The Public Meeting of the Board of Trustees of Bergen Community College was held on December 1, 2015, in TEC-128BC at Bergen Community College, 400 Paramus Road, Paramus, New Jersey. 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. Philip J. Ciarco, III
Mr. E. Carter Corriston
Mr. James Demetrakis
Ms. Lorraine Derwin – Alumni Trustee
Dr. Jo-Anne Mecca
Mr. Anthony Miller
Mr. James Napolitano
Ms. Germaine Ortiz
Ms. Irene Ojo
Ms. Norah Peck

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

**Regrets**
Mr. Michael Neglia

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

**REPORTS**

**Vice-Chairman’s Report**
On November 17, 2015, Vice-Chairman Ciarco attended a Google event held at the Meadowlands Campus sponsored by eleven companies. Approximately 250 individuals attended the event “Let’s Put Lyndhurst on The Map.” Volunteers from Lyndhurst High School greeted guests. Mayor Robert B. Giangeruso provided the welcoming remarks.
Secretary's Report
Secretary James Napolitano recommended approval of the minutes from November 2, 2015, and the Consent Agenda, December 1, 2015.

Treasurer's Report – Audit and Finance Committee/Legal
Treasurer Dorothy Blakeslee informed the board members that the Audit and Finance Committee met and reviewed the college's financial position. We recommend approval for the following resolutions, A/F 1 to A/F 16.

President's Report
President Walter invited Laura Zottarelli, President of SGA to deliver a presentation regarding the SGA activities and service projects throughout the semester. Dr. Walter thanked the SGA for their wonderful work that was completed and look forward to their accomplishments in the spring semester. See presentation slides at end of minutes.

Dr. William Mullaney delivered a special presentation to Dr. Geoffrey Sadock, recipient of the Professor the Year Award. This award was sponsored by the Council for the Advancement and Support of Education, better known as CASE, and the Carnegie Foundation for the Advancement of Teaching. Dr. Sadock is the first Bergen Community College faculty member to receive this award. All of the honorees were recognized at a luncheon at the Ronald Reagan Building and International Trade Center, which was followed that evening by a reception at the Folger Shakespeare Library, which was a special treat for Dr. Sadock as a literature professor.

Dr. Sadock addressed Members of the Board of Trustees, President Walter, Dr. Mullaney and Mr. Hlavenka with an expression of gratitude who supported him throughout his years at Bergen Community College and especially his wife, Karen. This college and administration has supported faculty efforts for continual growth and expansion in scholarship.

Dr. Mullaney introduced Professor Matt King, Technology Department, who shared a presentation regarding Industrial and Design Technologies, Drafting and Design Program. See presentation slides at end of minutes.

COMMITTEES

AUDIT AND FINANCE
Treasurer Blakeslee recommended approval of resolutions A/F 1 and A/F 16.

PERSONNEL
Trustee James Napolitano noted that the Personnel Committee met and recommends approval of the Personnel Resolutions P1 through P6.

BOARD OF SCHOOL ESTIMATE
No report.

EDUCATION AND STUDENT AFFAIRS
Chairman Mecca recommended approval of resolutions E/SA 1 to E/SA 3.
FOUNDATION REPORT
Vice-Chairman Ciarco reported on “Giving Tuesday”. The Foundation is working hard to spread the spirit of philanthropy to our donors, community partners, faculty/staff and students. We’re reaching all day out via email, social media and in the student center infusing the importance of giving to our BCC family.

The Foundation has also announced the spring recipients for scholarship awards with over 150 Scholarships being distributed to our students. We will be holding its annual scholarship award ceremonies on December 17th and 18th at the Meadowlands campus.

SITE AND FACILITIES
Trustee Demetrakis informed the board that Site and Facilities Committee met and offers S/F1.

STRATEGIC PLANNING COMMITTEE
Vice-Chairman Ciarco reported that Dr. Ken Ender and his entire team will be on campus for about 3 or 4 days the beginning of March. The report is in the final stages.

