BOARD OF TRUSTEES
PUBLIC MEETING

May 5, 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 – April 1, 2015
   B. Consent Agenda – May 5, 2015

IX. Executive Session

X. New Business/Open to the Public

XI. Adjournment
CONSENT AGENDA
Tuesday, May 5, 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 – April 1, 2015

AUDIT AND FINANCE (A/F)

1. Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP.
2. Approval of Legal Voucher – Schepisi & McLaughlin, P.A.
3. Approval of Legal Voucher – GENOVA BURNS
4. Approval of Labor Voucher – Cleary, Giacobbe, Affieri, Jacobs
5. Authorization to purchase subscription for Manage Engine help desk management software which will reduce annual costs and provide additional functionality to the College Community.
6. To amend the Board action dated October 7, 2014, for One Card ID System: with additional ID card software, and hardware for the Ciarco Learning Center and the Meadowlands, which were not included in the original award.
7. Authorization to Advertise in North Jersey Media Group Publications for summer/fall registration, open house promotion, and commencement.
8. Authorization to purchase a 3 month license extension for ServiceNow Business Addition help desk management software to provide interim coverage while transitioning to a new software.
9. Authorization to purchase Apple products including laptops, desktops, and related accessories for the lifecycle replacement of various computers used by the Public Relations Department, The Torch, faculty and computer labs and to purchase a MacPro processor for IT testing, and cables for inventory.
10. Authorization to renew 24/7/365 user support for the College’s Learning Management System with Blackboard, Inc. and to pay overage fees for support calls exceeding the contracted amount during the previous year.
11. Authorization to purchase Cisco Network Access Switches through the Education Leasing Fund Grant to replace end of life network switch hardware.
12. To replace existing end of life equipment with 2 NETAPP SAN storage shelves in order to provide high speed data access/storage for the college’s Datatel/Colleague platform migration.
13. Authorization to purchase Cisco Network Access switches and wireless access points to replace and upgrade end of life equipment currently supporting Ender Hall.
14. Exempt from bidding: Authorization to enter into a three year agreement with Ellucian for Application Management Services where Ellucian personnel will administer, maintain and take primary responsibility for the administration of BCC’s Colleague applications.
15. Authorization to award Online Catalog System to SmartCatalog.
17. Approved Agreement: BCC/Bergen County Technical Schools/Special Services.
18. Approve FY 2015 – 2016 Tuition Rate per Credit Increase.
19. Authorization to Purchase Accuplacer Computerized Exam Units from the College Board for the Office of Testing Services
20. Authorizing the College President and/or the Chief Financial Officer to award contracts below the College’s bid threshold without Board approval, and rescinding any prior resolutions delegating authority to award contracts.
EDUCATION AND STUDENT AFFAIRS (E/SA)
1. Authorization for Black Rocket Productions to provide 14 digital arts courses for children in the School of Continuing Education’s Summer Digital Arts Program.
2. Submit a Proposal to the U.S. Department of Health and Human Services for a Health Profession Occupational Grant in the amount of $15,000,000.
3. To authorize submission of a College Access Challenge Grant proposal to College Readiness Now: A Partnership between New Jersey’s Community Colleges and the Office of the NJ Secretary of Higher Education, in the anticipated amount of $52,057, and to authorize President B. Kaye Walter, or her designee, to execute required documents.
4. Authorize entering in a Shared Services Agreement with the Bergen County Sheriff’s Office/Jail in the amount of $134,201.00 for Inmate Education Programs during the period of January 1, 2015 through December 31, 2015, and authorize President B. Kaye Walter, or her designee, to execute required documents.
5. To delete the curriculum for the Certificate of Achievement in Special Imaging for Radiologic Technologists (COA.IMAG.RAD).
6. To approve the curriculum for the Associates in Applied Science Degree, Fashion Apparel Design (AAS.FD.APR).
7. To approve the curriculum for the Certificate of Achievement, Fashion Design Fundamentals (COA.FD.DESIGN).
8. To approve the curriculum for the Certificate of Achievement, Fashion Product Development (COA.FD.PROD)
9. Approval to extend the requirement of proof of immunization to all Bergen Community College students, including part-time enrollees.
10. TAACCCT Grant: Authorize the award of a contract for Local Evaluation Services to Rutgers, The State University of NJ Education and Employment Research Center and The John J. Heldrich Center for Workforce Development for local evaluation of the Bergen Community College TAACCCT grant awarded by the U.S. Department of Labor Employment and Training Commission.

PERSONNEL (P)
1. Appointment
   a. Director, Achieving the Dream/Confidential Staff
   b. Professional Staff
   c. Confidential Staff
2. Reappointment – Technical/Professional Assistants
3. Approve Leave of Absence
   a. Faculty
   b. Support Staff
4. Retirement: Executive
5. Resignation:
   a. Confidential
   b. Technical Assistant II/Faculty

SITE AND FACILITIES (S/F)
1. Award architectural services to RSC Architects for the design of a parking pad for the Paramedic Science Training Ambulance in Lyndhurst.
Resolution:
Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP

Submitted By
Mr. Victor Anaya, Chief Financial Officer

Action Requested
Approval for payment of the following legal vouchers:

02/26/15 to 03/15/15    DeCotiis, FitzPatrick & Cole, LLP. $24,305.10

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: 10-01-186100-607556
Resolution:
Approval of Legal Vouchers - Schepisi & McLaughlin, PA

Submitted By
Mr. Victor Anaya, Chief Financial Officer

Action Requested
Approval for payment of the following legal vouchers:

03/02/15 – 04/17/15  Schepisi & McLaughlin, PA  $ 1,440.00

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:  10-01-188100-607566
Resolution:
Approval of Legal Voucher – Genova Burns

Submitted By
Mr. Victor Anaya, Chief Financial Officer

Action Requested
Approval for payment of the following legal vouchers:

General Employment Benefit Matters
03/19/15 to 03/31/15 Invoice # 277094 Genova Burns $ 1,435.00

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:

03/03/15 – 03/31/15 Invoice 31070 Cleary Giacobbe Alfieri Jacobs $ 4,350.00

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: 10-01-186100-607586
Resolution:
Authorization to purchase subscription for Manage Engine help desk management software which will reduce annual costs and provide additional functionality to the College Community.

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 a 1 year subscription for Manage Engine Service Desk Plus Enterprise software from Software House International in the amount of $18,507.00, on NJ State Contract # 77560.

Justification
This software will allow IT to manage incidents and projects in one central location. It will also be used to track IT asset information. This will reduce the cost of having separate systems for managing incidents and projects. Manage Engine will provide twice as many user licenses as well as project management capabilities that the current software does not provide.

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

Software House International $18,507.00
Dell Marketing $18,509.00
Insight Public Sector $18,822.17
Zoho Corporation $19,210.50

Charge to: College Operating Funds
Account: 10-01-165100-607526
Resolution
To amend the Board action dated October 7, 2014, for One Card ID System: with additional ID card software, and hardware for the Clarco Learning Center and the Meadowlands, which were not included in the original award.

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

Action Requested
Amend Board Action A/F 10, dated October 7, 2014, to increase the amount authorized for CBORD Group by an additional $25,000.00, making the total award $195,000.00.

Justification
The additional funds are required to purchase software licenses, hardware and installation services to create student and employee IDs at the Clarco Learning Center and the Meadowlands.

Charge To: College Operating Funds
Account Number: 10-01-165100-607526, $7,046.00
10-01-165100-607511, $822.00
10-01-165100-607550, $6,627.00

Charge To: Equipment
Account Number: 20-06-810100-604217, $10,505.00
Resolution
Authorization to Advertise in North Jersey Media Group Publications for summer/fall registration, open house promotion, and commencement

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Mr. James R. Miller, Executive Director, Human Resources
Mr. Larry Hiavenka, Managing Director, Office of Public Relations
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to spend an estimated $17,828.00 from May 4, 2015 through June 30, 2015 with North Jersey Media Group, for summer/fall registration, open house promotion, and commencement advertising.

Justification
For advertisements in North Jersey Media Group's various publications. The ad schedule attached identifies the College's planned advertising.

