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

Paramus Campus – Technology Building – Conference Rooms B and C
400 Paramus Road, Paramus, New Jersey 07652

Thursday, February 9, 2023 – 5:00 p.m.

I. Call to Order

II. Open Public Meetings Act Statement

III. Roll Call

IV. Pledge of Allegiance

V. Reports:
- A. Vice Chairman
- B. Secretary
- C. Treasurer
- D. President
  - ❖ Remarks
    - ➢ Recognition of Contributions of Diversity, Equity, and Inclusion (DEI) Steering Committee Members
  - ❖ Presentation: Faith Ringgold: Coming to Jones Road
    By: Professor Tim Blunk
- 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

VI. Unfinished Business / Board Members

VII. New Business / Board Members

VIII. Open to the Public

IX. Actions
- A. Approval of Board Minutes: Tuesday, January 10, 2023
- B. Consent Agenda: Thursday, February 9, 2023

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BOARD OF TRUSTEES
PUBLIC MEETING

Paramus Campus – Technology Building – Conference Rooms B and C
400 Paramus Road, Paramus, New Jersey 07652

Thursday, February 9, 2023 – 5:00 p.m.

X. Executive Session, if required.

XI. (New Business/Open to the Public)

XII. Adjournment

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CONSENT AGENDA

Thursday, February 9, 2023
Paramus Campus – Technology Building – Conference Rooms B and C
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 – Tuesday, January 10, 2023

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To authorize the purchase through Perkins Grant for a Stratasys F370 3D Printer, software, services, and accessories from Allegheny Educational Systems. This printer will be used in the Drafting and Design, Manufacturing Technology, and STEM Programs, and will replace an existing 3D printer which is past its useful life and obsolete.
3. To authorize the purchase of two (2) 2023 Ford F-250 Pickup trucks from Winner Ford.
4. To award Public Bid P-2373 Supplies for Biology and Science to various vendors for miscellaneous supplies used in Biology, Chemistry, Physics and Earth Science Laboratories for fiscal year 2023-2024.
5. Authorization to award Public Bid P-2375 for on-call HVAC maintenance services to In-Line Air Conditioning Co., Inc.
6. To reject all bids for Public Bid # P-2376.
7. To authorize Bergen Community College's membership with the National Cooperative Purchasing Alliance (NCPA).
8. To purchase hardware, software, and licensing for the CBORD One Card ID System from CBORD at a cost of $39,969.00.
9. Authorization to enter into a two-year agreement with Ad Astra to provide software solutions, services, analysis, and training to support the creation of a data driven course scheduling and monitoring model.

EDUCATION AND STUDENT AFFAIRS

1. To delete the curriculum for the Associate in Arts, Fine & Performing Arts, Theatre (AA.FPA.CINST)
2. To authorize execution of a subcontract agreement with **Oakland Operator LLC (Marquis Health)** as a new Employer partner of the New Jersey HealthWorks Consortium and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
3. To authorize Bergen Community College (the College, BCC) to join in submitting a consortium grant application to the National Science Foundation (NSF), **HSI Implementation and Evaluation Project: From Gatekeeper to Gateway–broadening STEM access through bilingual mathematics education,** due on Feb 8, 2023, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
4. To authorize submission of a grant application to New Jersey Economic Development Authority (NJEDA) under ***Child Care Facilities Improvement Program*** and authorize President Eric M. Friedman, Ph.D., or his designee, to execute required documents.

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CONSENT AGENDA

Thursday, February 9, 2023

PERSONNEL (P)

1. A. Appointment: Faculty
   B. Appointment: Support Staff
   C. Appointment: Student Affairs Athletic Program (Coaching Staff)
   D. Appointment: Lecturers, Spring 2023 Semester
   E. Placeholder: Appointment: Confidential
   F. Appointment: Professional
2. A. Discontinue Stipend
   B. Promotion: Confidential
   C. Promotion: Professional
   D. Promotion: Support
   E. Title Change: Professional
3. A. Approve: Leave of Absence / Support Staff
   B. Approve: Stipend
   C. Approve stipends for Nursing Clinical Faculty for the Spring 2023 semester
   D. Approve: De-obligation of Position – Professional
   E. Approve Sabbatical Leave of Absence
   F. Reappointment Faculty – Fifth Reappointment [with tenure]
4. A. Retirement: Faculty
   B. Retirement: Faculty
   C. Retirement: Professional Staff
5. A. Resignation: Grants
   B. Resignation: Support
6. Termination: Professional

SITE AND FACILITIES (S/F)

1. Authorization to award Public Bid P-2374 for Sports Field Improvements to Adamo Brothers Construction Company.
2. To award professional services to RSC Architects for the preparation of plans and specifications for the removal and replacement of the Pitkin Education Center's Science Wing Roof and Sloped Skylights.

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BOARD OF TRUSTEES ACTION A/F1
Approval Date: February 9, 2023

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

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested
Approval for payment of the following legal vouchers:

DeCotiis, FitzPatrick, Cole & Giblin. LLP.

December 1, 2022 to December 31, 2022 $ 14,961.32

Charge to:	College Operating Funds
Account Number:	10-01-186100-607566
Amount:	$ 14,961.32

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BOARD OF TRUSTEES ACTION A/F2
Approval Date: February 9, 2023

Resolution
To authorize the purchase through Perkins Grant for a Stratasys F370 3D Printer, software, services, and accessories from Allegheny Educational Systems. This printer will be used in the Drafting and Design, Manufacturing Technology, and STEM Programs, and will replace an existing 3D printer which is past its useful life and obsolete.

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to purchase a Stratasys F370 3D Printer with accessories, including an Educational Bundle with software, printer stand, start-up supplies, setup, training, and 1-year warranty from Allegheny Educational Systems at a cost of $51,219.07.

Justification
3D printing has become a popular and vital component of the 3D modeling and design curriculum. The ability to print designs to create physical models provides an advanced learning experience for students. This learning capability can cross over to many of the programs offered at the college; Drafting and Design/CAD, Manufacturing Technology, Electronics, Engineering Sciences, STEM, and Dental Hygiene.

The Stratasys F370 represents the latest 3-D Printing technology and features available in today's market that completely meets our programs' needs. Offerings from other competitors are mainly suitable for hobbyists or are consumer-grade and do not provide a comprehensive and inclusive turn-key program.

This updated model of the printer has improved many of the shortcomings of the first-generation printers. It is faster, supports a broader variety of plastic materials and surface quality for printing, the software interface is user-friendly, and it has an on-board internal camera for viewing the progress of the part as it is being printed, including via the internet.

Allegheny is the sole source authorized education distributor for this printer and consumables for the State of New Jersey.

