Bergen Community College
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES
PUBLIC MEETING

Public Agenda

Tuesday, March 3, 2020 – 5:00 p.m.

Ciarco Learning Center – 355 Main Street, Hackensack, New Jersey– Conference rooms 102 and 103

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
- E. Committees
  1. Audit, Finance and Legal Affairs
  2. Education and Student Affairs
  3. Personnel
  4. Site and Facilities
  5. Strategic Planning and Issues
- F. Alumni Trustee
- G. Chairman

VI. Unfinished Business/Board Members

VII. New Business/Board Members

VIII. Open to the Public

IX. Actions:

A.	Approval of Minutes:	Tuesday, February 4, 2020
B.	Approval of Executive Session Minutes:	Tuesday, February 4, 2020
C.	Approval of Consent Agenda:	Tuesday, March 3, 2020

X. Executive Session, if required
(New Business/Open to the Public)

XI. Adjournment

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CONSENT AGENDA

Tuesday, March 3, 2020

Ciarco Learning Center, 355 Main Street, Hackensack, N.J.
Conference rooms – 102 & 103

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, February 4, 2020
APPROVAL OF EXECUTIVE SESSION MINUTES: Tuesday, February 4, 2020

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To authorize Bergen Community College to execute a lease agreement with the New Meadowlands Stadium Company, LLC for the rental of MetLife Stadium in East Rutherford, New Jersey to serve as the institution's 2020 commencement venue.
3. To award Public Bid P-2312 to William J. Guarini, Inc. for on-call asphalt repair, concrete and excavation work.
4. To authorize purchase of drawing tablets for the Visual Arts department from Adorama.
5. To authorize purchase of pulmonary function test system (PFT) for the Respiratory Care Program from Vyaire Carefusion 211, Inc.
6. To approve payment to Higher One, Inc. for printing and mailing of 2019 1098T Tuition Statements.
7. To continue coverage for Cyber, Privacy, and Security Liability insurance via Chubb/ACE American Insurance.
8. Authorize request for Chapter 12 allocation for FY2021.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. Authorize amendment of an existing agreement with Education and Employment Research Center (EERC), School of Management and Labor Relations, Rutgers, The State University of New Jersey for evaluation of the Bergen Community College First in the World (FITW) grant awarded by the U.S. Department of Education Fund for the Improvement of Postsecondary Education.

PERSONNEL (P)

1. A. Appointment: Benefits Administrator (Confidential) – Filling vacancy of this position.
   B. Stop Stipends
   C. Appointment: Project Coordinator/Grant Funded Staff
   D. Appointment: Grant Funded Staff
   E. Appointment: Student Affairs Athletic Program (Coaching Staff)
2. Reappointment Faculty – Third and Fourth Reappointment
3. Confer Professor Emeritus Status
4. To authorize Bergen Community College to serve as lead agency and host for the Association of Title IX Administrators (ATIXA) training to be provided by The Ncherm Group, LLC (TNG) at the College's Meadowlands location on March 16-19, 2020.
5. Amend stipends for Nursing Clinical Faculty for Spring 2020 semester
6. Approve: Leave of Absence/Support Staff
7. Approve: Leave of Absence/Grant Staff
8. Approve Stipend

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BOARD OF TRUSTEES ACTION A/F1
Approval Date: March 3, 2020

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

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

Action Requested
Approval for payment of the following legal vouchers:

January 1, 2020 to January 31, 2020	DeCotiis, FitzPatrick, Cole & Giblin. LLP.	$61,167.07

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

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

Charge to:	College Operating Funds
Account Number:	10-01-186100-607566
Amount:	$61,167.07

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COMMUNITY COLLEGE
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BOARD OF TRUSTEES ACTION A/F2
Approval Date: March 3, 2020

Resolution
To authorize Bergen Community College to execute a lease agreement with the New Meadowlands Stadium Company, LLC for the rental of MetLife Stadium in East Rutherford, New Jersey to serve as the institution's 2020 commencement venue.

