

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

**Public Agenda**

**Virtual WebEx Meeting Event**

**Tuesday, June 1, 2021 – 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. Chairwoman
- V. Unfinished Business / Board Members
- VI. New Business / Board Members
- VII. Open to the Public
- VIII. Actions:
  - A. Approval of Board Minutes Tuesday, May 4, 2021
  - B. Approval of Executive Session Minutes Tuesday, May 4, 2021
  - C. Approval of Consent Agenda Tuesday, June 1, 2021
- IX. Executive Session, if required
- X. (New Business / Open to the Public)
- XI. Adjournment



## **CONSENT AGENDA**

**Tuesday, June 1, 2021  
Virtual WebEx 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, May 4, 2021.**

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

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.
2. To authorize the annual renewal of VMWare licensing for the College's virtual server host machines through the Edge technology consortium.
3. To authorize the purchase of FlexApp licensing, support, and remote installation and training services from CDW Government LLC.
4. Authorization to reimburse the County of Bergen for the College's portion of Property Insurance Coverage, Excess Workers' Compensation Coverage, Liability Claim Fund, Workers' Compensation Fund, Educator's Legal Liability, and Third-Party Claim Administration Fee for the College's participation in the County of Bergen Insurance Fund.

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

1. Authorize submission of an application to the United States Library of Congress Teaching with Primary Sources Grant Program in the amount of \$50,000, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.
2. Authorize submission of an application to the United States Education Department for a Hispanic-Serving Institutions (HSI) STEM and Articulation Program grant, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.
3. Authorize adding \$10,000.00 to an agreement for evaluation consulting services with Group i & i Consultancy, LLC for design of an evaluation study for the FY 2021 Hispanic Serving Institution (HSI) Science, Engineering, Mathematics, and Technology (STEM) project, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

#### **INSTITUTIONAL (I)**

1. Approval of college policy: Flags at Half Staff
2. To approve the 2021 / 2022 Presidential Goals as submitted by President Eric M. Friedman.

**Consent Agenda**  
**Tuesday, June 1, 2021**  
**Page two**

**PERSONNEL (P)**

1.     A.     Appointment: Faculty (Eleventh Month)  
       B.     Appointment: Clinical Coordinators  
       C.     Appointment: Student Affairs Athletic Program (Coaching Staff)  
       D.     Appointment: Professional Staff
2.     A.     Reappointment: Academic Chairs and Program Coordinators/Faculty  
       B.     Reappointment: Administrative Personnel  
       C.     Reappointment: Directors/Administrators  
       D.     Reappointment: Professional Staff  
       E.     Reappointment: Project Personnel – Grants  
       F.     Reappointment: Ciarco Instructors
3.         Approve Stipend
4.         Approve: Leave of Absence/Support Staff
5.         Retirement: Confidential Staff
6.         Retirement: Faculty
7.         Resignation: Confidential Staff

**SITE AND FACILITIES (S/F)**

1.     To award professional services to RSC Architects for the preparation of plans and specifications for the ionization systems for all rooftop units at the Hackensack and Lyndhurst Campuses.





**BOARD OF TRUSTEES ACTION A/F2**  
**Approval Date: June 1, 2021**

**Resolution**

To authorize the annual renewal of VMWare licensing for the College's virtual server host machines through the Edge technology consortium.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Ron Spaide, Chief Information Officer  
Mr. Wilton Thomas-Hooke, Managing Director of Finance  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to renew the VMWare academic licensing agreement through the Edge technology consortium for one (1) year, from July 1, 2021 through June 30, 2022 at a cost of \$37,270.50. This subscription includes two (2) vCenter Servers, and 54 vSphere Enterprise Plus licenses.

**Justification**

VMWare licensing enables the College to utilize the virtualization software that runs the vast majority of the College's server environment. By utilizing VMWare, the College is able to reduce the number of physical servers required to support the College's core business, thereby decreasing the amount of power utilized and the amount of manpower required to support the servers. Additionally, by virtualizing servers, the College positions its systems and services to be portable in the event of a natural disaster and the backups can be used to quickly and reliably restore service at an alternate location.

Edge (formerly NJEdge) is a non-profit technology consortium serving New York, New Jersey, Pennsylvania, Delaware, and Virginia. It provides a statewide broadband network, information technology products and services, and other technology solutions. Membership comprises K-12, higher education, healthcare and other non-profit and government entities.

Consortium purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Edge is a non-profit and is therefore exempt from Pay-to-Play.

**Charge to:** College Operating Funds  
**Account:** 10-01-165100-607526  
**Total:** \$37,270.50



**BOARD OF TRUSTEES ACTION A/F3**  
**Approval Date: June 1, 2021**

**Resolution**

To authorize the purchase of FlexApp licensing, support, and remote installation and training services from CDW Government LLC.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Ron Spaide, Chief Information Officer  
Mr. Wilton Thomas-Hooke, Managing Director of Finance  
Ms. Barbara Golden, Director, Purchasing and Services

**Action Requested**

Authorization to purchase FlexApp licensing for 700 concurrent users, two (2) years of support, and remote installation/training services from CDW Government, LLC through New Jersey IT Software 58/NJ State Contract # M0003/#89849, at a cost of \$104,756.52.