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. Allegheny Educational Systems 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 procurement is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (3). (Sole Source)

Charge To: Perkins Grant
Account Number: 50-02-599000-604302
Total Amount: $51,219.07

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BOARD OF TRUSTEES ACTION A/F3
Approval Date: February 9, 2023

Resolution
To authorize the purchase of two (2) 2023 Ford F-250 Pickup trucks from Winner Ford.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President, Facilities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to purchase two (2) 2023 Ford F-250 Pickup trucks at a price of $63,200.00 each from Winner Ford through New Jersey State Contract #A88726, T210, in the amount of $126,400.00.

Justification
The Facilities department requires the purchase of two (2) pickup trucks to meet the operational and maintenance needs of the College. The current facilities fleet has minimal capacity to serve the College's multiple campuses, accommodate equipment moves, transport materials, and support snow and ice removal. This vehicle deficit results in unnecessary down time for the College to address critical needs. Newer equipment will decrease maintenance needs, provide safer vehicles, and improve staff efficiency.

Purchases are allowed through NJ State Contract in accordance with County College Contracts Law 18A:64A-25.10.

Charge To: Facilities
Account Number: 20-06-610100-604205
Total Amount: $126,400.00

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BOARD OF TRUSTEES ACTION A/F4
Approval Date: February 9, 2023

Resolution
To award Public Bid P-2373, Supplies for Biology and Science to various vendors for miscellaneous supplies used in Biology, Chemistry, Physics and Earth Science Laboratories for fiscal year 2023-2024.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid P-2373, Supplies for Biology and Science to the vendors as listed below based on prices submitted in the bid, quantities are estimated.

Justification
The purchase of necessary bulk consumables is required to support over a hundred sections of Biology, Chemistry, Physics and Earth Science Laboratories for Fiscal Year 2023-2024. This bid included 166-line items. The award is based on the lowest responsible bid for each line item. Eight (8) companies registered for the bid package and four (4) bids were received.

VENDOR	# OF AWARDED ITEMS	ESTIMATED AMOUNT
Fisher Scientific	31	$10,149.32
Holt Anatomical	12	$8,704.00
Parco Scientific	33	$27,172.00
VWR	82	$20,721.51
TOTAL	158	$66,746.53

Charge To: College Operating Funds
Account Number: 10-03-351002-607509
Total: $66,746.53

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BOARD OF TRUSTEES ACTION A/F5
Approval Date: February 9, 2023

Resolution
Authorization to award Public Bid P-2375 for on-call HVAC maintenance services to In-Line Air Conditioning Co., Inc.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Michael Hyjeck, Managing Director, Physical Plant
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid # P-2375 for on-call HVAC Services at all Bergen Community College campuses to In-Line Air Conditioning Co., Inc., for the period of February 10, 2023 through February 9, 2025 with an option to extend for one (1) additional year in the estimated amount of $1,820,810.

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.

A total of twelve (12) companies registered for bid packages and four (4) bids were received from the following.

In-Line Air Conditioning Co., Inc.	$1,820,810
A&A Industrial Piping Inc.	$1,891,840
Unitemp Mechanical Degrees LLC	$1,897,720
McCloskey Mechanical Contractors Inc.	$1,908,768

Charge to: Operating, Capital, HEERF
Account Number: 10-06- 610100-607550
Amount Total: $1,820,810

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BOARD OF TRUSTEES ACTION A/F6
Approval Date: February 9, 2023

Resolution
To reject all bids for Public Bid # P-2376.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Michael Hyjeck, Managing Director, Physical Plant
Ms. Stephanie Weise, Director, Purchasing & Services

Action Requested
To reject all bids received for Public Bid P-2376 Moving Partition Door Resurfacing and Refinishing.

Justification
The College received 2 bids; A Plus Glass and Metal, LLC at the cost of $92,800.00 and Tri-State Folding Partitions, Inc. at the cost of $117,000.00. Both bids are significantly over the desired cost for this project. Therefore, the College is rejecting all bids.

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BOARD OF TRUSTEES ACTION A/F7
Approval Date: February 9, 2023

Resolution
To authorize Bergen Community College's membership with the National Cooperative Purchasing Alliance (NCPA).

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Stephanie Weise, Director Purchasing and Services

Action Requested
Authorization to join the National Cooperative Purchasing Alliance (NCPA).

Justification
The College, pursuant to the County College Contracts Law, N.J.S.A. 18A:64A-25.10, and the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., is authorized to contract for the purchase of goods and services through the use of a nationally recognized and accepted cooperative purchasing agreement. By utilizing such cooperative purchasing agreements for the procurement of goods and services, the College is able to realize a cost savings while making the procurement process more efficient.

The National Cooperative Purchasing Alliance ("NCPA") is a nationally recognized national government purchasing cooperative that services governmental agencies nationally. The College, desirous of continuing its ongoing efforts to make the procurement process for the purchase of goods and contracting for services more efficient and to provide the greatest cost savings to the College, wishes to become a participating member in NCPA. Membership in NCPA will provide the College with access to discounted pricing for the procurement of goods and services based on public bidding that leverages the aggregated purchasing volume of the NCPA members. NCPA's contracts are publicly advertised and awarded to the "lowest responsible" vendor through a competitive bid process. Membership in NCPA will also expand the College's existing available purchasing options, allowing the College to utilize NCPA contracts, in addition to those contracts offered by purchasing cooperatives and consortiums in which the College is an existing member, for the procurement of goods and services.

The NCPA offers many price advantages on supplies and services currently used by the College including, but not limited to, office supplies, facilities, janitorial supplies, and IT supplies and services, thereby reducing the supply costs incurred by the College for these purchases. The NCPA provides this service with no fee to its members.

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BOARD OF TRUSTEES ACTION A/F8
Approval Date: February 9, 2023

Resolution:
To purchase hardware, software, and licensing for the CBORD One Card ID System from CBORD at a cost of $39,969.00.

Submitted By
Dr. Eric M. Friedman, President
Wilton Thomas-Hooke, Chief Financial Officer
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to purchase additional door hardware, software and Patron software licenses through CBORD in the amount of $39,969.00.

Justification
The College needs to secure additional doors and control the flow and access of our active student population throughout the campus. This requires the purchase of additional lock handsets and as well as the need for all students to have a Patron license which will allow Public Safety to remotely monitor and manage their access.

This will be provided in accordance with the CBORD Card Systems Master Agreement # 102823. The college has a need to procure these items through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. The CBORD Group, 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.

Hardware and services are exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (19).

