

**Information for public to participate to the Bergen Community College Board of Trustees Meeting**

Public Notice of Meeting

The Bergen Community College Board of Trustees meeting scheduled for Tuesday, April 7, 2020 at 5 p.m. will take place remotely. No physical meeting will take place. Rather, and in light of the COVID-19 pandemic, the meeting will take place electronically through WebEx at the regularly scheduled date/time.

Members of the public can access the meeting by clicking [here](https://bergen.webex.com/bergen/onstage/g.php?MTID=e1b162f0f9862453b537f656af699ae47) (<https://bergen.webex.com/bergen/onstage/g.php?MTID=e1b162f0f9862453b537f656af699ae47>) on their web-connected device. If prompted to enter the event number and password, please use 470 464 248 (event number) and bergenbot (event password).

To access the meeting via a telephone number (audio only), please call +1-415-655-0003 and use access code 470 464 248.

All members of the public, whether accessing via the web or telephone, will have the opportunity to offer comments (as required by state law). The public agenda is available [here](https://bergen.edu/about-us/board-of-trustees/meeting-agendas-resolutions/) (<https://bergen.edu/about-us/board-of-trustees/meeting-agendas-resolutions/>).

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**BOARD OF TRUSTEES**  
**PUBLIC MEETING**

**Public Agenda**

**Tuesday, April 7, 2020 – 5:00 p.m.**

- I. Call to Order
- II. Open Public Meetings Act Statement
- III. Roll Call
- IV. Reports:
  - A. Vice Chairman
  - B. Secretary
  - C. Treasurer
  - D. President
  - E. Committees
    - 1. Audit, Finance and Legal Affairs
    - 2. Education and Student Affairs
    - 3. Personnel
    - 4. Site and Facilities
    - 5. Strategic Planning and Issues
  - F. Alumni Trustee
  - G. Chairman
- V. Unfinished Business/Board Members
- VI. New Business/Board Members
- VII. Open to the Public
- VIII. Actions:
  - A. Approval of Minutes: Tuesday, March 3, 2020
  - B. Approval of Executive Session Minutes: Tuesday, March 3, 2020
  - C. Approval of Consent Agenda: Tuesday, April 7, 2020
- IX. Executive Session, if required  
(New Business/Open to the Public)
- X. Adjournment



## **CONSENT AGENDA**

**Tuesday, April 7, 2020**

**WEB-EX Teleconference Event**

**5:00 p.m.**

Actions to be considered by the Board of Trustees. Additional actions may be added to this list and may be considered by the Board. Any actions herein listed may be removed from the Agenda by the Board prior to passage.

**APPROVAL OF BOARD MINUTES and EXECUTIVE SESSION MINUTES: Tuesday, March 3, 2020**

### **AUDIT AND FINANCE (A/F)**

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. Authorization to award Public Bid P-2310 for on-call mowing and landscaping services to Greenleaf Landscape Systems & Services, Inc. commencing upon award and terminating on December 31, 2020.
3. To continue coverage of Property Insurance Policy for 1280 Wall Street, Lyndhurst, NJ, by purchasing from Chubb/ACE American Insurance through Otterstedt Insurance Agency.
4. To authorize the renewal of the Support and Operate Contract for single sign-on server with Gluu, Inc.
5. To authorize the award of Public Bid P-2314 for on-call HVAC services to Kalas Heating & Cooling, Inc.
6. To authorize award of Public Bid P-2313 for fire protection equipment, maintenance and repairs at the Paramus Campus to United Fire Protection Corporation.
7. To authorize the purchase of one block of Nutanix nodes from Aspire Technology Partners to expand the college's digital storage capacity.