**Justification**

Bergen Community College (the College) utilizes a virtual desktop environment to provide students and employees access to College applications. The College is dependent on this system as a result of the COVID-19 pandemic, which has shifted teaching and operations to a fully remote environment. FlexApp allows the College to reduce the time it takes to deploy applications in the virtual environment by 90% while also managing user profiles, at an average concurrent user pool of 700. This solution provides more flexibility when deploying software required for academic and business purposes.

Purchase through State Contract is allowed in accordance with County College Contracts Law 18A:64A-25.9.

Quotes were solicited and received from the following companies:

API Systems Inc.	No Response
CDW Government LLC	\$104,756.52
Computer Design & Integration	No Response
Gotham Tech Group	No Response
SHI International Corporation	\$108,285.00

**Charge to:** CRSSA Grant Fund  
**Account:** 20-06-595000-604202  
**Total:** \$104,756.52



**BOARD OF TRUSTEES ACTION A/F4**  
**Approval Date: June 1, 2021**

**Resolution**

Authorization to reimburse the County of Bergen for the College's portion of Property Insurance Coverage, Excess Workers' Compensation Coverage, Liability Claim Fund, Workers' Compensation Fund, Educator's Legal Liability, and Third-Party Claim Administration Fee for the College's participation in the County of Bergen Insurance Fund.

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Wilton Thomas-Hooke, Managing Director of Finance

**Action Requested**

Authorization to reimburse the County of Bergen for Property Insurance Coverage; Excess Workers' Compensation Coverage; Liability Claim Fund; Workers' Compensation Fund; Educator's Legal Liability insurances for the coverage period July 1, 2021 through June 30, 2022, at an estimated cost of \$1,121,000.00.

**Justification**

The College participates in the County's Insurance Fund for risk management and liability insurance coverage. The College is required to reimburse the County for its portion of the renewal cost for the insurance coverage. The total cost is distributed across two accounts for general liability and workers' compensation insurance. The College is authorized to enter into a contract to participate in the County Insurance Fund pursuant to N.J.S.A. 18A:64A-25.40. Further, the College is authorized, pursuant to N.J.S.A. 18A:64A-25.10., to enter into a joint purchasing agreement with the County for, among other things, the purchase of insurance and insurance consulting services, which are exempt from bidding in accordance with the County Colleges Contract Law, specifically N.J.S.A. 18A:64A-25.5(a)(11).

**Charge To:** College Operating Funds

**Accounts:** 10-01-188100-607590

10-01-188100-607591

**Total:** \$1,121,000.00



**BOARD OF TRUSTEES ACTION E/SA1**  
**Approval Date: June 1, 2021**

**Resolution**

Authorize submission of an application to the United States Library of Congress Teaching with Primary Sources Grant Program in the amount of \$50,000, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Wilton Thomas-Hooke, Managing Director of Finance  
Dr. Brock Fischer, Vice President of Academic Affairs  
Dr. Adam Goodell, Dean of Arts and Humanities  
Dr. David Marks, Dean of Library Services  
Dr. William Yakowicz, Director of Grants Administration

**Action Requested**

Authorize submission of a grant proposal to the United States Library of Congress (LOC) in the amount of \$50,000 to design and implement educational activities that capitalize on the LOC's digitized primary sources and other online materials for teaching and learning.

**Justification**

The proposed project provides an opportunity for Bergen Community College faculty and students to access thousands of digitized LOC primary source materials that include books, essays, music, videos, and more. Appropriate materials will be researched and integrated with select courses to expand the amount and type of free and open-source educational resources available in Bergen's library, enrich the diversity of learning resources for students, and increase professional development resource materials for faculty.

Under this competition there is no mandatory cost share or matching requirement, however proposals that include matching or cost sharing elements may be rated more highly.

A detailed project proposal and budget are forthcoming.

## **BOARD OF TRUSTEES ACTION E/SA2**

**Approval Date: June 1, 2021**

### **Resolution**

Authorize submission of an application to the United States Education Department for a Hispanic-Serving Institutions (HSI) STEM and Articulation Program grant, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

### **Submitted By**

Dr. Eric M. Friedman, President  
Mr. Wilton Thomas-Hooke, Managing Director of Finance  
Dr. Brock Fischer, Vice President of Academic Affairs  
Dr. Emily Vandalovsky, Dean of Mathematics, Science, and Technology  
Dr. PJ Ricatto, Professor and Co-Principal Investigator, STEM3  
Dr. Luis Jimenez, Professor and Co-Principal Investigator, STEM3  
Dr. William Yakowicz, Director of Grants Administration

### **Action Requested**

Authorize submission of a grant proposal to the US Education Department to support the third phase of Bergen's STEM initiative in the amount of approximately \$900,000 annually for each of five years. This proposed project builds upon the demonstrated success of Bergen's STEM Pathways and STEMatics projects to increase Hispanic and low-income student retention, completion, graduation, and transfer.

### **Justification**

The Bergen Community College STEM initiative, funded by US ED in 2011 and again in 2016, was designed to (1) increase the number of Hispanic and low-income students attaining degrees in the fields of science, technology, engineering, and mathematics; and (2) to develop model transfer and articulation agreements between Bergen and four-year institutions in such fields. Building on the success of previous funding cycles, this proposal intends to continue strengthening this two-fold focus while attaining funding agency priorities that are consistent with Bergen's own vision, mission, and strategic priorities, especially expanding reciprocal working relationships with industry partners and increasing internships, apprenticeships, fellowships, and other work-based learning experiences. Toward these ends, the proposed project will further develop and enhance customized instruction and accelerated learning as well as tutoring, counseling, and student services that improve academic success and help retain and move students rapidly into core courses and through program completion.