Charge to: College Operating Funds
Account Number: 20-01-165100-604289
Total: $25,000.00

Charge to: HEERF
Account Number: 50-06-5965-607526
Total: $14,969.00

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BOARD OF TRUSTEES ACTION A/F9
Approval Date: February 9, 2023

Resolution
Authorization to enter into a two-year agreement with Ad Astra to provide software solutions, services, analysis, and training to support the creation of a data driven course scheduling and monitoring model.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Brock Fischer, Vice President of Academic Affairs
Dr. Anthony J. Trump, Vice President of Student Affairs
Mr. Ron Spaide, Chief Information Officer
Ms. Stephanie Weise, Director Purchasing and Services

Action Requested
Authorization to enter into a two-year agreement with Ad Astra to provide software solutions, services, analysis, and training to support the creation of a data driven course scheduling and monitoring model in the amount of $233,725.00 for the term of 2/1/23 through 1/31/25 payable annually as follows:

FY 2023: $134,500.00 (HEERF)
FY 2024: $ 99,225.00

Justification
Given the current climate from the pandemic and in relation to the need to improve enrollment and retention, the College in partnership with Ad Astra will implement the following:

- Higher Education Scheduling Index Assessment and Course Schedule Infrastructure Evaluation.
    - This includes support from a team of Ad Astra staff to support software installation and integration, consultation, configuration, training, and quality assurance.
    - An assessment of our current scheduling practice utilizing the Higher Education Scheduling Index (HESI) to analyze, benchmark, and compare our data to institutions of similar size. Metrics to be measured include classroom utilization, seat-fill utilization, off-grid utilization, enrollment ratios, overload ratios, underutilized course ratios, and more.
    - A Course Scheduling Infrastructure Evaluation (CSIE) will be performed to analyze our existing scheduling procedures from various perspectives to inform us of strengths and weaknesses.

- Align with Predict Software installation, training, consultation, dashboard creation, and more. The Align with Predict Software supports aligning the course schedule to meet student needs. It leverages data on historical course enrollment patterns, enrollment simulation, student pathways, student progress, and modality preferences, Align with Predict provides tailored schedule recommendations to produce a more student-friendly and efficient course schedule.

- Monitor Software installation, training, consultation, dashboard creation, and more. The Monitor Software provides visibility into registration data after the course schedule is created. Monitor not only gives transparency but anticipates and notifies users when courses are nearly full or still struggling to get enrollments.

By engaging in this partnership, the College will:

- Ensure we are offering classes in the appropriate sequence to support student persistence and completion in a timely fashion.
- Ensure we have a course schedule that maximizes the number of course hours taken so students can complete in a reasonable amount of time.
- Build efficiencies in the course schedule process to assist our administrators in real time with managing the course schedule and demand for classes.
- Assess our course schedule and compare it to national best practices to identify areas for improvement.
    - We currently don't have the staff and training to take this on ourselves.
- Construct a long-term strategy to promote efficiencies in space, credit loads, and completion rates for students.
- Create scheduling efficiencies which will increase the average credits per student and generate additional revenues for the institution.

These services are exempt from bidding in accordance with County College Contracts Law: (N.J.S.A. 18A:64A-25.5a. (15) Professional Consulting Services; and (N.J.S.A. 18A:64A-25.5.a (19) Providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and system development for the hardware.

Charge to: **HEERF**
Account: 50-06-596500-607550

Charge to: College Operating Funds
Account: 10-01-165100-607550

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BOARD OF TRUSTEES ACTION E/SA 1
Approval Date: February 9, 2023

Resolution
To delete the curriculum for the Associate in Arts, Fine & Performing Arts, Theatre (AA.FPA.CINST)

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Professor Adam Goodell, Senior Dean, Humanities
Dr. Ilene Kleinman, Associate Dean, Curriculum

Action Requested
The college would like to delete the curriculum for the Associates in Fine and Performing Arts, Cinema Studies.

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

The change to 60 credits made the AA.FPA.CINST a duplicate of AA.LA.CINST.

Students who are interested in cinema studies are encouraged to enroll in the Associate of Arts, Liberal Arts (AA.LA.CINST) in cinema studies which includes a theoretical skill set necessary for a pathway toward a bachelor's degree in this discipline.

Due to the aforementioned, deletion of this program is requested.

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BOARD OF TRUSTEES ACTION E/SA2
Approval Date: February 9, 2023

Resolution

To authorize execution of a subcontract agreement with **Oakland Operator LLC (Marquis Health)** as a new Employer partner of the New Jersey HealthWorks Consortium and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Cinzia D'Iorio, Executive Director, Continuing Education and Workforce Development
Dr. Anjali Thanawala, Assistant Director Grants Administration

Action Requested

Authorize an agreement between Bergen Community College (the College) and **Oakland Operator LLC** to conduct work under the ***Scaling Apprenticeship Through Sector Based Strategies*** grant awarded to the College by the U.S. Department of Labor, Employment and Training Administration (Grant Award **# HG-33026-19-60-A-34**, "HealthWorks").

Justification

On July 15, 2019, Bergen Community College, the lead agency for the NJ Health Professions Consortium (NJHPC), was awarded a US Department of Labor ETA *Scaling Apprenticeship* grant in the amount of $12,000,000.00. **Oakland Operator LLC** is approved by NJHPC partners to join the Consortium. The scope of services and budget support the statewide pathways for healthcare career apprenticeships developed by Bergen Community College and NJHPC partner institutions. **Oakland Operator LLC** will work with the College to deliver up to 6 Certified Nurse Assistant training cohorts with a maximum 10 students per cohort. The cost per student is $1,500 with the total budget not to exceed $90,000. **Oakland Operator LLC** will coordinate and align strategic initiatives, resources, policies, data, and accountability measures. The College will administer the grant and make payments to the participating colleges and employer partners only to the extent that those activities and payments are authorized and approved by the U.S. Department of Labor.

Consistent with terms of the Grant, the College is responsible for implementing sub-awards and monitoring all sub-recipients. This agreement between Bergen Community College and **Oakland Operator LLC** is authorized pursuant to County College Contracts Law; specifically, N.J.S.A. 18A:64A-25.5(b). This agreement furthers the purposes of the Grant and the mission of the Consortium to create apprenticeship opportunities for H-1B-impacted workers, veterans, unemployed, and underserved populations. The College, consortium, employers, and other partners will deliver education, on-the-job training, and apprenticeships that open employment and career advancement opportunities in the health care sector.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BERGEN COMMUNITY COLLEGE AS FOLLOWS:

Section 1. The Board of Trustees of Bergen Community College hereby approves the terms and conditions of the Agreement between the College and participating partners which, through use of career pathways, helps ensure that H-1B-impacted individuals, veterans, unemployed, and other workers successfully access and complete health profession programs in order to gain family sustaining jobs in the healthcare sector.

