

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Tuesday, September 13, 2016
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on **September 13, 2016**, in TEC-128BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Mr. E. Carter Corrison, Chairman, called the meeting to order at 5:00 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 in the notice posted in the first floor main lobby of the Pitkin Education Center of Bergen Community College and mailed to The Record and The Ridgewood News, and filed with the Clerk of the County of Bergen, November, 2015 and amended, February, 2016.

ROLL CALL

Present

Ms. Dorothy Blakeslee
Mr. Gerard L. Carroll
Mr. Philip J. Ciarco, III
Mr. E. Carter Corrison
Dr. Jo-Anne Mecca
Mr. Anthony Miller
Mr. Michael Neglia
Ms. Germaine Ortiz
Ms. Norah Peck
Mr. Isaac Alejo-Reyes – Alumni Trustee

Also Present

Dr. B. Kaye Walter, President
Ms. Judy A. Verrone, Esq.

Regrets

Mr. James Demetrakis
Ms. Irene Oujo

PLEDGE OF ALLEGIANCE

Chairman E. Carter Corrison led those present in the Pledge of Allegiance to the Flag of the United States of America.

REPORTS

Vice-Chairman's Report

Vice-Chairman Ciarco informed board members and attendees at the meeting that the Weekend College at the Meadowlands will take place exclusively at the College's location in Lyndhurst, Bergen Community College at the Meadowlands. Bergen Community College will launch a weekend college program this fall, enabling students to complete an associate of science degree program in two years through classes taken exclusively on Saturdays, Sundays. This will be an extremely successful program. He thanked administration and faculty for their support and look forward to the positive results of this program.

Secretary's Report

Secretary Germaine Ortiz recommended approval of the minutes from September 13, 2016.

Treasurer's Report – Audit and Finance Committee/Legal

Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met on August 23, 2016. Trustee Blakeslee recommends approval of resolutions A/F 1 to A/F 10

President's Report

President Walter congratulated Dr. William Mullaney and the faculty on the first edition of *The Bergen Community College Journal of Scholarly Teaching*.

Dr. Mullaney introduced Victor Anaya, Charise Breeden-Balaam and Susanna Lansangan who presented "Success 101 – Evaluation of the Pilot Program at Bergen Community College."

See presentation document – at the end of the minutes.

Dr. Mullaney was asked to provide some clarification from information that was shared at the July, 2016, board meeting that he was unable to attend.

"With regard to the Lecture Halls, I believe you were forwarded an email from Professor Dill who spoke at the meeting. I appreciated the fact that he sent an email following the meeting in which he apologized for giving the impression that I had not met with the faculty about the proposed changes. As he indicated, I conducted a number of meetings with the faculty, as did Dr. Ricatto, Dean of the Math, Science and Technology Division. These meetings continue, including an open forum last week hosted by Dr. Ricatto in which he sought input about room layout and furniture.

With regard to tenure track faculty lines, currently Bergen Community College has 315 faculty lines that are part of the faculty union, 273 of those lines are tenure/tenure track teaching faculty lines. Bergen has the largest number of full time tenure/tenure track faculty lines of all of the community colleges in the State with comparable enrollments.

During the last four years we have **not** eliminated any faculty lines. This year we have hired 8 new tenure track faculty members, and there are currently eight vacant faculty lines, six of which were recently vacated by either retirements or resignations due to faculty moving with family to other parts of the country.

There also seemed to be some confusion about the ratio of full-time faculty to part-time faculty. In one part of the Middle States report, it does indicate that in terms of sheer numbers of people the ratio at Bergen is 35% full-time versus 65% part-time. However, the more important ratio is the percentage of course sections taught by F/T Faculty versus P/T Faculty at Bergen Community College. During the fall 2015 and spring 2016 semesters, Bergen's average was 53% of classes taught by F/T faculty compared to 47% taught by P/T. This is not only significantly higher than the State average but also significantly higher than the national average, which typically hovers around 40% full-time to 60% part-time.

Across the nation, the number of part-time faculty that colleges have hired has gone up due to the new federal guidelines about how many classes someone can teach and still be considered part-time. Here at Bergen, many part-time instructors were accustomed to teaching 4 classes, but now we have set the limit at three classes, except in some special circumstances. These limits have forced us to hire more part-time faculty.

Finally, with regard to the budget of the Cerullo Learning Assistance Center, according the Executive Director of Finance, Mr. Victor Anaya, the Cerullo Learning Assistance Center budget was cut by 4.7% for this coming academic year, not 50%. The 4.7% reduction was made to the part-time employee budget, which was necessary due to decreases in enrollment and was similar to reductions in part-time budgets across a number of units at the college."

Mr. Stephen Valkenburg, Executive Director, Information Technology provided an update of the SQL – Sequel Migration at Bergen Community College.

COMMITTEES

AUDIT AND FINANCE

Treasurer Blakeslee recommended approval of resolutions A/F 1 and A/F 10.

BOARD OF SCHOOL ESTIMATE

The Board of School Estimate did not meet.

EDUCATION AND STUDENT AFFAIRS

Chairman Mecca recommended approval of Education and Student Affairs Resolutions 1 to 13.

Foundation Report

Vice-Chairman Ciarco reported that during the summer the Foundation was awarded a new \$25,000 grant from Orange and Rockland for the Thermal Energy Project. This grant will support the partnership of STEM students mentoring Turning Point Students in their exploration of thermal energy analysis.

The Foundation also partnered with Admissions and Registration to help bridge the financial gaps for returning part time students. A grant of \$10,000 was given to Admissions from the Foundation assisting 20 students who would have not returned to BCC this semester successfully register and cover registration costs.

This week the Foundation also submitted a new grant to the Horizon Foundation for \$28,000 to help support the Dental Hygiene clinic in their community outreach programs to local youths.

PERSONNEL

Vice-Chairman Ciarco noted that the Personnel Committee met and recommends approval of the Personnel Resolutions P1 through P8C.

SITE AND FACILITIES

Chairman Neglia informed the board that Site and Facilities Committee met and offers S/F1.

STRATEGIC PLANNING COMMITTEE

Vice-Chairman Ciarco and the Strategic Planning Committee is excited about the Weekend College at the Meadowlands.

Liaison to New Jersey Council of Community Colleges

Trustee Miller, Trustee Carroll and Alumni Trustee Alejo-Reyes will be attending the New Jersey Council of County Colleges meeting on Monday, September 19th, 2016. This meeting will include a component for new trustees which Trustee Carroll and Trustee Alejo-Reyes should find very informative.

Trustee Miller reported, "Recently an article was in the newspaper regarding decline in state aid to higher education. The article indicated that there was a 42% decline in state aid to higher education. Looking ahead at the ACCT National Convention to see how we compare to other states in terms of funding. In New Jersey the original legislation for community colleges was supposed to be 1/3 from the state, 1/3 from the county level and 1/3 from student tuition. Significant decrease from the state level adds pressure to both the county and student tuition. We are very concerned about the rising student debt issue which seems to just gloom each year. It will be interesting to hear the strategies. The funding formula changes from state to state. There are many states in the country that have similar structure to New Jersey's. It will be very instructive to hear what they are doing and how we can educate and promote and encourage our state representatives to give as much support to our community colleges from state funding."

