The Public Meeting of the Board of Trustees of Bergen Community College was held on Monday, November 2, 2015, in Conference room TEC-128 BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey, 07652. Mr. E. Carter Corriston, Chairman, 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 the inclusion of the date, time, and place of this meeting in a notice posted in the first floor main lobby of the Pitkin Education Center of Bergen Community College and mailed to The Record and The Ridgewood News, and filed with the Clerk of the County of Bergen."

ROLL CALL

Present
Ms. Dorothy Blakeslee
Mr. E. Carter Corriston
Mr. James Demetrakis
Ms. Lorraine Derwin – Alumni Trustee
Dr. Jo-Anne Mecca
Mr. Anthony Miller
Mr. James Napolitano
Mr. Michael Neglia
Ms. Germaine Ortiz
Ms. Norah Peck

Also Present
Dr. B. Kaye Walter, President
Ms. Judy A. Verrone, Esq.

Regrets
Mr. Philip J. Ciarco, III
Ms. Irene Oujo

PLEDGE OF ALLEGIANCE

Chairman E. Carter Corriston led those present in the Pledge of Allegiance to the Flag of the United States of America.

Chairman Corriston requested a motion to conduct an Executive Session Meeting to discuss the evaluation of President Walter and the appointment of General Counsel. A motion was made by Trustee Anthony Miller and seconded by Trustee James Demetrakis. All were in agreement. The assistant did not participate at Executive Session.

Chairman Corriston resumed the meeting and announced the appointment of General Counsel – Resolution R4 to the firm of DeCotiis, FitzPatrick and Cole. A motion was made by Trustee Michael Neglia and seconded by Trustee Jo-Anne Mecca. All were in favor.

Motion to open to the public to receive comments regarding Resolutions R1 to R5 only. A motion was made by Trustee Anthony Miller and seconded by Trustee Dorothy Blakeslee. No attendees from public commented.
A motion was made to close to the public by Trustee Dorothy Blakeslee and seconded by Trustee Anthony Miller. All were in favor.

A motion was made to approve the consent agenda resolutions R1 to R5. A motion was made by Trustee Anthony Miller and seconded by Trustee James Demetrakis. All were in favor.

REPORTS

Secretary’s Report
Secretary James Napolitano recommended approval of the minutes from October 6, 2015, and the Consent Agenda, November 2, 2015.

Treasurer’s Report – Audit and Finance Committee/Legal
Trustee Dorothy Blakeslee recommended that the board approve the Audit and Finance Resolutions – A/F 1 to A/F 19.

President’s Report
President Walter congratulated Jorge Hernandez and the Men’s Soccer Team who won the regional title for Bergen Community College.

President Walter also congratulated Lindsay Maurer and Bridget McLaughlin with the notification of The Agnes Varis Trust Fund awarding the college a perpetual scholarship.

Lindsay Maurer has been working with the Mexican Consulate. The College is a recipient from the Consulate of a $30,000.00 plus grant to support our international students.

A presentation regarding Achieving the Dream was given by:
Jaymee Griffin, M.Ed., Director, Achieving the Dream, Core Team Leader
Maureen Ellis-Davis, Associate Professor of Sociology, Core Team Leader
Natalia Gonzalez, President, Phi Theta Kappa, Core Team Member
See presentation slides at the end of the minutes.

The second presentation on the topic of Library Assessment was provided by:
Professor Annemarie Roscello, Assessment Liaison
Professor Lynn Schott, Reference/Instruction Librarian
Kate Hossain, Reference/Instruction Librarian
Maria Cleary, Technical Services TA
Yolanda Sheppard, Media Services TA
Helen Groskopf, Media Services
Additional thanks to Dr. Ilene Kleinman
See presentation slides at the end of the minutes.
COMMITTEES

AUDIT AND FINANCE
Treasurer Blakeslee recommended approval of resolutions A/F 1 and A/F 19.

BOARD OF SCHOOL ESTIMATE
No report.

EDUCATION AND STUDENT AFFAIRS
Trustee Mecca recommended approval of resolutions E/SA 1 through E/SA 6.

