

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, November 22, 2022
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, November 22, 2022 in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:02 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the state of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first-floor main lobby of the Pitkin Education Center of Bergen Community College and on the College's website at <https://bergen.edu/about-us/board-of-trustees/meetings/> and was emailed to The Record and The Herald News and filed with the Clerk of the County of Bergen, November 24, 2021." A revised annual meeting notice including the locations, dates and times of the remaining regular meetings of the Board of Trustees for 2022, including this meeting, was posted in the first-floor main lobby in the Pitkin Education Center for Bergen Community College and was published in The Record and The Herald News on July 12, 2022, and filed with the Clerk of the County on July 20, 2022.

ROLL CALL

Present

Mr. Joseph Barreto
Mrs. Dorothy Blakeslee
Mr. Louis DeLisio
Mr. Patrick J. Fletcher
Mr. Mark Longo
Mrs. Ritzy Moralez-Diaz
Mr. Stephen F. Pellino, Esq.
Dr. Sheetal Ranjan
Mr. Adam Silverstein
Miss Alicia Guidolin-Hocman, Alumni Trustee

Also Present

Dr. Eric M. Friedman, President
Ms. Arlene Perez, Esq.

PLEDGE OF ALLEGIANCE

Chairperson Blakeslee led those present in the Pledge of Allegiance.

REPORTS

Trustee Longo, Chairman of the Nominating Committee, provided the following slate of candidates for election of officers:

Mrs. Dorothy Blakeslee, Chairwoman
Mr. Adam Silverstein, Vice Chairman
Mr. Joseph Barreto, Secretary
Mr. Patrick Fletcher, Treasurer

Trustee Moralez-Diaz seconded the motion. All were in favor.

OFFICERS AND COMMITTEE ASSIGNMENTS:

Audit, Finance, and Legal Affairs

Patrick J. Fletcher, Chairman
Stephen F. Pellino, Vice Chairman
Mark Longo
Louis DeLisio
Legal Counsel

Staff

President Friedman
Wilton Thomas-Hooke
Ronald Spaide

Board of School Estimate

Ritzy Moralez-Diaz, Chairwoman
Joseph Barreto, Vice Chairman
Patrick J. Fletcher

Education and Student Affairs

Joseph Barreto, Chairman
Dr. Sheetal Ranjan, Vice Chairwoman
Louis DeLisio
Alicia Guidolin-Hocman, Alumni Trustee

Staff

President Friedman
Dr. Brock Fisher
Ms. Cinzia D'Iorio
Dr. Anthony J. Trump
Dr. Anjali Thanawala
Dr. William Yakowicz

Foundations, Grants, and Endowments

Mark Longo, Liaison
Ritzy Moralez-Diaz
Stephen F. Pellino
Patrick J. Fletcher

Staff

President Friedman

Personnel Committee

Ritzy Moralez-Diaz, Chairwoman
Stephen F. Pellino, Vice Chairman
Mark Longo
Joseph Barreto
Legal Counsel

Staff

President Friedman
Ms. Meredith Gatzke

Site and Facilities Committee

Mark Longo, Chairman
Ritzy Moralez-Diaz, Vice Chairwoman
Steve Pellino
Louis DeLisio
Legal Counsel

Staff

President Friedman
Nathaniel Saviet
Michael Hyjeck
Robert Coane

Strategic Planning and Issues Committee

Dr. Sheetal Ranjan, Chairwoman
Louis DeLisio, Vice Chairman
Alicia Guidolin-Hocman

Staff

President Friedman
Dr. Brock Fisher

Board of Chosen Commissioners

Stephen F. Pellino, Alternate

New Jersey Council of County Colleges

Dr. Sheetal Ranjan, Liaison

*The Chair and Vice Chair of the Board and the College President are ex-officio members of each committee.

OPEN FOR PUBLIC COMMENTS ON RESOLUTIONS R1-R5

Chairwoman Blakeslee opened to the public for comments on resolutions R1-R5. Chairwoman Blakeslee requested a motion to approve resolutions R1-R5. A motion was raised by Trustee Barreto. Seconded by Trustee Fletcher.