Alumni Trustee

Isaac Alejo-Reyes was delighted to attend the International Student Orientation program.

Isaac introduced the following students:

Sara Hwang, International Vice-President of Division 1

Sara thanked Dr. Walter and the Board of Trustees for their support. She spoke about how she has grown after attending Bergen and joining Phi Theta Kappa and what her goals are as the International Vice President of Division I.

Phi Theta Kappa – E-Board – 2016-2017

Amanda Karpinski, Chapter President
Macarena Silvestri, General Vice-President
Nadio Vaso, Vice-President, Finance
Sharon Mehak, Director of Recruitment
Nihita Sharma, Director of Service
Isaac Reyes, Newsletter Editor
Vladislave Saburov, Web Master
Nile Hagag, Director of Recruitment
Sibora Peca, Graphic Designer
Daniela Liberato, Director of Service
Maryam Escherado, Director of Recruitment

Chapter President Amanda Karpinski

The Phi Theta Kappa chapter inducted 659 students, 37% of them being in remedial courses, they inducted the most students in not only the state, but in the entire Middle States Region. PTK projects to induct the same, if not higher amount of students once again this year. Over the summer, Phi Theta Kappa chapter volunteered during several different events, they had the opportunity to give back to the communities and learn the importance of volunteering. PTK learned a lot about professional development, leadership development, and student success during the two conferences we attended this summer. In the fall semester they plan to serve a diverse student population through workshops and service events. The goal is to provide the tools to help all students achieve success academic, professional, and personal lives. In the first time in Bergen Community College's history, one of our students, Sara Hwang, has been elected International Vice President of Division I after a competitive campaign process, working with Sara gives us the opportunity to reach out to even more students. As a chapter they look forward to collaborating with other clubs and organizations on campus, and sharing the goal of wanting all Bergen Community College students to succeed.

CHAIRMAN'S COMMENTS

Chairman Corrison welcomed everyone back and have a very successful year. We look forward in working with the faculty, students and Members of the Board.

Chairman Corrison requested a motion to have an executive session meeting for the following purpose:

"Matters which are deemed confidential pursuant to the Family Educational Rights and Privacy Act (FERPA) in accordance with N.J.S.A. 10:4-12b(1)."

At 6:10 p.m., a motion was made by Vice-Chairman Ciarco and seconded by Trustee Miller. All were in favor. No one opposed. The assistant to the board members did not participate in the Executive Session Meeting.

Chairman Corrison reconvened the meeting at 6:40 p.m. and will begin unfinished business.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS/OPEN TO THE PUBLIC

No participants from audience wished to speak at the meeting.

ADOPTION OF MINUTES

Chairman Corrison requested a motion to approve the minutes as submitted of July 12, 2016. Trustee Neglia approved the minutes and the motion was seconded by Vice-Chairman Ciarco. All were in agreement.

CONSENT AGENDA

Chairman E. Carter Corrison recommended the September 13, 2016, Consent Agenda for approval.

Audit and Finance 1 to 10.

Education and Student Affairs 1-13.

Institutional 1.

Personnel 1 to 8.

Site and Facilities 1.

A motion for approval of the consent agenda was made by Trustee Neglia and seconded by Trustee Miller. No one opposed. All were in favor.

RE-OPEN TO THE PUBLIC

Brant Chapman, Professor of Chemistry

Professor Chapman stated, "That the last time he spoke at the board meeting he was very vocal regarding shorthandedness in Chemistry that was impacting our ability to offer courses which has now thankfully been acted on by this body. Two new faculty members were hired, thank you very much.

While you were in Executive Session I was doing some calculation. If you choose to require the success course for all students depending on whether you take a four semester or six semester timeframe, you will have to hire approximately 15 to 25 faculty members full time. Using the salary numbers of the individuals you hired tonight, that will cost you about one million dollars prior to benefits. Just bear that in mind. Thank you very much."

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A/F1 - Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP

Approval is hereby granted for payment of the following legal voucher:

July 1, 2016 to July 31, 2016 DeCotiis, FitzPatrick & Cole, LLP.	\$ 14,753.85
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A/F2 – Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs

Approval is hereby granted for payment of the following Labor Consulting services:

July 1, 2016 to July 31, 2016 – Invoice 44844	
Cleary Giacobbe Alfieri Jacobs	\$ 650.00

A/F3 – To authorize Bergen Community College to join the Educational Services Commission of New Jersey purchasing cooperative and to execute its Cooperative Pricing System Agreement

Approval is hereby granted to join the Educational Services Commission of New Jersey purchasing cooperative and to execute a Cooperative Pricing System Agreement.

A/F4 – To renew subscription with Turnitin for web based plagiarism detection system through the New Jersey Council of County Colleges Joint Purchasing Consortium.

Approval is hereby granted to renew Turnitin plagiarism detection subscription for the period July 1, 2016 through June 30, 2017 through the NJ Council of County Colleges Joint Purchasing Consortium in the amount of \$ 18,294.00.

A/F5 – To authorize the purchase of iMacs, iPads, iPad cases, MacServers, Macbooks for lifecycle replacement as well as miscellaneous Apple accessories such as lightning to VGA adapters, lightning to USB cables, charging cables and chargers from Apple, Inc for an amount estimated at \$185,000.00 until June 30, 2017. Apple Inc. is a sole source provider to educational institutions. Equipment will be used to support classroom teaching and instruction to the visual arts and music departments as well as STEM and OSS.

Approval is hereby granted to purchase iMacs, iPads, iPad cases, MacServers, Macbooks as well as miscellaneous Apple accessories such as lightning to VGA adapters, lightning to USB cables, charging cables and chargers from Apple, Inc for an amount estimated at \$185,000.00 until June 30, 2017.

A/F6 –To renew annual maintenance agreement with Innovative Interfaces, Inc. for library management software and hardware used to run all library operations and the online public access catalog.

Approval is hereby granted to renew maintenance agreement for Millennium integrated library system for the period July 1, 2016 through June 30, 2017 with Innovative Interfaces, Inc. for an amount not to exceed \$40,000.00.

A/F7 - Authorization to renew Cisco SmartNet maintenance agreement covering Cisco network infrastructure hardware and software for the period of July 1, 2016 – June 30, 2017 providing anytime access to Cisco engineers, hardware replacement options, operating system updates and proactive diagnostics on devices reducing risk and downtime to the college.

Approval is hereby granted to purchase renewal of Cisco SmartNet maintenance from Continental Resources, Inc. in the amount of \$131,882.66 on NJ State Contract 87720.

A/F8 - Authorization to enter into a Shared Services Agreement Addendum with the Bergen County Sheriff's Department to enforce supplemental security and response services on all College Campuses.