No Matching funds or additional college expenditures are required. However, there is an expectation that effective project practices and key positions will be institutionalized over the course of the grant funding period.

A detailed project proposal and budget are in development.

**BOARD OF TRUSTEES ACTION E/SA3**  
**Approval Date: June 1, 2021**

**Resolution**

Authorize adding \$10,000.00 to an agreement for evaluation consulting services with Group i & i Consultancy, LLC for design of an evaluation study for the FY 2021 Hispanic Serving Institution (HSI) Science, Engineering, Mathematics, and Technology (STEM) project, and to authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Wilton Thomas-Hooke, Managing Director of Finance  
Dr. Brock Fischer, Vice President of Academic Affairs  
Dr. Emily Vandalovsky, Dean of Mathematics, Science, and Technology  
Dr. William Yakowicz, Director of Grants Administration

**Action Requested**

Authorize adding \$10,000.00 to an agreement for evaluation services with Group i & i Consultancy, LLC to include design of an evaluation study for the FY 2021 Hispanic Serving Institution (HSI) Science, Engineering, Mathematics, and Technology (STEM) project.

**Justification**

The October 6, 2020 Board action renewed an award agreement with Group i & i Consultancy, LLC to continue a five-year evaluation of the HSI STEMatics grant project with a performance period through September 30, 2021. The US Department of Education requires a high quality, externally conducted, experimental research design for the FY 2021 STEM application. Group i & i effectively served as the College's STEM evaluation consultant for the past five years. To ensure continuity and consistently high quality of required external evaluation services, this agreement adds \$10,000.00 and expands the scope of work to the Group i & i consulting engagement obligations and responsibilities established in the renewal agreement through September 30, 2021.

No additional college expenditures are required. These added costs are to be drawn from Indirect Cost grant funds.

**Charge to:** Indirect Costs  
**Account #:** 50-03-590000-607777



**BOARD OF TRUSTEES ACTION I1**  
**Approval Date: June 1, 2021**

**Resolution**

Approval of college policy: Flags at Half Staff

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Drorit Beckman, Executive Assistant

**Action Requested**

To approve the college policy: Flags at Half Staff.

**Justification**

The policy was created to honor members of the College community upon their passing.

See attached policy.



## BERGEN COMMUNITY COLLEGE POLICY

<b>Policy Name:</b>	Flags at Half-Staff				
<b>Section #:</b>		<b>Section Title:</b>		<b>Former #:</b>	
<b>Approval Authority:</b>	Board of Trustees		<b>Adopted:</b>		<b>Reviewed:</b>
<b>Responsible Executive:</b>	President		<b>Revised:</b>		
<b>Responsible Office:</b>	Office of Human Resources and Employee Relations		<b>Contact:</b>	<i>tbd</i>	

### 1. Policy Statement

The policy provides guidelines for the flying of the Flag of the United States of America, the Flag of the State of New Jersey, and the Flag of Bergen Community College in the event of the death of a member of the Bergen Community College community or another event warranting same.

### 2. Reason for Policy

To ensure that flags are flown in accordance with proper flag etiquette.  
 To carry out Executive Orders of the Governor of the State of New Jersey.  
 To provide guidelines for flying the Flag of Bergen Community College at half-staff in memory of deceased students and employees.

### 3. Who Should Read this Policy

All members of the College community.

### 4. Resources

Office of Human Resources and Employee Relations  
 Email: HumanResourcesGroup@Bergen.edu  
 Phone: 201-447-7442  
 Fax: 201-251-4987

Details regarding flag etiquette can be found at: <http://www.legion.org/flag/code>

### 5. Definitions

### 6. The Policy

**A.** The Flag of the United States of America and the Flag of the State of New Jersey



- i. These flags shall be flown at half-staff as directed by the President of Bergen Community College in consultation with the Chair of the Board of Trustees upon receipt of an Executive Order of the President of the United States or the Governor of the State of New Jersey.

**B. The Bergen Community College Flag**

As an expression of college-wide mourning, the Flag of Bergen Community College on the Paramus Road entrance shall be flown at half-staff for a period of two (2) days as outlined below:

- i. On the occasion of the death of:
  - a) An enrolled student
  - b) A member or emeritus member of the Board of Trustees
  - c) A member of the administration or the executive team
  - d) A regularly employed member of the college faculty or staff

**C. Flag Etiquette**

It is important that the individuals responsible for flying the flags on all campuses be familiar with proper flag etiquette. Details regarding flag etiquette can be found at:  
<http://www.legion.org/flag/code>

**7. The Procedure**

n/a



**BOARD OF TRUSTEES ACTION I2**  
**Approval Date: June 1, 2021**

**Resolution**

To approve the 2021 / 2022 Presidential Goals as submitted by President Eric M. Friedman.

**Submitted By**

Mrs. Dorothy Blakeslee, Chairwoman, Board of Trustees  
Dr. Eric M. Friedman, President

**Justification**

Please see the attached 2021 / 2022 Presidential Goals.