### **EDUCATION AND STUDENT AFFAIRS (E/SA)**

1. To accept the GROWING APPRENTICESHIP IN NONTRADITIONAL SECTORS (GAINS) grant in the amount of \$500,000.00 from the NJ Department of Labor and Workforce Development, and to authorize Interim President Anthony Ross, or his designee, to execute required documents.
2. To approve the curriculum for the Certificate of Achievement in Medicinal and Industrial Cannabis Species (COA.CANN).
3. Withdraw the approval to execute a lease agreement of \$111,170.55 with the New Meadowlands Stadium Company, LLC for the rental of MetLife Stadium in East Rutherford, New Jersey for commencement 2020.

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**CONSENT AGENDA**

**Tuesday, April 7, 2020**

**WEB-EX Teleconference Event**

**5:00 p.m.**

**INSTITUTIONAL (I)**

1. Authorization to enter into a Memorandum of Understanding with the Bergen Community College Faculty Association regarding terms and conditions for the use of employee's personal property devices with College-sponsored software.
2. Authorization to enter into a Memorandum of Understanding with the Bergen Community College Faculty Association regarding temporary changes to the Parties Collective Bargaining Agreement.

**PERSONNEL (P)**

1. 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).
2. A. Reappointment Faculty - First Reappointment  
B. Reappointment Faculty – Second Reappointment
3. Faculty Change in Rank
4. Amend stipends for Nursing Clinical Faculty for Spring 2020 semester
5. Approve: Return from Leave of Absence/Grant Staff
6. Approve: Return from Leave of Absence/Support Staff
7. Retirement: Support Staff
8. Retirement: Faculty



**BOARD OF TRUSTEES ACTION A/F1**  
**Approval Date: April 7, 2020**

**Resolution:**

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

**Submitted By**

Dr. Anthony Ross, Interim President  
Mr. Wilton Thomas-Hooke, Managing Director, Finance

**Action Requested**

Approval for payment of the following legal vouchers:

February 1, 2020 to February 29, 2020      DeCotiis, FitzPatrick, Cole & Giblin. LLP.      \$66,025.88

Legal bills will be available on the College's web site under the Board of Trustees at the following address:

<http://www.bergen.edu/about-us/board-of-trustees/legal-bills>

Charge to:	College Operating Funds
Account Number:	10-01-186100-607566
Amount:	\$66,025.88



**BOARD OF TRUSTEES ACTION A/F2**  
**Approval Date: April 7, 2020**

**Resolution**

Authorization to award Public Bid P-2310 for on-call mowing and landscaping services to Greenleaf Landscape Systems & Services, Inc. commencing upon award and terminating on December 31, 2020.

**Submitted By**

Dr. Anthony Ross, Interim President  
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Wilton Thomas-Hooke, Managing Director, Finance  
Mr. Michael Hyjeck, Managing Director, Physical Plant  
Ms. Barbara Golden, Director Purchasing and Services

**Action Requested**

Authorization to award Public Bid #P-2310 for On-Call Mowing and Landscaping Services at the College's three (3) campuses, to Greenleaf Landscape Systems & Services, Inc., for the period April 7, 2020 through December 31, 2021, for an amount not to exceed \$423,360.

**Justification**

The lawn maintenance contractor performs certain lawn maintenance tasks as and when requested, allowing the College's Grounds crew to focus primarily on outdoor campus beautification and enhancement projects. The actual cost of services at all three (3) campuses are estimated to be approximately \$75,000, far below the not to exceed contract amount. Six bidders registered, and one bid was received.

**Charge to:** College Operating Funds

**Account Number:** 10-06-630100-607558

**Total:** \$423,360.00



**BOARD OF TRUSTEES ACTION A/F3**  
**Approval Date: April 7, 2020**

**Resolution**

To continue coverage of Property Insurance Policy for 1280 Wall Street, Lyndhurst, NJ, by purchasing from Chubb/ACE American Insurance through Otterstedt Insurance Agency.

**Submitted By**

Dr. Anthony Ross, Interim President  
Mr. Wilton Thomas-Hooke, Managing Director, Finance

**Action Requested**

Authorization to renew property insurance coverage for 1280 Wall Street, Lyndhurst, NJ, for 1-year from Chubb/ACE American Insurance through Otterstedt Insurance Agency.