Approval is hereby granted to continue Bergen County Sheriff services on Bergen Community College campuses, cost are established as follows:

August 1, 2016 – July 31, 2017.....	\$328,145.22
August 1, 2017 – July 31, 2018.....	\$334,708.12
August 1, 2018 – July 31, 2019.....	\$341,402.28
August 1, 2019 – July 31, 2020.....	\$348,230.32
August 1, 2020 – July 31, 2021.....	\$355,194.92

In Addition, it is recognized that the BCC-Philip Ciarco Learning Center has provided academic services to all eligible inmates housed within the Bergen County Jail who wish to participate. It is agreed upon that compensation associated with this academic service (approximately \$134,000.00 in 2015) will be absorbed by Bergen Community college to help justify the slight increase of (2%) for patrol services provided by Bergen County Sherriff's Office. It further agreed upon that said services provided shall meet all the requirements set forth in the previous Shared Services Agreement executed by Bergen County Sheriff's Office and Bergen Community College.

A/F9 - Approval of travel expenses for CampusWorks, Inc., for June 2016 totaling \$9,366.80. Approval is hereby granted for travel expenses - June 2016 in the amount of \$9,366.85 for CampusWorks, Inc. personnel.

A/F10 – To authorize the purchase of student and faculty support resources from ATI Nursing Education to increase student retention and student outcomes on the National Council Licensure Examination – Registered Nurse (NCLEX-RN).

Approval is hereby granted to spend an estimated amount of \$55,000 during the fiscal year 2016-2017 for the ATI Nursing Education Resource Program.

E/SA1 - Commencement Ceremony Venue 2017: Authorization to Execute Lease Agreement with New Meadowlands Stadium Company, LLC.

Approval is hereby granted to authorize the MetLife Stadium Facility Rental Contract for the 2017 Commencement Ceremony to be held on May 18, 2017 at an estimated cost of \$104,515.00 from New Meadowlands Stadium Company, LLC, and for the venue to provide Stadium field and concourse, canopy structure, stage rental, chair rental, stadium maintenance and operations, tent permits, cleaning, audio/visual and media services, security, State Police, Medical personnel, parking facilities and staff, guest services, and staff meals.

E/SA2 - Authorize acceptance of Work First New Jersey Adult Basic Education Services contract in the amount of \$102,000 from the Bergen County Workforce Development Board.

Approval is hereby granted for this long standing project at the Ciarco Learning Center will continue to provide Adult Basic Education Services (Basic Skills/ESL/GED) for Work First New Jersey clients. The overall goal of the program is to help close welfare cases by assisting participants to improve their literacy education levels. This program is designed to serve clients who are receiving benefits under the Work First New Jersey Programs: Temporary Assistance to Needy Families (TANF), General Assistance (GA) and Food Stamps (FS) recipients.

No additional college funds are required.

E/SA3 - To authorize submission of the Perkins FY 2017 spending plan in the amount of \$520,856.00 to the State of New Jersey Department of Education, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Approval is hereby granted to authorize submission of the Becas Grant from the Mexican Government through the Institute for Mexicans Abroad (IME) to support the educational pursuit of Mexicans living in the United States in the amount of \$100,000, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Since 2005 the Mexican Government, through the Institute for Mexicans Abroad (IME), annually allocates financial resources in order to increase the educational level of Mexicans living in the United States. Through the IME-Becas Program, Higher Education Institutions (Universities and Community Colleges) and Nonprofit Organizations that offer Adult Education programs (elementary and middle education in Spanish, High School Equivalency preparation courses -GED / TASC-, ESL, and computer classes) are eligible to apply for financial support for educational projects in benefit of the Mexican population in the tri state area. The Becas Grant was awarded to the College in FY16 in the amount of \$70,000 and was successfully implemented; the FY17 request has been increased to \$100,000.

No college funds are required.

E/SA4 - Authorization for Professional Transition Services for the Turning Point Program. Resolution of the Board of Trustees of Bergen Community College, (the "College") authorizing the execution of an agreement with Bergen County Special Services, (BC SS) in connection with work and/or transition services to be performed for the Turning Point Program. BCCS has consistently provided services to the students enrolled in the Turning Point Program since 2012. This will be the second year the cost for these services is being paid using tuition monies raised specifically for this Program.

Approval is hereby granted to authorize compensation to Bergen County Special Services Educational Enterprises Department totaling \$37,087.00 to provide professional transition counseling and job coaching support to 15 students enrolled in the Turning Point Program for the period September 12, 2016 through May 31, 2017. Scope of Work and Budget are attached.

Update the College's Withdrawal Policy.

E/SA5 - Authorize submission of a grant proposal to the National Science Foundation's Advanced Technological Education program to support the education of technicians in the high-technology field of enterprise computing in the amount of \$900,000, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Approval is hereby granted despite new trends and innovations in computing technology, enterprise computing is recognized as the backbone hardware and software critical to the infrastructure of today's businesses in both the private and public sectors. Over the next ten years, approximately 60% of the existing workforce in this field is expected to retire, leading to high workforce demands. The absence of enterprise computing programs in New Jersey community colleges, combined with the regional industry needs, speaks to the necessity of developing such a program.

The Enterprise Computing program at BCC will provide students with strong marketable skills and a well-defined career pathway from high school through Bergen Community College into a four-year institution and to employment at local companies in the public and private sectors. Partnerships with educational institutions and industry partners are a key element of this program.

E/SA6 - In connection with work to be performed under Years 2 and 3 of the U. S. Department of Justice, Office on Violence Against Women Campus Grant Agreement, authorize the execution of a renewal agreement with the YWCA healingSPACE ("Partnering Agency"), consistent with the 3-year grant awarded to the College by the U.S. Department of Justice, Office on Violence Against Women, Award # 2014-WA-AX-0015 (the "Grant").

Approval is hereby granted that The College previously authorized an Agreement dated, December 12, 2014 setting forth the obligations and responsibilities of the Partnering Agency in the conduct of the work funded under the Grant. The proposed renewal agreement extends those obligations and responsibilities into Grant Years 2 and 3, consisting of the period October 1, 2015 through September 30, 2017. The College has previously authorized the acceptance of the Grant Award. The College shall administer the Grant and make payment to the Partnering Agency only to the extent that the activities and payments are authorized, approved and available from the Grant.

This agreement between the College and Partnering Agency is authorized pursuant to the County College Contracts Law; specifically N.J.S.A. 18A:64A-25.5(b).

E/SA7 - In connection with work to be performed under Years 2 and 3 of the U. S. Department of Justice, Office on Violence Against Women Campus Grant Agreement, authorize the execution of a renewal agreement with the Center for Hope and Safety ("Partnering Agency"), consistent with the 3-year grant awarded to the College by the U.S. Department of Justice, Office on Violence Against Women, Award # 2014-WA-AX-0015 (the "Grant").

Approval is hereby granted that The College previously authorized an Agreement dated, December 12, 2014, setting forth the obligations and responsibilities of the Partnering Agency in the conduct of the work funded under the Grant. The proposed renewal agreement extends those obligations and responsibilities into Grant Years 2 and 3, consisting of the period October 1, 2015 through September 30, 2017. The College has previously authorized the acceptance of the Grant Award. The College shall administer the Grant and make payment to the Partnering Agency only to the extent that the activities and payments are authorized, approved and available from the Grant.

