BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Tuesday, January 7, 2025
PUBLIC MEETING OF THE BOARD OF TRUSTEES

The Public Meeting of the Board of Trustees of Bergen Community College was held on Thursday, January 7, 2025, in the Technology Building Conference Rooms B and C at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. Chairperson Dorothy Blakeslee called the meeting to order at 5:00 p.m. and the following announcement was made:

The notice requirements of the Open Public Meetings Act of the State of New Jersey have been satisfied by an annual notice, including the date, time, and place of this meeting posted in the first-floor main lobby of the Pitkin Education Center of Bergen Community College, e-mailed, and published in The Record and The Herald News on December 13, 2024, and filed with the Clerk of the County of Bergen.

ROLL CALL

Present
Mrs. Dorothy Blakeslee
Mr. Louis DeLisio
Mr. Damon Englese
Mr. Patrick Fletcher
Mr. Howard Haughton
Mr. Mark Longo
Ms. Ana Marti
Alumni Trustee Kaylie Quezada

Absent
Mrs. Ritzy Moralez-Diaz
Dr. Sheetal Ranjan
Mr. Adam Silverstein

Also Present
Dr. Eric M. Friedman
Mr. Joseph DeCotiis III, Esq., DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

PLEDGE OF ALLEGIANCE

Chairwoman Blakeslee led those present in the Pledge of Allegiance.

PRESIDENT'S REPORT

Enrollment
Enrollment is up in both headcount and credits as compared to last year. New student enrollment gains are approximately 19 percent higher year-over-year. The spring semester begins on January 15, with additional sessions starting on February 5 and March 17.

Middle States
During the first week of December the College released a draft of the Self-Study to the internal community. Faculty and staff had the opportunity to identify and report any factual errors identified within the report. Two open session forums were held summarizing progress and next steps in the process, giving attendees a chance to ask questions. The draft report requires additional editing before the final submission to the site visit team from Middle States on February 7. The College has received the proposed visitation team roster from Middle States which was reviewed for any potential conflicts of interest. There are no conflicts. The evidence team will now link all the evidentiary documents to the draft of the narrative. Breakfast-lunch-dinner meetings are scheduled to provide college staff and faculty with opportunities to hear an executive summary of the contents of the self-study document and to ask questions related to the upcoming site visit. The Trustees will receive a draft on January 27 with a full week to review and provide feedback.

STEM Publication
President Friedman congratulated the STEM Student Scholars Program Applied Technology High School students Mariella Vargas, Naya Batraki, Lily Caramagna, and Kaira Gutierrez, who recently had an article published in the UCNJ Undergraduate Research Journal.

Spain Scholarship
Professor Cesarina Vinas has received the Don Quixote de La Mancha scholarship from the Hispanic Association of Colleges and Universities (HACU). The award will facilitate a teaching and learning experience for her in Spain.

NJ Sharing Network Scholarship
Respiratory therapy student Karsen Griffin has earned one of six $1,000 health science scholarships from the NJ Sharing Network Foundation. This scholarship recognizes students dedicated to careers that support organ and tissue donation and transplantation. Griffin represented the only community college student to receive one of the six awards.

NCMPR
The Office of Public Relations and Marketing has continued its record of excellence in strategic communication, earning four National Council in Marketing and Public Relations Medallion Awards. The Medallion program features entries from more than 650 colleges in the Northeast and Canada.

COMMITTEE REPORTS

AUDIT, FINANCE, AND LEGAL AFFAIRS COMMITTEE
Trustee Fletcher, Chairperson of the Audit, Finance, and Legal Affairs Committee, reported that the Audit and Finance Committee met on December 18, 2024, and will recommend resolutions A/F1 to A/F8.

EDUCATION AND STUDENT AFFAIRS
Trustee DeLisio, Chairperson of the Education and Student Affairs Committee, reported that the Education and Student Affairs Committee met on December 16, 2024, and will recommend resolutions E/SA1 to E/SA3.

PERSONNEL
Trustee DeLisio, on behalf of Trustee Moralez-Diaz, Chairwoman of the Personnel Committee, reported that the Personnel Committee met on December 19, 2024, and will recommend resolutions P1 to P11.

SITE AND FACILITIES
Trustee Longo, Chairperson of the Site and Facilities Committee, informed the board members that Site and Facilities met on December 18, 2024, and will recommend resolution SF1 to SF4.