Section 2. In accordance with Section 1 of this Resolution, the Board of Trustees of Bergen Community College authorizes the Chairman or President, or their designees, to execute any documents necessary to effectuate the consummation of the Agreement with the Participating partners, without the need for further approval by the Board of Trustees.

Section 3. All resolutions, orders and other actions of the College in conflict with the provisions of this Resolution, to the extent of such conflict, are hereby superseded, repealed or revoked.

Section 4. This Resolution shall take effect immediately.

The Standard Agreement template for use with each of the Participating Partners follows. Final work plans and budgets are included with each as Addendum B and Addendum C.

Exhibits A and B referred to in the Agreement are the complete original grant application and Award which were accepted by the Board of Trustees of Bergen Community College.

Addendum A

Scope of Program for Participating Partner

Addendum B

Budget for Participating Partner

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BOARD OF TRUSTEES ACTION E/SA3
Approval Date: February 9, 2023

Resolution

To authorize Bergen Community College (the College, BCC) to join in submitting a consortium grant application to the National Science Foundation (NSF), **HSI Implementation and Evaluation Project: From Gatekeeper to Gateway–broadening STEM access through bilingual mathematics education,** due on Feb 8, 2023, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

Submitted By

Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Dr. Brock Fisher, Vice President of Academic Affairs
Dr. Emily Vandalovsky, Dean of Mathematics and Science
Dr. Anjali Thanawala, Assistant Director of Grants Administration

Action Requested

Authorization to join a partnership with lead agency Montclair State University (MSU) on a grant application to the NSF, ***HSI Implementation and Evaluation Project: From Gatekeeper to Gateway–broadening STEM access through bilingual mathematics education,*** in the amount of $78,789, for a period of four years from September 2023 through August 2027.

Justification

Through this NSF ***HSI Implementation and Evaluation Project: From Gatekeeper to Gateway–broadening STEM access through bilingual mathematics education*** project, the aim is to expand students' pathways to STEM disciplines by providing research-based support for bilingual English and Spanish-speaking students at MSU and the College. Both institutions are Hispanic Serving Institutions (HSIs) in northern New Jersey, where the population is 21.5% Hispanic. The project addresses the need to enhance access to two gatekeeper courses in mathematics, Intermediate Algebra (at BCC) and Precalculus (at BCC and MSU). Precalculus is required of all science, technology, engineering, and mathematics (STEM) majors at MSU. The high student withdrawal and failure rates in Precalculus indicate that many students may become discouraged or unable to continue on to STEM majors. The project proposes that bilingual sections of Intermediate Algebra and Precalculus, informed by research-based models for bilingual education and culturally sensitive pedagogy, will not only address particular needs of HSI institutions, but will also create communities of inclusion and belonging and support first-semester college students during a critical transition point in their pursuit of STEM-related careers.

MSU will be involved in conducting research to understand the impact of bilingual support for gatekeeper courses and how these courses help to advance STEM majors and careers among Hispanic students.

The project plan and budget are in development.

No college funds are required.

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BOARD OF TRUSTEES ACTION E/SA4
Approval Date: February 9, 2023

Resolution
To authorize submission of a grant application to New Jersey Economic Development Authority (NJEDA) under ***Child Care Facilities Improvement Program*** and 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, Chief Financial Officer
Dr. Brock Fisher, Vice President, Academic Affairs
Mr. Adam Goodall, Senior Dean Humanities
Mr. Nathaniel Saviet, Vice President, Facilities
Dr. Anjali Thanawala, Assistant Director of Grants Administration
Ms. Jessica Blundo, Director Child Development Center

Action Requested
To authorize submission of a grant application to New Jersey Economic Development Authority (NJEDA) under ***Child Care Facilities Improvement Program*** and authorize President Eric M. Friedman, Ph.D. or his designee, to execute required documents. The application is open and BCC can apply for $200,000 for structural improvement of CDC (Ender Hall) building.

Justification
The NJ Child Care Facilities Improvement Fund is part of the Child Care revitalization Fund, passed by the New Jersey State Legislature and signed into law by Governor Murphy in July 2021.
The program provides grants to New Jersey child care center providers for facilities improvements that will contribute to high quality early childhood learning environment. The grant money will be used to upgrade the CDC playground and repair the roof.

No college matching funds are required.

The project description and budget are in development.

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BOARD OF TRUSTEES ACTION P1A
Approval Date: February 9, 2023

Resolution
Appointment: Faculty

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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

Name	Position/Division	Salary	Effective Date
George Liluashvili	Assistant Professor/ Cyber Security / Math, Science and Technology / Academic Affairs	$66,491* (pro-rated)	09/01/2023

Justification
To fill a budgeted position through a successful search process pending successful completion of background checks and references.

Charge to: College Funds
Account Number: 10-03-351003-601120

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BOARD OF TRUSTEES ACTION P1B
Approval Date: February 9, 2023

Resolution
Appointment: Support Staff

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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

Name	Position/Division	Salary	Effective Date
Amanda Sanzari	Secretary / Health Professions / Academic Affairs	$40,000 (pro-rated)	02/16/2023

Justification
To fill a budgeted position through a successful search process pending successful completion of background checks and references.

Charge to: College Funds
Account Number: 10-04-417500-601130

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BOARD OF TRUSTEES ACTION P1C
Approval Date: February 9, 2023

Resolution
Appointment: Student Affairs Athletic Program (Coaching Staff)

Submitted By
Dr. Eric M. Friedman, President
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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

Name	Asst. Coach Position	Stipend	Effective Dates
Phil Germakian	Men and Women's Track and Field	$3,500.00	02/01/2023 – 05/31/2023

**The hiring of the coaches is contingent on having a sufficient number of students participating in the College's various athletic programs.*

Justification
The above-mentioned stipends are seasonal.
Charge To: College Operating Funds
Account Number: 60-09-91000-601161

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BOARD OF TRUSTEES ACTION P1D
Approval Date: February 9, 2023

Resolution
Appointment: Lecturers, Spring 2023 Semester

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the appointment of the following individuals as Lecturers for the Spring 2023 semester at the salary indicated.

Name	Discipline/Division	Salary
Kevin Hartnett	Criminal Justice / Business, Arts and Social Sciences	$22,285.00
Esra Ileri	American Language / Humanities	$22,285.00

Justification
Lecturer appointments to cover full time class loads due to recent leaves, faculty retirements and enrollment trends.