Trustee Ciarco recommend approval of SP1 which is the new Vision Mission Value Statements for the college.

Liaison to New Jersey Council of Community Colleges
Trustee Miller and Alumni Trustee, Lorraine Derwin attended the council meeting held at Hudson Community College. The meeting and discussion was related to campus security. This was particularly critical issue and one of great interest to all participants that attended. It was reassuring to learn that there is a network of individuals who are examining this issue ranging from the Governor’s office to the New Jersey Presidents Council representing over 50 colleges here in New Jersey as well as our New Jersey Council for County Colleges. They walked them through a self-assessment vehicle. They shared the peer review process for evaluating campus security. Senator Cunningham will be holding hearings related to campus security. Trustee Miller suggested that a representative from Bergen Community College testify at the hearings. This is an important issue and 60% of all undergraduates attending public institutions in this state are attending community colleges. This seminar was very instructive and that this issue is constantly under review and that there are people, agencies and organizations to support all campuses throughout New Jersey in responding to this critical issue, campus security.

ALUMNI TRUSTEE REPORT
Lorraine Derwin and Trustee Miller attended the Trustee seminar at Hudson County Community College. The seminar was very informative. The tips that were presented at the seminar Bergen Community College has already been using or in place.

UNFINISHED BUSINESS
No unfinished business.

CHAIRMAN’S COMMENT
Chairman Corriston wished Season’s Greeting to all and a Happy New Year.
ADOPTION OF MINUTES
The minutes of the November 2, 2015, meeting of the Board of Trustees were approved as submitted, as moved by Vice-Chairman Philip Ciarco and seconded by Secretary James Napolitano. All were in favor.

CONSENT AGENDA
Chairman E. Carter Corriston recommended the December 1, 2015, Consent Agenda for approval.

Audit and Finance 1 to 16.
Education and Student Affairs 1 to 3
Personnel 1 to 6.
Site and Facilities 1.
Strategic Planning 1.

A motion was made by Secretary Napolitano and seconded by Trustee Mecca.
No one opposed. All were in favor.

Chairman Corriston stated that an Executive Session was not required.
Chairman Corriston re-opened the meeting for further comments.

NEW BUSINESS/OPEN TO THE PUBLIC
Brant Chapman, Professor of Chemistry.
Professor Chapman expressed his concerns regarding the Vision Mission Statement.

A/F1 - Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP
Approval is hereby granted for payment of the following legal voucher:

September 21, 2015 to October 25, 2015  DeCotiis, FitzPatrick & Cole, LLP.  $ 27,618.59

A/F2 – Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs
Approval is hereby granted for payment of the following Labor Consulting services:

October 1, 2015 to October 31, 2015 Invoice 37521
Cleary Giacobbe Alfieri Jacobs $ 3,885.00

A/F3 – Approval of travel expenses for CampusWorks, Inc., for September and October of 2015 totaling $13,878.88.
Approval is hereby granted for travel expenses - September and October of 2015 in the amount of $13,878.88. CampusWorks, Inc. personnel.

A/F4 – Authorization to purchase gasoline for College vehicles from Rachels/Michele’s Oil Company Inc., through the County of Bergen Contract #15-65, for the period December 15, 2015 through September 20, 2016.
Approval is hereby granted to purchase gasoline for College vehicles from Rachels/Michele’s Oil Company, Inc., through the County of Bergen Contract #15-65, for the period December 15, 2015 through September 20, 2016, for an estimated amount of $36,000.00.
A/F5 – To authorize expenditure with Pearson Education, Inc. for various textbooks, and related
learning materials used in Ciarco Learning Center for the fall 2015 and spring 2016 semesters and
Continuing Education computer courses.
Approval is hereby granted to spend an estimated amount of $36,100.00 with Pearson Education, Inc for
textbooks and related learning materials until June 30, 2016.