R1 – Designation of Depositories – Authorized Signatures

R2 – Board Meeting Dates and Official Publications

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

R4 – Reaffirm Policies of the Board of Trustees

R5 – Appointment of Legal Counsel: DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

Mr. Joseph A. Barreto - Yes

Ms. Dorothy Blakeslee - Yes

Mr. Louis DeLisio – Yes

Mr. Patrick J. Fletcher - Yes

Mr. Mark Longo – Yes

Trustee Longo abstained from voting on the resolution R5:

Appointment of Legal Counsel: DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

Ms. Ritzy Morales-Diaz - Yes

Mr. Stephen F. Pellino, Esq. - Yes

Dr. Sheetal Ranjan – Yes

Mr. Adam Silverstein – Yes

Miss Alicia Guidolin-Hocman – Yes

10 yes for R1-R4

9 yes for R5; 1 abstention

REPORTS:

VICE-CHAIRMAN

Vice-Chairman Silverstein wished everyone a happy and safe Thanksgiving.

SECRETARY

Trustee Barreto thanked Gloria Cevallos and her team for doing a wonderful job with event planning for Hispanic Heritage Month. Also, he was honored to be a part of the team that presented at the Association of Community College Trustees (ACCT) in October.

TREASURER

Trustee Fletcher will provide his report during the committee meeting.

PRESIDENT'S REPORT

Mission, Vision and Values

Dr. Friedman reported that he will schedule meetings with trustees to review and receive their input on the draft of the College's Mission, Vision, Values, and Goals statement. Meetings were previously held with faculty, staff, students, and external stakeholders. Once completed and hopefully adopted in January, a new strategic plan process will begin.

Self Study Accreditation

President Friedman informed the Board the College has started the process of creating the College's self-study. He thanked Dr. Gary Porter for leading the accreditation process as the Accreditation Liaison Officer. He also thanked the co-chairs: Joan Dalrymple, Jenn Reyes and Kil Yi.

Center for Online Learning

Dr. Friedman announced that The Center for Online Learning will launch in January. This will be the first fully online degree programs offered here at the College. He thanked the faculty, staff, and also our partners at Ellucian for all of their work to make this possible. In addition, he acknowledged county government leaders - Bergen County Executive Jim Tedesco, Tracy Zur and the Board of Commissioners, who made a critical investment in the center. \$670,000 in grant funds provided for a large part of the center's launch budget.

Hero 5K

President Friedman took part in the 7th annual Hero 5K fundraiser which was held on November 13th. The event raised nearly \$15,000 for student veterans.

Support Staff Increase

Dr. Friedman advised there is a resolution on the agenda related to compensation for members of our support staff, specifically the custodians, which establishes a higher benchmark on starting salaries. This action represents forward progress, an ethic of care, and helps make the College more competitive as we recruit new team members.

Dr. Tomko

Dr. Friedman applauded Dr. Andrew Tomko for connecting with his students and making a true difference, adding that a group of dual enrollment high school students dressed up as their favorite professor, Dr. Tomko, for Halloween.

Luis De Abreu

Dr. Friedman reported that Luis De Abreu has been asked by Assemblyman Tully, who chairs the Science, Innovation and Technology Committee at the N.J. Assembly, to testify in Trenton on November 30th. The topic is: Innovation and Start Up Ecosystems.

Mr. Giovanni Soto – Bergen Community College Men's Soccer Coach

Mr. Soto introduced himself and commended his players on a remarkable season. They won the season championship and were number three in the nation a remarkable achievement. He introduced the team members who were present.

National Council for Marketing and Public Relations Medallion Award

Dr. Hlavenka reported that BCC's Public Relations Department was awarded the National Council for Marketing and Public Relations (NCMPR) Medallion Award for their ability to tell Bergen's stories. He acknowledged and thanked all the members of his department for their outstanding work.

COMMITTEE REPORTS

AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS

Trustee Fletcher, Treasurer of Audit and Finance Committee, informed the board members that the Audit and Finance Committee met on November 2, 2022, and will recommend resolutions A/F1 to A/F17.

EDUCATION AND STUDENT AFFAIRS

Trustee Barreto, Chairman, Education and Student Affairs Committee, informed the board members that the Education and Student Affairs Committee met on November 1, 2022 and will recommend resolutions E/SA1 to E/SA3.

PERSONNEL

Trustee Moralez-Diaz, Chairwoman of Personnel Committee, reported that the Personnel Committee met on November 2, 2022 and will recommend resolutions P1A to P1H, P2A to P2D, P3A to P3E, P4A and P4B, P5A to P5G, P6A to P6D.

