BOARD OF TRUSTEES
BERGEN COMMUNITY COLLEGE
Minutes of the Thursday, March 7, 2024
PUBLIC MEETING OF THE BOARD OF TRUSTEES

The Public Meeting of the Board of Trustees of Bergen Community College was held on Thursday, March 7, 2024, at the Meadowlands Campus in Conference Rooms C504 and C505 at Bergen Community College, 1280 Wall Street West, Lyndhurst, 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 8, 2023, and filed with the Clerk of the County of Bergen.

ROLL CALL

Present
Mr. Patrick J. Fletcher
Mr. Howard Haughton
Mr. Mark Longo
Ms. Ana Marti
Mrs. Ritzy Moralez-Diaz – participating via phone.
Dr. Sheetal Ranjan – participating via phone.
Mr. Adam Silverstein

Absent
Mrs. Dorothy Blakeslee
Mr. Louis DeLisio
Mr. Damon Englese
Alumni Trustee Marisa Person

Also Present
Dr. Eric M. Friedman, President
Mrs. Judy Verrone, Esq., DeCotiis, FitzPatrick, Cole, and Giblin, L.L.P.

PLEDGE OF ALLEGIANCE

Vice Chairperson Silverstein led those present in the Pledge of Allegiance.

PRESIDENT'S REPORT

Middle States Self-Study Update
President Friedman informed the board that he just returned from Maryland where he led a team of peer evaluators as part of Prince George's Community College Middle States reaccreditation. He thanked the Middle States Commission for offering him this opportunity.
The early drafts of Bergen's self-study chapters are ready for review. The goal for the next two months is to identify three things in the Self-Study chapter narratives:
1. Locate missing evidentiary documentation for the Self-Study.
2. Identify action plans for full compliance with the criteria found within the seven standards.
3. Identify institutional areas of concern.

Resolutions
Dr. Friedman advised that one resolution on the Consent Agenda for approval request 17 positions to be de-obligated from the organizational chart. We remain committed to full focus on the strong stewardship of our fiscal resources.

Enrollment
Dr. Friedman reported that enrollment is flat in credit hours same point last year. We made strides with our headcount which is now 12,407 students.

PTK Honors
The Phi Theta Kappa has earned the following awards this semester:

- The chapter has earned REACH Reward recognition.
- Mateo Armas will receive the $5,000 Guistwhite Scholar award.
- Shiwa Yangzom is a 2024 Coca-Cola Academic Team Gold Scholar who has received a $1,500 scholarship.
- Alum Amanda Karpinski will be inducted into the Phi Theta Kappa Hall of Honor.
- Executive Director of Public Relations, Dr. Larry Hlavenka, has earned the Distinguished College Administrator award.

Advising Redesign
President Friedman recognized the work of the Division of Student Affairs, adding there is an advising redesign currently underway which will focus on a new proactive model of intervention. Dr. Jennifer Migliorino-Reyes and Dr. Dianna O'Connor have led this effort.

Tutoring Awards
The Association of Coaching and Tutoring Professionals has named Bergen's professional academic coaches Dr. Daneiah Nasser and Mana Mehdizadeh, as recipients of the 2024 "Academic Coach of the Year Award". Dr. Friedman offered his congratulations to both.

Paramedic Science Site Visit Update
The Health Professions department just completed their Committee on Accreditation for the EMS (CoAEMSP) site team visit. The Paramedic Science program performed very well, and is in compliance with all 5 Standards; however, one area needs attention. The visiting team offered suggestions on best practices around that and it's being worked on.

Culture of Presentation
Dr. Friedman congratulated Dr. Anthony J. Trump, Dr. Anjali Thanawala, and Dr. Jessica Fargnoli for being selected by the New Jersey Council of County Colleges to present their doctoral dissertations and research to colleagues from across New Jersey as part of NJCCC's "practitioner scholar series".

Women's History Month
President Friedman recognized the Women's History Month committee for developing an excellent schedule of events. A conference will take place tomorrow at the main campus to provide students with the opportunity to hear from community leaders and participate in dialogues. The month will also include a film series and a poetry event. Visit bergen.edu/heritage for the complete calendar.

Commencement
Save the date! We have officially scheduled commencement 2024 for Tuesday, May 14 at 10 a.m. at MetLife Stadium.

A Bergen Love Story

Dr. Friedman shared a story from Professor Jim Bumgardner about two theatre students, Sarah Villarini and John Kroner, who played the lead roles in "Picnic" in 2019 where they first met and had since developed a relationship. John brought Sarah back to the theatre (unbeknownst to Sarah) to propose.

