

**BOARD OF TRUSTEES  
BERGEN COMMUNITY COLLEGE  
Wednesday, November 1, 2017  
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on **Wednesday, November 1, 2017**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Carol Otis called the meeting to order at 5:03 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first floor main lobby of the Pitkin Education Center of Bergen Community College and mailed to The Record and The Ridgewood News, and filed with the Clerk of the County of Bergen, November 4, 2016 and was amended February, 2017."

**ROLL CALL**

Present

Mr. Joseph A. Barreto  
Ms. Dorothy Blakeslee  
Mr. Gerard L. Carroll  
Mr. James Demetrakis  
Mr. Patrick J. Fletcher  
Mr. Mark Longo  
Ms. Carol Otis  
Ms. Irene Oujo  
Dr. Sheetal Ranjan  
Mr. Peter Zalokostas – Alumni Trustee

Also Present

Dr. Michael D. Redmond, President  
Ms. Judy A. Verrone, Esq.

**PLEDGE OF ALLEGIANCE**

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

**Reorganization Resolutions:**

Chairperson Otis read the following resolutions:

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. Exempt from Bidding: Appointment General Counsel – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.
5. Exempt from Bidding: Appointment Labor Negotiator: Eric M. Bernstein & Associates, L.L.C.

**Open to the Public:**

During the open session, the public did not comment on resolutions R1 to R5.

***Trustee Mark Longo abstained from voting on Resolution (R-4)***

***Exempt from Bidding: Appointment General Counsel – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.***

Chairperson Otis requested a motion to approve the Reorganization resolutions 1 to 5.

Trustee Barreto made a motion to approve resolutions 1 to 5 and this motion was seconded by Trustee Demetrakis. All members of the board were in agreement.

**VICE-CHAIRMAN'S REPORT**

No report from Vice-Chairman Fletcher.

**SECRETARY**

Secretary Gerard L. Carroll recommended approval of the minutes of October 3, 2017 and the Consent Agenda for Wednesday, November 1, 2017.

**Treasurer's Report – Audit and Finance Committee/Legal**

Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met and reviewed the financial position of the college and recommends resolutions A/F1 to A/F6.

**President's Report**

President Redmond announced the following recognitions that Bergen Community College received:

Bergen was selected as one of only 150 institutions to be eligible for a \$1 million Aspen prize for community college excellence. Institutions were assessed for exceptional student outcomes in four areas: student learning, certificate and degree completion, employment and earnings and high level of access and success for minority and low-income students. Bergen was one of 150 institutions invited to submit a formal application for this prize. We are very proud and recognize the team that submitted this grant proposal.

The college received notice from the National Council for Marketing and Public Relations that it received two medallion awards for "excellence in community, technical, and junior college marketing and public relations activities." Congratulations to Larry Hlavenka and his Public Relations Staff.

Dr. Redmond attended the Council for the Advancement and Support of Education Conference (CASE).

This organization supports fundraising and advancement for colleges and universities.

Some key points:

Due to declining public support for higher education, community colleges have no choice but to become more aggressive in fundraising.

Community colleges have deferred to four-year colleges when it comes to fundraising. CASE reported that increasingly alumni were loyal to the institution they had the best experience with, not necessarily the one from which they finally graduated.

**Board of Trustees Minutes**  
**November 1, 2017**  
**Page 3**

Characteristics of successful college foundations, from a study of 9 community colleges that won awards for fundraising.

Foundation Boards – ranged in committee size from 24 to 78.

Detailed interview questions for foundation board members. They were asked if they could make the college one of their top three or four charitable priorities.

Term limits for board members, usually 6 to 9 years, with each term being 3 years in length.

Foundation board members were involved in fundraising.

Most required an annual gift from foundation board members.

Direct gifts from foundation board members.

A chief development officer focused upon fundraising rather than administrative functions with an emphasis upon major gifts.

Successful boards had balanced and continuous fundraising activities shouldn't be episodic with a few peaks during the year.

Fundraising in various forms such as donor cultivation, planned and estate giving, and alumni efforts should be on-going throughout the year and driven by an annual fundraising plan approved by the foundation's board.

Major components of fundraising:

Special events,

Major gifts

Alumni outreach and solicitation

Planned and estate giving

Corporate giving

Community Foundations

Approximately 1/3 of the president's time was spent on fundraising.