SITE AND FACILITIES

Trustee Moralez-Diaz, on behalf of Trustee Longo, informed the board members that Site and Facilities met on November 2, 2022, and will recommend resolutions S/F1.

STRATEGIC PLANNING AND ISSUES

Trustee Ranjan informed the board members that Strategic Planning and Issues met on October 21, 2022 with Dr. Friedman, Dr. Fisher, and Dr. Porter to discuss the strategic planning timeline as well as the Mission, Vision, Values, and Goals.

ALUMNI TRUSTEE REPORT

Alumni Trustee Guidolin-Hocman reported that she met with the Student Government Association Officers in November. She introduced those in attendance:

SGA Vice-President Amanda Kulesza
SGA Treasurer Askar Mirza
SGA Executive Secretary Victoria Jungermann
SGA Chief Justice Yoav Aaron

CHAIRWOMAN'S COMMENTS

Chairwoman Blakeslee informed the board members that she attended the annual ACCT conference in NYC and thought the BCC team gave a wonderful presentation that was well-received by the audience. She enjoyed attending the faculty retirement party at the College, and also the Alpine Learning Group event where BCC was recognized.

UNFINISHED BUSINESS/BOARD MEMBERS

Trustee Ranjan informed the board that she attended the ACCT Conference in NYC and also enjoyed the BCC presentation. She also attended the PTK Induction Ceremony. She thanked Luis De Abreu and his team for their dedication.

Dr. Friedman acknowledged that Trustee Barreto has accepted a seat on the Nominating Committee at ACCT.

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

NEW BUSINESS/BOARD MEMBERS

Chairwoman Blakeslee requested a motion to open the New Business portion of the meeting. No board members brought forth any new business.

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

OPEN TO THE PUBLIC

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

Mr. Luis De Abreu, Director of the STEM program, announced that the STEM C² Research Summit will take place on April 14th 2023.

Mr. Howard Dreispan announced he is retiring after 35 years of service.

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

Chairwoman Blakeslee requested a motion to approve the October 13, 2022 board meeting minutes. A motion was made by Trustee Longo and seconded by Trustee Barreto. All were in favor.

Roll Call Vote for approval of the board meeting minutes dated October 13, 2022.

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

8 Yes, 2 Abstentions

Motion passed for approval of the October 13, 2022 board meeting minutes.

Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday November 22, 2022. A motion was made by Secretary Barreto and seconded by Trustee Longo. Motion passed for Consent Agenda.

AF1 to AF17
ESA1 to ESA3
P1A to P6D
R1-R5
SF1
No resolutions for Strategic Planning.

Roll Call Vote for approval of the Consent Agenda dated November 22, 2022

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Louis DeLisio - Yes
Mr. Patrick J. Fletcher - Yes
Mr. Mark Longo – Yes
Trustee Longo abstained from voting on the resolution A/F1:
Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.

Ms. Ritzy Morales-Diaz - Yes
Mr. Stephen F. Pellino, Esq. - Yes
Dr. Sheetal Ranjan – Yes
Mr. Adam Silverstein – Yes

Vice Chair Silverstein abstained from voting on the resolution S/F1:
Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2023 Request for Qualifications for these professional services.

Miss Alicia Guidolin-Hocman – Yes

9 Yes on A/F1, 1 Abstention
10 Yes on A/F2 to A/F17
10 Yes on E/SA1 to E/SA3
10 Yes on P1A to P6D
9 Yes on SF1, 1 Abstention

Executive Session

An executive session was held regarding anticipated litigation and a personnel matter.

Chairwoman Blakeslee requested a motion to enter into Executive Session.

A motion was made by Vice Chair Silverstein and seconded by Trustee DeLisio. Motion passed for the Executive Session.

Chairwoman Blakeslee requested a motion to return to Open Session. A motion was made by Secretary Barreto and seconded by Trustee Ranjan. Motion passed for the return to Open Session.

Chairwoman Blakeslee requested legal counsel read two finalized resolutions in the public packet as placeholders. Arlene Perez, Esq. read the following:

A/F16 – To approve President Eric M. Friedman to finalize a settlement agreement with the United States Department of Education, Federal Student Aid (“Department”), regarding the results of a Federal Program Review (“FPR”) issued on September 5, 2018 for the 2012/2013 and 2013/2014 fiscal years.

