Bergen COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES
PUBLIC MEETING

October 4, 2016 – 5:00 p.m.

Meadowlands Campus – Conference Rooms 504 and 505

I. Call to Order

II. Open Public Meetings Act Statement

III. Roll Call

VI. Pledge of Allegiance

V. Reports
- A. Vice-Chairman
- B. Secretary
- C. Treasurer
- D. President
- E. Committees
  1. Audit and Finance/Legal
  2. Board of School Estimate
  3. Education and Student Affairs
  4. Foundation/Grants/Endowments
  5. Personnel
  6. Site and Facilities
  7. Strategic Planning and Issues
- F. Liaison to New Jersey Council of County Colleges
- G. Alumni Trustee
- H. Chairman

VI. Unfinished Business

VII. New Business/Open to the Public

VIII. Actions
- A. Approval of Minutes – September 13, 2016
- B. Consent Agenda – October 4, 2016
- C. Other

IX. Executive Session

X. New Business/Open to the Public

XI. Adjournment

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CONSENT AGENDA

Tuesday, October 4, 2016 – Meadowlands Campus

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 MINUTES: **September 13, 2016**

AUDIT AND FINANCE (A/F)

1. Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP.
2. Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs (Negotiations)
3. To award Public Bid P-2219 for Elevator Maintenance Service to Standard Elevator Corporation
4. Authorization to pay annual E-Commerce Volume Fee to Ellucian. E-Commerce fee is a small percentage fee charged per dollar for all online financial transactions which funnel through PayPal.
5. To authorize the purchase of fitness equipment from Life Fitness to be used in the Wellness and Exercise Science Program. This is funded through the Perkins Grant.
6. To approve the transfer of unused funds in the amount of $92,000 from the HETI Grant subproject 2 and $7,768.00 from the HETI subproject 6, to HETI subproject5, to aggressively address data/network security. The Office of Higher Education determined that the transfer requested is consistent with the approved projects.
7. To authorize payment to the New Jersey President's Council for annual assessment fees, including Institutional Assessment and Transfer Assessment.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. Authorize acceptance of a grant award for the Title V project from the US Department of Education in the amount of $524,884.00 for year 1 of a 5 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.
2. Authorize submission of a proposal to the Bergen County Arts Grant Program in the amount of $4,000 for Jan. 1 2017 through Dec. 31, 2017, and to authorize President B. Kaye Walter or her designee to execute required documents.
3. Accept year 2 of a five-year grant from the U. S. Department of Education (DOE) in the amount of $499,057 for the Transition Program for Students with Intellectual Disabilities into Higher Education grant, and to authorize President B. Kaye Walter, or her designee, to execute required documents.
4. Authorize acceptance of Workforce Learning Link contract in the amount of $102,000 from the Bergen County Workforce Development Board.

PERSONNEL (P)

1. Appointment:
   - A. Professional Staff
   - B. Project Personnel – Grants
   - C. Student Affairs Athletic Program (Coaching Staff)
2. Reappointment: Project Personnel – Grants
3. Termination:
   - A. Support Staff
   - B. Grant
   - C. Professional Staff
4. Retirement:
   - A. Faculty
   - B. Professional

SITE AND FACILITIES (S/F)

1. To award Public Bid P-2222 to _____ for rehabilitation and two year maintenance agreement for the parking deck.
2. Change Order: Van Duesen & Associates – Professional Consulting Services for Modernization of Elevators 7 & 8.

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BOARD OF TRUSTEES ACTION A/F 1
Approval Date: October 4, 2016

Resolution:
Approval of Legal Vouchers – DeCotiis, FitzPatrick & Cole, LLP

Submitted By
Mr. Victor Anaya, Chief Financial Officer

Action Requested
Approval for payment of the following legal vouchers:

August 1, 2016 to August 31, 2016 DeCotiis, FitzPatrick & Cole, LLP. $ 21,578.67

Legal bills are 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

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BOARD OF TRUSTEES ACTION A/F 2
Approval Date: October 4, 2016

Resolution:
Approval of Labor Voucher – Cleary Giacobbe Alfieri Jacobs (Negotiations)