ALUMNI TRUSTEE REPORT
Alumni Trustee Quezada reported that she attended the BCC Board of Trustees retreat on December 3, 2024, adding that NJCCC President Dr. Aaron Fichtner was present. She spoke with Drs. Trump and Tomko regarding Ad Astra benefits. She obtained Middle States Reaccreditation updates from Accreditation Liaison Officer Dr. Gary Porter and VP of External Affairs Suzanne Wetzel. The STEM and PTK leaders updated her on projects and community service initiatives. Trustee Quezada also attended the College's faculty and staff holiday party on December 5. On January 2, she met with Chairwoman Blakeslee and President Friedman, thanking them for their time and mentorship. Trustee Quezada will attend the ACCT National Legislative Summit in Washington, DC, in February. She reported that she has upcoming meetings with the Student Government Association and Bergen Cares and will report on any initiative updates at the next board meeting.

CHAIRWOMAN'S REPORT
Chairwoman Blakeslee informed the board that she attended both the PTK Inauguration Ceremony and the recent Nursing Pinning Ceremony. She thanked Trustee Quezada for her report and for meeting with her earlier this month.

UNFINISHED BUSINESS/BOARD MEMBERS
Chairwoman Blakeslee requested a motion to open the Unfinished Business portion of the meeting.

Chairwoman Blakeslee requested a motion to close the Unfinished Business portion of the meeting.
A motion was made by Trustee Englese and seconded by Trustee Haughton. All were in favor.

NEW BUSINESS/BOARD MEMBERS
Chairwoman Blakeslee requested a motion to open the New Business portion of the meeting.

No board members came forward.

Chairwoman Blakeslee requested a motion to close the New Business portion of the meeting. A motion was made by Trustee Fletcher and seconded by Trustee Longo. All were in favor.

OPEN TO THE PUBLIC
Chairwoman Blakeslee requested a motion to open to the Public. A motion was made by Trustee Haughton and seconded by Trustee Longo.

No members of the public came forward.

Chairwoman Blakeslee requested a motion to close the public portion of this meeting. A motion was made by Trustee Longo and seconded by Trustee Haughton. All were in favor.

ADOPTION OF MINUTES

Chairwoman Blakeslee requested a motion to approve the board meeting minutes dated November 26, 2024. A motion was made by Trustee Fletcher and seconded by Trustee Longo.

Roll Call Vote for approval of the board meeting minutes dated November 26, 2024.
Ms. Dorothy Blakeslee - Yes
Mr. Louis DeLisio - Yes
Mr. Damon Englese – Yes
Mr. Patrick Fletcher - Yes
Mr. Howard Haughton - Abstain
Mr. Mark Longo – Yes
Ms. Ana Marti - Yes
Ms. Ritzy Moralez-Diaz – Absent
Dr. Sheetal Ranjan – Absent
Mr. Adam Silverstein – Absent
Ms. Kaylie Quezada - Yes

7 Yes, 3 Absences, 1 Abstention

Motion passed for approval of the November 26, 2024, board meeting minutes.

CONSENT AGENDA
Chairwoman Blakeslee requested a motion to approve the Consent Agenda for Tuesday, January 7, 2025. A motion was made by Trustee Longo and seconded by Trustee Haughton. Motion passed for Consent Agenda.

A/F1 to A/F8
E/SA1 to E/SA3
P1 to P11
SF1 to SF4

Roll Call Vote for approval of the Consent Agenda dated January 7, 2025
Ms. Dorothy Blakeslee - Yes
Mr. Louis DeLisio – Yes
Mr. Damon Englese – Yes
Mr. Patrick Fletcher - Yes
Mr. Howard Haughton - Yes
Mr. Mark Longo – Abstain on AF1, yes to A/F2-A/F8
Ms. Ana Marti - Yes
Ms. Ritzy Moralez-Diaz - Absent
Dr. Sheetal Ranjan - Absent
Mr. Adam Silverstein – Absent
Ms. Kaylie Quezada - Yes

7 Yes on A/F1
8 Yes on A/F2 to A/F8
8 Yes on E/SA1 to E/SA3
8 Yes on P1 to P11
8 Yes on SF1 to SF4

An executive meeting was not held.

