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

Tuesday, May 3, 2022 – 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. Treasurer
- C. President
- D. Committees
  1. Audit, Finance and Legal Affairs
  2. Education and Student Affairs
  3. Personnel
  4. Site and Facilities
  5. Strategic Planning and Issues
- E. Alumni Trustee
- F. Chairwoman

VI. Unfinished Business / Board Members

VII. New Business / Board Members

VIII. Open to the Public

IX. Actions
- A. Approval of Board Minutes: Tuesday, April 5, 2022
- B. Consent Agenda: Tuesday, May 3, 2022

X. Executive Session, if required.

XI. (New Business/Open to the Public)

XII. Adjournment

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CONSENT AGENDA

Tuesday, May 3, 2022
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, April 5, 2022

AUDIT AND FINANCE (A/F)

1. Approval of Legal Vouchers – DeCotiis, FitzPatrick, Cole & Giblin, LLP.
2. To authorize the lease of one Canon C810 G color copier for the Copy Center, as a lifecycle replacement.
3. To authorize the purchase of (58) Dell computers and (58) Dell monitors from SHI International Corporation to support the new synchronous hyflex learning rooms.
4. To authorize the purchase of support and subscription on 700 VMWare Horizon 7 Standard Customer Configuration Updating (CCU) licenses for a three-year term from Aspire Technology Partners, LLC.
5. To authorize the purchase of the College's annual Microsoft Campus agreement for volume licensing of various Microsoft software through SHI International Corporation.
6. To authorize the award of the chiller maintenance and repair to Trane US, Inc. through OMNIA Partners.
7. To purchase new lounge/workspace furniture for students in the Public Safety Lobby from W.B. Mason to improve the aesthetic and built environment.
8. To reject the sole bid received from Innovative Network Solutions for Public Bid P-2360 for the purchase of 12 blocks of Nutanix Nodes.
9. Continuing Education: Authorization to Approve Payment to Black Rocket Productions to Provide Summer Digital Arts Programs for Children.
10. To authorize the service through ADP for the college's HR and updated Time and Attendance "Workforce Now" modules.
11. To approve the new tuition and fee schedule for the fiscal year 2023 (July 1, 2022 through June 30, 2023).
12. To adopt the Fiscal Year 2023 Revenue/Expense Budget.

EDUCATION AND STUDENT AFFAIRS

1. Submit a grant application to the United States Department of Education **and** authorize President Eric M. Friedman, Ph.D., or his designee, to execute the required documents.
2. Submit a grant application to the United States Department of Labor Strengthening Community College Training (SCCT2) grant program and authorize President Eric M. Friedman, Ph.D., or his designee, to execute the required documents.
3. Authorize submission of proposals to multiple funding agencies to support Gallery Bergen's Faith Ringgold: *Coming to Jones Road* Series and authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.
4. Accept a grant from the New Jersey Office of the Secretary of Higher Education and authorize President Eric M. Friedman, Ph.D., or his designee, to execute the required documents.

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PERSONNEL (P)

1. A. Appointment: Professional
   B. Appointment: Support Staff
   C. Appointment: Support Staff
   D. Appointment: Professional
   E. Appointment: Support Staff
   F. Appointment: Support Staff
   G. Appointment: Professional
2. Reappointment – Technical/Professional Assistants
3. Promotion: Faculty
4. Approve stipends for Nursing Clinical Faculty for Spring 2022 semester
5. Rescind Stipend: Clinical Faculty
6. Approve: New Position – Confidential
7. Approve: Revised Job Description
8. Retirement: Faculty
9. Retirement: Confidential
10. Resignation: Support
11. Resignation: Support
12. Resignation: Confidential
13. WHEREAS the Bergen Community College ("College") and the Bergen Community College Adjunct Faculty Federation "BCCAFF") recommend the terms for a successor collective bargaining agreement to the Board for approval.

SITE AND FACILITIES (S/F)

1. Authorization for the Board of Trustees to adopt an institutional Emergency Operations Plan (EOP) guided by PL 2011 c.214.

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BOARD OF TRUSTEES ACTION A/F1
Approval Date: May 3, 2022

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.

March 1, 2022 to March 31, 2022 $ 16,577.32

Charge to:	College Operating Funds
Account Number:	10-01-186100-607566
Amount:	$ 16,577.32

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BOARD OF TRUSTEES ACTION A/F 2
Approval Date: May 3, 2022

Resolution
To authorize the lease of one Canon C810 G color copier for the Copy Center, as a lifecycle replacement.

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 lease a Canon C810 G color copier for 60 months from Canon Solutions America, on NJ State Contract A40462_G-2075, at a monthly cost of $1,150.00. This is a lifecycle replacement for the outdated Canon C800 color copier whose lease expired in June 2021. Black and white copies will be billed at $0.0073 each, and color copies at $0.0352 each. Cost includes delivery, installation, training, maintenance, and supplies. See list below for comparative pricing from three copier manufacturers on NJ State Contract.

MODEL	MONTHLY LEASE
Canon C810G	$1,150.00
Ricoh C5310s	$1,214.22
Konica C4080	$1,267.00

Justification
The existing Canon unit is five and a half years old with over 1 million copies. The new copier will enhance productivity by streamlining the work flow in the Copy Center.

Purchase through State Contract is allowed in accordance with County College Contracts Law18A:64A-25.9.

Charge To: College Operating Funds
Account Number: 10-01-182100-607511
Amount: $13,800.00 annually

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BOARD OF TRUSTEES ACTION A/F3
Approval Date: May 3, 2022

Resolution
To authorize the purchase of (58) Dell computers and (58) Dell monitors from SHI International Corporation to support the new synchronous hyflex learning rooms.

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fischer, Vice President of 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 (58) Dell computers and (58) Dell monitors through SHI International Corporation in the amount of $74,901.24.

Justification
These computers and monitors will be installed at the teachers' stations in the new hyflex learning classrooms. Immersive Classrooms play a significant role by enabling a human connection between local and remote learners and faculty into a unified learning environment. Immersive Learning highly encourages students and faculty to have a more engaging and participative role in the learning process due to enhanced human connection that is made with modern audio and visual technology.

With the College expanding the number of students attending "in-person" classes, there is still a large need to support and accommodate those students attending classes virtually. To solve this virtual accommodation challenge requires implementing "Immersive Classroom" technology in a large number of the BCC classrooms.

Quotes were solicited from the companies listed below.

SHI International Corporation	$74,901.20
CDW Government LLC	$87,000.00
Pascack Data	No response

Purchase through State Contract is allowed in accordance with County College Contracts Law 18A:64A-25.9.

Charge to: HEERF Funds
Account Number: 20-06-596500-604301
Amount: $74,901.20

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BOARD OF TRUSTEES ACTION A/F 4
Approval Date: May 3, 2022

Resolution
To authorize the purchase of support and subscription on 700 VMWare Horizon 7 Standard Customer Configuration Updating (CCU) licenses for a three-year term from Aspire Technology Partners, LLC.

Submitted By
Dr. Eric M. Friedman, President
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 support and subscription on 700 VMware Horizon 7 standard CCU licenses for a three-year term June 8, 2022 – June 7, 2025 at a cost of $120,978.06 from Aspire Technology Partners, LLC.

Justification
VMWare concurrent licensing allows for access to our virtual desktop infrastructure. VDI technology allows access to the individual's virtual desktop from any device anywhere as if the person were on campus.

Quotes were solicited from the companies listed below:

Aspire Technology Partners, LLC	$120,978.06
SHI International Corporation	$121,824.92
CDW Government LLC	$122,500.00
Carahsoft	No response
Insight Public Sector	No response

Software support is exempt from bidding in accordance with County College Contract Law 18A:64A-25.5(a)(19).