This agreement between the College and Partnering Agency is authorized pursuant to the County College Contracts Law; specifically N.J.S.A. 18A:64A-25.5(b).

E/SA8 - To delete the curriculum for the Certificate in Culinary Science (CERT.CULN.SCI)

Approval is hereby granted that the College would like to delete the curriculum for the Certificate in Culinary Science.

E/SA9 - To delete the curriculum for the Certificate of Achievement in Catering (COA.CATER)

Approval is hereby granted that the College would like to delete the curriculum for the Certificate of Achievement in Catering.

E/SA10 - To delete the curriculum for the Certificate of Achievement in Hospitality Operations (COA.HOSP.OPR)

Approval is hereby granted that the College would like to delete the curriculum for the Certificate of Achievement in Hospitality Operations.

E/SA11 - To delete the curriculum for the Associate in Arts, Liberal Arts, Social Sciences (AA.LA.SOC.SCI)

Approval is hereby granted that the College would like to delete the curriculum for the Associate in Arts, Liberal Arts, Social Sciences.

E/SA12 - To delete the curriculum for the Certificate in Transfer Studies, Liberal Arts (CERT.TRAN.LA.GEN)

Approval is hereby granted that the College would like to delete the curriculum for the Certificate in Transfer Studies, Liberal Arts.

E/SA13 - Authorize renewal of an agreement with each of the eleven Participating Organizations (Brookdale Community College, County College of Morris, Essex County College, Hudson County Community College, Middlesex County College, Ocean County College, Passaic County Community College, Sussex County Community College, and Union County College) in connection with the work to be performed under the Trade Adjustment Assistance and Community College and Career Training Grant awarded to the College by the U.S Department of Labor, Education and Training Administration, Grant # TC-26459-14-60-A-34 (the "Grant").

Approval is hereby granted by the Board of Trustees of renewal agreements between the College and Participating Organizations; the attached agreement defines the scope of services and budget for the work and/or services to be performed by the Participating Organizations in connection with the Grant. The College shall administer the Grant and make payment to the Participating Organizations only to the extent that those activities and payments are authorized, approved, and available from the Education and Training Administration of the U.S. Department of Labor.

I-1 - Approval to adopt the updated Student Code of Conduct at Bergen Community College

Approval is hereby granted to approve the updates for the Student Code of Conduct and implement for the 2016-2017 academic year at Bergen Community College.

P1A – Appointment: Confidential

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Peter Vida	Dean of Enrollment Services/Student Affairs	\$95,000.00 (pro-rated)	08/08/16 – 06/30/17 (retroactive)
Brandie Bookhart	Benefits Administrator/Human Resources	\$60,000.00 (pro-rated)	08/22/16 – 06/30/17 (retroactive)
Janet Doyle	Human Resources Generalist/ Human Resources	\$60,000.00 (pro-rated)	09/19/16 – 06/30/17 (retroactive)

P1B – Appointment: Interim Assistant Dean, Adjunct Administration

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Christopher Priore	Interim Assistant Dean/Adjunct Administration/ Academic Affairs	\$70,000.00 (pro-rated)	09/01/16 – 06/30/17 (retroactive)

P1C - Appointment: Professional Staff

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

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Dates</u>
Paulina Drabik	IT Technical Support Specialist I/ Information Technology	\$35,000.00 (pro-rated)	08/01/16 – 06/30/17 (retroactive)
Tyler Beebe	Technical Systems Manager/ Information Technology	\$85,000.00 (pro-rated)	09/01/16 – 06/30/17 (retroactive)
Judith Lopez- Hungreder	Coordinator of Evening and Weekend Services/Library Services/ Academic Affairs	\$48,000.00 (pro-rated)	09/19/16-06/30/17 (retroactive)

P1D –Appointment: Grant (Turning Point Program)

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Erin Meccia	Success Coach/Office of Specialized Services/ Student Affairs	\$52,000.00 (pro-rated)	10/03/16 – 6/30/17 (retroactive)

P1E - Appointment: Support Staff

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>
Laura Madera	Sr. Registration Assistant/One Stop/ Enrollment Services/Student Affairs	\$30,000.00 (pro-rated)	05/23/16 (retroactive)
Dylan Rizer	Public Safety Officer/Public Safety	\$30,000.00 (pro-rated)	05/31/16 (retroactive)
Idel Santiago	Child Development Center Assistant/ Business, Arts & Social Sciences/ Academic Affairs	\$29,000.00 (pro-rated)	06/13/16 (retroactive)
Brian Siniscalchi	Public Safety Officer/Public Safety	\$30,000.00 (pro-rated)	05/31/16 (retroactive)
Kerry Sitaras	Child Development Center Assistant/ Business, Arts & Social Sciences/ Academic Affairs	\$29,000.00 (pro-rated)	05/24/16 (retroactive)

P1F - Appointment: Tenure Track Faculty

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

<u>Name</u>	<u>Rank/Discipline/Division</u>	<u>Salary</u>	<u>Effective Dates</u>
Jean Acken	Assistant Professor/Chemistry/ Mathematics, Science & Technology	\$58,000.00	09/01/16 – 06/30/17 (retroactive)
John Bandman	Assistant Professor//Hotel/Restaurant Management//Business, Arts and Social Sciences	\$56,077.00	09/01/16 – 06/30/17 (retroactive)
Nicole Cerussi	Instructor/Nursing/Health Professions	\$57,000.00	09/01/16 – 06/30/17 (retroactive)
Ara Kahyaoglu	Associate Professor/Chemistry/ Mathematics, Science & Technology	\$68,000.00	09/01/16 – 06/30/17 (retroactive)
Megan Mendez	Instructor/Nursing/Health Professions	\$57,000.00	09/01/16 – 06/30/17 (retroactive)
Joanne Piccininni	Assistant Professor/Paramedic Science/ Health Professions	\$62,000.00	09/01/16 – 06/30/17 (retroactive)
Tomer Zilkha	Associate Instructor//Hotel/Restaurant Management//Business, Arts and Social Sciences	\$48,613.00	09/01/16 – 06/30/17 (retroactive)

P1G - Appointment: Clinical Coordinator's

Approval is hereby granted to appoint the individuals listed below to the position of Clinical Coordinators at the stipends shown for the period July 1, 2016 – June 30, 2017.

<u>Name</u>	<u>Department/Division</u>	<u>Annual Stipend</u>
<u>CLINICAL COORDINATORS</u>		
Marie Andreozzi	Medical Office Assisting/Health Professions	\$4,750.00
Daniel Brancato	Radiation Therapy/Health Professions	\$2,375.00
Mary Chmielewski	Surgical Technology/Health Professions	\$4,750.00
Kelly Horgan	Respiratory Therapy/Health Professions	\$4,750.00
Joanne Piccininni	Paramedic Science/Health Professions	\$4,750.00
Lisa Picht	Veterinary Technology/Health Professions	\$4,750.00
Elizabeth Romano	Radiography/Health Professions	\$4,750.00
Jaclyn Rose	Diagnostic Medical Sonography/Health Professions	\$4,750.00
Tomira Rozar	Dental Hygiene/Health Professions	\$4,750.00
Sreenivas Tanikella	Radiation Therapy/Health Professions	\$2,375.00

Justification

In accordance with the terms of the Agreement between Bergen Community College and the Bergen Community College Faculty Association.

