

**BOARD OF TRUSTEES  
BERGEN COMMUNITY COLLEGE  
Minutes of the Tuesday, September 4, 2018  
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

The Public Meeting of the Board of Trustees of Bergen Community College was held on Tuesday, **September 4, 2018**, in the Technology Building 128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Carol Otis 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 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, January, 2018."

**ROLL CALL**

Present

Mr. Joseph A. Barreto  
Ms. Dorothy Blakeslee  
Mr. Gerard L. Carroll  
Mr. James Demetrakis – arrived at 5:15 p.m.  
Mr. Patrick J. Fletcher  
Mr. Mark Longo  
Ms. Carol Otis  
Ms. Irene Oujo  
Ms. Sibora Peca, Alumni Trustee  
Dr. Sheetal Ranjan

Also Present

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

Regrets

Mr. Joseph Zarra

**PLEDGE OF ALLEGIANCE**

Chairperson Carol Otis led those present in the Pledge of Allegiance.

**VICE-CHAIRMAN'S REPORT**

On August 9, 2018, Vice-Chairman Carroll attended the Bergen Community College Veterinary Technology Pinning Ceremony and the STEMatics Summer 2018 Research Symposium. These were wonderful events.

**SECRETARY**

Secretary Barreto recommended approval of the board minutes dated August 7, 2018.

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

Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met on August 22, 2018, and reviewed the financial position of the college and recommends resolutions A/F 1 to A/F 6.

**PRESIDENT'S REPORT**

Dr. Redmond thanked the staff in the enrollment services areas of the College for their hard work. However, enrollment remains down compared to last year at this time. The Fall semester will begin September 5, 2018 with two late start semesters, September 26<sup>th</sup> and October 27<sup>th</sup> in which the college hopes to gain ground.

President Redmond reported that the grant application for the Community College Innovation Challenge was submitted on Friday, August 31, 2018. This is the twenty-five million initiative. All community colleges have been invited to submit an application for this program. Every community college that submitted a grant application will receive \$ 250,000 to recruit and retain students from families with adjusted gross income of \$ 45,000 a year or less. Ten colleges will be selected based upon a competitive grant application to dispense 20 million dollars in additional funds to eligible students in the Spring 2019 semester.

President Redmond introduced Dr. William Mullaney, Vice-President, Academic Affairs to present a 9/11 National Day of Service and Remembrance.

Dr. Mullaney met with Ms. Lisa Pitz, Site Manager for The Bergen Community College Center for Food Action. A service related event will be held on September 11<sup>th</sup> in remembrance of loved ones in participation of a service project of assembling weekend snack packs. To participate the cost will be \$ 45.00 per person or \$ 25.00 per student. Sponsoring a student was encouraged. Dr. Mullaney invited board members, faculty and staff to participate in this event. The link to participate will be distributed by the board assistant.

**COMMITTEES**

**AUDIT AND FINANCE AND LEGAL AFFAIRS**

Treasurer Blakeslee of the Audit and Finance Committee recommended approval of Audit and Finance Resolutions A/F 1 to A/F 6.

**BOARD OF SCHOOL ESTIMATE**

No meeting scheduled with the Board of School Estimate.

**EDUCATION AND STUDENT AFFAIRS**

Secretary Barreto, Chairperson, Education and Student Affairs Committee recommended approval of E/SA 1 thru E/SA 5.

**PERSONNEL**

On behalf of Trustee Demetrakis, Chairman, Personnel Committee, Trustee Fletcher a member of the Personnel Committee, recommended resolutions P1 thru P18 for board approval.

**SITE AND FACILITIES**

Trustee Longo recommended resolutions SF1 and SF2 for board approval.

**STRATEGIC PLANNING AND ISSUES**

Chairperson Oujo reported that the Strategic Planning Committee will meet and provide a report at the next board meeting.

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**Alumni Trustee**

Ms. Peca met with President Redmond and Chairperson Otis to review responsibilities as Alumni Trustee and the President of the Student Government Association and other board members regarding the retreat. Sibora introduced Melvis Ventura, President, Gabriella Setti, Chief Justice and Marlen Herrera, Treasurer, of the Student Government Association.

