



BOARD OF TRUSTEES
PUBLIC MEETING

Tuesday, November 1, 2016 – 5:00 p.m.

Paramus Campus – TECHNOLOGY BUILDING – 128 BC

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Pledge of Allegiance
- V. Reorganization

Public – (comments on Actions R1 through R4 only)

Action

- 1. Designation of Depositories – Authorized Signatures
- 2. Board Meeting Dates and Official Publications
- 3. Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College
- 4. Reaffirm Policies of the Board of Trustees

- VI. Action on Reorganization Resolutions R1 through R4

- VII. Reports

- A. Vice Chairman
- B. Secretary
- C. Treasurer
- D. President
- E. Committees
 - 1. Audit and Finance/Legal
 - 2. Board of School Estimate
 - 3. Education and Student Affairs
 - 4. Foundation/Grants/Endowments
 - 5. Personnel
 - 6. Site and Facilities
 - 7. Strategic Planning and Issues
- F. Liaison to New Jersey Council of County Colleges
- G. Alumni Trustee
- H. Chairman



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

Public Agenda
November 1, 2016
Page Two

- VIII. Unfinished Business
- IX. New Business/Open to the Public
- X. Actions
 - A. Approval of Minutes – October 4, 2016
 - B. Consent Agenda – Tuesday, November 1, 2016
- XI. Executive Session
- XII. New Business/Open to the Public
- XIII. Adjournment

CONSENT AGENDA

Tuesday, November 1, 2016 – 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:

October 4, 2016

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 the renewal of the annual license for the One Card ID System from CBORD Group
4. Authorization to pay for advertisements in North Jersey Media Group's publications, now owned by Gannett, including registration, theatre, human resource recruitment, and public meeting and bid notices.
5. To authorize the purchase of two Cisco Nexus 9300 switches that will replace the End of Life Cisco Nexus 5000 series switches in the college's Data Center from Technotime Business Solutions.
6. To authorize the purchase of three Cisco Catalyst switches from Promedia-New Era that will replace the network infrastructure in Skoskie Hall.
7. To purchase a 2017 Ford Utility Police Interceptor for Public Safety from Cherry Hill Winner Ford on NJ State Contract A88728.
8. To purchase cleaning products for use by the custodial staff from American Paper Towel and Supply Company
9. To purchase through the TAACCCT Grant (Trade Adjustment Assistance Community College Career Training) test scoring, test administration, and test creation system from Scantron for the Nursing Program.
10. To purchase additional furniture for the Health Professions building from KI c/o Maco Office Supplies and funded by the Go Bond.
11. To amend Board Action A/F10 dated October 7, 2014, for Cbord One-Card System: with additional hardware and services to install an access card system in the Health Professions Building. This is funded by the Go Bond.
12. Authorization for AMSimpkins & Associates to provide Colleague programming services in support of the SQL Migration. AMSimpkins & Associates will provide programming services for up to 6 weeks with up to 100 hours a week at a rate of \$145.00 per hour. The not to exceed amount is \$87,000.00.
13. Authorization to enter into a Shared Services Agreement Addendum with the Bergen County for Shuttle Bus Service for Inter-Campus transportation of students.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. Authorize acceptance of a grant award for the Hispanic Serving Institution (HSI) Science, Technology, Engineering, and Mathematics, (STEM) grant project from the US Department of Education in the amount of \$1,198,834.00 for year 1 of a 5 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.
2. Annual renewal of EMSI-Analyst and a comprehensive economic impact analysis of the College within Bergen County and within the region.
3. Authorize submission of a proposal to the US Department of Education Upward Bound Program in the amount of \$1,250,000.00 for a 5 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.
4. Authorize submission of a proposal to the New Jersey Council on the Humanities (NJCH) Incubation grant program in the amount of \$5,000 for "Main Ingredients: Community Foodways and Food Culture in Hackensack," and to authorize President B. Kaye Walter or her designee to execute required documents.
5. Appointment: Advisory Committee Members

PERSONNEL (P)

1. Appointment: Project Personnel - Grants
2. Amend Appointment: Project Personnel - Grants
3. Resignation: Confidential
4. Resignation: Support Staff
5. Termination: Support Staff

REORGANIZATION (R)

1. Designation of Depositories – Authorized Signatures
2. Board Meeting Dates and Official Publications
3. Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College
4. Reaffirm Policies of the Board of Trustees

SITE AND FACILITIES (S/F)

1. To award public bid P-2221 for installation of an emergency generator in the Gymnasium to Aero Plumbing & Heating Co., Inc. This is partially funded by a grant from FEMA.



BOARD OF TRUSTEES ACTION A/F 1
Approval Date: November 1, 2016

Resolution:

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

Submitted By

Mr. Victor Anaya, Chief Financial Officer

Action Requested

Approval for payment of the following legal vouchers:

September 1, 2016 to September 30, 2016 DeCotiis, FitzPatrick & Cole, LLP. \$ 27,818.20

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/F 2
Approval Date: November 1, 2016

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:

September 1, 2016 to September 30, 2016 – Invoice 46313

Cleary Giacobbe Alfieri Jacobs \$ 2,896.60

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/F 3
Approval Date: November 1, 2016

Resolution

To authorize the renewal of the annual license for the One Card ID System from CBORD Group

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 license and hardware maintenance for the period November 1, 2016 through October 31, 2017 from CBORD Group in the amount of \$17,154.14.

Justification

Authorization to purchase the annual CBORD license renewal for all three campus locations for the following software: *CardLink Software, *Oracle Application, *WebEx Support, *CS Access V7, *Crystal reports, *CS Gold WebManager. We are also renewing our hardware maintenance (excluding card printers which don't expire until FY19) comprised of power supply, door locks, access control panels, hand held device, interface modules, hubs.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. CBORD Group. has complete 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: 10-01-165100-607526



BOARD OF TRUSTEES ACTION A/F 4
Approval Date: November 1, 2016

Resolution

Authorization to pay for advertisements in North Jersey Media Group's publications, now owned by Gannett, including registration, theatre, human resource recruitment, and public meeting and bid notices.

Submitted By

Mr. Victor Anaya, Chief Financial Officer
Mr. James R. Miller, Executive Director, Human Resources
Mr. Larry Hlavenka, Managing Director, Office of Public Relations
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Authorization to spend an estimated amount of \$42,969.00 with North Jersey Media Group, for registration, theatre, human resource recruitment advertising and public notices.

Justification

For advertisements in North Jersey Media Group's various publications – including the Record, weekly newspapers, email blasts and digital content.

