

**BOARD OF TRUSTEES  
BERGEN COMMUNITY COLLEGE  
Minutes of the Tuesday, October 3, 2023  
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, October 3, 2023, in the Ciarco Learning Center in room 102/103 at Bergen Community College, 355 Main Street, Hackensack, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:05 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the state of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first-floor main lobby of the Pitkin Education Center of Bergen Community College and on the College's website at <https://bergen.edu/about-us/board-of-trustees/meetings/> and was emailed to The Record and The Herald News and filed with the Clerk of the County of Bergen, December 4, 2022."

**ROLL CALL**

Present

Mrs. Dorothy Blakeslee  
Mr. Louis DeLisio  
Mr. Damon Englese  
Mr. Patrick J. Fletcher  
Mr. Howard Haughton  
Mr. Mark Longo  
Ms. Ana Marti  
Mrs. Ritzy Moralez-Diaz  
Dr. Sheetal Ranjan  
Alumni Trustee Marisa Person

Absent

Mr. Adam Silverstein

Also Present

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

**PLEDGE OF ALLEGIANCE**

Chairperson Blakeslee led those present in the Pledge of Allegiance.

**PRESIDENT'S REPORT**

**Ciarco Learning Center**

President Friedman welcomed everyone to Bergen's Hackensack location, the Ciarco Learning Center. It has been a long tradition that trustee meetings are held at all three campus locations. This is an opportunity to experience the different facilities, programs, and resources that are offered.

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### **Enrollment**

Enrollment has eclipsed the 12,000 mark for 2023 Fall as we now have 12,017 students enrolled on 10/3/2023. This represents a 4.4% increase in headcount and 5.7% increase in credit hours. Students continue to enroll in the Fall Flex 2 session which begins on October 27.

### **Ramapo/Montclair Day**

Bergen Community College hosted two unique events that we hope to replicate with other four-year colleges. On October 17 and 23, we invited staff from Ramapo College of New Jersey and Montclair State University, respectively, to “have their own days” at Bergen.

We sponsored a networking event for students, academic affairs staff, and faculty, reaffirming the importance of the transfer agreements between the institutions. An articulation signing and presidents-only luncheon was held to discuss potential partnerships. Partnerships like these remain incredibly important and we look forward to future collaborations. Additionally, a team of BCC staff visited Pace University, forming new relationships and an action plan for partnership.

### **Hispanic Heritage Month**

We celebrated Hispanic Heritage month in October. We hosted a variety of events, presentations and celebrations of Hispanic culture and people. Marvel comic book writer Edgardo Miranda-Rodriguez appeared on October 19 as the month’s keynote speaker.

Hispanic heritage represents an integral part of our Bergen community and central to efforts as part of our diversity, equity, inclusion, and belongingness work.

Dr. Friedman had the opportunity to serve as a panelist at the Statewide Hispanic Chamber of Commerce’s Diversity Expo. He discussed the specific efforts that colleges must take to support Hispanic students. Our partnership with the Chamber continues to open doors for our college and students.

### **Yessika Garcia-Guzman**

Another important thread in our DEI outreach remains our collaboration with HACU, the Hispanic Association of Colleges and Universities. Dr. Yessika Garcia-Guzman, the Assistant Vice President of Financial Aid, earned a spot as one of 50 La Academia de Liderazgo fellows. The program aims to increase diverse representation in executive and senior-level positions in higher education. During the one-year fellowship program, Yessika will attend leadership seminars.

### **Dr. Ilan Ehrlich**

As part of communicating about Faculty accomplishments, Bergen history professor and noted author on Cuban politics, Dr. Ilan Ehrlich, discussed the 1933 and 1959 revolutions in the country at the Spuyten Duyvil Library of the New York Public Library.

### **PTK**

PTK student Luke Savov has earned the 2023 Coca Cola Leaders of Promise Scholar award and will receive a \$1,000 scholarship, while Carrie Kelly and Amna Khan have earned PTK’s StudyBuddy TEAS and HESI Prep Award, which provides them with access to StudyBuddy.live, an eLearning platform that provides asynchronous courses that focus on conceptual understanding of material.

The New Jersey Business and Industry Association has selected BCC student Liangy Gomez with the “Rising Star Award,” as one of five standout college students at the organization’s ninth annual New Jersey Women Business Leaders Forum. Awardees were selected based on their academic work and continued service to their communities. Liangy serves in various leadership roles on campus, plays on the soccer team and hopes to one day establish a business that promotes financial literacy to high school and college students.

