

**BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, September 3, 2019
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Special Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **September 3, 2019**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Acting Chair Gerard L. Carroll called the meeting to order at 5:02 p.m. and the following announcement was made:

"The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first floor main lobby of the Pitkin Education Center of Bergen Community College and mailed to The Record and The Herald News and filed with the Clerk of the County of Bergen, November 26, 2018."

ROLL CALL

Present

Mr. Joseph A. Barreto
Ms. Dorothy Blakeslee
Mr. Gerard L. Carroll
Mr. Patrick Fletcher
Ms. Krista Flinn
Mr. Mark Longo
Ms. Irene Oujo
Dr. Sheetal Ranjan – participated by teleconference

Also Present

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

Regrets

Mr. Bryant Gomez, Alumni Trustee
Mr. Joseph Zarra

PLEDGE OF ALLEGIANCE

Vice Chair Carroll led those present in the Pledge of Allegiance.

SECRETARY

No report from Secretary Barreto.

TREASURER'S REPORT – AUDIT AND FINANCE COMMITTEE/LEGAL AFFAIRS

Treasurer Blakeslee informed the board members that the Audit and Finance Committee met on August 21, 2019, and reviewed the financial position of the college and recommends resolutions A/F 1 to A/F 4.

PRESIDENT'S REPORT

President Redmond provided an enrollment report for Fall 2019 and the relationship between the FAFSA and the Community College Opportunity Grant (CCOG).

President Redmond introduced Mr. Ron Miller, Executive Director of the Foundation.

Mr. Miller announced the following event at Bergen Community College:

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The Bergen Community College Board of Trustees and Bergen Community College Foundation Board of Directors cordially invite you to the naming ceremony of the Suzanne M. Helff Hall of Veterinary Technologies.

Event details:

Thursday, October 3, 2019 - 10:00 a.m.
BCC Paramus Campus ~ 400 Paramus Road, Paramus, N.J.
Suzanne M. Helff Hall of Veterinary Technologies.
Refreshments will be served.

President Redmond introduced Dr. Larry Hlavenka, Executive Director Public Relations Community and Cultural Affairs.

Dr. Hlavenka presented Promoting Transformation, Emphasizing Bergen's Quality.
See slides at the end of the minutes

AUDIT AND FINANCE AND LEGAL AFFAIRS

Treasurer Blakeslee, Chair, Audit and Finance Committee recommended approval of Audit and Finance Resolutions A/F 1 to A/F 4.

BOARD OF SCHOOL ESTIMATE

No meeting scheduled with the Board of School Estimate.

EDUCATION AND STUDENT AFFAIRS

Secretary Barreto, Chair, Education and Student Affairs recommended approval of Education and Student Affairs Resolutions E/SA 1 to E/SA 2.

PERSONNEL

Trustee Fletcher, Chair, Personnel Committee informed the board members that the Personnel Committee met on August 20, 2019 and subsequent to that three conference call meetings were held to discuss the resignation of Dr. Michael D. Redmond, President. Chair Fletcher distributed the following resolution to the board and public for review and approval:

P13 – Resignation: Dr. Michael D. Redmond, President

Submitted By

Mr. Gerard Carroll, Vice Chair, Board of Trustees
Mr. Patrick Fletcher, Chairperson, Personnel Committee

Action Requested

To accept Dr. Redmond's resignation as President of Bergen Community College and to approve his return to his faculty position, effective December 31, 2019.

Justification

Dr. Redmond has submitted his resignation, effective December 31, 2019, at which time Dr. Redmond's Employment Agreement as President of the College shall no longer be in force and effect.

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Chair Fletcher requested resolution P13 be added to the consent agenda. The Personnel Committee recommends P1 to P13 for board approval.

SITE AND FACILITIES

Trustee Longo, Chair, Site and Facilities Committee informed the board members that Site and Facilities met on August 21, 2019. At this time, the committee is not recommending any resolutions. There are several projects moving forward in a timely fashion.

Alumni Trustee

Due to a prior commitment, Alumni Trustee Gomez was unable to attend the meeting.

VICE-CHAIRMAN'S REPORT

Acting Chair Carroll attended the following events:

August 6, 2019 – Radiography Graduation
August 8, 2019 – the STEM Summer Wrap-Up Session

UNFINISHED BUSINESS/BOARD MEMBERS

Secretary Barreto and Treasurer Blakeslee recognized Dr. Redmond and thanked him for his service to Bergen Community College.

Acting Chair Carroll requested a motion to close the Unfinished Business/Board Members portion of the meeting. A motion was made by Trustee Barreto and seconded by Trustee Oujo.

NEW BUSINESS/BOARD MEMBERS

Acting Chair Carroll appointed Trustee Irene Oujo to the Personnel Committee. Trustee Oujo accepted the position to the Personnel Committee.