Public Relations Department: Estimated amount of \$37,969.00 for registration, theatre and human resources recruitment advertising until March 31, 2017. Three separate budgets are accounted for in this request: the College's main promotional advertising line (Office of Public Relations), the human resource recruitment line (Office of Human Resources) and the Anna Maria Ciccone Theatre's promotional line (Office of Arts and Education), thus, the amount is approximate based on their needs. The amount is also approximate due to the ownership change at NJMG. Although the new owners are recognizing past pricing, it does remain subject to change.

The College's promotional advertising expense with NJMG remains complementary to a diverse placement schedule that also includes venues such as billboards, restaurants, web/mobile media and non-NJMG print media. As the county's major media source – owning a large portfolio of resources that includes a daily newspaper and most of the county's weekly newspapers – NJMG reaches a significant number of Bergen residents.

President's Office: Estimated amount of \$1,000.00 until June 30, 2017 for public meeting announcements as required by law.

Purchasing Department: Estimated amount of \$4,000.00 until June 30, 2017 for public bid announcements as required by law.

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. North Jersey Media Group has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

Advertising is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.1 (a) (20).

November TBD	NJMG (Record)	\$1,000.00	Open Houses	/openhouses
November TBD	NJMG (Weeklies)	\$3,123.00	Open Houses	/openhouses
November TBD	NJMG (Email)	\$2,300.00	Open Houses	/openhouses
November TBD	NJMG (Sponsor)	\$500.00	Open Houses	/openhouses
November/December TBD	NJMG (Record)	\$1,000.00	Winter/Spring	/registration
November/December TBD	NJMG (Weeklies)	\$3,123.00	Winter/Spring	/registration
January TBD	NJMG (Record)	\$1,000.00	Winter/Spring	/registration
January TBD	NJMG (Weeklies)	\$3,123.00	Winter/Spring	/registration
January TBD	NJMG (Email)	\$2,300.00	Open Houses	/openhouses
January TBD	NJMG (Sponsor)	\$500.00	Open Houses	/openhouses
TBD	NJMG (TBD)	\$5,000.00	Programs	TBD
Misc.	NJMG (TBD)	\$5,000.00	Misc.	TBD
Theatre	NJMG (Theatre)	\$5,000.00	Theatre	TBD
HR	NJMG (HR)	\$5,000.00	HR	TBD
President's Office	NJMG (Record and Ridgewood News)	\$1000	Meeting Notices	TBD
Purchasing Department	NJMG (Record)	\$4000	Public Bids	TBD

Charge To: College Operating Funds

Account Number: 10-01-148100-607572, 10-01-110100-607572, 10-01-145100-607750



BOARD OF TRUSTEES ACTION A/F 5
Approval Date: November 1, 2016

Resolution

To authorize the purchase of two Cisco Nexus 9300 switches that will replace the End of Life Cisco Nexus 5000 series switches in the college's Data Center from Technotime Business Solutions.

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 Nexus 9300 switches for the College's Data Center Environment, at a cost of \$41,781.20 from Technotime Business Solutions.

Justification

The Cisco Nexus 5000 switches in the college's Paramus Data Center have reached end of life and can no longer provide the server environment with the density and speed required to serve the college. The new Nexus 9300 series switches will provide greater speed and density and be fully supported by Cisco.

Quotations were received from the companies listed below.

Technotime Business Solutions	\$41,781.20
Promedia-New Era	\$42,131.16
Continental Resources, Inc.	\$46,701.04
ePlus Technology, Inc.	\$49,078.32

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Technotime Business Solutions has complete 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 Public Bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) 24 (Price below State Contract).

Charge to: 2017 County Bond
Account: 20-00-116600-604300



BOARD OF TRUSTEES ACTION A/F 6
Approval Date: November 1, 2016

Resolution

To authorize the purchase of three Cisco Catalyst switches from Promedia-New Era that will replace the network infrastructure in Skoskie Hall.

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 three Cisco Catalyst switches that will replace the network infrastructure in Skoskie Hall, at a cost of \$21,342.51 from Promedia-New Era on NJ State Contract 87720.

Justification

Due to issues with flooding in the basement of Skoskie Hall it is necessary to relocate the networking infrastructure to a more suitable location. We are purchasing Cisco switches to replace end of life equipment as part of this initiative.

Quotations were received from the companies listed below.

Promedia-New Era	\$21,342.51
Continental Resources, Inc.	\$23,805.60
Technotime Business Solutions	\$25,311.30
ePlus Technology, Inc.	\$91,375.58

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

Charge to: Scoskie Hall Bond
Account: 20-00-116700-60430



BOARD OF TRUSTEES ACTION A/F 7
Approval Date: November 1, 2016

Resolution

To purchase a 2017 Ford Utility Police Interceptor for Public Safety from Cherry Hill Winner Ford on NJ State Contract A88728.

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

Authorization to purchase a 2017 Ford Utility Police Interceptor on NJ State Contract A88728, from Cherry Hill Winner Ford at an estimated cost of \$32,888.00.

Justification

A new vehicle is needed by Public Safety in order to replace a broken down Ford Crown Victoria with high mileage and major repairs needed. Annual maintenance and repair costs are exceeding the value of the vehicle. The Public Safety vehicles are utilized for emergency response on campus, traffic control, deliveries to the Ciarco Learning Center and BCC at the Meadowlands, and routine patrols of parking lots and roadways.

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: 20-01-192100-604205



BOARD OF TRUSTEES ACTION AF 8
Approval Date: November 1, 2016

Resolution

To purchase cleaning products for use by the custodial staff from American Paper Towel and Supply Company

Submitted By

Mr. William Corcoran,
Mr. Victor Anaya, Chief Financial Officer
Mr. Chris Talmo, Director, Custodial Operations
Ms. Barbara Golden, Director Purchasing and Services

Action Requested

Authorization to purchase Spartan cleaning products for FY 17, including bathroom disinfectants, and floor cleaning and maintenance solutions, for an estimated amount of \$20,737.63, from American Paper & Supply Company.

Justification

Supplies needed to maintain cleanliness of College buildings.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. American Paper Towel & Supply Company has complete 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.

Quotes received:

American Paper & Supply Company	\$20,737.63
Crown Products	\$21,027.02
Spruce Industries	\$22,040.85
E. A. Morse & Co., Inc.	\$22,052.37

Charge To: College Operating Funds

Account Number: 10-06-620100-607557



BOARD OF TRUSTEES ACTION A/F 9
Approval Date: November 1, 2016

Resolution

To purchase through the TAACCCT Grant (Trade Adjustment Assistance Community College Career Training) test scoring, test administration, and test creation system from Scantron for the Nursing Program.

Submitted By

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

Action Requested

Authorization to purchase ParScore v7.1 Single Workstation, ParTest v7.1 LAN Unlimited Licenses, ParTest Online, ParSuite Onsite Training, and OpScan 4ES 2810 Scanner at a cost of \$18,664.00 from Scantron as Sole Source provider.

