



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

BOARD OF TRUSTEES
PUBLIC MEETING

Paramus Campus – Technology Building – Conference Rooms B and C

Wednesday, November 3, 2021 – 5:00 p.m.

I. Call to Order

II. Open Public Meetings Act Statement

III. Roll Call

IV. Pledge of Allegiance

V. Report from Nominating Committee on Slate of Officers

Action by Trustees on Slate of Officers

VI. Reorganization

Open to Public – (Comments on Actions R1 through R5 only)

Action

1. Designation of Depositories – Authorized Signatures
2. Board Meeting Dates and Official Publications - 2022
3. Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College
4. Reaffirm Policies of the Board of Trustees
5. Appointment of Legal Counsel: DeCotiis, FitzPatrick, Cole and Giblin, L.L.P.

VII. Action on Reorganization Resolutions R1 through R5

VIII. Reports:

- A. Vice Chairman
- B. Treasurer
- C. President
- D. Committees
 1. Audit, Finance and Legal Affairs
 2. Education and Student Affairs
 3. Personnel
 4. Site and Facilities
 5. Strategic Planning and Issues
- E. Alumni Trustee
- F. Chairwoman



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

BOARD OF TRUSTEES
PUBLIC MEETING

Wednesday, November 3, 2021

Page Two

- IX. Unfinished Business / Board Members
- X. New Business / Board Members
- XI. Open to the Public
- XII. Actions
 - A. Approval of Minutes: Tuesday, October 5, 2021
 - B. Consent Agenda: Wednesday, November 3, 2021
- XIII. Executive Session: Anticipated Litigation / Matters falling within Attorney Client Privilege.
(New Business/Open to the Public)
- XIV. Adjournment



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

CONSENT AGENDA

Wednesday, November 3, 2021

Paramus Campus – Technology Building – Conference Rooms B and C

5:00 p.m.

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 Board Minutes – Tuesday, October 5, 2021

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

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To rescind the September 9, 2021 contract award to Benco Dental, in the estimated amount of \$515.64, for bid P-2346 Dental Hygiene Supplies, due to failure to submit the required EEO certificate.
3. Perkins Grant, authorization to purchase Laerdal Simulation Manikin 3G Plus and accessories.
4. Authorization to award Public Bid P-2348 Hybrid Learning Classrooms to SHI International Corporation.
5. To enter into a 3-year contract with Aspire Technology Partners, LLC to renew the College's subscription to Cisco's Umbrella Cloud Security for Education Product.
6. Lease of a new vehicle for the President to replace the current vehicle.

PERSONNEL (P)

1.
 - A. Appointment: Confidential Staff
 - B. Appointment: Student Affairs Athletic Program (Coaching Staff)
 - C. Approve: New Position – Confidential
 - D. Appointment: Confidential Staff
 - E. Appointment: Grant Funded Staff
 - F. Appointment: Grant Funded Staff
 - G. Appointment: Support Staff
2. Approve: Title Change and change of funding source.
3. Reappointment: Grant
4. Approve: Leave of Absence / Professional Staff
5. Retirement: Faculty
6. Resignation: Professional Staff

**Consent Agenda
November 3, 2021
Page two**

PERSONNEL (P)

7. Termination: Grant
8. The Bergen Community College Faculty Association (hereinafter, "BCCFA"), the Bergen Community College Administrators Association (hereinafter, "BCCAA"), the Bergen Community College Professional Staff Association (hereinafter, "BCCPSA"), and the Bergen Community College Support Staff Association (hereinafter, "BCCSSA") (hereinafter, collectively the "bargaining units"), and Bergen Community College (hereinafter, collectively the "Parties") mutually agree to the following terms and conditions that only apply to SARS-CoV-2/Covid-19 vaccination/immunization.

SITE AND FACILITIES (S/F)

1. To reject the sole bid received for Public Bid #P-2349 from You First Services, Inc. for the installation of ionization systems for existing rooftop units at the Hackensack and Lyndhurst Campuses.



