BOARD OF TRUSTEES
PUBLIC MEETING

Tuesday, December 1, 2015 - 5:00 p.m.

TEC – 128 BC

I. Call to Order

II. Open Public Meetings Act Statement

III. Roll Call

IV. Pledge of Allegiance

V. Reports
   A. Vice Chairman
   B. Secretary
   C. Treasurer
   D. President
   E. Committees
      1. Audit and Finance/Legal
      2. Board of School Estimate
      3. Education and Student Affairs
      4. Foundation/Grants/Endowments
      5. Personnel
      6. Site and Facilities
      7. Strategic Planning and Issues
   F. Liaison to New Jersey Council of County Colleges
   G. Alumni Trustee
   H. Chairman

VI. Unfinished Business

VII. New Business/Open to the Public

VIII. Actions
    A. Approval of Minutes – November 2, 2015
    B. Consent Agenda – December 1, 2015
    C. Other

IX. Executive Session

X. New Business/Open to the Public

XI. Adjournment
CONSENT AGENDA
Tuesday, December 1, 2015

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 MINUTES – November 2, 2015

AUDIT AND FINANCE (A/F)
1. Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP.
2. Approval of Labor Voucher – Cleary, Giacobbe, Alfieri, Jacobs (Negotiations)
3. Approval of travel expenses for CampusWorks, Inc., for September and October of 2015 totaling $13,878.88.
5. 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.
6. 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.
9. 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.
10. 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.
11. 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.
12. 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.
AUDIT AND FINANCE (A/F) - Continued
13. 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.
14. Authorize request for Chapter 12 allocation for FY2017
15. Request funding from the County for the purpose of capital improvements and IT Lifecycle Initiatives for FY2017.

EDUCATION AND STUDENT AFFAIRS (E/SA)
1. Submit Financial Literacy Grant Application Entitled: Financial Hot Topics
2. 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.
3. To authorize submission of a National Science Foundation (NSF) Innovation Corps grant proposal in in the amount of $50,000.00, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

PERSONNEL (P)
1. Appointment:
   a. Support Staff
   b. Professional Staff
   c. Program Coordinator/Faculty
   d. Grant Counselor (STEM)
2. Approval of New Positions – Professional Staff
3. Approve: Return from Leave of Absence Faculty
4. Approve: Return from Leave of Absence/Professional
5. Resignation:
   a. Executive
   b. Professional Staff
   c. Support Staff
6. Retirement: Support Staff

SITE AND FACILITIES (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.

STRATEGIC PLANNING (SP)
Resolution:
Approval of Legal Vouchers – DeCotiis, FitzPatrick & Cole, LLP

Submitted By
Mr. Victor Anaya, Chief Financial Officer

Action Requested
Approval for payment of the following legal vouchers:

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

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


Charge To:  College Operating Funds
Account Number:  10-01-186100-607566
Resolution:
Approval of Labor Voucher – Cleary Giacobbe Alfieri Jacobs (Negotiations)

Submitted By
Mr. Victor Anaya, Chief Financial Officer

Action Requested
Approval for payment of the following labor voucher:

October 1, 2015 to October 31, 2015 Invoice 37521

Cleary Giacobbe Alfieri Jacobs $ 3,885.00

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


Charge To: College Operating Funds
Account Number: 10-01-186100-607216
Resolution:
Approval of travel expenses for CampusWorks, Inc., for September and October of 2015 totaling $13,878.88.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Ms. Sharyne Miller, Executive Director of Information Technology

Action Requested
Approval of travel expenses for September and October of 2015 in the amount of $13,878.88. CampusWorks, Inc. personnel.

Justification
Expenses for lodging, meals, automobile rentals, mileage, parking, train fare, airfare and taxi fare for CampusWorks, Inc. personnel as per the contract approved by the Board of Trustees Action AF18, dated September 10, 2013.

Charge To: College Operating Funds
Account Number: 10-01-165100-607779
Resolution
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.