P1H – Appointment: Testing Coordinatoras

Approval is hereby granted to appoint the individuals listed below to the position of Testing Coordinators at the stipends shown for the period September 1, 2016 – June 30, 2017.

<u>Name</u>	<u>Department/Discipline</u>	<u>Annual Stipend</u>
Gemma Figaro	ALP Level One/English	\$1,000.00
Robert Freud	ALP Level Two/English	\$1,000.00
Peter A. Helff	EBS/English	\$1,000.00
Harold Kahn	ALP Level Three/English	\$1,000.00
Susana Lansangan	ALP Foundations/English	\$1,000.00
Heidi Lieb	ALP Speech/English	\$ 500.00

Justification

In accordance with the terms of the Agreement between Bergen Community College and the Bergen Community College Faculty Association.

P1I - 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 Dates</u>
Mercedes Walker	Instructor/Ciarco Learning Center/ Academic Affairs	\$42,000.00	08/01/16 – 6/30/17 (retroactive)

Justification

Upon expiration of grant funding, to appoint this individual to the position through college funding. There is no additional headcount. This is a budgeted position.

P1J – 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>
Salimah Ali	Senior Secretary Facilities Planning, Operations and Public Safety	\$46,000.00	09-01-16

P1K – Appointment: Program Coordinator/Faculty

Approval is hereby granted to appoint the individual listed below to the position of Program Coordinator at the release time shown for the period September 1, 2016 - June 30, 2017.

PROGRAM COORDINATOR

<u>Name</u>	<u>Department/Division</u>	<u>Release Time</u>
Arthur Tolve	Business and Hotel Restaurant Management/ Business, Arts and Social Sciences	11 credit hours

Justification

To appoint the Program Coordinator based on the results of the recent election after hiring full-time tenure track individuals for the program.

P1L – 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>Stipend</u>	<u>Effective Dates</u>
Erika Czujko-Wood	Track & Field (M&W)	\$5,722.00	12/01/16 – 05/31/17
Deana Dedovitch	Cross Country (M&W)	\$5,610.00	08/01/16 – 11/30/16 (retroactive)
Jolynn Di Ienno	Women's Soccer	\$5,500.00	08/01/16 – 11/30/16 (retroactive)
Christopher DiSanto	Wrestling	\$5,300.00	09/01/16 – 03/15/17 (retroactive)
Mallorie Gilbride	Softball	\$7,160.00	08/01/16 – 05/31/16 (retroactive)
Tracy Green	Women's Basketball	\$8,274.00	10/01/16 – 03/31/17
Fredy Herrera	Men's Soccer	\$7,500.00	08/01/16 – 11/30/16 (retroactive)
Steven Mimms	Baseball	\$7,293.00	08/01/16 – 05/31/17 (retroactive)
Bobbie Morgan	Men's Basketball	\$6,500.00	10/01/16 – 03/31/17
Samantha Reed	Women's Volleyball	\$5,300.00	08/01/16 – 11/30/16 (retroactive)

<u>Name</u>	<u>Assistant Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Jolynn Di Ienno	Softball	\$3,300.00	12/01/16 – 05/31/17
Michael Fenner	Wrestling	\$3,300.00	10/15/16 – 03/15/17
Noreen Kalb	Women's Soccer	\$2,750.00	08/01/16 – 11/30/16 (retroactive)
Tyler Singh	Volleyball	\$3,000.00	08/01/16 – 11/30/16 (retroactive)
Giovanni Soto	Men's Soccer	\$2,750.00	08/01/16 – 11/30/16 (retroactive)
William Hernandez	Baseball	\$3,000.00	09/01/16 – 05/31/17 (retroactive)
Anthony Verdi	Baseball	\$3,000.00	09/01/16 – 05/31/17 (retroactive)
Kasey Woetzel	Women's Basketball	\$3,300.00	10/01/16 – 03/31/17

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Erick Lambregste	Athletic Trainer	\$28.00/hour	08/01/16 – 06/30/17 (retroactive)
Michael Morton	Athletic Trainer	\$28.00/hour	08/01/16 – 06/30/17 (retroactive)
Megan Smith	Athletic Trainer	\$28.00/hour	08/01/16 – 06/30/17 (retroactive)

Justification

The above-mentioned stipends are seasonal.

P2A – Appointment/Transfer: Professional Staff

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

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
April Harrison	Coordinator, Summer Intensive Program (pro-rated)	\$44,000.00	08/09/16

P2B – Appointment/Transfer: Support Staff

Approval is hereby granted to approve the transfer of the following individual to the position and salary indicated.

<u>Name</u>	<u>Position/Department/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Azize Ruttler	Sr. Secretary/Adjunct Administration/ Academic Affairs	\$52,069.00	09/01/16 (retroactive)

P3 – Salary Increase: Project Personnel – Grants

Approval is hereby granted that the salaries for the grant personnel listed below be increased by 2.0% effective retroactively to July 1, 2016.

<u>Name</u>	<u>Position</u>	<u>Current Salary</u>	<u>New Salary</u>
Ellen Aramini	Director of Career Placement	\$69,870.00	\$71,267.00
Natalie Brown	Grant Counselor	\$51,000.00	\$52,020.00
Aida Castro-Henix	EOF Counselor	\$51,000.00	\$52,020.00
Vincent Cheng	Data Manager	\$61,200.00	\$62,424.00
Lisa Duddy	Academic Director	\$71,400.00	\$72,828.00
Elizabeth Gisecke DeFeo	CLC Project Director/Basic Skills and Civic Learning	\$46,465.00	\$47,394.00
Justin Doheny	Consortium Director	\$99,960.00	\$101,959.00
Salwa Muhammad	Site Coordinator	\$59,527.00	\$60,718.00
Scott Putorti	First in the World Site Coordinator	\$60,000.00	\$61,200.00
Marilyn Simpson	Sr. Manager of Grants	\$63,240.00	\$64,505.00
Amanda Vaughan	Grants Assistant	\$40,800.00	\$41,616.00
Vincent Vicari	Director, Small Business Development	\$86,700.00	\$88,434.00

Justification

The salary adjustment for grant-funded positions has been approved by the respective funding agencies consistent with grant award budgets. There are no college funds required. These are at will positions.

P4 - Approve stipends for Nursing Clinical Faculty for Fall 2016 semester

Approval is hereby granted for the payment of stipends for the following individuals in the Nursing Clinical Faculty in the amounts indicated for the Fall 2016 semester.