- March 31, 2020 through March 31, 2021  
Property Policy at a cost of \$24,748.61

**Justification**

The insurance consultant, Otterstedt Insurance Agency, recommends purchasing this insurance from Chubb/ACE American Insurance. They can provide \$1,100,000 in business income that is necessary on this policy. Chubb has been able to keep the renewal pricing relatively flat since inception, while increasing the building limit to bring into current replacement cost.

Quotes were received from the companies listed below:

Chubb:	\$24,748.61
Selective:	\$38,187.00
Hanover:	Declined
Liberty Mutual:	Declined

This is below the County College bid threshold. Insurance is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5(11).

**Charge To:** College Operating Funds  
**Account:** 10-01-188100-607590  
**Total:** \$24,748.61



**BOARD OF TRUSTEES ACTION A/F4**  
**Approval Date: April 7, 2020**

**Resolution**

To authorize the renewal of the Support and Operate Contract for single sign-on server with Gluu, Inc.

**Submitted By**

Dr. Anthony Ross, Interim President  
Mr. Ron Spaide, Chief Information Officer  
Mr. Wilton Thomas Hooke, Managing Director, Finance  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to renew the Support and Operate Contract for single sign-on server with Gluu, Inc. for the period of May 1, 2020 – April 30, 2021 at a cost of \$35,000.00.

**Justification:**

The Gluu server enables the college single sign-on support for various applications including NJVID, Portal, Moodle, Library Catalog, Hobsons, Maxient, National Student Clearinghouse, Laserfiche, Google etc... The two Gluu Server identity providers (IDP's) provide monitoring, service level agreement (SLA) reporting, configuration management, revision control, package updates and operational assistance.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Gluu Inc. has completed and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the college.

This purchase is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19) (Hardware support and maintenance)

**Charge to:** College Operating Funds  
**Account:** 10-01-165100-607511  
**Total:** \$35,000.00





**BOARD OF TRUSTEES ACTION A/F5**  
**Approval Date: April 7, 2020**

**Resolution**

To authorize the award of Public Bid P-2314 for on-call HVAC services to Kalas Heating & Cooling, Inc.

**Submitted By**

Dr. Anthony Ross, Interim President  
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Wilton Thomas-Hooke, Managing Director, Finance  
Mr. Michael Hyjeck, Managing Director, Physical Plant  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to award Public Bid P-2314 to Kalas Heating & Cooling, Inc. at an estimated two-year cost of \$949,120.00, for the period beginning April 7, 2020 through April 6, 2022.

**Justification**

The College needs an on-call HVAC contractor to provide routine and emergency repairs to the Heating, Ventilation and Air Conditioning systems in all the college buildings on all three campuses. Twelve companies registered for bid packages, and three (3) bids were received. See list below for bids received:

Kalas Heating & Cooling, Inc.	\$949,120.00
MBT Contracting LLC	\$957,200.00
Unitemp, Inc.	\$1,007,800.00

**Charge To:** College Operating Funds  
**Account:** 10-06-610100-607550  
**Total:** \$949,120.00



**BOARD OF TRUSTEES ACTION A/F6**  
**Approval Date: April 7, 2020**

**Resolution**

To authorize award of Public Bid P-2313 for fire protection equipment, maintenance and repairs at the Paramus Campus to United Fire Protection Corporation

**Submitted By**

Dr. Anthony Ross, Interim President  
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. Michael Hyjeck, Managing Director, Physical Plant  
Mr. Wilton Thomas-Hooke, Managing Director, Finance  
Ms. Barbara Golden, Director, Purchasing & Services

**Action Requested**

Authorization to award Public Bid P-2313 Fire Protection Equipment Maintenance and Repairs, to United Fire Protection Corporation for the period April 7, 2020 through April 6, 2022 at an estimated two-year cost of \$217,224.00.

