BOARD OF TRUSTEES
PUBLIC MEETING

Monday, November 2, 2015 – 5:00 p.m.

Paramus Campus – TEC – 128 BC

I. Call to Order

II. Open Public Meetings Act Statement

III. Roll Call

IV. Pledge of Allegiance

V. Reorganization

Public – (comments on Actions R1 through R5 only)

Action
1. Designation of Depositories – Authorized Signatures
2. Board Meeting Dates and Official Publications
3. Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College
4. Exempt from Bidding: Appointment General Counsel
5. Reaffirm Policies of the Board of Trustees

VI. Action on Reorganization Resolutions R1 through R5

VII. 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
Page Two

VIII. Unfinished Business

IX. New Business/Open to the Public

X. Actions
   A. Approval of Minutes – October 6, 2015
   B. Consent Agenda – Monday, November 2, 2015

XI. Executive Session

XII. New Business/Open to the Public

XIII. Adjournment
CONSENT AGENDA
Monday, November 2, 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 – October 6, 2015

AUDIT AND FINANCE (A/F)
1. Approval of Legal Voucher – DeCotiis, FitzPatrick & Cole, LLP.
2. Approval of Labor Voucher – Cleary, Giacobbe, Affieri, Jacobs (Negotiations)
3. To expand the definition of Technology Fee by adding the following line. This fee does not pay for consumables paying for printing services. This is to provide clarification with regards to the Pay-to-Print policy.
4. To Institute a Pay-to-Print System at Computers in Public Areas
5. To authorize Honeywell Building Solutions to upgrade and connect the existing outdated, standalone, Andover BAS boiler plant control, system to the existing Honeywell building automation system at the Meadowlands. The upgrade will allow facility personnel to control the operation of the boiler plant. The Honeywell system is a proprietary system.
6. To authorize Simplex Grinnell to replace outdated components of the original 40-year old fire alarm system at the Meadowlands and integrate them into the existing Simplex fire alarm system. This work was requested by the Fire Marshall. The Simplex fire alarm is a proprietary system.
7. To authorize the purchase of an additional 50 user licenses for Colleague to accommodate for peak usage and to purchase Ellucian training for Colleague support personnel (Senior Programmer – Melanie McKaba & the replacement for Esther Mills; Report Writer – Pamela Ricatto; User Liaison – Bobbi Gallagher & Raquel Newell).
8. Authorization to purchase subscription for NJVID Learning on Demand software which will provide faculty and students the ability to upload digital media to NJVID and integrate them into their online Moodle courses.
9. To authorize an annual renewal of maintenance services with Simplex Grinnell for fire alarm/sprinkler system testing, inspection, parts and labor at the Ciarco Learning Center and the Meadowlands. Services at the Meadowlands also include the aforementioned services for the CCTV and access control systems. Simplex systems are proprietary systems.
10. To authorize the purchase of 12 iPads with 3-year AppleCare from Apple for students attending the Turning Point Program thru the State vouchers program which is sponsored by the State Division of Vocational Rehabilitation.
11. To authorize the purchase of 20 iPads, keyboard cases, and 3-year AppleCare from Apple. (13) to be used by members of the Board of Trustees and (7) for college inventory.
12. To authorize the purchase of 4 MacBook Pro laptop computers with 3-year AppleCare Protection from Apple for Lifecycle. Purchase 12 Apple Thunderbolt adaptors, 12 USB SuperDrives, and 12 Keyboards (8 for inventory and 4 for Public Relations).
13. To authorize Bergen Community College to act as Lead Agency on behalf of the NJ County College Joint Purchasing Consortium and to enter into an agreement for the purchase of ReadSpeaker text to speech software licenses for the participating member colleges per ADA regulations.
14. To purchase 12 Dell Latitude E6440 CTO Laptops from Dell Marketing Inc. for lifecycle.
AUDIT AND FINANCE (A/F) - Continued

15. To authorize Ellucian, Inc. to provide services for the setup of the Admissions Application Interface (AAI), an Ellucian delivered process that provides the ability to process student applications from Hobsons (Constituent Relationship Management, CRM, System) into Colleague while enabling automated duplicate record checking.

16. To authorize additional programming, custom impact reporting services and project management from Ellucian, Inc to support the Portal upgrade, custom impact reporting for applying new patch releases, more seamless integration with Learning Management System, Moodle Rooms, and SQL migration project.

17. Funded by the HETI Grant, to authorize Ellucian, Inc and Black Board Analytics to provide software, licensing, hosting and professional services for the setup of Data Warehouse solution supporting Bergen’s Achieving the Dream (AtD) initiative.

18. Authorization to pay for advertisements in North Jersey Media Group’s various publications to promote registration, open house, and other events and recruitment advertising as requested by the Public Relations Department.

19. Authorization to purchase Ellucian’s Talent Management Suite – Cornerstone On-Demand. This solution will be utilized by Human Resources to source and recruit top talent and develop employees throughout their tenure at Bergen Community College. This is funded by the Higher Education Technology Infrastructure Fund (HETI) Grant.

EDUCATION AND STUDENT AFFAIRS (E/SA)

1. To provide Bergen Community College students opportunity to apply for course credit for experiential learning, non-credit course completion, various forms of professional development, licensure/certification and credit-by-exam.