COMMITTEE REPORTS

AUDIT, FINANCE, AND LEGAL AFFAIRS COMMITTEE

Treasurer Fletcher, Chairman of the Audit and Finance Committee, informed the board members that the Audit and Finance Committee met on February 20, 2024, and will recommend resolutions A/F1 to A/F6.

EDUCATION AND STUDENT AFFAIRS

Vice-Chair Silverstein, on behalf of Trustee DeLisio, Chairman of the Education and Student Affairs Committee, reported that the Education and Student Affairs Committee met on February 20, 2024, and will recommend resolution E/SA1 to E/SA5.

PERSONNEL

Trustee Longo, on behalf of Trustee Moralez-Diaz, Chairwoman of the Personnel Committee, reported that the Personnel Committee met on February 22, 2024, and will recommend resolutions P1 to P13.

SITE AND FACILITIES

Trustee Longo, Chairman of the Site and Facilities Committee, informed the board members that Site and Facilities met on February 22, 2024, and will recommend resolutions S/F1 to S/F3.

VICE-CHAIRMAN'S COMMENTS

Vice-Chair reported that Chairwoman Blakeslee thanked the Black History Month Committee for organizing the month events. On April 11, 2024, pianist Edwin Sungpil Kim will perform in the Ciccone Theatre. Vice-Chair Silverstein, in honor of Women's History Month, acknowledged Chairwoman Blakeslee for her contributions to this College, and for making history as the first Asian-American woman to serve on the Board of Trustees at Bergen Community College.

UNFINISHED BUSINESS/BOARD MEMBERS

Vice-Chair Silverstein requested a motion to open the Unfinished Business portion of the meeting.

No board members raised any unfinished business.

Vice-Chair Silverstein requested a motion to close the Unfinished Business portion of the meeting.
A motion was made by Trustee Haughton and seconded by Trustee Longo. All were in favor.

NEW BUSINESS/BOARD MEMBERS

Vice-Chair Silverstein requested a motion to open the New Business portion of the meeting.

No board members came forward.

Vice-Chair Silverstein requested a motion to close the New Business portion of the meeting. A motion was made by Trustee Haughton and seconded by Trustee Longo. All were in favor.

OPEN TO THE PUBLIC

Vice-Chair Silverstein requested a motion to open to the Public. A motion was made by Trustee Haughton and seconded by Trustee Fletcher. All were in favor.

Dr. Jeffery Hering, President of the Adjunct Faculty at BCC, and Professor Watrell, spoke about the adjunct contract negotiations.

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

ADOPTION OF MINUTES

Vice-Chair Silverstein requested a motion to approve the board meeting minutes dated February 8, 2024. A motion was made by Trustee Haughton and seconded by Trustee Longo.

Roll Call Vote for approval of the board meeting minutes dated February 8, 2024.

Ms. Dorothy Blakeslee - Absent
Mr. Louis DeLisio – Absent
Mr. Damon Englese - Absent
Mr. Patrick J. Fletcher –Yes
Mr. Howard Haughton - Yes
Mr. Mark Longo – Yes
Ms. Ana Marti - Yes
Ms. Ritzy Moralez-Diaz – Yes
Dr. Sheetal Ranjan – Yes
Mr. Adam Silverstein – Abstain
Ms. Marissa Person - Absent

6 Yes, 4 Absences, 1 Abstention

Motion passed for approval of the February 8, 2024, board meeting minutes.

CONSENT AGENDA

Vice-Chair Silverstein requested a motion to approve the Consent Agenda for Thursday March 7, 2024. A motion was made by Trustee Fletcher and seconded by Trustee Haughton. Motion passed for Consent Agenda.

A/F1 to A/F6
E/SA1 to E/SA5
I1
P1 to P13
S/F1 to S/F3

No resolutions for Strategic Planning.

Roll Call Vote for approval of the Consent Agenda dated March 7, 2024

Ms. Dorothy Blakeslee - Absent
Mr. Louis DeLisio – Absent
Mr. Damon Englese - Absent
Mr. Patrick J. Fletcher –Yes
Mr. Howard Haughton - Yes
Mr. Mark Longo – Abstained on A/F1, yes to all other resolutions.
Ms. Ana Marti - Yes

Ms. Ritzy Moralez-Diaz - Yes
Dr. Sheetal Ranjan - Yes
Mr. Adam Silverstein – Abstained on S/F1, yes to all other resolutions.
Ms. Marissa Person – Absent

6 Yes on A/F1
7 Yes on A/F2 to A/F6
7 Yes on E/SA1 to E/SA5
7 Yes to I1
7 Yes on P1 to P13
6 Yes on S/F1
7 Yes on S/F2 to S/F3

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.