FOUNDATION REPORT
James Napolitano, Secretary gave the BCC Foundation Report.

The BCC Foundation and BCC Alumni Association held our Annual Alumni Dinner on October 22\textsuperscript{nd} at Biagio’s. The Foundation had the largest turn out to date with over 150 members of the BCC Community attending including, alumni, supporters, board members, faculty and staff.

The Foundation is also gearing up for the holiday giving season with 3 new projects in the works. A new annual fund mailing, e-campaign and media ads for Giving Tuesday.

PERSONNEL
Trustee James Napolitano reviewed the resolutions and recommends approval of the Personnel Resolutions P1 through P6.

SITE AND FACILITIES
Chairman Neglia recommended that the board approve S/F1 through S/F5.

STRATEGIC PLANNING COMMITTEE
On behalf of Vice-Chairman Ciarco, President Walter provided the report for The Strategic Planning and Issues Committee. The team met with Dr. Ken Ender and the progress that has been made with the Middle States report. They discussed the feedback that was received from the nine open forums that were held on campus.

New revised Mission, Vision and Values Statements were prepared and will be presented to the board at the December 1, 2015, meeting for approval.

The shuttle service was discussed and Mr. William Corcoran is working with the County regarding several options. The shuttle service grant continues to November, 2016 and will have an agreement prior to that date.

A recommendation was made to arrange a board retreat for December or early spring.
LIAISON TO COUNCIL OF COMMUNITY COLLEGES
Trustee Miller reported, “On Monday, November 9th, 2015, Lorraine Derwin and Trustee Miller will be attending the State Council Meeting at Hudson County Community College and discussed ways to inform newly elected officials regarding the mission of the community colleges and various services provided to the colleges.
In February, the National Legislative Summit will be held in Washington, D.C. Last year Trustee Miller and President attended this meeting and found it very informative. They had an opportunity to meet with various members of the legislative group. We had the opportunity to meet with Ms. Bonnie Watson Coleman, a United States Representative and her husband is a Trustee at Middlesex Community College. Ms. Coleman has a special interest in supporting the community colleges in New Jersey and throughout the country.

ALUMNI TRUSTEE REPORT
Alumni Trustee, Lorraine Derwin attended the Alumni Dinner and congratulated all the recipients. It was a great evening.

Ms. Derwin thanked the board members for approving the Pay-to-Print resolution and the Pay-to-Print Committee for resolving this matter in a very courteous way. This will be both beneficial to the students and the college.

CHAIRMAN’S COMMENTS
Chairman Corriston announced the nominating committee for officers:

Michael Neglia, Chairman
Members of the Committee, Jo-Anne Mecca, Dorothy Blakeslee and Germaine Ortiz.
Chairman Neglia will report back to Chairman Corriston prior to the December 1, 2015, meeting.

NEW BUSINESS OPEN TO THE PUBLIC
A motion was made by Trustee Miller and seconded by Trustee Jo-Anne Mecca. All were in favor.

Members from the audience chose not to speak at the meeting.

Chairman Corriston made a motion to close to the public portion of the meeting.
This was approved by Michael Neglia and Germaine Ortiz.

ADOPTION OF MINUTES
The minutes of the October 6, 2015 meeting of the Board of Trustees were approved as submitted, as moved by Secretary James Napolitano and seconded by Trustee Jo-Anne Mecca. All were in favor.

CONSENT AGENDA
Chairman E. Carter Corriston recommended the October 6, 2015, Consent Agenda for approval.

Audit and Finance 1 to 19.
Education and Student Affairs 1 to 6.
Personnel 1 through 6.
Site and Facilities 1 through 5.

Trustee Michael Neglia recused himself from voting on resolution – S/F 3.
A motion was made by Trustee Miller to approve the Consent Agenda and it was seconded by Secretary James Napolitano. All were in favor.

Chairman Corriston stated that an Executive Session was not required.