Charge to: College Operating Funds
Account Number: 10-01-165100-607526
Amount: $120,978.06

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BOARD OF TRUSTEES ACTION A/F 5
Approval Date: May 3, 2022

Resolution
To authorize the purchase of the College's annual Microsoft Campus agreement for volume licensing of various Microsoft software through SHI International Corporation.

Submitted By
Dr. Eric M. Friedman, President
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 an annual Microsoft Campus Licensing agreement, for the period 6/1/22 – 5/31/23, from SHI International Corporation through NJEdge-Microsoft Licensing # 269EMCPS-19-001, at a cost of $157,096.31.

Justification
Microsoft Campus Licensing Agreement entitles the college to utilize Microsoft volume licensing and Defender EndPoint Server protection for servers for a term of one (1) year. Microsoft software includes: Datacenter and Standard Edition Servers (central server operating systems), SQL servers, Exchange online plan for students, Windows virtual desktop access, and O365 subscription licenses for education qualified users.

Quotations were requested from the companies listed below.

CDW Government, Inc.	$164,011.08
PCMG, Inc.	No response
Dell Marketing L.P.	No response
SHI International Corporation	$157,096.31
Insight Public Sector, Inc.	No response

Cooperative purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to: College Operating Funds
Account Number: 10-01-165100-607526
Amount: $157,096.31

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BOARD OF TRUSTEES ACTION A/F 6
Approval Date: May 3, 2022

Resolution
To authorize the award of the chiller maintenance and repair to Trane US, Inc. through OMNIA Partners.

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

Action Requested
Authorization to award Chiller maintenance and repairs to Trane US Inc. through OMNIA Partners Cooperative Contract # USC 15-JLP-023 for a two-year period beginning May 4, 2022 – May 3, 2024 for the estimated amount of $87,170.00, which includes preventative maintenance and miscellaneous repairs.

Justification
This covers service to three Trane brand chillers. Repairs are required as necessary to keep the equipment functioning, and provide a safe and comfortable environment in the College buildings. HVAC chiller equipment also requires routine maintenance and replacement of worn parts to ensure their safe and efficient operation.

Consortium purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge To: College Operating Funds
Account Number: 10-06-610100-607550
Amount: $87,170.00

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BOARD OF TRUSTEES ACTION A/F 7
Approval Date: May 3, 2022

Resolution
To purchase new lounge/workspace furniture for students in the Public Safety Lobby from W.B. Mason to improve the aesthetic and built environment.

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

Action Requested
Authorization to purchase new furniture for the Public Safety Lobby at a cost of $37,371.71 from W.B. Mason on Bergen County Cooperative Contract # 19-41.

Justification
The existing metal seating in the Public Safety Lobby is dated, uncomfortable, and limits functionality for students. The new furniture will provide tiered seating, upholstered high-back seating, pull-up and high-top tables, and stools. The furniture will have integrated power throughout. This purchase will elevate the effectiveness of this space and provide a much-needed improvement to the location.

Quotes were solicited from the companies listed below.

W.B. Mason	$37,371.71
MACO Office Source	$39,879.00
Tri Furniture Design	$43,056.66

Purchase through cooperatives is allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge To: Capital Funds
Account Number: 20-06-610100-604201
Amount: $37,371.71

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BOARD OF TRUSTEES ACTION A/F 8
Approval Date: May 3, 2022

Resolution
To reject the sole bid received from Innovative Network Solutions for Public Bid P-2360 for the purchase of 12 blocks Nutanix Nodes.

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

Action Requested
To approve rejection of the sole bid received from Innovative Network Solutions due to submission of an incomplete bid packet. The college will rebid this item.

Justification
One bid was received from Innovative Network Solutions but was submitted without the mandatory bid bond in their bid packet. Bids of this nature require a bid bond of 10% of their bid price not to exceed $20,000. Innovative Network Solutions stated in their bid submission that the bid bond was requested. However, it was not included in the bid documents submitted.

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BOARD OF TRUSTEES ACTION A/F9
Approval Date: May 3, 2022

Resolution
Continuing Education: Authorization to Approve Payment to Black Rocket Productions to Provide Summer Digital Arts Programs for Children.

Submitted By
Dr. Eric M. Freidman, President
Ms. Cinzia D'Iorio, Interim Executive Director, Continuing Education and Workforce Development
Mr. Wilton Thomas-Hooke, Chief Financial Officer

Action Requested
Authorization to pay Black Rocket Productions an amount not to exceed $75,200 for providing up to 32 digital arts courses for children on campus at Bergen Community College (BCC).

Justification
Black Rocket Productions (BRP) will provide children's digital arts programs for the BCC Division of Continuing Education and Workforce Development summer program. There will be eight weeks of summer classes for the periods June 27, 2022 through August 15, 2022. Black Rocket Productions provides the instructors and the software for these courses. The anticipated payment to BRP is not to exceed $75,200.

See table below for examples of courses to be offered.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Black Rocket Productions has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the College.

Charge to: College Operating Funds
Account Number: 10-03-391029-607550
Amount: $75,000

Black Rocket Course Offerings for Bergen Community College

Course Name
Advanced Robotics
Roblox Makers
ROBLOX® Coders-Entrepreneurs!
Virtual Reality: The Future is Now
Battle Royale: Make Your First Fortnite Style Video Game
Python Programmers
Cyber Spies
Minecraft Redstone Engineers
JavaScript Developer Jam
You Tube Content Creators
Rocket Kart Racers: Design A Mario Kart Style Game
You Tube FX Masters
Code Breakers
3D Game Design with Unity
Minecraft Modders
Drone Adventures
JavaScript Developer Jam
Video Game Animation 11-14
Virtual Reality: The Future is Now 8-11
Virtual Reality: The Future is Now 11-14
Minecraft Modders
ROBLOX Makers
YouTube FX Masters
Minecraft Designers
Code Your Own Adventure! Interactive Storytelling
Make Your First Video Game!
Inventor's League – Prototyping for the Future!

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BOARD OF TRUSTEES ACTION A/F10
Approval Date: May 3, 2022

Resolution
To authorize the service through ADP for the college's HR and updated Time and Attendance "Workforce Now" modules.

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

Action Requested
Authorization to contract services for Workforce Now HCM Solutions for the period of 6/1/22 – 5/31/27, from ADP through Omnia Partners, Human Capital Management Systems and Managed Business Solutions, contract #R200701 at a cost of $318,429.00 annually.

Justification
Workforce Now modules will allow the college to have increased functionality which will include; HR, Recruiting, Onboarding, Benefits Administration, ACA Health Compliance Management, HCM analysis, Performance Management, Compensation Management and Upgraded Time and attendance solutions. The additional modules will support continuous improvement to the current, future and potential employee experience. The investment in these resources will allow the office of Human Resources and Organizational Development to make decisions and recommendations based on data collected while automating nearly all functions related to the office within one central system.

Cooperative purchases are allowed in accordance with County College Contracts Law 18A:64A-25.10.

Charge to: College Operating Funds
Account: _____
Amount: $318,429.00 annually

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BOARD OF TRUSTEES ACTION A/F11
Approval Date: May 3, 2022

Resolution
To approve the new tuition and fee schedule for the fiscal year 2023 (July 1, 2022 through June 30, 2023).

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

Action Requested
To approve the new the tuition and fee schedule of rates for fiscal year 2023.

Category	Current Rate	Proposed Rate
Tuition-in-County	$146.50	$149.50
Out-of-County	$301.00	$307.00
Out-of-State	$316.75	$323.00
Registration Fee	$15.25	$15.50
Technology Fee	$14.25	$14.50
Security Fee	$2.00	$2.05
General Fee	$26.50	$27.00

Justification
The College held tuition and fees unchanged for fiscal years 2021 and 2022. In order to address non-discretionary operating cost increases and produce a balanced budget, the College seeks to implement an average 2% tuition increase beginning fiscal year 2023 (July 1, 2022 through June 30, 2023). Tuition and fee rates may be rounded to $0.05.