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization for the purchase of gasoline for College vehicles from Rachles/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.

Justification
The College requires gasoline to operate the College vehicles utilized by Public Safety, Buildings and Grounds, Athletics and other departments.

Charge To: College Operating Funds
Account Number: 10-01-191100-607563
BOARD OF TRUSTEES ACTION A/F 5
Approval Date: December 1, 2015

Resolution
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.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Sandra Sroka, Dean, Ciarco
Mr. Paul Ragusa, Managing Director, Continuing Education
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to spend an estimated amount of $36,100.00 with Pearson Education, Inc for textbooks and related learning materials until June 30, 2016.

Justification
Textbooks and related materials for non-credit courses.

The college has a need to procure the above as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Pearson Education, Inc has submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that 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 and Determination of Value will be maintained on file at the College.

This purchase is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (6) (textbooks and publications).

Charge To: College Operating Funds
Account Number: 10-03-391600-607544 (CLC estimate $32,500),
10-03-391004-607544 (CE estimate $3600)
Resolution
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.

Submitted By
Mr. Victor Anaya, Executive Director of Finance
Ms. Caroline Ofodile, Managing Director, Financial Operations and Student Assistance
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Award the College’s collection agency services for 2 years, with an option to renew for 1 additional year.

Justification
Collection services are needed to recover delinquent tuition and other miscellaneous fee payments.

A Request for Proposals was advertised on the College website in accordance with New Jersey P.L. 2004 Chapter 19 “Pay to Play” Law, and conforms to a “Fair and Open Process”.

The College evaluated proposals received in response to the RFP and determined that Account Control Technologies, Inc., Transworld Systems, Inc. and AR Resources, Inc. have submitted comprehensive proposals and meet all of the requirements of the RFP # R-071. These companies have demonstrated experience and success with collection of past due student accounts in higher education and community colleges, and offer competitive placement fees.

This procurement is exempt from bidding in accordance with County College Contracts Law, N.J.S.A. 18A:64A-25.5 (a) (14).

Eight companies submitted proposals and are listed below.

Account Control Technologies, Inc.  EOS CCA
Allied Account Services, Inc.  HS Financial Group, LLC
AR Resources, Inc.  Immediate Credit Recovery Inc.
Eastern Revenue, Inc.  Transworld Systems, Inc.

Charge To: College Operating Funds
Account Number: 10-1601-00-607, 781, 782 and 784
Resolution
Authorization to award Public Bid P-2191 for On-Call Plumbing Services to Aero Plumbing & Heating Co., Inc., for a two year period from December 15, 2015 through December 14, 2017.

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Samuel John, Interim Managing Director, Physical Plant
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization 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.

Justification
An on-call plumbing contractor gives the College the ability to deal with emergency situations, as well as provide general plumbing work as needed. Eight bidders registered, and two bids were received. See list below for bids received.

Aero Plumbing & Heating Co., Inc. $422,000.00
Magic Touch Construction Co., Inc. $468,820.00

Charge To: College Operating Funds
Account Number: 10-06-610100-607550
Resolution

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Samuel John, Interim Managing Director, Physical Plant
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization 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.

Justification
The College requires an on-call electrical contractor to deal with emergency electrical situations, as well as having the ability to complete general electrical repairs on a routine basis. There was a tie between the two low bidders, and as per County College Contract Law 18A:64A-25.20, the county college may award the contract to either one of the parties at its discretion. Based on the extensive experience that Redmann Electric Co., Inc. has at the College as the current electrical contractor and the demonstrated quality of their work, it is advantageous to the College to award the contract to them. In addition, they have extensive knowledge of the electrical infrastructure and electrical equipment on all three campuses. Seven companies registered for the bid package, and two bids were received. See list below for bids received:

Redmann Electric Co., Inc. $565,868.00
Vanore Electric, Inc. $565,868.00

Charge To: College Operating Funds
Account Number: 10-06-610100-607550
Resolution
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.