## **2021–2022 Presidential Goals**

**Eric M. Friedman, Ph.D.**

### **Vision:**

*Bergen Community College will be a dynamic partner by bridging potential with opportunities for educational, professional, and personal growth.*

### **Mission:**

*To inspire our community to realize a better future.*

### **Values:**

*To fulfill the vision and mission of Bergen Community College, these core values will guide our daily endeavors:*

*Learning – Excellence – Integrity – Respect – Creativity*

*As President of Bergen Community College, I will lead and support critical strategic initiatives, operating within the framework established by the Middle States Commission on Higher Education, with an expectation of continuous improvement across all functional areas of the College. Areas of focus include: Student Success; Academic Excellence; Diversity, Equity, and Inclusion; Resilience and Sustainability; and Technological Innovation. I will do so while leading with an Ethic of Care.*

### **Bergen Community College 2021- 2022 Presidential Goals:**

1. Lead and support continuous improvement in the college-wide focus on student success, degree completion, college transfer and gainful employment. Focus on identifying the most at-risk student populations in order to close achievement gaps.
2. Lead and support progress in achieving strategic enrollment management goals. Launch an Enrollment Management Committee to draft a Strategic Enrollment Management Plan.
3. Lead and support efforts to clarify the systems and processes of participatory and shared governance, encouraging college-wide input into decision-making. Emphasize student engagement.

4. Improve visibility of the College's online offerings. Promote continuous improvement, and growth, in the portfolio of fully online courses and programs.
5. Develop an Academic Master Plan to serve as a blueprint for data-informed decisions around resource allocation, program development, staffing, and a variety of student success initiatives.
6. Lead and support efforts to position the College as a recognized hub-site for post-COVID economic recovery while leveraging the strengths of partners to achieve our goals.
7. Lead and support efforts to establish a vision and path forward for the College's off-site locations. Assess and evaluate current articulation agreements, programming at the sites, and partnerships.
8. Lead and support efforts to establish a vision and path forward for BCC's Diversity, Equity and Inclusion (DEI) efforts. Convene an advisory committee to chart the path forward in order to best leverage the strengths of BCC's excellent, existing DEI initiatives.
9. Lead and support the development and implementation of initiatives related to increasing the College's visibility and improving outreach and storytelling to our communities.
10. Lead renewed emphasis on improvements in the aesthetic and built environment; evaluate current spaces for their effectiveness in realizing their intended purpose.
11. Lead and support continuous improvement in transparent budgeting processes and the formalization of clear linkages between financial allocations and the College's strategic goals.



**BOARD OF TRUSTEES ACTION P1A**  
**Approval Date: June 1, 2021**

**Resolution**

Appointment: Faculty (Eleventh Month)

**Submitted By**

Dr. Eric M. Friedman, President  
Dr. Brock Fisher, Vice President, Academic Affairs  
Dr. Ralph Choonoo, Interim Vice President, Student Affairs  
Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

That the following faculty members be appointed to an eleventh month contract effective July 1, 2021 through June 30, 2022. The faculty members indicated will receive 10% of their July 1, 2021, base salary as compensation for working the eleventh month:

**Name**

Timothy Foote  
Fred Golub

**Position/Division**

Associate Professor/Counseling/Academic Affairs  
Professor/Counseling/Academic Affairs

**Justification**

To provide coverage in Student Affairs and Counseling.

Charge To: College Operating Funds  
Account Number: 10-02-230100-601120



**BOARD OF TRUSTEES ACTION P1B**  
**Approval Date: June 1, 2021**

**Resolution**

Appointment: Clinical Coordinators

**Submitted By**

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

MS. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To appoint the individuals listed below to the position of Clinical Coordinators at the stipends shown for the period July 1, 2021 – June 30, 2022.

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Annual Stipend</u></b>
<b><u>CLINICAL COORDINATORS</u></b>		
Deborah Cook	Dental Hygiene/Health Professions	\$4,750.00
Irene Figliolina	Medical Office Assistant/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
Nicole Humphreys	Veterinary Technology/Health Professions	\$4,750.00
Stephanie Niemiec	Paramedic Science/Health Professions	\$4,750.00
Elizabeth Romano	Radiography/Health Professions	\$4,750.00
Jaclyn Park	Diagnostic Medical Sonography/Health Professions	\$4,750.00
James Zuzzolo	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.



**BOARD OF TRUSTEES ACTION P1C**  
**Approval Date: June 1, 2021**

**Resolution**

Appointment: Student Affairs Athletic Program (Coaching Staff)

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To approve the appointment of the following individuals to part-time Head Coach and Athletic Trainer positions at the stipends indicated:

<b><u>Name</u></b>	<b><u>Head Coach Position</u></b>	<b><u>Stipend</u></b>	<b><u>Effective Dates</u></b>
Edgar Aguilar	Cross Country (M&W)	\$5,500.00	06/01/21 – 11/30/21
David Mosconi	Women's Basketball	\$6,630.00	10/01/21 – 03/31/22
Janet Elder	Women's Volleyball	\$5,500.00	06/01/21 – 11/30/21
Christopher DiSanto	Wrestling	\$5,500.00	10/15/21 – 03/15/22
Donald Osbourne	Men's Basketball	\$6,630.00	10/01/21 – 03/31/22
Giovanni Soto	Men's Soccer	\$5,500.00	06/01/21 – 11/30/21

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>	<b><u>Effective Dates</u></b>
Lisa McNerney	Athletic Trainer	\$28.00/hour	07/01/21 – 06/30/22
Megan Smith	Athletic Trainer	\$28.00/hour	07/01/21 – 06/30/22

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>	<b><u>Effective Dates</u></b>
Anthony Vaughn	Athletic Technical Coordinator	\$22.00/hour	07/01/21 - 06/30/22

*\*The hiring of the coaches is contingent on Bergen Community College approving a fall athletic season.*

**Justification**

The above-mentioned stipends are seasonal.