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PLACEHOLDER
BOARD OF TRUSTEES ACTION P1E
Approval Date: February 9, 2023

Resolution
Appointment: Confidential

Submitted By
Dr. Eric M. Friedman, President
Ms. Cinzia D'Iorio, Executive Director of Continuing Education and Workforce Development
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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

Name	Position/Division	Salary	Effective Date
TBD	Dean of Continuing Education / and Workforce Development / Continuing Education and Workforce Development	TBD	TBD

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 Funds
Account Number:

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BOARD OF TRUSTEES ACTION P1F
Approval Date: February 9, 2023

Resolution
Appointment: Professional

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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

Name	Position/Division	Salary	Effective Date
Michael Dunning	Maintenance Supervisor / Facilities	$80,000	03/01/2023

Justification
To fill a budgeted position through a successful search process pending successful completion of background checks and references.

Charge to: College Funds
Account Number: 10-06-610100-601135

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BOARD OF TRUSTEES ACTION P2A
Approval Date: February 9, 2023

Resolution
Discontinue Stipend

Submitted By
Dr. Eric M. Freidman, President
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To discontinue the monthly stipend for the following individual as indicated:

Name	Position / Division	Monthly Amount	Effective Date
Tracy Rand	Managing Director of the Office of Specialized Services / Student Affairs	$750	02/15/2023

Justification
To discontinue the monthly stipend for grant related responsiblities for the Adult Transition Center.

Charge to: College Operating Funds
Account Number: 50-02-598200-601153

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BOARD OF TRUSTEES ACTION P2B
Approval Date: February 9, 2023

Resolution
Promotion: Confidential

Submitted By
Dr. Eric M. Friedman, President
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the promotion and revised job description of the following individual to the position and annual salary indicated.

Name	Position/Division	Salary	Effective Date
Tracy Rand	Senior Director of Student Access and Transition Services / Student Affairs	$104,834.16 (prorated)	02/16/2023

Justification
To appoint this individual to the position as part of the changing scope and level of confidentiality and responsibilities. This position is at will.

Charge to: College Funds
Account Number:

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE: Senior Director of Student Access and Transition Services

DEPARTMENT: Office of Specialized Services/Student Support Services

FUNCTION: The Senior Director of Student Access and Transition Services oversees the operations and services provided through the Office of Specialized Services, the Turning Point program, and the Adult Transition Center. This position works to enhance student accessibility services, transition programming, and initiatives. This position interfaces with professional organizations, support organizations, and collaborates with affinity groups. The incumbent ensures effective use of software packages and technology to enhance operational capacity to meet students' needs.

REPORTS TO: Assistant Vice President of Student Affairs

SUPERVISES: Full Time and Part Time Staff within the Office of Specialized Services, Turning Point, and the Adult Transition Center

MAJOR RESPONSIBILITIES:

Responsibilities include but are not limited to:

1. Directs, coordinates and evaluates all College functions pertaining to Americans with Disabilities Act (ADA) accommodation services for students
2. Acts as primary leader for Student Support Services to the campus, determining needs and implementing services to assure regulations and guidelines pertaining to students and the Americans with Disabilities Act and Section 504 of the Rehabilitation Act are followed in all college locations; educates students on their related rights and responsibilities.
3. Ensures consistent application of requests and implementations of accommodations.
4. Participates in professional organizations and collaborates with state affinity groups and regional organizations to pursue and enhance accommodation services and initiatives.
5. Develops and oversees state, regional and national partnerships.
6. Engages in appropriate professional development activities.
7. Provides training for College faculty and staff on ADA compliance.
8. Directs grant related administrative tasks and finances and oversees programming, curriculum, activities, and staffing, ensuring compliance with grant objectives.
9. Oversees grant budgets, approves and monitors all expenditures, and prepares annual performance reports as applicable.
10. Supports outreach into the K-12 community and partners with Admissions and Student Services to support recruitment, intake, admissions, advising, and support for new and continuing students into unit programs.
11. Acts as a liaison for internal departments, external state and federal agencies and community organizations.

12. Performs assessments and evaluations for all grant funded projects.
13. Acts as a resource and primary contact for technical assistance for any internal and external inquiries from families, partners, other regional or national alliances regarding programming and best practices for inclusive postsecondary education.
14. Develops, implements, and memorializes policies and procedures.
15. Develops a set of core outcomes for unit and measures and tracks annual performance against objectives; prepares and submits annual assessment report to the designated office; and fully engages with the College's Outcomes Assessment Program.
16. Prepares, tracks, monitors and adheres to an annual departmental budget including other sources of funding pertaining to students with disabilities such as agency, State, and/or Federal grants.
17. Acts as performance manager for all direct reports including managing day to day performance, producing and communicating written performance evaluations, approving requested time off and other points of compliance with HR rules, regulations and unit collective bargaining agreements.
18. Subject to senior management review and final board approval, has the responsibility, power and authority to hire, fire, discipline and promote full and part-time employees.
19. Performs additional tasks or duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge, Skills and Abilities: Demonstrates understanding of the community college mission and practices an open door policy. Possesses full knowledge and understanding of FERPA. Comprehensive knowledge of ADA and the ability to apply the law to manage ADA compliance issues. Demonstrated knowledge of software packages to enhance OSS daily functions and of assistive technology. Has basic proficiency in the use of the Microsoft Office suite. Exhibits strong skills in:

- Leadership
- Managing People
- Communication
- Customer and Student Focus
- Building Relationships
- Organizing
- Planning

Education: Bachelor's Degree with minimum of 8 years of experience in the area of Disability Services; or a Master's Degree in Education, Psychology, Counseling or related areas

Experience: Minimum of 10 years of experience within a higher education institution showing progressive managerial experience; see above

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Submitted by: _____ Date: _____

Name/Title

Approved by: _____ Date: _____
Name/Title

Reviewed by: _____ Date: _____
Human Resources

Board Approval: _____ Date: _____
Board Member

THE COLLEGE RESERVES THE RIGHT TO MODIFY JOB DESCRIPTIONS AT ANY TIME WITH OR WITHOUT NOTICE

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BOARD OF TRUSTEES ACTION P2C
Approval Date: February 9, 2023

Resolution
Promotion: Professional

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the promotion and revised job description of the following individual to the position and annual salary indicated.

Name	Position/Division	Salary	Effective Date
Rong Wang	Associate Director of Library Services / Academic Affairs	$119,895.24 (prorated)	2/16/2023

Justification
To appoint this individual to the position as part of the changing scope and level of confidentiality and responsibilities.

Charge to: College Funds
Account Number: 10-04-490000-601110

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE: Associate Director of Library Services

DEPARTMENT: Library Services/Academic Affairs

FUNCTION: Supervises the day to day operations of library systems and technology for Reference Services, the Service Desk, Library Education, Media Services and Technical Services. Plans, develops, and delivers a variety of innovative and proactive reference and access services, promoting a patron-centered approach.