2. Accept a four-year grant from the U. S. Department of Education (DOE), Fund for the Improvement of Postsecondary Education (FIPSE) in the amount of $2,600,468.00 for a research grant in partnership with Union County College, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

3. Accept year 1 of a five-year grant from the U. S. Department of Education (DOE) in the amount of $499,449.00 for the Transition Program for Students with Intellectual Disabilities into Higher Education grant, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

4. To authorize submission of a grant proposal to the New Jersey Department of Labor and Workforce Development in the amount of $900,000.00 for Bergen to serve as the state-wide Health Care Talent Development Center, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

5. Appointment: Advisory Committee Members

6. Authorization for Professional Transition Services for the Turning Point Program. Resolution of the Board of Trustees of Bergen Community College, (the “College”) authorizing the execution of an agreement with Bergen County Special Services, (BC SS) in connection with work and/or transition services to be performed for the Turning Point Program. The Program is partially funded under the Garden State Pathways to Independence: Transitions to Higher Education and Employment for Students with Intellectual Disabilities (TPSID) Project for which the College received a Grant Award Notification (CFDA #84.407A, P/R Award #P407A100024) from the U.S. Department of Education (the “Grant”).
PERSONNEL (P)
1. Appointment:
   a. Professional Staff
   b. Support Staff
2. Approve: Leave of Absence
   a. Faculty
   b. Professional Staff
3. Approve: Return from Leave of Absence/Support Staff
4. Resignation: Support Staff
5. Retirement:
   a. Professional Staff
   b. Support Staff
6. Termination: Confidential Staff

RESTRUCTURING (R)
1. Designation of Depositories – Authorized Signatures
2. Board Meeting Dates and Official Publications
3. Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College
4. Exempt from Bidding: Appointment General Counsel (DeCotiis, FitzPatrick, & Cole, LLP.)
5. Reaffirm Policies of the Board of Trustees

SITE AND FACILITIES (S/F)
1. To authorize a Change Order to Northeast Roof Maintenance to replace sealant at clerestories in West Hall due to poor condition and as recommended by the consulting Architect.
2. Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2016 Request for Qualifications for these professional services.
3. To authorize a Change Order to RSC Architects to revise the specifications for the data infrastructure in the Health Professions Building to accommodate current technology requirements.
4. To reject both bids received in response to Public Bid P-2190, for the modernization/upgrading and maintenance of Elevators 7 & 8, and to re-bid.
5. Reduction of payment application retainage from current 10% to 5% for Benjamin R. Harvey Company, Inc. – Health Professions Building starting with payment application # 15.
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:

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

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:  10-01-186100-807566
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:

September 1, 2015 to September 30, 2015 Invoice 37236

Cleary Giacobbe Alfieri Jacobs $ 5,099.00

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: 10-01-188100-607216
Resolution:
To expand the definition of Technology Fee by adding the following line: This fee does not pay for consumables paying for printing services. This is to provide clarification with regards to the Pay-to-Print policy.

Submitted By
Mr. Victor Anaya, Chief Financial Officer

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

Charge To: N/A
Account Number: N/A
Resolution: To Institute a Pay-to-Print System at Computers in Public Areas

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Ms. Sharyne Miller, Executive Director, Information Technology
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student Affairs
Mr. Victor Anaya, Chief Financial Officer
Dr. Yun K. Kim, Vice President, Institutional Effectiveness

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

Justification:
Due to rising material costs and to cut down on uncontrolled waste, Bergen Community College is implementing a pay-to-print system for all students and community members using public printers i.e. computers in the library, free time labs and resource centers. Classroom printing will not be affected by this change. Bergen Community College is one of the few remaining community colleges in the state that does not charge students for printing in these areas.

Up until this point, the College has absorbed all of the expenses for printing costs related to supplies, maintenance and hardware, including paper, toner and professional support for open lab printing. Of the millions of pages printed out each year, a significant amount of the paper has ended up in the recycling bin.

Pay to Print will encourage students and community members to be more judicious when printing materials from college computers. The expenses to maintain the printers and products need for printing (toner, paper and hardware) are increasingly costing more and have tangible environmental impacts. This program will help Bergen Community College in its institutional sustainability and resource conservation efforts.
Pay to Print Cost Breakout (Recommended by Pay to Print Working Group):

- Black and White, Single Sided .10 cents
- Black and White, Double Sided .15 cents
- Color, per Side .25 cents

Note: Double-sided print will be counted as two pages

All actively enrolled full-time and part-time students are entitled to 150 free black-and-white pages per semester (equivalent to $15.00 Print Credit per semester). As part of the Pay to Print implementation, a change machine will be installed near the One-Stop Center and one at the Meadowlands campus.

Implementation Date:
Full implementation will start on the first day of the Spring 2016 semester. Pilot testing will take place during the 2015 Winter session.

Special Acknowledgement:
The Board recognizes many hours of research and hard work invested by the student representatives - Michelle Correa, Laura Zottarelli, Doretha Jackson and Isaac Alejo - under the guidance of Alumni Trustee, Lorraine Derwin, to develop a fair and sustainable policy on behalf of Bergen students.