A/F6 – To award RFP for collection agency services to Account Control Technology, Inc.,
Transworld Systems, Inc and AR Resources, Inc. for recovery of delinquent student accounts
including tuition and miscellaneous fees.
Approval is hereby granted to award the College’s collection agency services for 2 years, with an option to
renew for 1 additional year.

A/F7 - Authorization to award Public Bid P-2191 for On-Call Plumbing Services to Aero Plumbing &
Approval is hereby granted to award Public Bid P-2191 for On-Call Plumbing Services to Aero Plumbing &
Heating Co., Inc., for the period December 15, 2015 through December 14, 2017, for an estimated
amount of $422,000.00.

A/F8 - Authorization to award Public Bid P-2192 for On-Call Electrical Services to Redmann
Approval is hereby granted to award Public Bid P-2192 for On-Call Electrical Contracting to Redmann
Electric Co., Inc., for the period December 15, 2015 through December 14, 2017, for an estimated
amount of $565,868.00.

A/F9 - To authorize the purchase of 150 KI Torsion pedestal base chairs from Hertz Furniture
Systems Corp. to replace worn and broken chairs in classrooms on the 3rd floor of C Wing in the
Pitkin Education Center.
Approval is hereby granted to purchase 150 KI Torsion pedestal base chairs model TPNAP in the amount
of $41,242.50 from Hertz Furniture Systems Corp.

A/F10 - To authorize, through the HETI Grant, the purchase of hardware and software to
implement a secure virtual computing environment. This is one part of a multi-part initiative that
will ultimately provide the benefits of allowing students to access specialized lab software and
resources from anywhere without being tied to a physical location or limited number of desks,
increasing the useful lifespan of our desktop devices and dramatically decrease the number of
calls for repair and provide secure desktop access to faculty, staff and students anywhere,
anytime.
Approval is hereby granted to purchase Nutanix Servers, VMWare Licensing and Professional services to
install the hardware and software from Promedia Technology Services, Inc. for $627,497.00 on
NJEDge.Net Contract numbers 6882649 and 10788359N.
A/F11 - To authorize, through the HETI grant, the purchase of 2 Cisco Firewall's, 2 Cisco routers and professional implementation services. These devices transparently protect all areas of the college as we communicate out to the internet and to our remote campuses. These devices are central to the college's information security strategy.

Approval is hereby granted to purchase Cisco Firewalls, Cisco Routers and professional implementation services from Promedia Technology Services, Inc. for $96,324.00.

A/F12 – To authorize the purchase of Hardware and Software to implement Virtual Desktop’s in the Health Professions Building. This technology will effectively serve all academic departments and programs by providing students with virtual desktops, at anytime, anywhere and on any device to which they may have access.

Approval is hereby granted to purchase Nutanix Servers, VMWare Licensing, Unidesk Licensing and Professional Services for installation from Promedia Technology Services, Inc. at a cost of $255,386.00 on NJEdge.Net Contract numbers 6882649 and 10788359N.

A/F13 - Lifecycle Replacement: Authorization to lease nine Canon copiers on NJ State Contract #51144 to replace nine existing copiers whose leases are expiring, and replacing them with new Canon IR 6265, IR 6275 and IR 8285 copiers on 48 month leases from Canon USA. Service and repairs will be provided by an authorized Canon dealer (Superior Office Systems) who provided the lowest cost proposal equipment and service.

Approval is hereby granted to lease nine (9) Canon copiers from Canon USA on NJ State Contract #51144 for 48 months at a monthly lease cost of $2,303.80. The estimated monthly copy charges for service and supplies will be $1,876.64 based on approximately 358,000 copies per month. Total estimated monthly cost will be $4,180.44. On-site service and repairs will be provided by Superior Office Systems, LLC which is a participating Canon USA dealer on the NJ State Contract.