Charge To: College Operating Funds

Account Number: Various



**BOARD OF TRUSTEES ACTION P1D**  
**Approval Date: June 1, 2021**

**Resolution**

Appointment: Professional Staff

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Ron Spaide, Chief Information Office  
Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To appoint the following individual to the indicated position at the annual rate, title and effective date as noted:

<u>Name</u>	<u>Position/Division</u>	<u>Salary</u>	<u>Effective Date</u>
Tarek Yasin	Network Administrator II	\$83,000 (pro-rated)	06/21/21

**Justification**

To fill a budgeted position through a successful search process pending successful completion of background checks and references. This position is at-will.

Charge to: College Operating Funds  
Account Number:



**BOARD OF TRUSTEES ACTION P2A**  
**Approval Date: June 1, 2021**

**Resolution**

Reappointment: Academic Chairs and Program Coordinators/Faculty

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To reappoint the individuals listed below to the position of Academic Chairs and Program Coordinators/Directors at the stipends and release time shown for the period July 1, 2021 – June 30, 2022.

		<b><u>Annual Stipend</u></b>	<b><u>Annual Release Time</u></b>
<b><u>ACADEMIC CHAIRS</u></b>			
<b><u>Name</u></b>	<b><u>Departments//Division</u></b>		
Jacqueline Behn [Dr.]	Social Sciences//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Ara Kahyaoglu [Dr.]	Physical Sciences//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Keith Chu	History//Humanities	\$3,000.00	11 credit hours
Danielle Coppola-Oliveri	Wellness and Exercise Science//Health Professions	\$3,000.00	11 credit hours
Michael Echols	Communications	\$3,000.00	11 credit hours
Randolph Forsstrom [Dr.]	Mathematics//Mathematics, Science and Technology	\$6,400.00	23 credit hours
Robert Highley	Biology and Horticulture//Mathematics, Science and Technology	\$6,000.00	20 credit hours
Carol Miele [Dr.]	English as a Second Language and World Languages//Humanities	\$6,400.00	22 credit hours
Matthew King	Computer Science, Engineering and Information Technology//Mathematics, Science and Technology	\$3,000.00	11 credit hours
Richard Kuiters	Criminal Justice and Legal Studies// Business, Arts and Social Sciences	\$3,000.00	13 credit hours

**Board of Trustees Action P2A****June 1, 2021****Page 2**

Pierre Laguerre [Dr.]	Business and Hotel and Restaurant Management//Business, Arts and Social Sciences	\$6,000.00	22 credit hours
Joseph Mamatz [Dr.]	Health Professions	\$3,000.00	11 credit hours
Kevin Olbrys [Dr.]	Philosophy & Religion//Humanities	\$3,000.00	11 credit hours
Lou Ethel Roliston [Dr.]	Composition, Literature and English Basic Skills//Humanities	\$6,400.00	23 credit hours
Tomira Rozar [Dr.]	Dental Hygiene//Health Professions	\$3,000.00	11 credit hours
Francis Schmidt*	Visual and Performing Arts/ Business, Arts and Social Sciences	\$3,000.00	10 credit hours
Daniel Sheehan*	Visual and Performing Arts/ Business, Arts and Social Sciences	\$3,000.00	10 credit hours

\*Co-Chairs per agreement with BCCFA.

**PROGRAM COORDINATORS/DIRECTORS**

<b><u>Name</u></b>	<b><u>Department/Division</u></b>	<b><u>Annual Release Time</u></b>
Kelly Alexis Birdsall Griffiths	World Languages//ESL and World Languages	11 credit hours
Amy Ceconi [Dr.]	Respiratory Care//Health Professions	10 credit hours
Geralyn Collins-Eisler	Diagnostic Medical Sonography//Health Professions	10 credit hours
Amy Diaz	Radiation Therapy Technology/Health Professions	10 credit hours
Andrew Tomko	Composition & Literature//Humanities	12 credit hours
Lawrence Joel [Dr.]	Legal Studies//Business, Arts and Social Sciences	11 credit hours
Eileen Fitzgerald	English Basic Skills//Humanities	12 credit hours
Lenore Lerer	College Math// Mathematics, Science and Technology	8 credit hours
Joseph Mamatz [Dr.]	Radiography//Health Science/Health Professions	10 credit hours
Joanne Piccininni	Paramedic Science//Health Professions	10 credit hours
Mary Senor	Surgical Technology//Health Professions	10 credit hours
Lisa Picht	Veterinary Technology//Health Professions	10 credit hours
Ronda Drakeford	Hotel and Restaurant Management/Business, Arts and Social Sciences	11 credit hours
Steven Toth	Medical Office Assistant//Health Professions	11 credit hours
Melanie Walker	Developmental Math/Mathematics, Science and Technology	16 credit hours

**Board of Trustees Action P2A**  
**June 1, 2021**  
**Page 3**

**PROGRAM LIAISON**

**Name**

David Wang

**Department/Division**

Computer Science// Science, Math and Technology

**Annual**

**Release Time**

4 credit hours

**Justification**

To reappoint the Academic Department Chairs, Program Coordinators/Directors and Program Liaison in accordance with the agreement with the BCCFA.