Justification

The ParSystem™ is a suite of software modules that are used by many Nursing and Health Professions programs across the country. The ParSystem™ allows health professions faculty to quickly create, administer, and score tests on paper and/or over the Web. ParTest enables faculty to create item banks, then build and manage tests using the item banks. It receives item statistics from ParScore after scoring and analysis is complete. ParScore captures assessment results from ParTest and then analyzes and stores the results in a class roster. Once test results are analyzed, ParScore posts item analysis data back to ParTest item banks so you can measure the effectiveness of your questions/testing items, receive historical statistical item analytics like P-value, Point Biserial and Class/Student Progress and Mastery Reports – broken down by subtests/objectives.

Detailed item analysis is an integral part of student assessment and ultimately student retention and success within the health professions. Health professions accreditors across the country expect robust student evaluation. Faculty access to test analysis specific to unit/course objectives will provide the data needed to develop a robust test bank of complex and highly reliable and valid exam questions in any of the health professions disciplines. Moreover, the creation of highly reliable and valid exam questions will mimic the National Council Licensure Examination for the Registered Nurse (NCLEX-RN) and National Credentialing Examinations across the Health Professions. The administration of well designed, reliable and valid exams will facilitate critical thinking in complex patient-centered situations thereby increasing student learning, success and retention.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Scantron. has complete 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.

Charge To: TAACCCT GRANT

Account Number: 20-03-587500-604212



BOARD OF TRUSTEES ACTION A/F 10
Approval Date: November 1, 2016

Resolution

To purchase additional furniture for the Health Professions building from KI c/o Maco Office Supplies and funded by the Go Bond.

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 purchase furniture for the Health Professions building at a cost of \$34,594.34 from KI c/o Maco Office Supplies on the Educational Services Commission of New Jersey Consortium, Contract #ES08-319552/C.

Justification

An evaluation of the furniture after the initial opening of the Health Professions Integrated Teaching Center demonstrated that additional common area (lobby) seating was needed on all three floors to facilitate areas of study and networking for students. Additional tables/chairs in classrooms will facilitate the instructional design for teaching and learning.

Purchase through consortiums is allowed in accordance with County College Contracts Law 18:A: 64A-25.10.

Charge To: Go Bond

Account Number: 20-00-115300-604201 and 20-00-115300-607611



BOARD OF TRUSTEES ACTION A/F 11
Approval Date: November 1, 2016

Resolution

To amend Board Action A/F10 dated October 7, 2014, for Cbord One-Card System: with additional hardware and services to install an access card 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
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested

Amend Board Action A/F 10, dated October 7, 2014 to expand the existing access card system into the Health Professions Building, at a cost of \$267,000.00, plus support and licensing for year 2 estimated to be \$15,639.00.

Justification

This will provide 114 swipe card door locks in the Health Professions Building which will allow Public Safety to monitor and manage access inside the building.

The original award to Cbord was based on RFP R-057.

Charge To: Go Bond

Account Number: 20-00-115300-604289



BOARD OF TRUSTEES ACTION A/F 12
Approval Date: November 1, 2016

Resolution

Authorization for AMSimpkins & Associates to provide Colleague programming services in support of the SQL Migration. AMSimpkins & Associates will provide programming services for up to 6 weeks with up to 100 hours a week at a rate of \$145.00 per hour. The not to exceed amount is \$87,000.00.

Submitted By

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

Action Requested

Authorization for AMSimpkins & Associates to provide Colleague programming services in support of the SQL Migration.

Justification

Following the migration of Colleague from Unidata to SQL, there remains several processes and reports that are not functioning as they should. It requires a programmer to address these issues. At this time there are 56 open issues that need to be addressed.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. AMSimpkins & Associates. has complete 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.

Computer support services are exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19).

Charge to: College Operating Funds
Account: 10-01-165100-607550



BOARD OF TRUSTEES ACTION A/F 13
Approval Date: November 1, 2016

Resolution:

Authorization to enter into a Shared Services Agreement Addendum with the Bergen County for Shuttle Bus Service for Inter-Campus transportation of students.

Submitted By

Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Dr. Naydeen Gonzalez-De Jesus, Vice-President, Student Affairs
Mr. Victor Anaya, Chief Financial Officer

Action Requested

To continue Bergen County shared services of inter-campus transportation of students at a cost of \$33,750.00 quarterly for where Bergen County has agreed to provide one (1) bus commencing in January 2017 and ending in December 2017.

In Addition, Bergen County shall fuel the bus daily, provide maintenance for the bus, store the bus overnight at the County New Public Works Complex in Paramus, provide licensed, qualified driver and pay their compensation, and operate the bus as set forth in the agreement and in accordance with all applicable laws.

The Shuttle Bus Service will operate twelve (12) hours per day Monday through Friday, excluding College holidays, during the College's winter and fall semester.

Justification

A service funded for by a U.S. Department of Transportation Agency "Congestion Mitigation and Air Quality Grant", for the purpose of transporting students and reducing air pollution caused by commuters, that has expired. Both the County and the College finds the need to continue transportation services.

Charge To:

Account Number: 10-01-1601-00607550

**SHARED SERVICES AGREEMENT
FOR
SHUTTLE BUS SERVICE FOR INTER-CAMPUS TRANSPORTATION OF STUDENTS**

THIS AGREEMENT made on _____, 2016 between:

COUNTY OF BERGEN, a body politic and corporate of the State of New Jersey, with administrative offices at One Bergen County Plaza, Room 580, Hackensack, New Jersey 07601-7076, hereinafter referred to as the "County;"

and

BERGEN COMMUNITY COLLEGE, a public educational institution located at 400 Paramus Road, Paramus, New Jersey 07652, hereinafter referred to as the "College."