The College's promotional advertising expense with NJMG remains complementary to a diverse placement schedule that also includes venues such as billboards, restaurants, web/mobile media and non-NJMG print media. As the county's major media source – owning a large portfolio of resources that includes a daily newspaper and most of the county's weekly newspapers – NJMG reaches a significant number of Bergen residents.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. North Jersey Media Group 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 and Business Entity Disclosure will be maintained on file at the College.

Advertising is exempt from bidding in accordance with County College Contracts Law 18A:64A-25.1 (a) (20).

Charge To: College Operating Funds
Account Number: 10-01-148100-607572
<table>
<thead>
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<th>Placement Date(s)</th>
<th>Publication</th>
<th>Cost</th>
<th>Topic</th>
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<tr>
<td>5/1/2015</td>
<td>NJMG (Online)</td>
<td>$1,000.00</td>
<td>Open House</td>
</tr>
<tr>
<td>5/3/2015</td>
<td>NJMG (Record)</td>
<td>$3,194.00</td>
<td>Open House/Fall/Summer Reg.</td>
</tr>
<tr>
<td>Week of May 4</td>
<td>NJMG (Weeklies)</td>
<td>$3,123.00</td>
<td>Open House/Fall/Summer Reg.</td>
</tr>
<tr>
<td>5/17/2015</td>
<td>NJMG (Record)</td>
<td>$3,194.00</td>
<td>Fall/Summer Reg.</td>
</tr>
<tr>
<td>Week of May 18</td>
<td>NJMG (Weeklies)</td>
<td>$3,123.00</td>
<td>Fall/Summer Reg.</td>
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<tr>
<td>5/21/2015</td>
<td>NJMG (Record)</td>
<td>$3,194.00</td>
<td>Commencement Congrats</td>
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<td>6/1/2015</td>
<td>NJMG (Online)</td>
<td>$1,000.00</td>
<td>Fall/Summer Reg.</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$17,828.00</strong></td>
<td></td>
</tr>
</tbody>
</table>
Resolution
Authorization to purchase a 3 month license extension for ServiceNow Business Addition help desk management software to provide interim coverage while transitioning to a new software.

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

Action Requested
To pay for a 3 month license extension for ServiceNow Business Addition in the amount of $4,050.00 to ServiceNow, Inc.

Justification
Extension of current license for an additional three months while we make the transition to a more affordable ticketing system which will provide for twice as many users and project management functionality.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. ServiceNow, Inc. has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A 19:44A-20.2 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the College.

This procurement is below the county college bid threshold of $34,100.00 and is not required to be bid.

Charge to: College Operating Funds
Account: 10-01-165100-607526
Resolution
Authorization to purchase Apple products including laptops, desktops, and related accessories for the lifecycle replacement of various computers used by the Public Relations Department, The Torch, faculty and computer labs and to purchase a MacPro processor for IT testing, and cables for inventory.

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 seven (7) Macbook laptop computers, eighteen (18) iMac desktop computers, one (1) MacPro Processor, AppleCare Protection, cables and adaptors, from Apple, in the amount of $48,557.00, by utilizing New Jersey State Contract #70259.

Justification
These machines are to replace existing Apple computers that have been out of warranty for several years and require lifecycle replacement.

One MacPro processor is being ordered for IT testing and cables are being ordered for inventory.

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

Charge to: IT Computers, College Operating Funds
Account: 20-01-165100-604301, $48,143.21 and 10-01-165100-607611, $413.79
Resolution
Authorization to renew 24/7/365 user support for the College’s Learning Management System with Blackboard, Inc. and to pay overage fees for support calls exceeding the contracted amount during the previous year.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Sharyne Miller, Executive Director, Information Technology
Ms. Amaan Kaur, Managing Director, Instructional Technology
Ms. Barbara Golden, Director, Purchasing and Services

Action Requested
Authorization to renew Perceptis user support services with Blackboard Inc. in the amount of $35,000.00 for the period 1/31/15-1/30/16 and to pay for an additional 387 user support calls in excess of the previous year’s contracted amount, at a cost of $3,870.00.

Justification
Perceptis services provides 24/7/365 user support for 3,500 contacts for faculty and students using Moodlerooms, the college’s Learning Management System.

Contacts in excess of 3,500 will be invoiced monthly at a cost of $10.00 per contact.

Blackboard is the parent company of Moodlerooms.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 18:44A-20.4. Blackboard, Inc. has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A 18:44A-20.25 and a Business Entity Disclosure Certification in accordance with N.J.S.A. 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the College.

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

Charge to: College Operating Funds
Account: 10-01-185100-007528
Resolution
Authorization to purchase Cisco Network Access Switches through the Education Leasing Fund Grant to replace end of life network switch hardware.

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 network access switches from ePlus Technology Inc., at a cost of $312,344.40, on NJ State contract #87720.

Justification
Elf Grant hardware: Cisco network access switches are being purchased to replace end of life Cisco switch hardware that currently supports computer connectivity to college applications and the internet. These switches represent Phase II of the Elf Grant funds allocated for access switches.

Quotations were solicited from the companies listed below.

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ePlus Technology Inc.</td>
<td>$312,344.40</td>
</tr>
<tr>
<td>Promedia Technology Services, Inc.</td>
<td>$325,872.00</td>
</tr>
<tr>
<td>NWN Technology</td>
<td>$342,987.98</td>
</tr>
</tbody>
</table>

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

Charge to: ELF, College Operating Funds
Account: 20-00115800-604300, $311,620.80 and 10-01-165100-607653, $723.60
Resolution
To replace existing end of life equipment with 2 NETAPP SAN storage shelves in order to provide high speed data access/storage for the college's Datatel/Colleague platform migration.

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 two (2) NETAPP SAN storage shelves, including maintenance coverage, cables and installation, from ePlus Technology, Inc., at a cost of $118,105.00, on State Contract # 75585.

Justification
Colleague is the central data management program that supports college operations and student records. The existing Datatel/Colleague database currently resides on a Netapp 3160 model SAN that is end of life and along with the Colleague HP-UX server, is being retired. New high-performance data storage shelves for our new Netapp 3250 SAN are required to host the new Colleague database environment and support future college operations.

Quotations were solicited from the companies listed below.

- ePlus Technology, Inc. $118,105.00
- NWN Corporation $128,828.50
- DLT Solutions $136,672.20
- ConRes $139,389.56
- Dyntek $151,091.18

Charge to: IT Equipment
Account: 20-01-165100-604217
Resolution
Authorization to purchase Cisco Network Access switches and wireless access points to replace and upgrade end of life equipment currently supporting Ender Hall.

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 network access switches from ePlus Technology Inc., at a cost of $166,990.36, on NJ State contract #87720.

Justification
Cisco network access switches and wireless access points are being purchased to replace end of life Cisco switch hardware that currently supports computer connectivity to college applications and the Internet.

Quotations were solicited from the companies listed below.

- ePlus Technology Inc. $166,990.36
- Presidio $171,590.00
- Promedia Technology Services, Inc. $185,473.00
- Office Business Systems, Inc $205,901.91
- Dyttek $211,657.50

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

Charge to: Lifecycle Replacements
Account: 20-00-115900-604300
BOARD OF TRUSTEES ACTION A/F 14
Approval Date: May 5, 2015

Resolution
Exempt from bidding: Authorization to enter into a three year agreement with Ellucian for Application Management Services where Ellucian personnel will administer, maintain and take primary responsibility for the administration of BCC's Colleague applications.

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 for Ellucian, Inc. to provide Application Management Services (AMS) providing remote application management for our Colleague environment.

Cost for year 1 (June 1, 2015 – June 30, 2015) is $16,867.00.
Cost for year 2 (July 1, 2015 – June 30, 2016) are $200,000.00.
Cost for year 3 (July 1, 2016 – June 30, 2017) is $183,333.00

Justification
By having Ellucian personnel administer, maintain and take primary responsibility for the administration of our mission-critical Colleague applications, we will be better positioned to manage costs and information technology staff more effectively in order to focus on more strategic student success initiatives.

Ellucian's AMS package includes support for 21 servers and applications including: Colleague, Web Advisor, Portal, CROA, and Student Self Service. Upgrades and patching will be completed in a streamlined approach resulting in more timely updates to our servers mitigating security risks and improving the applications available to faculty, staff and students.

