, dates, and artists involved. How will the success of your project be measured?

Note that any significant changes or revisions to your original proposal must be requested and approved in writing by the Division. If you have requested and received written approval to change guest artists, please enclose these resumes with the completed contract.

Below, list your total expenses for the project in Cash Expenses. For a PG, the total cash expenses below must equal at least twice the amount awarded (a 1:1 cash match). The total expenses may, of course, be more than twice the award amount, but they must not be less, unless you are a MG recipient that chooses to supply 1/2 of your cash match as in-kind contributions.

Please be as specific as possible with the line-item amounts given below so that they will correspond reasonably closely to those in your Final Report, which must be documented by copies of canceled checks and/or receipts.

	CASH EXPENSES	IN-KIND CONTRIBUTIONS (PG: not counted toward cash match) (MG: may choose to use as 1/2 of cash match)
Administrative	_____	847
Clerical	_____	_____
Artistic	1694	_____
Technical/Production	_____	253
Consultant	_____	_____
Maintenance/Security	_____	_____
Telephone	_____	_____
Postage	_____	_____
Printing/Copying	_____	_____
Promotion/Marketing	_____	424
Travel	_____	_____
Equipment Rental	_____	_____
Facilities Rental	_____	170
Supplies	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL:	1694	1694



BOARD OF TRUSTEES ACTION E/SA3

Approval Date: May 2, 2017

Resolution

Authorize submission of a collaborative grant application to the United States Agency for International Development (USAID), and to authorize President B. Kaye Walter or her designee to execute required documents.

Submitted By

Dr. William Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. Victor Brown, Dean of Division of Business, Arts and Social Sciences
Dr. William J. Yakowicz, Director of Grants Administration

Justification

As a leader in preparing competent and knowledgeable professionals in the field of Hospitality/Restaurant Management (HRM), Bergen seeks to assist Caribbean countries, such as the Dominican Republic, Jamaica, and Haiti, to prepare a 21st century Hospitality Restaurant Management workforce for their outstanding tourism industry. The intent is to collaboratively provide students with a pathway for completing degree programs in HRM. Prospective students would be dually enrolled at Bergen where the opportunity exists for them to take college credits towards the general education requirements for the HRM program. The dually enrolled students will be afforded the option of taking courses towards their general education requirements completely online through Bergen or at any institution of higher learning in Jamaica. To do so, Bergen will develop symbiotic partnerships with the Ministries of Tourism and Education, the Heart Trust/NTA, the Jamaica Hotels and Tourist Association (JHT A), and academic institutions including high schools, the University of the West Indies and the University of Technology.

A project summary is attached here below. The project budget is in development and will follow.

Project Summary

Bergen Community College proposes to seek funding from USAID in order to assist Caribbean countries, such as the Dominican Republic, Jamaica, and Haiti, to prepare a 21st century Hospitality Restaurant Management workforce for their outstanding tourism industry. Toward this end, Bergen intends to develop symbiotic partnerships with the Ministries of Tourism and Education, the Heart Trust/NTA, the Jamaica Hotels and Tourist Association (JHT A), and academic institutions including high schools, the University of the West Indies and the University of Technology. Specifically, Bergen is interested in partnering with local high schools and the Heart Trust/NT A to provide students with a pathway for completing degree programs in HRM. Prospective students would be dually enrolled at Bergen where the opportunity exists for them to take college credits towards the general education requirements for the HRM program. The dually enrolled students will be afforded the option of taking courses towards their general education requirements completely online through Bergen or at any institution of higher learning in Jamaica. Upon graduating high school or Heart Trust/NTA, students would enroll at Bergen to complete the core competency requirement of the accelerated HRM program.

The accelerated program will require three semesters for program completion, thus decreasing the time to degree. Additionally, Bergen is seeking to partner with JHT A to provide training and a pathway for currently employees in the tourism sector to earn a college degree. The College is amenable to investigate the possibility of awarding some college credits for job-related experience. Through the development of articulation agreements with 4-years institutions, Bergen will create opportunities for students who are interested in pursuing a Baccalaureate program in Hospitality/Restaurant Management or other related areas of studies. Alternatively, Bergen hopes to develop partnerships with the University of the West Indies and the University of Technology, which can be additional avenues for the students to pursue a Baccalaureate degree. The College will provide the students with the proper documentation that is required to secure student visas, which will allow them to study in the US. However, to prevent the exodus of educated and trained professionals, graduates will be encouraged to return to their country of origin so that they can assist with the development of the vitally crucial tourism sector.