Action Requested

Approval to enter into an agreement with the U.S. Department of Education to settle claims totaling \$1,019,481.24 that resulted from an FPR related to the 2012/2013 and 2013/2014 fiscal years.

Justification

On September 5, 2018, the U.S. Department of Education issued its report on findings related to an FPR for the 2012/2013 and 2013/2014 fiscal years. The Department subsequently issued a Final Program Review Determination (“FPRD”) on November 30, 2021, where upon further review, the College entered into discussions to arrive at a total settlement amount of \$1,019,481.24, with payments of \$145,640.18 in each of fiscal years 2023 through 2029 (seven years). By entering into this agreement, the U.S. Department of Education considers this matter resolved, and no further action will be taken outside the established agreement between the College and the U.S. Department of Education. The College deems it prudent to resolve this matter within the scope of this agreement in order to achieve closure and strengthen the focus on serving our students into the future.

P1A – To approve a Contractual Salary Increase for Dr. Eric M. Friedman, President, Bergen Community College.

Action Requested

To approve a performance increase of 2% to President Eric M. Friedman.

Justification

This increase is to award Dr. Friedman based on his performance and the evaluation conducted by the Board of Trustees according to his contract.

Chairwoman Blakeslee requested a motion to approve Resolutions A/F16 and P1A. A motion was made by Secretary Barreto and seconded by Trustee Longo. Motion passed for Resolutions A/F16 and P1A.

Roll Call Vote for approval of the Resolutions A/F16 and P1A dated November 22, 2022

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

10 Yes on A/F16

10 Yes on P1A

Approved resolutions:

R1 – Designation of Depositories – Authorized Signatures

Approval is hereby granted to designate depositories and authorized signatures.

R2 – Board Meeting Dates and Official Publications

Approval is hereby granted for the approved regular meetings of the Board of Trustees for 2023.

2023 Meeting Dates

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday	January 10	5:00 p.m.	Paramus Campus
Thursday	February 9	5:00 p.m.	Paramus Campus
Tuesday	March 7	5:00 p.m.	Paramus Campus
Tuesday	April 11	5:00 p.m.	Meadowlands Campus
Tuesday	May 9	5:00 p.m.	Paramus Campus
Tuesday	June 13	5:00 p.m.	Paramus Campus
Tuesday	August 1	5:00 p.m.	Paramus Campus
Wednesday	September 6	5:00 p.m.	Paramus Campus
Tuesday	October 3	5:00 p.m.	Ciarco Campus
Tuesday	November 21	5:00 p.m.	Paramus Campus Reorganization Meeting

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 2022 -2023 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 – Reaffirm Policies of the Board of Trustees

Approval is hereby granted to reaffirm the policies of the Board of Trustees, as published on the college website.

R5 – Appointment of Legal Counsel: DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

Approval is hereby granted for the appointment of the law firm of DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P., as general counsel for Bergen Community College for the year commencing January 1, 2023 and ending December 31, 2023, in accordance with their proposal which was submitted in response to the Request for Qualifications for Legal Services, issued by the College on September 19, 2022.

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

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

September 1, 2022 to September 30, 2022	\$ 15,426.15
October 1, 2022 to October 31, 2022	\$ 16,192.03
Total:	\$ 31,618.18

A/F2 – To authorize the purchase of managed print services provided by MRA International.

Approval is hereby granted for the purchase of Managed Print Services including toner, parts, service, and maintenance for our entire networked printer fleet from MRA International through Bergen County Cooperative Bid # 22-24 - Resolution # 472-22 at an estimated cost of \$60,000.00.

A/F3 - To authorize the renewal of the College's annual Laserfiche electronic form software subscription from Accelerated Information Systems, Inc.

Approval is hereby granted to renew the College's annual Laserfiche electronic form software subscription from Accelerated Information Systems, Inc. for the term of December 22, 2022 through December 21, 2023 at a cost of \$62,995.83.

A/F4 – Authorization to Award Public Bid #P-2372 for On-Call Network Cabling to Integrated Micro Systems Inc.

Approval is hereby granted to award Public Bid #P-2372 for On-Call Network Cabling to Integrated Micro Systems, Inc. for an estimated amount of \$92,500, for the period December 15, 2022 through December 14, 2024.

A/F5 – Authorization to award Public Bid P-2371 for On-Call Locksmith Services to Parent Door Hardware Sales and Service, Inc. for a two-year period.