**CHAIRPERSON'S COMMENTS**

Chairperson Otis attended the STEMatics Summer 2018 Research Symposium. It was a wonderful event and thanked Mr. DeAbreu for the invitation to the event.

**UNFINISHED BUSINESS/BOARD MEMBERS**

No unfinished business.

**NEW BUSINESS/OPEN TO THE PUBLIC**

No new business was reported.

**OPEN TO THE PUBLIC**

Chairperson Otis requested a motion to Open to the Public. Treasurer Barreto made a motion to open to the public, seconded by Trustee Longo. All were in favor.

Mr. Luis DeAbreu, Director of the STEM Program.

Mr. DeAbreu thanked the board members for attending the STEMatics Summer 2018 Research Symposium.

Chairperson Otis requested a motion to close the open session of the board meeting.

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

All were in favor.

**ADOPTION OF MINUTES**

Secretary Barreto recommended approval of the August 7, 2018 board meeting minutes. This recommendation was seconded by Trustee Fletcher.

**Roll Call Vote for approval of the board minutes dated August 7, 2018.**

Mr. Joseph A. Barreto - Yes  
Ms. Dorothy Blakeslee - Yes  
Mr. Gerard L. Carroll - Yes  
Mr. James Demetrakis - Yes  
Mr. Patrick J. Fletcher - Yes  
Mr. Mark Longo - Yes  
Ms. Carol Otis - Yes  
Ms. Irene Oujo - Yes  
Dr. Sheetal Ranjan – Abstained  
Mr. Joseph Zarra – Absent  
Ms. Sibora Peca - Yes

Motion passed – 9 – Yes, 1 – Absention and 1 – Absent.

Chairperson Carol Otis stated, "The minutes have been approved."



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A/F4 - To authorize the purchase and implementation of Astra Schedule Evergreen License/Maintenance and cloud hosting from Ad Astra at a cost of \$23,350.00 for a term of one year January 1, 2019 – December 31, 2019.

Approval is hereby granted to purchase Astra Schedule Evergreen License/Maintenance and Cloud Hosting from Ad Astra at a cost of \$23,350.00 for a term of one year January 1, 2019 – December 31, 2019.

A/F5 - To renew annual subscription with Turnitin for web based plagiarism detection system. This renewal is through the New Jersey Council of County Colleges Joint Purchasing Consortium request for proposal #FY180108.

Approval is hereby granted to renew Turnitin plagiarism detection subscription for the period of 10/1/18 through 9/30/19 at an amount not to exceed \$34,427.02 in accordance with the request for proposals issued by Cumberland County College on behalf of the New Jersey Council of County College Joint Purchasing Consortium.

A/F6 - To authorize renewal of membership in Education Advisory Board's Community College Executive Forum research and advisory services.

Authorization to enter into an agreement to extend its membership with Education Advisory Board for an additional two (2) years in the Community College Executive Forum to end on September 22, 2020. The cost of membership is \$30,686 for the first year, \$32,222.00 for the second year. In addition, an invoice of \$1,500 in each Year of the Extended Term to offset travel and other administrative expenses.

Approval is hereby granted by the board of trustees for the following Education and Student Affairs Resolutions:

E/SA1 - To authorize submission of a College Access Challenge Grant proposal to the NJ Council on Community Colleges, *College Readiness Now: A Partnership between NJ CCC, New Jersey's Community Colleges, and the Office of the NJ Secretary of Higher Education*, in the anticipated amount of \$79,708, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted for submission of a College Readiness Now grant. The New Jersey Council of County Colleges (NJCCC) announced a continued partnership between the State of New Jersey Office of the Secretary of Higher Education (OSHE) and New Jersey's 19 community colleges to increase college readiness of high school students prior to graduation. This year's funding will focus on assisting students in becoming college ready in English and/or math, and perhaps earning college credits.

E/SA2 - To authorize submission of a Community College Opportunity Grants (CCOG) and Planning Grants to County Colleges in an initial amount of \$250,000, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted for submission of a proposal for the Community College Opportunity Grant (CCOG) Pilot Program. The final FY19 NJ budget includes \$25 million towards the Governor's proposed Community College Opportunity Grant (CCOG) Program. Through this funding opportunity, the Office of the Secretary of Higher Education (OSHE) and the Higher Education Student Assistance Authority (HESAA) will select an inaugural cohort of county colleges to pilot the CCOG Program, during the Spring 2019 semester. This pilot will offer valuable lessons in planning for future funding to expand the number of students who can be offered free community college across the state.