Charge To:
Account Number:
## Summary of Estimated Costs
### Pay to Print Analysis
### On An Annual Basis

<table>
<thead>
<tr>
<th>Location/Description of Costs</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Library</strong></td>
<td></td>
</tr>
<tr>
<td>Toner Cartridge</td>
<td>$37,500</td>
</tr>
<tr>
<td>Paper (2.8 Million Sheets of Paper Usage)</td>
<td>19,000</td>
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<tr>
<td>Maintenance Kits</td>
<td>12,500</td>
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<tr>
<td>Jamex Card Readers &amp; Dispensers</td>
<td>$69,000</td>
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<tr>
<td>Payment Gateway</td>
<td>6,710</td>
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<tr>
<td>Five Printers M604dn Purchase Cost</td>
<td>4,150</td>
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<tr>
<td>3 Year Depreciable Life - $ 22,600/3</td>
<td>7,533</td>
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<tr>
<td></td>
<td>87,393</td>
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<tr>
<td><strong>Computer Labs (27 Free Time Labs)</strong></td>
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<tr>
<td>Toner Cartridges</td>
<td>57,065</td>
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<tr>
<td>Paper</td>
<td>28,913</td>
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<tr>
<td>Maintenance Kits</td>
<td>19,022</td>
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<tr>
<td>Twenty Seven HP500 Printers Purchase Cost</td>
<td>105,000</td>
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<tr>
<td>3 Year Depreciable Life - $ 54,740/3</td>
<td>18,247</td>
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<td></td>
<td>123,247</td>
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<td><strong>Student Services</strong></td>
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<td><strong>EOF</strong></td>
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<tr>
<td>Toner Cartridges</td>
<td>788</td>
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<td>Paper</td>
<td>228</td>
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<td>1,016</td>
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<td><strong>Center for Student Success</strong></td>
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<td>Toner Cartridges</td>
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<td>Paper</td>
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<td>1,830</td>
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<td><strong>Registration, One Stop, Veterans, NJ Stars &amp; Web Developer</strong></td>
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<tr>
<td>Toner Cartridges</td>
<td>2,200</td>
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<tr>
<td>Paper</td>
<td>1,700</td>
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<td></td>
<td>3,900</td>
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<td><strong>Office of Specialized Services</strong></td>
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<tr>
<td>Toner Cartridges</td>
<td>150</td>
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<tr>
<td>Paper</td>
<td>100</td>
</tr>
<tr>
<td></td>
<td>250</td>
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<tr>
<td><strong>Software for All Locations</strong></td>
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<tr>
<td>Pharos-Print Management</td>
<td>4,594</td>
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<tr>
<td><strong>Total Estimated Costs</strong></td>
<td>$222,230</td>
</tr>
</tbody>
</table>

### Anticipated Savings:
- 23% of Paper in the Library is Currently Wasted
- Anticipated Savings 644,000 Sheets
- $4,370

Savings will be tracked since students will have an allotment each semester.
Resolution
To authorize Honeywell Building Solutions to upgrade and connect the existing outdated, stand alone, Andover BAS boiler plant control, system to the existing Honeywell building automation system at the Meadowlands. The upgrade will allow facility personnel to control the operation of the boiler plant. The Honeywell system is a proprietary system.

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

Action Requested
Authorization for Honeywell Building Solutions to provide services to connect the boiler plant to the building automation system at the Lyndhurst facility at a cost of $18,875.00.

Justification
The Meadowlands facility utilizes a proprietary Honeywell building automation system. Additional Honeywell components, programming and wiring is required so that the operation of the building’s boiler plant can be connected to the Honeywell building automation system. The boilers are currently connected to an Andover BAS system which is over 30 years old, and is not functionally compatible with the Honeywell system.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Honeywell Building Solutions has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.28 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.

These services are below the county college bid threshold and are not required to be bid.

Charge To: College Operating Funds
Account Number: 10-08-610100-607550
Resolution
To authorize Simplex Grinnell to replace outdated components of the original 40-year old fire alarm system at the Meadowlands and integrate them into the existing Simplex fire alarm system. This work was requested by the Fire Marshall. The Simplex fire alarm is a proprietary system.

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

Action Requested
Authorization for Simplex Grinnell to provide services to connect remaining elements of the original fire alarm system into the existing Simplex system at a cost of $17,776.00.

Justification
The Meadowlands facility utilizes a Simplex Fire alarm which is a proprietary system that can only be serviced and programmed by Simplex Grinnell. The Fire Marshall has requested that the remaining elements of the original 40-year fire system be replaced and so that they all be connected to and controlled by the Simplex Fire alarm. Simplex hardware and software are proprietary in nature and only available through Simplex District Offices. Simplex Grinnell is the sole authorized service provider in the North Jersey Region.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Simplex Grinnell 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.

These services are exempt from public bidding in accordance with County College Contracts Law 18A:546A-25.5 (a) (19). (Proprietary computer software)

Charge To: College Operating Funds
Account Number: 10-06-610100-807550
Resolution
To authorize the purchase of an additional 50 user licenses for Colleague to accommodate for peak usage and to purchase Ellucian training for Colleague support personnel (Senior Programmer – Melanie McKaba & the replacement for Esther Mills; Report Writer – Pamela Ricatto; User Liaison – Bobbi Gallagher & Raquel Newell).