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

BOARD OF TRUSTEES ACTION Reorganization 1
Approval Date: November 3, 2021

Resolution

Designation of Depositories – Authorized Signatures

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, 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. Chief Financial Officer

* Facsimile signature plate authorized

**Exhibit 1
Page Two
November 3, 2021**

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
99 West Essex St.
Maywood, NJ 07607

Investors Bank
70 Hackensack Avenue
Hackensack, NJ 07601

Lakeland Bank
Administrative Center
1 Passaic Street
Rochelle Park, NJ 07662

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

PNC Bank
710 Turnpike Road
East Brunswick, NJ 08816

Provident Bank
464 Eagle Rock Avenue
West Orange, NJ 07052

TD Bank
1000 MacArthur Boulevard
Mahwah, NJ 07430

Valley National Bank
1460 Valley Road
Wayne, NJ 07470



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

BOARD OF TRUSTEES ACTION Reorganization 2
Approval Date: November 3, 2021

Resolution

Board Meeting Dates and Official Publications

Submitted By

Dr. Eric M. Friedman, President
Office of the President/Board of Trustees Office – M. Ferrara

Action Requested

The following dates are to be approved for regular meetings of the Board of Trustees for 2022.

2022 Meeting Dates

<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Tuesday	January 11	5:00 p.m.	Paramus Campus
Tuesday	February 1	5:00 p.m.	Paramus Campus
Tuesday	March 1	5:00 p.m.	Paramus Campus
Tuesday	April 5	5:00 p.m.	Meadowlands Campus
Tuesday	May 3	5:00 p.m.	Paramus Campus
Tuesday	June 7	5:00 p.m.	Paramus Campus
Tuesday	August 2	5:00 p.m.	Paramus Campus
Wednesday	September 7	5:00 p.m.	Paramus Campus
Tuesday	October 11	5:00 p.m.	Ciarco Campus
Tuesday	November 22	5:00 p.m.	Paramus Campus - Reorganization Meeting

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. All individuals attending the meetings in-person **shall be required to wear masks.**

Justification

To establish dates of the Board of Trustees Meetings in conformance with Policy 004-002:2018 Board Meetings with Official Publications. These dates will be published in the following newspapers: The Record and The Herald News.

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 07652
201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION Reorganization 3
Approval Date: November 3, 2021

Resolution

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

Submitted By

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Action Requested

Reaffirm the credit programs, curricula, and courses as published in the 2021 -2022 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, as published on the college website:

bergen.edu/catalog



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

BOARD OF TRUSTEES ACTION Reorganization 4
Approval Date: November 3, 2021

Resolution

Reaffirm Policies of the Board of Trustees

Submitted By

Dr. Eric M. Friedman, President

Action Requested

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

<https://bergen.edu/about-us/college-policies/>



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

BOARD OF TRUSTEES ACTION Reorganization 5
Approval Date: November 3, 2021

Resolution

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

Submitted By

The Audit, Finance and Legal Affairs Committee

Action Requested

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, 2022 and ending December 31, 2022, in accordance with their proposal which was submitted in response to the Request for Qualifications for Legal Services, issued by the College on September 20, 2021.

Justification

The Request for Qualifications was advertised on September 20, 2021 on the College website, in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process." Legal services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (1).

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



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

BOARD OF TRUSTEES ACTION A/F1
Approval Date: November 3, 2021

Resolution:

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

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested

Approval for payment of the following legal vouchers:

DeCotiis, FitzPatrick, Cole & Giblin. LLP.

September 1, 2021 to September 30, 2021 \$ 15,882.80

Legal bills will be 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
Amount:	\$ 16,497.00



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

BOARD OF TRUSTEES ACTION A/F-2
Approval Date: November 3, 2021

Resolution

To rescind the September 9, 2021 contract award to Benco Dental, in the estimated amount of \$515.64, for bid P-2346 Dental Hygiene Supplies, due to failure to submit the required EEO certificate.

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Susan Barnard, Dean, Health Professions
Ms. Stephanie Weise, Interim Director Purchasing and Services

Action Requested

Authorization to rescind the contract award to Benco Dental for Public Bid P-2346.

Justification

The rescind of the contract award to Benco Dental for bid P-2346 due to failure to provide required documents as requested in the bid specifications.



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

BOARD OF TRUSTEES ACTION A/F3
Approval Date: November 3, 2021

Resolution

Perkins Grant, authorization to purchase Laerdal Simulation Manikin 3G Plus and accessories.