Approved resolutions:

A/F1 – Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, L.L.P.
Approval is hereby granted for payment of the following legal vouchers: DeCotiis, FitzPatrick, Cole & Giblin. LLP.

November 1, 2024 to November 30, 2024 $ 13,414.28

A/F2 - To authorize the award of Public Bid P-2403 Aviation Desktop Simulators to Redbird Flight Simulations, Inc.
Approval is hereby granted to award Public Bid P-2403 Aviation Desktop Simulators to Redbird Flight Simulations, Inc. in the amount of $50,155.00.

A/F3 - To authorize the College's license renewal agreement for campus-wide use of the Adobe Creative Cloud software through Dell Technologies.
Approval is hereby granted to renew the campus-wide Adobe Creative Cloud software licensing through Dell Technologies, for a three-year term for the period of February 23, 2025, through February 22, 2028, at an annual cost of $116,583.24.

A/F4 - To authorize the award of a contract for chiller maintenance services to Trane U.S., Inc. via OMIA Partners Cooperative Contract.
Approval is hereby granted to award a contract for chiller maintenance services to Trane U.S., Inc. through OMNIA Partners Cooperative Contract Racine #3341 for a two-year period from January 2025 to December 2026 in the estimated amount of $101,943.00.

A/F5 - To authorize the purchase of Accuplacer computerized exam units from the College Board for the Office of Testing Services through the New Jersey Council of County Colleges Joint Purchasing Consortium (JPC).
Approval is hereby granted to purchase approximately 25,365 Accuplacer computerized placement exam units for the Office of Testing Services from the College Board, at an estimated cost of $52,000 through the New Jersey Council of County Colleges Joint Purchasing Consortium contract # R-1313. The cost per unit is $2.05.

A/F6 - To authorize the renewal of the agreement for the Bergen Community College (BCC) App and Campus Groups platforms through Ready Education.
Approval is hereby granted to renew the BCC App and Campus Groups platforms through Ready Education for a one-year term (January 1, 2025 – December 31, 2025) in the amount of $61,967.50.

A/F7 - To authorize the award of Public Bid P-2400 for Bus Transportation Services to Alexandria Bus and Travel Corporation.
Approval is hereby granted to award Public Bid P-2400 for Bus Transportation Services to Alexandria Bus and Travel Corp. in the estimated amount of $38,000.

A/F8 - Authorization to exercise the one-year option period for On-Call Locksmith Services to Parent Door Hardware Sales and Service, Inc.
Approval is hereby granted to exercise the period for On-Call Locksmith Services to Parent Door Hardware Sales and Service, Inc. for an estimated amount of $196,356.25 for a one-year period beginning November 30, 2024, through November 29, 2025.

E/SA 1 - To authorize acceptance of a grant award of $284,500 from the New Jersey Community College Consortium for three NJ Pathways projects, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
Approval is hereby granted to accept a grant award of $284,500 from the New Jersey Community College Consortium for Year 3 of the New Jersey Pathways to Career Opportunities initiatives, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

E/SA 2 – To authorize acceptance of a $10,000 grant sub-award from the Department of Health and Human Services under the *Substance Abuse and Mental Health Services Administration (SAMSA),* and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
Approval is hereby granted to accept a $10,000 grant sub-award from the **Department of Health and Human Services** under the ***SAMSA***, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents for the performance period of this grant is between 09/30/2024-09/29/2029.

E/SA 3 – To authorize an addendum to update the payment of $90,000 to increase it to $ 386,100.00, a difference of $296,100 to Greens do Good for participation as a sub-awardee in the USDA NEXTGEN Grant for the period of 6/1/2023 - 5/31/2028.
Approval is hereby granted to authorize payment of $ 386,100.00 to Greens Do Good for participation as a sub-awardee in the USDA NEXTGEN Grant for the period 06/01/2023 - 05/31/2028.