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations & Public Safety
Mr. Victor Anaya, Chief Financial Officer
Mr. Chris Talmo, Director, Custodial Operations
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to purchase 150 KI Torsion pedestal base chairs model TPNAP in the amount of $41,242.50 from Hertz Furniture Systems Corp.

Justification
Currently there is a shortage of chairs in classrooms on the 3rd floor of C wing. These new chairs will replace chairs that old, worn, and broken.

Quotes were received from the companies listed below.

<table>
<thead>
<tr>
<th>Company</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hertz Furniture Systems Corp.</td>
<td>$41,242.50</td>
</tr>
<tr>
<td>Johnson Business Products &amp; Interiors</td>
<td>$42,099.00</td>
</tr>
<tr>
<td>KI (State Contract #81720)</td>
<td>$45,408.00</td>
</tr>
</tbody>
</table>

The college has a need to procure these chairs through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Hertz Furniture Systems Corp. has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification and Business Entity Disclosure will be maintained on file at the College.

This purchase is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (24) (Price below State contract pricing)

Charge To: Capital Assets
Account Number: 20-01-160100-604201
Resolution
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.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization 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.

Justification
To build a secure and scalable backend system that will initially support the College Library computers and the IT department. This requested proposal of a virtual desktop environment will provide a secure, cost effective and supportable desktop computing environment that will grow with us as we expand it to other areas of the college. Virtual Desktop technology provides access to a virtual environment for desktop/computers. The college and students will benefit from cost savings through shared resources as well as increased security through consolidated access.

Quotations were solicited from the companies listed below.

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROMEDIA TECHNOLOGY SERVICES, INC.</td>
<td>$627,497.00</td>
</tr>
<tr>
<td>DYNTEK TECHNOLOGY SOLUTIONS, INC.</td>
<td>RESPONSE- NOT QUOTING</td>
</tr>
<tr>
<td>NWN CORPORATION</td>
<td>RESPONSE - NOT QUOTING</td>
</tr>
<tr>
<td>ePlus TECHNOLOGY, INC.</td>
<td>NO RESPONSE</td>
</tr>
</tbody>
</table>

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

Charge to: HETI Grant
Account Number: 20-00-115700-604300
BOARD OF TRUSTEES ACTION A/F 11
Approval Date: December 1, 2015

Resolution
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.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to purchase Cisco Firewalls, Cisco Routers and professional implementation services from Promedia Technology Services, Inc. for $96,324.00.

Justification
In order to ensure that the college's data remains secure it is important to maintain a current state-of-the-art security infrastructure. The addition of these devices will allow us to retire aging devices that are not equipped to handle the evolving threat landscape. These new devices will not only allow us to more fully protect our faculty, staff, and students identities and information but will also provide a level of redundancy and fault tolerance to the college's internet and remote campus connectivity.

Quotations were solicited from seven companies, five responded:

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROMEDIA TECHNOLOGY SERVICES, INC.</td>
<td>$96,324.00</td>
</tr>
<tr>
<td>ePlus TECHNOLOGY, INC.</td>
<td>$116,462.10</td>
</tr>
<tr>
<td>NWN CORPORATION</td>
<td>$123,608.35</td>
</tr>
<tr>
<td>PRESIDIO NETWORKED SOLUTIONS GROUP, LLC</td>
<td>$123,778.48</td>
</tr>
<tr>
<td>DYNTEK TECHNOLOGY SOLUTIONS</td>
<td>$130,096.50</td>
</tr>
<tr>
<td>OFFICE BUSINESS SYSTEMS, INC.</td>
<td>NO RESPONSE</td>
</tr>
<tr>
<td>CDW-G</td>
<td>RESPONSE - NO BID</td>
</tr>
</tbody>
</table>

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

Charge to: HETI Grant
Account Number: 20-00-115700-604300
BOARD OF TRUSTEES ACTION A/F 12
Approval Date: December 1, 2015

Resolution
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.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization 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.