**A/F1 - Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP**

Approval is hereby granted for payment of the following legal vouchers:

August 11, 2015 to September 20, 2015  DeCotiis, FitzPatrick & Cole, LLP.  $31,090.28

**A/F2 – Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs**

Approval is hereby granted for payment of the following Labor Consulting services:

September 1, 2015 to September 30, 2015  Invoice 36510 Cleary Giacobbe Alfieri Jacobs $5,099.00

**A/F3 – To expand the definition of Technology Fee by adding the following line: This fee does not pay for consumables paying for printing services. This is to provide clarification with regards to the Pay-to-Print policy.**

Approval is hereby granted for a Technology Fee Payable by all students each semester or session. The technology fee partially defrays the cost of the development and replacement of instructional technology, including expanding and improving internet access, maintenance of academic computing labs and networks, maintenance of desktop computers and multimedia labs, and expanding distance learning opportunities for students. This technology fee is non-refundable and payable each semester or session on a per credit basis. This fee does not pay for consumables paying for printing services.

**A/F4 – To Institute a Pay-to-Print System at Computers in Public Areas**

*Action Requested*

Approval is hereby granted to institute a pay-to-print system at computers in public areas in order to help the College to defray partial cost of printing for individual usage and in its institutional sustainability and conservation efforts.

**A/F5 – To authorize Honeywell Building Solutions to upgrade and connect the existing outdated, stand alone, Andover BAS boiler plant control, system to the existing Honeywell building automation system at the Meadowlands. The upgrade will allow facility personnel to control the operation of the boiler plant. The Honeywell system is a proprietary system.**

Approval is hereby granted for the Honeywell Building Solutions to provide services to connect the boiler plant to the building automation system at the Lyndhurst facility at a cost of $18,875.00.

**A/F6 – To authorize Simplex Grinnell to replace outdated components of the original 40-year old fire alarm system at the Meadowlands and integrate them into the existing Simplex fire alarm system. This work was requested by the Fire Marshall. The Simplex fire alarm is a proprietary system.**

Approval is hereby granted for Simplex Grinnell to provide services to connect remaining elements of the
original fire alarm system into the existing Simplex system at a cost of $17,776.00.

**Board of Trustees Minutes**
**November 2, 2015**
**Page 6**

A/F7 - To authorize the purchase of an additional 50 user licenses for Colleague to accommodate for peak usage and to purchase Ellucian training for Colleague support personnel (Senior Programmer – Melanie McKaba & the replacement for Esther Mills; Report Writer – Pamela Ricatto; User Liaison – Bobbi Gallagher & Raquel Newell).

Approval is hereby granted for the purchase of an additional 50 user licenses for Colleague at a cost of $74,903 for the perpetual license and an additional $14,518 for the annual maintenance and to purchase Ellucian training for Colleague support personnel (Senior Programmer – Melanie McKaba & the replacement for Esther Mills; Report Writer – Pamela Ricatto; User Liaison – Bobbi Gallagher & Raquel Newell). The total for the Ellucian training is $33,639.

A/F8 - Authorization to purchase subscription for NJVID Learning on Demand software which will provide faculty and students the ability to upload digital media to NJVID and integrate them into their online Moodle courses.

Approval is hereby granted to purchase a 1 year subscription for NJVID Learning on Demand from NJEDge.Net in the amount of $9,000.

A/F9 - To authorize an annual renewal of maintenance services with Simplex Grinnell for fire alarm/sprinkler system testing, inspection, parts and labor at the Ciarco Learning Center and the Meadowlands. Services at the Meadowlands also include the aforementioned services for the CCTV and access control systems. Simplex systems are proprietary systems.

Approval is hereby granted for Simplex Grinnell to provide maintenance services for one-year at a cost of $28,479.38.

A/F10 - To authorize the purchase of 12 iPads with 3-year AppleCare from Apple for students attending the Turning Point Program thru the State vouchers purchase program which is sponsored by the State Division of Vocational Rehabilitation.

Approval is hereby granted to purchase Apple iPads with 3-year AppleCare at an estimated cost of $6886.00.

A/F11 - To authorize the purchase of 20 iPads, keyboard cases, and 3-year AppleCare from Apple, (13) to be used by members of the Board of Trustees and (7) for college inventory.