Additional funding and resource support will also be sought from the Clinton Foundation and other private as well as public agencies.



BOARD OF TRUSTEES ACTION E/SA4
Approval Date: May 2, 2017

Resolution:

Approve the plan for a Dual Enrollment Program for North Arlington High School to be offered at Bergen Community College at the Meadowlands

Submitted By:

Dr. William Mullaney, Vice President of Academic Affairs

Dr. David Eichenholtz, Assistant Dean of High School and College Partnerships

Action Requested

Approve the attached Memorandum of Understanding between Bergen Community College and North Arlington High School.

Justification

Bergen Community College and North Arlington High School have a long history of collaborating for the benefit of the students in the North Arlington School District. The establishment of the Dual Enrollment Program for North Arlington High School located at Bergen Community College at the Meadowlands would represent a new chapter in that partnership and a unique opportunity for the College to carry out its mission.

This new partnership represents a variation of the model of the Applied Technology High School that was successfully launched at Bergen in the fall 2015 as a means to provide an educational program that offers high-school level students a blend of academic high school curriculum and college classes offered on a college campus. This new partnership would provide a similar blend of high school and college curricula that allows high school students to take college classes on a college campus and graduate from high school with a significant number of earned college credits.

Memorandum of Understanding
North Arlington High School
Bergen Community College

This Memorandum of Understanding is hereby made between Bergen Community College, hereinafter referred to as “BCC,” and North Arlington High School, hereinafter referred to as “NAHS,” for the purpose of establishing a Dual Enrollment Agreement, with the expectation that North Arlington High School students will be awarded an Associate of Arts or Associate of Science degree upon graduation from high school.

WHEREAS BCC and NAHS desire to create a dual enrollment program for the benefit of the students enrolled therein; and

WHEREAS the curriculum will be developed in such a way that students in that program can expect to be awarded an Associate of Arts degree in Liberal Arts, an Associate of Science degree in Criminal Justice, or an Associate of Science degree in Business Administration from BCC upon graduation from high school; and

WHEREAS both BCC and NAHS are prepared to make certain modifications to their respective programs in order to honor student efforts under the Dual Enrollment Agreement and to ensure that those efforts conclude with each student receiving an Associate of Arts degree in Liberal Arts, an Associate of Science degree in Criminal Justice, or an Associate of Science degree in Business Administration:

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein, BCC and NAHS hereby agree as follows:

1. The terms of this Memorandum of Understanding shall be incorporated into the final Dual Enrollment Agreement, to be in effect beginning September 1, 2017. The parties may, by mutual agreement, modify the terms of this Memorandum of Understanding prior to the finalization of the Dual Enrollment Agreement.
2. BCC and NAHS shall abide and comply with all applicable State and federal law, as well as the policies and regulations of each respective institution, as they apply to the furnishing of data, reports, and other documents as may be required to effectuate the terms of the Dual Enrollment Agreement.
3. BCC shall provide the facilities, faculty, and staff necessary for the full implementation of the provisions of the Dual Enrollment Agreement.
4. Students covered under the Dual Enrollment Agreement shall fulfill all requirements for admission to BCC as matriculation students by June 15, 2017.