Charge To:

Account Number: Various



**BOARD OF TRUSTEES ACTION P2B**  
**Approval Date: June 1, 2021**

**Resolution**

Reappointment: Administrative Personnel

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

That the following individuals be reappointed to the positions indicated for the period not to exceed one year commencing July 1, 2021, or until further action of the Board of Trustees.

**Name**

Susan Callahan Barnard [Dr.]

Adam Goodell

Adam Goodell

Emily Vandalovsky (Dr.)

**Position**

Dean, Division of Health Professions

Dean, Division of Humanities

Interim Dean, Business, Arts and Social Sciences

Dean, Division of Math, Science and Technology

**Justification**

Reappointment pursuant to N.J.A.C. 9A:7-4.2(d). This administrative position is at-will and the reappointed individual serves for a time period not to exceed one year or until further action of the Board of Trustees.



**BOARD OF TRUSTEES ACTION P2C**  
**Approval Date: June 1, 2021**

**Resolution**

Reappointment: Directors/Administrators

**Submitted By**

Dr. Eric M. Friedman, President  
Dr. Brock Fisher, Vice President, Academic Affairs  
Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

That the following personnel be reappointed to the position indicated for the period commencing July 1, 2021 through June 30, 2023:

<u>Name</u>	<u>Position/Division</u>
Sally Dionisio	Director of the Child Development Center

**Justification**

Reappointment per Article VIII, Section 7 of the Administrator Association Collective Bargaining Agreement.



**BOARD OF TRUSTEES ACTION P2D**  
**Approval Date: June 1, 2021**

**Resolution**

Reappointment: Professional Staff

**Submitted By**

Dr. Eric M. Friedman, President  
Dr. Brock Fisher, Vice President, Academic Affairs  
Dr. Christine Gillespie, Executive Director, Continuing Education and Workforce Development  
Dr. Ralph Choonoo, Interim, Vice President, Academic Affairs  
Dr. Larry Hlavenka, Executive Director, Public Relations and Community and Cultural Affairs  
Mr. Ronald Spaide, Chief Information Officer  
Mr. Christopher Talmo, Managing Director, Custodial Operations  
Mr. Michael Hyjeck, Managing Director, Physical Plant and Grounds  
Ms. Marie Jardine, Interim Director, Public Safety  
Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

That the following personnel be reappointed to the positions indicated for the period commencing July 1, 2021 through June 30, 2022.

<u>Name</u>	<u>Position</u>
Patricia Aguilar	Office Supervisor
Marlon Blair	Technical Support Specialist II
Kevin Bonomolo	Resource Accommodation Specialist
Ryan Brown	Manager, Environmental Health and Safety
Hilda Buitrago	New Student Enrollment Specialist
Matthew Calamari	Technical Support Specialist I
Gloria Cevallos	Scheduler and Facilities Planner
Francesco Cicero	Technical Support Specialist II
Thomas DePrenda	Manager, New Media Services
Lisa DiGaetano	Enrollment Services Coordinator
Christopher DiSanto	Testing Assistant
Jeannette Dones	Senior Financial Aid Specialist
Paulina Drabik	Technical Support Specialist II
Fernando Encarnacion	Evening Math Lab Coordinator
Jessica Fargnoli	Public Information Assistant
Deana Fletcher	Coordinator of Athletics and Equipment Manager
Anthony Florio	Accountant – Fixed Assets and Financial Analysis
Rosannlle Franco	Office Services Supervisor
Frank Hablawi	Web Developer

**Board of Trustees Action P2D**  
**June 1, 2021**  
**Page 2**

<u>Name</u>	<u>Position</u>
April Harrison	Coordinator, Summer Intensive Program
Christopher Houle	Technical Support Specialist II
Dania Huie-Pasigan	Head College Nurse
Ted Jaronsinski	Technical Coordinator – Media Technologies
Arooj Javed	Technical Support Specialist – Documents and Records
Candice Kaup Scioscia	Manager, Learning Assistance Center
Kil, Yeon Su	Program Supervisor
Kristen Ko	Manager of Access Services
Gabriela Kosek	Testing Assistant
Catherine Krostek	Enrollment Services Coordinator
Dennis Kruk	Coordinator, Health Professions Interdisciplinary Center For Simulation
Judith Lopez-Hungreder	Coordinator of Evening and Weekend Services
Edwin Lopez-Rodriguez	Custodial Supervisor
Elena Luddy	Senior Financial Accountant
Christopher Maccarrone	Sharepoint/SQL Server Administrator I
Beverly Margolies	Academic Web Designer and Content Manager
Aretha McMillan	Coordinator, Educational Outreach
Kim Meekins	Office Services Supervisor - Meadowlands
Deborah Michels	Technical Support Specialist II / APPLE
Mark Molisani	Grant Writer
Giselle Pacheco	Senior Financial Aid Specialist
Patricia Pappas-Juliano	Assistant Director, Financial Aid
Jaime Pardo	Manager, Workforce and Career Placement
Nilda Pardo	Junior Accountant
Evelin Perez	Accountant - Financial Analysis
Kirsten Perino	Office Manager
Nadine Phillips	Assistant Director of Records and Registration and One Stop Supervisor
Joseph Pitre	Math Lab Supervisor
Gregory Reilly	Enrollment Services Coordinator at the Meadowlands
Johanna Reyes	Financial Aid Specialist
Kimberly Ritchie	Service Desk Manager
Carmen Rodriguez	Testing Assistant
John Rude	Network Administrator II
Robert Sangster	Technical Support Specialist II
Andrea Schaffel	Continuing Education Program Supervisor
William Smith	Academic Lab Supervisor
Wioletta Surdyka	Coordinator of Veterans and Military Affairs
Madeline Trimble	Senior Research Associate
Maira Urena	Accountant – Continuing Education
Tamara Vaughan	Business Development Manager
Stephanie Weise	Assistant Director, Purchasing and Services