Submitted By

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Authorization to purchase Laerdal SimMan 3G Manikin, software, and related accessories at a cost of \$94,417.10 from Laerdal.

Justification

Laerdal ALS SimMan 3G is a state of the art, tetherless, high-fidelity simulator that provides Paramedic Science students with real world scenarios. The Bergen Community College Paramedic Science program currently owns and utilizes a total of eight Laerdal high fidelity ALS simulator Manikins for adult and pediatric practice. The consistency of the features and capabilities provide students and faculty with experiences that meet or exceed the program's course learning objectives as well as CoAEMSP accreditation guidelines.

This manikin uses the LLEAP simulation software. All faculty have been trained on LLEAP and function at a level in which to operate them. The faculty are also regularly updated on changes to the software or functionality through faculty development. Utilizing these manikins provides a consistent learning environment to accomplish course and program learning objectives.

The Laerdal ALS SimMan 3G mannequin meets the specific training and learning objectives of the American Heart Association which provides the guidelines for Paramedics to meet the Basic Life Support, Advanced Cardiac Life Support, and Pediatric Advanced Life Support course objectives for certification. These certifications are mandatory credentials for the Paramedics Program. The Laerdal SimMan 3G manikin is only available through Laerdal Medical Corporation.

The College has a need to award the procurement as a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Laerdal Medical Corporation 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 exempt from bidding in accordance with County College Contracts Law 18A:64A25.5 (a) (3) (Sole Source).

This procurement is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5(a) (3) (Sole Source).

Charge To: Perkins Grant
Account: 20-02-597000-604212
Total: \$94,417.10



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

BOARD OF TRUSTEES ACTION A/F 4
Approval Date: November 3, 2021

Resolution

Authorization to award Public Bid P-2348 Hybrid Learning Classrooms to SHI International Corporation.

Submitted By

Dr. Eric M. Friedman, President
Dr. Brock Fischer, V.P. Academic Affairs
Mr. Wilton Thomas Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Authorization to award Public Bid P-2348 Hybrid Learning Classrooms to SHI International Corporation in the amount of \$609,406.68.

Justification

Immersive Classrooms can play a significant role in the future of education enabling a human connection between local and remote learners and faculty into a unified learning environment. Immersive Learning highly encourages students and faculty to have a more engaging and participative role in the learning process due to human connection that is made with modern audio and visual technology. With the college looking to expand the number of students permitted to attend "in-person" classes, there is still a large need to support and accommodate those students attending classes virtually. To solve this virtual accommodation challenge requires implementing "Immersive Classroom" technology in a large number of the BCC classrooms. This technology consists of high-quality cameras, microphones, and speakers in each classroom. These classrooms will also require electrical and network cabling be completed along with support work on the walls to allow for the mounting of large screen monitors.

Thirty (30) Vendors registered for the bid and four (4) vendors submitted bids. The lowest bidder, Stewart, submitted an incomplete bid sheet and the incorrect bid bond amount which is considered a fatal flaw and therefore this bid is rejected. The second lowest bidder was SHI International Corporation. Their bid was complete and submitted the correct bid bond.

Bids were received from:

Stewart, A Xerox Company (incorrect bid bond)	\$493,577.30
SHI International Corporation	\$609,406.68
Howard Technology Solutions (incorrect bid bond)	\$653,321.00
CDW Government LLC	\$801,237.63

Charge to:	HEERF
Account Number:	20-06-596300-604209
Amount:	\$609,406.68



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

BOARD OF TRUSTEES ACTION A/F5
Approval Date: November 3, 2021

Resolution

To enter into a 3-year contract with Aspire Technology Partners, LLC to renew the College's subscription to Cisco's Umbrella Cloud Security for Education Product.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Interim Director, Purchasing and Services

Action Requested

Authorization to enter into a 3-year contract with Aspire Technology Partners, LLC to renew the College's subscription to Cisco's Umbrella Cloud Security for Education Product for the term of 11/14/21 – 11/13/24 in the amount of \$64,339.18.