**Justification**

This provides maintenance, repairs and testing services for fire alarms, sprinkler systems and special hazard systems at the Paramus Campus. Fire protection equipment maintenance and testing is required by state and local codes to conform to National Fire Protection Association standards.

A total of five companies registered for bid packages and only one bid was received.

**Charge To:** College Operating Funds  
**Account:** 10-06-610100-607550  
**Total:** \$217,224.00



**BOARD OF TRUSTEES ACTION A/F7**  
**Approval Date: April 7, 2020**

**Resolution**

To authorize the purchase of one block of Nutanix nodes from Aspire Technology Partners to expand the college's digital storage capacity.

**Submitted By**

Dr. Anthony Ross, Interim President  
Mr. Ron Spaide, Chief Information Officer  
Mr. Wilton Thomas Hooke, Managing Director, Finance  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase 1 block of Nutanix nodes from Aspire Technology Partners. in the amount of \$227,014.91.

**Justification**

The additional block of 4 Nutanix nodes will allow us to expand our Virtual Desktop environment as we continue to lifecycle computers that have reached end of life and allow expanded virtual storage for our current student population which we are projecting will be exhausted at the end of the semester.

Purchase through NJ Edge 00278834, NX-8235-G7-4Node VDI s allowed in accordance with County College Contracts Law 18A:64A-25.9.

Quotes were requested from the companies listed below.

SHI International Corp.	Did not receive
Aspire	\$227,014.91
PCMG, Inc.	Did not receive
CDW Government, Inc.	\$311,336.44
Insight Public Sector, Inc.	Did not receive
Dell Marketing L.P.	Did not receive
Continental Resource	Did not receive

**Charge to:** College Operating Funds  
**Account Number:** 20-01-165100-604300  
**Total:** \$227,014.91



**BOARD OF TRUSTEES ACTION E/SA1**  
**Approval Date: April 7, 2020**

**Resolution:**

To accept the GROWING APPRENTICESHIP IN NONTRADITIONAL SECTORS (GAINS) grant in the amount of \$500,000.00 from the NJ Department of Labor and Workforce Development, and to authorize Interim President Anthony Ross, or his designee, to execute required documents.

**Submitted By**

Dr. Anthony Ross, Interim President  
Dr. Brock Fisher, Vice President of Academic Affairs  
Dr. Christine Gillespie, Executive Director of Continuing Education and Workforce Development  
Dr. William J. Yakowicz, Director, Grants Administration

**Action Requested**

Authorize acceptance of the GROWING APPRENTICESHIP IN NONTRADITIONAL SECTORS (GAINS) grant in the amount of \$500,000.00 from the NJ Department of Labor and Workforce Development (LWD).

**Justification**

The GAINS grant will enable Bergen and its thirteen college partners to assist New Jersey Health Care business partners in developing new Registered Apprenticeship (RA) programs or expanding existing RA programs into new USDOL approved occupations. The grant represents partial payment of a commitment from the NJLWD for a total of \$1.68 million in matching funds to support BCC's Scaling Apprenticeships US DOL grant. Funding will be used to pay for 50% of employer training and wage costs for newly hired apprentices in the first six months of employment.

No college funds are required.



**BOARD OF TRUSTEES ACTION E/SA2**  
**Approval Date: April 7, 2020**

**Resolution**

To approve the curriculum for the Certificate of Achievement in Medicinal and Industrial Cannabis Species (COA.CANN)

**Submitted By**

Dr. Anthony Ross, Interim President  
Dr. Brock Fisher, Vice President, Academic Affairs  
Dr. Ilene Kleinman, Associate Dean, Curriculum  
Professor Emily Vandalovsky, Dean, Mathematics, Science & Technology

**Action Requested**

The college would like to approve the curriculum for the Certificate of Achievement in Medicinal and Industrial Cannabis Species.

**Justification**

Per the New Jersey Presidents Council's Academic Issues Committee Manual, Board approval is required whenever the college approves a new program.