E/SA3 - To authorize acceptance of year 4 of a five-year grant (# P407A150069) from the U. S. Department of Education (DOE) in the amount of \$481,602.00 for the Transition Program for Students with Intellectual Disabilities into Higher Education grant, and to authorize President Michael D. Redmond, or his designee, to execute required documents.

Approval is hereby granted to authorize acceptance of Year 4 funding in the amount of \$481,602.00 for the TPSID grant. Bergen Community College leads a partnership that includes The College of New Jersey, NJ Department of Labor and Workforce Development Division of Vocational Rehabilitation; Bergen County Division of Special Services, secondary school districts, and employers. The primary goal of the five year grant totaling \$2,421,935.00 is to provide students with Intellectual Disabilities (ID) a strong foundation of essential skills and competencies needed to secure and retain jobs, to advance along career pathways, and gain opportunities to attend a 4-year college. The program aligns industry specific skills with stackable credentials and nationally recognized certificates, including Certified Nurse Assistant, Child Development Assistant, Certified Production Assistant, Culinary Certification, as well as other industry demand-driven credentials, as appropriate to individual student career interests. Fifteen students will be enrolled and successfully complete the program in each of five years, for a total of seventy-five. Program capacity will strengthen over the grant funded period to allow for self-sustained continued growth following federal support.

E/SA4 - Authorize submission of a grant application to the US Department of Education Pilot Program for Cybersecurity Education Technological Upgrades for Community Colleges program for \$100,000, and to authorize President Michael D. Redmond or his designee to execute required documents.

Approval is hereby granted to authorize submission of a proposal for the Cybersecurity Education Technology Upgrades grant program. The purpose of this proposed initiative is to support projects at institutions of higher education (IHEs) that provide technological upgrades for cybersecurity education programs at community colleges, and foster collaboration with NSF's Advanced Technological Education (ATE) Program funded centers supporting the improvement of cybersecurity education at community colleges around the Nation.

E/SA5 - Authorize participation in a partnership with the NJ Council of County Colleges and Passaic County Community College to submit a grant to the US Department of Education Pilot Program for Federal Open Education Resources (OER) Pilot Program, and to authorize President Michael D. Redmond or his designee to execute required documents.

Approval is hereby granted to authorize participation in the statewide community college application for the Federal Open Education Resources (OER) Pilot Program Grant.

The US Department of Education will award one to three grants, ranging from \$1.5 to \$4.95 million, for up to four years to consortia of institutions of higher education to improve collaboration and to increase the availability and use of OER textbooks. The open resources will help make higher education more affordable and aid in improved student outcomes. The grant application is due August 29, 2018.

Passaic County Community College, which has made a strong commitment to OER, has offered to serve as the project lead for a proposal that includes all New Jersey community colleges.

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Approval is hereby granted by the board of trustees for the following Personnel Resolutions:

P1 - Approve appointment of Michael D. Redmond, Ph.D. as President of Bergen Community College.

Approval is hereby granted to approve and ratify a one-year contract to Dr. Michael D. Redmond to serve as President of Bergen Community College.

P2 - Retirement: Project Personnel – Grants

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

Name	Position/Department/Division	Effective Date
Marilyn Simpson	Sr. Manager of Grants/Grants Administration	11/01/18

P3 - Appointment: Senior Manager of Grants/Compliance Officer (Grants)

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

Name	Position/Division	Salary	Effective Dates
Laura Frazer	Senior Manager of Grants/ Compliance Officer// Grants Administration	\$75,000.00 (pro-rated)	11/01/2018 – 06/30/19

P4 – Appointment – Grant (Title V)

Approval is hereby granted for the appointment of the following individual to the position and salary listed below:

<u>Name</u>	<u>Position</u>	<u>Annual Salary</u>	<u>Effective Date</u>
Gregory Maniago	Title V Tutorial Supervisor/ Cerullo Learning Assistance Center/Academic Affairs	\$40,000.000 (pro-rated)	08/08/19-09/30/19