Justification

Umbrella is a part of the College's portfolio of security tools which closes a significant gap in our attack surface area. Umbrella reduces the College's vulnerability to phishing emails and potentially harmful websites. Additionally, it provides a high level of control and visibility into the College's internet utilization. Entering into a 3-year agreement will save the College a minimum of \$7,111.97. The cost is payable in three annual installments of \$21,446.39.

Quotations for this project were received from the companies listed below.

Aspire Technology Partners, LLC	\$64,339.18
CDW Government LLC	\$74,263.14
SHI International Corporation	\$89,095.77

This purchase is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a)(19)(software)

Charge to: College Operating Funds
Account: 10-01-165100-607526
Total: \$64,339.18



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

BOARD OF TRUSTEES ACTION A/F6
Approval Date: November 3, 2021

Resolution

Lease of a new vehicle for the President to replace the current vehicle.

Submitted By

Audit and Finance Committee

Mr. Wilton Thomas-Hooke, Chief Financial Officer

Ms. Stephanie Weise, Interim Director of Purchasing and Services

Action Requested

Authorization to lease a new 2022 Volvo XC60 from Ramsey Volvo at a lease cost of \$299.00 per month for use by the College President as per the President's employment contract approved by the Board of Trustees.

Justification

This vehicle will replace the 2017 vehicle that is currently utilized by the College President. The 2017 Chevrolet is being traded in at an amount of \$21,000.00.

Quotations were obtained from the companies listed below:

Volvo Cars Ramsey: \$299.00 per month for three years.

Kundert Volvo Cars of Hasbrouck Heights: \$390.00 per month for three years.

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

Charge To: College Capital

Account Number: 20-00-120100-604205 Vehicles



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

BOARD OF TRUSTEES ACTION P1A
Approval Date: November 3, 2021

Resolution

Appointment: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim Vice President, Student Affairs
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To appoint the following individual to the indicated temporary (TFT) full time position (1 year) at the annual rate, title and effective date as noted:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Donna Puleo	College Nurse / Health Services	\$84,000	11/15/21
	Student Support / Student Affairs		(pro-rated)

Justification

To fill a HEERF II budgeted project position through a successful search process pending successful completion of background checks and references. The position will provide support to the Health Services Department for review and tracking of information related to the College's COVID vaccination plan. This position is at-will.

Charge to: HEERF II Operating Funds
Account Number: 50-06-596300-601110



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

BOARD OF TRUSTEES ACTION P1B
Approval Date: November 3, 2021

Resolution

Appointment: Student Affairs Athletic Program (Coaching Staff)

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim Vice President, Student Affairs
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the appointment of the following individuals to part-time Assistant Coach positions at the stipends indicated:

<u>Name</u>	<u>Asst. Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Pablo Carrasco	Men's Basketball	\$3,500.00	10/01/21 – 03/31/22
Kevin Gibbs	Men's Basketball	\$3,500.00	10/01/21 – 03/31/22
Regina Malz	Women's Basketball	\$3,500.00	10/01/21 – 03/31/22
Anthony Fajardo	Wrestling	\$3,500.00	10/15/21 – 03/16/22
Anthony Ratti	Baseball	\$3,500.00	10/01/21 – 06/30/22

Justification

The above-mentioned stipends are seasonal.

Charge To: College Operating Funds

Account Number: Various



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

BOARD OF TRUSTEES ACTION P1C
Approval Date: November 3, 2021

Resolution

Approve: New Position – Confidential

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the following position to be added to the approved position listing on the College's organizational chart:

Manager, Grants and Regulatory Compliance

Justification

To approve the newly created position due to the need to manage the sizeable and growing amounts of federal, state and local funds dispersed by agencies and other award entities to the College. This audit and reconciliation position does not currently exist and is needed for grant performance oversight to lead to better program outcomes. This position is at-will.