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

Action Requested
Authorize rental of MetLife Stadium in East Rutherford, New Jersey from the New Meadowlands Stadium Company, LLC to host the institution's 2020 commencement ceremony on May 18, 2020 at an estimated cost of $111,170.55.

Justification
The College has hosted its commencement ceremony at off-campus locations for the past 12 years (the IZOD Center, Meadowlands Exposition Center and MetLife Stadium). The College originally moved the ceremony off-campus to accommodate a greater number of guests and to mitigate operational challenges that result from hosting the event on-campus. The IZOD Center, viewed as a cost-effective, appropriately sized venue, closed five years ago, prompting the College to use other locations that are capable of providing an open-entry, ticketless ceremony for graduates and their guests. The MetLife Stadium, an in-county venue, provides the College with the space, equipment, services and conveniences necessary to host the planned 2020 ceremonies.

Charge to: Student Activities Fund
Account Number: 60-09-938000-607678 (Commencement)
Amount: Estimated $111,170.55

Bergen Community College
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION A/F3
Approval Date: March 3, 2020

Resolution
To award Public Bid P-2312 to William J. Guarini, Inc. for on-call asphalt repair, concrete and excavation work.

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

Action Requested
Authorization to award Public Bid P-2312 to William J. Guarini, Inc. for the estimated amount of $431,421.00, from March 3, 2020 through March 11, 2022.

Justification
Asphalt repairs, concrete and excavation work are sometimes required on an emergency basis to repair potholes in the roadways and parking lots to prevent accidents, and to maintain the integrity of the College's paved surfaces, sidewalks and curbs. Fifteen companies registered for the bid, and seven bids were received. See list below for bids received.

William J. Guarini Inc.	$431,421.00
D & L Paving Contractors, Inc.	$451,415.00
Sparwick Contracting, Inc.	$455,725.00
J. Fletcher Creamer & Son, Inc.	$499,705.00
Clarke Moynihan Landscaping & Construction	$590,948.00
Cifelli & Son General Construction Inc.	$742,955.00
Advanced Pavement Group	$793,805.00

Charge To: College Operating Funds
Account Number: 10-06-610100-607550
Total: $431,421.00

Bergen
COMMUNITY COLLEGE
103 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION A/F4
Approval Date: March 3, 2020

Resolution
To authorize purchase of drawing tablets for the Visual Arts department from Adorama.

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock Fisher, Vice President, Academic Affairs
Mr. Ron Spaide, Chief Information Officer
Mr. Wilton Thomas-Hooke, Managing Director, Finance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to purchase fifty-five (55) Huion Kamvas Pro 20 drawing tablets from Adorama at a cost of $499.99 each, for a total of $27,499.45.

Justification
These tablets will be used by students in the visual arts labs to draw directly on the computer screen into the software application. The tablets have programmable buttons and controls that map to specific functions in the software.

Quotations were received from the companies listed below.

Adorama	$499.99
*Lunuk Tech	$499.00
*Huion	$499.00

*These companies could not provide a New Jersey Business Registration Certificate pursuant to N.J.S.A. 52:32-44.

Adorama has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

This purchase is below the county college bid threshold and is not required to be bid.

Charge to: Perkins Grant
Account Number: 20-02-593700-604304
Total: $27,499.45

Bergen
COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION A/F5
Approval Date: March 3, 2020

Resolution
To authorize purchase of pulmonary function test system (PFT) for the Respiratory Care Program from Vyaire Carefusion 211, Inc.

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock Fisher, Vice President Academic Affairs
Mr. Wilton Thomas-Hooke, Managing Director, Finance
Dr. Susan Barnard, Dean, Health Professions
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to purchase a Vyntus ONE Pulmonary Function Test system from Vyaire Carefusion 211, Inc. at a cost of $45,942.69, plus estimated freight of $2000.00.