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BOARD OF TRUSTEES ACTION A/F12
Approval Date: May 3, 2022

Resolution
To adopt the Fiscal Year 2023 Revenue/Expense Budget.

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

Action Requested
To adopt the FY 2023 Revenue and Expense Budget, effective July 1, 2022, through June 30, 2023. The budget details are attached.

Justification
Adoption of the annual revenue and expense budget for Fiscal Year 2023.

BERGEN COMMUNITY COLLEGE
FUNDS BUDGET
FOR FISCAL YEAR JULY 1, 2022 TO JUNE 30, 2023

	FY2021 Budget 7/1/2020-6/30/2021	FY2022 Budget 7/1/2021-6/30/2022	FY2023 Proposed Budget 7/1/2022-6/30/2023	% of Total
REVENUES				
Unrestricted:				
Tuition	$48,883,625	$47,138,042	$47,152,899	45.3%
Student Fees	16,519,009	15,689,703	15,667,430	15.0%
Governmental Appropriations				
State	10,873,874	12,672,943	12,926,402	12.4%
County	22,033,742	22,364,248	22,811,533	21.9%
Other New Jersey Counties	225,000	220,981	218,771	0.2%
Sales & Services of Auxiliary				
Enterprise	153,751	151,005	149,495	0.1%
Other Sources	1,257,711	1,235,246	902,894	0.9%
Economic Impact Relief	0	4,274,025	4,307,576	4.1%
Total Unrestricted	$99,946,713	$103,746,193	$104,137,000	100.0%
Restricted:				
Student Aid and Other Grants	47,500,000	47,500,000	47,500,000	
Total Current Funds Revenues	$147,446,713	$151,246,193	$151,637,000	
EXPENDITURES & TRANSFERS				
Educational and General:				
Instruction	36,029,685	36,296,200	36,567,159	35.1%
Academic Support	5,625,981	6,041,404	6,047,455	5.8%
Student Services	6,063,054	6,529,196	6,616,181	6.4%
Institutional Support	40,951,194	43,332,339	43,471,770	41.7%
Operation & Maintenance of Plar	9,633,698	9,870,021	9,728,737	9.3%
Edu. & General Expenditure	$98,303,612	$102,069,160	$102,431,302	98.4%
Mandatory Transfers:				
Principal & Interest	1,394,833	1,398,139	1,420,910	1.4%
Total Edu. & General	$99,698,445	$103,467,299	$103,852,212	99.7%
Auxiliary Enterprise Expenditures	248,268	278,895	284,788	0.3%
Total Current Unrestricted	$99,946,713	$103,746,194	$104,137,000	100.0%
Restricted Expenditures:				
Student Aid and Other Grants	47,500,000	47,500,000	47,500,000	
Total Current Funds Expenditures & Transfers	$147,446,713	$151,246,193	$151,637,000	
Net Surplus / (Deficit)	$0	$0	$0	

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BOARD OF TRUSTEES ACTION E/SA1
Approval Date: May 3, 2022

Resolution
Submit a grant application to the United States Department of Education and authorize President Eric M. Friedman, Ph.D., 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. Anthony Trump, Vice President of Student Affairs
Dr. Adam Goodell, Dean of Arts, Humanities, and Wellness
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested
Submit a grant to the US Education Department Developing Hispanic-Serving Institutions (DHSI) Program for approximately $2.5 million and authorize President Eric M. Friedman, Ph.D., or his designee, to execute the required documents.

Justification
Bergen Community College implemented two DHSI Title V programs over the last decade. The proposed new initiative will again focus on Hispanic and other underrepresented students and their success. This five-year project emphasizes the use and assessment of research-based instructional, curricular, and supportive practices that ensure inclusion and equity, deep learning, student engagement, academic success, and personal growth. Outcomes will include increased rates of retention, completion, graduation, and transfer to higher education and or employment.

Project design and budget are in development.

No college funds are required.

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BOARD OF TRUSTEES ACTION E/SA2
Approval Date: May 3, 2022

Resolution
Submit a grant application to the United States Department of Labor Strengthening Community College Training (SCCT2) grant program and authorize President Eric M. Friedman, Ph.D., 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. Anthony Trump, Vice President of Student Affairs
Dr. Emily Vandalovsky, Dean of Science, Mathematics, and Technology
Ms. Cinzia D'Iorio, Interim Executive Director Continuing Education and Workforce Development
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested
Submit a grant to the US Department of Labor SCCT2 grant program for approximately $1.6 million and authorize President Eric M. Friedman, Ph.D., or his designee, to execute the required documents.

Justification
The proposed SCC2 grant project is intended to strengthen Bergen Community College's capacity to equitably increase access to employment through education, training, and economic opportunity. The project will expand educational and career pathways for underrepresented populations' access to skill development, rapid reskilling, and employment in high-pay, high-skill, and in-demand occupations. A primary component supports systemic, college-wide change to advance equity and inclusion by identifying and closing the diversity, equity, and inclusion gaps impacting education and employment opportunities. Specific career pathways are to be determined but are expected to include culinary arts, computer science, and cybersecurity.

Project design and budget are in development.

No college funds are required.

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BOARD OF TRUSTEES ACTION E/SA3
Approval Date: May 3, 2022

Resolution
Authorize submission of proposals to multiple funding agencies to support Gallery Bergen's Faith Ringgold: *Coming to Jones Road* Series 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 of Academic Affairs
Dr. Adam Goodell, Dean of Arts, Humanities, and Wellness
Professor Timothy Blunk, Director of Gallery Bergen
Dr. William J. Yakowicz, Director, Grants Administration

Action Requested
To authorize submission of proposals to multiple funding sources, including the New Jersey Council for Humanities for $20,000 and the National Endowment for the Arts for a $10,000, and to authorize President Eric M. Friedman, Ph.D., or his designee to execute required documents.

Justification
Faith Ringgold - painter, sculptor, performance artist, educator, writer, feminist, and activist - is one of the most significant American artists of the 20th and 21st centuries. Born 1930 in Harlem, Faith Ringgold moved to Englewood, NJ, in 1992. She and her family met with racist hostility from their new neighbors, who objected to her building a studio on the property. After a long and public struggle, she ultimately prevailed. Thirty years later, Gallery Bergen seeks to document and redress this racist reception with a multilayered, community-based, and student-centric presentation of the continuing impact of her works. A working group led by Gallery Bergen's director, Timothy Blunk, will create a community-wide exploration of the themes of this show, including the complex and contradictory histories. The project proposes more than a dozen activities, engaging public libraries, Head Start programs, and local partnerships with the National Coalition of Black Women and the artist herself.

Both grants require a 1 to 1 funding match from the College. The working group intends to cover match requirements through in-kind contributions to be documented in the forthcoming budget.

The final plan is in development.

Faith Ringgold: Gallery Bergen's "Coming to Jones Road" Series

As the country continues to grapple with the effects of COVID, an upsurge in protests reflected in the Black Lives Matter movement, and the Supreme Court deliberations over the rights of women, Faith Ringgold's work continues to acquire resonance, inspiring both activists and artists. We think of this exhibition as a kind of atonement for the hostile and racist reception Faith Ringgold received in Englewood in 1992 and a small step toward reparations for all African Americans in Bergen County.

In her *Coming to Jones Road* series, Ringgold created art to transform her hostile reception into a story of survival and transcendence. In paintings, serigraphs, lithographs, and mixed media work using quilted fabric and images, Ms. Ringgold celebrates her ancestors and their journeys along the Underground Railroad that brought her to Harlem and then finally to her home and a studio in New Jersey.