Increased support of senior staff roles to help make it possible for the president to shift his time to fundraising.

College advancement:

How the college advances the interest of the Community.

These schools had MOUs between board of trustees and the foundation for such things as cost sharing arrangements between the college and the foundation for staffing.

Dean Rachel Lerner-Colucci shared the accomplishments of our athletics program, our coaches and student athletes. She introduced Mr. Jorge Hernandez, Managing Director of Athletics Department at Bergen Community College.

Mr. Hernandez and The Athletic Department was excited to honor Mr. Edward Kochakji and Ms. Camille Calupad, two Bergen Community College athletes:

Ms. Camille Calupad is an exceptional student athlete, one who excels in the classroom as well as on the field. Camille won the 2017 Pole vault championship at the 2017 NJCA National meet. She was awarded the NJCAA All American. Her coach presented Camille with an All American BCC ring.

Trustee Gerard Carroll presented Mr. Edward Kochakji with a plaque for induction into the National Wrestling Hall of Fame, New Jersey Chapter. Mr. Kochakji was recognized for his inspirational leadership and

dedication to wrestling.

**Board of Trustees Minutes**  
**November 1, 2017**  
**Page 4**

**COMMITTEES**

**AUDIT AND FINANCE**

Treasurer Dorothy Blakeslee, Chairperson of the Audit and Finance Committee recommended approval of Audit and Finance Resolutions A/F 1 to A/F 6.

**BOARD OF SCHOOL ESTIMATE**

No meeting scheduled with the Board of School Estimate.

**EDUCATION AND STUDENT AFFAIRS**

Secretary Gerard L. Carroll, Chairman of the Education and Student Affairs Committee recommended approval of Education and Student Affairs Resolutions E/SA 1 to E/SA 6.

**PERSONNEL**

Trustee James Demetrakis, Chairman of Personnel Committee reported that the Personnel Committee met and recommends resolutions P1 thru P4.

**SITE AND FACILITIES**

Trustee James Demetrakis, Chairman of Site and Facilities met and recommends resolutions SF1 and SF2.

**STRATEGIC PLANNING AND ISSUES**

Trustee Irene Oujo, Chairperson of Strategic Planning Committee met and discussed review of policies and procedures.

**ALUMNI TRUSTEE**

Mr. Peter Zalokostas plans on working with Mr. William Corcoran and the faculty to discuss the options of installing cameras in the computer laboratories.

**CHAIRPERSON'S COMMENTS**

Chairperson Otis congratulated Trustee Sheetal Ranjan was nominated and elected as Chair of the Division of Women and Crime American Society of Criminology.

**UNFINISHED BUSINESS/BOARD MEMBERS**

Secretary Gerard Carroll attended the Latino Heritage Celebration and the play *Hamlet*. These two events were outstanding and welcomes more individuals to attend Bergen Community College events.

**NEW BUSINESS/OPEN TO THE PUBLIC**

Chairperson Otis appointed the following Nominating Committee:

Trustee James Demetrakis, Chairman, Nominating Committee  
Trustee Gerard Carroll  
Trustee Mark Longo

Chairperson Otis appointed the following By-Laws Committee:

Trustee Patrick Fletcher  
Trustee Gerard Carroll

**OPEN TO THE PUBLIC**

Ms. Tracy Miceli requested clarification of the appointment of the Nominating Committee.  
Chairperson Otis explained that the Nominating Committee was responsible for the election of officers.

Professor Mike Echols, Vice-Chairman, of the Bergen Community College Faculty Association and Associate Professor of Communication.

Professor Echols has organized the Veteran's Committee consisting of faculty, staff, students and administration. The 3<sup>rd</sup> Annual Salute to the Veteran's Professional Wrestling event will be held on Saturday, November 11, 2017 at BCC. The donations received from this event will assist the Student Veteran's Emergency Fund.

Richard Comerford, Professor of Economics

Professor Comerford thanked the president and board members for their cooperation in working very amicably with the Support Staff Association regarding the equity issue.

**ADOPTION OF MINUTES**

Chairperson Otis requested a motion to approve the minutes as submitted of October 3, 2017. Secretary Gerard L. Carroll approved the minutes and the motion was seconded by Trustee Barreto.  
All were in agreement.