Charge To: College Operating Funds
Account Number:



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

BOARD OF TRUSTEES ACTION P1D
Approval Date: November 3, 2021

Resolution

Appointment: Confidential Staff

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To appoint the following individual to the indicated position at the annual rate, title and effective date as noted:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
John Scardina	Manager, Grants and Regulatory Compliance / Grants Administration / Finance	\$88,000	11/22/21 (pro-rated)

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: College Operating Funds
Account Number:



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

BOARD OF TRUSTEES ACTION P1E
Approval Date: November 3, 2021

Resolution

Appointment: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim Vice President, Student Affairs
Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

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>
Carmen Rodriguez	EOF Counselor / Student Support / Student Affairs	\$43,000	11/08/21

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: EOF Grant
Account Number:



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

BOARD OF TRUSTEES ACTION P1F
Approval Date: November 3, 2021

Resolution

Appointment: Grant Funded Staff

Submitted By

Dr. Eric M. Friedman, President
Dr. Ralph Choonoo, Interim Vice President, Student Affairs
Ms. Yvette Aviles, Assistant Director of Human Resources

Action Requested

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>
Ross Billings	Success Coach / Student Support / Student Affairs	\$54,000.00	11/17/21

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: Perkins Grant
Account Number:



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

BOARD OF TRUSTEES P1G
Approval Date: November 3, 2021

Resolution

Appointment: Support Staff

Submitted By

Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Andrew Sacher	Custodian / Custodial Operations / Facilities	\$31,124.00	11/15/21

Justification

To fill a budgeted position through a successful search process pending successful completion of background checks, references and 90 Day probation. This position is at-will.

Charge to: College Funds
Account Number:



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

BOARD OF TRUSTEES ACTION P2
Approval Date: November 3, 2021

Resolution

Approve: Title Change and change of funding source.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the following title change:

<u>Name</u>	<u>Current Title</u>	<u>New Title</u>	<u>Effective date:</u>
Laura Frazer	Sr. Grants Manager Compliance Officer	Sr. Grants Manager	11/01/2021

Justification

The position is being moved from Grant funds to college operating funds. This position is at-will.

Charge to: College Operating Funds
Account Number:



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

BOARD OF TRUSTEES ACTION P3
Approval Date: November 3, 2021

Resolution

Reappointment: Grant

Submitted By

Dr. Eric M. Friedman, President

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the reappointment of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Laura Madera	Peer Mentor Coordinator/Coach (Title V)	\$56,100.00 (pro-rated)	10/01/21
Barbara Abolafia	Summer Explorations Coordinator (Title V)	\$54,366.00 (pro-rated)	10/01/21

Justification

To reappoint these individuals in the grant-funded positions due to the approval of a no cost extension of the Title V grant.

Charge To: Grant Funds (Title V)

Account Number:



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

BOARD OF TRUSTEES ACTION P4
Approval Date: November 3, 2021

Resolution

Approve: Leave of Absence / Professional Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Christine Gillespie, Executive Director of Continuing Education and Workforce Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

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>
Scott Cohen	Program Supervisor / Continuing Education	10/11/21 (retroactive)

Justification

Medical Leave



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

BOARD OF TRUSTEES ACTION P5
Approval Date: November 3, 2021

Resolution

Retirement: Faculty

Submitted By

Dr. Eric Friedman, President

Dr. Christine Gillespie, Executive Director of Continuing Education and Workforce Development

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Katherine Renick	Instructor / Ciarco / Continuing Education	01/01/08	11/01/21

Justification

Retirement



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

BOARD OF TRUSTEES ACTION P6
Approval Date: November 3, 2021

Resolution

Resignation: Professional Staff

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Jennifer Sansevere	Coordinator, Specialized Services / Office of Specialized Services / Student Affairs	01/08/07	10/28/21

Justification

Resignation



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

BOARD OF TRUSTEES ACTION P7
Approval Date: November 3, 2021

Resolution

Termination: Grant

Submitted By

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested

To approve the termination of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Erica James	Professional Success Coach (Title V)	09/30/21 (retroactive)

Justification

To eliminate this grant funded position due to the expiration of the grant.



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

BOARD OF TRUSTEES ACTION P8
Approval Date: November 3, 2021

Resolution

The Bergen Community College Faculty Association (hereinafter, "BCCFA"), the Bergen Community College Administrators Association (hereinafter, "BCCAA"), the Bergen Community College Professional Staff Association (hereinafter, "BCCPSA"), and the Bergen Community College Support Staff Association (hereinafter, "BCCSSA") (hereinafter, collectively the "bargaining units"), and Bergen Community College (hereinafter, collectively the "Parties") mutually agree to the following terms and conditions that only apply to SARS-CoV-2/Covid-19 vaccination/immunization.