OPEN TO THE PUBLIC

Dr. Tobyn DeMarco, President, Faculty Association.
Professor DeMarco thanked Dr. Redmond for his service to Bergen Community College as President.

Acting Chair Carroll requested a motion to close the public portion of the meeting. A motion was made by Trustee Barreto and Trustee Fletcher.

ADOPTION OF BOARD MINUTES

Acting Chair Carroll requested a motion to accept the following minutes:
Approval of the board minutes dated August 6, 2019.
A motion was made by Trustee Longo and seconded by Trustee Barreto.

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Roll Call Vote to approve the August 6, 2019 board meeting minutes:

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. Patrick J. Fletcher – Yes
Ms. Krista Flinn - Yes
Mr. Mark Longo - Yes
Ms. Irene Oujo - Yes
Dr. Sheetal Ranjan – Yes – participated by teleconference.
Mr. Joseph Zarra – Absent
Mr. Bryant Gomez – Absent

Motion passed – 8 – Yes, 2 – Absent

Roll Call Vote to approve the August 20, 2019 board meeting minutes:

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll - Yes
Mr. Patrick J. Fletcher – Yes
Ms. Krista Flinn - Yes
Mr. Mark Longo - Yes
Ms. Irene Oujo - Yes
Dr. Sheetal Ranjan – Yes – participated by teleconference.
Mr. Joseph Zarra – Absent
Mr. Bryant Gomez – Absent

Motion passed – 8 – Yes, 2 – Absent

APPROVAL OF THE CONSENT AGENDA

Vice Chair Carroll requested a motion to approve the Consent Agenda, dated September 3, 2019.

Audit and Finance - A/F 1 to A/F 4.
Education and Student Affairs – E/SA 1 and E/SA 2.
Personnel – P 1 to P 13.

A motion was made by Trustee Barreto and seconded by Trustee Oujo.

Roll Call Vote for approval of the consent agenda dated September 3, 2019.

Mr. Joseph A. Barreto - Yes
Ms. Dorothy Blakeslee - Yes
Mr. Gerard L. Carroll – Yes
Mr. Patrick J. Fletcher – Yes
Ms. Krista Flinn – Yes

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Mr. Mark Longo – Yes

***Trustee Mark Longo abstained from voting on Resolution A/F1
Exempt from Bidding: Appointment General Counsel –
DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.***

Ms. Irene Oujo - Yes

Dr. Sheetal Ranjan – Yes – participated by teleconference.

Mr. Joseph Zarra – Absent

Ms. Bryant Gomez - Absent

Motion passed – 8 – Yes, 2 – Absent

No executive session was held.

OPEN TO THE PUBLIC

Acting Chair Carroll re-opened to the public for their comments.

No one from the public gave comments.

Trustee Barreto made a motion to close the public portion of the meeting and was seconded by Trustee Blakeslee.

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

Approval is hereby granted to approve the following invoice:

July 1, 2019 to July 31, 2019 DeCotiis, FitzPatrick, Cole & Giblin. LLP. \$ 29,817.15.

A/F2 – To renew our annual 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 of 10/1/19 through 9/30/20 at an estimated cost of \$27,197.94 in accordance with Request for Proposal #20-706 issued by Ocean County College on behalf of the New Jersey Council of County Colleges Joint Purchasing Consortium.

A/F3 - Authorization to pay annual E-Commerce Volume Fee to Ellucian.

Approval is hereby granted to pay an estimated amount of \$34,200.00 to Ellucian to cover E-Commerce volume fees for the period of July 1, 2019 through June 30, 2020 as well as an overage fee of \$1,291.91 for FY19. The total estimated payment is \$35,490.91.

A/F4 - To engage the services of Anthony Ross, Ed.D. to provide executive leadership as the Interim Vice President of Student Affairs.

Approval is hereby granted to enter into an agreement with Dr. Anthony Ross to serve as Interim Vice President of Student Affairs for the estimated period beginning September 9, 2019 through November 30, 2019. The cost of services is \$13,800.00 per month.

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E/SA1 - Authorize acceptance of a grant award (P031S160134-19) for the Hispanic Serving Institution Title V Pathways Scholars Program from the U.S. Department of Education in the amount of \$472,103.00, and authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted to accept Year 4 of this second Title V project campaign to further build on the substantial success of the first 1,2,3 Connect Title V initiative as well as the success of Years 1, 2 and 3 of this Title V Phase II. The grant period (October 1, 2019 through September 30, 2020) is designed to strengthen Bergen's capacity to enhance and expand support services for students as they embark on their academic careers. The total award for the five-year grant period from October 1, 2016 through September 30, 2021 is \$2,046,001.00. A total of \$472,103.00 is allocated for Federal FY 2020.