**CONSENT AGENDA**

Chairperson Otis asked for approval of the Wednesday, November 1 2017 Consent Agenda.  
A motion was made by Secretary Gerard L. Carroll and seconded by Trustee Fletcher and passed by voice vote.

***Trustee Mark Longo will abstain voting on Resolution A/F 1***  
***Approval of Legal Voucher – DeCotiis, FitzPatrick, Cole, and Giblin, LLP.***

Chairperson Otis requested a motion to approve the Nominating Committee:  
A motion was made by Trustee Blakeslee and seconded by Trustee Barreto.

Chairperson Otis requested a motion to approve the By-Laws Committee:  
A motion was made by Trustee Blakeslee and seconded by Trustee Longo.

All were in favor.

At 5:53 p.m., the board secretary stated, "On behalf of Chairperson Otis, pursuant to section 12b of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. seq., the following matters will be discussed by the Board in closed session, collective bargaining agreement negotiations and anticipated litigation. The discussion will become public when the need for confidentiality no longer exists."

Chairperson Otis requested a motion for Executive Session.  
A motion was made by Trustee Demetrakis and seconded by Trustee Carroll.  
All were in favor.

Executive session concluded and the board meeting resumed at 6:43 p.m.

**R1 - Designation of Depositories – Authorized Signatures**

To designate depositories and authorized signatures.

**Approval is granted** 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

**R2 - Board Meeting Dates and Official Publications**

Approval is hereby granted that the following dates are to be approved for regular meetings of the Board of Trustees for 2018.

**2018 Meeting Dates**

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location/Campus</u>
Tuesday	February 6	5:00 p.m.	TEC-128 BC●
Tuesday	March 6	5:00 p.m.	Ciarco Learning Center +
Tuesday	April 10	5:00 p.m.	TEC-128 BC●
Tuesday	May 8	5:00 p.m.	TEC-128 BC●
Tuesday	June 5	5:00 p.m.	TEC-128 BC●
Tuesday	July 10	5:00 p.m.	TEC-128 BC●
Tuesday	August 7	5:00 p.m.	TEC-128-BC●
Tuesday	September 4	5:00 p.m.	TEC-128 BC●
Tuesday	October 2	5:00 p.m.	BCC at the Meadowlands Δ
**Wednesday	November 7	5:00 p.m.	TEC-128 BC●
	(Reorganization Meeting)		
Tuesday	December 4	5:00 p.m.	TEC-128 BC●

\*\*Reorganization Meeting

No meeting will be held in January.

Formal action may be taken at any of the meetings listed above. Portions of all meetings may be held in executive session to the extent allowed by law.

- 400 Paramus Road, Paramus, New Jersey
- + 355 Main Street, Hackensack, New Jersey
- Δ 1280 Wall Street West, Lyndhurst, New Jersey

**R3 - Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College**

Approval is hereby granted to reaffirm the credit programs, curricula, and courses as published in the 2017-2018 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.

**R4 - Exempt from Bidding: Appointment General Counsel – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.**

Approval is hereby granted subject to contract negotiations, the Board of Trustees will appoint the law firm of DeCotiis, FitzPatrick, Cole & Giblin, L.L.P., as general counsel for Bergen Community College for the year commencing January 1, 2018 and ending December 31, 2018, in accordance with the proposal dated October 2, 2017, which was submitted in response to the Request for Qualifications for Legal Services, issued by the College on September 22, 2017.

**R5 - Exempt from Bidding: Appointment Labor Negotiator: Eric M. Bernstein & Associates, L.L.C.**

Approval is hereby granted subject to contract negotiations, the Board of Trustees will appoint the law firm of Eric M. Bernstein & Associates, L.L.C., as labor counsel for Bergen Community College for the year commencing January 1, 2018 and ending December 31, 2018, in accordance with the proposal dated September 29, 2017, which was submitted in response to the Request for Qualifications for Legal Services, issued by the College on September 22, 2017.

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

Approval is hereby granted for payment of the following legal invoices.

August 1, 2017 to August 31, 2017 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 49,947.89

**A/F2 - To authorize payment for advertisements in North Jersey Media Group publications to promote registration, various events, and recruitment as requested by the Public Relations Department.**

Approval is hereby granted to spend an estimated \$39,500.00 through June 30, 2018 with North Jersey Media Group for registration, theatre and human resource recruitment advertising.