Justification
This PFT system will be used by students in the respiratory care lab. This machine is the latest technology used by many student clinical sites including Hackensack Medical Center, Holy Name Medical Center and The Valley Hospital. Students need to learn in the laboratory environment on the same equipment they will encounter in the field. Program graduates are employed at several Bergen County hospitals, and many hospitals want to hire students who are fully trained and ready to function as respiratory therapists. The Vyntus ONE PFT is only available through Vyaire Carefusion, 211, Inc.

Vyaire Carefusion has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

This purchase is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (3). (sole source)

Charge to: GO Bond
Account Number: 20-02-593700-604304
Total: $45,942.69

Bergen
COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION A/F6
Approval Date: March 3, 2020

Resolution
To approve payment to Higher One, Inc. for printing and mailing of 2019 1098T Tuition Statements.

Submitted By
Dr. Anthony Ross, Interim President
Mr. Wilton Thomas-Hooke, Managing Director, Finance
Ms. Caroline Ofodile, Managing Director, Financial Operations and Student Assistance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to expend $18,549.00 with Higher One, Inc. for printing and mailing of 2019 the 1098T student tuition statements for approximately 22,000 students.

Justification
Internal revenue code requires colleges to provide students with 1098T forms for reporting of tuition and fees payment for the calendar year. Higher One, Inc. has completed the printing and mailing of the forms to students in compliance with IRS regulations. The cost includes paper, envelopes, postage and IRS filing.

The college has a need to purchase these services as a non-fair and open process pursuant to the provisions of N.J.S.A. 19:44A-20.4. Higher One, Inc. has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that they have 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.

The cost of these services is below the County College bid threshold and is not required to be bid.

Charge to: College Operating Funds
Account Number: 10-01-140100-607505
Total: $18,549.00

Bergen
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION A/F7
Approval Date: March 3, 2020

Resolution
To continue coverage for Cyber, Privacy, and Security Liability insurance via Chubb/ACE American Insurance.

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

Action Requested
Authorization to purchase Cyber, Privacy, & Security Liability insurance coverage for one year from Chubb/ACE American Insurance through Otterstedt Insurance Agency at a cost of $33,177.88 including 10 % commission, plus 0.6% NJ Property-Liability Insurance Guaranty Association surcharge.

Justification
The insurance consultant, Otterstedt Insurance Agency, recommends purchasing this insurance from Chubb/ACE American Insurance due to the comprehensive coverage and coverage amounts offered. Coverage provides notifications and credit monitoring, forensics and crisis management, privacy, network security and internet media liability, business interruption, and network extortion. CFC Underwriting limited did not provide a quote at the $5,000,000.00 level.

Quotations were requested from the companies listed below.

1. Chubb/ACE American Insurance: $33,177.88 ($5,000,000.00 limit)
2. CFC Underwriting limited: $15,212.00 ($1,000,000.00 limit)
3. Philadelphia: No quote received

The college has a need to procure this insurance through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Otterstedt Insurance Agency. 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.

Purchase of insurance is exempt from public bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (11).

Charge to: College Operating Funds
Account: 10-01-188100-607888
Total: $33,177.88

Bergen Community College
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION A/F8
Approval Date: March 3, 2020

Resolution
Authorize request for Chapter 12 allocation for FY2021

Submitted By
Dr. Anthony Ross, Interim President
Mr. Wilton Thomas-Hooke, Managing Director, Finance
Mr. William Corcoran, Vice-President Facilities Planning, Operations and Public Safety

Action Requested
That the Board of Trustees approves a request to the Bergen County Board of School Estimate for Chapter 12 funds for FY2021 not to exceed $ 4,100,000.00.

Part of these funds will be used for renovation of the Ciarco Learning Center campus in Hackensack to accommodate the growth and relocation of our Culinary Arts Program from Ender Hall and the Pitkin Education Center to the Hackensack campus. The expansion of this program to the Hackensack campus will provide a contained location for the Culinary Arts Program.

In addition, these funds will be used for general renovations to campus facilities including the theater roof replacement, public safety communication upgrades, HVAC system replacement, and building refurbishment for the Pitkin Education Center.