Justification
To commission the new Health Professions Building backend system that will support the desktop computers in all of the offices, lab’s and classrooms. The requested proposal of a virtual desktop environment will provide a secure, cost effective and supportable desktop computing environment. Virtual Desktop technology provides access to a virtual environment for desktop/computers. The college and students will benefit from cost savings through shared resources.

Quotations were solicited from the companies listed below:

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Promedia Technology Services, Inc.</td>
<td>$255,386.00</td>
</tr>
<tr>
<td>ePlus Technology, Inc.</td>
<td>No Response</td>
</tr>
<tr>
<td>Innovative Network Solutions</td>
<td>No Response</td>
</tr>
</tbody>
</table>

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

Charge to:    GO Bond
Account:      20-00-115300-604300
Resolution
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.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Ms. Barbara Golden, Director Purchasing and Services

Action Requested
Authorization 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.

Justification
The replacement of the existing copiers is needed because the current copier leases are expiring and the copiers need to be replaced to maintain departmental operations. These copiers are networkable and can be used to copy, print, and scan documents. Destruction of the hard drive at the end of the lease is also included. These copiers are located in various departments including Humanities, Business, Social Science, Evening Office, Ciarco Learning Center, Athletics and Wellness, Health Professions, Science and Math. See list below for proposals received from Canon USA dealers who are authorized on the NJ State Contract #51144 to provide service for the Canon USA copiers.

<table>
<thead>
<tr>
<th></th>
<th>Est. Monthly Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Superior Office Systems, Inc.</td>
<td>$4,180.44</td>
</tr>
<tr>
<td>Canon Solutions America</td>
<td>$4,768.65</td>
</tr>
<tr>
<td>Docutrend Imaging Solutions</td>
<td>$5,033.86</td>
</tr>
<tr>
<td>Leslie Digital Imaging LLC</td>
<td>$5,517.79</td>
</tr>
</tbody>
</table>

Charge To: College Operating Funds
Account Number: Multiple Cost Centers
Resolution
Authorize request for Chapter 12 allocation for FY2017

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Mr. William Corcoran, Vice-President Facilities Planning, Operations and Public Safety

Action Requested
That the Board of Trustees approves a request to the Bergen County Board of School Estimate for Chapter 12 funds for 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.

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

The renovation/expansion will enable the College to provide improved instructional/student space.
Resolution
Request funding from the County for the purpose of capital improvements and IT Lifecycle Initiatives for FY2017.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Ms. Sharyne Miller, Executive Director, Information Technology
Mr. William Corcoran, Vice-President Facilities Planning, Operations, and Public Safety

Action Requested
Request for appropriation of $1,500,000.

Justification
Our annual capital request for College refurbishments/projects/IT lifecycle replacement and approval from the County of Bergen. The capital refurbishments/projects/IT lifecycle replacements will enable the College to continue to provide improved services/space.

Account Number: To be allocated upon receipt of funds
Resolution: Exempt from Bidding: Authorization for Renewal Licensed Subscription Services

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Naydeen Gonzalez-De Jesus, Vice President, Student Affairs
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorize 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.

Justification
Career Coach is a web-based tool that helps people find good careers by providing current data on wages, employment, job postings, and associated education and training for the subscriber region. Career Coach is available through Bergen Community College website for students, jobseekers, and other interested college constituents.

The college has a need to procure the above subscription service as a non-fair and sole-source contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Economic Modeling LLC (EMSI) has completed and submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.26 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that EMSI 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 EMSI from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, and the Business Entity Disclosure will be maintained on file at the College.

Charge To: Evaluation and Accreditation / Contracted Services
Account Number: 10-01-139100-607568 / 10-02-230000-607550
Resolution
Submit Financial Literacy Grant Application Entitled: Financial Hot Topics

Submitted By
Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Services
Dr. Yun K. Kim, Vice-President of Institutional Effectiveness
Dr. William J. Yakowicz, Director, Grants Administration
Ms. Sharon Audet, Executive Director, Financial Aid

ACTION REQUESTED
To authorize 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.