Approval is hereby granted to award Public Bid P-2371 for On-Call Locksmith Services to Parent Door Hardware Sales and Service, Inc. for an estimated amount of \$392,712.50 for a two-year period beginning November 30, 2022 through November 29, 2024.

A/F6 – To authorize the purchase of communications equipment, including radios, programming, accessories, and peripherals for the College's Public Safety and Facilities Staff.

Approval is hereby granted to purchase, program, and install radio communications systems, including radios, accessories, and associated peripherals through NJ State Contract #83909 from Motorola Solutions, Inc. at a cost of \$199,999.71.

A/F7 – To award management and operation of campus food services to American Dining Creations in accordance with RFP R-097 for the period January 1, 2023 thru December 31, 2027 and to negotiate a contract that codifies the terms of this agreement.

Approval is hereby granted to award RFP # R-097 Management and Operation of Food Services to American Dining Creations for a 5-year agreement beginning January 1, 2023 – December 31, 2027 with an option to renew for an additional 5 years if agreeable to both parties.

A/F8 – To authorize the purchase of a Curriculum Management System through Digital Architecture LLC, a Modern Campus Company.

Approval is hereby granted to purchase and implement an online Curriculum Management System through Digital Architecture LLC, a Modern Campus Company for a term of three years at a total cost of \$144,139.95 payable annually as follows:

Year 1 = \$64,550.40

Year 2 = \$38,824.17

Year 3 = \$40,765.38

A/F9 – To authorize the renewal of hardware and license support with CDW Government, LLC for Nutanix hardware platforms.

Approval is hereby granted to renew Nutanix hardware and license support for one year with CDW Government, LLC through NJ State Contract #T3121 Software (T3121 #20-TELE-01511) in the amount of \$105,000.71.

A/F10 – To authorize the purchase of Blackboard Ally software for Canvas through lead agency Edge (formerly NJEdge).

Approval is hereby granted to enter into a 3-year agreement with lead agency Edge (Contract# EMLAS-19-003) for Blackboard Ally software for Canvas LMS for the period of 1/1/23 through 12/31/26 at a price protected cost of \$99,000.00 payable annually in three equal payments of \$33,000.00 per year.

A/F11 – Authorization to purchase video surveillance equipment, including security cameras, accessories, and associated peripherals for Public Safety and Security staff.

Approval is hereby granted to purchase, program and install video surveillance systems, including security cameras, accessories, and associated peripherals through Edge Contract #00278834, DCA #269EMCPS from Mind's Eye Technologies at a cost of \$141,137.14.

A/F12 – To authorize the extension of temporary accounting services through Accounting Principals, a division of The Adecco Group, for the Finance department.

Approval is hereby granted to continue critical temporary accounting support at an additional amount not to exceed \$50,000.00 with Accounting Principals, a division of The Adecco Group.

A/F13 – To authorize entering into an agreement with Ellucian Company L.P. to provide information technology management services and staffing in the amount of \$7,776,003.

Approval is hereby granted to enter into an agreement with Ellucian Company L.P. to provide information technology management services and staffing, for a period of three years beginning November 1, 2022 through October 31, 2025 in the amount of \$7,776,003, invoiced monthly during the three-year term of the agreement in the amount of \$216,000.00, with an option to renew for an additional 2 years at the College's discretion.

A/F14 – To authorize the purchase of student and faculty support resources from Assessment Technologies Institute (ATI) nursing education to increase retention and student outcomes on the National Council Licensure Examination-Registered Nurse (NCLEX-RN).

Approval is hereby granted to spend an amount not to exceed \$150,000.00 for Academic Year 2023 for the Assessment Technologies Institute Program (ATI).

A/F15 – To authorize the addition of a part-time 6-month Canvas Learning Management System (LMS) resource with Ellucian Company L.P.

Approval is hereby granted to add a part-time Canvas LMS technical resource with Ellucian Company L.P. for a period of six months beginning December 1, 2022 through May 30, 2023 in the amount of \$74,535.00.

A/F16 – To approve President Eric M. Friedman to finalize a settlement agreement with the United States Department of Education, Federal Student Aid ("Department"), regarding the results of a Federal Program Review ("FPR") issued on September 5, 2018 for the 2012/2013 and 2013/2014 fiscal years.