Submitted By
Mr. Victor Anaya, Chief Financial Officer

Action Requested
Approval for payment of the following labor voucher:

August 1, 2016 to August 31, 2016 – Invoice 45378

Cleary Giacobbe Alfieri Jacobs $ 1,725.00

Labor bills are 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: 10-01-186100-607216

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BOARD OF TRUSTEES ACTION A/F 3
Approval Date: October 4, 2016

Resolution
To award Public Bid P-2219 for Elevator Maintenance Service to Standard Elevator Corporation

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Samuel John, Interim Managing Director, Physical Plant
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid #P-2219 for Elevator Maintenance Service to Standard Elevator Corporation,for the period October 15, 2016 through October 14, 2018, for an estimated amount of $291,622.00.

Justification
The elevator service contract is required to maintain twenty elevators located on the Paramus, Hackensack and Lyndhurst campuses. Monthly preventive maintenance and inspections are routinely needed, and emergency repairs are done as required. Seven companies registered for the bid, and four bids were received. See list below for bids received.

Standard Elevator Corporation	$291,622.00
Clifton Elevator Service Co., Inc.	$351,288.00
Liberty Elevator	$409,392.00
Slade Industries Inc.	$513,135.77

Charge To: College Operating Funds
Account Number: 10-06-610100-607550

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BOARD OF TRUSTEES ACTION A/F 4
Approval Date: October 4, 2016

Resolution
Authorization to pay annual E-Commerce Volume Fee to Ellucian. E-Commerce fee is a small percentage fee charged per dollar for all online financial transactions which funnel through PayPal.

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Approval to pay an estimated amount of $32,558.78 to Ellucian to cover E-Commerce volume fees for the period of July 1, 2016 through June 30, 2017.

Justification
This is the estimated volume fee for the processing of E-Commerce transactions.

The college has a need to purchase these software licenses as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Ellucian Inc. has 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, N.J.S.A. 18A:64A-25.5 (a)(19) which exempts software use from public bidding.

Charge to: College Operating Funds
Account: 10-01-165100-607656

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BOARD OF TRUSTEES ACTION A/F 5
Approval Date: October 4, 2016

Resolution
To authorize the purchase of fitness equipment from Life Fitness to be used in the Wellness and Exercise Science Program. This is funded through the Perkins Grant.

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Mr. Victor Anaya, Chief Financial Officer
Ms. Barbara Golden, Director Purchasing and Services

Action Requested
Approval to purchase fitness equipment including recumbent and upright bicycles, cross trainer, treadmill, and leg press, from Life Fitness for $20,197.90 through the Perkins Grant.
Quotations were received from the companies listed below.

Life Fitness	$20,197.90
G & G Fitness	$26,785.93
Advanced Exercise Equipment	NO QUOTE

Justification
This equipment will provide greater variety of current fitness items and equipment. It will also provide a more suitable learning and teaching environment, for sports management, exercise science as well as fitness and activity classes. The equipment is necessary as teaching/training aids by instructors, professors and students, in their respective classes, which lead to two year degree programs, transfer and job opportunities in the Fitness and Sports industries. It will also provide a more suitable learning and teaching environment and the improvement for participation of Non Traditional students.

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. Life Fitness has complete 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.

Charge To: FY 17 Perkins Grant
Account Number: 20-02-590400-604212

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BOARD OF TRUSTEES ACTION A/F 6
Approval Date: October 4, 2016

Resolution:
To approve the transfer of unused funds in the amount of $92,000 from the HETI Grant subproject 2 and $7,768.00 from the HETI subproject 6, to HETI subproject5, to aggressively address data/network security. The Office of Higher Education determined that the transfer requested is consistent with the approved projects.

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Stephen Valkenburg, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
To adopt the approval of the transfer of unused funds in the amount of $99.768.00

Justification
The Office of Higher Education determined that the transfer requested is consistent with the approved projects.

Charge To: HETI Grant
Account Number: 20-01-160100-604300

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BOARD OF TRUSTEES ACTION A/F 7
Approval Date: October 4, 2016

Resolution
To authorize payment to the New Jersey President's Council for annual assessment fees, including Institutional Assessment and Transfer Assessment.

