

**BOARD OF TRUSTEES  
BERGEN COMMUNITY COLLEGE  
Minutes of the Tuesday, May 9, 2023  
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, May 9, 2023 in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:00 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 on the College's website at <https://bergen.edu/about-us/board-of-trustees/meetings/> and was emailed to The Record and The Herald News and filed with the Clerk of the County of Bergen, December 4, 2022."

Oath of Office:

Arlene Q. Perez, Esq., DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P., administered the Oath of Office to Mr. Damon J. Englese and Mr. Howard L. Haughton.

Chairwoman Blakeslee appointed the following new trustees to serve on the board committees:

- Education & Student Affairs Trustee Damon J. Englese
- Board of School Estimates Trustee Howard L. Haughton

**ROLL CALL**

Present

Mrs. Dorothy Blakeslee  
Mr. Louis DeLisio  
Mr. Damon Englese  
Mr. Patrick J. Fletcher  
Mr. Howard Haughton  
Mr. Mark Longo  
Mrs. Ritzy Moralez-Diaz  
Dr. Sheetal Ranjan  
Mr. Adam Silverstein

Absent

Mr. Joseph Barreto  
Mr. Stephen F. Pellino, Esq.  
Miss Alicia Guidolin-Hocman, Alumni Trustee

Also Present

Dr. Eric M. Friedman, President  
Ms. Arlene Q. Perez, Esq., DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

### **PLEDGE OF ALLEGIANCE**

Chairperson Blakeslee led those present in the Pledge of Allegiance.

### **REPORTS**

#### **Vice-Chairman**

Vice-Chair Silverstein commended Dr. Friedman on his leadership and guidance. He was honored to report that the College received recognition from *Diverse Magazine* distinguishing Bergen Community College as one of the top 20 *Most Promising Places to Work in Community Colleges*.

#### **Treasurer**

Trustee Fletcher commented that it was a pleasure to attend the Scholars' Reception along with Chairwoman Blakeslee and President Friedman on May 2<sup>nd</sup>, adding the event highlighted faculty members achievements. He also thanked Dr. Kaufman and Dr. DeMarco for inviting him to the faculty luncheon.

#### **President's Report**

Dr. Friedman thanked the two new board members, Damon Englese and Howard Haughton, for joining the College's Board of Trustees and donating their valuable time.

#### **Culinary Arts Facility**

Dr. Friedman reported that there was a meeting on May 8<sup>th</sup> with RSC Architects regarding the Culinary Arts new facility which will be built adjacent to West Hall. One important agenda item discussed was the Milestone Schedule, which is broken out into five phases: Phase 1 is the Schematic Design, planned for June 1st - August 11th, 2023. Phase 4 is the Bid Process which is slated for January - February 2024, and finally the Construction Phase will start in 2024 and continue into 2025.

#### **Most Promising Place**

Dr. Friedman announced that the College has earned the "Most Promising Places to Work in Community Colleges" award from *Diverse Magazine* and National Institute for Staff and Organizational Development (NISOD). Bergen represents one of only 20 colleges in the nation to receive this award. He noted that The President's Advisory Council on Diversity, Equity and Inclusion has been central to this work and he thanked the members for their contributions throughout the academic year.

#### **Alumnus at the White House**

President Friedman shared that Alumnus Kezia Rodriguez served as an invited guest of the White House this month, providing an introduction for President Joe Biden during a Rose Garden executive order signing.

#### **CIANJ Sustainability Award**

Dr. Friedman reported that in honor of Earth Day, the Commerce and Industry Association of New Jersey (CIANJ) and *Commerce Magazine* have recognized 12 individuals and organizations, including Bergen, for their commitment to environmental sustainability as leaders in New Jersey. Mr. Wilton Thomas-Hooke and Mr. Nat Saviet represented the College at the April 21 awards breakfast.

#### PTK/Catalyst

Dr. Friedman attended the Phi Theta Kappa catalyst conference in Columbus, Ohio. Bergen Community College received awards and honors including the Continued Excellence Award. He applauded Dr. Brock Fisher and Anna Gergen, who each received awards as distinguished college administrators and advisers.

#### All-Academic Team

President Friedman attended the New Jersey Community College Scholars Celebration sponsored by the New Jersey Council County of Colleges that celebrated the all-state academic team honorees. He congratulated students Peter Petroski and Mana Mehdizadeh, class of 2023 valedictorian.