Approval is hereby granted to enter into an agreement with the U.S. Department of Education to settle claims totaling \$1,019,481.24 that resulted from an FPR related to the 2012/2013 and 2013/2014 fiscal years.

A/F17 – To award RFP # R-098 to Karasch and Associates for the provision of remote captioning services for deaf and hard of hearing students.

Approval is hereby granted to award remote ASL interpreting, Cart and Typewell speech to text services to Karasch and Associates for a period of two years at a cost of \$93/hour for CART services and \$59/hour for TypeWell services for an estimated cost of \$75,000 per year.

E/SA1 – Appointment: Advisory Committee Members

Approval is hereby granted to appoint Advisory Committee members for a three-year term (unless otherwise specified), effective December 1, 2022.

E/SA2 – The College will join in submitting a consortium grant application to the United States Department of Labor Strengthening Community College Training (SCCT) program and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to join a partnership with lead agency Hudson County Community College on a grant application to the US Department of Labor SCCT program, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

ESA3 – To authorize submission of a grant application in the amount of \$5,000,000 to the United States Department of Agriculture (USDA) and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Approval is hereby granted to submit a grant proposal of \$5,000,000 to the US Department of Agriculture NEXTGEN program competition and authorize President Eric M. Friedman, Ph.D., or his designee, to execute the required documents.

P1A – Approve: Contractual Salary Increase for Dr. Eric M. Friedman, President, Bergen Community College.

Approval is hereby granted to approve a performance increase of 2% to President Eric M. Friedman.

P1B – Appointment: Confidential

Approval is hereby granted to approve 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>
Reginald Grant	Senior Payroll Generalist / Human Resources	\$65,000 (pro-rated)	11/23/2022

P1C – Appointment: Grant Funded

Approval is hereby granted to approve 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>
Teresa Serio	Coordinator for the Center for Adult Transition / Office of Specialized Services / Student Affairs	\$75,000 (pro-rated)	12/01/2022

P1D – Appointment: Support

Approval is hereby granted to approve the appointment of the following individuals to the positions and annual salaries indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Rosalba Garcia	Officer / Public Safety	\$35,000 (pro-rated)	12/01/22
Michael Vaughn	Officer / Public Safety	\$35,000 (pro-rated)	12/01/22

P1E - Appointment: Professional

Approval is hereby granted to approve 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>
Frank Malave	Financial Analyst / Finance	\$65,000	12/1/22

P1F – Appointment: Support Staff

Approval is hereby granted to approve 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>
Christine Estrella	Secretary / Dental Hygiene / Academic Affairs	\$40,000	12/1/2022

P1G – Appointment: Confidential

Approval is hereby granted to approve 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>
Jessica Blundo	Director of Child Development / Child Development Center / Academic Affairs	\$81,000 (prorated)	12/05/2022

P1H – Appointment: Student Affairs Athletic Program (Coaching Staff)

Approval is hereby granted to approve the appointment of the following individual to part-time Assistant Coach position at the stipend indicated:

<u>Name</u>	<u>Asst. Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Cadeem Campbell	Men's Basketball	\$3,500	10/01/22 – 03/31/23 (retroactive)

**The hiring of the coaches is contingent on having a sufficient number of students participating in the College's various athletic programs.*

P2A – Approve Revised Job Description

Approval is hereby granted to approve the revised job description for the Director of Administration, Facilities.

P2B - Promotion: Professional

Approval is hereby granted to approve the promotion and revised job description 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>
Dr. Jessica Fargnoli	Assistant Director of Public Relations / Public Relations, Community and Cultural Affairs/External Affairs	\$70,000 (prorated)	12/1/2022

P2C - Promotion: Support

Approval is hereby granted to approve the promotion and revised job description 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>
Najibe Roman	Senior Accounting Assistant/ / Finance	\$50,000 (prorated)	12/1/2022

P2D - Approve: Confidential - Title Change and Revised Job Description

Approval is hereby granted to approve the title change and revised job description for the Dean of Research and Institutional Effectiveness.

P3A – Salary Adjustment – Support Staff

Approval is hereby granted to approve a salary adjustment for the following individuals as indicated.