### **Open House**

A successful Fall open house was held on Thursday, November 2 at the main campus. This represents a terrific opportunity to showcase our college and bring prospective students and their families on campus.

### **Innovation Center Ribbon Cutting**

A ribbon cutting ceremony will take place at the Meadowlands Innovation Center on Wednesday, November 29 at 10 a.m. in Lyndhurst. Members of county government and industry partners will attend the event showcasing the Bloomberg Lab, Cybersecurity Lab, Gaming Lab, and the new Innovations Lounge.

### **Marie Eng Introduction**

Student Marie Eng, the 2023 PTK New Century Workforce Pathway Scholar earned a \$1,250 scholarship as the only student from New Jersey to receive the award. The Association of Community College Trustees honored her at the group’s annual Leadership Congress.

## **COMMITTEE REPORTS**

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

Treasurer Fletcher, Chairman of the Audit and Finance Committee, informed the board members that the Audit and Finance Committee met on September 21, 2023, and will recommend resolutions A/F1 to A/F7.

### **EDUCATION AND STUDENT AFFAIRS**

Trustee Englese, Chairman of the Education and Student Affairs Committee, reported that the Education and Student Affairs Committee met on September 19, 2023, and will recommend resolutions E/SA1 to E/SA3.

### **PERSONNEL**

Trustee Moralez-Diaz, Chairwoman of the Personnel Committee, reported that the Personnel Committee met on September 21, 2023, and will recommend resolutions P1A to P9.

### **SITE AND FACILITIES**

Trustee Longo, Chairman of the Site and Facilities Committee, informed the board members that Site and Facilities met on September 19, 2023, and will recommend resolutions S/F1 and S/F2.

### **CHAIRWOMAN’S COMMENTS**

Chairwoman Blakeslee reported that she attended the Scholarship Luncheon on September 26. The Foundation fundraising event “Goodbye to Summer Soiree” took place on September 27, 2023.

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

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

No members raised any Unfinished Business.

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

**NEW BUSINESS/BOARD MEMBERS**

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

No members raised any New Business.

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

**OPEN TO THE PUBLIC**

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

Cinzia D'lorio, Vice President of Continuing Education and Workforce Development, reported that the Ciarco Campus in 2023 to date had a total 3,250 registrations, exceeding the 2019 numbers. She introduced the staff at Ciarco: Susan Kendrick, Priscilla Dominguez, Marianne Genchi, Elizabeth DeFeo, Mounira Gad, and Francis Borg.

Professor Brant Chapman thanked the board for the recognition of Mauro Marzocco. He raised awareness about the resignation of a STEM faculty member.

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

**ADOPTION OF MINUTES**

Chairwoman Blakeslee requested a motion to approve the board meeting minutes dated Wednesday, September 6, 2023. A motion was made by Trustee Haughton and seconded by Trustee Marti.

**Roll Call Vote for approval of the board meeting minutes dated, Wednesday, September 6, 2023.**

Ms. Dorothy Blakeslee - Yes  
Mr. Louis DeLisio – Yes  
Mr. Damon Englese - Abstain  
Mr. Patrick J. Fletcher –Yes  
Mr. Howard Haughton - Yes  
Mr. Mark Longo – Abstain  
Ms. Ana Marti - Yes  
Ms. Ritzy Morales-Diaz – Abstain  
Dr. Sheetal Ranjan – Yes  
Mr. Adam Silverstein – Absent  
Ms. Marissa Person - Yes

7 Yes, 1 Absence, 3 Abstentions

Motion passed for approval of the September 6, 2023, board meeting minutes.

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**CONSENT AGENDA**

Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday October 3, 2023. A motion was made by Trustee Morales-Diaz and seconded by Trustee Long. Motion passed for Consent Agenda.

AF1 to AF7  
ESA1 to ESA3  
P1A to P9  
SF1 and SF2

No resolutions for Strategic Planning.

**Roll Call Vote for approval of the Consent Agenda dated, October 3, 2023**

Ms. Dorothy Blakeslee - Yes  
Mr. Louis DeLisio – Yes  
Mr. Damon Englese - Yes  
Mr. Patrick J. Fletcher –Yes  
Mr. Howard Haughton - Yes  
Mr. Mark Longo – Abstained on A/F1, yes to all other resolutions.  
Ms. Ana Marti - Yes  
Ms. Ritzy Morales-Diaz - Yes  
Dr. Sheetal Ranjan - Yes  
Mr. Adam Silverstein – Absent  
Ms. Marissa Person – Yes

9 Yes on A/F1  
10 Yes on A/F2-A/F7  
10 Yes on E/SA1 to E/SA3  
10 Yes on P1A to P9  
10 Yes on SF1 and SF2

An executive meeting was not held.