#### Health Professions

Dr. Friedman announced that numerous Health Professions Program Pinning ceremonies will take place in May recognizing 140 graduates. The programs include Medical Office Assistant, Dental Hygiene, Respiratory Care, and Nursing. In August the following ceremonies will be held: Diagnostic Medical Sonography, Radiography, Radiation Therapy, Veterinary Technology, and Surgical Technology. He thanked Dean Susan Barnard for overseeing such wonderful programs.

#### Commencement

President Friedman noted that commencement 2023 will be held on Tuesday, May 16 at 10 a.m. at MetLife Stadium.

### **PRESENTATIONS:**

#### Hispanic Association of Colleges and Universities (HACU) 28<sup>th</sup> Annual National Capitol Forum, Washington, D.C

Bergen Community College students Richard Boada, Stephania Orantes, and Kaylie Quezada presented information about the conference in Washington, D.C. They acknowledged President Friedman, Trustee Barreto, Foundation Office, The Office of Student Life, Admissions Office, Jenny Gamez, and Maria Ferrara for their support.

#### Honors Transfer Program

Professor Kelly Keane and Professor Seamus Gibbons, Judith K. Winn School of Honors Director, gave an overview on the BCC Honors Transfer Program.

President of the Honors Association, Angy Farhat and Vice President of Honors Association, Mana Mehdizadeh, spoke about their experience in the Honors Program.

### **COMMITTEE REPORTS**

#### **AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS**

Trustee Fletcher, Treasurer of the Audit and Finance Committee, informed the board members that the Audit and Finance Committee met on, April 25, 2023, and will recommend resolutions A/F1 to A/F9.

### **PERSONNEL**

Trustee Morales-Diaz, Chairwoman of the Personnel Committee, reported that the Personnel Committee met on, April 26, 2023, and will recommend resolutions P1A to P6B.

### **SITE AND FACILITIES**

Trustee Longo, Chairman of the Site and Facilities Committee, informed the board members that Site and Facilities met on, April 28, 2023, and have no resolutions to recommend.

### **STRATEGIC PLANNING**

Trustee Ranjan, Chairwoman of the Strategic Planning Committee, informed the board that Strategic Planning did not meet. There are no resolutions at this time.

### **CHAIRWOMAN'S COMMENTS**

Chairwoman Blakeslee commented how wonderful all the award and pinning ceremonies were that she attended this month.

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

Chairwoman Blakeslee requested a motion to open the Unfinished Business portion of the meeting.

No members raised any New Business.

Chairwoman Blakeslee requested a motion to close the Unfinished Business portion of the meeting. A motion was made by Trustee Morales-Diaz and seconded by Trustee Longo. All were in favor.

### **NEW BUSINESS/BOARD MEMBERS**

Chairwoman Blakeslee requested a motion to open the New Business portion of the meeting.

No members raised any New Business.

Chairwoman Blakeslee requested a motion to close the New Business portion of the meeting. A motion was made by Trustee Longo and seconded by Trustee Ranjan. All were in favor.

### **OPEN TO THE PUBLIC**

Chairwoman Blakeslee requested a motion to open to the Public. A motion was made by Trustee Longo and seconded by Trustee Fletcher. All were in favor.

Kate Knyazeva, STEM Student Success Coordinator, announced a STEM student research project made it to the final round of the 2023 Community College Innovation Challenge. She introduced Richard Boada, John Griffith, and Sebastian Mattio-Smith from the electric go-kart team who will be going to Washington DC.

Rene Bulnes-Moreno, The Jack Kent Cooke Scholarship recipient, thanked those who supported him.

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Student Ejohnay Crooks thanked Dr. Friedman, staff, and faculty for their support.

Dr. Alan Kaufman, Chairperson of the Faculty Senate, thanked Chairwoman Blakeslee and Trustee Fletcher for attending the Faculty Senate luncheon. He mentioned faculty and staff are concerned about contract negotiations.

Professor Brant Chapman requested the Board consider a moment of silence at the June board meeting honoring the passing of Professor Mauro J. Marzocco, one of the founding fathers of the College. He addressed faculty and staffs concerns regarding their contract expiration on June 30<sup>th</sup>.

Professors Pamela Haji, Professor Kelly Keane, and Dan Sheehan requested moving forward in contract negotiations for faculty and staff.

Tracy Rand, Senior Director for Access and Transitions Services shared student highlights from this year.

Chairwoman Blakeslee requested a motion to close the Public portion of the meeting. A motion was made by Trustee Moralez-Diaz and seconded by Trustee Ranjan. All were in favor.

Chairwoman Blakeslee requested a motion to approve the April 11, 2023 board meeting minutes. A motion was made by Trustee Fletcher and seconded by Trustee Ranjan. All were in favor.