Submitted By
Dr. B. Kaye Walter, President
Mr. Victor Anaya, Chief Financial Officer
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to pay annual assessment fees to the New Jersey Presidents' Council C/O Middlesex County College, in the amount of $24,906.00.

Justification
To pay the 2016-17 New Jersey Presidents' Council annual Institutional Assessment fee in the amount of $3,000.00, and the 2017 NJ Transfer Assessment amount of $21,906.00. Middlesex County College will collect payment on behalf of the Council.

This payment is below the County College bid threshold and is exempt from Pay-to-Play.

Charge To: College Operating Funds
Account Number: 10-01-160100-607502

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BOARD OF TRUSTEES ACTION E/SA 1
Approval Date: October 4, 2016

Resolution
Authorize acceptance of a grant award for the Title V project from the US Department of Education in the amount of $524,884.00 for year 1 of a 5 year project, and authorize President B. Kaye Walter, or her designee, to execute required documents.

Submitted By
Dr. Naydeen Gonzalez De-Jesus, Vice President for Student Services
Dr. William Mullaney, Vice President for Academic Service
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. William J. Yakowicz, Director of Grants Administration

Justification
This second Title V project campaign will build on the substantial success of the first 1,2,3 Connect Title V initiative to further strengthen the institutional capacity building initiated in 2010. The total award for the five-year grant period from October 1, 2016 through September 30, 2021 is expected to total $2,509,973.00.

The project abstract and budget are attached.

No additional college funds are required.

ABSTRACT

Building on the success of the initial Title V grant Phase 1 of 1-2-3 Connect, this proposed effort will uniquely integrate multiple supportive innovations strategically targeted to help improve the academic success of high-need Hispanic and low-income students during their transition from developmental to college-level courses. While the initial Title V initiative succeeded to improve third semester retention rates to 66%, only 44% return to the College for a fifth semester. Furthermore, withdrawal and failure rates in college-level gateway courses range up to 30.8%. The Pathway Scholars Program will address these barriers to graduation.

The Campaign will expand support services and energize students' academic experience during three transition semesters from developmental to college-level coursework through three primary goals: (1) deepen the learning engagement of 3,500+ students, nearly 30% of whom are Hispanic/Latino, (2) energize the overall college experience for those students, and (3) broaden the role of staff and 50 gateway instructors as stewards of success in the transition from developmental to college-level coursework. Over five years, student return rates for a fifth semester are projected to improve to 62% from a baseline of 48%.

Beyond numbers, the spirit of the Program lies in strengthening student engagement inside and outside the classroom in order to improve academic performance and increase their sense of confidence and comfort with the college setting. Active faculty and staff involvement will enable success during this critical transition. Four academic pathways will be used as a vehicle to drive sustainable reform, expanded learning assistance, and invigorating learning experiences both inside and beyond the classroom. A proactive coaching and advising intervention system, faculty professional development and training, enhanced facilities and student resources, and external assessment will support this initiative.

The College designed this Program with the aim of incorporating permanent improvements in academic support services to students during this critical phase of their college education beyond Title V funding.

Budget

Table 7: Year 1 Budget		
Budget Category	**Description**	**Annual Budget ($)**
1. Personnel	PSP Manager (1 FTE)	57,500.00
	Full time Coach	40,000.00
	Gateway Faculty Core Team	8,040.00
	Mentoring Coordinator (0.5 FTE)	28,471.00
	Learning Assistance/SI Coordinator (0.5FTE)	10,000.00
	Trained Peer Advocates	7,000.00
	Gateway Faculty Honoraria	20,100.00
	IT Professional Assistant	28,000.00
2. Fringe benefits	Full time (30%)	40,791.00
	Part time (8.15%)	6,002.00
3. Travel	Title V-Related workshops	1,650.00
	Student Retention-Related Conferences	4,950.00
4. Equipment	n/a	0.00
5. Supplies	Outreach & promotional materials	5,000.00
	Expanded e-retention case management tools	15,000.00
6. Contractual	Student Success Summit/Workshop Facilitators/Trainers	31,250.00
	Consultant to set up Summer Pathway Explorations	30,000.00
	External IT Consultant	45,000.00
	External Evaluator	46,750.00
7. Construction	Pathway Resource Wing	35,000.00
8. Other costs	Summer Research and Project Internships	15,000.00
9. Total Direct Costs		486,004.00
I. Indirect costs	8.00%	38,880.00
Year 1 Budget		**524,884.00**