**Board of Trustees Action P2D**  
**June 1 2021**  
**Page 3**

<u>Name</u>	<u>Position</u>
Ian Wolf	Coordinator of Student Conduct and Information
Saikheen Wong	System Administrator II
Kenny Xheraj	Custodial Supervisor

**Action Requested**

That the personnel listed below be reappointed to the positions indicated for the period July 1, 2021 through June 30, 2023 (Two-year contract):

<u>Name</u>	<u>Position</u>
John Bruno	Testing Assistant
Tom DePrenda	Manager, New Media Services
Hosea DeShields	Coordinator Printing and Copying Services
Cristina Grisales	Graphic and Web Designer – Public Relations
Michelle Johnston	Assistant Director - Accounting
Michael G. Lapointe	Senior Theatre Technician
C. Michael Lapone	Manager of Facility Operations – Lyndhurst
Kimberly A. Makoe	Senior Scheduling and Facilities Planner
Charlmaine McKinney	Financial Aid Specialist
Hyacinthe Nkurunziza	Coordinator of Student Success and Completion
Maria Shirley Pachon	Business Accelerator Coordinator
Bonnie Rodriguez	Financial Aid Specialist
Sonia Latimer Rose	Manager, Accounts Payable
Rong Wang	Assistant Director Library Services

**Justification**

Reappointment per Article XII, Section 6 of the Professional Staff Collective Bargaining Agreement



**BOARD OF TRUSTEES ACTION P2E**  
**Approval Date: June 1, 2021**

**Resolution**

Reappointment: Project Personnel – Grants

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Dr. Christine Gillespie, Executive Director, Continuing Education and Workforce Development

Dr. Ralph Choonoo, Interim Vice President, Student Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

That the grant personnel listed below be reappointed to the positions indicated for the period commencing July 1, 2021 through June 30, 2022.

<u>Name</u>	<u>Position</u>
Aida Castro-Henix	EOF Counselor
Laura Frazer	Senior Grant Manager/Compliance Officer - Grants Administration (Perkins, CCAMPIS, NJHW, IDC)
Elizabeth Gieske DeFeo	CLC Project Director/Adult Basic Education/ Continuing Education and Community Outreach
John Jantzen	Business Liaison Northern Region – Continuing Education and Workforce Development (NJ Healthworks)
Faith Kallert	Business Liaison Southern Region – Continuing Education and Workforce Development (NJ HealthWorks)
Andrea Nemeth	Project Director – Continuing Education and Workforce Development (NJ Healthworks)
Monica Rock	Success Coach – Continuing Education and Workforce Development (NJ Healthworks)
Lark Lo Sontag	Project Coordinator – Child Development Center (CCAMPIS)
Darlene Tomlinson	Group Teacher – Child Development Center (CCAMPIS)

**Board of Trustees Action P2E**  
**June 1, 2021**  
**Page 2**

**\*Action Requested**

That the grant personnel listed below be reappointed to the positions indicated for the period commencing July 1, 2021 through September 30, 2021.

<u>Name</u>	<u>Position</u>
Barbara Abolafia	Summer Explorations Coordinator (Title V)
*Luis DeAbreu	STEMatics Grant Program Director (STEMatics)
Lauren Fowler	Professional Success Coach/Academic Counselor (Title V)
*Matthew Greene	STEM Academic Counselor (STEM)
Randi Greene	Financial Literacy Specialist/Buyer (STEMatics/Grants Administration)
Erica James	Professional Success Coach/Academic Counselor (Title V)
Sadeja Jones	Success Coach/Counseling/Student Affairs (Title V)
Laura Madera	Peer Mentor Coordinator/Coach (Title V)
*Iqra Shabbir	Supplemental Instruction (SI) STEM Coordinator (STEM HSI/Cerullo Learning Assistance Center)
*Jacqueline Stoddardt	STEM Academic Counselor (STEM)
*Majeda Sultana	STEMatics Academic Counselor (STEMatics)

\*Funded through current grants which expire 9/30/21; therefore the effective dates are 07/01/21 – 9/30/21.

\*Further consideration of STEM Grants funded staff will be reviewed at a later date.

**Justification**

Reappointment of grant-funded positions. These positions are at will.



**BOARD OF TRUSTEES ACTION P2F**  
**Approval Date: June 1, 2021**

**Resolution**

Reappointment: Ciarco Instructors

**Submitted By**

Dr. Eric M. Friedman, President

Dr. Christine Gillespie, Executive Director, Continuing Education and Workforce Development

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To approve the reappointment of the following individuals to the positions indicated.