A/F14 – Authorize request for Chapter 12 allocation for FY2017

Approval is hereby granted that the Board of Trustees approves a request to the Bergen County Board of School Estimate for Chapter 12 funds for FY2017 not to exceed 3,000,000. These funds will be used for renovation of Ender Hall to accommodate the growth of our collaborative Tech Program with Bergen Technical School to allow program to be offered in a contained location for students’ safety; renovation/upgrade of the pool, gymnasium ceiling/lighting systems/showers/restrooms/locker areas, and technology needs for undergraduate science research labs.

A/F15 - Request funding from the County for the purpose of capital improvements and IT Lifecycle Initiatives for FY2017.

Approval is hereby granted for appropriation of $1,500,000 for capital refurbishments for various projects totaling $1,000,000 and for Information Technology Lifecycle initiatives totaling $500,000.

A/F16 – Exempt from Bidding: Authorization for Renewal Licensed Subscription Services

Approval is hereby granted for a license renewal between Bergen Community College and Economic Modeling, LLC (EMSI) for subscription to Career Coach for the Period of September 30, 2015 through September 29, 2016 at a cost of $19,800.
E/SA1 - Submit Financial Literacy Grant Application Entitled: Financial Hot Topics
Approval is hereby granted for submission of a Financial Literacy grant proposal for Bergen Community College students to TD Bank North in the amount of forty thousand dollars ($40,000.00) for financial literacy programs and workshops, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

E/SA2 – To authorize submission of a grant proposal to the Nuts, Bolts and Thingamajigs, The Foundation of the Fabricators & Manufacturers Association, Int'l, in the amount of $2,500.00 for Bergen to host a summer camp for middle- and high-school students that will introduce them to the automated manufacturing industry and to authorize President B. Kaye Walter, or her designee, to execute required documents.
Approval is hereby granted for the FMA's foundation, Nuts, Bolts & Thingamajigs, has awarded grants annually to trade schools and community or technical colleges capable of hosting a summer camp program for girls and/or boys ages 12-16. Summer camps have been a successful way of introducing middle- and high-school students to the fascinating, high-tech career choices available to them in today's automated manufacturing industry.

E/SA3 – To authorize submission of a National Science Foundation (NSF) Innovation Corps grant proposal in the amount of $50,000.00, and to authorize President B. Kaye Walter, or her designee, to execute required documents.
Approval is hereby granted for the I-CORPS grant is given to schools that have developed a proprietary product it hopes to evaluate for the commercial market. With a successfully developed plan for commercialization, the college's potential for the next step of acquiring a substantial NSF Small Business Innovation Research (SBIR) grant is greatly increased. The proposed I-Corps grant will support developing a commercialization plan for Microbiometer™, the first and only inexpensive and simple 15 minute point of use test for determination of the quality of compost or soil by estimation of microbial biomass. The test was developed at Bergen Community College (BCC) on NSF ATE Grant number 0903188 (ended August 2012). Enrollment in I-CORPS is on a rolling basis and involves intensive training in NYC in mid-January and February.

P1A - Appointment: Support Staff
Approval is hereby granted for 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 Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Ryan Smith</td>
<td>Public Safety Officer</td>
<td>$30,000.00</td>
<td>08/17/15</td>
</tr>
<tr>
<td></td>
<td>(pro-rated)</td>
<td></td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>

P1B - Appointment: Professional Staff
Approval is hereby granted for 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 Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael Onwuka</td>
<td>Project Coordinator/Information Technology</td>
<td>$45,000.00</td>
<td>12/07/15</td>
</tr>
<tr>
<td></td>
<td>(pro-rated)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
P1C – Appointment: Program Coordinator/Faculty
Approval is hereby granted for the appointment of the individual listed below to the position of Program Coordinator at the release time shown for the period January 1, 2016 – June 30, 2016.

PROGRAM COORDINATOR

<table>
<thead>
<tr>
<th>Name</th>
<th>Department/Division</th>
<th>Release Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrice DeVincenitis</td>
<td>Visual and Performing Arts/</td>
<td>3 credit hours</td>
</tr>
<tr>
<td></td>
<td>Business, Arts &amp; Social Sciences</td>
<td></td>
</tr>
</tbody>
</table>

P2 – Approval of New Position – Professional Staff
Approval is hereby granted that the following positions to be added to the approved position listing, effective December 1, 2015.