<u>Name</u>	<u>Semester stipend amount</u>
<u>Full time</u>	
Maryanne Baudo	\$2,400.00
Nicole Cerussi	\$2,400.00
Joanne Diamantidis*	\$3,600.00
Patricia Durante	\$2,400.00
Maria Fressola	\$2,400.00
Marie Griffo	\$2,400.00
Margaret Hayes*	\$3,600.00
Joan McManus	\$2,400.00
Megan Mendez	\$2,400.00
Lillian Ostrander	\$2,400.00
Carrie Polnyj	\$2,400.00
Carmen Torres	\$2,400.00
Toni Tortorella-Genova	\$2,400.00
Sharon Zaucha	\$2,400.00

<u>Adjuncts</u>	
Barbara (Schweiger) Albanese**	\$1,200.00
Nancy Bonard	\$2,400.00
Mariam Doss	\$1,200.00
Peggy Ensslin**	\$1,200.00
Giuseppina Finnerty	\$2,400.00
Diana Hernandez**	\$1,200.00
Maureen Imbrogno	\$2,400.00
Rhonda Joseph**	\$1,200.00
Michael Lang	\$2,400.00

<u>Name</u>	<u>Stipend amount</u>
Teresa Meyer	\$2,400.00
Yvette Musial	\$2,400.00
Thomas Negri**	\$1,200.00
Gail Okoniewski	\$2,400.00
Pam Pascarelli	\$1,200.00
Kristina Rioux	\$2,400.00
Josephine Rodriguez	\$2,400.00
Mary Santorelli	\$2,400.00
Athena Serrano Torres**	\$1,200.00
Cheryl Sfikas	\$2,400.00
Najah Thompson	\$2,400.00

* for additional ½ semester clinical

** for ½ semester clinical only

Justification

Payment of Nursing Clinical Faculty stipends for the hiring and retention of skilled clinical instructors as per the negotiated agreement with the BCCFA.

P5 - Approve: Return from Leave of Absence/Support Staff

Approval is hereby granted for the return from a Leave of Absence, without pay, for the following individual to the position listed below, effective date as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Marissa Drukker	Sr. Library Assistant/Library Services/ Academic Affairs	\$36,898.00	08/17/16 (retroactive)

P6A - Rescind: Program Coordinator

Approval is hereby granted to rescind the appointment of the following individual as Program Coordinator.

<u>Name</u>	<u>Position</u>	<u>Discipline/Division</u>	<u>Effective Date</u>
Frank Danieli	Program Coordinator	Hotel and Restaurant Management/ Business, Arts and Social Sciences	P2-05/03/16

P6B – Rescind: Sabbatical Leave of Absence

Approval is hereby granted to rescind the sabbatical leave of absence for the following individual.

<u>Name</u>	<u>Position</u>	<u>Discipline/Division</u>	<u>Effective Date</u>
Linda Marcel	Professor	Music/Performing and Visual Arts/ Business, Arts and Social Sciences	P6-02/02/16

P7A - Resignation: Support Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Orlando Lazo	Public Safety Officer/Public Safety	07/24/16 (retroactive)
John Ryan Smith	Public Safety Officer/Public Safety	08/31/16 (retroactive)

P7B – Resignation: Professional Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Marcos Arteaga	Financial Aid Specialist/Financial Aid/Student Affairs	09/23/16
John Ehrenberg	Senior Theatre Technician/Community & Cultural Affairs	08/11/16 (retroactive)
Jazmin Rexach	IT Technical Support Specialist I/Information Technology	08/03/16 (retroactive)
Milind Samant	System Administrator II/Information Technology	08/15/16 (retroactive)

P7C - Resignation: Confidential

Approval is hereby granted for the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Bridgett Kelly	Benefits Administrator/Human Resources	09/01/16 (retroactive)

P7D - Resignation: Faculty

Approval is hereby granted for the resignation of the following individual.

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Keri Cerami	Assistant Professor/Mathematics/ Mathematics, Science & Technology/ Academic Affairs	06/30/16 (retroactive)

P7E - Resignation: Grant

Approval is hereby granted for the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Kelly Verkem	Consortium Grant Manager/Grants Administration/ Institutional Effectiveness	08/16/16 (retroactive)

P8A - Retirement: Confidential

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Joanne Fantacone	Department Coordinator/Adjunct Administration	09/01/16 (retroactive)

P8B – Retirement: Faculty

Approval is hereby granted for the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Linda Marcel	Professor/Performing and Visual Arts/ Business, Arts and Social Sciences/ Academic Affairs	09/01/16 (retroactive)

P8C – Retirement: Support Staff

Approval is hereby granted for the retirement of the following individuals:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Victoria Apitius	Senior Library Assistant/Library Services/ Academic Affairs	09/01/16 (retroactive)
Richard Jennings	Senior Maintenance Mechanic/Buildings and Grounds/Facilities	12/01/16 (retroactive)

S/F 1 – Authorize submission of the Community Block Grant to support restroom upgrades in The Philip Ciarco Jr. Learning Center in the amount of \$350,000, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Approval is hereby granted for the \$350K in 2017 Community Block Grant Development funds for accessibility ADA upgrades for four Ciarco Center restrooms to better serve people with disabilities, seniors and the public. In addition, given the College's commitment to gender inclusivity, we are requesting an additional unisex restroom on both floors. The existing restrooms will be brought up to the standards of those at the Paramus and Meadowlands campuses. The project would upgrade the facilities to make them accessible and functional for the 6,000+ students served at this location each year, as well as audiences for community events.

No college funds are required.

ADJOURNMENT

As no further business was brought before the Board of Trustees, Chairman Corrison requested a motion to adjourn the meeting at 6:46 p.m. A motion was made by Vice-Chairman Ciarco and seconded by Trustee Mecca. All were in favor. No one opposed.

Thank you,

Ms. Germaine Ortiz
Secretary, Board of Trustees



Success 101 – Evaluation of the Pilot Program at Bergen Community College

Victor Anaya

Charise Breeden-Balaam

Susanna Lansangan



Success 101: Interdisciplinary Studies

Course (IST-123)

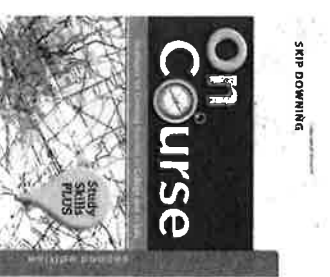
Background:

- In 2009, 60%--70% of the students enrolled in community colleges have at least one academic deficiency.
- Some students have no concept of the importance of education and find the college culture strange.
- Some of the students are the first in their families to enroll in higher education.
- IST-123 has been a pilot course for the past 4 years.
- Course fits in as a Free Elective.
- IST-123 is covered by Financial Aid.



BCC's Success 101: IST-123

- The course is currently mandated during the student's first semester.
- Focuses on:
 - * self-assessment and goal setting
 - * written and oral communication skills
 - * critical thinking
 - * time management and study skills.
- Mandatory for all students who test into a specific EBS and/or Developmental Math class.
- Curriculum is used across the country.
- Course can be considered a Transfer Course.