E/SA2 - Accept a grant from the State of New Jersey Department of Environmental Protection in the amount of \$48,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted to accept an *It Pays to Plug In: NJ's Electric Vehicle Workplace Charging Grant (Grant Identifier AQ19-082)* from the NJ Department of Environmental Protection. The \$48,000 award covers costs associated with purchase, installation, and maintenance of eight (8) dual-port Level 2 Webasto charging stations to be installed in Parking Lots A, Lower A, B, Ender Hall, and West Hall.

P1 - Appointment: Confidential Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Wilton Thomas-Hooke	Managing Director of Finance/ Finance/Executive Vice President	\$135,000.00 (pro-rated)	09/09/19

P2 - Appointment: Professional Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Natalie Delgado	Program Supervisor/ Continuing Education and Workforce Development	\$50,000.00 (pro-rated)	09/30/19

P3 - Appointment: Professional Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Monica Rodriguez	Grant Writer	\$59,000.00	09/16/19

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P4 - Appointment: Support Staff (This appointment is being made in accordance with the Bergen Community College Support Staff Association (BCCSSA) contract, Article XV, after successful completion of the probationary period.)

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

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Bekim Sahatciu	Custodian/Buildings & Grounds	\$31,124.00 (pro-rated)	04/29/19 (retroactive)

P5 – Appointment: Tenure Track Faculty

Approval is hereby granted for the revision of resolution (P4 dated August 6, 2019) 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>
Vincent Louis	Assistant Professor/Business/ Business, Arts and Social Sciences	\$58,729.00	09/01/19 – 06/30/20
Aaron Morrisey	Associate Instructor/Hotel and Restaurant Management - Culinary/ Business, Arts and Social Sciences	\$51,115.00	09/01/19 – 06/30/20
Jose Orozco Rodriguez	Instructor/College Mathematics/ Mathematics/Math, Science and Technology	\$56,671.00	09/01/19 – 06/30/20

P6 - Reappointment: Project Personnel – Grants

Approval is hereby granted for the grant personnel listed below be reappointed to the positions indicated for the period commencing October 1, 2019 through June 30, 2020.

<u>Name</u>	<u>Position</u>
Barbara Abolafia	Summer Explorations Coordinator (Title V)
Reyniel Afuang	Program Assistant (First in the World)
Joan Connelly	Supplemental Instruction (SI) Coordinator (STEM HSI/Cerullo Learning Assistance Center)
Luis DeAbreu	STEMatics Grant Program Director (STEMatics)
Randy Dodd	Mentoring Coordinator (TPSID 2)
Lauren Fowler	Professional Success Coach/Academic Counselor (Title V)
Randi Greene	Financial Literacy Specialist/Buyer (STEMatics/Grants Administration)
Erica James	Professional Success Coach/Academic Counselor (Title V)
Laura Madera	Peer Mentor Coordinator/Coach (Title V)
Alan Manzueta	Professional Success Coach (Title V)
Erin Meccia	Professional Success Coach (TPSID 2)
Majeda Sultana	STEMatics Academic Counselor (STEMatics)
Colleen Tedesco	Success Coach (TPSID 2)

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P7 - Approve: Return from Leave of Absence/Support Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Annual Salary</u>	<u>Effective Dates</u>
Michael Zullo	Public Safety Officer/Public Safety	\$36,670.00 (pro-rated)	06/22/19 – 07/26/19 (retroactive)

P8 - Approve: Leave of Absence/Support Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Dates</u>
Darryl Dobbs	Custodian/Buildings & Grounds	08/01/19 (retroactive)

P9 - Resignation – Professional Staff

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Jesse Jacondin	Research Analyst/Institutional Research/ Institutional Effectiveness	09/04/19
Ronald McKnight	Manager of Multicultural and Community Affairs/ Public Relations and Community and Cultural Affairs	09/05/19
Kaca Res	Financial Aid Specialist/Financial Aid / Student Affairs	09/03/19

P10 - Resignation – Confidential

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Priscilla Klymenko	Interim Vice President of Student Affairs	09/20/19

P11 - Resignation: Coaching Staff

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

<u>Name</u>	<u>Position/Sport</u>	<u>Effective Date</u>
Rhonyelle Sowell	Assistant Coach/Volleyball	08/22/19 (retroactive)

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P12 - Approve grant funded Positions/Titles and job descriptions:

Approval is hereby granted for the following grant funded positions and titles:

- Project Director, Scaling Apprenticeship grant
- Health Professions Success Coach, Scaling Apprenticeship grant
- Health Professions Business Liaison

P13 - Resignation, Dr. Michael D. Redmond, President.

Approval is hereby granted to accept Dr. Redmond's resignation as President of Bergen Community College and to approve his return to his faculty position, effective December 31, 2019.

Vice Chair Carroll requested a motion to close the open session of the board meeting.
A motion was made by Trustee Blakeslee and seconded by Trustee Longo.

ADJOURNMENT

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

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

The board meeting adjourned at 5:39 p.m.

Thank you,

Trustee, Joseph A. Barreto
Secretary, Board of Trustees