The projected five-year budget, serving Title V students (1970 students over 5 years), amounts to $2.5M. Campaign costs are aligned with proposed activities and support the three established goals. — **Cost Distribution.** In terms of cost allocation: 10.5% of the total budget covers the salary and benefits for the full-time PSP Project Manager, 18.2% for the 2 - 4 full time Coaches (depending on year), and 4.8% for the Gateway Faculty Core Team and Faculty Honoraria. The Mentoring Coordinator and Learning Assistance/SI Coordinator will each be 0.5 FTE positions, and a part-time IT Professional Assistant totaling 9.5% of the total budget. A total of $330,791 (or 13.2%) will be paid directly to students: student positions, including trained Peer Advocates and trained Learning Assistants ($165,791 or 6.6%); and Explorations Summer Research and Project Interns ($165,000 or 6.6%). A sum of $14,850 (or 0.6%) is allocated towards student retention-related conferences and $8,250 (or 0.3%) for Project Director conference/meetings. No equipment will be purchased for this program, and supplies for outreach and promotional materials, and expanded e-retention case management tools is $25,000 (or 1%). Student success summit, workshop facilitators and trainers as

well as a consultant for Summer Pathway Explorations and the External Evaluator costs amount to $408,125 (or 16.2%). Facilities cots for setting up the Pathways resource wing totals $35,000 (or 1.4%). Students participating in summer internships will receive stipends totaling $165,000 (or 7.4%). The 8% Indirect cost rate is calculated at $200,800 since the College's indirect cost rate agreement (69%) exceeds this amount.

— **Per-Student Cost.** The total federal request ($2.5M) for the five year project is equivalent to $1,274 per student served (unduplicated/direct service) to improve persistence, academic performance, skills and motivation during their transition from developmental to college level coursework through establishment of Pathways, sustainable academic reform and invigorating learning experiences, as well as Rapid-Intervention Coaching, and emphasis on faculty and staff sensitivity, involvement and collaborative forums to create a more culturally-sensitive and engaged learning environment.

Table – STUDENTS SERVED (TABLE ???) & COSTS/STUDENT
Incoming cohort and cohort in 5th semester as per projected return rates

Year 1	Year 2	Year 3	Year 4	Year 5
120	490	654	1,170	1,697
$4,374	$1,071	$801	$404	$273

GOAL 1: Academic Connections: Activities 1-3 (Table 11). The budget for Goal 1 includes the appropriate time commitment of the Program Staff, including Program Manager, Gateway Faculty and IT Professional Assistant, and the appropriate cost portion for establishment of Pathways, Gateway course reform and enhanced learning experiences and online support of Gateway courses.

Table – COST ANALYSIS / GOAL 1 (ACADEMIC CONNECTIONS)

Direct Costs	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Title V	$102,528	$107,774	$99,614	$90,524	$102,530	$502,969
Cost/student	$854	$220	$152	$77	$60	$255
Institutional Commitment						

Goal 2 / Proactive Coaching & Advising: Activities 4-6 (Table ???). The budget for Goal 2 includes the appropriate time commitment of Campaign Staff, including the Project Manager, Coaches, and Peer Mentors, and the appropriate cost portion for PSP Community Wing and Performance Awards.

Table – COST ANALYSIS / GOAL 2 (PROACTIVE COACHING & ADVISING)

Direct Costs	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Title V	$247,096	$201,370	$206,821	$177,100	$152,022	$984,409
Cost/student	$2,059	$411	$316	$151	$90	$500
Institutional Commitment						

Overarching Goal 3 / Collaboration for Core Success: Activities 7-8 (Table ???). The budget for Overarching Goal 3 includes the appropriate time commitment of Campaign Staff, including Project Manager, Faculty Honoraria, Coaches and Peer Mentors.