Justification
NJ State Public Law 1971, Chapter 12, provides a self-renewing capital program for Community Colleges funded 50% by the State and 50% by the local County.

The renovation/expansion will enable the College to provide improved instructional/student space.

Bergen
COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION E/SA1
Approval Date: March 3, 2020

Resolution
Authorize amendment of an existing agreement with Education and Employment Research Center (EERC), School of Management and Labor Relations, Rutgers, The State University of New Jersey for evaluation of the Bergen Community College First in the World (FITW) grant awarded by the U.S. Department of Education Fund for the Improvement of Postsecondary Education.

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock Fisher, Vice President, Academic Affairs
Mr. Wilton Thomas-Hooke, Managing Director of Finance
Ms. Emily Vandalovsky, Dean, Mathematics, Science, and Technology
Dr. William J. Yakowicz, Director, Grants Administration

Action Requested
Approve an amendment to the existing agreement with the School of Management and Labor Relations extending the performance end date to October 30, 2020, from September 30, 2019.

Justification
The Fund for Improvement of Postsecondary Education granted a no-cost extension through September 30, 2020, enabling Bergen Community College to conclude work on uncompleted activities. The extension allows for the delivery of services to an additional student cohort, collection and analysis of performance data relating to experimental and control groups, and writing and production of the final report as well as four associated briefing papers. The Agreement shall be amended as follows:

a) The original term of the subcontract (February 2, 2016, through September 30, 2019, shall be extended to October 31, 2020, to accommodate a one year No Cost Extension approved by the Program Officer.
b) The Scope of Work for the Agreement, hereto referred to as Addendum F, shall be expanded to include additional evaluation, as approved by the Program Officer for the Program. Therefore, the total five-year Budget for this Agreement shall be increased from $419,354.00 to $504,354 as set forth in the attached Addendum.
c) All deliverables in the original and amendments, as well as final billing, shall occur no later than October 31, 2020 so that reporting and final documentation due to the funder can be provided in a timely manner.

No College funds are required.
Charge to: FITW Grant **Account Number:** 50-03-589000-607777
Total: $504,354.00

Bergen
COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES P1A
Approval Date: March 3, 2020

Resolution
Appointment: Benefits Administrator (Confidential) – Filling vacancy of this position.

Submitted By
Dr. Anthony Ross, Interim President
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

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

Name	Position/Division	Salary	Effective Date
Janet Doyle	Benefits Administrator/Human Resources and Employee Relations	$70,000.00 (pro-rated)	03/02/20 (retroactive)

Justification
A budgeted vacated position has been filled through a successful search process pending successful completion of background checks and references. This position is at-will.

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

Bergen Community College
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION P1B
Approval Date: March 3, 2020

Resolution
Stop Stipends

Submitted By
Dr. Anthony Ross, Interim President
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

Action Requested
To stop the monthly stipend for the following individuals as indicated:

Name	Position/Division	Monthly Amount	Effective Date
Janet Doyle	Human Resources Generalist/ Human Resources and Employee Relations	$750.00	02/28/20 (retroactive)
Theresa Kyle	Employee Relations Coordinator/ Human Resources and Employee Relations	$500.00	02/28/20 (retroactive)

Justification
To stop the monthly stipend due to the successful completion of the College search process for the Benefits Administrator position.

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

Bergen COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES P1C
Approval Date: March 3, 2020

Resolution
Appointment: Project Coordinator/Grant Funded Staff

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock Fisher, Vice President, Academic Affairs
Mr. Adam Goodell, Dean of Humanities and Interim Dean of Business, Arts and Social Sciences
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

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

Name	Position/Division	Salary	Effective Date
Lark Sontag	Project Coordinator/Child Development Center/Business, Arts, and Social Sciences/ Academic Affairs	$45,000.00 (pro-rated)	03/16/2020

Justification
To fill a budgeted position through a successful search process pending successful completion of background checks and references. The CCAMPIS (Childcare Access Means Parents in School) Grant provides full-time, grant-funded resources to expand accredited childcare services in the Child Development Center for student parents. This position is at-will.