Approval is hereby granted to purchase Apple iPads, cases, and 3-year AppleCare at an estimated cost of $16,459.00.

A/F12 - To authorize the purchase of 4 MacBook Pro laptop computers with 3-year AppleCare Protection from Apple for Lifecycle. Purchase 12 Apple Thunderbolt adaptors, 12 USB SuperDrives, and 12 Keyboards (8 for inventory and 4 for Public Relations).

Approval is hereby granted to purchase various Apple products from Apple at an estimated total cost of $12,458.00.
A/F13 - To authorize Bergen Community College to act as Lead Agency on behalf of the NJ County College Joint Purchasing Consortium and to enter into an agreement for the purchase of ReadSpeaker text to speech software licenses for the participating member colleges per ADA regulations.
Approval is hereby granted per the directive of the Board of Trustees, the College has assumed Leadership of this consortium to help serve better pricing. This agreement keeps the participating colleges in compliance with ADA regulations.

A/F14 – To purchase 12 Dell Latitude E6440 CTO Laptops from Dell Marketing Inc. for lifecycle.
Approval is hereby granted to purchase 12 Dell Latitude E6440 CTO at a total cost of $16,774.80, on NJ State Contract #89967.

A/F15 – To authorize Ellucian, Inc. to provide services for the setup of the Admissions Application Interface (AAI), an Ellucian delivered process that provides the ability to process student applications from Hobsons (Constituent Relationship Management, CRM, System) into Colleague while enabling automated duplicate record checking.
Approval is hereby granted for Ellucian, Inc. to provide 100 hours of services to be utilized in the setup of the Admissions Application Interface (AAI) for integration with Hobsons Radius (CRM) system. The cost of services is $21,300.

A/F16 – To authorize additional programming, custom impact reporting services and project management from Ellucian, Inc to support the Portal upgrade, custom impact reporting for applying new patch releases, more seamless integration with Learning Management System, Moodle Rooms, and SQL migration project.
Approval is hereby granted for Ellucian, Inc. to provide additional support services and project management for a total of $49,842.00.

A/F17 – Funded by the HETI Grant, to authorize Ellucian, Inc. and Black Board Analytics to provide software, licensing, hosting and professional services for the setup of Data Warehouse solution supporting Bergen’s Achieving the Dream (AtD) initiative.
Approval is hereby granted for Ellucian, Inc. and Black Board Analytics to provide perpetual licensing for the Student Management Module, Colleague ODS, Hosting, and implementation services with supplemental staff resources. Total three year costs are not to exceed 700,000 as provided in the HETI grant.

A/F18 – Authorization to pay for advertisements in North Jersey Media Group's various publications to promote registration, open house, and other events and recruitment advertising as requested by the Public Relations Department.
Approval is hereby granted to spend an estimated $38,253.00 through April 1, 2016, with North Jersey Media Group, for registration, open house, event promotion and recruitment advertising.
A/F19 – Authorization to purchase Ellucian’s Talent Management Suite – Cornerstone On-Demand. This solution will be utilized by Human Resources to source and recruit top talent and develop employees throughout their tenure at Bergen Community College. This is funded by the Higher Education Technology Infrastructure Fund (HETI) Grant.
Approval is hereby granted to purchase Ellucian’s Talent Management Suite – Cornerstone On demand, Recruiting and Onboarding Module for 1000 Named Users in a fully hosted, Software As A Service (SaaS) environment for 2 years not to exceed $100,000.

E/SA1 - To provide Bergen Community College students opportunity to apply for course credit for experiential learning, non-credit course completion, various forms of professional development, licensure/certification and credit-by-exam.
Approval is hereby granted to implement a Prior Learning Assessment (PLA) program and policy at the College which would formalize and expand the process by which students earn college credit for college-level learning acquired from other sources, such as work experience, professional training and military experience.