Table – COST ANALYSIS / GOAL 3 (CORE SUCCESS)						
Direct Costs	**Year 1**	**Year 2**	**Year 3**	**Year 4**	**Year 5**	**Total**
Title V	$74,587	$77,546	$82,741	$74,695	$62,694	$372,264
Cost/student	$622	$158	$127	$64	$37	$189
Institutional Commitment						

— **Budget Overview.** The budget includes ***salaries*** and benefits (30% for full-time, 8.15% for part-time) for the Project Manager, Coaches , Gateway Faculty Core Team, Mentoring Coordinator, Learning Assistance/SI Coordinator, Trained Peer Advocates, Gateway Faculty Honoraria, Trained Learning Assistants and an IT Professional Assistant (Yr1 total: $256,404). ***Travel*** covers Project Director attendance at Title V-related conference/ meetings ($1,650), as well as Student Retention-related conferences ($4,950), (Yr1 total: $6,600). No ***equipment*** will be requested. Needed ***supplies*** cover costs for outreach and promotional materials ($5,000) and expanded e-retention case management tools ($15,000), (Yr 1 total $20,000). Fees for Student Success Summit, workshop facilitators and trainers, as well as a consultant to set up Summer Pathway Explorations, an external IT consultant and external evaluator (Yr1 total $153,000) will be included in ***consultant*** costs. Construction costs cover setting up facilities for Pathway Resource Wing (Yr1 total $35,000). ***Other*** costs will include Explorations: Summer Research & Project Internships (Yr1 total $15,000).

Table – HIGHLIGHTS OF PERSONNEL COSTS IN YEAR 1	
Positions	**Title V Grant Contribution**
Project Manager	$57.5K + 30% Fringe benefits
Professional Success Coach	$40K + 30% Fringe benefits
Gateway Faculty Core Team	$8K ($670 per credit release time) + 8.15% Fringe benefits
Mentoring Coordinator	$28K + 30% Fringe benefits
Learning Assistance/SI Coordinator	$10K + 30% Fringe benefits
Trained Peer Advocates	$7K + 8.15% Fringe benefits
Gateway Faculty Honoraria	$20K ($670 per credit release time) + 8.15% Fringe benefits
Trained Learning Assistants	$11K + 8.15% Fringe benefits
IT Professional Assistant	$28K + 8.15% Fringe benefits

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BOARD OF TRUSTEES ACTION E/SA 2
Approval Date: October 4, 2016

Resolution

Authorize submission of a proposal to the Bergen County Arts Grant Program in the amount of $4,000 for Jan. 1 2017 through Dec. 31, 2017, and to authorize President B. Kaye Walter or her designee to execute required documents.

Submitted By

Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Affairs
Dr. William Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Ms. Sandra Sroka, Dean of the Philip J. Ciarco, Jr. Learning Center
Dr. William J. Yakowicz, Director of Grants Administration

Justification

The proposed project seeks funding support for a Café Bergen Multicultural Coffeehouse Performing Arts Series to be based at the Ciarco Learning Center and the Cyber Café at the Paramus Campus. Building on the Café Bergen Multicultural Coffeehouse funded by Bergen County Arts over two years in 2007 and 2008, the project is designed to strengthen BCC Ciarco outreach efforts to the Hackensack community and to promote further opportunities for learning about music, dance and expressive art forms across cultures.

Grant funding is proposed for artist fees, marketing and related expenses in the amount of $4,000; 100% matching funds are to be provided by the College. The $4,000 match will be comprised of in-kind costs to include facility usage fees and administrative oversight.

No college funds are required. However, in-kind costs to cover the required $4,000 match will include facility use charges and administrative oversight.

The abstract and preliminary budget are attached.

Bergen County Arts Grant Program

Abstract

Café Bergen is a multicultural music and performance series highlighting the cultural diversity of Hackensack, Southern Bergen County, and the Bergen Community College community. Each of five coffeehouse events between February and October 2017 will showcase different world vocal, instrumental and dramatic performance style, potentially including Korean dance, Dominican merengue, hip-hop poetry, Celtic song, and Filipino martial arts. To be presented in intimate performance spaces at BCC Hackensack's Ciarco Learning Center and the CyberCafé at BCC Paramus, these events will feature internationally recognized music and dance styles together with genres that Bergen County's ethnic and immigrant communities value as part of their cultural traditions. A panel of BCC faculty and staff will select artists and groups based on their authenticity and the quality of their live performances and/or audio and video recordings. Artists will present a pre-concert hands-on activity or workshop to participate in a Talk-Back, as audience interaction is central to our vision for a dynamic and engaging performance series. In addition, a guest visual artist will be featured at most performances, and BCC music students will assist in preparing presentations, writing program notes, and sound engineering and recording. The series will culminate in a multicultural music mini-festival featuring most or all of the acts in a larger stage venue at BCC Paramus.