P1 – To approve the specified personnel separations.
Approval is hereby granted to accept the separation of the following individuals:

	Name	Reason	Position/Department/Division/Unit	Effective Date
1.	Valeria Correa Vasquez	Resignation	Technical Assistant II/Cerullo Learning Assistance Center/ Academic Affairs/Faculty	01/03/2025 (retroactive)
2.	Maritza Benitez	Resignation	Custodian/Facilities/Support	11/27/2024 (retroactive)
3.	John Booth	Resignation	Associate Director of Public Safety-Operations/Safety and Security/ Confidential	01/10/2025
4.	Austin Coiro	Resignation	Officer/Public Safety/Safety and Security/Support	12/31/2024 (retroactive)

5.	Risandry Almanzar	Resignation	Officer/Public Safety/Safety and Security/Support	12/30/2024 (retroactive)
6.	Mamadou Diaby	Retirement	Custodian/Facilities/Support	02/01/2025
7.	Jorge Hernandez	Termination	Director of Athletics/Student Affairs/Executive	12/20/2024 (retroactive)

P2- To approve the appointments of the specified Confidential and Grant-funded personnel.
Approval is hereby granted for the appointments of the following individuals to the vacant position and annual salary indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Date
1.	Sarah Riker	Associate Director of Human Resources/Human Resources	Confidential	$90,000.00	02/10/2025
2.	Henry Cabrera	Assistant Director of Student Financial Services/Finance	Confidential	$80,000.00	02/03/2025
3.	Nancy Ackerman	FANH Career and Academic Advisor/Finance	Grant	$55,000.00	01/23/2025
4.	Eirann Ingersoll	Technical Theatre Supervisor/ Academic Affairs	Grant	$45,000.00	01/16/2025
5.	Yanara Burgos	Financial Aid Literacy Generalist/Student Affairs	Grant	$45,000.00	01/16/2025

P3 - To approve the appointments of the specified Lecturers for the Spring 2025 Semester.
Approval is hereby granted for the appointment of the following individuals as Lecturers for the Spring 2025 semester at the salary indicated:

Name	Discipline/Division	Salary
Sammy Alkhalili	College Mathematics/Math, Science and Technology	$22,558.06
Veronica Andrade	Communications/Humanities	$22,558.06
Jennifer Campenot	Biology/Math, Science and Technology	$22,558.06
Alexander Chan	Communications/Humanities	$22,558.06
Jared DeBenedictus	WEX/Health Professions	$22,558.06
Graham Elliot	Performing and Visual Arts/Humanities	$22,558.06
Jared Gallegos	College Mathematics/Math, Science and Technology	$22,558.06
Nirosha Gamalath	Biology/Math, Science and Technology	$22,558.06
Marina Haikin	ESL/Humanities	$22,558.06
Denise Melvin	Communications/Humanities	$22,558.06
Michael Mikhaiel	Physical Science/Math, Science and Technology	$22,558.06
Dylan Orlik	Hotel and Restaurant Management/Business Arts and Social Sciences	$21,484.26
Jose Orozco Rodriguez	College Mathematics/Math, Science and Technology	$22,558.06
Michele Prezioso	English/Humanities	$22,558.06

Stephanie Shewciw	Developmental Mathematics/Math, Science and Technology	$22,558.06
Tara Snyder	Biology/Math, Science and Technology	$22,558.06
Matthew Stokes	English/Humanities	$22,558.06
Daniel Strand	Biology/Math, Science and Technology	$22,558.06
Priya Swaminathan	Physical Science/Math, Science and Technology	$22,558.06
Michelle Turnbull	English/Humanities	$22,558.06
Myung Hee Yoon	Developmental Mathematics/Math, Science and Technology	$22,558.06

P4 – To approve the appointment of the specified Professional personnel.
Approval is hereby granted for the appointment of the following individual to the vacant position and annual salary indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Date
1.	Vivian Bassily	Success Coordinator/ Student Affairs	Professional	$55,000.00	01/16/2025

P5 – To approve the appointment of the specified Support personnel.
Approval is hereby granted for the appointment of the following individual to the vacant position and annual salary indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Date
1.	Fran Francisco	HVAC Mechanic B/ Facilities	Support	$65,000.00	01/16/2025

P6 - Appointment: To approve the appointment of the specified personnel to a stipend position.
Approval is hereby granted for the appointment of the following individuals to a budgeted stipend position at the amount indicated:

	Name	Position	Stipend (pro-rated)	Effective Dates (retroactive)
1.	Phil Chang	Esports Head Coach	$5,000.00	01/01/2025 – 06/30/2025
2.	Deana Fletcher	Head and Track Field Coach	$7,000.00	01/01/2025 – 06/30/2025
3.	Julian Hernandez	Assistant Women's Soccer Coach	$3,500.00	10/01/2024 – 01/01/2025
4.	Chris Nelson	Assistant Baseball Coach	$4,500.00	01/01/2025 – 06/30/2025

P7 – To approve the appointment of the specified temporary full-time (TFT) personnel.
Approval is hereby granted for the appointment of the following individuals for the temporary full-time positions and annual salaries indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Dates (retroactive)
1.	Hailey Lippman	Enrollment Generalist/ (TFT) Student Affairs	N/A	$38,220.00	01/16/2025 - 06/30/2025

P8 - Amend Appointment: Coaching Staff
Approval is hereby granted to amend the appointment of the following individual from the position indicated.