January 1, 2024 to January 31, 2024 $ 45,011.63

A/F2 – Continuing Education: Authorization to Approve Payment to Black Rocket Productions to Provide Summer Digital Arts Programs for Children.
Approval is hereby granted to pay Black Rocket Productions an amount not to exceed $90,552 for providing up to 16 digital arts and enrichment courses for children on campus at BCC.

A/F3 – To authorize continuation of the College's coverage for the Cyber, Privacy, and Security Liability insurance policy through Chubb/ACE American Insurance.
Approval is hereby granted to authorize the purchase of Cyber, Privacy, and Security Liability insurance coverage for one year from March 3, 2024, through March 3, 2025 from Chubb/ACE American Insurance through Otterstedt Insurance Agency at a cost of $86,151.62, including 10 % commission and 0.6% NJ Property-Liability Insurance Guaranty Association surcharge.

A/F4 - To reject all bids received for Public Bid P-2385 for Electrical Asset Preventive Maintenance Services.
Approval is hereby granted to reject all bids received for Public Bid P-2385 for Electrical Asset Preventive Maintenance Services. The College will revise the bid specifications and rebid.

A/F5 - To authorize the purchase of 25 Dell Precision desktop gaming computers, monitors and peripherals through the Carl Perkins Grant for use by students in the Gaming Program.
Approval is hereby granted to authorize the purchase of 25 Dell Precision desktop gaming computers, monitors, and accessories from CDW Government LLC in the amount of $122,043.25 through the Carl Perkins Grant.

A/F6 - To authorize the purchase of five (5) Dell Alienware Aurora R16 desktop computers, monitors, and peripherals through the Carl Perkins Grant for use in the newly created Makerspace.
Approval is hereby granted to authorize the purchase of five (5) Dell Alienware Aurora R16 desktop computers, monitors, and peripherals from CDW Government, in the amount of $30,496.85 through the Carl Perkins Grant.

E/SA1 – To accept a grant award for $347,696 for a contract period from February 15, 2024, through August 14, 2025, from the New Jersey Department of Labor and Workforce Development under the Pre-Apprenticeship Career Education (*PACE) Program*, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
Approval is hereby granted to authorize acceptance of a grant award from the New Jersey Department of Labor and Workforce Development under the Pre-Apprenticeship Career Education (PACE) Program, and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.

E/SA2 - To authorize the College to enter into a sub-contract agreement with The Rutgers Community Living Education Project (CLEP) as a new service provider for the *Opportunity Meets Innovation Fiscal Year 2024 County College-Based Centers for Adult Transition* Grant from the New Jersey Office of the Secretary of Higher Education (OSHE), and authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
Approval is hereby granted to authorize entering into an agreement between Bergen Community College (the "College") and Rutgers -CLEP to provide support services to assist neuro-diverse students with transitioning to adult life under the NJOSHE Center for adult transition grant.

E/SA3 - To authorize Bergen Community College (the "College") to enter into a sub-contract agreement with the Association of College and University Educators (ACUE) as a provider for online professional development modules for staff and faculty, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
Approval is hereby granted to authorize entering into an agreement between the College and ACUE to provide faculty and staff with professional development opportunities in Diversity Equity and Inclusion (DEI) and using Artificial Intelligence (AI) in classrooms under the NJOSHE Center for Adult Transition grant.

E/SA4 - To approve the curriculum for the Associate of Science (A.S.) Degree, Environmental Studies (AS.ENV.STU)
Approval is hereby granted for the curriculum for the A.S. in Environmental Studies.

E/SA5 - To authorize submission of a fiscal year 2024 budget amendment for the College's Perkins grant to the state of New Jersey Department of Education, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute the required documents.
Approval is hereby granted to authorize submission of a budget amendment request for the College's Perkins grant for fiscal year 2024 (July 1,2023 through June 30,2024) to the New Jersey Department of Education, and to authorize Dr. Eric M. Friedman, President, or his designee, to execute required documents.

I-1 - To approve the Gender Inclusive Restrooms Policy
Approval is hereby granted for the Gender Inclusive Restrooms Policy.