**Roll Call Vote for approval of the board meeting minutes dated April 11, 2023.**

Mr. Joseph A. Barreto - Absent  
Ms. Dorothy Blakeslee - Yes  
Mr. Louis DeLisio – Yes  
Mr. Damon Englese - Abstain  
Mr. Patrick J. Fletcher –Yes  
Mr. Howard Haughton - Abstain  
Mr. Mark Longo – Abstain  
Ms. Ritzy Moralez-Diaz – Yes  
Mr. Stephen F. Pellino, Esq. - Absent  
Dr. Sheetal Ranjan – Yes  
Mr. Adam Silverstein – Yes  
Miss Alicia Guidolin-Hocman - Absent

6 Yes, 3 Absences, 3 abstentions

Motion passed for approval of the April 11, 2023 board meeting minutes.

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Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday, May 9, 2023. A motion was made by Trustee Ranjan and seconded by Trustee Morales-Diaz . Motion passed for Consent Agenda.

AF1 to AF9  
ESA1 to ESA3  
P1A to P6B

No resolutions for Site and Facilities.  
No resolutions for Strategic Planning.

**Roll Call Vote for approval of the Consent Agenda dated May 9, 2023**

Mr. Joseph A. Barreto - Absent  
Ms. Dorothy Blakeslee - Yes  
Mr. Louis DeLisio – Yes  
Mr. Damon Englese - Yes  
Mr. Patrick J. Fletcher –Yes  
Mr. Howard Haughton - Yes  
Mr. Mark Longo – Abstain on A/F1 and Yes on A/F2 to A/F9  
Ms. Ritzy Morales-Diaz - Yes  
Mr. Stephen F. Pellino, Esq. - Absent  
Dr. Sheetal Ranjan - Yes  
Mr. Adam Silverstein – Yes  
Miss Alicia Guidolin-Hocman – Absent

8 Yes on A/F1  
9 Yes on A/F2 to A/F9  
9 Yes on E/SA1 to E/SA3  
9 Yes on P1A to P6B

**Executive Session**

An executive session was not held.

**Approved resolutions:**

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

Approval is hereby granted for payment of the following legal vouchers: DeCotiis, FitzPatrick, Cole & Giblin. LLP.

March 1, 2023 to March 31, 2023                      \$ 35,302.79

**A/F2 – To authorize renewal of the College’s FlexApp licensing support with CDW Government LLC**

Approval is hereby granted to renew the College’s annual support for FlexApp licensing for seven hundred (700) concurrent users with CDW Government LLC for one-year term, June 2,2023 through June 1, 2024 at a cost of \$17,871.00.

**A/F3 - To authorize the purchase of the College's annual Microsoft Campus agreement for volume licensing of various Microsoft software through SHI International Corporation.**

Approval is hereby granted to renew the College's Microsoft Campus Licensing agreement for one-year term, June 1, 2023 through May 31, 2024, through SHI International Corporation on EdgeMarket Cooperative Contract 269EMCPS-19-001 for Microsoft Licensing, at a cost of \$141,836.40.

**A/F4 – To authorize the award of Public Bid P-2380 Technology Building Media System Tech Upgrade to Technotime Business Solutions LLC.**

Approval is hereby granted to award Public Bid P-2380 Technology Building Media System Tech Upgrade to Technotime Business Solutions LLC. in the amount of \$99,525.00.

**A/F5 - To authorize the purchase of projectors and screens from Howard Technology Solutions at a cost of \$27,675.00.**

Approval is hereby granted to purchase projectors and screens from Howard Technology Solutions through New Jersey NASPO Value Point Contract MNWNC-114 at a cost of \$27,675.00.

**A/F6 - To authorize the purchase of a simulator for the Aviation Lab through Frasca International Inc.**

Approval is hereby granted to purchase a simulator for the Aviation Lab through Frasca International Inc. in the amount of \$185,000.

**A/F7 - To authorize the purchase a 2023 Chevrolet Tahoe for the Public Safety Department from Mall Chevrolet.**

Approval is hereby granted to purchase a 2023 Chevrolet Tahoe Special Service Vehicle 4-Wheel Drive through Mall Chevrolet to reinforce the fleet of vehicles in the Public Safety Department. This purchase is in the amount of \$49,890.00 bought through ESCNJ #20/21-09.

**A/F8 - To authorize the purchase of tree trimming, stump grinding, and tree removal services for the College.**

Approval is hereby granted to purchase tree trimming, stump grinding, and tree removal services for the College utilizing cooperative and state purchasing agreements.