Using the *Coming to Jones Road* series as its touchstone, Gallery Bergen's working group will create a community-wide exploration of the themes of this show, including the complex and often contradictory histories of slavery, racism, redlining practices, and police repression, alongside its leadership in the voluntary desegregation of its schools systems and as a home for African American culture, including many jazz and R&B musicians such as Dizzy Gillespie and George Benson. Using the experience of Bergen Community College's talented faculty and our deep reach into the communities we come from, we will involve our students in an unflinching artistic narrative of our county's (and our *country's*) story in all of its contradictions. We aspire to examine what reparations and redress of injustices might mean for all of us going forward. This is the courage and power of art.

In Bergen County, the seventh wealthiest county in the United States, African Americans comprise roughly 7.4% of the total population but are largely excluded from that wealth in all but a few small enclaves. Bergen Community College's African American enrollment has consistently remained below that percentage at 6.3% of total student enrollment. Our African American students are drawn mainly from the most economically disadvantaged cities of the county, particularly Hackensack, Englewood, Garfield, and Lodi. Bergen Community College is also a recognized Hispanic-Serving Institution with a Hispanic student enrollment of over 30%. Students with some African ancestry are culturally underserved in our communities with the rollbacks in public school education since the 1980s. A dismaying percentage is therefore largely unaware of the rich artistic, musical and literary history of our region. With Ms. Ringgold's extensive history in many different artistic fields and endeavors, and her lifelong challenge to the significant gatekeeping institutions in the arts, she is uniquely situated to change and raise the consciousness of our students.

Projected Project Goals and Activities

1) The presentation of the exhibition itself in Gallery Bergen.
2) The construction of two kiosks - one within the gallery and one in the Student Center - with secured tablets where students will be encouraged to name their ancestors and describe the ancestor journey that brought them to BCC.

3) The creation and printing of a significant, scholarly catalog that discusses Faith's work in the context of redlining practices historically in NJ and Englewood in particular and narratives documenting the role of Bergen County as a historic enclave for Black artists.
4) We are creating a faculty-supported, student-led, student-made video on this topic with interviews featuring interviews with Faith Ringgold, other township residents, and historians such as our collaborator, Dr. Arnold Brown.
5) In a BCC Learning Community Collaboration between the Women's and Gender Studies, History and English Departments titled, *Creating Dialogues and Telling Stories (telling/listening/retelling/refashioning),* the Ringgold project will anchor two semesters of coursework in generational feminism/racism (second wave v. third wave/mothers & daughters), the themes of motherhood, family, and kinships as recurring themes.
6) Semester-long workshops on subjects such as introduction to oral history methodology and practice and feminist fieldwork in oral history and oral history performance; students will conduct oral histories with narrators identified in collaboration with the NCBW-Englewood and Englewood Library. These histories will be woven together in a feminist oral history performance piece ("verbatim theater") in collaboration with the BCC Theatre Department. There would be potential for incorporation into a larger public history project in conjunction with the Englewood Library and the NCBW.
7) With the participation of the NCBW-Englewood, sponsor and pay for docented student group tours to Gallery Bergen that particularly identify districts with a large African American population.
8) Build, host and maintain a dedicated and student/faculty-interactive website devoted to the project. Students and the community will be encouraged to document and honor their own Ancestor Voyages that brought them to Bergen County.
9) Commissioning a jazz piece dedicated to Faith Ringgold and the Jones Road experience, and the performance at BCC's Ciccone Theater of this new piece with presentation of a trailer of the student video.
10) Place appropriate titles from among Faith Ringgold's 17 children's books in the BCC Childcare Development Center, in Head Start locations in Bergen County and the public libraries in Englewood and Teaneck.

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BOARD OF TRUSTEES ACTION E/SA4
Approval Date: May 3, 2022

Resolution
Accept a grant from the New Jersey Office of the Secretary of Higher Education and authorize President Eric M. Friedman, Ph.D., 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. Anthony Trump, Vice President of Student Affairs
Dr. William J. Yakowicz, Director of Grants Administration

Action Requested
Accept a grant of $13,613.64 from the New Jersey Office of the Secretary of Higher Education and authorize President Eric M. Friedman, Ph.D., or his designee, to execute the required documents.

Justification
This grant aims to facilitate innovative connections between undergraduate students and employers for internship opportunities that can potentially lead to full-time employment following graduation. The grant provides funding for the following purposes:

- Direct costs for career fairs, including the waiver of registration fees for employers to attend Bergen's career fairs;
- Career technology tools/platforms that facilitate connections between undergraduate students and internship opportunities (i.e., Handshake, Symplicity, GradLeaders, and 12twenty);
- Networking events that connect undergraduate students with employers with the purpose of assisting students in identifying and securing internships; and
- Cost associated with the creation of marketing materials focused on recruiting students and employers for internship opportunities.

Specific opportunities are in development.

No college funds are required.

State of New Jersey

PHILIP D. MURPHY
GOVERNOR

SHEILA Y. OLIVER
LT. GOVERNOR

OFFICE OF THE SECRETARY OF HIGHER EDUCATION
P.O. BOX 542
TRENTON, NJ 08625-0542
TELEPHONE: (609) 292-4310
FAX: (609) 292-7225
E-mail: oshe@oshe.nj.gov

BRIAN K. BRIDGES, PH.D.
SECRETARY OF HIGHER EDUCATION

GRANT AGREEMENT
BETWEEN
THE OFFICE OF THE SECRETARY OF HIGHER EDUCATION
AND
BERGEN COMMUNITY COLLEGE

This Grant Agreement ("Agreement") is entered into by and between the Office of the Secretary of Higher Education ("OSHE"), a public agency of the State of New Jersey, and Bergen Community College, an institution of higher education within the State of New Jersey ("Grantee") for implementation of the New Jersey Career Accelerator Internship Grant Program (CAIGP) funding. The intent of the CAIGP is to facilitate innovative connections between New Jersey undergraduate students and employers located in New Jersey.

The Fiscal Year 2022 Appropriations Act (P.L.2021, c.133) signed by Governor Murphy on June 29, 2021 (the "Act") provides that funds appropriated for the Workforce Development Partnership Fund (section 9 of P.L.1992, c. 43), should be used for the purpose of funding the CAIGP.

The purpose of the partnership between OSHE and Grantee is to provide Grantee with funding to facilitate innovative connections between undergraduate students enrolled at Grantee and employers for internship opportunities that can potentially lead to full-time employment following graduation. Pursuant to this Agreement, OSHE will provide funding for the following purposes:

- Direct costs for career fairs, including the waiver of registration fees for employers to attend Grantee's career fairs;
- Career technology tools/platforms that facilitate connections between undergraduate students and internship opportunities (i.e., Handshake, Symplicity, GradLeaders, and 12twenty);
- Networking events that connect undergraduate students with employers with the purpose of assisting students in identifying and securing internships; and
- Cost associated with the creation of marketing materials focused on recruiting students and employers for internship opportunities.

Institutions shall not use grant funds for any of the following purposes:

- Salary, benefits, or wages for faculty, staff, students, or other institution employees or contractors;
- Direct distribution of funding any student working on campus or working with external employers;
- Platforms or technology that *do not* directly facilitate direct connections between students and employers (i.e., Focus2, Interviewstream, Jobscan, PeopleGrove, Career Vault, GoinGlobal, Career Shift, LinkedIn, and Vault Career Guides);
- Travel or gas reimbursement for students or staff; or
- Consultants, coaches, evaluation software, or postage

I. GRANT AMOUNT

Based on the representations in Grantee's application and in this Agreement, OSHE awards Grantee a grant in the amount of $13,613.64. ("CAIGP Grant").

II. PROGRAMMATIC RESPONSIBILITY

A. Grantee shall use the funds provided pursuant to the terms of this Agreement to achieve the purpose of the CAIGP.

B. All monies expended pursuant to paragraph A of this section must be encumbered by August 31, 2022.

C. Grantee agrees to attend and participate in activities that may be convened by OSHE in relation to the CAIGP. Such activities may include, but are not limited to, in-person meetings, webinars, and collaborative events with multiple institutions to examine best practices that can utilized for the sustainability of the CAIGP Program.