This 18 credit Certificate of Achievement in Medicinal and Industrial Cannabis prepares students for careers in cannabis plant clinical research, product development and commercialization.

Students will interact with potential employers and survey a variety of employment options. Additionally, students wishing to continue to study plant sciences or medicinal plants may continue with courses offered by the Biology/Horticulture department and then transfer to a four-year institution offering an advanced degree.

Medicinal and industrial uses of this plant are expected to grow as the cannabis industry expands plant production and processing of active plant ingredients, new product development, human welfare and economic sustainability initiatives as well as global marketing and sales.



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**BOARD OF TRUSTEES ACTION E/SA3**  
**Approval Date: April 7, 2020**

**Resolution**

Withdraw the approval to execute a lease agreement of \$111,170.55 with the New Meadowlands Stadium Company, LLC for the rental of MetLife Stadium in East Rutherford, New Jersey for commencement 2020.

**Submitted By**

Dr. Anthony Ross, Interim President  
Dr. Larry Hlavenka, Jr., Executive Director, Public Relations, Community and Cultural Affairs  
Dr. Brock Fisher, Vice President of Student Affairs  
Mr. Wilton Thomas-Hooke, Managing Director, Finance  
Dr. Ralph Choonoo, Interim Dean of Student Affairs

**Action Requested**

To withdraw the authorization to use New Meadowlands Stadium Company, LLC for the rental of MetLife Stadium in East Rutherford, New Jersey to serve as institution's 2020 commencement venue on May 18, 2020 at an estimated cost of \$111,170.55.

**Justification**

Due to the COVID-19 pandemic, suspension of on-campus operations and in the best interest of the health, safety and welfare of the College community, the institution has cancelled in-person commencement exercises scheduled for May 18 at MetLife Stadium. As such, the institution will not contract the New Meadowlands Stadium Company, LLC for the lease rental of the facility. The institution did not execute an agreement with the lessor and, thus, has not incurred any expenses related to leasing the facility.

Alternatively, the College will develop and host a "virtual" commencement event – online – that will not require the use of a facility.

**Charge to:** Student Activities Fund

**Account Number:** 60-09-938000-607678 (Commencement)



**BOARD OF TRUSTEES ACTION Institutional 1**  
**Approval Date: April 7, 2020**

**Resolution**

Authorization to enter into a Memorandum of Understanding with the Bergen Community College Faculty Association regarding terms and conditions for the use of employee's personal property devices with College-sponsored software.

**Submitted By**

Dr. Anthony Ross, Interim President

Mr. Gerard L. Carroll, Chairman, Board of Trustees

Mr. Patrick Fletcher, Chairman, Personnel Committee, Board of Trustees

**Action Requested**

Authorization to enter into a Memorandum of Understanding with the Bergen Community College Faculty Association ("BCCFA") to approve temporary changes to the Parties Collective Bargaining Agreement due to the impact of COVID-19.

**Justification**

The attached Memorandum of Understanding is necessary to assist the College in continuing to operate during this time due to the COVID-19 pandemic resulting in Federal, State, Bergen County, and local government orders, directives, and guidelines. See attached Memorandum Of Understanding laying out the terms and conditions of employee's use of personal property devices with College-sponsored software.

## **BERGEN COMMUNITY COLLEGE**

### **MEMORANDUM OF UNDERSTANDING**

#### **Terms and Conditions of Use of Personal Property Devices with College-Sponsored Software**

The Bergen Community College Faculty Association (“BCCFA”), The Bergen Community College Administrators Association (“BCCAA”), the Bergen Community College Professional Staff Association (“BCCPSA”), the Bergen Community College Support Staff Association (“BCCSSA”), and Bergen Community College (“College”) (collectively, the “Parties”) mutually agree that/to:

Because of the COVID-19 disease virus infection pandemic, and the resulting Federal, New Jersey State, Bergen County, and local government directives and guidelines, the Parties mutually agree that for bargaining unit members of the above named Associations who choose to use their own personal electronic devices, and install College-sponsored software on such devices, the College agrees that personal, private information of bargaining unit members shall neither be available nor transmitted to students or non-authorized employees of the College, and that any and all information that the installed software may track, record, store, et cetera shall not be used to evaluate the employee, the employee’s performance of job duties, or be used for any disciplinary action. During this period, any damage that the College agrees is demonstrably caused to a bargaining unit member’s personal device by the installation and use of such College-sponsored software shall be repaired or compensated for by the College. This agreement is effective as of March 16, 2020. The use of personal devices and related software for job duties and responsibilities shall cease on June 30, 2020. If needed, the Parties may negotiate an extension of this agreement using the previous language as the *status quo*.

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

In witness whereof, the Parties hereto set their respective hands and seals this \_\_\_\_\_ day of March, 2020.



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for Bergen Community College Faculty Association

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for the Bergen Community College Faculty Association, President

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for the Bergen Community College Administrators Association,  
President

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for the Bergen Community College Professional Staff Association,  
President

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for the Bergen Community College Support Staff Association,  
President

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for Bergen Community College, VPAA

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for Bergen Community College, President

TCD/ajp 5 executed counterparts: bccfa, bccas, bccpsa,  
bccsa, hr cc: VPAA, VPIT, CIO



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**BOARD OF TRUSTEES ACTION Institutional 2**  
**Approval Date: April 7, 2020**

**Resolution**

Authorization to enter into a Memorandum of Understanding with the Bergen Community College Faculty Association regarding temporary changes to the Parties Collective Bargaining Agreement.

**Submitted By**

Dr. Anthony Ross, Interim President

Mr. Gerard L. Carroll, Chairman, Board of Trustees

Mr. Patrick Fletcher, Chairman, Personnel Committee, Board of Trustees

**Action Requested**

Authorization to enter into a Memorandum of Understanding with the Bergen Community College Faculty Association ("BCCFA") to approve temporary changes to the Parties Collective Bargaining Agreement ("CBA") due to the impact of COVID-19.

**Justification**

The temporary changes are needed to assist the College to continuing to operate during this time due to the COVID-19 pandemic resulting in Federal, State, Bergen County, and local government orders, directives, and guidelines. See attached Memorandum of Understanding outlining temporary changes to the Parties CBA.

## **BERGEN COMMUNITY COLLEGE**

### **MEMORANDUM OF UNDERSTANDING**

#### **Temporary Alterations: COVID-19 Impact**

The Bergen Community College Faculty Association (“BCCFA”) and Bergen Community College (“College”) (collectively, the “Parties”) mutually agree that/to:

Because of the COVID-19 disease virus infection pandemic, and the resulting Federal, New Jersey State, Bergen County, and local government orders, directives, and guidelines, the Parties mutually agree that/to:

1. Postpone all elections scheduled for the Faculty Conference on March 31, 2020, and department/discipline meeting elections in April 2020. These elections shall occur at a mutually agreed upon future date and time.
2. Student evaluations of all courses and professors shall be completely suspended for all of the Spring 2020 semesters.
3. Following is a temporary alteration to Article XX, II.A, § 1. TOPP training shall be waived for all faculty members for the period of March 16, 2020 to June 30, 2020. Faculty members who have not completed TOPP for Teachers or TOPP Level I shall be permitted to teach online courses and course sections during this period. Thereafter, faculty members who have not received TOPP training may do so to teach online or hybrid courses in the future.
4. Following is a temporary alteration to Article XX, III.A § 1 and shall expire on June 30, 2020. The maximum student enrollment shall be increased from 31 to 35 (except for those courses that have established lower maximum enrollments) for the remaining part of the Spring 2020 semester and possibly for the Summer I and U 2020 sessions.
5. Following is a temporary alteration to Article XX, I.C § 4 and shall expire of May 5, 2020. Because of the above referenced emergency, all professors shall teach their courses in a remote and/or online mode.