JUSTIFICATION
The purpose of the proposed project is to increase student awareness about general financial literacy topics of importance to students. In addition, the project seeks to gain insight and understanding about the financial literacy topics of particular importance to Bergen Community College students to better serve them by incorporating their interests in the development of future financial literacy project proposals. Topics will include budgeting; personal banking and auto loans; credit cards and managing credit card debt; obtaining, maintaining, and repaying student loans; and selecting high paying careers that are in demand will be discussed.

TD Bank North is committed to promoting financial literacy and ensuring that college students have the tools they need to effectively manage their money. The purpose of the Financial Literacy program is to help support and promote financial literacy programs and initiatives on college and university campuses.

Abstract and budget are forthcoming.
Resolution
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.

Submitted By
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. Naydeen Gonzalez – De Jesus, Vice President, Student Affairs
Ms. Christine Gillespie, Dean of Continuing Education
Dr. William J. Yakowicz, Director, Grants Administration

Justification
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 12-18. 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.

There will be two camps as follows:
1. LASR (Land, Air, Sea, Robotics) Academy Camp II Manufacturing Modern Robotics. This grant will enable the College to grow its existing robotics program, LASR Academy Camp, and in part will be used to sponsor tuition for some at risk youth giving them the opportunity to take this program and improve.
2. Digital Film Making for Teens. Teens will get real world experience making films, commercials, news reports, documentaries and fun music video clips using a variety of formats and styles focusing on the new LASR Academy Camp II Manufacturing Modern Robotics as the subject matter. This grant will enable us to create a new film making course for teens enabling vocational students the opportunity to preview careers in a variety filmmaking roles, and in part will be used to sponsor tuition for some at risk youth giving them the opportunity to take this program and improve.
Project Summary

The primary location for this program will be in the Technology Building at Bergen Community College. There will be two camps as follows:

1. LASR (Land, Air, Sea, Robotics) Academy Camp II Manufacturing Modern Robotics. This grant will enable us to grow our existing robotics program, LASR Academy Camp, and in part will be used to sponsor tuition for some at-risk youth giving them the opportunity to take this program and improve.

2. Digital Film Making for Teens. Teens will get real world experience making films, commercials, news reports, documentaries and fun music video clips using a variety of formats and styles focusing on the new LASR Academy Camp II Manufacturing Modern Robotics as the subject matter. This grant will enable us to create a new film making course for teens enabling vocational students the opportunity to preview careers in a variety filmmaking roles, and in part will be used to sponsor tuition for some at-risk youth giving them the opportunity to take this program and improve.

The LASR Academy Camp II Manufacturing Modern Robotics will run for one week for the beginning camp and 45 hours for a two week advanced camp. The Digital Film Making for Teens program will run for two weeks. An estimated 16 students, ages 14-18 years, will participate in each camp.

The three primary goals for the proposed summer camp program are as follows:

1. Goals for LASR (Land, Air, Sea, Robotics) Academy Camp II Manufacturing Modern Robotics:
   - Preview possible career avenues: Manufacturing Tours
   - Learning teamwork skills: Mentoring by Professionals
   - Empower students to use their creativity: Ignite their ingenuity

2. Goals for Digital Film Making for Teens:
   - Preview possible career avenues: Studio Tours
   - Learning teamwork skills: Mentoring by Professionals
   - Empower students to use their creativity: Ignite their ingenuity
Resolution
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.

Submitted By
Dr. B. Kaye Walter, President
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. PJ Ricatto, Dean of Science, Math, and Technology
Dr. Judith Fitzpatrick, Professor of Biology
Dr. William J. Yakowicz, Director, Grants Administration

Justification
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 0903168 (ended August 2012). Enrollment in I-CORPS is on a rolling basis and involves intensive training in NYC in mid-January and February.