5. BCC agrees to waive all tuition and fees, as well as the standard dual enrollment cost structure for the students enrolled in the program for the Fall 2017 semester and Spring 2018 semester. NAHS agrees to pay the entire salary for each BCC Adjunct Professor (not to exceed \$2,500) that will be teaching North Arlington students that are enrolled in the program, including fringe costs and a \$100.00 administrative fee per course, as well as reimbursement for background checks for each BCC Adjunct Professor providing services under the program.
6. NAHS agrees to purchase all books and supplies selected and approved by BCC to be used for the courses in which the NAHS students covered under the Dual Enrollment Agreement are currently enrolled or shall be enrolled.
7. The residency requirement for graduating with an Associate of Arts degree in Liberal Arts, an Associate of Science degree in Criminal Justice, or an Associate of Science degree in Business Administration for students covered under the Dual Enrollment Agreement shall be considered fulfilled when all remaining credits beyond the courses in which they are currently enrolled that are required for those degrees are taken and completed at the BCC campus as fully admitted matriculating students.
8. BCC agrees to grant NAHS students covered under the Dual Enrollment Agreement applicable credit for all courses successfully completed.
9. BCC agrees to grant each NAHS student under the Dual Enrollment Agreement an Associate of Arts degree in Liberal Arts, an Associate of Science degree in Criminal Justice, or an Associate of Science degree in Business Administration when all course requirements for that degree have been successfully completed within any applicable time, financial, residency, admission, and enrollment constraints and/or requirements specified within the Dual Enrollment Agreement.
10. This Memorandum of Understanding shall not constitute a binding precedent by either BCC or NAHS and shall not apply to any other current or future Dual Enrollment program between BCC and NAHS.
11. This Memorandum of Understanding may be amended or terminated only by the mutual consent of the parties, in writing, and as signed by the appropriate representative of each party.
12. This Memorandum of Understanding may be terminated by either party with a 30-day notice, in writing.

PROPOSED CLASSES FOR THE
NORTH ARLINGTON DUAL ENROLLMENT PROGRAM

ACC 110	Financial Accounting
BUS 101	Introduction to Business
ART 101	Introduction to Art
COM 102	Public Speaking
BUS 207	Principles of Business Management
MUS 101	Introduction to Music
ACC 210	Managerial Accounting
ECO 101	Principles of Macroeconomics
HIS 102	Western Civilization Since reformation
PSY 101	General Psychology
CRJ 101	Introduction to Criminal Justice
CRJ 105	Police Administration
CRJ 109	Issues in Policing
CRJ 113	Juvenile Justice Process
HIS 101	Western Civilization to reformation
LAN 170	American Sign Language
PHR 101	Introduction to Philosophy
PHR 102	Contemporary Moral Issues

WITNESS:

NORTH ARLINGTON BOARD
OF EDUCATION

KATHLEEN McEWIN-MARANO
Business Administrator/
Board Secretary

BY: _____
GEORGE McDERMOTT
Board President

DATED:

DATED:

WITNESS:

BERGEN COUNTY
COMMUNITY COLLEGE

REPRESENTATIVE

BY: _____
PRESIDENT

DATED:

DATED:



BOARD OF TRUSTEES ACTION E/SA5
Approval Date: May 2, 2017

Resolution

To delete the curriculum for the Certificate in Computer Science (CERT.COMP.SCI)

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs

Dr. PJ Ricatto, Dean, Mathematics, Science and Technology

Action Requested

The college would like to delete the curriculum for the Certificate in Computer Science.

Justification

Per the New Jersey Presidents Council's Academic Issues Committee Manual, Board approval is required whenever the college deletes a program.

Computer Science is currently a transfer degree program. A Bachelor's degree is the minimum academic requirement for most jobs in this field. This one-year certificate program does not teach the level of computer science proficiency required for employment.

For the last five years we have had very low enrollment in this program. In five years only two students have completed the certificate. Currently enrolled students will be allowed to complete the one-year program; new students interested in computer science will be encouraged to enroll in the two-year program.

Due to lack of enrollment, deletion of this certificate is requested.



BOARD OF TRUSTEES ACTION P1A
Approval Date: May 2, 2017

Resolution

Appointment: Academic Chairs and Program Coordinators/Faculty

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs
 Mr. James R. Miller, Executive Director, Human Resources

Action Requested

To appoint 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, 2017 – June 30, 2018.