Submitted By

Dr. Eric M. Friedman, President

Dr. Larry Hlavenka, Executive Director – Public Relations, Community and Cultural Affairs

Ms. Yvette Aviles, Associate Director of Human Resources

Justification

Throughout the COVID-19 pandemic, the College has maintained a safe campus environment by establishing various protocols to protect the health and safety of its community. These protocols have prevented any cases of community spread on campus.

The College's most recent change to its protocols - a vaccine or weekly negative test requirement for all faculty, staff and student workers - reflects the availability of proven safe and effective vaccines against COVID-19 and best practices recommended by federal, state and county health officials. The College instituted the requirement for all employees Monday, Oct. 18, 2021.

The MOA outlines the work rules for all affiliated and unaffiliated faculty, staff and student workers employed by the institution, setting definitions, expectations and process surrounding the vaccine/weekly negative test requirement.

**Memorandum of Agreement between
Bergen Community College
and
Bergen Community College Faculty Association
Bergen Community College Support Staff Association
Bergen Community College Professional Staff Association
Bergen Community College Administrators Association**

The Bergen Community College Faculty Association (hereinafter, "BCCFA"), the Bergen Community College Administrators Association (hereinafter, "BCCAA"), the Bergen Community College Professional Staff Association (hereinafter, "BCCPSA"), and the Bergen Community College Support Staff Association (hereinafter, "BCCSSA") (hereinafter, collectively the "bargaining units"), and Bergen Community College (hereinafter, collectively the "Parties") mutually agree to the following terms and conditions that only apply to SARS-CoV-2/Covid-19 vaccination/immunization:

1a. By Monday, October 18, 2021, all bargaining unit employees (hereinafter, "employee") shall be required to be vaccinated/immunized with at least one full dose, as defined by the Food and Drug Administration (hereinafter, "FDA") of the United States, of at least one of the FDA approved or emergency approved vaccinations for SARS-CoV-2/Covid-19 virus and disease.

1b. When requested, employees shall provide evidence of SARS-Cov-2/Covid-19 vaccination, which includes, but is not limited to, a letter (medical certification) from licensed healthcare provider, or Centers for Disease Control ("CDC") (e.g., Center for Disease Control form 731 (International Certificate of Vaccination or Prophylaxis approved vaccination card), through the College's secure database for collecting proof of vaccination. The Parties agree that such information is confidential and covered by HIPAA.

Any employee's paperwork/documentation deemed unacceptable for recognition of the SARS-CoV-2/Covid-19 vaccination shall be allowed five (5) business days to obtain acceptable documentation from the employee's medical/healthcare provider or whatever organization administered the SARS-CoV-2/Covid-19 vaccine.

1c. An employee shall be entitled to two "vaccination half-days" independent of his or her existing time off balances in order to obtain the first and second shot of the vaccination. Employees can use this time by reporting to his or her supervisor and uploading proof of vaccination to the secure database portal.

2. Adverse reactions/side effects. Employees who experience significant adverse reactions to the SARS-CoV-2/Covid-19 vaccine should report them to the College/supervisor. Employees who were required to obtain a SARS-CoV-2/Covid-19 vaccine and experience significant adverse reactions to the SARS-CoV-2/Covid-19 vaccine shall be placed on administrative paid leave (the employee's earned or accrued sick time/vacation shall not be used) for the first two (2) days after the time of the vaccine's initial dispensing while the employee obtains a medical evaluation

from either the employee's physician or a College physician (choice to be made by the employee).

Employees may submit any and all adverse reactions to the SARS-CoV-2/Covid-19 vaccine to the New Jersey State Worker's Compensation claims and benefits as workplace injuries. The College will make no determination regarding the claims, as it has no part in doing so.

3. Privacy/Confidentiality. The certifications, documentation, and attestations shall be submitted through the College's secure database for collecting proof of vaccination or weekly tests. Such information shall be stored and maintained separately from the employee's personnel files as required by Federal and State law, regulations, and rules.