**A/3 - To authorize the renewal of CBORD software and hardware maintenance on electronic door locks and One Card ID printer software for Pitkin building, Meadowlands and Lyndhurst.**

Approval is hereby granted a one-year renewal of CBORD software and hardware maintenance on electronic door locks from 11/1/17 – 10/31/18 as well as a two-year renewal for the One Card ID printer software for Pitkin building, Meadowlands and Lyndhurst printers from 11/1/17 – 10/31/19 for a total of \$18,561.43.

**A/F4 - Approval of Labor Invoice – Eric M. Bernstein & Associates, L.L.C.**

Approval is hereby granted for payment of the following labor invoice.

September 18, 2017  
September 25, 2017  
September 30, 2017

Eric M. Bernstein & Associates, L.L.C.

\$ 401.76

**A/F5 - Approving a settlement agreement with Public Service Electric & Gas Company (PSEG) regarding recently billed back charges for electricity service to Lyndhurst Campus, 1280 Wall Street West.**

Approval is hereby granted with an agreement with PSEG to settle a \$1,256,915 claim by PSEG for electrical service charges covering Lyndhurst Campus, 1280 Wall Street West, from April 1, 2010 through May 31, 2017, which services were provided but not billed by PSEG, for the settlement amount of \$600,000, upon the following terms: \$200,000 up front payment, and \$400,000 payable over 5 years, without interest, in 60 equal monthly of installments of \$6,666.66.

**A/F6 - Adopt the Board of Trustees Travel Policy and Amend Section C-CH Travel, Mileage, and other Reimbursable Expenses**

Approval is hereby granted to adopt the Board of Trustees Travel Policy and to amend Section C: Audit/Finance/Legal subsection CH: Travel, Mileage, and other Reimbursable Expenses of the College's Policy Manual, effective November 1, 2017.

**E/SA1 - To authorize acceptance of College Access Challenge Grant proposal to *College Readiness Now IV: A Partnership between New Jersey's Community Colleges and the Office of the NJ Secretary of Higher Education*, in the award amount of \$82,700, and to authorize President Michael Redmond, or his designee, to execute required documents.**

Approval is hereby granted that the project addresses the requirements set forth by the NJ Council of County Colleges. The target population for participation is an anticipated 30 to 50 11<sup>th</sup> and 12<sup>th</sup> grade students from six of the College's primary feeder districts who have applied for admission as first-time degree seeking students, but who did not achieve college readiness scores in English/language arts and/or mathematics. The project involves students from partner high schools in districts of Teaneck, Hackensack, Bergenfield, Bogota, Englewood, and Garfield. The project is critically important to these students as they are among the more than eighty-three percent (>83%) of students from these six districts requiring developmental or remedial work. Just as seriously, the targeted participants are students who are living in families below the poverty threshold. Furthermore, most are from families that are underrepresented in college.

**E/SA2 – To authorize acceptance of a 5-year Sub-Award Contract with New Jersey City University (NJCU) for support of the Robert Noyce Teacher Scholarship Program in the amount of \$16,830.00, and to authorize President Michael D. Redmond or his designee to execute required documents.**

Approval is hereby granted that NJCU has been awarded a multi-year grant from the National Science Foundation to recruit and prepare STEM majors as secondary teachers for high-need school districts in New Jersey. Scholarship recipients are required to complete 2 years of service in a high-need district for every year of scholarship support received. Bergen Community College faculty will work with the NJCU Principle Investigator (PI) to distribute promotional materials, coordinate recruitment, schedule visits with the NJCU PI, identify potential Noyce scholars for summer internships and mentor students in various research and educational experiences at NJCU.



**E/SA3 - Authorize amendment of an existing agreement with each of the eleven Participating Organizations (Brookdale Community College, County College of Morris, Essex County College, Hudson County Community College, Middlesex County College, Ocean County College, Passaic County Community College, Sussex County Community College, and Union County College) in connection with the work to be performed under the Trade Adjustment Assistance and Community College and Career Training Grant awarded to the College by the U.S Department of Labor, Education and Training Administration, Grant # TC-26459-14-60-A-34 (the "Grant").**

Approval by the Board of Trustees of an amendment to existing agreements between the College and Participating Organizations; the proposed amendment increases the funding at each of the Organizations pursuant to an approval from the USDOL allowing an increase in indirect and certain direct costs. The total amount of the Grant to the College remains the same. The College shall administer the Grant and make payment to the Participating Organizations only to the extent that those activities and payments are authorized, approved, and available from the U.S. Department of Labor, Education and Training Administration (USDOL-ETA).