<u>Name</u>	<u>Departments//Division</u>	<u>Annual Stipend</u>	<u>Annual Release Time</u>
<u>ACADEMIC CHAIRS</u>			
Jacqueline Behn [Dr.]	Social Sciences//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Linda Box [Dr.]	Physical Sciences//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Keith Chu	History//Humanities	\$3,000.00	11 credit hours
Deborah Cook	Dental Hygiene//Health Professions	\$3,000.00	11 credit hours
Peter Dlugos [Dr.]	Philosophy & Religion//Humanities	\$3,000.00	11 credit hours
Randolph Forsstrom [Dr.]	Mathematics//Mathematics, Science and Technology	\$6,400.00	23 credit hours
Bernard Fuersich	Wellness and Exercise Science//Health Professions	\$3,000.00	11 credit hours
Robert Highley	Biology and Horticulture//Mathematics, Science and Technology	\$6,000.00	20 credit hours
William Jiang [Dr.]	English as a Second Language and World Languages//Humanities	\$6,400.00	22 credit hours
Richard Kuiters	Criminal Justice and Legal Studies//Business, Arts and Social Sciences	\$3,000.00	13 credit hours
Pierre Laguerre	Business and Hotel and Restaurant Management//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Joseph Mamatz	Health Professions/Health Professions	\$3000.00	11 credit hours
Lou Ethel Roliston [Dr.]	Composition, Literature and English Basic Skills//Humanities	\$6,400.00	23 credit hours
Elin Schikler	Communications//Humanities	\$3,000.00	11 credit hours
Daniel Sheehan	Visual and Performing Arts/ Business, Arts and Social Sciences	\$6,000.00	20 credit hours
Emily Vandalovsky	Technology//Mathematics, Science and Technology	\$3,000.00	11 credit hours

Board of Trustees Action P1A**May 2, 2017****Page 2****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
Amy Ceconi [Dr.]	Respiratory Therapy//Health Professions	10 credit hours
Carol Chovanec	Radiation Therapy Technology//Health Professions	10 credit hours
Geralyn Collins-Eisler	Diagnostic Medical Sonography//Health Professions	10 credit hours
Robert Fusco	Developmental Math// Mathematics, Science and Technology	12 credit hours
Seamus Gibbons	Composition & Literature//Humanities	12 credit hours
Lawrence Joel [Dr.]	Legal Studies//Business, Arts and Social Sciences	11 credit hours
Leigh Jonaitis [Dr.]	English Basic Skills//Humanities	12 credit hours
Lenore Lerer	College Math// Mathematics, Science and Technology	12 credit hours
Joseph Mamatz	Radiography//Health Professions	10 credit hours
Jennifer McCarthy	Paramedic Science//Health Professions	10 credit hours
Francis Schmidt	Visual and Performing Arts/Business, Arts and Social Sciences	11 credit hours
Mary Senor	Surgical Technology//Health Professions	10 credit hours
Harriet Terodemos	Veterinary Technology//Health Professions	10 credit hours
Art Tolve	Hotel and Restaurant Management/Business, Arts and Social Sciences	11 credit hours
Steven Toth	Medical Office Assistant//Health Professions	10 credit hours

PROGRAM LIAISON

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

Justification

To appoint Academic Department Chairs, Program Coordinators/Directors and Program Liaison.

Charge To:

Account Number:



400 Paramus Rd., Paramus, NJ 07652
(201) 447-7200 – www.bergen.edu

BOARD OF TRUSTEES ACTION P1B
Approval Date: May 2, 2017

Resolution

Appointment: Support Staff (These appointments are being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of their probationary period.)

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. James R. Miller, Executive Director, Human Resources

Action Requested

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Pamela Coles	Senior Secretary/Nursing/ Health Professions/Academic Affairs	\$36,000.00 (pro-rated)	02/13/17 (retroactive)
Rashid Darrisaw	Custodian/Buildings and Grounds	\$28,633.00 (pro-rated)	01/17/17 (retroactive)
Dolores Piro	Senior Secretary/Honors & PTK/ Academic Affairs	\$36,000.00 (pro-rated)	01/30/17 (retroactive)

Justification

To fill budgeted positions through a successful search process and completion of probationary period.