E/SA2 – Accept a four-year grant from the U. S. Department of Education (DOE), Fund for the Improvement of Postsecondary Education (FIPSE) in the amount of $2,600,468.00 for a research grant in partnership with Union County College, and to authorize President B. Kaye Walter, or her designee, to execute required documents.
Approval is hereby granted that Bergen Community College will serve as lead agency and fiscal agent, in partnership with Union County College, for the Alternatives to Math Placement – An Unprecedented Program (AMP UP) grant. It will enable a research study on new approaches to math remediation. The goals of this program are to: 1) increase the 3-semester retention rates of first time students placing into remedial math, and 2) decrease time to completion of first time full time students placing into remedial math. This study will be carried out in an identical manner at each institution and will produce causally valid results. The ultimate purpose of this study is to produce scalable innovative approaches that utilize low-cost, effective methods for math remediation.

E/SA3 – Accept year 1 of a five-year grant from the U. S. Department of Education (DOE) in the amount of $499,449.00 for the Transition Program for Students with Intellectual Disabilities into Higher Education grant, and to authorize President B. Kaye Walter, or her designee, to execute required documents.
Approval is hereby granted that Bergen Community College leads a partnership that includes The College of New Jersey, NJ Department of Labor and Workforce Development Division of Vocational Rehabilitation; Bergen County Division of Special Services, secondary school districts, and employers. The primary goal of the five year grant totaling $2,421,935.00 is to provide students with Intellectual Disabilities (ID) a strong foundation of essential skills and competencies needed to secure and retain jobs and to advance along career pathways. The program aligns industry specific skills with stackable credentials and nationally recognized certificates, including Certified Nurse Assistant, Child Development Assistant, Certified Production Assistant, Culinary Certification, as well as other industry demand-driven credentials, as appropriate to individual student career interests. Fifteen students will be enrolled and successfully complete the program in each of five years, for a total of seventy-five. Program capacity will strengthen over the grant funded period to allow for self-sustained continued growth following federal support. Required matching funds of 25% consist of administrative oversight costs for Bergen and web...
E/SA4 – Accept To authorize submission of a grant proposal to the New Jersey Department of Labor and Workforce Development in the amount of $900,000.00 for Bergen to serve as the statewide Health Care Talent Development Center, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Approval is hereby granted with leadership of Bergen Community College, the New Jersey Health Professions Consortium was created by ten community colleges and a diverse partner base in order to strengthen and expand health care training, credentialing, and employment opportunities for TANF and other low-income individuals. Over the past five years it expanded to more than fifteen colleges throughout the state to deliver high quality in-demand training for credentials and employment in twenty-seven (27) health care professions for more than 5,000 unduplicated individuals. Over 3,500 participants completed certificates and or degrees, and more than 2,500 secured first-time employment in healthcare.

BCC, along with its college training partners across the state, proposes leveraging this success to serve as the single source for health professions workforce development solutions for industry employers and for improving the lives of displaced, unemployed, and incumbent underemployed workers. BCC will collaborate with consortium leaders in utilizing well-established need assessment and performance data-informed systems in order to accomplish key required deliverables.

The forthcoming final budget includes $450,000.00 for displaced worker training, credentialing, and employment as well as $450,000.00 for incumbent underemployed workers. No college funds are required, but leveraged expenses are expected.

E/SA5 – Appointment: Advisory Committee Members

Approval is hereby granted to appoint Advisory Committee members for a three-year term (unless otherwise specified), effective November 3, 2015.

E/SA6 – Authorization for Professional Transition Services for the Turning Point Program.

Resolution of the Board of Trustees of Bergen Community College, (the “College”) authorizing the execution of an agreement with Bergen County Special Services, (BC SS) in connection with work and/or transition services to be performed for the Turning Point Program. The Program is partially funded under the Garden State Pathways to Independence: Transitions to Higher Education and Employment for Students with Intellectual Disabilities (TPSID) Project for which the College received a Grant Award Notification (CFDA #84.407A, P/R Award #P407A100024) from the U.S. Department of Education (the “Grant”).

Approval is hereby granted to authorize compensation to Bergen County Special Services Educational Enterprises Department totaling $25,402.00 to provide professional transition counseling and job coaching support to students enrolled in the Turning Point Program for the period October 1, 2015 through June 30, 2016. Scope of Work and Budget are attached.