D. Compliance with Existing Laws

Grantee agrees to comply with all federal, state, and municipal laws, rules, and regulations that are applicable to the activities in which Grantee is engaged in the performance of this Agreement

E. Dissemination

1. All public events, activities, curricular materials, press releases, requests for proposals, bid solicitations, and other documents produced with funds provided pursuant to this Agreement must state clearly that the project is in partnership with OSHE. The only official name to be used in describing the overall program is "New Jersey Career Accelerator Internship Grant Program Grant." No other institutional-specific branded name shall be used in official communication about the grants.

2. Subject to the provisions of this Agreement, Grantee may determine the format and content of project materials published in furtherance of the CAIGP.

F. Reporting

1. Grantee shall submit an interim report and a final report to OSHE regarding the progress and completion of their programmatic responsibilities as detailed in paragraphs A and B, above.

2. The interim report is due on or before July 8, 2022. The final report is due on or before September 30, 2022. The final report must show actual grant-related expenditures and progress on activities through August 31, 2022. OSHE shall provide the templates for both reports on or before April 29, 2022.

III. TERM

The term of this Agreement shall be from April 4, 2022 to August 31, 2022. All funding provided pursuant to this Agreement must be utilized between April 4, 2022 and August 31, 2022. Costs incurred prior to April 4, 2022 or after August 31, 2022 are ineligible for funding pursuant to this Agreement.

IV. BUDGET

A. Grantee must submit an interim budget report and a final budget report using a budget template to be provided by OSHE. These budget reports shall be submitted as a part of the larger interim and final reports.

B. Grantee may transfer amounts up to $1,000 among its administrative budget line items as required to carry out the purposes of the grant. Transfers exceeding $1,000 require prior approval from OSHE and will be treated as a modification to this Agreement. Any request for a budget modification must be submitted in writing to and should include a revised budget. Submissions must be sent to Sammy Munsch via email to Sammy.Munsch@oshe.nj.gov.

V. GRANTEE'S MONITORING OF PROGRAM PERFORMANCE

A. Grantee shall constantly monitor the performance of grant-supported activities to assure that time schedules are met, projected time-bound objectives are accomplished, and other performance goals are achieved pursuant to the terms of this Agreement.

B. Grantee shall promptly notify OSHE in writing of the following types of conditions which affect program objectives and performance as soon as they become known:

C. Problems, delays, loss of personnel, or adverse conditions which will materially affect the ability to attain project objectives, prevent the meeting of time schedules and goals, or preclude the attainment of project activities by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, in response and any requests for OSHE assistance necessary to resolve the situation.

D. OSHE may, at its discretion, make site visits to Grantee to:

1. Review program accomplishments and management control systems;

2. Provide technical assistance as may be required; and/or

3. Perform fiscal reviews to ensure grant funds are being properly expended in a timely manner.

VI. RECORDKEEPING

A. Grantee will maintain records that adequately identify the source and application of funds, the services rendered, and the individuals served. All source documents must be retained in compliance with the retention and access requirements for records as provided under State statute. Upon request, Grantee will provide source documents to OSHE within five (5) working days of request.

B. Source documents include both program and accounting records. Grantee employees working directly on the CAIGP project will maintain records of time and effort. Program source documents include, but are not limited to, institutional plans and reports, student contact forms, event/session/seminar sign-in sheets, program schedules, event evaluation forms, and diagnostic instruments and results, as applicable. Accounting source documents include, but are not limited to, paid bills, cancelled checks, and time and attendance records.

VII. STATEMENT OF ASSURANCES

Grantee hereby assures OSHE that:

A. The activities and services to be performed under this Agreement will be administered by or under the supervision of the Grantee.

B. The project shall be operated in compliance with all applicable New Jersey State Laws and CAIGP parameters.

C. Grantee shall submit an interim and final report as specified in this Agreement

D. Grantee shall keep project records as outlined in this Agreement and afford access thereto as OSHE may find necessary to assure correctness and verification of the reports.

VIII. RELEASE OF GRANT FUNDS

Upon the execution of the Agreement by Grantee, the funds awarded under this Agreement shall be paid in full by OSHE to Grantee.

IX. NO THIRD-PARTY BENEFICIARY

Nothing in this Agreement is intended or may be deemed to create or confer any right, action, or benefit in, to, or on the part of any person not a party to this Agreement.

X. NO ASSIGNMENT

Grantee shall not assign or transfer any interest in this Agreement.

XI. AMENDMENT

No amendment to this Memorandum shall be effective unless in writing and signed by both parties.

ON BEHALF OF GRANTEE

_____

Signature *Date*

ON BEHALF OF THE OFFICE OF THE SECRETARY OF HIGHER EDUCATON

Brian K. Bridges, Ph.D.
Secretary of Higher Education

_____

Signature *Date*

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BOARD OF TRUSTEES ACTION P1A
Approval Date: May 3, 2022

Resolution
Appointment: Professional

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 Effectiveness
Ms. Yvette Aviles, Associate Director of Human Resources

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

Name	Position/Division	Salary	Effective Date
John Cichowski	Supervisor, Vocational Development and Career Placement / Office of Specialized Services / Student Affairs	$63,124.54	04/18/22

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: 70-00-705000-601130

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BOARD OF TRUSTEES ACTION P1B
Approval Date: May 3, 2022

Resolution
Appointment: Support Staff

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 Effectiveness
Ms. Yvette Aviles, Associate Director of Human Resources

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

Name	Position/Division	Salary	Effective Date
Esther Mejias	Sergeant / Public Safety	$65,039.12	05/04/22

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: 10-01-192100-601138

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BOARD OF TRUSTEES ACTION P1C
Approval Date: May 3, 2022

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 Effectiveness
Ms. Yvette Aviles, Associate Director of Human Resources

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

Name	Position/Division	Salary	Effective Date
Bessie DeJesus	Secretary / Health Professions / Academic Affairs	$50,495.71	05/04/22

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: 10-03-352000-601130

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BOARD OF TRUSTEES ACTION P1D
Approval Date: May 3, 2022

Resolution
Appointment: Professional

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 Effectiveness
Ms. Yvette Aviles, Associate Director of Human Resources

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

Name	Position/Division	Salary	Effective Date
Anna Rolando	Resource Accommodation Specialist/ Office of Specialized Services/ Student Affairs	$50,000	05/04/22 (pro-rated)

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: 10-02-230200-601110

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BOARD OF TRUSTEES ACTION P1E
Approval Date: May 3, 2022

Resolution
Appointment: 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 Effectiveness
Ms. Yvette Aviles, Associate Director of Human Resources

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

Name	Position/Division	Salary	Effective Date
Daniel Diaz	Maintenance Repairperson / Facilities	$47,000	05/09/22 (pro-rated)

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: 10-06-610100-601135

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BOARD OF TRUSTEES ACTION P1F
Approval Date: May 3, 2022

Resolution
Appointment: Support Staff

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 Effectiveness
Ms. Yvette Aviles, Associate Director of Human Resources

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

Name	Position/Division	Salary	Effective Date
Austin Coiro	Officer / Safety and Security	$35,000	05/09/22
Fernando Leonor	Officer / Safety and Security	$35,000	05/09/22

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: 10-01-192100-601138

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BOARD OF TRUSTEES ACTION P1G
Approval Date: May 3, 2022

Resolution
Appointment: Professional

Submitted By
Dr. Eric M. Friedman, President
Mr. Ronald Spaide, Chief Information Officer
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Effectiveness
Ms. Yvette Aviles, Associate Director of Human Resources

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

Name	Position/Division	Salary	Effective Date
Matthew Calamari	Technical Support Specialist II / Information Technology	$48,221.30	05/04/22 (pro-rated)