COUNTY ARTS GRANT – PRELIMINARY BUDGET

Item	Cost	Grant Request	College In-kind Match	Match Source
Project Director	$2,000		$2,000	Marion Jacobson, Ciarco
Artistic Director	$1,000		$1,000	Prof. Krikun, Music
Artists' fees	$3,500	$3,500		
Facilities Charges	$400		$400	Ciarco center & Ender Hall
Project Assistant (artist booking, contracts clerical assistance)	$600		$600	Community Work Experience Program funding
Marketing/Promotion	$500	$500		Programs/Flyers
TOTAL	**$8,000**	**$4,000**	**$4000**	

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BOARD OF TRUSTEES ACTION E/SA 3
Approval Date: October 4, 2016

Resolution
Accept year 2 of a five-year grant from the U. S. Department of Education (DOE) in the amount of $499,057 for the Transition Program for Students with Intellectual Disabilities into Higher Education grant, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Submitted By
Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Affairs
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Ms. Tracy Rand, Managing Director, Office of Specialized Services
Dr. William Yakowicz, Director of Grants Administration

Justification
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 and to advance along career pathways. 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.

Required matching funds of 25% consist of administrative oversight costs for Bergen and web site support for The College of New Jersey.

The project abstract is attached.

Abstract
TPSID 2 - New Jersey Pathways to Independence

The Bergen Community College TPSID 2 project is a model comprehensive transition and postsecondary education program conducted in collaboration with the College of New Jersey. It will help students maximize potential to achieve personal and financial independence by integrating academic and social skills with vocational training options leading to gainful employment. A person-centered approach will help students to identify their personal academic and career goals, develop benchmarks for monitoring their own progress, and earn meaningful (i.e., national or industry recognized) credentials that can aid in attainment of gainful employment. The initiative integrates hands-on involvement from a range of supportive service agencies, employers, peer mentors, college faculty and advisors, and students themselves to help participants achieve individual development goals, continue their education, and obtain paid internships, apprenticeships, and jobs.

This program builds upon the highly successful TPSID Turning Points project implemented by Bergen and its partners over the past five years. **TPSID 2-*Pathways to Independence*** extends that previous effort and builds a comprehensive transition model by attaining four key goals: 1) to provide students with ID a strong foundation of essential (including literacy, high school equivalence, and work readiness) skills and competencies needed to secure and retain jobs in high demand occupational areas within New Jersey; 2) to assist ID students in earning meaningful credentials to help advancement along a career Pathway towards higher-skill, higher-wage opportunities in areas of high demand industry sectors; 3) to engage employer partners, supportive services and families in collaborating with consortium members to identify occupational knowledge/skill/ability needs and address critical workforce shortages by actively supporting the initiative and hiring ID student participants; and 4) to develop a formal network of post-secondary and college programs within the tri-state region for the purposes of sharing information, conducting research in new practices, problem-solving issues of implementation, and synergistically expanding resources.

The project's blended training program integrates intrusive student support services, incorporates "essential skills (academic, social, and workforce readiness) and aligns industry specific skills programming needed for employment in high growth industry sectors identified by the State of New Jersey Department of Labor and Workforce Development. Key student outcomes are 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 emerging fields, as appropriate to individual student career interests.

The partnership includes Bergen Community College as lead agency, The College of New Jersey, NJ Department of Labor and Workforce Development Division of Vocational Rehabilitation; Bergen County Special Services, Bergen County Division of Special Services, secondary school districts, and employers.

Fifteen students will be enrolled and successfully complete the program for each of five years, for a total of 75. Program capacity will strengthen over the grant funded period to allow for self-sustained continued growth following federal support.