**Approved resolutions:**

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

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

August 1, 2023, to August 31, 2023                      \$ 29,957.25

**A/F2 – To authorize renewal of the College’s cloud based Elevate software application with Ellucian, Inc.**

Approval is hereby granted to renew the College’s Elevate software application with Ellucian, Inc., for a one-year term (November 1, 2023 – October 31, 2024) in the amount of \$43,734.

**A/F3 - To authorize the award of Public Bid P-2384 Athletic Uniforms, Apparel, Footwear, Equipment and Accessory Products to BSN Sports LLC.**

Approval is hereby granted to award Public Bid P-2384 Athletic Uniforms, Apparel, Footwear, Equipment and Accessory Products to BSN Sports LLC in the estimated amount of \$25,000.

**A/F4 – Authorization to increase funding for On-Call Mowing and Landscaping Services.**

Approval is hereby granted to increase funding for On-Call Mowing and Landscaping Services by \$80,370. The new total authorization will be \$482,220, including the original bid of \$401,850.

**A/F5 – 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 extend temporary accounting services through Accounting Principals, a division of The Adecco Group, for an estimated amount not to exceed \$30,000.

**A/F6 – To authorize the purchase and implementation of Entrinsik’s Informer reporting application to replace and upgrade the College’s existing reporting tool.**

Approval is hereby granted to purchase and implement Entrinsik’s Informer reporting application to replace the current Business Objects reporting tool at a cost of \$117,300. Yearly maintenance and support for the Entrinsik Informer application will be \$16,700 beginning year two.

**A/F7 – To authorize the renewal of a two-year agreement with EAB to continue program services for the College’s virtual tour.**

Approval is hereby granted to authorize the renewal of a two-year agreement with EAB to continue program services for the College’s virtual tour.

**E/SA1 – To accept a United States Department of Agriculture (USDA) grant award for \$996,251 over four years, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.**

Approval is hereby granted to accept a USDA NIFA HSI grant award of \$996,251 to implement a **Bergen Community College Food and Agriculture Science Education Pathways (FASE)** program for the budget period 09/15/2023- 09/14/2027, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

**E/SA2 - To accept a grant award of \$20,200 from the New Jersey Community College Consortium for Workforce and Economic Development (NJCC Consortium) and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.**

Approval is hereby granted to accept a NJCC Consortium for NJ Pathways to Career Opportunities Initiative Phase II grant award of \$20,200 to be expended by May 3, 2024, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

**E/SA3 - To accept a United States Environmental Protection Agency (EPA) grant award of \$100,000, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.**

Approval is hereby granted to accept a **United States Environmental Protection Agency** grant award of \$100,000 for the budget period 07/01/2023 - 12/31/2024, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

**P1A – Appointment: Confidential**

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Approval is hereby granted for the following title change and job description:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Peter Christopher Tully	Director of STEM Research Center / Academic Affairs	\$98,500	11/1/2023-06/30/2024

**P1B – Appointment: Confidential**

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Elizabeth Fontes	Director of Student Financial Services / Finance	\$118,000 (prorated)	11/01/2023

**P1C – Appointment: Lecturers, Fall 2023 Semester**

Approval is hereby granted for the appointment of the following individuals as Lecturers for the Fall 2023 semester at the salary indicated.

<u>Name</u>	<u>Discipline/Division</u>	<u>Salary</u>
Robin Gadsden	English / Humanities	\$22,558.06
Louis Gentile	Visual Performing Arts / Business, Arts and Social Sciences	
Priya Swaminatha	Physical Science / Math, Science and Technology	\$22,558.06
Qaiser Tarique	Biology / Math, Science and Technology	\$22,558.06
Michelle Turnbull	Communications / Humanities	\$22,558.06

**P1D – Appointment: Professional**

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Helen Witte	Testing Assistant / Office of Specialized Services / Student Affairs	\$40,000 (prorated)	10/16/2023

**P1E - Appointment: Student Affairs Athletic Program (Coaching Staff)**

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

<u>Name</u>	<u>Head Coach Position</u>	<u>Season</u>	<u>Stipend</u>	<u>Effective Dates</u>
Sean Perkarsky	Basketball (W)	Winter	\$9,000.00	09/01/23 – 06/30/24

*The hiring of the coaches is contingent on Bergen Community College approving a fall, winter or spring athletic season.*

**P1F – Appointment: Professional**

Approval is hereby granted for the appointment; title change and job description of the following individual to the vacant position and annual salary indicated.