REPORTS TO: Dean of Library Services

SUPERVISES: Media Services Staff, Technical Services, library faculty, professional and support staff

MAJOR RESPONSIBILITIES:

Responsibilities include but are not limited to:

1. Supervises the day to day operations of library systems and technology for the Reference Desk, Reserve Collection, Circulation Department, Library Education and Media Departments.
2. Collaborates with the Dean of Library Services to plan, develop, and deliver a variety of innovative and proactive reference and access services, promoting a patron-centered approach including equipment and software needs.
3. Coordinates with the Dean of Library Services with marketing and public relations plans to promote library resources and services within the College and affiliated Bergen County institutions.
4. Works the Dean of Library Services to plan library patron education programs and partners with teaching faculty to develop creative and effective instructional designs, methodologies and materials.
5. Assists Dean of Library Services to lead the development of strategic and tactical plans and assessment activities to ensure that the Library remains responsive to the needs of its patrons and achieves the highest levels of patron service.
6. Manages web-based query modules and troubleshoots software and hardware problems in patron service areas regularly; assesses library technology to ensure an integrative approach that reflects progressive systems' standards.
7. Manages public service spaces, including reading areas and general collections, and ensures proper maintenance is performed to optimize effectiveness and access for hardware and software including printing.

8. Partners with ITS to assess, monitor and evaluate library technology needs including OCLC WMS operation and integration for library services and collections.
9. Collaborates with ITS to assess the library technology needs and updates, and monitor the library public computing needs.
10. Plans and manages to provide library mobile equipment for state-of-the-art multimedia technology, and materials for teaching and learning of the community college.
11. Participates in the college's professional development program, in-service training, and other committee events.
12. Catalogues the library equipment, and Media Services equipment including the deaccession of the library equipment, and properly reporting the de-accessed equipment to the college assert management unit.
13. Actively participates in professional library associations on local, regional and national levels through publication, research and service.
14. Acts as performance manager for all direct reports including managing day to day performance, producing and communicating written performance evaluations, approving requested time off and other points of compliance with HR rules, regulations and unit collective bargaining agreements.
15. Subject to senior management review and final board approval, has the responsibility, power and authority to hire, fire, discipline and promote employees.
16. Performs additional tasks or duties as assigned by the Dean of Library Services or other designated management.

MINIMUM QUALIFICATIONS:

Knowledge, Skills and Abilities: Demonstrates understanding of the community college mission and practices an open door policy. Possesses ability to facilitate group decision making and planning processes. Knowledge and/or background in various innovative educational technologies including HTML and Internet resources. Has basic proficiency in the use of the Microsoft Office suite. Exhibits strong skills in:

- Leadership
- Managing People
- Communication
- Customer and Student Focus
- Building Relationships
- Organizing
- Planning

Education: Master's Degree in Library Science from an ALA accredited institution

Experience: Minimum of 5 years of academic library or equivalent experience, including some budgeting, planning and 3 years supervisory background, preferably in an academic library.

Prefer experience working with microcomputers and multi-patron systems in a networked environment.

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Submitted by: _____ Date: _____
Name/Title

Approved by: _____ Date: _____
Name/Title

Reviewed by: _____ Date: _____
Human Resources

Board Approval: _____ Date: _____
Board Member

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BOARD OF TRUSTEES ACTION P2D
Approval Date: February 9, 2023

Resolution
Promotion: Support

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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

Name	Position/Division	Salary	Effective Date
Elizabeth Stichauner	Senior Library Assistant / Academic Affairs	$44,632.23 (prorated)	02/16/2023

Justification
To appoint this individual to the position as part of the changing scope and level of confidentiality and responsibilities.

Charge to: College Funds
Account Number:

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BOARD OF TRUSTEES ACTION P2E
Approval Date: February 9, 2023

Resolution
Title Change: Professional

Submitted By
Dr. Eric M. Friedman, President
Mr. Ron Spaide, Chief Information Officer
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the following title change on the organizational chart: from Associate Director of Technical Services to Associate Director of Administrative Applications.

Justification
This is a title adjustment to reflect the current organization structure at the college.

Charge to: College Operating Funds
Account Number: 10-01-165300-601110

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE: Associate Director, Administrative Applications

DEPARTMENT: Information Technology Services

FUNCTION: The Associate Director, Administrative Applications is responsible for providing leadership and direction for the administrative applications portfolio. Focusing on building partnerships with business units to understand the business needs and delivering appropriate solutions. Oversees a team of technical staff that work with customers and vendors to identify, implement, and manage applications to meet business objectives.

MAJOR RESPONSIBILITIES:

Responsibilities include but are not limited to:

1. Provides direction for the institution's administrative application portfolio
2. Responsible for managing and mentoring a team of technical staff, provides leadership, direction, operational oversight, and fostering professional growth
3. The Associate Director, Administrative Applications is responsible for the assessment, implementation, integration, configuration, maintenance, and end user support of various college software applications
4. Works closely with the Enterprise Applications and Infrastructure teams to ensure that application software, database software, and operating systems are at current revision levels and are functioning at acceptable levels of performance
5. Builds partnerships with business units and works to understand the business needs
6. Identifies appropriate applications to meet business objectives and oversees implementations and ongoing support needs
7. Builds and manages vendor relationships to maximize the benefits the institution receives from the products, services, and agreements
8. Responsible for executing the full lifecycle of administrative applications, ensuring the quality, reliability, stability, recoverability, and security
9. Ensures that application inventories and documentation are maintained, such as application architecture diagrams, data flow diagrams, business process documentation, configurations, data governance documents, and standard operating procedures.
10. Responsible for tracking cost estimates and expenditures, and maintenance renewals, projects, and components within department project
11. Coordinate problem determination and problem resolution for complex systems or environments and identify fixes, changes, upgrades, and related functionalities as needed.
12. Participate and manage multiple IT projects at the same time, large and small. Participate in monthly after-hours infrastructure maintenance windows, if needed.

13. Stay current with technological advances in hardware and software equipment, procedures, and methodologies.
14. Respond to critical support issues outside of work hours as needed.
15. Acts as performance manager for all direct reports including managing day-to-day performance, producing and communicating written performance evaluations, approving requested time off, and other points of compliance with HR rules, regulations, and unit collective bargaining agreements
16. Subject to senior management review and final board approval, has the responsibility, power and authority to hire, fire, discipline and promote full and part-time employees.