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

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

Justification
We have seen at the start of the Fall semester (traditionally the busiest time for Colleague) that the maximum number of users ceiling has been reached. The maximum number of users (i.e. licenses) is 200. This means that no more users are allowed to log onto the system. Additionally licenses will be required as part of the SQL migration project, those licenses will have to come from our current pool of 200. The addition of 50 user licenses will increase the number of users at our peak times and ensure the SQL Migration project does not impact colleague users. Once the SQL Migration is complete it is anticipated 240 licenses will be dedicated to production and 10 to the test environments. As part of the continuing process of Administrative Systems support staff training the following courses, offered by Ellucian, Inc., have been identified as required for the function roles of programmer, report writer and user liaison:

Programmer:
- Colleague Studio: Procedures, Reports, Form Development, Web Form Development, Batch Processes
- Colleague Administration: Fundamentals, Cloning Environments, WebAdvisor Installation and Administration
- Self Service: Customizing Self-Service
- Misc: Ellucian Technical Training Week 2016
Report Writer:
- Colleague Studio: Computed Columns
- Colleague Technical: Rule Writing Techniques
- Misc: Transform/ODS Mgt. ODS and Webi Rich Client Set up

User Liaison:
- Colleague Student: Course Requisites - New Enhancements
- Colleague Reporting: Web Intelligence Fundamentals for SAP BusinessObjects 4.0
- Ellucian Portal: SharePoint Basics
- Colleague Reporting and Operating Analytics (CROA) Security and Administration

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 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 and Business Entity Disclosure will be maintained on file at the college.

This procurement is exempt from bidding in accordance with County College Contracts Law 18A-64A:25.5 (a) (19) (Support for proprietary computer software).

Charge To: College Operating Funds
Account Number: 10-01-165100-607616 $33,639.00
10-01-165100-607656 $89,421.00
Resolution
Authorization to purchase subscription for NJVID Learning on Demand software which will provide faculty and students the ability to upload digital media to NJVID and integrate them into their online Moodle courses.

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 NJVID Learning on Demand from NJEDge.Net in the amount of $9,000.

Justification
This software will increase the educational experience of our students and provide them with additional methods for consuming content. Faculty members will be able to upload videos from their computers into the NJVID Learning on Demand servers. The software will then allow them to integrate the uploaded media into their online Moodle courses. Students will benefit from this software by having additional ways to consume material and will allow them to upload created video content as well.

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

NJEDge is a not for profit technology consortium and is exempt from Pay-to-Play.

Charge to: College Operating Funds
Account Number: 10-01-165100-607645
Resolution
To authorize an annual renewal of maintenance services with Simplex Grinnell for fire alarm/sprinkler system testing, inspection, parts and labor at the Ciarcio Learning Center and the Meadowlands. Services at the Meadowlands also include the aforementioned services for the CCTV and access control systems. Simplex systems are proprietary systems.

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

Justification
The College is required to inspect and test these systems to meet fire code and safety regulations, and to provide a safe environment for building occupants. Simplex hardware and software is proprietary in nature and only available through Simplex District Offices. Simplex Grinnell is the sole authorized service provider in the North Jersey Region.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Simplex Grinnell 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.

These services are exempt from public bidding in accordance with County College Contracts Law 18A:846A-25.5 (a) (19). (Proprietary computer software)

Charge To: College Operating Funds
Account Number: 10-08-610100-607550 $7575.43
                10-01-192100-607550 $20,903.95
Resolution
To authorize the purchase of 12 iPads with 3-year AppleCare from Apple for students attending the Turning Point Program thru the State vouchers purchase program which is sponsored by the State Division of Vocational Rehabilitation.

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 Apple iPads with 3-year AppleCare at an estimated cost of $6886.00.

Justification
These iPads will be used in the Office of Special Services in conjunction with the Division of Vocational Rehabilitation so that students will be able to participate in the Turning Point Program. Students in the 2 year program will be able to keep the iPads at the end of the program.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Apple 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.

These services are exempt from public bidding in accordance with County College Contracts Law 18A-646A-25.5 (a) (19). (Proprietary hardware).

Charge to: State Funded
Account Number: 20-00-705000-604301
Resolution
To authorize the purchase of 20 iPads, keyboard cases, and 3-year AppleCare from Apple. (13) to be used by members of the Board of Trustees and (7) for college inventory.

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 Apple iPads, cases, and 3-year AppleCare at an estimated cost of $16,459.00.

Justice
We are purchasing 13 iPads and cases for the Board of Trustees in an effort to go green, reduce costs, and eliminate the need for printing out board packets andcouriering them to members. The remaining 7 iPads and cases will be put into college inventory to replenish stock.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Apple has completed and submitted, a Political Contribution Disclosure Form and a Stockholder Disclosure Form in accordance with N.J.S.A. 19:44A-20.28 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.

These services are exempt from public bidding in accordance with County College Contracts Law 18A-646A-25.5 (a) (19). (Proprietary hardware)

Charge To: College Operating Funds
Account Number: 20-01-165100-604301
Resolution
To authorize the purchase of 4 MacBook Pro laptop computers with 3-year AppleCare Protection from Apple for Lifecycle. Purchase 12 Apple Thunderbolt adaptors, 12 USB SuperDrives, and 12 Keyboards (3 for inventory and 4 for Public Relations).

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 various Apple products from Apple at an estimated total cost of $12,458.00.

Justification
These machines are to replace existing Apple MacBook Pro laptops that are out of warranty. The Thunderbolt adaptors with USB SuperDrive are to enable Public Relations to make CD’s as the new machines no longer come with this ability. Miscellaneous equipment for inventory.