6. For tenure-track faculty members, all due dates as specified in Article XIII, § 5 (f) for the Spring 2020 semester shall remain the same except:

for the Second (2<sup>nd</sup>) Reappointment and Fourth (4<sup>th</sup>) Reappointment: the fourth (4<sup>th</sup>) Friday of March due date shall be postponed to the fourth (4<sup>th</sup>) Friday of April, and the fourth (4<sup>th</sup>) Friday in April due date shall be postponed to the third (3<sup>rd</sup>) Friday in May.

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

In witness whereof, the Parties hereto set their respective hands and seals this \_\_\_\_\_ day of March, 2020.

\_\_\_\_\_  
for Bergen Community College Faculty Association

\_\_\_\_\_  
for the Bergen Community College Faculty Association, President

\_\_\_\_\_  
for Bergen Community College, VPAA

\_\_\_\_\_  
for Bergen Community College, President

TCD/ajp 2 executed counterparts:  
bccfa, hr cc: vpaa



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**BOARD OF TRUSTEES ACTION: P1**  
**Approval Date: April 7, 2020**

**Resolution**

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.)

**Submitted By**

Dr. Anthony Ross, Interim President

Mr. William Corcoran, Vice President, Facilities Operations, Planning and Public Safety

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

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>
Besjana Albrahimi	Custodian/Building and Grounds	\$31,124.00 (pro-rated)	01/15/20 (retroactive)
Amanda Caban	Custodian/Building and Grounds	\$31,124.00 (pro-rated)	01/15/20 (retroactive)
Joseph Cecere	Custodian/Building and Grounds	\$31,124.00 (pro-rated)	01/14/20 (retroactive)
Remington Coscarello	Custodian/Building and Grounds	\$31,124.00 (pro-rated)	01/13/20 (retroactive)

**Justification**

To fill budgeted positions through successful search process and completion of probationary period.

Charge to: College Operating Funds

Account Number:



**BOARD OF TRUSTEES ACTION P2A**  
**Approval Date: April 7, 2019**

**Resolution**

Reappointment Faculty - First Reappointment

**Submitted By**

Dr. Anthony Ross, Interim President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To reappoint the following individuals for their first reappointment to the indicated division & rank for the period September 1, 2020 through June 30, 2021 unless otherwise noted.

<u>Name</u>	<u>Rank</u>	<u>Discipline/Division</u>
Abdullah Aqeel	Assistant Professor	Microbiology/Physical Sciences/Math, Science and Technology
Mark Balzarette	Instructor	Manufacturing Technology/Math, Science and Technology
Claire Cyriax	Assistant Professor	Nursing/Health Professions
Jacqueline Dartley	Instructor	Biology/Physical Sciences/Math, Science and Technology
Amy Diaz	Instructor	Radiation Therapy Technology/Health Professions
Vincent Louis	Assistant Professor	Business/Business, Arts and Social Sciences
Aaron Morrissey	Associate Instructor	Hotel and Restaurant Management, Culinary/ Business, Arts and Social Sciences
Josephine Rodriguez	Assistant Professor	Nursing/Health Professions
Jose Orozco Rodriguez	Instructor	Mathematics/Math, Science and Technology

**Justification**

In Accordance with Article XIII of the BCCFA contract

**Charge To:** College Operating Funds

**Account Number:**





**BOARD OF TRUSTEES ACTION P2B**  
**Approval Date: April 7, 2020**

**Resolution**

Reappointment Faculty – Second Reappointment

**Submitted By**

Dr. Anthony Ross, Interim President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To reappoint the following individuals for their second reappointment to the indicated division & rank for the period September 1, 2020 through June 30, 2021 unless otherwise noted.