WHEREAS, pursuant to County Freeholder Resolutions 1743-13, 1094-14 and 913-15, the County and the College collaborated on the operation of two campus shuttle buses between the College's main campus in Paramus and its campus in Lyndhurst; and

WHEREAS, the operation of the shuttle was funded by a U.S. Department of Transportation Agency "Congestion Mitigation and Air Quality Grant," provided by the U.S. Department of Transportation Agency and administered by New Jersey Transit, Corporation; and

WHEREAS, the Congestion Mitigation Air Quality funding has expired but the need to both transport students and mitigate air quality continues to exist; and

WHEREAS, the County has agreed to provide one bus for shuttle service for inter-campus transportation of students commencing in January 2017 and ending in December 2017 as herein after set forth; and

WHEREAS, the College has agreed to pay the County \$33,750 quarterly as set forth herein; and

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., permits, authorizes and encourages public bodies such as counties, municipalities and school districts to enter into agreements with each other to contract for the provision of any service that the parties to such agreement are empowered to render under and within their own individual jurisdiction, whether administrative or otherwise; and

WHEREAS, the County, a body politic and corporate of the State of New Jersey and the College an educational institution established by the County and subject to the County College Law, N.J.S.A. 18A:64A-1 et seq., are authorized to enter into a Shared Services Agreement (“Agreement”) for the utilization and optimization of savings involving one shuttle bus (hereinafter “bus” or “vehicle”); and

WHEREAS, the Board of the College duly adopted Resolution _____ on _____, 2016, and the Board of Chosen Freeholders of the County duly adopted Resolution _____ on _____, 2016, which resolutions authorized the execution of this Agreement; and

WHEREAS, the County and the College desire to memorialize this arrangement pursuant to the Uniform Shared Services and Consolidation Act;

NOW, THEREFORE, for the consideration herein stated, the parties hereto agree as follows:

1. Project Administration

The County shall operate the vehicle supplied, operated and fueled by the County, between the College’s campuses in Paramus and Lyndhurst.

2. Times of Operation

a. Winter and Fall Semesters. The County will operate the vehicle twelve (12) hours per day Monday through Friday (*excluding College holidays) during the College’s Winter and Fall semesters:

- i. Weekday bus service will begin in January 2017, coinciding with the commencement of the College’s winter semester, and conclude at the end of the last day of the winter semester.
- ii. Weekday bus service will resume in September 2017, coinciding with the commencement of the College’s fall semester, and conclude at the end of the last day of the fall semester.

Note: There will be no summer service.

b. Hours of Operation

- i. At 7:00 am, the first bus will depart the College's Paramus campus and hourly thereafter until 6:00 pm (the departure time of the last bus from Paramus).
- ii. At 7:30 am, the bus will depart the College's Lyndhurst campus and on the half-hour thereafter until 6:30 pm (the departure time of the last bus from Lyndhurst).

3. **Responsibilities**

A. County Of Bergen:

- 1) Shall provide one passenger bus.
- 2) Fuel the bus daily.
- 3) Maintain the bus.
- 4) Store the bus overnight at the County New Public Works Complex in Paramus.
- 5) Provide licensed, qualified drivers and pay their compensation.
- 6) Operate the bus as set forth herein in accordance with all applicable law.

B. College:

- 1) Shall adopt all rules, regulations and policies (except as set forth herein) for the operation of a shuttle bus between its campuses.
- 2) Determine the fares, if any, provided they are paid through a cash-less system financed, installed and operated by the College. Note: the College shall be entitled to retain all receipts.
- 3) Pay the County \$\$33,750 per quarter to be paid the 1st of January 2017 and the first day of each subsequent quarter in 2017.

4. Contact Person

The College agrees to appoint a person to act as a liaison to the County's Director of the Division of Community Transportation in order to support and facilitate the orderly and efficient operation and servicing of the shuttle bus.

5. Notices

All notices, demands, requests and other communications hereunder shall be deemed sufficient and properly given, if in writing and delivered in person to the following addresses (or such other or additional addresses provided by notice to the other Party) or sent by certified or registered mail, postage prepaid with return receipt requested at such addresses; provided if such, demand, requests or other communications are sent by mail, they shall be deemed as given on the third day following such mailing which is not a Saturday, Sunday or day on which United States mail is not delivered:

If to County: County of Bergen
One Bergen County Plaza
Hackensack, NJ 07601
Attention: Bergen County Administrator

With copy to: Office of County Counsel
One Bergen County Plaza
Hackensack, NJ 07601
Attn: County Counsel

If to College: Vice-President of Facilities, Planning Operations & Public Safety
Bergen Community College
400 Paramus Road
Paramus, NJ 07652

6. Tort Claims Act

Subject to the provisions of the Tort Claims Act, N.J.S.A. 59:1-1 et seq., the College and the County will each be responsible for personal injuries and property damage caused by its own negligent actions or those of their respective employees or agents that arise out of this Agreement. Neither party shall be deemed an employee or agent of the other party for

purposes of this Section. Any claim for such personal injury or property damage must be filed in accordance with N.J.S.A. 59:8-1 et seq.

7. Duration, Cancellation & Amendments

- A Term. The term of this Agreement shall commence at the start of the College's winter semester in in January 2017 and expire at the conclusion of the College's fall semester in December 2017.
- B Termination for convenience. Either party may terminate this agreement upon six months written notice when either party determines that the continuation of the shuttle service would not produce beneficial results commensurate with the further expenditure of funds.
- C Amendments. The parties may, from time to time, require changes in the scope of services to be performed hereunder. Such changes which are mutually agreed upon by shall be incorporated in written amendments to this Agreement and signed by all parties.

8. Indemnification

The College agrees to indemnify and hold harmless the County, its employees, agents and/or servants from any and all claims, damages and liabilities as a result of the negligent actions, intentional acts, or omissions of the College, its employees, agents and/or servants. The County agrees to indemnify and hold harmless the College, its Trustees, employees, agents and/or servants from any and all claims, damages and liabilities as a result of the negligent actions, intentional acts or omissions of the County, its employees, agents and/or servants.

9. Miscellaneous

- A Authorization. All parties hereto have the requisite power and authority to enter into this Agreement and it is the intention of the Parties to be bound by the terms hereof. The execution and delivery of this Agreement is valid and binding upon the parties hereto and the genuineness of any and all resolutions executed may be assumed to be genuine by the Parties in receipt thereof.
- B Assignment. No party may assign this Agreement or any rights or obligations

hereunder without the prior written consent of the other party and any such attempted assignment shall be void.

- C Cooperation of the Parties. In performing any services pursuant to this Agreement, the performing parties will act in a reasonably prudent manner to accommodate the common goals of the parties toward implementation and effectuation of the stated purposes of this Agreement. No party hereto shall be liable for failure to advise another party of any adverse impact from action taken hereunder, unless such failure to advise shall be the result of bad faith or willful concealment of an impact actually known to the party taking the action or omitting to take such action to be substantially adverse to the other parties. The fact that any act or omission should subsequently be determined to have an adverse impact shall not in itself be evidence of bad faith or willful concealment and the party bringing an action shall be required to affirmatively establish, by independent sufficient evidence, that such party acted in bad faith or willfully concealed an adverse impact of which it had actual knowledge.
- D Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.
- E Entire Agreement. This Agreement, including any Exhibits and Addenda attached hereto, contain the sole and entire Agreement between the parties and supersedes all negotiations and prior agreements or understandings between the Counties, whether oral or written, and may not be modified except in a writing duly executed by both parties. The parties acknowledge and agree that they have not made any representations, including the execution and delivery hereof, except such representations as are specifically set forth herein.
- F Force Majeure. Neither party shall be liable for any failure or delay in the performance of its respective obligations hereunder if and to the extent that such delay or failure is due to a cause or circumstance beyond the reasonable control of such party, including, without limitation, fire, flood, earthquake, hurricane, tornado, "Acts of God," epidemics, war (declared or not), riots, disturbances,

terrorism, embargos, strikes, lockouts, shutdowns, slowdowns, or acts of public authority.