Charge to: College Operating Funds
Account Number:



400 Paramus Rd., Paramus, NJ 07652
(201) 447-7200 - www.bergen.edu

BOARD OF TRUSTEES ACTION P1C
Approval Date: May 2, 2017

Resolution

Appointment: Professional Staff

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. James R. Miller, Executive Director, Human Resources

Action Requested

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Edwin Lopez-Rodriguez	Custodial Supervisor/ Buildings and Grounds	\$60,000.00 (pro-rated)	05/03/17 – 06/30/18
Kenny Xheraj	Custodial Supervisor/ Buildings and Grounds	\$60,000.00 (pro-rated)	05/03/17 – 06/30/18

Justification

To fill a budgeted position through a successful search process.

Charge to: College Operating Funds
Account Number:



Around the Corner, Ahead of the Curve

400 Paramus Road, Paramus, New Jersey 07652
201-447-7200 • www.bergen.edu

BOARD OF TRUSTEES ACTION P1D
Approval Date: May 2, 2017

Resolution

Appointment: Coach/Peer Mentor Coordinator - Grants

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs

Mr. James R. Miller, Executive Director, Human Resources

Action Requested

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Laura Madera	Coach/Peer Mentor Coordinator// Counseling Center/ Academic Affairs	\$50,000.00 (pro-rated)	05/22/17 – 06/30/18

Justification

To fill a grant-funded position through a successful search process.

Charge To: Grant Funds

Account Number:



Around the Corner, Ahead of the Curve

400 Paramus Road, Paramus, New Jersey 07652
201-447-7200 • www.bergen.edu

BOARD OF TRUSTEES ACTION P1E
Approval Date: May 2, 2017

Resolution

Appointment: Vice President, Student Affairs/Executive

Submitted By

Dr. B. Kaye Walter, President

Mr. James R. Miller, Executive Director, Human Resources

Action Requested

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Waldon Hagan	Vice President/Student Affairs	\$135,000.00 (pro-rated)	06/15/17 – 06/30/18

Justification

To fill a budgeted leadership position through a successful search process.

Charge To: College Operating Funds

Account Number:



BOARD OF TRUSTEES ACTION P2
Approval Date: May 2, 2017

Resolution

Reappointment – Technical/Professional Assistants

Submitted By

Dr. William Mullaney, Vice President of Academic Affairs
 Dr. Yun Kim, Vice President, Institutional Effectiveness
 Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
 Mr. Stephen Valkenburg, Executive Director, Information Technology
 Mr. James R. Miller, Executive Director, Human Resources

Action Requested

That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2017 through June 30, 2018 (One-year contract):

<u>Name</u>	<u>Title</u>	<u>Discipline/Division</u>
Mark Balzarette	Professional Assistant	Manufacturing Technology/Math, Science, and Technology
John Cichowski	Technical Assistant I	Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Patrice Devincentis	Technical Assistant I	Performing Arts/Business, Arts and Social Sciences
Julie Field	Technical Assistant I	Enrollment Specialist/Admissions and International Programs/Student Affairs
Patricia Giannini	Technical Assistant I	Enrollment Specialist/Admissions and International Programs/Student Affairs
Candice Kaup Scioscia	Technical Assistant I	Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Michele Kenyon	Technical Assistant I	Dental Hygiene/Health Professions
Juan Leon	Technical Assistant II	Visual Arts/ Business, Arts and Social Sciences
Richard Tran	Technical Assistant II	Biology & Horticulture / Math, Science, and Technology
Mine Ugurlu	Technical Assistant I	Enrollment Specialist/Admissions and International Programs/Student Affairs
Sherry Wilson	Technical Assistant II	Hotel Restaurant Management/Business, Arts and Social Sciences

That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2017 through June 30, 2019 (Two-year contract):

<u>Name</u>	<u>Title</u>	<u>Discipline/Division</u>
Samantha Ekizian	Professional Assistant	Records and Registration/Enrollment Services/ Student Affairs
Shawn Kane	Professional Assistant	Media Technology/Information Technology
Elaine Korinko	Professional Assistant	Athletics/Student Life and Conduct/Student Affairs

Board of Trustees Action P2
May 2, 2017
Page 2

That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2017 through June 30, 2019 (Two-year contract):

<u>Name</u>	<u>Title</u>	<u>Discipline/Division</u>
Catherine Malone	Professional Assistant	College/High School Partnerships/Academic Affairs
Dianna O'Connor	Professional Assistant	Student Support Services/Academic Affairs
Marilyn Pongracz	Professional Assistant	Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Stuart Rosengarten	Professional Assistant	Media Technology/Information Technology
Patrick Simms	Professional Assistant	CITL/Academic Affairs

Justification

In accordance with Article XIII of the BCCFA contract.