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: 10-01-165300-601110

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BOARD OF TRUSTEES ACTION P2
Approval Date: May 3, 2022

Resolution
Reappointment – Technical/Professional Assistants

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President, Academic Affairs
Dr. Anthony Trump, Vice President, Student Affairs
Mr. Ronald Spaide, Chief Information Officer
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested
That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2022 through June 30, 2023 (One-year contract):

Name	Title	Discipline/Division
Patrice Devincentis	Professional Assistant	Performing Arts/Business, Arts and Social Sciences
Julie Field	Professional Assistant	Enrollment Specialist/Admissions and International Programs/Student Affairs
Melissa Flores	Professional Assistant	Transfer Evaluator/Records and Registration/ Student Affairs
Patricia Giannini	Professional Assistant	Enrollment Specialist/Admissions and International Programs/Student Affairs
Michele Kenyon	Technical Assistant I	Dental Hygiene/Health Professions
Juan Leon	Technical Assistant II	Visual Arts/ Business, Arts and Social Sciences
Yumi Pak	Technical Assistant II	Library Services/Academic Affairs
Richard Tran	Technical Assistant II	Biology & Horticulture / Math, Science, and Technology
Mine Ugurlu	Professional Assistant	Enrollment Specialist/Admissions and International Programs/Student Affairs

That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2022 through June 30, 2024 (Two-year contract):

Name	Title	Discipline/Division
Samantha Ekizian	Professional Assistant	Records and Registration/Enrollment Services/ Student Affairs
Joshua Gordon	Technical Assistant I	Media Technology/Information Technology
Shawn Kane	Professional Assistant	Media Technology/Information Technology
Elaine Korinko	Professional Assistant	Athletics/Student Life and Conduct/Student Affairs
Catherine Malone	Professional Assistant	College and High School Partnerships/ Academic Affairs
Marilyn Pongracz	Professional Assistant	Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs
Patrick Simms	Professional Assistant	CITL/Academic Affairs
Sherry Wilson	Professional	Hotel Restaurant Management/Business, Arts and Social Sciences

Justification
In accordance with Article XIII of the BCCFA contract.

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BOARD OF TRUSTEES ACTION P3
Approval Date: May 3, 2022

Resolution
Promotion: Faculty

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

Action Requested
That the individuals listed below be promoted effective September 1, 2022 (or July 1, 2022 for those with an asterisk below) to the ranks indicated in accordance with the Collective Bargaining Agreement between the Board of Trustees and the BCCFA.

Full Professor	Discipline	Division
Claire McConaughy	Visual Arts	Business, Arts and Social Sciences
Dr. Katherine McGivern*	Library	Library Services
Dr. Susanna Lansangan-Sabangan	ESL and ALP	Humanities

Associate Professor	Discipline	Division
Mary Crosby	Composition and Literature	Humanities
Robert Fusco	Developmental Mathematics	Math, Science and Technology
Dr. Diana O'Connor*	Career and College Partnerships	Student Affairs

Justification
At the recommendation of the President of the College, the following promotions shall be made in accordance with Article XIII, Paragraph 6(a).

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BOARD OF TRUSTEES ACTION P4
Approval Date: May 3, 2022

Resolution
Approve stipends for Nursing Clinical Faculty for Spring 2022 semester

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

Action Requested
To approve payment of stipends for the following individual in the Nursing Clinical Faculty in the amounts indicated for the Spring 2022 semester.

Name	Semester stipend amount
Adjuncts	
Natalie Hanikeh	$1,200.00

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 P5
Approval Date: May 3, 2022

Resolution
Rescind Stipend: Clinical 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
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested
To rescind the stipend of the following individuals (P3, October 5, 2021):

Name	Department/Division	Effective Date	Annual Stipend
Karen Antequera	Health Professions	03/21/22	$1,200.00
Eli Portnoy	Health Professions	03/21/22	$1,200.00

Justification
To rescind the stipend as Clinical Faculty due to not teaching as an adjunct for the second rotation of the nursing schedule for the spring semester.

Bergen
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BOARD OF TRUSTEES ACTION P6
Approval Date: May 3, 2022

Resolution
Approve: New Position – Confidential

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
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested
To approve the following position to be added to the organizational chart:

Assistant Director of Public Safety

Justification
As a consequence of the Lieutenant position having been removed from the organization chart, the Assistant Director position is necessary due to the need to manage the sizeable amount of public traffic in and out of the College which includes students, faculty, staff, and visitors. The new Assistant Director position will be responsible for the day to day ground operations of the college. This position is at-will.

Charge To: College Operating Funds
Account Number:

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE:	Assistant Director of Public Safety and Security
DEPARTMENT:	Public Safety and Security
FUNCTION:	Assists Safety and Security senior management in supervising all Public Safety Officers and programs for the protection of students, visitors, employees, and physical property.
REPORTS TO:	Associate Vice President of Public Safety and Security
SUPERVISE:	Sergeants and Public Safety Officers on the Paramus, Lyndhurst, and Hackensack campuses

MAJOR RESPONSIBILITIES:

Responsibilities include but are not limited to:

1. Oversight and Supervision of day to day operations inclusive of all aspects addressed by Sergeants and Public Safety Officers. This includes but is not limited to daily safety and security patrol on all three (3) campuses, investigations into criminal activity or student conduct violations, motor vehicle violations, traffic control, overall presence and deterrence, emergency response, physical injury, mental health crisis', lost and found, and overall student, faculty, and staff assistance.

2. Management of training and development of all Public Safety Officers that includes but is not limited to Safe Colleges, Report Writing, De-Escalation, CPR, Stop the Bleed, Hostile Intruders, Virus Protocols, Bomb Threats, Fire Drills, Weather Emergencies, Water Main Breaks, and Hazardous Materials.

3. Assists Associate Vice President with managing the documentation of all Public Safety Department relevant activities by reviewing and editing daily, weekly, and monthly reports in the College Maxient System and our Records Management System. These reports reflect operations that include traffic control, internal and external patrols, investigations, complaints, criminal activity, and Student violations of the rules and regulations of Bergen Community College.

4. Periodically recommends best practices, effective solutions, and high-level standards that will directly impact the growth of the Public Safety and Security Department and reflect as such to the students, faculty, and staff with full understanding that concerns are ever-evolving as it relates to Public Safety.

5. Develops knowledge and ability of the Colleague System that report Bergen Community College's student records, student financial aid, human resource administration, and departmental budget process.

6. Responsible for performance management including periodic performance goals and objectives, and annual written performance evaluations.

7. Assists Associate Vice President and Associate Director of Public Safety and Security as it relates to hiring, promoting, incentivizing, disciplining, and terminating employees.

8. Collaborates with the Associate Vice President in researching, evaluating, and recommending for purchase premium equipment and software platforms that best fit the Bergen Community College Public Safety and Security Department.

9. The Assistant Director will Supervise the Public Safety Officers and Sergeants in all aspects of the Department other than Automatic Data Processing which will be under the supervision of the Associate Director.

10. Performs additional tasks or duties as assigned by Associate Vice President of Public Safety and Security or other designated management.

11. Subject to senior management review and final board approval.

MINIMUM QUALIFICATIONS:

Knowledge, Skills and Abilities: Demonstrates an understanding of the community college mission and practices an open-door policy. Has basic proficiency in the use of the Microsoft Office suite. Exhibits strong skills in:

- Communication
- Customer and Student Focus
- Building Relationships
- Organizing
- Strategic Planning

Education: Bachelor's Degree Required

Experience: Minimum of ten (10) years employment in Public Safety, Security, or Police Department required; Minimum of three (3) years of supervisory experience working in Law Enforcement or Public Safety

Other: Must have a valid New Jersey driver's license. Bergen Community College is an equal opportunity employer and does not discriminate on the basis of race, color, religion, age, sex, national origin, disability, or veteran status.