<u>Name</u>	<u>Rank</u>	<u>Discipline/Division</u>
Timothy Blunk	Assistant Professor	Art/Business, Art and Social Sciences
Neel Haldolaarachchige	Assistant Professor	Physics/ Physical Sciences/ Mathematics, Science and Technology
Brian Hemstreet	Assistant Professor	Communications/Humanities
Stephanie Niemiec	Associate Instructor	Paramedic Science/Health Professions
Kevin Olbrys	Assistant Professor	Philosophy and Religion/Humanities
Julie Seda	Assistant Professor	Wellness and Exercise Science/ Health Professions

**Justification**

In Accordance with Article XIII of the BCCFA contract

**Charge To:** College Operating Funds

**Account Number:**



**BOARD OF TRUSTEES ACTION P3**  
**Approval Date: April 7, 2020**

**Resolution**

Faculty – Change in Rank

**Submitted By**

Dr. Anthony Ross, Interim President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To change the rank for the following individual effective April 1, 2020:

**NAME**

Ronda Drakeford

**RANK**

Instructor

**DISCIPLINE/DIVISION**

Hotel Restaurant Management/Business, Arts & Social  
Sciences

**Justification**

In accordance with Article XIII of the BCCFA contract

**Charge To:** College Operating Funds

**Account Number:**



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**BOARD OF TRUSTEES ACTION P4**  
**Approval Date: April 7, 2020**

**Resolution**

Amend stipends for Nursing Clinical Faculty for Spring 2020 semester

**Submitted By**

Dr. Anthony Ross, Interim President

Dr. Brock L. Fisher, Vice President, Academic Affairs

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To amend the stipends for Nursing Clinical Faculty for Spring 2020 semester (P3-February 4, 2020) to make the following adjustments for the Spring 2020 semester.

<b><u>Name</u></b>	<b><u>Semester stipend amount</u></b>
<b><u>Add Adjunct</u></b>	
Marites Alonis**	\$1,200.00
T. Dolma Siphur	\$2,400.00
Desserie Morgan**	\$1,200.00

**Remove Adjunct**

Tom Negri	\$1,200.00
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\*\* 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.

Charge To: Nursing: Stipends

Account Number: 10-03-352000-601153



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**BOARD OF TRUSTEES ACTION P5**  
**Approval Date: April 7, 2020**

**Resolution**

Approve: Return from Leave of Absence/Grant Staff

**Submitted By**

Dr. Anthony Ross, Interim President

Mr. William Yakowicz, Director of Grants Administration

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To approve the return from 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>Salary</u>	<u>Effective Date</u>
Laura Frazer	Sr. Manager of Grants/Compliance Officer/ Grants Administration	\$76,500.00 (pro-rated)	04/01/2020 (retroactive)

**Justification**

Return from Personal Leave



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**BOARD OF TRUSTEES ACTION P6**  
**Approval Date: April 7, 2020**

**Resolution**

Approve: Return from Leave of Absence/Support Staff

**Submitted By**

Dr. Anthony Ross, Interim President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To approve the return from 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>Salary</u>	<u>Effective Date</u>
Joyce Novak	Library Associate/Library Services/ Academic Affairs	\$60,401.00 (pro-rated)	03/23/2020 (retroactive)

**Justification**

Return from Medical Leave



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**BOARD OF TRUSTEES ACTION P7**  
**Approval Date: April 7, 2020**

**Resolution**

Retirement: Support Staff

**Submitted By**

Dr. Anthony Ross, Interim President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To approve the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Effective Date</u>
Joyce Novak	Library Associate/Library Services/ Academic Affairs	05/01/20

**Justification**

Retirement



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**BOARD OF TRUSTEES ACTION P8**  
**Approval Date: April 7, 2020**

**Resolution**

Retirement: Faculty

**Submitted By**

Dr. Anthony Ross, Interim President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

**Action Requested**

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Effective Date</u>
Edward Murtha	Professor/American Language Program/ English/Humanities/Academic Affairs	07/01/20

**Justification**

Retirement