P5 - Reappointment: Project Personnel – Grants

Approval is hereby granted that the grant personnel listed below be reappointed to the positions indicated for the period commencing October 1, 2018 through June 30, 2019:

<u>Name</u>	<u>Position</u>
Barbara Abolafia	Summer Explorations Coordinator/Title V
Linda Araya	Supplemental Instruction (SI) Coordinator/STEM HSI/Cerullo Learning Assistance Center
Luis DeAbreu	STEMatics Grant Program Director/STEM HSI
Kristen DeGraff	STEMatics Academic Counselor/STEMatics
Randy Dodd	Mentoring Coordinator/TPSID 2
Lauren Fowler	Professional Success Coach/Title V
Randi Greene	STEMatics Financial Literacy Specialist/Buyer/Grants/STEMatics/ Grants Administration

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P5 - Reappointment: Project Personnel – Grants - continued

Erica James	Professional Success Coach/Title V
Laura Madera	Peer Mentor Coordinator/Title V
Alan Manzueta	Professional Success Coach/Title V
Erin Meccia	Success Coach/TPSIDII
Christina Sgambellone	STEMatics Academic Counselor/STEMatics
Majeda Sultana	STEMatics Academic Counselor/STEMatics

P6 - Appointment: Lecturers, Fall 2018 Semester

Approval is hereby granted for the appointment of the following individuals as Lecturers for the Fall 2018 semester at the salary indicated.

<u>Name</u>	<u>Discipline/Division</u>	<u>Salary</u>
Jacqueline Dartley	Biology/Mathematics, Science & Technology	\$ 21,000.00
Emel Demirel	Mathematics/Mathematics, Science & Technology	\$ 21,000.00
Amy Diaz	Radiation Therapy/Health Professions	\$ 21,000.00
Sam Kadko	Hotel & Restaurant Management/Business, Arts & Social Sciences	\$ 20,000.00

P7 - Appointment: Program Coordinator/Director

To appoint the individual listed below to the position of Program Coordinator/Director at the stipend shown for the period September 4, 2018 – January 11, 2019.

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time*</u>
Amy Diaz	Radiation Therapy Technology/ Health Professions	4 credit hours

\*Release time has been pro-rated to reflect the period of September 4, 2018 through January 11, 2019.

P8 - Resignation: Confidential

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Christopher Cruz Cullari	Assistant Dean/Adjunct Administration/ Academic Affairs	08/31/18 (retroactive)

P9 - 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 Date</u>
John Cartier	Interim Assistant Dean/Adjunct Administration/ Academic Affairs	\$70,000.00 (pro-rated)	08/29/18 (retroactive)



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P10 - 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 his probationary period.)

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>
Kyran Guerra	Public Safety Officer/Public Safety	\$36,000.00 (pro-rated)	07/30/18 (retroactive)

P11 - 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>
Samoya Bailey	Women's Volleyball	\$5,500.00	08/01/18 – 11/30/18 (retroactive)
Erika Czujko-Wood	Track & Field (M&W)	\$5,982.00	12/01/18 – 05/31/19
Deana Dedovitch	Cross Country (M&W)	\$5,865.00	08/01/18 – 11/30/18 (retroactive)
Christopher DiSanto	Wrestling	\$5,542.00	09/01/18 – 03/15/19 (retroactive)
Toni DiFranco	Women's Soccer	\$5,500.00	08/01/18 – 11/30/18 (retroactive)
Tracy Green	Women's Basketball	\$8,651.00	10/01/18 – 03/31/19
Jorge Hernandez	Women's Softball	\$5,500.00	08/01/18 – 05/31/19 (retroactive)
Steven Mimms	Baseball	\$7,625.00	08/01/18 – 05/31/19 (retroactive)
Donald Osbourne	Men's Basketball	\$6,630.00	10/01/18 – 03/31/19
Giovanni Soto	Men's Soccer	\$5,610.00	08/01/18 – 11/30/18 (retroactive)

  

<u>Name</u>	<u>Assistant Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Edgar Aguilar	Cross Country (M & W)	\$3,500.00	08/01/18 – 11/30/18 (retroactive)
Christian Casal	Men's Soccer	\$3,500.00	08/01/18 – 11/30/18 (retroactive)
Deana Dedovitch	Track & Field (M&W)	\$3,500.00	12/01/18 – 05/31/19
Michael Fenner	Wrestling	\$3,500.00	09/01/18 – 03/15/19
Shane Havrilla	Women's Soccer	\$3,500.00	08/01/18 – 11/30/18 (retroactive)