Name	Position	Effective Dates (retroactive)
Phil Germakian	Head Cross Country Coach and Head Track and Field Coach	07/01/2024 -11/27/2024

P/9 - To authorize stipends to College personnel providing services for Bergen Community College theatre productions.
Approval is hereby granted for stipends to the following individuals for their work on the BergenStages productions of *Harvey*, *Lysistrata* and *Nora: A Doll's House.*

HARVEY - July 1 - Nov. 2 2024

Name	Position	Stipend
1. Rod Shepard	Sound Designer	$ 900.00

LYSISTRATA - August 27, 2024 - February 21, 2025

Name	Position	Stipend
1. Graham Frye	Production Designer	$1,900.00
2. Miru Kim	Lighting Designer	$1,200.00
3. Marie Natali	Costume Designer	$1,200.00
4. Dean Mattson	Sound Designer	$ 900.00
5. Jim Bumgardner	Props Coordinator	$ 900.00

NORA: A DOLL'S HOUSE - November 20, 2024 - March 28, 2025

Name	Position	Stipend
6. Eireann Ingersol	Production Designer	$2,100.00
7. Miru Kim	Lighting Designer	$1,350.00
8. Dean Mattson	Sound Designer	$ 900.00
9. Peter Helff	Props Coordinator	$ 900.00

Chorus and Applied Music Concerts – December 11, 17 and 18, 2024

Name	Position	Stipend
Katherine Sheppard	Piano Accompanist and Keyboard	$1,000.00

P/10 - To approve the job description for the specified position.
Approval is hereby granted for the following action:

	Title	Action	Unit
1.	Assistant Director of Grants Administration	Revised Job Description	Confidential

P/11 - Approve: To approve a Leave of Absence
Approval is hereby granted for the Leave of Absence, without pay, for the following individuals from the position listed below, effective dates as indicated:

	Name	Position/Division/Bargaining Unit	Effective Dates
1.	Darlene Tomlinson	Group Teacher/Child Development Center/Academic Affairs/Professional	7/11/2024 – 01/02/2025 revised end date unpaid with no benefits
2.	Cynthia Rivera	Senior Public Safety Officer/ Safety and Security	11/11/2024 – 12/15/2024 FMLA with benefits

S/F1 - To reject all bids received for Public Bid P-2392 for the New Culinary Arts Building.
Approval is hereby granted to reject all bids received for Public Bid P-2392 for the New Culinary Arts Building.

S/F2 – To authorize the award of Public Bid P-2404 for the Pitkin First Floor Café Renovation to AB Contracting LLC.
Approval is hereby granted to award Public Bid P-2404 to AB Contracting LLC in the amount of $843,221.76. for the Pitkin First Floor Café Renovation which includes the Base bid, allowances and alternate #1.

S/F3 – To reject the sole bid received for Public Bid P-2405 NextGen Hydroponic Lab Vestibule Renovations.
Approval is hereby granted to reject the bid received Public Bid P-2405 NextGen Hydroponic Lab Vestibule Renovations.

S/F4 – To authorize the award of a professional services contract to H2M Architects & Engineers to prepare plans and specifications for the College's Campus Security Plan Project.
Approval is hereby granted to award a contract for the Campus Security Plan Project to H2M Architects & Engineers to prepare plans for the College's Campus Security Plan Project for an estimated amount of $96,800.00.

ADJOURNMENT

As no further business was brought before the Board of Trustees, Chairwoman Blakeslee requested a motion to adjourn the board meeting.

A motion was made by Trustee Longo, seconded by Trustee DeLisio. All trustees were in favor.

The board meeting adjourned at 5:17 p.m.

Thank you,

Trustee Ritzy Moralez-Diaz, Secretary, Board of Trustees
Bergen Community College