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Samatha Pletsch	Athletic Trainer and Coordinator of Be Well Bergen / Student Affairs	\$58,000 (prorated)	10/04/2023

**P2 – Promotion: Confidential**

Approval is hereby granted for 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>
Carol Clarke	Senior Administrative Assistant / President’s Office	\$78,500 (prorated)	10/04/2023

**P3A - Approve: Professional - Title change and salary adjustment.**

Approval is hereby granted for approve the following title change, job description and salary increase:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date:</u>
Rosa Franco	Learning Support Coordinator / Cerullo Learning Assistance Center (CLAC) / Academic Affairs	\$56,303.44 (prorated)	10/04/2023

**P3B - Approve: Grant - revised job description and salary adjustment**

Approval is hereby granted for the following revised job description and salary adjustment:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date:</u>
Elizabeth Gieske DeFeo	Project Director, DOL Grant / Continuing Education and Workforce Development	\$68,000 (prorated)	10/01/2023 (retroactive)

**P4 - Approve: Support - Add vacant position to the organizational chart**

Approval is hereby granted for the following vacant position be added to the College’s organizational chart:

Plumber

**P5 - Grant Extension**

Approval is hereby granted to approve the extension of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Dates</u>
Barbara Brown-Abolafia	Project Manager / OMIC Grant / Academic Affairs	10/01/2023 – 10/31/2023
Darlene Tomlinson	CCAMPIS Teacher / Child Development Center / Academic Affairs	10/01/2023 – 09/30/2024



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**P6- Rescind Stipend: Nursing Clinical Faculty for Fall 2023 semester.**

Approval is hereby granted to rescind the stipend of the following individual (P3, September 6, 2023):

<u>Name</u>	<u>Department/Division</u>	<u>Effective Date</u>	<u>Annual Stipend</u>
Ashley Pianko	Health Professions	09/01/2023	\$2,400.00

**P7 – Retirement: Faculty**

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Kim Smokowski	Professor / Counseling Center / Student Affairs	03/06/1990	12/01/2023

**P8A - 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>
Rosalba Garcia	Officer / Public Safety	03/28/2022	09/16/2023 (retroactive)

**P8B – 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>
Giselle Pacheco	Senior Financial Aid Specialist / Student Affairs	11/25/2013	09/18/2023 (retroactive)

**P8C - Resignation: Faculty**

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>
Elena S Tartaglia	Associate Professor / Biology/ Academic Affairs	09/01/2013	07/01/2023 (retroactive)

**P8D - 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>
Colleen Tedesco	Success Coordinator / Student Affairs	04/01/2019	09/08/2023 (retroactive)

**P8E - Resignation: Executive**

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>
Dr. Brock Fisher	Vice President of Academic Affairs / Academic Affairs	07/15/2019	12/31/2023

**P9 - Approval of Memorandum of Agreement between Bergen Community College and the Bergen Community College Faculty Association. ("BCCFA").**

Approval is hereby granted to enter into a Memorandum of Agreement with the Bergen Community College Faculty Association regarding alterations to the terms and conditions for faculty members hired by the College on a three-year accelerated tenure clock. The signed documents are on file in the President's Office and the Office of Human Resources.

**S/F1 - To award professional services to T&M Associates for the preparation of plans and specifications for the replacement one air handling unit at the Technology Building.**

Approval is hereby granted to pay \$34,100.00 including direct costs to T&M Associates for the preparation of plans and specifications for the replacement of one air handling unit at the Technology Building.

**S/F2 - To award professional services to RSC Architects for the preparation of plans and specifications for Culinary Addition to West Hall.**

Approval is hereby granted to pay \$ 1,566,200.00 including Direct Costs to RSC Architects for the preparation of plans and specifications for Culinary Facilities Addition to West Hall.

**ADJOURNMENT**

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

Trustee Longo made a motion to adjourn the meeting, seconded by Trustee Fletcher.  
All trustees were in favor.

The board meeting adjourned at 5:27 p.m.

Thank you,

Trustee Dorothy Blakeslee, Chairwoman, Board of Trustees  
Bergen Community College