Using Ellucian Colleague Administration Support will allow us to leverage their industry experienced professionals and year-round, 24x7 monitoring and support without the costs and commitment typically associated with recruiting, hiring, and training a team of Colleague Administrators.
The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Ellucian 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 and Business Entity Disclosure will be maintained on file at the College.

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

A copy of the The Ellucian proposal will be retained in the Office of the President.

Charge to: Datatel
Account: 10-01-165100-607656
Resolution
Authorization to award Online Catalog System to SmartCatalog

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

Action Requested
Authorization to award RFP R-066 Online Catalog System to SmartCatalog in the amount of $64,420 for the first year and $13,500 for year two and, $13,500 if approved, for year three.

Justification
The current college catalog is basically a series of PDFs that are posted on the college website. This version of a college catalog is extremely obsolete because it is difficult for students to search and does not allow for the flexibility that an online course catalog does. In addition to the increased ease of use that an online catalog provides, by utilizing a software system with a relational database, the process of updating the catalog would be greatly simplified resulting in more accurate information for students.

Because all three companies provide a similar product with the same level of support and functionality, SmartCatalog emerged as the preferred product because of its less expensive cost. The selection committee was also impressed with SmartCatalog’s commitment to service, as well as the ability of its system to integrate current courses listings into the catalog each year and to offer a print-ready option for students.

A total of six companies registered for RFP packages and three proposals were received. See below for proposals received.

- $64,420 for year one; $13,500 for year two
- $79,980 for year one; $13,980 for year two
- $65,828 for year one; $13,315 for year two

SmartCatalog
Leapfrog
Digital Architecture

Computer services are exempt from bidding in accordance with County College Contracts Law 13A:64A-25.5 (a) (19).
A request for Proposals for Banking Services was advertised on the College website and conforms to a "Fair and Open Process" in accordance with the N.J.S.A. 19:44 – 20.4 et seq.

Charge To: Academic Affairs, Student Affairs and Public Relations and Marketing
Account Number:
10-01-139100-607568
10-02-230000-607659
10-01-149100-607572

RFP R-066 for Online Catalog System

Add justification for selection
BOARD OF TRUSTEES ACTION A/F 16
Approval Date: May 5, 2015

Resolution
Approval of expenses for CampusWorks, Inc., for January and February of 2015.

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

Action Requested
Approval of travel expenses for January and February of 2015 in the amount of $22,610.35 for CampusWorks, Inc. personnel.

Justification
Expenses for lodging, meals, automobile rentals, mileage, parking, airfare and conference registrations 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: 10-01-155100-607779
Resolution:
Approved Agreement: BCC/Bergen County Technical Schools/Special Services

Submitted by:
Mr. Victor Anaya, Chief Financial Officer
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Sandra Sroka, Dean, BCC Hackensack

Action Required:
To approve a license agreement between Bergen Community College and Bergen County Technical Schools/Special Services for use of a classroom and common facilities at Bergen Community College/Hackensack. The classroom will be used on a daily basis consistent with the BCC/Hackensack schedule for a twelve month period. The classroom will be used for educational instruction. The College will maintain the right to use this classroom whenever Bergen County Technical Schools/Special Services is not in session.

The fee for this License Agreement is $22,544.00

Justification:
Requested lease is for one year starting on September 1, 2014. to August 31, 2015. It is an extension of their present lease.
LICENSE AGREEMENT

The Board of Trustees of the Bergen Community College, organized and existing under the laws of the State of New Jersey (hereinafter referred to as "College"), does hereby grant to the Bergen County Technical Schools/Special Services, organized and existing under the laws of the State of New Jersey (hereinafter referred to as "Licensee"), a license for the period September 1, 2014 through August 31, 2015 to use the Clarco Learning Center (hereinafter referred to as the "Facilities") for the conduct of computerized instruction of physically challenged adults, subject to the conditions as hereinafter set forth:

1. Either party may terminate the license on thirty (30) day notice in writing, with or without cause. The Licensee shall be permitted to utilize the Facilities on a daily basis from 8:30 a.m. to 3:30 p.m., consistent with the Clarco Learning Center schedule of a twelve-month period. The College will maintain the right to use this classroom whenever the Technical Schools/Special Services program is not in session.

2. The Licensee shall pay the College for the use of the Facilities the sum of $22,644.00 annually. The College will bill Special Services School Districts on a monthly basis of $1,887.00 payable on the 15th of each month commencing on September 15th, 2014.

3. The Licensee shall provide general liability, fire, extended coverage insurance and such other insurance coverage as may be necessary to protect the College from any loss or liability. The insurance policy shall be from an A+ rated insurance company authorized to do business in the State of New Jersey and said insurance policy shall include the College as an insured and loss payee. The amounts of such coverage shall be as required by the College, but shall not be less than $1,000,000.00 for bodily injury and property damage combined. A certificate evidencing such insurance coverage shall be provided by the Licensee to the College’s Vice-President of Administrative Services Office prior to the use by the Licensee of the Facilities. Said certificate must meet with the approval of said office as to amounts, extent of coverage and form. Said approval shall not be unreasonably withheld.
4. No legal title or leasehold interest in the above-described Facilities shall be
deemed or construed as being created or vested in the Licensee by anything in this Licensee
Agreement.

5. The Licensee shall use the Facilities solely for the computerized instruction of
adults with physical disabilities. The Licensee and all users of the Facilities, including all
participants of any activity sponsored in whole or part by the Licensee, shall comply with and be
bound by the policies of the Board of Trustees of Bergen Community College. Staff vehicle
parking shall be restricted to only two parking spots in those areas designated by the College. In
addition, the Licensee shall comply with and conform to all laws, rules, regulations, and codes
which govern such events as may be promulgated by local, State and Federal Governments and
their agencies.

6. The use of the Facilities by the Licensee shall be subject to the reasonable
regulations to be promulgated by the College or its duly authorized representatives from time to
time, in their sole discretion, and the Licensee agrees to abide by same and to insure that its
individual users abide by same. Such rules include but are not limited to: no fighting or
horse play and no alcoholic beverages on the Campus.

7. When the College is designated as closed, these facilities shall not be available.

8. The parties agree that the College is under no obligation to make any physical
changes to the Facilities in order to accommodate the Licensee's activities. Any said change
and/or improvement shall be made solely at the discretion of the College, and costs of said
improvement will be borne by Licensee.

9. The Licensee shall keep the Facilities clean, orderly and in sanitary condition at
all times.

10. The Licensee shall save the College harmless and indemnify the College from any
and all liability should there be any litigation instituted against the College as result of the
activities of the Licenses or his agents employees and/or invitees. The licensee shall be
responsible for all reasonable legal fees and other costs of said litigation and shall save the
College harmless there from and reimburse the College for any such expense.
11. In the event of emergency the College's routine emergency procedures for safety and health shall be enforced. The Licensee agrees to abide by such rules and procedures of the Public Safety Office to address such emergencies.

12. In the event that the Licensee submits a request to renew this contract for FY 2014-2015, it is understood that such request shall be subject to approval by the College Board of Trustees.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this ______ day of _____, 2015.

ATTEST/WITNESS:

[Signature]

BERGEN COMMUNITY COLLEGE

By: Victor Anaya

BERGEN COUNTY TECHNICAL SCHOOLS/SPECIAL SERVICES

By: John Susino
Resolution

WHEREAS the Bergen County Special Services School District offers educational services throughout Bergen County, and
WHEREAS the District provides services to adult residents of Bergen County, and
WHEREAS a lease agreement was negotiated for the period commencing September 1, 2013 to August 31, 2014 with a one year option to utilize the Ciurco Learning Center.

NOW THEREFORE BE IT RESOLVED that the Board authorize the Board President and Business Administrator to exercise the one year option and initiate a new lease agreement with Bergen Community College, subject to Board Attorney review, for the Ciurco Learning Center located at 355 Main Street Hackensack at the following rate schedule:

<table>
<thead>
<tr>
<th>Period</th>
<th>Rent Per Month</th>
<th>Rent Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>9/1/14-8/31/15</td>
<td>$1,887.00</td>
<td>$22,644.00</td>
</tr>
</tbody>
</table>

Source of Funds: 20-438-400-720-ss 20-441-400-720-ss

S/lto

I, John Suelo, Business Administrator/Board Secretary, certify this resolution was presented and approved at the Board of Education meeting on January 20, 2015.