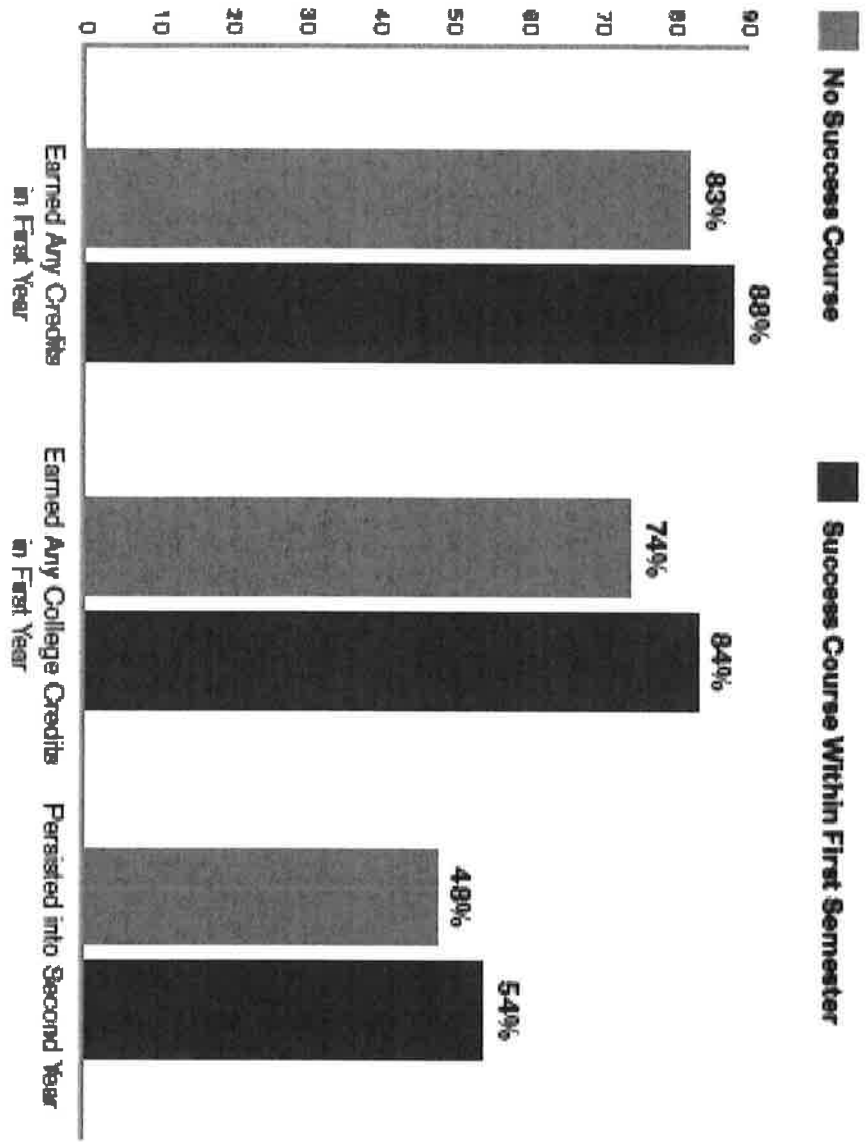
Analysis of Statistical Data from the Center of Institutional Effectiveness (CIE)

The Results of the DATA

- Retention results are higher for student success course takers than non-course takers which supports course being mandatory.
- Student Success takers are more likely to return for the third semester.
- Students in the lower levels of remedial math appear to receive larger benefits from enrolling in Success 101 vs. students who enrolled in the highest level of remedial math.
- Students who took Success 101 had higher success measures in developmental courses vs. students who did not take the success course.



Short-Term Outcomes for Students Enrolled in Student Success Courses¹





IST AND DEV MATH COURSES

Table 3: Pass Rates for DMAT Courses, Successfully Completed IST* vs. No IST

*Passed IST section either concurrently with DMAT course or in a previous term.

Developmental Math	FY2012			FY2013		
	Att #	Pass #	Pass %	Att #	Pass #	Pass %
Did not attempt IST	3,269	2,279	69.7%	2,973	2,028	68.2%
Passed IST (All)	640	466	72.8%	565	422	74.7%
Passed IST-Title V PAR	392	286	73.0%	426	315	73.9%
Passed IST - Non-Title V	248	180	72.6%	139	107	77.0%



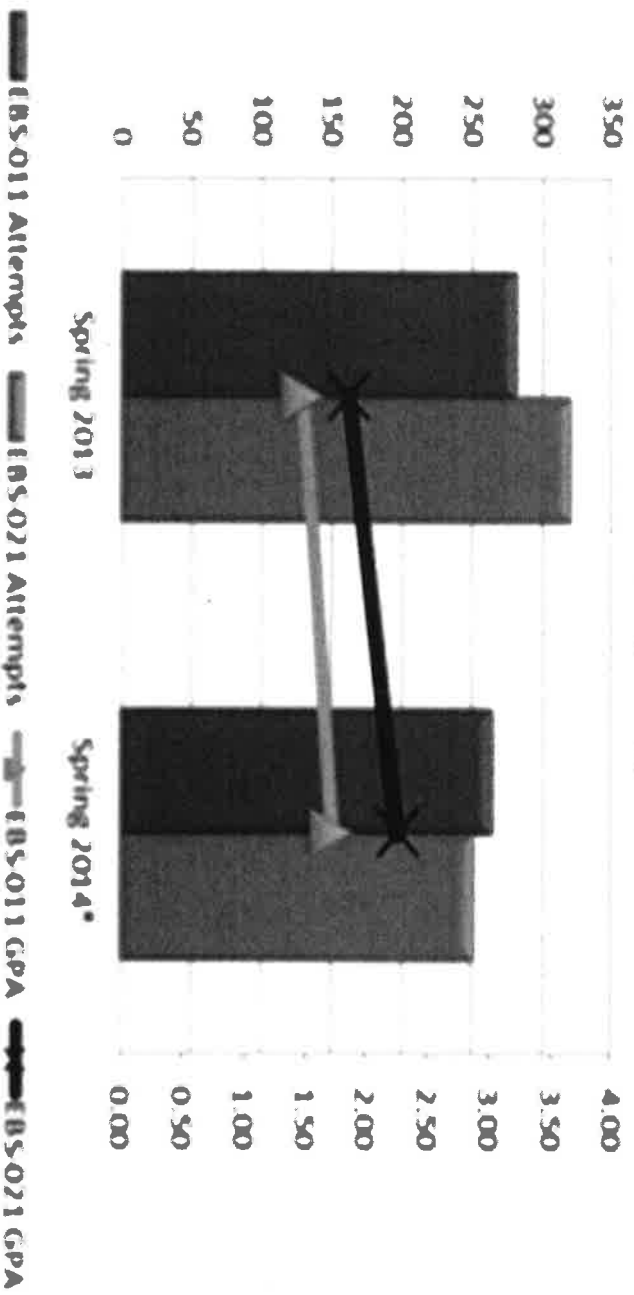
FROM THE CIE REPORT

"The present results suggest that there is a positive relationship between successful completion of the Student Success course and subsequent academic performance in college-level and developmental level courses. Although the differences in pass rates are modest and only two years of data are currently available for the current iteration of Student Success, the results are encouraging and suggest that the course's goal of preparing students for the academic rigor of college is at least partially being met." (February 2014)