P1A - Appointment: Professional

Approval is hereby granted to approve the appointment of the following individual to the position and annual salary indicated.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Salary</th>
<th>Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gail Cannarozzi</td>
<td>Accountant/Finance</td>
<td>$47,227.00</td>
<td>10/01/15 – 06/30/16</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(pro-rated)</td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>
P1B - Appointment: Support Staff
Approval is hereby granted to approve the appointment of the following individuals to the positions and annual salaries indicated.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Gormley</td>
<td>Custodian/Buildings and Grounds</td>
<td>$28,500.00</td>
<td>08/10/15 (pro-rated) (retroactive)</td>
</tr>
<tr>
<td>Scott Tober</td>
<td>Custodian/Buildings and Grounds</td>
<td>$28,500.00</td>
<td>08/10/15 (pro-rated) (retroactive)</td>
</tr>
</tbody>
</table>

P2A – Leave of Absence/Faculty
Approval is hereby granted to approve a Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joanne Piccininni</td>
<td>Lecturer/Paramedic Science/Health Professions/Academic Affairs</td>
<td>11/03/15</td>
</tr>
</tbody>
</table>

P2B – Leave of Absence/Professional Staff
Approval is hereby granted to approve a Leave of Absence, without pay, for the following individual from the position listed below, effective date as indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charlmaine McKinney</td>
<td>Financial Aid Specialist/Financial Aid/Student Affairs</td>
<td>10/16/15 (retroactive)</td>
</tr>
</tbody>
</table>

P3 – Approve: Return from Leave of Absence/Support Staff
Approval is hereby granted to approve the return from a Leave of Absence, without pay, for the following individual to the position listed below, effective date as indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Annual Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vanessa Pusey</td>
<td>Sr. Registration Assistant/Student Affairs</td>
<td>$31,212.00 (pro-rated)</td>
<td>10/05/15 (retroactive)</td>
</tr>
</tbody>
</table>

P4 – Resignation: Support Staff
Approval is granted to for the resignation of the following individual:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drita Haxhiu</td>
<td>Library Assistant/Library Services/</td>
<td>10/30/15</td>
</tr>
<tr>
<td></td>
<td>Academic Affairs</td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>
P5A – Retirement: Professional Staff
Approval is granted for the retirement of the following individual:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Katherine Morley</td>
<td>Office Supervisor/Center for Teaching in Innovation/</td>
<td>01/01/16</td>
</tr>
<tr>
<td></td>
<td>Academic Affairs</td>
<td></td>
</tr>
</tbody>
</table>

P5B – Retirement: Support Staff
Approval is hereby granted for the retirement of the following individual:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dorothy Procko Novak</td>
<td>Library Associate/Library Services/</td>
<td>01/01/16</td>
</tr>
<tr>
<td></td>
<td>Academic Affairs</td>
<td></td>
</tr>
</tbody>
</table>

P6 – Termination: Confidential Staff
Approval is granted for the termination of the following individual:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Edward Fleischmann</td>
<td>Managing Director of Networks and Infrastructure/</td>
<td>11/02/15</td>
</tr>
<tr>
<td></td>
<td>Information Technology</td>
<td></td>
</tr>
</tbody>
</table>

R1 – Designation of Depositories – Authorized Signatures
Approval is hereby granted to designate depositories and authorized signatures.

RESOLVED, that the attached list of banks (Exhibit R 1) shall be the official depositories of Bergen Community College funds; and further

RESOLVED, that the signature of one of the below listed College Officers or Trustees be placed on all College checks up to $5,000.00, two signatures shall be required for checks in excess of $5,000.00, and one signature for wire transfers:

<table>
<thead>
<tr>
<th>Board of Trustees</th>
<th>Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Chairperson</td>
<td>4. College President *</td>
</tr>
<tr>
<td>2. Vice Chairperson</td>
<td>5. Executive Director of Finance (Chief Financial Officer)</td>
</tr>
<tr>
<td>3. Treasurer</td>
<td>6. Vice President of Academic Affairs</td>
</tr>
</tbody>
</table>
* Facsimile signature plate authorized
R2 – Board Meeting Dates and Official Publications