Charge to: CCAMPIS Grant
Account Number: 50-03-594400

Bergen
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201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P1D
Approval Date: March 3, 2020

Resolution
Appointment: Grant Funded Staff

Submitted By
Dr. Anthony Ross, Interim President
Dr. Christine Gillespie, Executive Director of Continuing Education and Workforce Development
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

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

Name	Position/Division	Salary	Effective Date
Andrea Nemeth	Project Director/NJ Healthworks Grant/ Continuing Education and Workforce Development	$95,000.00	03/26/20

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: NJ Healthworks Grant
Account Number: 50-03-594100

Bergen Community College
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION P1E
Approval Date: March 3, 2020

Resolution
Appointment: Student Affairs Athletic Program (Coaching Staff)

Submitted By
Dr. Anthony Ross, Interim President
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

Action Requested
To approve the appointment of the following individuals to part-time Head Coach or Assistant Coach positions at the stipend indicated and part-time Athletic Trainer:

Name	Head Coach Position	Stipend	Effective Dates
Anthony Barbera	Women's Softball	$5,500.00	01/27/20 – 05/31/20 (retroactive)
Toni DiFranco*	Women's Soccer	$1,500.00	03/01/20 – 05/01/20 (retroactive)

Name	Assistant Coach Position	Stipend	Effective Dates
Tim Boucher	Women's Softball	$3,500.00	02/01/20 – 05/31/20 (retroactive)

Name	Position	Salary	Effective Dates
Lisa McNerney	Athletic Trainer	$28.00/hour	01/21/20 – 06/30/20 (retroactive)

*This stipend is seasonal due to the extension of the Soccer season to reflect the schedule of the National Junior College Athletic Association (NJCAA) to extend through the spring season.

Justification
The above-mentioned stipend is seasonal.

Charge To: College Operating Funds
Account Number: 60-09-910000-601161

Bergen
COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
201-447-7100 • www.bergen.edu

BOARD OF TRUSTEES ACTION P2
Approval Date: March 3, 2020

Resolution
Reappointment Faculty – Third and Fourth Reappointment

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

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

4th REAPPOINTMENT

NAME	RANK	DISCIPLINE/DIVISION
Jean Acken	Assistant Professor	Chemistry/Mathematics, Science & Technology
John Bandman	Assistant Professor	Hotel Restaurant Management/Business, Arts & Social Sciences
Mary Bays	Assistant Professor	Fashion Apparel Design/ Business, Arts & Social Sciences
Ara Kahyaoglu	Associate Professor	Chemistry/Mathematics, Science & Technology
Joanne Piccininni	Assistant Professor	Paramedic Science/Health Professions
Mary Senor	Associate Instructor	Surgical Technology /Health Professions
Tomer Zilkha	Associate Instructor	Hotel Restaurant Management/Business, Arts & Social Sciences

THIRD REAPPOINTMENT

NAME	RANK	DISCIPLINE/DIVISION
Ronda Drakeford	Associate Instructor	Hotel Restaurant Management/Business, Arts & Social Sciences
Alex Luy	Assistant Professor	Computer Science/Mathematics, Science & Technology
Jessica Peacock*	Assistant Professor	Center for Student Success/Student Affairs
Jaclyn Rose	Associate Instructor	Diagnostic Medical Sonography/Health Professions

*For the period July 1, 2020 through June 30, 2021

Justification
In accordance with Article XIII of the BCCFA contract

Charge To: College Operating Funds
Account Number:

Bergen
COMMUNITY COLLEGE
400 Paramus Road, Paramus, New Jersey 07652
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BOARD OF TRUSTEES ACTION P3
Approval Date: March 3, 2020

Resolution
Confer Professor Emeritus Status

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock Fisher, Vice President of Academic Affairs
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

Action Requested
That the Board of Trustees confer Professor Emeritus status on the following individuals:

Dr. Suzaan Boettger
Dr. Ursula Parrish Daniels
Dr. Ruth Feigenbaum
Dr. Joan McManus

Justification
Recommended by the Professor Emeritus Committee, Vice President of Academic Affairs, Dr. Brock Fisher and Interim President, Dr. Anthony Ross.