John Suelo, Board Secretary
Bergen County Board of Special Services School District
Resolution
Approve FY 2015 - 2016 Tuition Rate per Credit Increase

Submitted By
Dr. B. Kaye Walter, President
Mr. Victor Anaya, Chief Financial Officer

Action Requested
To implement the following increase to tuition for the 2016 fiscal year.

<table>
<thead>
<tr>
<th>Category</th>
<th>Current Rate</th>
<th>Proposed Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition-In County</td>
<td>$132.50</td>
<td>$135.00</td>
</tr>
<tr>
<td>Out-of-County</td>
<td>$274.00</td>
<td>$277.00</td>
</tr>
<tr>
<td>Out-of-State</td>
<td>$285.00</td>
<td>$292.00</td>
</tr>
</tbody>
</table>

Justification
The increase is made to the tuition rate per credit as required to fund the FY2015-2016 budget.

The other fees all remain unchanged.

In-County Historical Tuition
Increase –
FY10  8.0%
FY11  6.0%
FY12  5.5%
FY13  3.0%
FY14  1.5%
FY15  1.5%
FY16  1.89%
Resolution
Authorization to Purchase Accuplacer Computerized Exam Units from The College Board for the Office of Testing Services.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Khairia Fazal, Managing Director, Learning Assistance Services
Ms. Barbara Golden, Director Purchasing and Services

Action Requested
Authorization to purchase approximately 45,535 Accuplacer computerized exam units for the Office of Testing Services, at an estimated total cost of $84,239.75, from The College Board. The cost per unit is $1.85.

Justification
The examination units will be used by the Testing Office to continue the implementation of web-based basic skills testing for incoming students and post-test assessments using The College Board's Accuplacer. The Accuplacer tests can only be purchased from The College Board.

Copyrighted materials are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (6).

The College Board is a non-profit organization and is therefore exempt from Pay-to-Play political contribution disclosure requirements pursuant to P.L. 2007, c. 304.

Charge To: College Operating Funds
Account Number: 10-03-383000-607620
BOARD OF TRUSTEES ACTION A/F 20
Approval Date: May 5, 2015

Resolution
Authorizing the College President and/or the Chief Financial Officer to award contracts below the College’s bid threshold without Board approval, and rescinding any prior resolutions delegating authority to award contracts.

Submitted By
Chairman E. Carter Corriston, Esq.

Action Requested
Delegation of authority to the College President and/or Chief Financial Officer to award and execute contracts, including, but not limited to, purchase orders, below the College's bid threshold, currently $34,100, without Board approval, except with respect to fair and open “window contracts” (in excess of $17,500 but less than the bid threshold) that require Board approval, and for the Administration to report such awards at the next regularly scheduled board meeting. This resolution shall rescind and supersede any prior resolutions delegating authority to award contracts.

Justification
Granting authority to the College President and/or Chief Financial Officer to enter into contracts under the bid threshold is authorized by N.J.S.A. 18A:64A-25-3a, which permits the Board of Trustees to delegate to any officer, committee or employee of the College the authority to make, negotiate and award such contracts. This grant of authority will increase efficiency and expedite the routine day to day business of the College. This resolution delegates the authority to award and execute contracts under the bid threshold to the College President and/or Chief Financial Officer only. No other officer or employee shall be authorized to award and/or execute contracts. All contract awards over the bid threshold shall be made by resolution of the Board of Trustees, as provided in N.J.S.A. 18A:64-25.19.
Resolution
Authorization for Black Rocket Productions to provide 14 digital arts courses for children in the School of Continuing Education's Summer Digital Arts Program

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Dr. William P. Mullaney, Vice President, Academic Affairs
Ms. Christine Gillespie, Dean, Continuing Education
Ms. Barbara Golden, Director Purchasing and Services

Action Requested
Authorization to pay Black Rocket Productions an amount not to exceed $81,600.00 for providing 14 summer digital arts courses for children on campus at BCC.

Justification
Black Rocket Productions (BRP) is the vendor that Bergen Community College's School of Continuing Education, Corporate and Public Sector Training, uses for children's digital arts programs. There will be 7 weeks of summer classes beginning June 29, 2015 and ending August 14, 2015. Some of these classes are full to capacity with students requesting that we add additional sections. Black Rocket Productions provides the instructors, equipment, and software for these courses. Black Rocket is the only company known to offer these services. The contract is to share the revenue (Black Rocket gets 64.1% and BCC gets 35.9%). The anticipated payment to BRP is not to exceed $81,600.00.

See attached spreadsheet for courses to be offered.

The college has a need to award this procurement as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4. Black Rocket Productions has submitted a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A 19:44A-20.25 and a Business Entity Disclosure Certification in accordance with N.J.S.A 19:44A-20.8, certifying that it has not made any reportable contributions to a political or candidate committee in the County of Bergen in the prior year, and that the contract will prohibit it from making any reportable contributions through the term of the contract. The Political Contribution Disclosure, the Stockholder Disclosure Certification, Business Entity Disclosure will be maintained on file at the College.

These services are exempt from bidding in accordance with County College Contracts Law 18A:84A-25.5 (a) (2). (Extraordinary unspecifiable services)

Charge To: College Operating Funds
Account Number: 10-03-391012-607550
<table>
<thead>
<tr>
<th>Dates</th>
<th>Course Name</th>
<th>Payment based on maximum enrollment of 24</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/29-7/2/15</td>
<td>Creative Design &amp; Robotics 8-11</td>
<td>$2400 (4 days)</td>
</tr>
<tr>
<td>6/29-7/2/15</td>
<td>Creative Design &amp; Robotics 11-14</td>
<td>$2400 (4 days)</td>
</tr>
<tr>
<td>6/29-7/2/15</td>
<td>Make Your First 3-D Video Game 8-11</td>
<td>$2400 (4 days)</td>
</tr>
<tr>
<td>6/29-7/2/15</td>
<td>Make Your First 3-D Video Game 11-14</td>
<td>$2400 (4 days)</td>
</tr>
<tr>
<td>7/6-7/12/15</td>
<td>Droids &amp; Bots 8-11</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/6-7/12/15</td>
<td>Droids &amp; Bots 11-14</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/6-7/12/15</td>
<td>Make Your First Video Game 8-11</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/6-7/12/15</td>
<td>Make Your First Video Game 11-14</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/13-7/17/15</td>
<td>Code Breakers 8-11</td>
<td>$3000 (5 days)</td>
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<tr>
<td>7/13-7/17/15</td>
<td>Code Breakers 11-14</td>
<td>$3000 (5 days)</td>
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<tr>
<td>7/13-7/17/15</td>
<td>Minecraft Designers 8-11</td>
<td>$3000 (5 days)</td>
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<tr>
<td>7/13-7/17/15</td>
<td>Minecraft Designers 11-14</td>
<td>$3000 (5 days)</td>
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<tr>
<td>7/20-7/24/15</td>
<td>App Attack 8-11</td>
<td>$3000 (5 days)</td>
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<tr>
<td>7/20-7/24/15</td>
<td>App Attack 11-14</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/20-7/24/15</td>
<td>Make Your First 3-D Video Game 8-11</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/20-7/24/15</td>
<td>Make Your First 3-D Video Game 11-14</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/27-7/31/15</td>
<td>App Adventures 8-11</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/27-7/31/15</td>
<td>App Adventures 11-14</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>7/27-7/31/15</td>
<td>Lego Youniverse: Make Your Own Adventure 8-11</td>
<td>$3000 (5 days)</td>
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<tr>
<td>7/27-7/31/15</td>
<td>Digital Story Tellers 8-11</td>
<td>$3000 (5 days)</td>
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<tr>
<td>8/3-8/7/15</td>
<td>App Attack 8-11</td>
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<tr>
<td>8/3-8/7/15</td>
<td>App Attack 11-14</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>8/3-8/7/15</td>
<td>Minecraft Modders 8-11</td>
<td>$3000 (5 days)</td>
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<td>8/3-8/7/15</td>
<td>Minecraft Modders 11-14</td>
<td>$3000 (5 days)</td>
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<tr>
<td>8/10-8/14/15</td>
<td>Minecraft Designers 8-11</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>8/10-8/14/15</td>
<td>Minecraft Designers 11-14</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>8/10-8/14/15</td>
<td>Lego Films and Stop Action 8-11</td>
<td>$3000 (5 days)</td>
</tr>
<tr>
<td>8/10-8/14/15</td>
<td>Lego Films and Stop Action 11-14</td>
<td>$3000 (5 days)</td>
</tr>
</tbody>
</table>

Total: $81,600
Resolution
Submit a Proposal to the U.S. Department of Health and Human Services for a Health Profession
Occupational Grant in the amount of $15,000,000.