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P11 - Appointment: Student Affairs Athletic Program (Coaching Staff) - continued

<u>Name</u>	<u>Assistant Coach Position</u>	<u>Stipend</u>	<u>Effective Dates</u>
Jonathan Dominguez	Men's Baseball	\$3,500.00	08/01/18 – 05/31/19 (retroactive)
James Fitzgerald	Men's Baseball	\$3,500.00	08/01/18 – 05/31/19 (retroactive)
Garrett Luna	Men's Baseball	\$3,500.00	08/01/18 – 05/31/19 (retroactive)
Paul Nganansou	Men's Soccer	\$3,500.00	08/01/18 – 11/30/18 (retroactive)
Alvin Pratt	Men's Basketball	\$3,500.00	10/01/18 – 03/31/19
Tanash Reid	Women's Volleyball	\$3,500.00	08/01/18 – 11/30/18 (retroactive)

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Dates</u>
Michael Morton	Athletic Trainer	\$28.00/hour	08/01/18 – 06/30/19 (retroactive)
Samantha Pletsch	Lead Athletic Trainer	\$30.00/hour	08/01/18 – 06/30/19 (retroactive)
Megan Smith	Athletic Trainer	\$28.00/hour	08/01/18 – 06/30/19 (retroactive)

P12 - Appointment: Program Coordinator/Director

Approval is hereby granted to appoint the individual listed below to the position of Program Coordinator/Director at the stipend shown for the period September 4, 2018 – June 30, 2019.

<u>Name</u>	<u>Department/Division</u>	<u>Annual Release Time*</u>
Joanne Piccininni	Paramedic Science/Health Professions	7 credit hours

\*Release time has been pro-rated to reflect the period of September 4, 2018 through June 30, 2019.

P13 - Agreement with "The Registry for College and University Presidents and Bergen Community College" for contract services for an Interim Executive Director, Foundation Department.

Approval is hereby granted to approve the Agreement for a term not exceeding one (1) year, at a monthly fee of \$11,083.33.

P14 - Approve: Return from Leave of Absence/Support Staff

Approval is hereby granted to approve 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>
Bessie DeJesus	Sr. Secretary/Office of Specialized Services/ Academic Affairs	\$44,936.00 (pro-rated)	08/07/18 (retroactive)

P15 - Resignation: Support Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
John Rizer	Public Safety Officer/Public Safety	08/15/18 (retroactive)

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P16 - Retirement: Administrators

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

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Norman Shapiro	Director of Environmental Health and Safety	11/01/18

P17 - Retirement: Support Staff

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

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Albert Legge	HVAC Mechanic "A"	11/01/18

Approval is hereby granted by the board of trustees for the following Site and Facilities Resolution:

S/F1 - To award Public Bid P-2278 to Nickerson Corporation for the provision and installation of new bleachers in the Pitkin Education Center gymnasium.

Approval is hereby granted to award Public Bid P-2278 Pitkin Education Center Gymnasium Bleachers to Nickerson Corporation in the amount of \$184,000.00, plus Alternate 1\*, in the amount of \$17,000.00.

**ADJOURNMENT**

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

Trustee Barreto made a motion to adjourn the meeting, seconded by Trustee Longo.

**Roll Call Vote for adjournment of the September 4, 2018 board meeting:**

Mr. Joseph A. Barreto - Yes  
Ms. Dorothy Blakeslee - Yes  
Mr. Gerard L. Carroll - Yes  
Mr. James Demetrakis - Yes  
Mr. Patrick J. Fletcher - Yes  
Mr. Mark Longo - Yes  
Ms. Carol Otis - Yes  
Ms. Irene Oujo - Yes  
Dr. Sheetal Ranjan – Yes  
Mr. Joseph Zarra – Absent  
Ms. Sibora Peca - Yes

Motion passed – 10 – Yes, 1 – Absent.  
All were in favor.

The board meeting adjourned at 5:22 p.m.

Thank you,

Trustee, Joseph A. Barreto  
Secretary, Board of Trustees