<u>Name</u>	<u>Position</u>	<u>Effective Dates</u>
Richlene Joannides	Ciarco Instructor	07/01/21 – 06/30/22
Marianne Patino	Ciarco Instructor	07/01/21 – 06/30/22
Kathryn Renick	Ciarco Instructor	07/01/21 – 06/30/22
Beverly Rosch	Ciarco Instructor	07/01/21 – 06/30/22
Lori Yoselow	Ciarco Instructor	07/01/21 – 06/30/22

**Justification**

Reappointment per Article IX, Section A in the Appendix CLC – Ciarco Learning Center Members of the BCCFA Collective Bargaining Agreement

Charge To: College Operating Funds

Account Number:



400 Paramus Road, Paramus, New Jersey 07652  
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**BOARD OF TRUSTEES ACTION P3**  
**Approval Date: June 1, 2021**

**Resolution**

Approve Stipend

**Submitted By**

Dr. Eric M. Friedman, President

**Action Requested**

To approve a monthly stipend for the following individual for assuming additional responsibilities in the Human Resources Department:

<u>Name</u>	<u>Position/Division</u>	<u>Monthly Amount</u>	<u>Effective Date</u>
Yvette Aviles	Assistant Director of Human Resources	\$850.00	04/01/2021 retroactive)

**Justification**

To provide a monthly stipend for assuming additional recruitment, departmental oversight, employee relations matters, and responsibilities until the successful completion of the College search process for the Vice President for Human Resources and Organizational Development is hired.

Charge To: College Operating Funds  
Account Number: 10-01-126100-601110



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**BOARD OF TRUSTEES ACTION P4**  
**Approval Date: June 1, 2021**

**Resolution**

Approve: Leave of Absence/Support Staff

**Submitted By**

Dr. Eric M. Friedman, President

Mr. Christopher Talmo, Managing Director, Custodial Operations

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To approve an unpaid leave of absence per NJ FMLA guidelines, for the following individual from the position listed below, effective dates as indicated:

<u>Name</u>	<u>Position/Division</u>	<u>Effective Date</u>
Rashid Darrisaw	Custodian/Buildings and Grounds	05/05/21 (retroactive)

**Justification**

Medical Leave



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**BOARD OF TRUSTEES ACTION P5**  
**Approval Date: June 1, 2021**

**Resolution**

Retirement: Confidential Staff

**Submitted By**

Dr. Eric M. Friedman, President

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To accept the retirement of the following individual:

<u>Name</u>	<u>Position/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Nancy Adis	Administrative Assistant / President's Office	04/03/90	07/01/21

**Justification**

Retirement



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**BOARD OF TRUSTEES ACTION P6**  
**Approval Date: June 1, 2021**

**Resolution**

Retirement: Faculty

**Submitted By**

Dr. Eric Friedman, President

Dr. Brock Fisher, Vice President, Academic Affairs

Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To approve the retirement of the following individuals:

<u>Name</u>	<u>Position/Rank/Department/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Steven Toth	Associate Professor / Medical Office Assistant/ Health Professions / Academic Affairs	01/10/01	07/01/21

**Justification**

Retirement



**BOARD OF TRUSTEES ACTION P7**  
**Approval Date: June 1, 2021**

**Resolution**

Resignation: Confidential Staff

**Submitted By**

Dr. Eric M. Friedman, President  
Ms. Anette Riser, Assistant Director of Payroll  
Ms. Yvette Aviles, Assistant Director of Human Resources

**Action Requested**

To approve the resignation of the following individual:

<u>Name</u>	<u>Position/Division</u>	<u>Hire Date</u>	<u>Effective Date</u>
Taraiya Dodd	Senior Payroll Generalist / Human Resources	12/04/17	05/24/21

**Justification**

Resignation



**BOARD OF TRUSTEES ACTION S/F1**  
**Approval Date: June 1, 2021**

**Resolution**

To award professional services to RSC Architects for the preparation of plans and specifications for the ionization systems for all rooftop units at the Hackensack and Lyndhurst Campuses.

**Submitted By**

Dr. Eric M. Friedman, President  
Mr. Wilton Thomas-Hooke, Managing Director of Finance  
Ms. Barbara Golden, Director, Purchasing and Services  
Mr. Michael Hyjeck, Managing Director, Physical Plant  
Mr. Robert P. Coane, Director of Campus Planning and Improvements

**Action Requested**

Authorization to pay \$ 33,000.00 including Direct Costs to RSC Architects for the preparation of plans and specifications for the ionization systems for all RTU's at the Hackensack and Lyndhurst Campuses.

**Justification**

To insure the safety of the existing HVAC system and to prevent potential viruses from entering and being passed through the existing HVAC into the existing facilities, an ionization system will to be installed in all of the existing rooftop units.

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

RSC Architects will perform these services for the following lump sum fee:

Hackensack Campus	
Design Drawings	\$11,200.00
Bidding	\$ 800.00
Construction Administration Phase	\$ 4,500.00
Total Fee	\$16,500.00

Lyndhurst Campus	
Design Drawings	\$11,200.00
Bidding	\$ 800.00
Construction Administration Phase	\$ 4,500.00
Total Fee	\$16,500.00
 Total for both campuses	 \$33,000.00

**Charge To:** CRRSAA  
**Account Number:** TBD