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Besjana Adili	Custodian	\$33,999	11/23/2022
Mehmet Arslan	Custodian	\$33,999	11/23/2022
Noe Burgos	Custodian	\$33,999	11/23/2022
Amanda Caban	Custodian	\$33,999	11/23/2022
Carlo Capone	Custodian	\$33,999	11/23/2022
Joseph Cecere	Custodian	\$33,999	11/23/2022
Remington Coscarello	Custodian	\$33,999	11/23/2022
Andrew Sacher	Custodian	\$33,999	11/23/2022
Justin Slaughter	Custodian	\$33,999	11/23/2022
Arben Spirollani	Custodian	\$33,999	11/23/2022
Michael Zahorniak	Custodian	\$33,999	11/23/2022

P3B – Approve Professional Staff Merit Award Program recipients as per the agreement in the Professional Staff Memorandum of Agreement, Article XXXI, approved by the Board of Trustees on February 2, 2016.

Approval is hereby granted to approve the merit award increases for the following individuals with the contractual increase of 6.75% retroactive to 7/1/22 for the fiscal year 2022-2023. These merit increases are for the contract years: 2019-20, 2020-21, 2021-22 and are for members of the Professional Association.

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<u>Name</u>	<u>Position/Division</u>	<u>New Salary</u>
John Bruno	Testing Assistant / Student Affairs	\$ 57,804.10
Matthew Calamari	Technical Support Specialist II / Information Technology	\$ 52,634.45
Gloria Cevallos	Scheduling and Facilities Planner / Academic Affairs	\$ 85,664.16
April Harrison	Coordinator of Summer Intensive Program / Student Affairs	\$ 57,750.34
Candice Kaup Scioscia	Manager, Cerullo Learning Assistance Center / Academic Affairs	\$ 73,775.5
Gabriela Kosek	Testing Assistant / Student Affairs	\$ 56,047.29
Edwin Lopez-Rodriguez	Supervisor of Custodial Services / Facilities	\$ 74,029.45
Elena Luddy	Sr. Financial Accountant, Bursar / Finance	\$ 83,559.05
Deborah Michels	Technical Support Specialist II-MAC / Information Technology	\$ 75,018.22
Kirsten Perino	Office Manager / Information Technology	\$ 69,315.68
William Smith	Academic Lab Supervisor / Information Technology	\$ 80,475.20
Kenny Xheraj	Supervisor of Custodial Services / Facilities	\$ 74,029.45

P3C – Approve stipends for Nursing Clinical Faculty for Fall 2022 semester

Approval is hereby granted for payment of stipends for the following individuals in the Nursing Clinical Faculty in the amounts indicated for the Fall 2022 semester.

Fall 2022

<u>Name</u>	<u>Semester stipend amount</u>
<u>Full time</u>	
Marites Alconis*	\$1,200.00
Diana Constantino	\$2,400.00
Joana Constantino	\$2,400.00
Claire Cyriax	\$2,400.00
Joanne Diamantidis*	\$3,600.00
Carrie Polnyj	\$2,400.00
Toni Tortorella-Genova	\$2,400.00

Adjuncts

Barbara (Schweiger) Albanese	\$2,400.00
Christine Bancroft*	\$1,200.00
Jessica Brown*	\$1,200.00
Cyndi Chiulli	\$2,400.00
Tiffany Cuello	\$2,400.00
Giuseppina Finnerty	\$2,400.00
Elizabeth Plange-Kaye*	\$1,200.00

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Maureen Imbrogno	\$2,400.00
Rena Jaffe*	\$1,200.00
Rommell Jimenez	\$2,400.00
Christine Judge*	\$1,200.00
James Keogh	\$2,400.00
Michael Lang	\$2,400.00
Desiree Morgan	\$2,400.00
Lillith Okossi	\$2,400.00
Esteban Ramirez-Orta*	\$1,200.00
Pam Pascarelli*	\$1,200.00
Easter Grace Mana-ay-Rio	\$2,400.00
Josephine Rodriguez*	\$1,200.00
Kristi Rioux	\$2,400.00
Mary Santorelli*	\$1,200.00
Cheryl Sfikas	\$2,400.00
T. Dolma Siphur*	\$1,200.00
Kristi Schmidt	\$2,400.00
Robelisa Sistoso	\$2,400.00
Tenzin Lama-Tamang	\$2,400.00
Kryselle Alconis-Vo	\$2,400.00

* for additional ½ semester clinical

** for ½ semester clinical only

***for additional full semester clinical

P3D – Discontinue Stipend

Approval is hereby granted to discontinue the monthly stipend for the following individual as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Jennifer Migliorino-Reyes	Assistant Vice President of Student Affairs / Student Affairs	\$700.00	01/31/2023