P1 – Separations
Approval is hereby granted to accept the separation of the following individuals:

	Name	Reason	Position/Department/Division/Unit	Effective Date
1.	Frederick Stickel	Retirement	Senior Custodian/Facilities/Support	03/01/2024 (retroactive)
2.	Sybil Carter	Retirement	Custodian/Facilities/Support	04/01/2024
3.	Nobile Basile	Retirement	Senior Custodian/Facilities/Support	03/01/2024 (revised from P1, February 8, 2024)
4.	Patricia Pappas-Juliano	Retirement	Assistant Director, Financial Aid/Student Affairs/Professional	07/01/2024
5.	Jeffrey Dulow	Resignation	Controller/Finance/Confidential	03/08/2024
6.	Arben Spirollari	Resignation	Custodian/Facilities/Support	02/15/2024 (retroactive)
7.	Meredith Gatzke	Resignation	Vice President of Human Resources and Organizational Development/ Human Resources/Executive	03/08/2024
8.	Chyrel Eason	Termination	CCAMPIS Teacher/Child Development Center/Academic Affairs/Grant	02/19/2024 (retroactive)

P2 – Appointment: Lecturers, Spring 2024 Semester
Approval is hereby granted for the appointment of the following individuals as Lecturers for the Spring 2024 semester at the salary indicated:

Name	Discipline/Division	Salary
Priya Swaminathan	Physical Science/Math, Science and Technology	$22,558.06

P3A - Appointment: Stipends
Approval is hereby granted for the appointment of the following individuals to a budgeted stipend position at the amount indicated:

	Name	Position	Stipend	Unit	Effective Date (retroactive)
1.	Erin Van Nostrand	Interim Director of Athletics/Student Affairs	$500.00 per month	Confidential	12/01/2023 – 04/02/2024
2.	Deanna Fletcher	Assistant Women's Basketball Coach	$5,000.00	N/A	12/01/2023-06/30/2024
3.	Phil Germakian	Interim Head Track and Field Coach	$7,000.00	NA	12/01/2023-06/30/2024

P3B- Approve: Stipend

Approval is hereby granted for a monthly stipend for the following individual for assuming additional responsibilities in the Human Resources Department:

Name	Position/Department	Monthly Stipend	Unit	Effective Date
Ellianne Gallardo	Associate Director of Employee Relations and Organizational Development/Human Resources	$1,600.00	Confidential	03/08/2024

P4 - Appointments – Support

Approval is hereby granted for the appointment of the following individuals to the vacant position and annual salary indicated below:

	Name	Position/Division	Unit	Salary (pro-rated)	Effective Date
1.	Genesis Avellaneda	Administrative Assistant/ Continuing Education and Workforce Development	Support	$42,000.00	03/18/2024
2.	Alexa Dippel	Public Safety Officer/Safety and Security	Support	$36,000.00	03/08/2024
3.	Felix Rios Alvarez	Custodian/Facilities	Support	$33,999.00	03/18/2024
4.	Matthew Sica	Custodian/Facilities	Support	$33,999.00	03/18/2024
5.	Mirian Rodas	Custodian/Facilities	Support	$33,999.00	03/18/2024
6.	Mizael Cruz	Custodian/Facilities	Support	$33,999.00	03/18/2024
7.	Krzysztof Galka	Custodian/Facilities	Support	$33,999.00	03/18/2024
8.	Ma (Mary) Asuncion Geminiano	Senior Secretary Dental Hygiene/Health Professions	Support	$42,000.00	03/18/2024

P5 – Appointments – Confidential and Grant Funded

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.	Rebekah DeJesus	FANH Coordinator USDA NextGen/ Grants	Grant	$54,000.00	03/08/2024
2.	Christina Carter	Grant Manager/Grants	Grant	$71,500.00	03/18/2024

P6 - Appointments – Professional

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.	Presley DePugh	Public Information Assistant/External Affairs	Professional	$49,500.00	03/18/2024

P7 - Reappointment Faculty- Third Reappointment

Approval is hereby granted for the following individual for their third reappointment to the indicated division & rank for the period September 1, 2024 through June 30,2025.