Coordinator of Evening and Weekend Services – Library
Instructional Technology Specialist
Manager of Access Services

P3 – Approve: Return from Leave of Absence/Faculty
Approval is hereby granted for 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>Semester Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joanne Piccininni</td>
<td>Lecturer/Paramedic Science/Health Professions/Academic Affairs</td>
<td>$19,307.00</td>
<td>11/04/15</td>
</tr>
</tbody>
</table>

P4 – Approve: Return from Leave of Absence/Professional
Approval is hereby granted for 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>Gisselle Pacheco</td>
<td>Financial Aid Specialist/Financial Aid/ Student Affairs</td>
<td>$49,939.00</td>
<td>11/16/15</td>
</tr>
</tbody>
</table>

P5A – Resignation: Executive
Approval is hereby granted 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>Sharyne Miller</td>
<td>Executive Director, Information Technology</td>
<td>12/23/15</td>
</tr>
</tbody>
</table>

P5B – Resignation: Professional Staff
Approval is hereby granted 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>Sarah Sangregorio</td>
<td>Technical Support Specialist I / Information Technology</td>
<td>11/24/15</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>
P5C – Resignation: Support Staff
Approval is hereby granted 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>Joseph Johnson</td>
<td>Public Safety Officer/Public Safety/ Facilities Planning, Operations and Public Safety</td>
<td>11/18/15 (retroactive)</td>
</tr>
</tbody>
</table>

P6 – 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>
</table>

S/F 1 - To authorize a Change Order to RSC Architects to revise the scope of work for lecture room renovations to include the addition of two chair lifts and ramps and other modifications that will create a collaborative classroom environment and accommodate current technology requirements in rooms S-132, S-134 and S-138.
Approval is hereby granted to issue Change Order #1 for $17,000.00 to RSC Architects – Renovation of Lecture Rooms (S-132, S-134 and S-138).

SP1 - Approve new Vision, Mission and Values Statements.
Approval is hereby granted to adopt the new Vision, Mission and Values Statements for Bergen Community College.

ADJOURNMENT
As no further business was brought before the Board of Trustees, Chairman Corriston requested a motion to adjourn the meeting at 5:40 p.m. A motion was made by Trustee Anthony Miller and seconded by Secretary James Napolitano. All were in favor. No one opposed.

James Napolitano
Secretary, Board of Trustees
Alzheimer's Walk
Thanksgiving Dinner at Christ Church
Alumni Dinner
Pay-to-Print Workshops

Pay-to-Print Workshops

Are you aware that we will soon begin to pay for printing?

Stop by one of our workshops to learn how to use the new printing system and get your questions answered!

Lyndhurst

Paramus

A: 10:45 AM-1:00 PM
Mon. - December 26th
Wed. - December 28th
Fri. - December 29th

A: 1:30-3:30 PM
Nov. 21st

Paramus
Open Senate Meeting at Lindhurst
SPECIAL THANK YOU!
PENCIL DRAWING LECTURE

DRAWING I:
Enhanced Lesson
ASSIGNMENT & RESULTS
RUBRIC:
LESSON ASSIGNMENT
RESULTS FROM DRAFTING I ENHANCED
LESSON ENHANCED
AFTER

LESSON ENHANCED
BEFORE

RUBRIC:

ADVANCED ISOMETRIC ASSIGNMENT
RESULTS FROM DRAFTING 2 LESSON

1. POOR
2. UNSATISFACTORY
3. SATISFACTORY
4. EXCELLENT
Recommendations for Improvement:

- Review results with faculty
- Drafting I: Exam problem to reinforce multi-plane ellipse
- Construction in ADV. isometric lesson
- Drafting II: Include multi-plane ellipse