**A/F9 - To authorize the College's Fiscal Year 2024 Chapter 12 funding request to the County of Bergen Board of School Estimate.**

Approval is hereby granted for authorization by the Board of Trustees for the College's Fiscal Year 2024 Chapter 12 funding request to the Bergen County Board of School Estimate, not to exceed \$5,105,945.

Funds will be used for general renovations to campus facilities, HVAC system replacement, and building refurbishment for the Ciarco Learning Center. The Chapter 12 funding estimate is set by the New Jersey Council of Community Colleges and authorized by the County of Bergen each fiscal year.

**E/SA1 – To authorize Bergen Community College (Bergen) to accept a \$4,500,000, five-year, United States Department of Agriculture (USDA) grant award, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.**

Approval is hereby granted to accept a \$4,500,000 Million USDA NEXTGEN program grant award for the budget period 07/01/2023 - 06/30/2028, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

**E/SA2 - Introduction of College Policy: Census Reporting**

Approval is hereby granted to introduce the College Policy: Census Reporting

**E/SA3 - Change to College Policy: Grade Assignment Process**

Approval is hereby granted to change the College Policy: Grade Assignment Process

**P1A – Appointment: Confidential**

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>
Jennifer Nicodemo	Director of Capital Projects / Facilities	\$115,000 (prorated)	05/16/2023

**P1B – Appointment: Professional**

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>
Lisa Cassesa	Bergen for Business Coordinator / Continuing Education and Workforce Development	\$60,000 (prorated)	05/16/2023

**P1C – Appointment: Support**

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>
Carolina Diaz Santos	Officer / Public Safety	\$36,000 (prorated)	05/16/2023

**P1D – Appointment: Grant funded**

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>
Doratheia Jackson	EOF Recruiter/ Educational Opportunity Fund / Student Affairs	\$50,000 (prorated)	05/16/2023



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**P1E - Appointment: Confidential**

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>
Timothy Linteau	Associate Director of Administrative Applications/ Information Technology Services	\$110,000 (prorated)	05/16/2023

**P1F – Appointment: Professional**

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>
Kai Banh	Coordinator of Environmental Health and Safety / Facilities	\$65,000 (prorated)	06/01/2023

**P2A – Approve: Professional - Title Change and Revised Job Description for vacant position.**

Approval is hereby granted for the title change and revised job description for the vacant Research and Operations Assistant position.

**P2B - Approve: Confidential - Title Change and Revised Job Description for vacant position.**

Approval is hereby granted for the title change and revised job description for the vacant Associate Director of Institutional Effectiveness position.

**P3 – Promotion: Faculty**

Approval is hereby granted that the individuals listed below be promoted effective September 1, 2023 to the ranks indicated in accordance with the Collective Bargaining Agreement between the Board of Trustees and the BCCFA.

**Full Professor**

<b>Name</b>	<b>Department-Division/Discipline</b>
Denise Budd	Business, Arts, and Social Sciences/Visual Arts
Christine Eubank, Ph.D.	Humanities/History and Geography
Ara Kahyaoglu Ph.D.	Mathematics, Science and Technology/Physical Sciences

**Associate Professor**

<b>Name</b>	<b>Department-Division/Discipline</b>
Melissa Salort	Health Professions/Radiography

**P4 - Salary Increase: Confidential Personnel**

Approval is hereby granted for a three percent (3%) increase to the base salaries of all confidential personnel for the period of July 1, 2023 through June 30, 2024.

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**P5 - Approve: Leave of Absence**

Approval is hereby granted for an unpaid leave of absence per NJ FMLA guidelines, for the following individual from the position listed below, effective dates as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Kriselle Dabal	Supplemental Instruction Coordinator / Academic Affairs	04/12/2023 – 06/20/2023 FMLA unpaid with benefits  06/21/2023 - 08/01/20 unpaid with no benefits

**P6A – Retirement: Support**

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

<u>Name</u>	<u>Position /Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Sharon Della Penna	Library Associate / Academic Affairs	09/15/1997	09/01/2023

**P6B - Retirement: Confidential**

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

<u>Name</u>	<u>Position /Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Christopher Talmo	Managing Director of Custodial Operations / Facilities	05/17/1993	09/01/2023

**ADJOURNMENT**

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

Trustee Silverstein made a motion to adjourn the meeting, seconded by Trustee Moralez-Diaz .  
All trustees were in favor.

The board meeting adjourned at 6:18 p.m.

Thank you,

Chairwoman Dorothy Blakeslee  
Board of Trustees  
Bergen Community College