Submitted by: _____ Date: _____ Name/Title

Approved by: _____ Date: _____

Name/Title Reviewed by: _____ Date: _____

Human Resources

Board Approval: _____ Date: _____ Board Approval

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

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BOARD OF TRUSTEES ACTION P7
Approval Date: May 3, 2022

Resolution
Approve: Revised Job Description

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
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested
To approve the revised job description for the Associate Director of Public Safety and Security, (incumbent: Marie Jardine)

Justification
To approve the revised job description to better reflect the responsibilities of the position. The Associate Director will be responsible for assisting the Associate Vice President with oversight of the Public Safety department including maintaining compliance with state and federal guidelines. This position is at-will.

BERGEN COMMUNITY COLLEGE

JOB DESCRIPTION

TITLE:	Associate Director of Public Safety and Security
DEPARTMENT:	Public Safety and Security
FUNCTION:	Assists Public Safety senior management with overall strategic planning of the Public Safety and Security Department for the protection of students, visitors, employees, and physical property.
REPORTS TO:	Associate Vice President of Public Safety and Security
SUPERVISE:	Sergeants, Public Safety Officers, and Administrative Assistants for the Paramus, Lyndhurst, and Hackensack campus

MAJOR RESPONSIBILITIES:

Responsibilities include but are not limited to:

1. Assists the Associate Vice President with production, development, and maintenance of Public Safety and Security standard operating procedures and departmental policies working in conjunction with College legal counsel, unions, and the human resources department.

2. Assists the Associate Vice President with accessible and articulable Emergency Management Planning that includes direct messaging to the College Community, meeting with first responder agencies to evaluate best practices, and management of drills/engagement with students, faculty, and staff.

3. Collaborates with the Associate Vice President and the Assistant Director in researching, evaluating, and recommending for purchase premium equipment and software platforms that best fit the Bergen Community College Public Safety and Security Department.

4. Collaborates with the Facilities Department and the Information Technology Department relative to Access Control of Bergen Community College Campuses, the Video Surveillance System, Radio Transmissions and Communications, and Identification Procedures for students, faculty, staff, vendors, and visitors.

5. Assists the Associate Vice President with Compliance toward Accreditation Standards, the Cleary Report, the Annual Budget, the Annual Security Report, and mandatory campus surveys (SCLEA and CSSS).

6. Works collaboratively with Assistant Director and Associate Vice President of Public Safety and Security as it relates to hiring, incentivizing, promoting, disciplining, and terminating employees.

7. Collaborates with the Bergen Community College Title IX Coordinator, the Behavioral Intervention Team, and provides up-to-date best practices for Public Safety Officers regarding best practices handling of mental health crisis'.

8. Manages the Department's ADP (Automatic Data Processing) System which includes the Time and Attendance process around: Scheduling, Timesheets, Overtime, and Absenteeism.

9. Assist the Associate Vice President with oversight and input toward State and Federal Grants that are relevant to the Public Safety Department.

10. Assists the administration with personnel background investigations and periodic employee checks as necessary.

11. The Associate Director supervises all Administrative personnel, however, will also supervise Public Safety Officers and Sergeants specifically as it relates to the Automatic Data Processing (#8 ADP).

12. Performs additional tasks or duties as assigned by Associate Vice President of Public Safety and Security or other designated management.

13. Subject to senior management review and final board approval.

MINIMUM QUALIFICATIONS:

Knowledge, Skills and Abilities: Demonstrates understanding of the community college mission and practices an open-door policy. Has basic proficiency in the use of the Microsoft Office suite. Exhibits strong skills in:

- Communication
- Customer and Student Focus
- Building Relationships
- Organizing
- Strategic Planning

Education: Bachelor's Degree in Criminal Justice or related field OR a minimum of twenty (15) years employment in the Public Safety and Security Department at Bergen Community College required.

Experience: Minimum of 10 years of supervisory experience working in Public Safety or Law Enforcement

Other: Must have valid New Jersey driver's license. Bergen Community College is an equal opportunity employer and does not discriminate on the basis of race, color, religion, age, sex, national origin, disability, or veteran status.

Submitted by: _____ Date: _____ Name/Title

Approved by: _____ Date: _____

Name/Title Reviewed by: _____ Date: _____

Human Resources

Board Approval: _____ Date: _____ Board Approval

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

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BOARD OF TRUSTEES ACTION P8
Approval Date: May 3, 2022

Resolution
Retirement: Faculty

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

Action Requested
To approve the retirement of the following individual:

Name	Position/Rank/Department/Division	Hire Date	Effective Date
Lenore Lerer	Associate Professor / Academic Affairs Humanities	05/23/90	07/01/22

Justification
Retirement

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BOARD OF TRUSTEES ACTION P9
Approval Date: May 3, 2022

Resolution
Retirement: Confidential

Submitted By
Dr. Eric Friedman, President
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development
Ms. Yvette Aviles, Associate Director of Human Resources

Action Requested
To approve the amended retirement (P6C – April 5, 2022) of the following individual to change the retirement date:

Name	Position/Rank/Department/Division	Hire Date	Effective Date
Laura Frazer	Senior Manager Grants / Grants Administration	11/04/16	05/01/22

Justification
Retirement

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BOARD OF TRUSTEES ACTION P10
Approval Date: May 3, 2022

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
Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested
To accept the resignation of the following individuals:

Name	Position/Department/Division	Hire Date	Effective Date
Michael Kavanagh	Officer / Public Safety	07/07/14	04/15/22

Justification
Resignation

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BOARD OF TRUSTEES ACTION P11
Approval Date: May 3, 2022

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
Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested
To accept the resignation of the following individuals:

Name	Position/Department/Division	Hire Date	Effective Date
Kierra Plummer	Officer / Public Safety	06/12/17	04/29/22

Justification
Resignation

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BOARD OF TRUSTEES ACTION P12
Approval Date: May 3, 2022

Resolution
Resignation: Confidential

Submitted By
Dr. Eric M. Friedman, President
Mr. Ronald Miller, Executive Director, Foundation
Ms. Meredith Gatzke, Vice President of Human Resources and Organizational Development
Ms. Yvette Aviles, Associate Director, Human Resources

Action Requested
To accept the resignation of the following individual:

Name	Position/Department/Division	Hire Date	Effective Date
Stephanie Force	Database and Office Coordinator / Foundation	05/04/21	05/20/22

Justification
Resignation

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BOARD OF TRUSTEES ACTION P13
Approval Date: May 3, 2022

Resolution
WHEREAS the Bergen Community College ("College") and the Bergen Community College Adjunct Faculty Federation "BCCAFF") recommend the terms for a successor collective bargaining agreement to the Board for approval.

Once approved by the Board, the successor collective bargaining agreement shall be placed on the College website.

Submitted By
Dr. Eric M. Friedman, President
Dr. Brock Fisher, Vice President of Academic Affairs
Mrs. Meredith Gatzke, Vice President of Human Resources and Organizational Development
Mr. Wilton Thomas-Hooke, Chief Financial Officer
Ms. Yvette Aviles, Associate Director of Human Resources

MEMORANDUM OF AGREEMENT
BETWEEN
BERGEN COMMUNITY COLLEGE AND
BERGEN COMMUNITY COLLEGE CHAPTER OF UNITED ADJUNCT FACULTY OF NEW JERSEY, LOCAL # 2222, AMERICAN FEDERATION OF TEACHERS, AFT-NJ, AFL-CIO

THIS MEMORANDUM OF AGREEMENT, by and between **BERGEN COMMUNITY COLLEGE** (hereinafter referred to as the "College") and **BERGEN COMMUNITY COLLEGE ADJUNCT FACULTY FEDERATION, LOCAL #2222** (hereinafter referred to as "BCCAFF") (and mutually, the "Parties"), made and entered into on this 6th day of April, 2022.