Approval is hereby granted that the following dates were approved for regular meetings of the Board of Trustees for 2016:

2016 Meeting Dates

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>February 2</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC</td>
</tr>
<tr>
<td>Tuesday</td>
<td>March 1</td>
<td>5:00 p.m.</td>
<td>Ciarco Learning Center</td>
</tr>
<tr>
<td>Tuesday</td>
<td>April 5</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC</td>
</tr>
<tr>
<td>Tuesday</td>
<td>May 3</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC</td>
</tr>
<tr>
<td>Tuesday</td>
<td>June 7</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC</td>
</tr>
<tr>
<td>Tuesday</td>
<td>July 12</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC</td>
</tr>
<tr>
<td>August</td>
<td>No Meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuesday</td>
<td>September 13</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC</td>
</tr>
<tr>
<td>Tuesday</td>
<td>October 4</td>
<td>5:00 p.m.</td>
<td>BCC at the Meadowlands</td>
</tr>
<tr>
<td>Tuesday</td>
<td>November 1</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC (Reorganization Meeting)</td>
</tr>
<tr>
<td>Tuesday</td>
<td>December 6</td>
<td>5:00 p.m.</td>
<td>TEC-128 BC</td>
</tr>
</tbody>
</table>

Please note that the Board of Trustees will not meet in August.

To establish dates of the Board of Trustees Meetings in conformance with Policy A:AG-Board Meetings with Office Publications.

These dates were published in the following newspapers:
The Record and the Ridgewood News on Monday, November 9th, 2015.

R3 – Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College

Approval is hereby granted to reaffirm the credit programs, curricula, and courses as published in the 2015-2016 Bergen Community College Catalog as the official curricula of the College and until such time as they are revised, amended, rescinded, or new programs are adopted through the appropriate College policies and processes.

R4 – Exempt from Bidding: Appointment General Counsel – DeCotiis, FitzPatrick & Cole, LLP.

Approval is hereby granted that Subject to contract negotiations, the Board of Trustees will appoint the law firm of DeCotiis, FitzPatrick & Cole, LLP, as general counsel for Bergen Community College for the year commencing January 1, 2016 and ending December 31, 2016, in accordance with the proposal dated October 1, 2015, which was submitted in response to the Request for Qualifications for Legal Services, issued by the College on September 15, 2015.

R5 – Reaffirm Policies of the Board of Trustees

Approval is hereby granted that the policies of the Board of Trustees are published on the college website.
S/F1 – To authorize a Change Order to Northeast Roof Maintenance to replace sealant at clerestories in West Hall due to poor condition and as recommended by the consulting Architect. Approval is hereby granted to issue Change Order #1 for $3,600.00 to Northeast Roof Maintenance, Inc. – West Hall Metal Roof Repair.

S/F2 – Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2016 Request for Qualifications for these professional services. Approval is granted with the attached list of Professional Architects and Engineers for 2016 that submitted all the required documents in response to a Request for Qualifications.

S/F3 – To authorize a Change Order to RSC Architects to revise the specifications for the data infrastructure in the Health Professions Building to accommodate current technology requirements. Approval is hereby granted to issue Change Order #1 for $11,800.00 to RSC Architects - Health Professions Building

S/F4 – To reject both bids received in response to Public Bid P-2190, for the modernization/upgrading and maintenance of Elevators 7 & 8, and to re-bid. Approval is hereby granted to reject both bids received for Public Bid P-2190 due to non-complying or missing bid documents that are required by the bid specifications.

S/F5 – Reduction of payment application retainage from current 10% to 5% for Benjamin R. Harvey Company, Inc. – Health Professions Building starting with payment application # 15. Approval is hereby granted to reduce payment application retainage from current 10% to 5% for Benjamin R. Harvey Company, Inc. – Health Professions Building starting with payment application # 15.

ADJOURNMENT
As no further business was brought before the Board of Trustees, Chairman Corriston requested a motion to adjourn the meeting at 5:38 p.m. A motion was made by Trustee James Demetrakis and seconded by Trustee Blakeslee. All were in favor.

James Napolitano
Secretary, Board of Trustees