Third Reappointment

Name	Rank	Discipline/Department/Division
Diana Constantino	Assistant Professor	Nursing/Health Professions

P8 - Promotions

Approval is hereby granted for the promotion of the following individuals to the position and annual salary indicated in the list below:

	Name	Position/Division	Unit	Salary (prorated)	Effective Date
1.	Tracy Miceli	Director of Community Affairs/External Affairs	Executive	$110,000.00	03/16/2024
2.	Jhonatan Garcia	Assistant Director, Continuing Education and Workforce Development /Continuing Education and Workforce Development	Professional	$72,000.00	03/16/2024

P9 - Job Descriptions and Positions

Approval is hereby granted for the job descriptions of the following positions and titles:

	Position/Division	Unit	Effective Date
1.	Assistant Director of Continuing Education and Workforce Development/ Continuing Education and Workforce Development	Professional	03/08/2024
2.	Executive Director of Public Relations / External Affairs	Executive	03/08/2024

P10 - Approve: Title Change

Approval is hereby granted for the following title change:

	Name	Position/Division	Unit	Effective Date
1.	Lawrence Hlavenka	Executive Director of Public Relations / External Affairs	Executive	03/08/2024

P11 - Confer Professor Emeritus Status

Approval is hereby granted that the Board of Trustees confer Professor Emeritus (posthumous) status on the following individuals:

Dr. Bill (Weiping) Jiang ESL/World Languages/Humanities

Dr. Mauro Marzocco Electronics/ Engineering Technologies/ Mathematics, Physical Science and Technology

P12 - Approve: Leave of Absence

Approval is hereby granted for 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/Unit	Effective Dates (retroactive)
1.	Nobile Basile	Senior Custodian/Facilities/ Support	02/08/2024 – 02/29/2024 unpaid leave with no benefits

P13 - Deobligate vacant positions

Approval is hereby granted to remove the following vacant, non-funded positions from the organizational chart effective March 8, 2024:

Position Title	Department/Division	Unit
EOF Counselor	Student Support Services/Student Affairs	Grant
EOF Counselor	Student Support Services/Student Affairs	Grant
Ciarco Instructor	Continuing Education and Workforce Development	Faculty
Professional Assistant	Media Technologies/Information Technology	Faculty
Professional Assistant	Media Technologies/Information Technology	Faculty
Technical Assistant II-Physical Sciences	Math, Science, and Technology/Academic Affairs	Faculty
Academic Web and Content Manager	Center for Innovation in Teaching and Learning/Academic Affairs	Professional
Accountant – Fixed Assets	Accounting/Finance	Professional
Assistant Director of Purchasing	Purchasing/Finance	Professional
Business Analyst	Information Technology	Professional
Coordinator of Testing	Enrollment Services/Student Affairs	Professional
Grants Writer	Grants/Finance	Professional
Math Lab Supervisor	Math, Science and Technology/Academic Affairs	Professional
Senior Theatre Technician	Public Relations and Community and Cultural Affairs/External Affairs	Professional
Senior Research Associate	Research and Institutional Effectiveness	Professional
Head Working Groundskeeper	Grounds/Facilities	Support
Senior Groundskeeper	Grounds/Facilities	Support

S/F1 - To authorize a project scope change and related Change Order #1 to RSC Architects for additional engineering services for structural roof upgrades to support the radiators necessary for emergency generator replacements.

Approval is hereby granted to authorize a project scope change and related Change Order #1 to RSC Architects in the amount of $8,735.00 for additional engineering services for structural roof upgrades required to support the radiators necessary for emergency generator replacements.

Original Contract Amount	-	$ 83,900.00
Change Order #1	-	$ 8,735.00
Revised Contract Amount	-	$ 92,275.00

Percentage Increase over Original Contract Amount 9.9%

S/F2 - To authorize entering into a Shared Service Agreement between Bergen Community College (the "College") and the County of Bergen (the "County") for the use of college-owned equipment. (This resolution replaces S/F4 that was approved at the February 8, 2024, board meeting.)
Approval is hereby granted to enter into a Shared Service Agreement between the County of Bergen and Bergen Community College for College-owned equipment.

S/F3 – To authorize entering into a Shared Service Agreement between Bergen Community College (the "College") and the County of Bergen (the "County") for the use of Mowing, Landscaping, Athletic Field Maintenance and Maintenance Garage Management Services.
Approval is hereby granted to enter into a Shared Service Agreement between the County of Bergen and Bergen Community College for mowing, landscaping, athletic field maintenance and maintenance garage management services.

ADJOURNMENT
As no further business was brought before the Board of Trustees, Vice-Chair Silverstein asked for a motion to adjourn the board meeting.

Trustee Longo made a motion to adjourn the meeting, seconded by Trustee Moralez-Diaz.
All trustees were in favor.

The board meeting adjourned at 5:35 p.m.

Thank you,

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