WHEREAS, the Parties have engaged in negotiations in good faith in an effort to arrive at a successor agreement to a Collective Bargaining Agreement (hereinafter referred to as "CBA") that expired on June 30, 2019; and

WHEREAS, the Parties have arrived at an agreement on the terms and conditions of employment, which are subject to ratification by both Parties.

NOW THEREFORE, and in consideration of the mutual covenant contained herein, the Parties hereinabove referred hereby agree as follows:

1. The provisions of the Memorandum of Agreement are subject to ratification by the respective Parties to this CBA.

2. Their signatories below agree to recommend this Memorandum of Agreement for ratification by their respective constituencies.

3. All provisions of the CBA between the Parties, which expired on June 30, 2019, shall remain in full force and effect unless otherwise modified herein.

4. All proposals not covered herein made by either Party during negotiations have been deemed withdrawn.

5. The following text shall replace the included language in **Article I, Recognition Clause:**

   Included: All adjunct faculty who have accepted teaching assignments for credit courses at Bergen Community College in the current academic year.

6. The following text shall replace the language in **Article III, Information Exchange, Section B.:**

The College agrees to comply with the WDEA and furnish the Chapter with contact information within ten (10) days from the date of hire for all unit members including name, job title, worksite location, home address, work telephone number(s), any home and personal cellular telephone numbers on file, date of hire, work email address and any personal email address on file with the College.

Additionally, once during each semester the College shall also provide the chapter in an Excel file or similar format agreed to by the Chapter, with the information as listed above.

7. The following text shall replace the language in **Article IV, Deductions from Salary, Section D:**

   Re-letter "D" to "C" (Clerical Error on CBA)

   The monies deducted under this Article, together with a list of adjunct faculty from whom dues have been deducted, shall be transmitted to the Chapter Treasurer once per month. The monthly dues remittance shall normally occur within ten (10) days after the last pay of the month. No remittance will be made for paydays in September and February.

8. The Following amendments shall be made to **Article IX, Wages:**

Per Credit Rate - Effective 7/1/19				
	Master's & Above	Bachelor	Associate	None
New Unit Member Rate	$804.00	$794.00	$782.00	$769.00
Unit Member 6th Semester Rate	$839.00	$827.00	$816.00	$804.00
Per Credit Rate - Effective 7/1/20				
	Master's & Above	Bachelor	Associate	None
New Unit Member Rate	$829.00	$819.00	$807.00	$794.00
Unit Member 6th Semester Rate	$864.00	$852.00	$841.00	$829.00
Per Credit Rate - Effective 7/1/21				
	Master's & Above	Bachelor	Associate	None
New Unit Member Rate	$869.00	$859.00	$847.00	$ 834.00
Unit Members 6th Semester Rate	$904.00	$892.00	$881.00	$869.00

Full salary increases shall be paid retroactive to July 1, 2019, to all adjunct faculty who worked in any of the following semesters: Fall 2019, Spring 2020, Fall 2020, Spring 2021, Fall 2021 and Spring 2022.

The following two paragraphs following the wage chart shall be deleted from the CBA.

New Section B. - Compensation for Large Classes

Adjunct faculty teaching large classes (28 or more students) shall be compensated an additional $200 per class.

New Section C. - Substitute Pay

An Adjunct Faculty unit member requested by the Department Chair to cover a class of a fellow Adjunct Faculty unit member who is utilizing a bereavement or sick day, will be duly compensated by the College at their per diem rate of pay.

Re-letter "B" to "D" - Excellence in Teaching & Continues Academic Achievement Program

In order to qualify for additional pay based on excellence in teaching and continued academic achievement, an Adjunct Faculty Member must complete 15 cumulative semesters (the semesters need not be consecutive) as an Adjunct Facility Member with the College. For consideration, the following documents must be completed and/or submitted:

- A classroom observation done within the past five (5) years (must exceed expectations in at least four (4) of the eight (8) areas and meet expectations in the remaining areas)

- Positive student evaluations. Must submit SmartEvals report for all classes taught for two (2) different semesters within the past two (2) years.

- Evidence of professional development in the discipline or pedagogy within the past two (2) years. (e.g. workshops, conference, training, etc.). Submission shall be made using the official College form (attached as Exhibit A), which will include the required documentation; i.e., certificate or workshop completion form.

The application packet must be submitted to the Assistant Dean of Adjunct Administration by January 15th for the following fall semester and/or August 15th for the following spring semester.

Upon submission of the above documentation, qualification for the additional compensation shall be in the sole discretion of the College.

Once the College qualifies the Adjunct Faculty Member for the Program, that individual shall be entitled to $30.00 per credit per semester.

Candidates not granted approval for the Excellence in Teaching & Continued Academic Achievement Program can request feedback from the Assistant Dean of Adjunct Administration. Feedback shall be given within thirty (30) calendar days.

9. The following edits shall be made to **Article XII, Timely Notifications Section C:**

   C. If a course which has been offered and accepted by a unit member is cancelled for any reason including insufficient registration, the College will notify the unit member within two business days of the cancellation.

10. The following language shall be added to **Article XIV, Chapter Rights:**

    G. The College shall provide the Chapter with a table at all Adjunct Faculty Orientation meetings.

11. The following revisions shall be made to **Article VX, Benefits Section A.:**

    A. **Sick and/or Bereavement Leave Day** - Bargaining unit members are eligible for one day of illness and/or bereavement per course. Bargaining unit members must notify the appropriate academic supervisor when they will be absent in advance of the class meeting

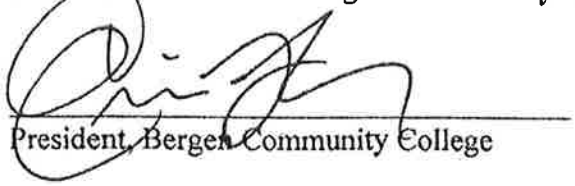
12. The following revisions shall be made to **Article XX, Duration:**

    The terms of this Agreement shall be from July 1, 2019 until June 30, 2022, and shall remain in full force and effect until a successor agreement has been reached.

13. Upon ratification by both Parties, and no later than forty-five (45) days after final ratification, the Parties agreed to execute a complete, revised collective bargaining agreement that **incorporates** this Memorandum of Agreement.

In witness whereof, the Parties hereto set their respective hands and seals this 6th day of April, 2022.

ATTEST: **Bergen Community College**



President, Bergen Community College

Date: 4-12-22

ATTEST: **Bergen Community College Adjunct Faculty Federation- Local # 2222**



Dr. Jeffrey Hering
Chapter Chair
BCC Chapter of UAFNJ, Local 2222

Date: 04-07-2022

#3168287

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BOARD OF TRUSTEES ACTION S/F1
Approval Date: May 3, 2022

Resolution
Authorization for the Board of Trustees to adopt an institutional Emergency Operations Plan (EOP) guided by PL 2011 c.214.

Submitted By
Dr. Eric M. Friedman, President
Mr. Nathaniel Saviet, Vice President of Facilities
Mr. David Borzotta, Associate Vice President, Safety and Security

Action Requested
Approval of the updated Emergency Operations Plan (EOP) guided by the PL 2011 c.214 legislation.

Justification
Pursuant to NJ Rev Stat § 18A:3B-69 (2016) a governing board of each institution of higher education is required to submit an emergency operations plan guided by the PL 2011 c.214 legislation to the Office of the Secretary of Higher Education, the New Jersey Office of Homeland Security and Preparedness, the New Jersey Department of Health, and the New Jersey Office of Emergency Management every five years for review and approval. The PL 2011 c.214 legislation is an act concerning the disaster preparedness of institutions of higher education and supplementing chapter 3B of Title 18A of the New Jersey Statutes and directs each institution of higher education to develop and coordinate a comprehensive disaster preparedness plan.

Visit here to view the plan:
docs.google.com/document/d/1C2DN8oxN3-oGhmXjedWafcTG-N1zpCBX