4. Testing for Unvaccinated Employees. Unvaccinated employees shall submit to and present the results of an FDA approved or emergency approved SARS-CoV-2/Covid-19 test once per week. Except for employees who have approved medical exemptions from SARS-CoV-2/Covid-19 vaccination due to physician documented health conditions that prevent vaccination, employees will use their own medical/healthcare providers/insurance for said testing.

Medically exempt employees will submit physician documentation to the Office of Human Resources and Associate Director of Health Services for review and approval. For medically exempt employees, the College shall provide for, or bear the total costs of, SARS-CoV-2/Covid-19 weekly testing.

During a week in which an employee is on paid or unpaid leave, and/or weeks in which the College is closed and/or there are paid holidays, or combinations thereof, unvaccinated employees shall not be required to submit test results for said week.

5. Considerations for Compliance. Should an employee fail to upload his or her vaccination record or negative test result by Monday, November 1, 2021, (or any weekly date thereafter) he or she will receive a verbal notification from the Department of Human Resources that the College does not have proof of vaccination or negative test. The notice should instruct the employee to submit proof within two (2) business days of either complete vaccination or receipt of the first dose or a negative test.

Failure to provide proof of at least a first dose of SARS-CoV-2/Covid-19 vaccination or negative test within two (2) days of the verbal warning, an employee will receive a written warning. The written warning from the Department of Human Resources should also advise the employee that failure to provide proof of vaccination or negative test within two (2) business days of the issuance of the written warning will result in the employee being placed on a five-day unpaid leave of absence starting Monday, November 8, 2021 (or any weekly date thereafter).


The employee may submit proof of vaccination or negative test using the secure database at any time during the five-day unpaid leave of absence, and once Human Resources has confirmed receipt of the proof and verified it, the employee will be returned to pay status the next business day.

Should the employee fail to upload proof of a negative test after missing the first enforcement deadline (November 1, 2021 or any weekly date thereafter) and the five-day unpaid leave of absence, he or she will remain on unpaid leave while the College pursues disciplinary action pursuant to the progressive discipline outlined in the bargaining unit contract agreements, or, if applicable, New Jersey statutory/regulatory procedures leading up to and including possible termination.

This Memorandum of Agreement shall remain a sidebar agreement to the Parties' collective negotiations agreements, and the entirety of same shall expire as of 12:01 AM (00:01) on December 1, 2022. By mutual agreement, this Memorandum of Agreement may be extended to a future expiration date.

This Memorandum of Agreement shall be without prejudice to any of the Parties, and shall not constitute a precedent.

In witness whereof, the Parties hereto set their respective hands and seals this 1st day of Nov, 2021.


Eric Friedman, President
Bergen Community College

Dated:

10/28/21

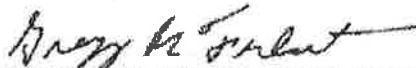

Mickey Dick
Bergen Community College Support Staff Association

Dated:


10/31/21

Tobyn DeMarco (e-signature)
Bergen Community College Faculty Association

Dated: October 15, 2021


Gregg K. Tordella
Professional Staff Association
Bergen Community College

Dated: 10/15/21


[unintelligible]
Administrators Association
Bergen Community College

Dated:

10/15/2021



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

BOARD OF TRUSTEES ACTION S/F 1
Approval Date: November 3, 2021

Resolution

To reject the sole bid received for Public Bid #P-2349 from You First Services, Inc. for the installation of ionization systems for existing rooftop units at the Hackensack and Lyndhurst Campuses.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Michael Hyjeck, Managing Director, Physical Plan
Ms. Stephanie Weise, Interim Director, Purchasing and Services
Mr. Robert P. Coane, Director of Campus Planning and Improvements

Action Requested

To reject You First Services, Inc., the sole bidder for Public Bid P-2349 Bi-Polar Ionization Upgrades.

Justification

The sole bidder for Public Bid P-2349, You First Services, Inc., submitted a bid for Public Bid P-2349 Bi-Polar Ionization Upgrades for Existing Roof Top Units, which was incomplete and thus deemed non-responsive. You First Services, Inc. submitted prices for equipment only and not for the entire project, which includes installation. Additionally, You First Services, Inc. did not submit a bid bond, which is a requirement for this bid.

A total of 18 companies registered for bid packages and 1 bid was received.

The College will prepare to rebid this project in the near future.