IST-123 UPDATE

EBS Grades, Spring 2013-14





College	First Year Experience Course	Credits	Category and Division	Financial Aid	Transfers in
Atlantic Cape Community College	College Skills - Paired DEVS111	3 credits	Integrated with Psychology & Sociology	Yes	Yes
Bergen Community College	Success 101	3 credits	developmental only	TBD	Yes
Berkeley College	Career Mgmt Seminar	1 credit, elective	recommended, but EDC required program-based for credit	Yes	restructuring versions
Brookdale Community College	HUDV Human dev 107	3 credits	mandatory for all	TBD	TBD
Caldwell University	Yes, Freshman Seminar	TBD (3-credit)	Grant Funded / Under development (\$2 mill)	TBD	TBD
Camden County College	Under development- support classes	4 credits	mandatory for all & Service learning compor	Yes	Yes
The College of New Jersey	FYS College 101 (cohort interest-based)	4 credits	mandatory / optional	Yes	Yes
Cumberland County College	Insights (IST101) / Lead - Career & Learn	5 credits / 2 credit	mandatory 3 components (seminar/writing swk)	Yes	Yes
Drew University	First Year Experience (thematic 2 sem 2 & 2)	15 credits	Co-rec with remedial	Yes	Yes
Essex County College	Success Seminar (CSS101)	1 & 1	mandatory for all - 2 semesters	Yes	Yes
Fairleigh Dickinson University	Transitioning to College Life/Prof of Life	1 credit	mandatory (talk of 3 or counsel)	Yes policy	FA: non-acad for credit course
Hudson County Community College	College Student Success CSS100	2 credits	mandatory for all - 2 semesters	Yes	Yes
KEAN University	GE1000 Freshman & GE3000 Adv & Care	1 & 1 credit	required for all	Yes	Yes
Mercer County Community College	College Student Success CSS101	2 credits	mandatory for all first semester	Yes gen ed	Yes
Middlesex County College	Student Success (SSSD101)	3 credits	mandatory for all first semester	Yes gen ed	Yes
Mommsouth University	FYS (research, oral discourse, analysis)	3 credits	mandatory for all first semester	Yes gen ed	Yes
Montclair State University	FYE (program-based or whole college)	1-4 credits	mandatory for all freshmen	Yes gen ed	Yes
Montis, County College of	CSS 011 (college student success)	0 credits (2 hr)	mandatory for remedial and other special req	no charge	Yes
New Jersey City University	First Year Experience (thematic)	12,3 Cohort-based	mandatory for all GenEd	Yes	Yes
Ocean County College	Student Success ACAD155	3 credits	mandatory	Yes	TBD
Passaic County Community College	First Year Experience	2 credits	mandatory for all variations	Yes	Yes
Princeton University	FYE 2 credits (grad students reach)	2 credits	mandatory	Yes	Yes
Ramapo College of New Jersey	FYE Thematic	3 credits	mandatory for all	yes gen ed	Yes
Raritan Valley Community College	Development 1 & 2	2-3 credits	mandatory for developmental	yes elective	Yes
Rider University	Freshman Seminar/Transfer Seminar	1 & 1 Pass/fail	mandatory for all "built in"	Yes	Yes
Rowan University	Rowan Seminar	2 & 2	mandatory freshman then optional transfer st	Yes	Yes
Rutgers, The State University of NJ	FIGS, BYRNE (MB), FYE (Newark)	1 or 2	Mandatory Gen Ed	Yes	Yes
Salem Community College	Freshman Seminar SCO 111	1 credit	Mandatory	Yes	TBD
Seton Hall University	University Life/Journey of Transform 1 & 3	1 & 3	Mandatory - 2 semester COPE Class	Yes	Yes
Sussex Institute of Technology	Freshman Experience CAL 103 & CAL 1	3 credits	Mandatory 2 semester	Yes	TBD
Sussex County Community College	Foundation of Success	3 credits	Mandatory	Yes	TBD
Union County College	UCC101 College Success	2 credit	Dev is pre-requisite/ required with exceptions	Yes, English elective	Yes
William Paterson University of NJ	FYE (degree path)	15 credits	Mandatory for all	Yes, gen ed	Yes
SUNY Rockland	FYS100 Pluralism and Diversity	3 Credits	Mandatory	Yes	Yes
NYU	New Student Seminar: Freshman & Transfer	1 & 1 (also online)	Mandatory with advisor major concentration	Yes	Yes
Felician	FYE (degree path)	1 & 1	Mandatory - 2 semesters (individual school)	Yes	Yes
Bloomfield	Freshman Experience	4 credits	Mandatory 11 years	Yes gen ed	Yes
NJ Institute of Technology	Freshman Seminar	1 credit	Mandatory small class size (15)	Yes elective	Yes
Warren County Community College	FYE Foundations for Success	1 credit	Not Mandatory for all	Yes Gen ed or SS	Yes
Bunker Hill Community College	LC Seminars	3 credits	Required for new students 9+ credits	yes	yes
Kingsborough Community College	SD10 Student Development	1 credit	required for all new students	yes	yes
LaGuardia Community College	New Student Seminar	3 credit, AA/AS +1	required for all new students	yes	yes



Based on Middle States visit, the recommendation is:

“The Team affirms the institution’s recommendation to fully implement mandatory New Student Orientation and Advisement (with registration restrictions). In addition, the institution should also consider implementing a mandatory Student Success Course for all incoming developmental students to help increase student success rates.”

Quote from Community College Survey of Student Engagement:

“Research indicates that students who complete these Success Courses are more likely:

- To complete other courses
- Earn Better Grades
- Have Higher overall GPAs
- Obtain Degrees”

Moore, C., & Shulock, N. (2009). *Student Progress Toward Degree Completion: Lessons from the Research Literature*.

Retrieved from: http://www.csus.edu/help/PDFs/R_Student_Progress_Toward_Degree_Completion.pdf



Recommendations

- Mandate Success 101 to all students within the first twelve to fifteen credits.
- Have more Full-time Faculty teach the IST courses.
- IST Faculty and Support Coaches must have pedagogical training and belief in the mission, vision and values of the college.
- Provide Faculty and Support Coaches with Professional Development Training.
- Assign Peer Mentor to each IST class.
- Review Course Outlines and add Success 101 to curriculum.
- Make the IST more inspiring and more reflective of student issues.
- Success 101 was a Recommendation of the Middle States Team.



Conclusion

Moving Success 101 (IST-123) from the pilot phase to mandatory phase for all students, as recommended by Middle States Accreditation, will assist the college in improving completion rates and student retention.

<https://www.youtube.com/watch?v=XL-1rYs9ISM>