The grant requires the team (including Dr. Judith Fitzpatrick and entrepreneur Sam Desinds, a Bergen Community College student) to attend the training sessions and the entrepreneur, Sam Desinds, to set up meetings with 100 persons who would be possible users or sponsors of the test. The I-Corps team is working with Rutgers University on the project that is ultimately expected to aid in securing the SBIR. The proposed $50,000 budget will cover a stipend for Sam Desinds, attendance at the training sessions, travel and expenses related to meeting the 100 persons, and $5,000 for administrative costs, as follows:

$20,000 stipend for Sam Desinds' work over 6 months
$25,000 for Travel and Attendance at Conferences including training conferences
$5000 for BCC grants administration

No college funds are required.
Project Summary

We are applying for an I-Corps grant to get the help needed for developing a commercialization plan for Microbiometer™, the first and only 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 0903168 (ended August 2012). The Patent was allowed on the 17th of November and will be issued shortly. BCC ceded patent rights to Prolific Earth Sciences (PRESTO) in return for a percentage of the company and $5000 contribution. The further development of the test and protection of intellectual property has been funded by sweat equity and a $65,000 investment by Dr. Fitzpatrick. Since 2012, PRESTO has supported student research at BCC with supplies and time. Three student posters have been presented showing the correlation of plant health with microbial biomass and the effect of compost teas on microbial biomass.

Since the test was acquired from BCC it has been extensively modified to allow testing of the many different types of soils and incorporated into kit form that allows a digital read out of absorbance to facilitate data storage. In a double blind 2 year study with University of Pennsylvania the $10 test proved to provide the same information as a $260 test panel at Earth Fort Laboratory of Elaine Ingham. Currently the kit is in Beta testing to monitor the quality of compost at 8 locations in the U.S. and Japan and we have initiated collaborations with 2 published soil scientists at Universities in Brazil and Belgium.

PRESTO is in need of capital in order to enter the 5.6 Billion dollar global agricultural testing market which is experiencing explosive growth and which is coming to the realization that the synthetic chemical fertilizer and pesticide industry has reached the limits of its productiveness and has often poisoned both soil and groundwater. Moreover, current fertilization practices are too expensive to be sustainable in third world countries. To validate our test for agricultural soil testing we require funds to support scientific studies to validate its usefulness in agriculture. Dr. Stephanie Murphy head of the Rutgers soil lab has attested to the need for this test, especially for their organic farming population, and Rutgers expressed their desire to work with us on I-CORPS and SBIR.
Resolution
Appointment: Support Staff

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
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>John Ryan Smith</td>
<td>Public Safety Officer</td>
<td>$30,000.00</td>
<td>08/17/15 (pro-rated) (retroactive)</td>
</tr>
</tbody>
</table>

Justification
To fill a budgeted position through a successful search process and completion of probationary period.

Charge to: College Operating Funds
Account Number:
BOARD OF TRUSTEES ACTION P1B
Approval Date: December 1, 2015

Resolution
Appointment: Professional Staff

Submitted By
Ms. Sharyne Miller, Executive Director, Information Technology
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
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 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>
</tbody>
</table>

(pro-rated)

Justification
To fill a budgeted position through a successful search process.

Charge to: College Operating Funds
Account Number:
Resolution
Appointment: Program Coordinator/Faculty

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To appoint 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/ Business, Arts &amp; Social Sciences</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

Justification
To appoint a Program Coordinator under the new academic department structure.

Charge To:
Account Number:
Resolution
Appointment: Grant Counselor (STEM)

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
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 Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alan Manzueta</td>
<td>Grant Counselor/Student Affairs</td>
<td>$50,000.00</td>
<td>12/07/15</td>
</tr>
</tbody>
</table>

(pro-rated)

Justification
To fill a budgeted position through a successful search process.