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BOARD OF TRUSTEES ACTION E/SA 4
Approval Date: October 4, 2016

Resolution
Authorize acceptance of Workforce Learning Link contract in the amount of $102,000 from the Bergen County Workforce Development Board.

Submitted By
Dr. William Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Sandra Sroka, Dean of the Philip J. Ciarco, Jr. Learning Center
Dr. William J. Yakowicz, Director of Grants Administration

Justification
The Workforce Learning Link is a computerized learning lab that assists Bergen County participants to secure employment or improve employment prospects, attain a level of self-sufficiency, and enrich their lives through career advancement and life-long learning.

Program Abstract and budget are attached.

WORKFORCE LEARNING LINK

SUMMARY: The primary purpose of the core training of this contract is to place individuals in full-time unsubsidized employment at the prevailing wage after completing occupational training, or to prepare clients to eventually pursue full-time employment of the contract is for pre-employment training/basic skills.

PRELIMINARY BUDGET

Personnel Budget	**Job Title**	**Requested Amount**
	Full time Instructor (.6FTE)	$ 42,550.00
	Full time Testing Coordinator (.15FTE)	$ 5,404.77
	Part time Instructors	$ 30,015.00
	Part time Counselor/Advisor	$ 4,391.00
	Full time Fringe Benefits	$ 14,386.43
	Part time Fringe Benefits	$ 2,804.09
	TOTAL Personnel	$ 99,551.29
Non-Personnel Budget	**Connect Ed 12 seats @ $130/seat**	**$ 1,495.00**
	Power Up! Getting started with computers, 28 seats	$ 402.50
	Itts. 12 seats @ $30/seat	$ 360.00
	Testing/Guidance Material	$ 191.21
	TOTAL Non-Personnel	**$ 2,448.71**
TOTAL PROJECT BUDGET		**$ 102,000.00**

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BOARD OF TRUSTEES ACTION P1A
Approval Date: October 4, 2016

Resolution
Appointment: Professional Staff

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the appointment of the following individual to the position and annual salary indicated.

Name	Position	Salary	Effective Dates
Annette Rakowski	Instructional Technology Specialist/ CITL/Academic Affairs	$65,000.00 (pro-rated)	01/03/17 – 06/30/17

Justification
To fill a budgeted position through a successful search process.

Charge To:
Account Number:

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BOARD OF TRUSTEES ACTION P1B
Approval Date: October 4, 2016

Resolution
Appointment: Project Personnel - Grants

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Yun Kim, Vice President, Institutional Effectiveness
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the appointments of the following individuals to the positions and annual salaries indicated.

Name	Position	Salary	Effective Dates
Linda Araya	Mentoring Coordinator/Title V Student Affairs	$40,800.00 (pro-rated)	10/01/16 – 06/30/17 (retroactive)
Alan Manzueta	Professional Success Coach/Title V Student Affairs	$51,000.00 (pro-rated)	10/01/16 – 06/30/17 (retroactive)

Justification
Upon expiration of STEM grant funding, to appoint these individuals to these grant-funded positions
These positions are at will.

Charge To: Grant Funds
Account Number:

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BOARD OF TRUSTEES ACTION P1C
Approval Date: October 4, 2016

Resolution
Appointment: Student Affairs Athletic Program (Coaching Staff)

Submitted By
Dr. Naydeen Gonzalez-De Jesus, Vice President, Student Affairs
Mr. James Miller, Executive Director, Human Resources

Action Requested
To approve the appointment of the following individual to a part-time Assistant Coach position at the stipend indicated:

Name	Assistant Coach Position	Stipend	Effective Dates
Robert Glover	Men's Basketball	$3,300.00	12/01/16 – 05/31/17

Justification
The above-mentioned stipend is seasonal.

Charge To:
Account Number:

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BOARD OF TRUSTEES ACTION P2
Approval Date: October 4, 2016

Resolution
Reappointment: Project Personnel – Grants

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Yun Kim, Vice President, Institutional Effectiveness
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
That the grant personnel listed below be reappointed to the position and salary indicated for the period listed.