P3E – Correction: Faculty

Approval is hereby granted to approve 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>
S.H. Chung	Associate Professor / Physical / Sciences / Math, Science and Technology / Academic Affairs (P1R-6/7/22)	\$79,934.94 (remains the same)	9/01/22

P4A – Approve: Leave of Absence / Professional

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
C. Michael Lapone	Manager of Facilities and Operations / Facilities	11/17/2022 – 03/31/2023 (retroactive)

P4B – Approve: Leave of Absence / Support Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Thomas Jessie	Senior Groundskeeper/ Facilities	12/20/2022 – 03/31/2023

P5A - Retirement: Confidential

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Linda Emr	Dean of Off Campus Sites / Academic Affairs	10/13/2008	01/01/2023

P5B - Retirement: Confidential

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Caroline Ofodile	Managing Director of Financial Operations and Student Assistance / Finance	01/26/1998	01/01/2023

P5C – Retirement: Faculty

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Howard Dreispan	Professional Assistant / Media Technologies / Information Technology	07/01/1987	01/01/2023

P5D – Retirement: Faculty

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Richlene Joannides	Ciarco Instructor / Continuing Education	3/16/2000	11/01/2022 (retroactive)

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P5E – Retirement: Professional

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Andrea Schaffel	Program Supervisor / Continuing Education and Workforce Development	11/01/2011	01/01/2023

P5F – Retirement: Administrators

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
William Yakowicz	Director of Grants Administration / Finance	01/05/1998	02/01/2023

P5G – Retirement: Confidential

Approval is hereby granted to approve the retirement of the following individual:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Annette Riser	Assistant Director of Payroll / Human Resources	09/15/2014	01/01/2023

P6A – Resignation: Support

Approval is hereby granted to accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Edinson Perez Santana	Custodian / Facilities	9/19/2022	9/28/2022 (retroactive)

P6B – Resignation: Grant Funded

Approval is hereby granted to accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
John Jantzen	Business Liason, Northern Region (New Jersey Healthworks Grant) / Continuing Education and Workforce Development	12/14/2020	11/03/2022 (retroactive)

P6C – Resignation: Professional

Approval is hereby granted to accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Anthony Florio	Accountant, Fixed Assets and Financial Analysis / Finance	12/01/2014	10/28/2022 (retroactive)

P6D – Resignation: Support

Approval is hereby granted to accept the resignation of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Colin Bleasdel	Officer / Public Safety	10/17/2022	10/20/2022 (retroactive)

S/F1 – Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2023 Request for Qualifications for these professional services.

Approval is hereby granted to approve the below list of Professional Architects and Engineers for 2023 that submitted all the required documents in response to a Request for Qualifications.

ARCHITECTURAL FIRMS		ENGINEERING FIRMS	
1	Alaimo Group/Tri-State Architects, PC	1	Alaimo Group
2	Arcari + Iovino Architects PC	2	Becht Engineering
3	BKP Architects P.C.	3	Boswell Engineering
4	Clarke Caton Hintz	4	Bowman
5	Di Cara Rubino Architects	5	Colliers Engineering & Design
6	Di Domenico + Partners LLP	6	Concord Engineering
7	DMR Architects	7	Gilsanz Murray Steficek LLP
8	H2M Architects & Engineers	8	GZA GeoEnvironmental, Inc.
9	JRS Architect, PC	9	H2M Architects & Engineers
10	LAN Associates	10	KS Engineers PC
11	Lothrop Associates LLP Architects	11	LAN Associates
12	Musical Group PA	12	MATRIXNEWORLD
13	Netta Architects	13	MFS Engineers & Surveyors
14	NK Architects	14	O & S Associates, Inc.
15	O & S Associates, Inc.	15	Neglia Engineering Associates
16	Poskanzer Skott Architects	16	PS&S
17	PS&S	17	Remington & Vernick Engineers
18	PZS Architects, LLC	18	Suburban Consulting Engineers, Inc.
19	RSC Architects	19	T&M Associates
20	USA Architects	20	Van Cleef Engineering With Focus
		21	YU & Associates, Inc

ADJOURNMENT

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

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

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

Thank you,

Trustee Joseph Barreto, Secretary, Board of Trustees
Bergen Community College