Charge To:

Account Number:



BOARD OF TRUSTEES ACTION P3
Approval Date: May 2, 2017

Resolution

Reclassification/Reappointment: Technical/Professional Assistants

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

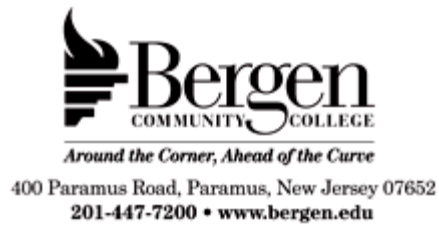
Action Requested

To approve the reclassification of the following Technical Assistant to the position indicated, effective July 1, 2017 and reappointed for the period July 1, 2017 to June 30, 2018:

<u>Name</u>	<u>Division</u>	<u>From</u>	<u>To</u>
Sherry Wilson	Academic Affairs	Technical Assistant II	Technical Assistant I

Justification

As per BCCFA Contract.



BOARD OF TRUSTEES ACTION P4
Approval Date: May 2, 2017

Resolution

Approve: Special Purpose Leave of Absence/Faculty

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs

Mr. James R. Miller, Executive Director, Human Resources

Action Requested

To approve a Special Purpose Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

<u>Name</u>	<u>Rank/Discipline/Division</u>	<u>Period</u>
Suzaan Boettger	Professor/Performing & Visual Arts/ Business, Arts and Social Sciences/ Academic Affairs	Fall 2017 semester

Justification

In accordance with Article XII, Item 4, of the BCCFA Contract



BOARD OF TRUSTEES ACTION P5
Approval Date: May 2, 2017

Resolution

Approve: Leave of Absence/Support Staff

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. James R. Miller, Executive Director, Human Resources

Action Requested

To approve a Leave of Absence, without pay, for the following individuals from the positions listed below, effective dates as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Esther McMillan	Custodian/Buildings and Grounds	04/25/17 (retroactive)
William McPherson	Custodian/Buildings and Grounds	03/23/17 (retroactive)

Justification

Medical Leave



400 Paramus Rd., Paramus, NJ 07652
(201) 447-7200 - www.bergen.edu

BOARD OF TRUSTEES ACTION P6
Approval Date: May 2, 2017

Resolution

Retirement: Faculty

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs

Mr. James R. Miller, Executive Director, Human Resources

Action Requested

To approve the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Bonnie MacDougall	Professor/ ESL/Humanities/Academic Affairs	07/01/17
Jane Phelps	Associate Professor/Communication/Humanities/ Academic Affairs	07/01/17
Beth Pincus	Associate Professor/Counseling/Academic Affairs	07/01/17

Justification

Retirement



BOARD OF TRUSTEES ACTION P7
Approval Date: May 2, 2017

Resolution

Equity Adjustment: Support Staff Personnel

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Dr. Yun Kim, Vice President, Institutional Effectiveness
Mr. James R. Miller, Executive Director, Human Resources

Action Requested

That the salaries for the personnel listed below be adjusted effective 05/03/17.

<u>Name</u>	<u>Position</u>	<u>Current Salary</u>	<u>New Salary</u>
Gean Chin	Executive Secretary	\$ 43,019.00	\$ 53,019.00
Cynthia Rivera	Public Safety Sergeant	\$ 44,558.00	\$ 56,859.00

Justification

Based on the results of an equity study to increase salaries to be consistent with salaries earned by other employees in the same position.



400 Paramus Rd., Paramus, NJ 07652
(201) 447-7200 - www.bergen.edu

BOARD OF TRUSTEES ACTION P8
Approval Date: May 2, 2017

Resolution

Resignation: Support Staff

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. James R. Miller, Executive Director, Human Resources

Action Requested

To approve the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Elizabeth Jennifer Santos	Public Safety Officer/Public Safety	04/28/17

Justification

Resignation