Bergen
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BOARD OF TRUSTEES ACTION P4
Approval Date: March 3, 2020

Resolution
To authorize Bergen Community College to serve as lead agency and host for the Association of Title IX Administrators (ATIXA) training to be provided by The Ncherm Group, LLC (TNG) at the College's Meadowlands location on March 16-19, 2020.

Submitted By
Dr. Anthony Ross, Interim President
Ms. Gwendolyn Harewood, Director, Human Resources and Employee Relations
Mr. Wilton Thomas-Hooke, Managing Director, Finance

Justification
Bergen Community College (BCC) has a need to provide certification-based Title IX training to all designated employees. To address this training need, BCC will serve as the host agency for a joint initiative with seven (7) other community colleges that have committed to attending and sharing the total cost. The initiative consists of a 2-day Coordinator workshop and a 2-day Investigator workshop to be conducted over a 4-day period. An estimated 44 people from BCC and participating institutions will attend the workshops at a cost of $1,000 per person, for a total estimated cost of $44,000.

BCC's proportional share of the total cost is $9,000.00 for nine employees, and the college has received written commitment letters from the participating NJ community college's finance offices for their portions of the training cost. TNG is the parent company of ATIXA, a professional association of college Title IX coordinators, investigators and administrators.

Charge to: College Operating Funds
Account Number: 10-01-126100-607616
Amount: Estimated $44,000

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BOARD OF TRUSTEES ACTION P5
Approval Date: March 3, 2020

Resolution
Amend stipends for Nursing Clinical Faculty for Spring 2020 semester

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock L. Fisher, Vice President, Academic Affairs
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

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

Name	Semester stipend amount
Add Full Time	
Claire Cyriax	$2,400.00
Add Adjunct	
Karen Antequera	$2,400.00
Remove Adjunct	
Ronda (Joseph) Boggi	$1,200.00
Natay Grajales	$1,200.00
Joan McManus	$2,400.00

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 P6
Approval Date: March 3, 2020

Resolution
Approve: Leave of Absence/Support Staff

Submitted By
Dr. Anthony Ross, Interim President
Dr. Brock Fisher, Vice President, Academic Affairs
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

Action Requested
To approve a Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

Name	Position/Division	Effective Dates
Joyce Novak	Library Associate/Library Services Academic Affairs	02/13/20 (retroactive)

Justification
Medical Leave

Bergen
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BOARD OF TRUSTEES ACTION P7
Approval Date: March 3, 2020

Resolution
Approve: Leave of Absence/Grant Staff

Submitted By
Dr. Anthony Ross, Interim President
Mr. William Yakowicz, Director of Grants Administration
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

Action Requested
To approve a Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

Name	Position/Division	Effective Dates
Laura Frazer	Sr. Manager of Grants/Compliance Officer/ Grants Administration	03/02/20 – 03/31/20 (retroactive)

Justification
Personal Leave

Bergen
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BOARD OF TRUSTEES ACTION P8
Approval Date: March 3, 2020

Resolution
Approve Stipend

Submitted By
Dr. Anthony Ross, Interim President
Ms. Gwendolyn Harewood, Director of Human Resources and Employee Relations

Action Requested
To authorize payment of a stipend in the amount of $1,500.00 to the individuals listed below.

Name	Position/Division
Gregory Fenkart	Coordinator of Student Development/Student Life and Conduct/Student Affairs
Ian Wolf	Coordinator of Student Conduct and Information/Student Life and Conduct/ Student Affairs

Justification
This one-time, lump sum payment is for assuming additional responsibilities from 09/01/2019 through 06/30/2020 in the office of Student Life and Conduct since the departure of the former Dean of Student Life and Conduct.

Charge To: College Operating Funds
Account Number for G. Fenkart: 60-09-950000-601110
Account Number for I. Wolf: 60-09-960000-601110