- G General. This Agreement shall be construed and enforced in accordance with the laws of the State of New Jersey, including the New Jersey Tort Claim Act, N.J.S.A. 59:1-1 et seq., and the New Jersey Contractual Liability Act, N.J.S.A. 59:13-1 et seq., without regard to its conflict of law principles. All disputes arising out of this Agreement shall be resolved in the Courts of the State of New Jersey.
- H Governing Law: Venue: Construction. This Agreement and all amendments hereof shall be governed by and construed in accordance with the laws of the State of New Jersey applicable to contracts made and to be performed therein. The Counties acknowledge that they have been represented by counsel with respect to the negotiation and preparation of this Agreement and that, accordingly, this Agreement shall be construed in accordance with its terms and without regard to or aid of cannons requiring construction against the drafting party.
- I No Third Party Beneficiaries. This Agreement shall inure to the benefit of the Parties hereto and their successors and permitted assignees. No other person, corporation, company, partnership or other entity shall be deemed a third party or other beneficiary of this Agreement.
- J No Waiver. The failure of a party to insist on strict performance of any or all of the terms of this Agreement, or to exercise any right or remedy under this Agreement, shall not constitute a waiver or relinquishment of any nature regarding such right or remedy or any other right or remedy. No waiver of any breach or default hereunder shall be considered valid unless in writing and signed by the party giving such waiver, and no such waiver shall be deemed a waiver of any subsequent breach or default of the same or similar nature.
- K Relationship of the Parties. Nothing herein shall create any association, joint venture, partnership, or agency relationship of any kind between the parties. Neither party may create or assume any liability, obligation or expense on behalf of the other in conducting any activities under this Agreement.
- L Severability. In the event any provision of this Agreement shall be held invalid or

unenforceable by any court of competent jurisdiction: such holding shall not invalidate or render unenforceable any other provision hereof.

M Title and Headings. Titles and headings to sections or paragraphs herein are inserted merely for convenience of reference and are not intended to be a part of or to affect the meaning or interpretation of this Agreement.

IN WITNESS WHEREOF, the County and the College have caused this Agreement to be signed and their corporate seals to be hereunto affixed, pursuant to duly adopted resolutions of their governing bodies, passed for that purpose.

Attest:

BERGEN COMMUNITY COLLEGE

Attest:

COUNTY OF BERGEN

James J. Tedesco, County Executive
or Julien X. Neals, Acting County Administrator



BOARD OF TRUSTEES ACTION E/SA 1
Approval Date: November 1, 2016

Resolution

Authorize acceptance of a grant award for the Hispanic Serving Institution (HSI) Science, Technology, Engineering, and Mathematics, (STEM) grant project from the US Department of Education in the amount of \$1,198,834.00 for year 1 of a 5 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.

Submitted By

Dr. William Mullaney, Vice President for Academic Service
Dr. Naydeen Gonzalez De-Jesus, Vice President for Student Services
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. PJ Ricatto, Dean of Science, Mathematics, and Technology
Dr. William J. Yakowicz, Director of Grants Administration

Justification

This second HSI STEM project, “STEMatics,” will build on the substantial success of the first “STEM GPS project initiative to further strengthen STEM student enrollment, retention, graduation, and transfer rates. The total award for the five-year grant period from October 1, 2016 through September 30, 2021 is \$5,332,054.00.

The project abstract follows.

No additional college funds are required. However, in-kind contributions of administrative time, facilities, and related resources are expected to promote project sustainability.

ABSTRACT

Organization: Bergen Community College, 400 Paramus Road, Paramus, NJ 07652

Contact Person (PI): Dr. PJ Ricatto, Dean of Science, Math & Technology. Telephone: 201-879-3572. Email = pjricatto@bergen.edu.

Project Title: *STEMatics* **Target Audience:** 2,500+ STEM students annually; 20% or 2,000 first-time full-time degree seeking STEM students, particularly at-risk, low-income and/or Hispanic students (30% or 600) during the five year grant period.

Articulating Institutions of Higher Education: William Paterson University, Ramapo College, Montclair State University, Vaughn College, NJ Institute of Technology, New Jersey City University, Stevens Institute of Technology, Rutgers University

Industry Partners for internships and employment: Triangle Manufacturing, Stryker Manufacturing, United Parcel, Orange & Rockland Utilities, Public Service Electric & Gas Building on success of Bergen's HSI *STEM GPS* project, this proposed effort integrates multiple supportive strategies to improve academic success and college completion for high-need Hispanic and low-income students. The previous HSI project increased STEM student enrollment by 67%. However, only 27% graduate and 8% transfer within 3 years. Furthermore, withdrawal and failure rates in college-level gateway courses still range upward to 50%. *STEMatics* will alleviate barriers to success by using the *City University of New York ASAP* model¹ that meets the moderate evidence of effectiveness standard, as indicated by the below citation. *STEMatics* will also conduct a randomized controlled trial to assess causal validity of learning and completion impacts associated with Supplemental Instruction in gatekeeper courses. The overarching purpose is to implement and permanently integrate proven student academic and support service practices. Bergen proposes to do so by attaining three goals.

Goal 1: *Strengthen the Learning Engagement of 3,500+ STEM students, particularly among the 30% or 440 (annual cohort) at-risk, first time full time degree seeking low-income and/or Hispanic students.*

Outcomes: *(1) Improved Academic Performance (Decrease failure rates by 30% in gateway courses, (2) Enhance Academic Skills & Motivation, (3) Raise Faculty/Staff Sensitivities & Involvement.*

Goal 2: *Broaden the role of 20 partners from four-year colleges, industry and government agencies, to become joint stewards of student success. Outcome: Strengthened and expanded engagement of academic, industry and government partners in promoting student success, (2) increased student access to barrier free pathways for internships, employment, further education.*

Goal 3: *Equip STEM students with the financial tools necessary to persist through degree completion.*

Outcomes: *(1) Heightened commitment to and capacity for academic success, (2) increased resources and ability to overcome financial challenges to college completion. External assessment will support this initiative.*

¹ Scrivener, S., Weiss, M. J., Ratledge, A., Rudd, T., Sommo, C., & Fresques, H. (2015). Doubling Graduation Rates: Three-Year Effects of CUNY's Accelerated Study in Associate Programs (ASAP) for Developmental Education Students. Scrivener, Susan, Michael J. Weiss, Alyssa Ratledge, Timothy Rudd, Colleen Sommo, and Hannah Fresques.