The college has a need to procure these services through a non-fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4. Apple 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 procurement is exempt from public bidding in accordance with County College Contracts Law 18A-546A-25.5 (a) (19). (Proprietary hardware)

Charge To: College Operating Funds
Account Number: 10-01-165100-607611 $3,096
20-01-165100-604301 $9,362
Resolution
To authorize Bergen Community College to act as Lead Agency on behalf of the NJ County College Joint Purchasing Consortium and to enter into an agreement for the purchase of ReadSpeaker text to speech software licenses for the participating member colleges per ADA regulations.

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

Justification
Per the directive of the Board of Trustees, the College has assumed Leadership of this consortium to help serve better pricing. This agreement keeps the participating colleges in compliance with ADA regulations.

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF BERGEN COMMUNITY COLLEGE AS FOLLOWS:

WHEREAS, Bergen Community College requires the acquisition of ReadSpeaker text to speech software by means of a non-fair and open contract; and

WHEREAS, N.J.S.A. 18A:64A-25.10 authorizes the boards of trustees of two or more county colleges to provide jointly by agreement for the purchase of work, materials, or supplies for their respective colleges; and

WHEREAS, the NJ County College Joint Purchasing Consortium has determined that it would be advantageous to combine the purchasing power of New Jersey’s county colleges in order to obtain the best pricing for ReadSpeaker.

WHEREAS, Bergen Community College will serve as Lead Agency in this joint agreement for the participating colleges, and

WHEREAS, the college administration has determined that ReadSpeaker, can supply the participating colleges (estimated to be 8 colleges) with these items for a 1-year term at an estimated total cost of $29,410.20 to be allocated amongst these colleges based on Full Time Equivalent students subject to final FTE count and negotiations with ReadSpeaker. Bergen Community Colleges share is estimated to be $5,357.70.
NOW, THEREFORE, BE IT RESOLVED that the Bergen Community College Board of Trustees authorizes the College to enter into a joint agreement with approximately 7 of New Jersey's community colleges for the procurement of ReadSpeaker.

ReadSpeaker 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 procurement is below the county college bid threshold and is not required to be bid.

Charge to: College Funds
Account Number: 10-01-165100-607526
Resolution
To purchase 12 Dell Latitude E6440 CTO Laptops from Dell Marketing Inc. for lifecycle.

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 12 Dell Latitude E6440 CTO at a total cost of $16,774.80, on NJ State Contract #89967.

Justification
These computers are to replace existing laptops that are out of warranty.

Dell Marketing LP $16,774.80
Softchoice Corporation $17,118.86
Pasccak Data Services, Inc. $18,638.45

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

Charge To: College Funded Capital Funds
Account Number: 20-01-165100-604301
Resolution
To authorize Ellucian, Inc. to provide services for the setup of the Admissions Application Interface (AAI), an Ellucian delivered process that provides the ability to process student applications from Hobsons (Constituent Relationship Management, CRM, System) into Colleague while enabling automated duplicate record checking.

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

Action Requested
Authorization for Ellucian, Inc. to provide 100 hours of services to be utilized in the setup of the Admissions Application Interface (AAI) for integration with Hobsons Radius (CRM) system. The cost of services is $21,300

Justification
Ellucian’s AAI provides an interface between 3rd Party application management systems and Colleague. The College has purchased Hobsons Radius to manage the student application process. AAI is an Ellucian delivered process that provides the ability to bring student applications (in Hobsons) into Colleague.

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 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 and Business Entity Disclosure will be maintained on file at the college.

This procurement is exempt from bidding in accordance with County College Contracts Law 18A-64A:25.5 (a) (19) (Support for proprietary computer software)

Charge To: College Operating Funds, HETI Grant
Account Number: 20-01-160100-604300 and 20-00-115700-604300
Resolution
To authorize additional programming, custom impact reporting services and project management from Ellucian, Inc. to support the Portal upgrade, custom impact reporting for applying new patch releases, more seamless integration with Learning Management System, Moodle Rooms, and SQL migration project.

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 additional support services and project management for a total of $49,842.00.

Justification
Custom programming support resulting from the expected software updates to Colleague from Ellucian, Inc. The programming requirements will be to ensure the software updates remain compatible with customizations previously made to Colleague. Continued project management support for the upgrade of the student portal (my.bergen.edu) and the Intelligent Learning Platform (ILP) (which manages data transfer between Colleague and Moodlerooms) from versions 3.5.2 to 4.2, Student Planning implementation, and SQL Migration project. In preparation for the migration of Colleague from Unidata to the SQL platform, an anticipated additional Ellucian support will be required. The purpose of this request is to ensure resource availability from Ellucian over the duration of the project which is anticipated to complete June 2016.

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 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 and Business Entity Disclosure will be maintained on file at the college.

This procurement is exempt from bidding in accordance with County College Contracts Law 18A-64A:25.5 (a) (19) (Support for proprietary computer software)
Charge To: College Operating Funds
Account Number: 10-01-165100-607656
Resolution
Funded by the HETI Grant, to authorize Ellucian, Inc. and Black Board Analytics to provide software, licensing, hosting and professional services for the setup of Data Warehouse solution supporting Bergen’s Achieving the Dream (AtD) initiative.

Submitted By
Mr. Victor Anaya, Chief Financial Officer
Ms. Barbara Golden, Director Purchasing and Services
Dr. Yun Kim, Vice President of Institutional Effectiveness
Ms. Sharyne Miller, Executive Director, Information Technology

Action Requested
Authorization for Ellucian, Inc. and Black Board Analytics to provide perpetual licensing for the Student Management Module, Colleague ODS, Hosting, and implementation services with supplemental staff resources. Total three year costs are not to exceed 700,000 as provided in the HETI grant.