Name	Position	Salary	Effective Dates
Luis DeAbreu	Grant Coordinator/STEM	$57,630 (pro-rated)	10/01/16 – 12/31/16 (retroactive)

Justification
Reappointment of extension of grant-funded position. This is an at will position.

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BOARD OF TRUSTEES ACTION P3A
Approval Date: October 4, 2016

Resolution
Termination: Support Staff

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To terminate the following individual from the position indicated:

Name	Position/Division	Effective Date
Melvy Diaz	Custodian/Buildings and Grounds/ Facilities Planning, Operations and Public Safety	09/16/16 (retroactive)

Justification
Termination

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BOARD OF TRUSTEES ACTION P3B
Approval Date: October 4, 2016

Resolution
Termination: Grant

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Yun Kim, Vice President, Institutional Effectiveness
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the termination of the following individuals:

Name	Position/Division	Effective Date
Donna Collins	Program Assistant/Office of Specialized Services/TPSID 1	09/30/16 (retroactive)
Karen Kozlowicz	Grant Coordinator/Office of Specialized Services/TPSID 1	09/30/16 (retroactive)
Dorothy Wright	Grant Manager/STEM	09/30/16 (retroactive)

Justification
To terminate grant-funded positions due to the expiration of the grant.

Charge to: Grant Funds
Account Number:

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BOARD OF TRUSTEES ACTION P3C
Approval Date: October 4, 2016

Resolution
Termination: Professional Staff

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Stephen Valkenburg, Executive Director, Information Technology
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To terminate the following individual from the position indicated:

Name	Position/Division	Effective Date
Paulina Drabik	Technology Support Specialist I / Information Technology	09/15/16 (retroactive)

Justification
Termination

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BOARD OF TRUSTEES ACTION P4A
Approval Date: October 4, 2016

Resolution
Retirement: Faculty

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the retirement of the following individual:

Name	Position/Department/Division	Effective Date
Carolan Sherman	Assistant Professor/Surgical Technology/ Health Professions/Academic Affairs	01/01/17

Justification
Retirement

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BOARD OF TRUSTEES ACTION P4B
Approval Date: October 4, 2016

Resolution
Retirement: Professional

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the retirement of the following individual:

Name	Position/Department/Division	Effective Date
John Cartier	Evening and Weekend Coordinator/ BCC at the Meadowlands/ Academic Affairs	01/01/17

Justification
Retirement

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DRAFT
Bid is opening on September 29, 2016

BOARD OF TRUSTEES ACTION S/F 1
Approval Date: October 4, 2016

Resolution
To award Public Bid P-2222 to_____for rehabilitation and two year maintenance agreement for the parking deck.

Submitted By
William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Samuel John, Interim Managing Director, Physical Plant
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid #P-2222 Parking Deck Rehabilitation and Maintenance to_____, in the amount of $_____.

Justification
The Parking Deck is approximately 13 years old and due to normal usage, wear & tear from snow removal and maintenance several design features have failed and are in need of repair and replacement. The project consists of repairs to; portions of the expansion joints, coating of pour strips, sealant replacement at tee joints, and restriping and maintenance.

Charge To: College Operating Funds
Account Number: 20-01-160100-604238, 10-06-610100-607550

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BOARD OF TRUSTEES ACTION S/F 2
Approval Date: October 4, 2016

Resolution
Change Order: Van Duesen & Associates – Professional Consulting Services for Modernization of Elevators 7 & 8

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Ms. Barbara Golden, Director, Purchasing and Services
Mr. Robert P. Coane Director, Campus Planning and Improvements

Action Requested
Authorization to issue Change Order #1, in the amount of $2,000.00 to Van Duesen & Associates – Modernization Elevators 7 & 8 Professional Consulting Services for Plans and Specifications.

Original Amount	-	$14,600.00
Change Order #1	-	$ 2,000.00
Revised Amount	-	$16,600.00

Justification
The above change order was approved by the Board of Trustees Site and Facilities Committee at their September 14, 2016 meeting. See below for a detailed description of the approved change order.

> Change Order #1 - Not-to-exceed $2,000.00 for additional services requested by the College.

Change Order Classification – CCO-11
Charge To: County Funds for Elevator Upgrades
Go Bond Account Number: 20-00-115800-604238