Submitted By
Dr. William Mullaney, Vice President for Academics
Dr. Yun K. Kim, Vice President for Institutional Effectiveness
Dr. Susan Barnard, Dean, Division of Health Professions
Dr. Christine Gillespie, Dean of Continuing Education
Dr. William J. Yakowicz, Director, Grants Administration

Action Requested
To authorize submission of a proposal to the U.S. Department of Health and Human Services
Administration for Children and Families for a grant of $15,000,000 to implement a Health Professions
Consortium of thirteen community colleges, and to authorize President B. K. Walter, or her designee,
to execute required documents.

Justification
Bergen Community College will serve as lead agency and fiscal agent for thirteen New Jersey
Community Colleges, regional health care industry employers, county Workforce Investment
Boards/One-Stop Career Centers, and state coordinating entities. Region-wide consortium efforts will
further develop and expand capacity for health professions training and certification enabling TANF
and other low-income individuals to secure employment and career advancement in health
professions pathways.

No matching funds are required. However, consortium partner contributions include facility usage,
administrative oversight, and incremental integration of instructional costs and benefits over the five-
year project period.

The project abstract is attached. Budget summary is forthcoming.
Project Abstract
North New Jersey Health Professions Pathways

The New Jersey Health Professions Pathway (NJ Health) is a region-wide capacity building demonstration initiative designed to strengthen and expand health care industry occupational training in thirteen of the state’s nineteen community colleges. Building upon the current program, the proposed initiative is designed to enhance and refine collaborative programming in workforce readiness and integrated basic skills preparation, workforce supportive services, and occupational skill development leading to certification and employment for TANF and other low income participants. Consortium partners include:

(1) Thirteen public higher education institutions: Bergen Community College, Brookdale Community College, County College of Morris, Essex County College, Hudson County Community College, Mercer County Community College, Middlesex Community College, Ocean County Community College, Passaic County Community College, Raritan Valley Community College, Sussex County Community College, Union County College, Warren County Community College.

(2) More than twenty regional health care industry employers, including: Care One of New Jersey, Bayada Nurses, Inc., CVS Pharmacies, Visiting Nurse Association of Central New Jersey, Caring People, Inc.

(3) Eleven county Workforce Investment Boards with their corresponding One-Stop Career Centers and key county-based social services, especially Departments of Social Services, Welfare agencies, and community based organizations; and

(4) New Jersey State-level Coordinating Entities:
- New Jersey Department of Human Services, Division of Family Development
- U.S. Department of Labor – Office of Apprenticeship
- New Jersey State Employment and Training Commission, Health Care Workforce Council

Over a five year grant period, the project will serve approximately 3,125 participants at an estimated cost of $15,000,000 ($4,800 each) by attaining four interrelated goals:

- To provide TANF and other low-income participants with the essential (including literacy, high school equivalence, and work readiness) skills, competencies, and credentials needed to secure and retain jobs in high demand occupational areas within New Jersey’s healthcare sector.
- To assist TANF and other low-income participants in advancing along a career Pathway towards high-skill, high-wage opportunities in areas of high demand within New Jersey’s healthcare sector.
- To engage Health Care Sector employer partners who are committed to collaborating with consortium members to identify occupational knowledge/skill/ability needs and address critical workforce shortages by actively supporting the initiative and hiring HPOG participants.
To formalize the relationships among the partner agencies by creating/refining a state-wide consortium focused on preparing TANF and other low-income participants for entry and advancement in the region's healthcare sector.
Resolution
To authorize submission of a College Access Challenge Grant proposal to College Readiness
Now: A Partnership between New Jersey’s Community Colleges and the Office of the NJ
Secretary of Higher Education, in the anticipated amount of $52,057, 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. Naydeen González-De Jesús, Vice President of Student Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. Ursula Parrish Daniels, Executive Assistant to the President
Dr. William J. Yakowicz, Director, Grants Administration

JUSTIFICATION
The primary purpose of the proposed project is to strengthen 12th grade high school student
English/Language Arts and mathematics skills to help them gain college-ready status for the fall
semester. The project will be similar to the successful 2014 initiative. It will be a collaboration
between Bergen Community College and the following school districts: Bogota, Bergenfield,
Englewood, Englewood Cliffs, Teaneck and Hackensack. The initiative offers summer programming from
July 7 through August 18, 2015 to 60 to 80 high school seniors. Areas of academic weakness
will be diagnosed, and customized Accuplacer Prep bridge courses will be designed and
delivered to improve learning outcomes. In addition, students will enroll in Success 101 to learn
essential study skills necessary to succeed in college – reading, note-taking, studying,
memorizing, test taking, and writing. Students will also learn about and/or experience the array
of vital Student Services the College offers, including: faculty advising, career counseling,
student life activities, tutoring services, admissions, financial aid, registration, the library,
technology on campus, student employment opportunities, and more. Finally, students will
engage in life enriching field trips, service days, and campus-wide service projects.

Matching Funds equal to 50% of the amount of the grant, or an estimated $26,029, are
expected to be required as in the previous year.

The proposed project design and budget are in development and will be forthcoming.
BOARD OF TRUSTEES ACTION E/SA 4  
Approval Date: May 5, 2015

Resolution:
Authorize entering into a Shared Services Agreement with the Bergen County Sheriff's Office/Jail in the amount of $134,201.00 for Inmate Education Programs during the period of January 1, 2015 through December 31, 2015, and 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
Sandra Sroka, Dean, Bergen Community College Hackensack
Dr. William J. Yakowicz, Grants Administration

Justification:
This Shared Services Agreement continues a long-standing contract Bergen Community College, Ciarco Hackensack has with the Bergen County Sheriff's Office/Jail to offer Inmate Education Programs in ABE, GED, ESL, and computer training.

No college funds are required.

The Shared Services Agreement follows.

Chart to: Grant Administration
Account Number: 50-03-585100
Shared Services Agreement Between
The Office of the Bergen County Sheriff
And
Bergen Community College- Ciarco Learning Center

I. Objectives

This agreement is designed to achieve the following objectives:

1. Outline responsibilities and procedures for the Office of the Bergen County Sheriff (BCSO) and Bergen Community College - Ciarco Learning Center (BCC-CLC), related to the provision of academic services for inmates housed within the county jail.
2. Serve as a basis for collaboration between BCSO and BCC-CLC.
3. Set forth the terms and conditions of the level and types of service to be provided by the BCC-CLC.

II. Organizational Descriptions

The Office of the Bergen County Sheriff

BCSO is the law enforcement agency responsible for the care and custody of individuals incarcerated at the Bergen County Jail. To fulfill that responsibility, BCSO ensures that appropriate medical and mental health treatment is provided to inmates while maintaining the security and safety of those inmates, providers and the general public. To provide this care, BCSO employs a full-time physician, psychiatrist, mental health specialists and licensed nursing staff on a 24/7 basis. The BCSO is capable of providing primary medical and behavioral health care.
Bergen Community College-Ciareo Learning Center

The Phillip Ciareo Learning Center was founded by Bergen Community College in 1970 to provide educational and counseling services for adults who have not completed a formal high school education and for adults who are interested in English as a Second Language. Since then, thousands of adults have enrolled at the Center and many have gone on to college and other post secondary training. Today, tuition based programs, grant-funded programs for special populations, and a variety of general education credit courses are offered at the Center, in various, flexible formats.

The Center was originally housed at 295 Main Street in Hackensack. More than a decade ago, the Bergen County Board of Chosen Freeholders recognized Bergen Community College's vital role in providing for the growing educational needs of the County, and provided funding to renovate a county-owned building (355 Main Street), which would accommodate the increasing numbers of adult learners attending classes at the Learning Center.