Justification
Black Analytics will be used to support a more efficient, accurate, consistent, and comprehensive strategy for extracting, analyzing, and reporting on data from all critical business systems, with special emphasis on the Colleague ERP system currently in use for Student Administration, Financial Aid, Human Resources and Finance Management. Black Analytics can extend, customize and add other data sources that are not pre-build (i.e. Facilities Management, Space Utilization, LMS data).

Black Analytics will transform the disparate and unanalyzed data from the ERP into a structured and reportable system to produce compliance reports and other strategic and critical output. It will provide easy and convenient reporting and dashboards, as well as data warehousing for long term and longitudinal study. A key goal of the system is to support data-informed decisions and compliance reporting commonly known as an analytics suite of software/services.

Black Analytics has a certified partner relationship with Ellucian and delivers pre-built reports and dashboards that work, out of the box against the data warehouse. Black Analytics includes pre-built dimensional data models derived from a Ellucian Colleague installation and provides extraction, transformation and load (ETL) scripts form Ellucian/Datatel Orchestrator ODS environment into a separate reporting environment. Black Analytics also includes a relational dimensional data warehouse, based on the Kimball model, that includes fact and dimension tables relevant to the Ellucian Colleague system and that allows fact and dimension tables to be created and modified as needed.
BB Analytics provides installation and hosting services to manage the administration of the overall data warehouse solution product.

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 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 and Business Entity Disclosure will be maintained on file at the college.

Charge To: HETI Grant, and College Operating Funds
Account Number: 20-00-115700-604202 and 20-01-160100-604202
Resolution
Authorization to pay for advertisements in North Jersey Media Group's various publications to promote registration, open house, and other events and recruitment advertising as requested by the Public Relations Department.

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

Action Requested
Authorization to spend an estimated $38,253.00 through April 1, 2016, with North Jersey Media Group, for registration, open house, event promotion and recruitment advertising.

Justification
For advertisements in North Jersey Media Group's various publications – including the Record, weekly newspapers, (201) Welcome, NorthJersey.com and BergenCounty.com. The ad schedule attached identifies the College's planned advertising.

The College's promotional advertising expenses 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-25.5 (a) (20).
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<th>Placement/Due Date(s)</th>
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Resolution
Authorization to purchase Ellucian’s Talent Management Suite – Cornerstone On-Demand. This solution will be utilized by Human Resources to source and recruit top talent and develop employees throughout their tenure at Bergen Community College. This is funded by the Higher Education Technology Infrastructure Fund (HETI) Grant.

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

Action Requested
Authorization to purchase Ellucian’s Talent Management Suite – Cornerstone On Demand, Recruiting and Onboarding Module for 1000 Named Users in a fully hosted, Software As A Service (SaaS) environment for 2 years not to exceed $100,000.

Justification
Ellucian’s Talent Management Suite will provide benefits that include a standardized, automated process for recruiting and onboarding staff; delivering a better candidate and recruiter experience; cost reduction for recruiting; improved analytics for recruiting, hiring, and retention; mobile access; online application and review process.

Ellucian’s Talent Management system integrates natively with Bergen’s core SIS – Colleague, is provided in a hosted environment, and provides a unified platform for managing talent supporting student and institutional success. Support will be provided through Ellucian and quarterly releases will be applied to support ongoing innovation.

Cornerstone and Ellucian have developed integration between Banner® Human Resources and Colleague® Human Resource, the Ellucian solutions for housing and managing core HR processes related to employee information, payroll and budgeting and the Talent Management Suite. Used together, higher education HR teams are able to seamlessly share data between the two solutions to sync learning and talent management data with core HR information in real time. This level of integration isn’t available with any other talent management provider.

Charge to: HETI Grant
Account: 20-00-115700-604202
Resolution
To provide Bergen Community College students opportunity to apply for course credit for experiential learning, non-credit course completion, various forms of professional development, licensure/certification and credit-by-exam.

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
Dr. Naydeen Gonzales-DeJesus, Vice President, Student Affairs

Action Requested
Authorization to implement a Prior Learning Assessment (PLA) program and policy at the College which would formalize and expand the process by which students earn college credit for college-level learning acquired from other sources, such as work experience, professional training and military experience.

Justification
Bergen Community College wishes to recognize the vast knowledge and skills of its diverse student population through prior learning assessment. Course credit is when content mastered through demonstrated knowledge and/or learning experiences is comparable to the student learning outcomes of a BCC course. College students benefit from reduced time toward degree completion thereby saving money. Execution of the PLA program would be a collaborative effort between Academic Affairs and Student Affairs. The Office of Academic Affairs ensures prior learning assessment adheres to institutional policies and maintains academic integrity. The Office of Student Affairs provides direct support to PLA applicants through advising, application assistance and posting credit to student records. See attachment for policy and program details.
Introduction

Bergen Community College (BCC) recognizes the vast knowledge and skills of its diverse student population through prior learning assessment. The Prior Learning Assessment (PLA) Program gives students an opportunity to apply for course credit for experiential learning, non-credit course completion, various forms of professional development, licensure/certification and credit-by-exam. Course credit is awarded when content mastered through demonstrated knowledge and/or learning experiences is comparable to the student learning outcomes of a BCC course. Participants benefit from reduced time toward degree completion thereby saving money.