Administrative and Other Duties

1. Performs additional tasks or duties as assigned.

ORGANIZATIONAL RELATIONSHIPS: (1) Reports to the Executive Director of Information Technology. (2) Manages the following direct reports and oversees the employee populations of their respective organizations: IT Support Specialist (3) Coordinates work within the office and between offices with other staff. (4) Ability to relate well to people at all levels within the institution to ensure that the office is projected in an effective manner in dealing with both internal and external constituencies of the College. (5) Performs work in a manner that furthers the College's mission and values.

PERFORMANCE STANDARDS: Performance in this position is considered satisfactory when: (1) mutually agreed upon objectives have been attained within a specified time frame, (2) responsibilities of the position have been carried out at a level consistent with performance requirements, (3) effective cooperative relationships exist across the College, and (4) confidential aspects of the position are maintained.

QUALIFICATIONS:

(1) Education: Bachelor's Degree (B.A/B.S.) in Business Administration, Computer Science, CIS, or related field.

(2) Knowledge, Skills and Abilities: (a) Significant knowledge of application integrations and Application Program Interface (API) functionality; (b) Excellent project management and planning skills to ensure appropriate scheduling of resources; (C) Superior communication skills and the ability to articulate technical concepts/ideas in non-technical language; (d) demonstrate familiarity with IT best practices; (e) strong organizational, analytical and problem-solving skills; (f) must have demonstrated ability to employ a balanced and positive approach to all work activities and work collaboratively within budget across various constituencies of the College and with vendors and external constituencies; (g) exhibits strong skills in communication, customer and student focus, building relationships, organizing, and planning; (h) technologically

proficient in common office desktop software and familiar with cloud-based computing and collaborative platforms and software.

(3) Experience: (a) Minimum of 5+ years of related experience in application and systems integrations; (b) minimum of 4+ years managing technical resources; (c) experience with vendor management and negotiations; (d) experience in Higher Education.

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Submitted by: _____ Date: _____
Name/Title

Approved by: _____ Date: _____
Name/Title

Reviewed by: _____ Date: _____
Human Resources

Board Approval: _____ Date: _____
Board Approval

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BOARD OF TRUSTEES ACTION P3A
Approval Date: February 9, 2023

Resolution
Approve: Leave of Absence / Support Staff

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

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:

Name	Position/Division	Effective Date
Thomas Jessie	Senior Groundskeeper/ Facilities	12/20/2022 – 06/19/2023 (revised)

Justification
Medical Leave

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BOARD OF TRUSTEES ACTION P3B
Approval Date: February 9, 2023

Resolution
Approve: Stipend

Submitted By
Dr. Eric M. Freidman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve a monthly stipend for the following individual for assuming additional responsibilities:

Name	Position / Division	Monthly Amount	Effective Dates
Elena Luddy	Senior Financial Accountant / Finance	$500	01/30/2023 - 4/30/2023 (retroactive)

Justification
To provide a stipend as the Acting Director of Student Financial Services. This is due to a retirement in the leadership of that department while a search is being conducted.

Charge to: College Funds
Account Number: 10-01-140600-601110

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BOARD OF TRUSTEES ACTION P3C
Approval Date: February 9, 2023

Resolution
Approve stipends for Nursing Clinical Faculty for the Spring 2023 semester

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve payment of stipends for the following individuals in the Nursing Clinical Faculty in the amounts indicated for the Spring 2023 semester.

Name	Semester stipend amount
Full time	
Marites Alconis	$1,200.00
Diana Constantino	$2,400.00
Joana Constantino	$2,400.00
Claire Cyriax	$2,400.00
Joanne Diamantidis*	$3,600.00
Carrie Polnyj	$2,400.00
Toni Tortorella-Genova	$2,400.00
Lecturers	
Sharon Mancini*	$1,200.00
Adjuncts	
Edward Acquah	$2,400.00
Christina Bancroft	$2,400.00
Jessica Brown**	$1,200.00
Cyndi Chiulli	$2,400.00
Nicole Cofini	$2,400.00
Tiffany Cuello	$2,400.00
Giuseppina Finnerty**	$1,200.00
Amanda George	$2,400.00
Natalie Hanikeh	$2,400.00
Maureen Imbrogno	$2,400.00

P3C – Approve stipends for Nursing Clinical Faculty for the Spring 2023 semester.
February 9, 2023

Name	Stipend amount
Laleh Jamshidi	$2,400.00
Rommel Jimenez	$2,400.00
Theresa LaFlam	$1,200.00
Mariam Masias	$2,400.00
Elizabeth Plange-Kaye**	$1,200.00
Lilleth Okossi	$2,400.00
Saideh Labibi	$2,400.00
Tara Spruill	$2,400.00
Jim Keogh	$2,400.00
Tenzin Lama-Tamang	$2,400.00
Michael Lang**	$1,200.00
Easter Grace Mana-ay Rio	$2,400.00
Josephine Rodriguez**	$2,400.00
Mary Santorelli	$2,400.00
Kristi Schmidt	$2,400.00
Cheryl Sfikas	$2,400.00
T. Dolma Siphur	$1,200.00
Robelisa Sistoso	$2,400.00
Krysbelle Alconis-Vo	$2,400.00

* for additional ½ semester clinical
** for ½ semester clinical only
***for additional full semester clinical

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 P3D
Approval Date: February 9, 2023

Resolution
Approve: Deobligation of Position – Professional

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the following vacant position to be deobligated from the College organizational chart:

Manager of Facilities and Operations

Justification
This vacant position is being repurposed to meet the needs of the current college community.

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BOARD OF TRUSTEES ACTION P3E
Approval Date: February 9, 2023

Resolution
Approve Sabbatical Leave of Absence

Submitted By
Dr. Eric M Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
That the following Sabbatical Leave of Absence with pay for the period indicated be granted to the faculty members listed below, subject to financial allocations from the State of New Jersey and Bergen County, as indicated in the 2023-2024 proposed College budget:

Name	Rank	Discipline	Period
Andrew Krikun	Professor	Performing Arts	Spring 2024

Purpose
To write and compose songs for *Whose America? Whose Music?* The songs and compositions on the proposed album will be devoted to issues germane to contemporary American society and education (but not limited to) immigration, social justice, indigenous rights, labor rights, democracy, and environmental justice.

Name	Rank	Discipline	Period
Daniel Sheehan	Associate Professor	Performing Arts	Fall 2023

Purpose
To write and arrange additional songs for *The Seas are Rising: Songs of a Climate in Crisis* for it to become a full-length album for music release and live concert experience. The objective is to raise awareness about the urgency of the climate crisis by telling the stories of people around the globe suffering consequences of climate change,as well as the people working to save the Earth's environment.