**E/SA4 - To authorize submission of an application for the Aspen Prize for Community College Excellence to the Aspen Institute, and to authorize President Michael D.Redmond, or his designee, to execute required documents.**

The \$1 million [Aspen Prize for Community College Excellence](#) is a unique national effort to identify and honor public two-year colleges across the nation that achieve exceptional and rapidly improving levels of student success in four areas: completion/transfer, learning, equity, and labor market outcomes. Through expert analysis and extensive engagement with community colleges, the Aspen Prize aims to:

- *Identify and celebrate excellence:* In a sector of higher education that has historically been under-recognized, the Prize works to elevate outstanding institutions as models of excellence.
- *Coalesce around a clear definition of student success:* The comprehensive four-part Aspen Prize definition of student success aims to provide those within community colleges, as well as the public, examples of community colleges that are among the best at ensuring students – including the most underserved – learn, graduate, and secure good jobs.
- *Stimulate replication of exceptional practice:* By identifying outstanding community colleges across the nation, documenting their practices, and creating syntheses and tools for replication, Aspen uses the Prize to spread concrete college-wide strategies for improving student success.

**E/SA5 - To authorize submission of a grant proposal to the New Jersey Department of Labor and Workforce Development in the amount of \$1,300,000.00 for Bergen to serve as lead agency for a state-wide Certified Alcohol and Drug Counselors grant, and to authorize President Michael D. Redmond, or his designee, to execute required documents.**

Approval is hereby granted that there is a critical need for alcohol and drug counselors that are qualified, trained and prepared to assist individuals who are suffering from drug addiction. According to the Bureau of Labor Statistics (BLS), employment of substance abuse and behavioral counselors is projected to grow 22% from 2014 to 2024. This growth is much faster than the average for all occupations. Trained counselors are a critical, front line element of a broader strategy to combat addiction.

To address this urgent and critical need for Certified Alcohol and Drug Counselors in our communities, Bergen Community College is collaborating with education, social service, faith-based and community partners across the state to propose a responsive, relevant, and comprehensive workforce development model. With grant support of \$1.3 Million in state funding, we propose to implement education, training and workplace learning experiences in an apprenticeship--like model to facilitate the preparation and licensing of the critically needed counseling resources to combat the current addictions escalation.

During the initial one- year grant period, the collaborative will train up to 200 incumbent and dislocated workers in New Jersey to prime the workforce pipeline. Bergen will lead this effort by providing administrative and financial leadership to the collaborative as well as leveraging the resources and best practices in workforce development launched through such previously funded projects in STEM, Health Professions, and Advanced Manufacturing.

**E/SA6 - Appointment: Advisory Committee Members**

Approval is hereby granted to appoint of Advisory Committee members for a three-year term (unless otherwise specified), effective November 1, 2017.

**P1A - Appointment: Confidential**

Approval is hereby granted for the appointment and monthly stipend for the following individual for assuming additional leadership responsibilities in the BCC Foundation.

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Stipend</u>	<u>Effective Date</u>
Larry Hlavenka	Managing Director, Public Relations and Acting Managing Director, Foundation	\$2,500.00	11/01/17

**P1B – Appointment: Confidential**

Approval is hereby granted for the appointment of the following individual to the position and annual salary listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Ivanna Amell	Executive Secretary/Finance	\$50,000.00 (pro-rated)	11/02/17

**P1C - 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.)**

Approval is hereby granted for 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>
Gregory Kieffer	Custodian/Buildings and Grounds	\$31,124.00 (pro-rated)	07/17/17 (retroactive)
Lucy Mistretta	Sr. Registration Assistant/Registration/ Student Affairs	\$30,000.00 (pro-rated)	07/31/17 (retroactive)
Robert Patino	Custodian/Buildings and Grounds	\$31,124.00 (pro-rated)	08/01/17 (retroactive)

**P1D - Appointment: Professional Staff**

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Taraiya Dodd	Senior Payroll Generalist	\$55,000.00 (pro-rated)	11/13/17