Execution of the PLA program is a collaborative effort between Academic Affairs and Student Affairs. The Office of Academic Affairs ensures prior learning assessment adheres to institutional policies and maintains academic integrity. The Office of Student Affairs provides direct support to PLA applicants through advising, application assistance and posting credit to student records.

Prior Learning Assessment Options

There are multiple approaches to the assessment of prior learning. PLA options for college credit at BCC include:

Portfolio-based Assessments: Individualized evaluations of a student’s learning

Portfolio review allows students to request college credit for knowledge and skills acquired through employment, non-traditional education and/or training. Experiences must be verifiable and demonstrate achievement of learning outcomes for a BCC academic course. BCC will not award credit based solely on years of employment. In addition to documentation, students may be asked to display specific skills via demonstration or hands-on testing, take an oral or written problem solving exam and/or complete an interview to assess content knowledge. Resumes may not act as documentation; however, they can contribute to a collection of documented evidence.

The awarding of credit via the portfolio assessment process is overseen by the Office of the Academic Vice President. The academic department chairs and deans are charged with reviewing all PLA applications and ensuring that proper policy is followed in awarding credit.
The integrity of PLA is further maintained by utilizing faculty expertise to determine the award of credit. Each academic division will draw upon the expertise of faculty subject matter experts who will conduct course competency evaluations and approve the awarding of credit.

Course Credit Guidelines

1. PLA is a process designed to award credit towards a degree or certificate by recognizing college-level learning that combines experience, theory and practice.

2. Course credit is awarded only when the prior learning experience is comparable to a BCC academic course.

3. Students applying for credit by PLA must be enrolled in a BCC academic program.

4. The maximum amount of PLA credit that may be awarded is consistent with the BCC transfer policy, i.e. 45 credits into a degree program, 18 credits into a certificate program.

5. Course credit is awarded as “P” (Pass) on a BCC transcript and contributes to the fulfillment of BCC graduation requirements.

6. PLA credits are intended for use towards career and technical programs. Other academic institutions are not obligated to accept credit earned through BCC’s PLA program. It is the student’s responsibility to check with the transfer institution before pursuing the PLA process.

The Portfolio Process

To earn credit for prior learning through the portfolio process, students are required to enroll in the 12 hour continuing education Prior Learning Workshop, a six session non-credit course that 1) provides an overview of the concept of PLA, 2) helps students determine whether they have acquired any college-level learning that could earn them credit toward a degree or certificate and 3) guides students through the process of developing their personal portfolios for presentation and evaluation.

The Continuing Education course will prepare students who are seeking to earn credit for learning acquired from a variety of sources via portfolio. Students are asked to gather the following (if possible) prior to attending their first session:

- Evidence of participation in a training program
- Verification of employment
- Letters of recommendation
- Performance reviews
- Samples of work
- Examples of professional accomplishments
The webpage Syllabi Central, a departmental listing of current syllabi including course descriptions and course learning outcomes for each BCC credit bearing course, will be used as the course repository for developing student portfolios. According to BCC's PLA process, student portfolios will be evaluated by faculty subject matter experts for the purpose of determining college-level equivalency of students' knowledge and skills.

Fees

Fees are non-refundable and must be paid prior to submitting an application for evaluation. Fees include:

- CE course fee: $99
- Portfolio Assessment Fee: $100
- Credit Processing Fee: One-third the cost of credits awarded

Additional PLA and "Credit by Exam" (CBE) options at BCC include:

**College Level Examination Program (CLEP) and Proficiency Exams** - CLEP offers students an opportunity to receive college credit for what a student already knows, by earning qualifying scores on any of the 33 CLEP Exams. Please contact the Office of Testing and Assessment (room S-127) for further information.

**American Council on Education (ACE) Credit** - Recommendations for instructional programs offered by non-collegiate agencies, civilian employers and the military.

**Advanced Placement (AP) Exams** - Tests developed by the College Board initially for AP High School courses, including 34 exams in 19 subject areas.

**NYU Foreign Language Proficiency Testing** - Student must take 16-point exam (not the 12-point exam) and score 13 out of 16 points. Student will receive credit for the first language course (3 credits). Students who wish to test in Spanish, German or French should be encouraged to take the College Level Examination Program (CLEP) exam, from which a student can earn 12 credits in Language.

**Military Transcripts** - Upon completion of DD214 Form, student is given credit for: WEX 101, 202. Joint Services Transcript - Student submits course work to the American Council on Education (www.acenet.edu). Student is given credit for: WEX 101, WEX 202, and 3-6 credits of Free Electives (if applicable). If student had a specialty position while in service, for which ACE deemed college credit can be provided, and it relates to an academic program, the student is referred to the academic department chair to determine if further credit can be provided.
If the DANTES Subject Standardized Test (DSST) was taken for language course equivalency, the official results page needs to be submitted.

**Bergen County Police Academy** - Need graduate certificate or ACE evaluation. Student is given credit for: CRJ 101, 103, 109; WEX 101, 202, 159. Cannot receive credit for courses completed as part of training. Credit is not provided for the “Class 1B Special Law Enforcement Officer” certificate.

**Bergen County Fire Academy** - There is no agreement in place to grant course credit at Bergen. If a student is enrolled in the COA.FIR.SCI program, the Intro course can be waived if student completes the other courses in the certificate program.