Justification
In accordance with Article XII, Item 5, BCCFA Contract

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BOARD OF TRUSTEES ACTION P3F
Approval Date: February 9, 2023

Resolution
Reappointment Faculty – Fifth Reappointment [with tenure]

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To reappoint the following individuals for their fifth reappointment with tenure to the indicated division and rank for the period September 1, 2023 through June 30, 2024 unless otherwise noted:

5th REAPPOINTMENT

NAME	RANK	DISCIPLINE / DIVISION/DEPARTMENT
Timothy Blunk	Assistant Professor	Visual Arts/Visual and Performing Arts/ Business, Art and Social Sciences
Dr. Neel Haldoaarachchige	Assistant Professor	Physics/Physical Sciences/ Mathematics, Science and Technology
Brian Hemstreet	Assistant Professor	Communications/Humanities
Stephanie Niemiec	Associate Instructor	Paramedic Science/ Health Professions Division
Dr Kevin Olbrys	Assistant Professor	Philosophy and Religion / Humanities
Julie Seda	Assistant Professor	Wellness and Exercise Science/ Health Professions Division

Justification
In accordance with Article XIII of the BCCFA contract.

Charge To:

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BOARD OF TRUSTEES ACTION P4A
Approval Date: February 9, 2023

Resolution
Retirement: Faculty

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the retirement of the following individual:

Name	Position/Department/Division	Hire Date	Effective Date
David Kramer	Associate Professor / Criminal Justice and Legal Studies / Academic Affairs	09/08/1982	02/01/2023 (retroactive)

Justification
Retirement

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BOARD OF TRUSTEES ACTION P4B
Approval Date: February 9, 2023

Resolution
Retirement: Faculty

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the retirement of the following individual:

Name	Position/Department/Division	Hire Date	Effective Date
Pierce Wilkinson	Professor / Business, Arts and Social Sciences / Academic Affairs	09/01/1971	02/01/2023 (retroactive)

Justification
Retirement

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BOARD OF TRUSTEES ACTION P4C
Approval Date: February 9, 2023

Resolution
Retirement: Professional Staff

Submitted By
Dr. Eric M. Friedman, President
Ms. Suzanne Wetzel, Vice President of External Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the retirement of the following individual:

Name	Position /Division	Hire Date	Effective Date
Michael LaPointe	Senior Theatre Technician / External Affairs	01/05/1998	04/01/2023

Justification
Retirement

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BOARD OF TRUSTEES ACTION P5A
Approval Date: February 9, 2023

Resolution
Resignation: Grants

Submitted By
Dr. Eric M. Friedman, President
Dr. Anthony Trump, Vice President of Student Affairs
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To accept the resignation of the following individual:

Name	Position/Division	Hire Date	Effective Date
Matthew Greene	Stematics Academic Counselor / Student Affairs	12/04/2019	01/03/23 (retroactive)

Justification
Resignation

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BOARD OF TRUSTEES ACTION P5B
Approval Date: February 9, 2023

Resolution
Resignation: Support

Submitted By
Dr. Eric M. Friedman, President
Mr. David Borzotta, Associate Vice President of Safety and Security
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To accept the resignation of the following individual:

Name	Position/Department/Division	Hire Date	Effective Date
Geraldine McQueen	Officer / Public Safety	10/10/2016	01/18/2023 (retroactive)

Justification
Resignation

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BOARD OF TRUSTEES ACTION P6
Approval Date: February 9, 2023

Resolution
Termination: Professional

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development

Action Requested
To approve the termination of the following individual:

Name	Position/Department/Division	Effective Date
C. Michael Lapone	Manager of Facilities and Operations / Facilities	12/23/2022 (retroactive)

Justification
Termination – Job Abandonment

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BOARD OF TRUSTEES ACTION S/F1
Approval Date: February 9, 2023

Resolution
Authorization to award Public Bid P-2374 for Sports Field Improvements to Adamo Brothers Construction Co.

Submitted By
Dr. Eric M. Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Mr. Nathaniel Saviet, Vice President, Facilities
Mr. Michael Hyjeck, Managing Director, Physical Plant
Mr. Robert P. Coane, Director of Campus Planning and Improvements
Ms. Stephanie Weise, Director, Purchasing and Services

Action Requested
Authorization to award Public Bid # P-2374 for Sports Field Improvements to Adamo Brothers Construction Co. in the estimated amount of $1,608,400.00. The award amount includes the Base Bid plus a $15,000 allowance ($684,400), Alternate #1A ($17,000), Alternate #2 ($304,500) and Alternate #3 ($602,500).

Justification
The existing baseball field dugouts, bleachers, and related fencing need to be replaced to address several safety concerns and Americans with Disabilities Act (ADA) issues in the existing facilities. Additionally, the College needs to update the existing facilities to comply with baseball field facility requirements and safety needs. These changes will provide improved baseball experiences to our student athletes and supporters, and correct outstanding safety and athletics concerns.

A total of twenty-eight (28) companies registered for bid packages and six (6) bids were received from the following.

Adamo Brothers Construction Co	$1,608,400.00
A-Tech Concrete Co.	$2,289,000.00
Fox Fence Enterprise Inc.	$2,820,920.00
Giacorp Contracting Inc.	$3,073,267.00
Senco Metals LLC	$2,350,000.00
Zenith Construction Services Inc.	$2,622,000.00

Charge to: Chapter 12
Account Numbers: 20-00-180406-604238, 20-00-180711-604238, 20-00-180405-604238, 20-00-180710-604217, 20-00-180712-604217
Amount Total: $1,608,400.00

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BOARD OF TRUSTEES ACTION S/F2
Approval Date: February 9, 2023

Resolution
To award professional services to RSC Architects for the preparation of plans and specifications for the removal and replacement of the Pitkin Education Center's Science Wing Roof and Sloped Skylights.

Submitted By
Dr. Eric Friedman, President
Mr. Nathaniel Saviet, Vice President, Facilities
Mr. Wilton Thomas-Hooke, Chief Finance Officer
Ms. Stephanie Weise, 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 $57,200.00, including direct costs, to RSC Architects for the preparation of plans and specifications for the removal and replacement of the Pitkin Education Center's Science Wing Roof and Sloped Skylights.

Justification
The current roof and skylights over the Pitkin Education Center's Science Wing are beyond their serviceable life, and must to be removed and replaced to prevent water infiltration and keep the building weather tight.

Received Proposals:

RSC Architects	-	$57,200.00 including not to exceed Direct Costs
H2M Architects & Engineers	-	$68,670.00 including not to exceed Direct Costs
Arcari & Iovino Architects	-	$107,250.00 including not to exceed Direct Costs
NK Architects	-	$169,094.00 including not to exceed Direct Costs

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".

Charge To: Chapter 12
Account Number: 20-TBD
Total: $57,200.00