BOARD OF TRUSTEES ACTION E/SA 2
Approval Date: November 1, 2016

Resolution

Annual renewal of EMSI-Analyst and a comprehensive economic impact analysis of the College within Bergen County and within the region.

Submitted By

Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. William P. Mullaney, Vice President of Academic Affairs
Mr. Victor Anaya, Chief Financial Officer

Justification

- 1) Annual subscription renewal of EMSI – Analyst, \$7,000* per year

This economic/Labor Market database provides essential information for environment scanning, state and federal mandatory reporting and real-time industry employment and job forecasting data for grants and new academic program development.

- 2) One time cost for EMSI - Economic Impact Study (EIS), \$13,000*

The economic impact study will provide objective data to demonstrate Bergen Community College's economic impact (i.e., BCC as a significant job provider) within the county and around this region for the first time in many years.

* These are discounted, NJCCC consortium prices.

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. EMSI has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

This procurement is below the County College bid threshold and is not required to be bid.

Charge to: Center for Institutional Effectiveness,
Office of Grants Administration, and
The Office of the President

Account #: 50-03-59000-607504, 10-01-189100-607561, 10-01-160100-607550



BOARD OF TRUSTEES ACTION E/SA 3
Approval Date: November 1, 2016

Resolution

Authorize submission of a proposal to the US Department of Education Upward Bound Program in the amount of \$1,250,000.00 for a 5 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.

Submitted By

Dr. Naydeen Gonzalez De-Jesus, Vice President for Student Services
Dr. William Mullaney, Vice President for Academic Service
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. Jennifer Migliorino-Reyes, Dean of Student Support Services
Dr. William J. Yakowicz, Director of Grants Administration

Justification

The proposed project intends to expand articulation agreements with and academic/career pathways from Title 1 secondary schools with which Bergen already has strong working relationships with its Dual Credit and College Readiness Now initiatives. The college will deliver intrusive advisement and counseling as well as an array academic and student support services that will strengthen motivation and skills economically disadvantaged, underrepresented, and other students need to successfully complete high school (or its equivalency) and then transition to and succeed at Bergen Community College.

The project abstract follows.

No additional college funds are required.

In development, the Budget will be forthcoming.

Project Summary

Upward Bound is a federally funded program designed for promoting postsecondary collaboration with persistently underperforming secondary schools in order to strengthen motivation and skill development economically disadvantaged students require successfully completing high school and enrolling in college. In addition to economically disadvantaged students, the project targets limited English proficient, traditionally underrepresented in postsecondary education, individuals with disabilities, homeless children and youths and those who are aging out of foster care, and other disconnected participants.

The Bergen Community College proposed project is designed to generate the skills and motivation necessary for targeted participants to complete their program of secondary education and then enter and succeed in postsecondary education. Bergen's Upward Bound initiative will deliver an array of essential activities, including: (1) academic tutoring (2) advisement and assistance in secondary and postsecondary course selection (3) preparation for college entrance exams (4) information on and assistance with federal student financial aid programs (Federal Pell grant awards, loan forgiveness, scholarships) (5) guidance on and assistance in secondary school reentry (including alternative education programs for secondary school dropouts) and entry into postsecondary education; and (6) education or counseling services to improve financial and economic literacy of students or the student's parent.

It is expected the program will also provide instruction in mathematics through pre-calculus, laboratory science, foreign language, composition, and literature, among others. Plans also include exposure to cultural events as well as access to tutoring, mentoring, work study, and more.



BOARD OF TRUSTEES ACTION E/SA 4
Approval Date: November 1, 2016

Resolution

Authorize submission of a proposal to the New Jersey Council on the Humanities (NJCH) Incubation grant program in the amount of \$5,000 for “Main Ingredients: Community Foodways and Food Culture in Hackensack,” and to authorize President B. Kaye Walter or her designee to execute required documents.

Submitted By

Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Affairs
Dr. William Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Ms. Sandra Sroka, Dean of the Philip J. Ciarco, Jr. Learning Center
Dr. William J. Yakowicz, Director of Grants Administration

Justification

The proposed project seeks funding support for 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 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 facility usage fees, administrative oversight, supplies, marketing & promotion, and food costs. The Project Team will seek additional support from the Upper Main Alliance and from local restaurateurs and merchants.

The abstract, project description, and budget are attached.

ABSTRACT

Main Ingredients: Exploring Foodways and Food Cultures of Bergen County

BCC Hackensack proposes a new series of programs and events for the general public that explore historical and contemporary topics in local and regional foodways and food studies. As a community college and adult literacy service provider, we are committed to representing a diverse set of voices that tell lesser-known stories about food, cooking, and food culture and to provoking interest in an interdisciplinary approach to learning. Our audience is the diverse low-income community we serve in Hackensack and Southern Bergen County, comprised of non-traditional students and adult learners seeking an alternate path college and career. Many of these students are interested in careers in the food and hospitality industry. Our strengths are the diverse restaurants and businesses along Hackensack's Main Street "culinary corridor" and the scholars and authors in the community who use food as a critical lens to examine broader cultural and social issues.

Based on oral history interviews with neighborhood residents and local business owners, **Main Ingredients** will explore historical aspects of Bergen County's food cultures and their influence on the past and present of Hackensack, NJ. Audiences will not only have the opportunity to taste new dishes and interact with their creators; they will explore how food can facilitate cross-cultural conversations and observe how diverse Bergen County residents dine out and cook for their families. Key components of the program are:

Archival Research & Oral History Interviews: hold a training workshop for volunteers & collect 10-20 interviews/photos/recipes from diverse cooks and restaurant owners from past & present 1950-1990; 10 from 1990-present (20 interviews) Jan-March

Friday Night Foodways events: Culinary demonstrations with chefs and community cooks identified during the research process, facilitated by a cultural historian [March, April, June, September)

Taste of Main Street Tour (one Saturday morning in October) to explore historical aspects of Hackensack's culinary corridor, with tastings from merchants and local eateries

Collaborations with the Bergen County Historical Society and the Upper Main Alliance, whose members would assist with research, identify informants and contribute food and services.