**P1E - Appointment – Grant (Turning Point Program)**

Approval is hereby granted for the appointment of the following individual to the position and annual salary listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Randy Dodd	Mentoring Coordinator/Office of Specialized Services/Student Affairs	\$55,000.00 (pro-rated)	11/13/17

**P1F - Appointment: Student Affairs Athletic Program (Coaching Staff)**

Approval is hereby granted for the appointment of the following individuals to part-time Assistant Coach positions at the stipends indicated:

<u>Name</u>	<u>Assistant Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Charles Bell	Women's Softball	\$1,500.00	01/02/18 – 05/31/18
Heather Farley	Women's Softball	\$1,500.00	01/02/18 – 05/31/18

**P1G – Appointment: Support Staff**

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Maureen Mitchell	Executive Secretary/Humanities/ Math, Science & Technology	\$62,600.00 (pro-rated)	11/02/17

**P1H - Appointment - Faculty**

Approval is hereby granted to appoint the following individual to the rank listed below:

<u>Name</u>	<u>Rank</u>	<u>Discipline/Division</u>	<u>Effective Date</u>
Lisa Picht	Instructor	Veterinary Technology/Health Professions	05/01/17 (retroactive)

**P2 - Approving a monthly housing allowance for President Michael D. Redmond while serving in that position on an interim basis.**

Approval is hereby granted for a housing allowance for President Michael D. Redmond, in an amount not to exceed \$ 2,500.00 per month. The housing allowance will commence as of November 1, 2017 and continue while President Redmond is serving in that position on an interim basis pending completion of a Presidential Search Process for selection of a new President.

**P3 - Approve: Special Purpose Leave of Absence/Faculty**

Approval is hereby granted 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>
Lisa Pavlik	Associate Professor/Social Sciences/ Business, Arts and Social Sciences	Spring 2018 semester

**P4 - Retirement: Professional Staff**

Approval granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Christine Matthews	Coordinator of Service Learning & Career Services/ Student Support Services/Academic Affairs	11/01/17

**S/F1 - To award professional services to H & H Engineering for the design of a contamination control system for the Forensics Laboratory in Room A-229.**

Approval is granted to authorize H & H Engineering to design and prepare plans and specifications for the installation of a contamination control system at a cost of \$5,500.00.

**S/F2 - To authorize annual renewal of maintenance services with Simplex Grinnell for fire alarm/sprinkler, CCTV, and access control systems at BCC at the Meadowlands and Ciarco Learning Center.**

Approval is granted for Simplex Grinnell to provide maintenance services for one-year beginning October 2017 at a cost of \$48,997.37 on NJ State Contract # 83717.

**ADJOURNMENT**

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

Trustee Sheetal Ranjan stated, "I want to put on record that I have a problem with certain procedures followed by the board today. I have requested an executive session prior to the consent agenda to the Chairperson. The request was ignored and the consent agenda was called. I want to know how is it that executive sessions are allowed at the request of certain board members and not others, including myself. Not only was the request today executive session not called, the consent agenda was rushed through without any opportunity to place a no vote or an abstention which would be quite evident in the video recording of the session. I had a set of prepared questions for discussion with the personnel committee in the executive session that were not allowed. Therefore, I place on record that today the requested executive session was not allowed and have a very strong objection into that and change procedures of the board, accordingly and that executive session would have allowed the board to make an educated vote on certain issues of which I would have much liked. I would like to place on record that my vote of no on P1A. Thank you."

Chairperson Otis called for a vote of adjournment. Trustee Demetrakis made a motion to adjourn and Trustee Barreto seconded the motion to adjourn.

Chairperson Otis asked for a roll call to adjourn the meeting.

**Roll Call:**

Mr. Joseph A. Barreto - Yes  
Ms. Dorothy Blakeslee - Yes  
Mr. Gerard L. Carroll - Yes  
Mr. James Demetrakis - Yes  
Mr. Patrick J. Fletcher - Yes  
Mr. Mark Longo - Yes  
Ms. Carol Otis - Yes  
Ms. Irene Oujo - Yes  
Dr. Sheetal Ranjan - Yes  
Mr. Peter Zalokostas – Alumni Trustee - Yes

The board meeting adjourned at 6:45 p.m.

Thank you,

Trustee, Gerard L. Carroll,  
Secretary, Board of Trustees