The mission of the Bergen Community College Ciareo Learning Center is essentially to:

- Provide a point of re-entry for adults who have not achieved academic success and who have not been able to participate fully in the regular programs of the College, but who wish to do so.
- Provide a non traditional and flexible learning environment, which allows adults to learn about the alternatives available to them and to prepare them to use such services.
- Enable otherwise disenfranchised adults to make use of a world of social programs aimed at satisfactory social integration.
- Assist in meeting the changing needs of the community.

Presently the Center also serves as a place of supported transition, for students wishing to bridge themselves from non-credit programs to credit courses, degree and certificate programs.

III. Basis for referral of inmates to BCC CLC

- The BCSO shall afford all qualified inmates the opportunity to receive academic services during their stay at the jail.
- Inmates may either self refer or be referred by any staff member at the jail.
- Participation shall be voluntary.

IV. BCSO Agrees as follows:

- To provide adequate space for the provision of academic services.
- To provide reasonable access to inmates for the purposes of the provision of academic services.
- To designate the Director of Behavioral Services or his designee as the contact person at the jail.
- To perform all background checks for BCC-CLC staff assigned to provide academic services at the jail.
- To provide an orientation for all BCC-CLC staff assigned to provide academic services at the jail.
- To post a schedule of academic services offered at the jail.
- To honor all reasonable requests for information related to the provision of academic services offered at the jail.

V. BCC-CLC Agrees as follows:

Bergen Community College - Phillip Ciarro Learning Center (BCC) shall provide academic services to all eligible inmates housed within the Bergen County Jail who wish to participate.

- To provide one full time (35 hr) onsite instructor and one 19 hr (per week) per diem instructor at the BCJ.
- To provide instructors who are certified by the State of NJ.
- To have staff onsite in accordance with the BCC school session.
- To provide a substitute instructor in order to cover sick and vacation days taken by assigned staff as indicated above.
- To uphold the highest personal conduct and avoid any social, financial, personal or political situations that may discredit their services or the BCSO.
- To plan and develop all appropriate academic services specific to the needs of the Bergen County Jail population.
- To meet with all enrolled inmates and develop inmate specific academic plans.
- To respond to requests of inmates in a reasonably prompt fashion.
- To offer, at a minimum, ABE, HSE, ESL, and Computer training.
- To administer a TABE test where appropriate.
- To maintain records to include: enrollment, attendance, results of all testing, academic discharge plans, issued certificates, and any other relevant data.
- To forward detailed monthly reporting of all academic activities and respond to all reasonable requests for data;
- With the exception of "Distance Learning" all services will be offered in the two established jail classrooms located the South Corridor and N3 Corridor.
- To abide by all rules and regulations as set forth by the BCSO.
- To submit to background checks as set forth by the BCSO.
- To have supervisors conduct a quarterly site review of academic services offered at the jail and provide results of such visits to the Director of Behavioral Health Services.
- To have supervisors regularly review the academic services offered at the jail and make recommendations for improvements with particular emphasis on remaining current with curriculum and technology.
VI. Compensation

The total cost associated with this service is $134,201.00. Program compensation will be made pursuant to the budget attached on the following page.

VII. Modification or Termination of this Agreement

This agreement shall be reviewed on an annual basis and shall remain in effect until either party requests modification or termination of the agreement by giving the other party thirty (30) days advanced written notification.

VIII. Liability

BCC agrees to indemnify and hold harmless, the Bergen County Sheriff’s Office and the Bergen County Jail, their employees, agents and/or servants for any and all claims stemming from the action or inaction of BCC, its employees, agents and/or servants. The Bergen County Sheriff’s Office and the Bergen County Jail agree to indemnify and hold harmless BCC, its employees, agents and/or servants from any and all claims stemming from the action or inaction of the Bergen County Sheriff’s Office and the Bergen County Jail, its employees, agents and/or servants.

IX. Parameters of Agreement

This contract shall be in effect from January 1, 2015 to December 31, 2015. The terms of this agreement shall remain in full force until terminated or modified as provided hereinbefore or until such time as a successor agreement is signed and agreed upon.

Signature: 
Sheriff Michael Saudino
Office of the Bergen County Sheriff

[Signature]

Dr. B. Kaye Walter, President
Bergen Community College

Date: 2/14/15

Calendar Year 2015 Inter Local Agreement
Page 4 of 5
### Inmate Ed CY '15 Budget Worksheet

<table>
<thead>
<tr>
<th></th>
<th>MP (Full-Time)</th>
<th>P (Part-Time)</th>
<th>Sub Ctg - MP</th>
<th>Sub Ctg - LC</th>
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<td>$599</td>
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<td>Salaries + Fringe Benefits</td>
<td>$95,213</td>
<td>$28,769</td>
<td>$7,949</td>
<td>$2,271</td>
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<tr>
<td>Grand Total</td>
<td></td>
<td></td>
<td></td>
<td>$134,201</td>
</tr>
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</table>

**F/T Fringe @ 30% of salary**

**P/T Fringe @ 6.15% of salary**

Increment on Annual full-time salary = 2%

LC = 19hrs/wk for 50 wks

Sub rate FY 14 = 28/hr

Sub rate FY 15 = 28/hr

MC sub coverage = 35 days @ 7.5 hrs ea

LC sub coverage = 15 days @ 5 hrs ea

### Recap

- Total Salaries: $109,291
- Total Fringe Benefits: $24,910
- Total Salaries & Wages: $134,201
Resolution
To delete the curriculum for the Certificate of Achievement in Special Imaging for Radiologic Technologists (COA.IMAG.RAD)

Submitted By:
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Susan Barnard, Dean, Health Professions

Action Requested
The college would like to delete the curriculum for the Certificate of Achievement in Special Imaging for Radiologic Technologists.

Justification
Per the New Jersey Presidents Council’s Academic Issues Committee Manual, Board approval is required whenever the college deletes a program. Upon review, Health Professions faculty have determined that this certificate program does not provide students with the specific skills required by employers. The American Registry of Radiologic Technologists has changed requirements for competency in this specialty which increases clinical hour requirements beyond the scope of this certificate. Due to decline in enrollment and lack of available clinical sites, and the realization that the certificate does not prepare a student for a current career, deletion of this certificate is requested.
BOARD OF TRUSTEES ACTION E/SA 6
Approval Date: May 5, 2015

Resolution
To approve the curriculum for the Associates in Applied Science Degree, Fashion Apparel Design (AAS.FD.APR)

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Carmen Martinez-Lopez, Dean, Business, Arts and Social Sciences
Prof. Amparo Coddling, Dean, Arts and Humanities

Action Requested
The college would like to approve the curriculum for the Associates in Applied Science Degree, Fashion Apparel Design.

Justification
Per the New Jersey President's Council's Academic Issues Committee Manual, Board approval is required anytime that the college introduces a new academic program. The Associates Degree in Applied Science, Fashion Apparel Design, represents one of three fashion design options that will be available to BCC students. Two fashion design certificates (included in this packet) were created as career pathways into the Associates in Applied Science Degree.

The purpose of this program is to provide students interested in a career in fashion with a degree that will prepare them for employment as designers and stylists. Additionally, this degree was created to prepare students who wish to further their academic studies the ability to do so.

Supporting documentation will be attached
Resolution
To approve the curriculum for the Certificate of Achievement, Fashion Design Fundamentals (COA.FD.DESIGN)

Submitted By
Dr. William Mulaney, Vice President, Academic Affairs
Dr. Carmen Martinez-Lopez, Dean, Business, Arts and Social Sciences
Prof. Amparo Coddin, Dean, Arts and Humanities

Action Requested
The college would like to approve the curriculum for the Certificate of Achievement, Fashion Design Fundamentals.

Justification
Per the New Jersey President's Council's Academic Issues Committee Manual, Board approval is required anytime that the college introduces a new program. This certificate was created as a career pathway into the Associates in Applied Science Degree in Fashion Apparel Design.