Preliminary Budget - NJCH Incubation Grant 2017 "Main Ingredients" Project

Item	Cost	Grants Request	College Match	Match Source
Speakers fees: Humanities scholars & local food critics/authors	\$ 3000	\$ 1,500	\$1500	Fine Arts and Humanities Faculty (in-kind)
Project Director	\$3,000	\$ 1,500	\$1500	Marion Jacobson (in-kind)
Research Assistance	\$1000	\$0	\$1000	BC Historical Society & BCCLS (in-kind contributions)
Food + Hospitality	\$ 500	\$0	\$500	Upper Main Alliance (in-kind)
Project Assistant (artist booking ,contracts clerical assistance)	\$1000	\$ 1000	\$0	
Marketing/Promotion/program book/printing	\$1000	\$1000	\$0	
Sound Production	\$500	\$0	\$500	BCC Media Technology support (in-kind)
TOTAL	\$10,000	\$5,000		\$5,000



BOARD OF TRUSTEES ACTION E/SA 5
Approval Date: November 1, 2016

Resolution

Appointment: Advisory Committee Members

Submitted By

Dr. William Mullaney, Vice President of Academic Affairs

Action Requested

To appoint of Advisory Committee members for a three-year term (unless otherwise specified), effective November 1, 2016.

Justification

The use of advisory committees is of inestimable value in providing assistance to the College in establishing and conducting educational programs, which have relevancy to Bergen County industry, business, government, labor and the community-at-large.

Advisory committees for New Jersey Community Colleges have been prescribed by Regulations and Standards for New Jersey Community Colleges, Section 670 of 1-600 (Educational Programs) and are required for all vocational curricula.

The list of proposed members for advisory committees is attached.

NOMINEES FOR ADVISORY COMMITTEES - Academic Year 2016-2017

All new members to serve a three-year term, unless otherwise specified

First Name	Last Name	Company Affiliation	Term	Advisory Group
Alicia	Marciniak	Unknown	3	Accounting
First Name	Last Name	Company Affiliation	Term	Advisory Group
Janet	Finkle	Inventive Health	2	Dental Hygiene
First Name	Last Name	Company Affiliation	Term	Advisory Group
Noreen	Delaney	Unknown	3	Diagnostic Medical Sonography
First Name	Last Name	Company Affiliation	Term	Advisory Group
Marsha	Grundy	Retired	3	EOF
First Name	Last Name	Company Affiliation	Term	Advisory Group
Greg	Carpenter	American Beauty Landscape Design, Inc.	2	Horticulture
Peter	Evans	Orchard Hills Golf Course	2	Horticulture
Peter	Punzi	Tenaflly Nature Center	3	Horticulture
First Name	Last Name	Company Affiliation	Term	Advisory Group
Cesar	Acosta	One If By Land, Two If By Sea	3	Hotel Restaurant Management
Kevin	Davis	Unknown	3	Hotel Restaurant Management
Gordon	Hamm	Vice Chairman of Membership for the BCC Foundation	3	Hotel Restaurant Management
Laurie	Hamm	The Ho-Ho-Kus Inn & Tavern	3	Hotel Restaurant Management
Nicole	Karr	Aunt Jakes	3	Hotel Restaurant Management
Alexander	LaPratt	Atrium, DUMBO	3	Hotel Restaurant Management
Guiseppe	Rosati	Enoteca "La Madia di Giuseppe"- Gubbio	3	Hotel Restaurant Management
Charles	Scicolone	Unknown	3	Hotel Restaurant Management
Erik	Silverman	Barnett Catering	3	Hotel Restaurant Management
Christopher	Struck	Union Square Café, NYC	3	Hotel Restaurant Management
Paul	Tonacci	Vinedria Wines	3	Hotel Restaurant Management
Efraim	Vasquez	Hotel Plaza Athenee	3	Hotel Restaurant Management

First Name	Last Name	Company Affiliation	Term	Advisory Group
Ricardo	Montero Hernandez	CNN, The DailyRamen.com	3	Media Advising
First Name	Last Name	Company Affiliation	Term	Advisory Group
Jennifer	Green	Robert Wood Johnson University Hospital	3	Paramedic Science
Les	Polk	Robert Wood Johnson University Hospital	2	Paramedic Science
First Name	Last Name	Company Affiliation	Term	Advisory Group
Tijuana	Arrington	Graduate Representative	1	Radiation Therapy Program
Laura	Nappi	St. Joseph's Regional Medical Center	3	Radiation Therapy Program
Kathy	Sohn	Graduate Representative	1	Radiation Therapy Program
Sree	Tanikella	Program Clinical Coordinator	3	Radiation Therapy Program
First Name	Last Name	Company Affiliation	Term	Advisory Group
Edward	Burns	Healthcare Marketing Solutions	2	Small Business Development Center

Updated: October 10, 2016

/km



BOARD OF TRUSTEES ACTION P1

Approval Date: November 1, 2016

Resolution

Appointment: Project Personnel - Grants

Submitted By

Dr. Yun Kim, Vice President, Institutional Effectiveness

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

Action Requested

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Laura Frazer	Consortium Grant Manager/Grants Administration/ Institutional Effectiveness	\$60,000.00 (pro-rated)	11/14/16 – 06/30/17

Justification

To appoint this individual to this grant-funded position. This position is at will.

Charge To: Grant Funds

Account Number:



BOARD OF TRUSTEES ACTION P2

Approval Date: November 1, 2016

Resolution

Amend Appointment: Project Personnel - Grants

Submitted By

Dr. William Mullaney, Vice President, Academic Affairs

Dr. Yun Kim, Vice President, Institutional Effectiveness

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

Action Requested

To amend the following Board Resolution (P1B dated October 4, 2016) as follows:

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Linda Araya	Supplemental Instruction (SI) Coordinator/ STEM HSI/Academic Affairs	\$50,000.00 (pro-rated)	10/01/16 – 06/30/17 (retroactive)
Luis DeAbreu	Grant Coordinator/STEM/Academic Affairs	\$57,630.00 (pro-rated)	10/01/16 – 12/31/16 (retroactive)
Alan Manzueta	Professional Success Coach/Title V Student Affairs	\$52,020.00 (pro-rated)	10/01/16 – 06/30/17 (retroactive)
Dorothy Wright	Grant Coordinator/STEM HSI and B2B*/ Academic Affairs	\$39,535.00 (pro-rated)	10/01/16 – 06/30/17 (retroactive)

*Salary is split 50% STEM HSI grant and 50% B2B grant

Justification

To amend the appointment of these individuals to these grant-funded positions. These positions are at will.