Charge to: Grant Funds
Account Number:
Resolution
Approval of New Positions – Professional Staff

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve 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

Justification
To approve the newly created positions due to restructuring of positions within the institution. There is no additional headcount.

Charge To: College Operating Funds
Account Number:
Resolution
Approve: Return from Leave of Absence/Faculty

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
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>Semester Salary</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joanne Piccinini</td>
<td>Lecturer/Paramedic Science/Health Professions/Academic Affairs</td>
<td>$19,307.00 (pro-rated)</td>
<td>11/04/15 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Return from unpaid leave of absence at the same position and salary as the commencement of the leave.
Board of Trustees Action P4
Approval Date: December 1, 2015

Resolution
Approve: Return from Leave of Absence/Professional

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
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>Gisselle Pacheco</td>
<td>Financial Aid Specialist/Financial Aid/</td>
<td>$49,939.00</td>
<td>11/16/15</td>
</tr>
<tr>
<td></td>
<td>Student Affairs</td>
<td>(pro-rated)</td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>

Justification
Return from unpaid leave of absence at the same position and salary as the commencement of the leave.
BOARD OF TRUSTEES ACTION P5A  
Approval Date: December 1, 2015

Resolution  
Resignation: Executive

Submitted By  
Dr. B. Kaye Walter, President  
Mr. James R. Miller, Executive Director, Human Resources

Action Requested  
To approve 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>

Justification  
Resignation
Resolution
Resignation: Professional Staff

Submitted By
Ms. Sharyne Miller, Executive Director, Information Technology
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve 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 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Resignation
BOARD OF TRUSTEES ACTION P5C  
Approval Date: December 1, 2015

Resolution  
Resignation: Support Staff

Submitted By  
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety  
Mr. James R. Miller, Executive Director, Human Resources

Action Requested  
To approve 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>

Justification  
Resignation
Resolution
Retirement: Support Staff

Submitted By
Mr. William Corcoran, Vice President, Facilities Planning, Operations and Public Safety
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
To approve the retirement of the following individual.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Effective Date</th>
</tr>
</thead>
</table>

Justification
Disability Retirement
Resolution
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.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Mr. William Corcoran, Vice President of Facilities Planning, Operations & Public Safety
Ms. Barbara Golden, Director, Purchasing and Services
Mr. Robert P. Coane, Director, Campus Planning and Improvements

Action Requested
Authorization to issue Change Order #1 for $17,000.00 to RSC Architects – Renovation of Lecture Rooms (S-132, S-134 and S-138)

Justification
The above change order was approved by the Board of Trustees Site and Facilities Committee at their November 12, 2015 meeting. See schedule below for detailed description of the approved change order.

Change Order #1  -  $17,000.00 for revised scope of work as requested by the College to provide handicapped chair lift/ramp in lecture rooms S-132 and S-138, provide upper level area for collaborative teaching in lecture rooms S-132 and S-138, raise existing lecture room area from a sloped floor to a level floor area that aligns with the first floor in lecture room S-134, upgrade existing IT infrastructure from overhead projectors to interactive TV monitors and state of the art conferencing it infrastructure.

Change Order Classification – CCO-9

Charge To: County Capital
Account Number: 20-00-114500-604226
BOARD OF TRUSTEES ACTION SP 1
Approval Date: December 1, 2015

Resolution:
Approve new Vision, Mission and Values Statements.

Submitted By
Dr. B. Kaye Walter, President
Dr. Yun K. Kim, Vice-President of Institutional Effectiveness.

Action Requested
To adopt the new Vision, Mission and Values Statements for Bergen Community College.

Justification
Revisions were recommended by Middle States Self Study Process.
VISION

Bergen Community College will be a dynamic partner by bridging potential with opportunities for educational, professional and personal growth.

MISSION

To inspire our community to realize a better future.

VALUES

To fulfill the vision and mission of Bergen Community College, these core values will guide our daily endeavors:

- Learning
- Excellence
- Integrity
- Respect
- Creativity

Proposed by the Revision Working Group