The 15 credit Certificate of Achievement in Fashion Design Fundamentals was designed to provide students with a fashion apparel design foundation, focusing on the basic skills needed for employment in the fields of garment sewing, patternmaking and draping. Students who successfully complete this certificate and wish to continue their education will be prepared to enter the associate level program in Fashion Apparel Design with 15 credits.
BOARD OF TRUSTEES ACTION E/SA 8
Approval Date: May 5, 2015

Resolution
To approve the curriculum for the Certificate of Achievement, Fashion Product Development (COA.FD.PROD)

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Carmen Martinez-Lopez, Dean, Business, Arts and Social Sciences
Prof. Amparo Coddin, Dean, Arts and Humanities

Action Requested
The college would like to approve the curriculum for the Certificate of Achievement, Fashion Product Development.

Justification
Per the New Jersey President’s Council’s Academic Issues Committee Manual, Board approval is required anytime that the college introduces a new program. This certificate was created as a career pathway into the Associates in Applied Science Degree in Fashion Apparel Design.

The 15 credit Certificate of Achievement in Fashion Product Development was designed for students with a limited background in fashion design or sewing who would like to expand their understanding of fashion product development so as to be prepared for employment in this field. Students who successfully complete this certificate and wish to continue their education will be prepared to enter the associate level program in Fashion Apparel Design with 15 credits.
Resolution:
Approval to extend the requirement of proof of Immunization to all Bergen Community College students, including part-time enrollees.

Submitted By
Dr. Naydeen Gonzalez – DeJesus, Vice President of Student Affairs
Mrs. Jennifer Reyes, Dean of Student Support
Mrs. Barbara Buff, College Nurse
Mrs. Dania Huie-Pasigan, College Nurse

Action Requested
Approval of every student who is enrolled for the first time at BCC, full-time or part-time, to submit a valid MMR record, based on N.J.S.A 18A:81D-1. Two injections of Measles, Mumps and Rubella (MMR) to be given 30 days apart, the first given on or after the first birthday. If student cannot locate proof of immunizations, he/she can have blood work done by the primary medical provider to prove immunity. Student must submit a copy of the laboratory data to Bergen Community College's Health Services Office in accordance to NJ state law (N.J.A.C. 8:57:6.1-6.13)

Student will be allowed to register for one semester as per New Jersey Higher Education Immunizations requirements but will not be permitted to register for any additional semesters, see grades, get transcripts, and receive financial aid until student have successfully met all of the above immunization requirements.

*If a student has a medical contraindication to the vaccine, he/she must provide a written statement from a licensed physician, as per N.J.A.C. 8:57 - 4.3. The statement must include the reason and specific period of time the vaccine is contraindicated.

*If a student requests a religious exemption to immunizations, N.J.S.A. 26:1A - 9.1, a letter must be submitted from the student stating specific religious doctrine that prohibits immunizations.

*A student with a medical or religious exemption may be temporarily excluded from classes and from participation in institution-sponsored activities during a vaccine-preventable outbreak or threatened outbreak, N.J.S.A.26:4-6. This decision shall be made by the institution consultation with the NJ State Commissioner of Health or his/her designee. This exclusion shall continue until the outbreak is over. Furthermore, the College is not responsible if the student contracts measles, mumps and rubella.
Justification:

Current NJ state statute N.J.S.A 18A:61D-1 requires all full-time students who are enrolled in 12 or more credits at any given time during a term, to provide proof of MMR vaccination. However, historical data shows that enrollment has shifted from full-time students to part-time students being the majority.

As a matter of public safety and the overall health of the college community, in order to respond to the increase of disease outbreaks throughout college campuses across the nation, the approval and implementation of this resolution will help mitigate the propagation of communicable diseases at Bergen Community College. Based on legal guidance, the college can require vaccinations in addition to those required by New Jersey state statute.
Resolution
TAACCCT Grant: Authorize the award of a contract for Local Evaluation Services to Rutgers, The State University of NJ Education and Employment Research Center and The John J. Heldrich Center for Workforce Development for local evaluation of the Bergen Community College TAACCCT grant awarded by the U.S. Department of Labor Employment and Training Commission.

Submitted By:
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. Susan Barnard, Dean, Division of Health Professions
Ms. Barbara Golden, Director, Purchasing and Services
Dr. William J. Yakowicz, Director, Grants Administration

Action Requested
Authorization to award an agreement to The John J. Heldrich Center for Workforce Development for local evaluation of the Bergen Community College TAACCCT grant with a performance period for this grant from approximately June 1, 2015 through September 30, 2018, and an award amount of no more than $489,012, in accordance with RFP #R069.

Justification
The US Department of Labor ETA requires an evaluation consultant to be engaged for the entire four-year grant project. RFP#R069 was distributed to 10 organizations, responses were received from 3, Rutgers Heldrich Center for Workforce Development, Hazel Associates, LLC, and Mathematica. The proposals received were evaluated and it was determined that the proposal from Rutgers Heldrich Center, provides a mix of credentials, skills and experience that best meets the requirements of the Grant. The attached evaluation provides an explanation for the recommendation of Heldrich Center.

RFP#R069 was advertised on the College website and conforms to a fair and open process.

A total of 20 companies registered for the RFP and 3 proposals were received. Professional consulting services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (a) (15).

Charge To: TAACCCT Grant Account Number: 50-03-587500
TAACCCCT Leadership determined that these proposals should be evaluated by a group representing the entire Consortium, therefore volunteers were solicited to participate in the evaluation of the proposals received in response to this RFP. The Review Team consisted of Susan Barnard, D.HSC.; William Yakowicz, Ed.D., Director of Grants, and Justin Doheny, NJHPC Project Director. Representing Brookdale Community College was Laura Qalssanaee, Director of Grants, and representing Sussex County Community College was Edwina Carlati, Director of Health Sciences. The proposals had been delivered to the group the prior week and the group met this day in Room B-304.

This review consists of two parts, the first is a narrative resulting from the Review Team’s examination of the proposals and the second is a matrix which evaluates the proposals against the criteria listed in the original RFP.

**Rutgers -- Center for Workforce Development** - The Review Team unanimously recommends that Rutgers be selected to perform this work as proposed.

- Rutgers has submitted a proposal which fully compiles with all aspects of the RFP.
- The team assigned to this project by Rutgers consists of seasoned researchers with strong academic backgrounds and significant years of experience conducting evaluations. They are recognized for their work in both educational environments as well as workforce issues. The project as proposed by Rutgers will deliver the required minimum statistical review, along with the benefit of insight and program development advice from this nationally-acclaimed group of experts.
- The Rutgers team has deep and close working relationships with the NJ Department of Labor, which will be a critical asset in successfully completing the TAACCCCT project.
- The geographic proximity of the Rutgers team to our member Colleges is a considerable advantage, permitting direct observation and evaluation that would otherwise be unavailable.
- The bulk of the contracted work will be performed by senior members of the Rutgers team, as opposed to other bidders where much of the work is to be performed by less experienced staff.
- Rutgers has proposed over 6,600 hours be spent on this project over its four-year life, nearly 30% more than the next qualified bidder.
- The Rutgers team has proposed extensive support in both USDOL reporting as well as development of the Employment Scorecard, one of the required deliverables of the grant, this may reduce our future expense for this item.
- The Rutgers team is experienced with the NJDOL Employment Scorecard which will be a considerable asset to the Project during its later stages.
- Awarding this contract to Rutgers will keep these Federal dollars in New Jersey, the next qualified bidder is located in Syracuse, New York.
Hazel Associates, LLC – The Review Team felt this proposal was not as strong as that submitted by Rutgers.

- Hazel proposes that this work be done in 4,500 hours, both of the other competing bidders proposed over 6,000 hours.
- While the Hazel Team will be led by an experienced educational evaluator, too much of the work is being delegated to other less experienced, more junior staff. Thus they are proposing a project to be done with the fewest hours and the least qualified staff of the three bidders.
- Hazel’s location in Syracuse means that availability of staff will be much more limited than that proposed by other bidders, they will not be routinely available for staff consultation and participation in work sessions.
- Hazel has not done any work with the NJDOE, which means that our project would bear the cost of a considerable learning curve as they develop the contacts and relationships that will be necessary to effectuate this project.
- The project team as proposed by Hazel while competent to perform the statistical calculations and review that this project requires, does not have the breadth of experience that would enable them to contribute in a significant way to the development and evolution of this project.