Charge To: Grant Funds

Account Number:



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

BOARD OF TRUSTEES ACTION P3
Approval Date: November 1, 2016

Resolution

Resignation: Confidential

Submitted By

Dr. B. Kaye Walter, President

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

Action Requested

To approve the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Naydeen Gonzalez-DeJesus	Vice President, Student Affairs	10/28/16 (retroactive)

Justification

Resignation



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

BOARD OF TRUSTEES ACTION P4
Approval Date: November 1, 2016

Resolution

Resignation: Support Staff

Submitted By

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

Action Requested

To approve the resignation of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Mercedes Martinez	Accounting Assistant/Finance	10/12/16 (retroactive)
Wendy Swaffield	Sr. Secretary/Nursing/Health Professions/ Academic Affairs	10/21/16 (retroactive)

Justification

Resignation



BOARD OF TRUSTEES ACTION P5
Approval Date: November 1, 2016

Resolution

Termination: 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 terminate the following individual from the position indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Michael Langdon	Custodian/Buildings and Grounds/ Facilities Planning, Operations and Public Safety	10/10/16 (retroactive)

Justification

Termination



BOARD OF TRUSTEES ACTION R 1
Approval Date: November 1, 2016

Resolution

Designation of Depositories – Authorized Signatures

Submitted By

Mr. Victor J. Anaya, Chief Financial Officer

Action Requested

To designate depositories and authorized signatures.

RESOLVED, that the attached list of banks (Exhibit R 1) shall be the official depositories of Bergen Community College funds; and further

RESOLVED, that the signature of one of the below listed College Officers or Trustees be placed on all College checks up to \$5,000.00, two signatures shall be required for checks in excess of \$5,000.00, and one signature for wire transfers:

Board of Trustees

1. Chairperson
2. Vice Chairperson
3. Treasurer

Administration

4. College President *
5. Executive Director of Finance (Chief Financial Officer)
6. Vice President of Academic Affairs

* Facsimile signature plate authorized

Exhibit R1

November 1, 2016

Bergen Commercial Bank
2 Sears Drive
Paramus, NJ 07652

Bank of America
252 Rock Road
Glen Rock, NJ 07452

Bogota Savings Bank
819 Teaneck Road
Teaneck, NJ 07666

Columbia Savings Bank
14-01 River Road
Fair Lawn, NJ 07410

Connect One Bank
301 Sylvan Avenue
Englewood Cliffs, NJ 07632

Freedom Bank
550 Kinderkamack Road
Oradell, NJ 07649

Lakeland Bank
Administrative Center
250 Oak Ridge Road
Oak Ridge, NJ 07438-8906

M&T Bank
Park 80 West Plaza Two, Suite 104
Saddle Brook, NJ 07663

Oritani Bank
370 Pascack Road
Township of Washington, NJ 07676

Peapack-Gladstone Bank
500 Hills Drive, Suite 300
Bedminster, NJ 07921

PNC Bank
2445 Kuser Road
Hamilton, NJ 08690

Provident Bank
464 Cedar Lane
Teaneck, NJ 07666

Exhibit R1

November 1, 2016

TD Bank
1000 MacArthur Boulevard
Mahwah, NJ 07430

Team Capital Bank
347 Mt. Pleasant Avenue
West Orange, NJ 07052

Valley National Bank
1460 Valley Road
Wayne, NJ 07470

Vision Federal Credit Union
100 Paragon Drive
Montvale, NJ 07645



BOARD OF TRUSTEES ACTION R 2
Approval Date: November 1, 2016

Resolution

Board Meeting Dates and Official Publications

Submitted By

Office of the President

Action Requested

The following dates are to be approved for regular meetings of the Board of Trustees for 2017.

2017 Meeting Dates

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday	February 7	5:00 p.m.	TEC-128 BC
Tuesday	March 7	5:00 p.m.	Ciarco Learning Center
Tuesday	April 4	5:00 p.m.	TEC-128 BC
Tuesday	May 2	5:00 p.m.	TEC-128 BC
Tuesday	June 6	5:00 p.m.	TEC-128 BC
Tuesday	July 11	5:00 p.m.	TEC-128 BC
	August	No Meeting	
Tuesday	September 12	5:00 p.m.	TEC-128 BC
Tuesday	October 3	5:00 p.m.	BCC at the Meadowlands
Wednesday	November 1	5:00 p.m.	TEC-128 BC
	(Reorganization Meeting)		
Tuesday	December 5	5:00 p.m.	TEC-128 BC

Please note that the Board of Trustees will not meet in August.

Justification

To establish dates of the Board of Trustees Meetings in conformance with Policy A:AG-Board Meetings with Office Publications.

These dates will be published in the following newspapers:
The Record and the Ridgewood News.



BOARD OF TRUSTEES ACTION R 3
Approval Date: November 1, 2016

Resolution

Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College

Submitted By

Dr. B. Kaye Walter, President

Dr. William Mullaney, Vice President, Academic Affairs

Action Requested

Reaffirm the credit programs, curricula, and courses as published in the 2016-2017 Bergen Community College Catalog as the official curricula of the College and until such time as they are revised, amended, rescinded, or new programs are adopted through the appropriate College policies and processes.

Justification

Under the Higher Education Restructuring Act, Boards of Trustees have increased responsibility for curricula and programs. It has been recommended that the College Catalog listings of credit programs be reaffirmed at the annual reorganization meeting.



BOARD OF TRUSTEES ACTION R 4
Approval Date: November 1, 2016

Resolution

Reaffirm Policies of the Board of Trustees

Submitted By

Dr. B. Kaye Walter, President

Action Requested

Reaffirm the policies of the Board of Trustees, as published on the college website:

<http://www.bergen.edu/about-us/board-of-trustees/board-policies-procedures>



BOARD OF TRUSTEES ACTION S/F 1
Approval Date: November 1, 2016

Resolution

To award public bid P-2221 for installation of an emergency generator in the Gymnasium to Aero Plumbing & Heating Co., Inc. This is partially funded by a grant from FEMA.

Submitted By

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

Action Requested

Authorization to award public bid P-2221 Emergency Generator to Aero Plumbing & Heating Co., Inc. at a cost of \$364,000.00.

Justification

The College has been awarded funds by FEMA under the Hazard Mitigation Grant Program (HMGP) to upgrade the existing generator with one that has sufficient capacity to operate the Gymnasium and the infrastructure that supports this wing of the building as a shelter in the event of an emergency e.g. Super Storm Sandy.

Under this grant, the Gymnasium, the adjacent rest rooms and spaces will be used by the County of Bergen to serve as a shelter in the event of an evacuation of residences in the surrounding municipalities affected by a natural or manmade disaster. The Gymnasium will provide sheltering, heating/cooling/ventilation, domestic hot water, restroom facilities, power for lighting, emergency medical and cooking equipment.

A total of 17 companies registered for bid packages and 4 bids were received.
See table below for bids received.

Aero Plumbing & Heating Co., Inc.	\$ 364,000.00
ACI Electrical Contractor Inc.	\$ 379,700.00
Astro Electrical Contractors, LLC	\$ 520,000.00
William Kohl Construction	\$ 568,000.00

Charge To: Grant and College Funds
Account Number: 20-01-160100-604217