MATHEMATICA – An internationally recognized policy firm that has had experience with TAACCCT evaluations, but is considerably more expensive than other bidders.

- The proposal seems inordinately focused upon information technology issues, which while important are not mainstream issues for this project.
- MATHEMATICA proposes to visit the Colleges only once in four years, other bidders plan annual or more frequent contacts.
BOARD OF TRUSTEES ACTION P1A
Approval Date: May 5, 2015

Resolution
Appointment: Director, Achieving the Dream/Confidential Staff

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 Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jamie Smigelski</td>
<td>Director, Achieving the Dream/</td>
<td>$75,000.00</td>
<td>05/01/15 – 06/30/16</td>
</tr>
<tr>
<td></td>
<td>Student Affairs</td>
<td>(pro-rated)</td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>

Justification
To fill a budgeted "at will" position.

Charge to: College Operating Funds
Account Number:
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 individuals to the positions and annual salaries indicated.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Division</th>
<th>Salary</th>
<th>Effective Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Damian Brito</td>
<td>Technical Support Specialist I / Information Technology</td>
<td>$35,000.00 (pro-rated)</td>
<td>05/06/15 – 06/30/16</td>
</tr>
<tr>
<td>Deborah Michels</td>
<td>Technical Support Specialist II/APPLE / Information Technology</td>
<td>$58,000.00 (pro-rated)</td>
<td>06/01/15 – 06/30/16</td>
</tr>
</tbody>
</table>

Justification
To fill budgeted positions through a successful search process.

Charge to: College Operating Funds
Account Number:
Resolution
Appointment: Dean of Student Life and Conduct/Confidential Staff

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 Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rachel Lerner Colucci</td>
<td>Dean of Student Life and Conduct /</td>
<td>$95,000.00</td>
<td>06/01/15 – 06/30/16</td>
</tr>
<tr>
<td></td>
<td>Student Affairs</td>
<td>(pro-rated)</td>
<td></td>
</tr>
</tbody>
</table>

Justification
To fill a budgeted "at will" position through a successful search process.

Charge to: College Operating Funds
Account Number:
Resolution
Reappointment – Technical/Professional Assistants

Submitted By
Dr. William Mulaney, Vice President of Academic Affairs
Dr. Naydeen Gonzalez-DeJesus, Vice President of Student Affairs
Ms. Sharyne Miller, Executive Director, Information Technology
Mr. James R. Miller, Executive Director, Human Resources

Action Requested
That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2015 through June 30, 2016 (One-year contract):

| Name               | Title                   | Discipline/Division                                               |
|--------------------|                        |                                                                   |
| Mark Balzarette    | Professional Assistant  | Manufacturing Technology/Science, Math and Technology             |
| Cliff Cargill      | Technical Assistant I   | Physical Sciences/Science, Math and Technology                    |
| Patrice Devincenitis | Technical Assistant II | Performing Arts/Business, Arts and Social Sciences                |
| Julie Field        | Technical Assistant I   | Enrollment Specialist/Admissions and International Programs/Student Affairs |
| John Findura       | Professional Assistant  | Writing Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs |
| Patricia Giannini  | Technical Assistant I   | Enrollment Specialist/Admissions and International Programs/Student Affairs |
| Joshua Gordon      | Technical Assistant I   | Media Technology/Information Technology                            |
| Candice Kaup Scioscia | Technical Assistant II | Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs |
| Mary Ann Kho       | Technical Assistant I   | Media Technology/Information Technology                            |
| Juan Leon          | Technical Assistant II  | Visual Arts/Art and Humanities                                   |
| Mike Martinez      | Professional Assistant  | Student Affairs                                                  |
| Todd Garrett Planten | Technical Assistant II | Biology & Horticulture/Science, Math and Technology               |
| Madhvi Shah        | Technical Assistant I   | Mathematics Tutorial Supervisor/Cerullo Learning Assistance Center/Academic Affairs |
| Yolanda Sheppard    | Professional Assistant  | Library/Academic Affairs                                          |
| Mary Singletary    | Professional Assistant  | Nursing/Health Professions                                       |
| Richard Tran       | Technical Assistant II  | Biology & Horticulture / Science, Math and Technology              |
| Elsa Valcarcel     | Professional Assistant  | Student Affairs                                                   |
| Sherry Wilson      | Technical Assistant II  | Hotel Restaurant Management/Business, Arts and Social Sciences    |
That the following individuals be reappointed to the positions indicated for the academic year, commencing July 1, 2015 through June 30, 2017 (Two-year contract):

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Discipline/Division</th>
</tr>
</thead>
<tbody>
<tr>
<td>Samantha Ekizian</td>
<td>Professional Assistant</td>
<td>Student Affairs</td>
</tr>
<tr>
<td>Shawn Kane</td>
<td>Professional Assistant</td>
<td>Media Technology/Information Technology</td>
</tr>
<tr>
<td>Elaine Korinko</td>
<td>Professional Assistant</td>
<td>Academic Affairs</td>
</tr>
<tr>
<td>Catherine Malone</td>
<td>Professional Assistant</td>
<td>Student Affairs</td>
</tr>
<tr>
<td>Dianna O'Connor</td>
<td>Professional Assistant</td>
<td>Student Affairs</td>
</tr>
<tr>
<td>Marilyn Pongracz</td>
<td>Professional Assistant</td>
<td>Academic Affairs</td>
</tr>
<tr>
<td>Stuart Rosengarten</td>
<td>Professional Assistant</td>
<td>Media Technology/Information Technology</td>
</tr>
<tr>
<td>Patrick Simms</td>
<td>Professional Assistant</td>
<td>CITL/Academic Affairs</td>
</tr>
</tbody>
</table>

**Justification**
In accordance with Article XIII of the BCCFA contract.

**Charge To:**
Account Number:
Resolution
Approve: 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 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>Kate Hossain</td>
<td>Instructor/Library Services/Academic Affairs</td>
<td>05/04/15 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Medical Leave
Resolution
Approve: Leave of Absence /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 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>Esther Mejias</td>
<td>Public Safety Officer/Public Safety</td>
<td>04/16/15 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Medical Leave
Resolution
Retirement: Executive

Submitted By
Dr. B. Kaye Walter, President
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>
<tbody>
<tr>
<td>Lorelei Francis</td>
<td>Executive Director, BCC Foundation</td>
<td>07/01/15</td>
</tr>
</tbody>
</table>

Justification
Retirement
BOARD OF TRUSTEES ACTION P5A
Approval Date: May 5, 2015

Resolution
Resignation: Confidential

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
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>Amy Beth</td>
<td>Dean of Library Services/Academic Affairs</td>
<td>05/06/15</td>
</tr>
</tbody>
</table>

Justification
Resignation
Resolution
Resignation: Technical Assistant II/Faculty

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
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>Jeremy Chin</td>
<td>Technical Assistant II/Admissions &amp; International Programs/Student Affairs</td>
<td>04/24/15 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Resignation
Resolution
To award architectural services to RSC Architects for the design of a parking pad for the Paramedic Science Training Ambulance in Lyndhurst.

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

Action Requested
Authorization for RSC Architects to prepare design plans and specifications for a parking pad and related site improvements, electrical and data, at a cost not to exceed $13,700.00.

Justification
The plans and specifications will be used for public bidding of the parking pad project. The pad will be located in close proximity to the exterior entrance of the Paramedic Training Facility Emergency Room Lab in Lyndhurst.

Quotations were obtained from the companies listed below.

<table>
<thead>
<tr>
<th>Company</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>RSC Architects</td>
<td>$13,700.00</td>
</tr>
<tr>
<td>Arcari &amp; Lovino Architects</td>
<td>$17,000.00</td>
</tr>
<tr>
<td>H2M Architects and Engineers</td>
<td>$27,850.00</td>
</tr>
<tr>
<td>SNS Architects &amp; Engineers</td>
<td>$86,480.00</td>
</tr>
</tbody>
</table>

Professional services are exempt from bidding in accordance with County College Contracts Law 18A:64A-25.5 (1). The Request for Qualifications for Architecture Services was advertised, in accordance with the New Jersey P.L. 2004, Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process".

Charge To: College Funds
Account Number: 20-01-160100-604226