**Basic Corrections Training** - Need graduate certificate or ACE evaluation. Student is given credit for: CRJ 101, 102, 108; WEX 101, 202, 159. Cannot receive credit for courses completed as part of training.

**Emergency Medical Technician** - Need graduate certificate. Student is given credit for: WEX 159.

**Credit equivalencies for national industry certifications/licensure** –
Child Development Associate (CDA) credential - Student is given credit for: EDU 120, 130, 220.

IBEW Certification (3 year Communications or 5-year Inside Wireman Apprenticeship) - Student needs to submit paperwork to American Council on Education (www.acenet.edu). Student is given credit only if enrolled in Electronics Technology program, and given credit for: ELC 100, 101, 201, 203, 204, 214, 215, 452; TEC 180
Resolution
Accept a four-year grant from the U. S. Department of Education (DOE), Fund for the Improvement of Postsecondary Education (FIPSE) in the amount of $2,600,468.00 for a research grant in partnership with Union County College, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Submitted By
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Affairs
Dr. PJ Ricatto, Dean, Mathematics, Science, & Technology
Dr. William Yakowicz, Director of Grants Administration

Justification
Bergen Community College will serve as lead agency and fiscal agent, in partnership with Union County College, for the Alternatives to Math Placement – An Unprecedented Program (AMP UP) grant. It will enable a research study on new approaches to math remediation. The goals of this program are to: 1) increase the 3-semester retention rates of first time students placing into remedial math, and 2) decrease time to completion of first time full time students placing into remedial math. This study will be carried out in an identical manner at each institution and will produce causally valid results. The ultimate purpose of this study is to produce scalable innovative approaches that utilize low-cost, effective methods for math remediation.

The project abstract is attached.

No additional college funds are required.
Project Abstract

Alternatives to Math Placement, an Unprecedented Program (AMP UP)

Bergen Community College, in partnership with Union County College, both located in north-central New Jersey, propose a strategy implementing two-alternative remedial math teaching methods in place of the present *traditional lecture structure*.

The project, to be simultaneously conducted at both Bergen and Union, is a randomized controlled trial that will target 8,400 first time, degree-seeking students placed into remedial math as per the Accuplacer examination results. Students will be divided into three groups, one control and two treatment groups. Treatment Group #1 utilizes an adaptive learning software, ALEKS, within a short-term pre-semester bridge program followed immediately by enrollment into a college level math course. Treatment Group #2 enrolls students, regardless of placement, immediately into a college-level math course with co-requisite one-hour weekly tutorial support. The Control Group will follow the traditional lecture structure currently in place at each institution.

The goals of this program are to: 1) increase the 3-semester retention rates of first time students placing into remedial math, and 2) decrease time to completion of first time full time students placing into remedial math. This study will be carried out in an identical manner at each institution and will produce causally valid results. The ultimate purpose of this study is to produce scalable innovative approaches that utilize low-cost, effective methods for math remediation.

The project meets **Absolute Priority 1**: Improving Teaching and Learning and Competitive Priority of Implementing Low Cost-High Impact Strategies to Improve Student Outcomes. The project partners both have open Title V Grants as Hispanic Serving Institutions and meet the criteria as Minority-Serving Institutions.

Unduplicated number of test group participants over 4 years: 5,600
Unduplicated number of control group participants over 4 years: 2,800
Total number unduplicated all groups: 8,400
Resolution
Accept year 1 of a five-year grant from the U. S. Department of Education (DOE) in the amount of $499,449.00 for the Transition Program for Students with Intellectual Disabilities into Higher Education grant, and to authorize President B. Kaye Walter, or her designee, to execute required documents.

Submitted By
Dr. Naydeen Gonzalez-De Jesus, Vice President of Student Affairs
Dr. William P. Mullaney, Vice President of Academic Affairs
Dr. Yun K. Kim, Vice President of Institutional Effectiveness
Ms. Tracy Rand, Managing Director, Office of Specialized Services
Dr. William Yakowicz, Director of Grants Administration

Justification
Bergen Community College leads a partnership that includes The College of New Jersey, NJ Department of Labor and Workforce Development Division of Vocational Rehabilitation; Bergen County Division of Special Services, secondary school districts, and employers. The primary goal of the five year grant totaling $2,421,935.00 is to provide students with Intellectual Disabilities (ID) a strong foundation of essential skills and competencies needed to secure and retain jobs and to advance along career pathways. The program aligns industry specific skills with stackable credentials and nationally recognized certificates, including Certified Nurse Assistant, Child Development Assistant, Certified Production Assistant, Culinary Certification, as well as other industry demand-driven credentials, as appropriate to individual student career interests. Fifteen students will be enrolled and successfully complete the program in each of five years, for a total of seventy-five. Program capacity will strengthen over the grant funded period to allow for self-sustained continued growth following federal support.

Required matching funds of 25% consist of administrative oversight costs for Bergen and web site support for The College of New Jersey.

The project abstract is attached.
Abstract

TPSID 2 - New Jersey Pathways to Independence

The Bergen Community College TPSID 2 project is a model comprehensive transition and postsecondary education program conducted in collaboration with the College of New Jersey. It will help students maximize potential to achieve personal and financial independence by integrating academic and social skills with vocational training options leading to gainful employment. A person-centered approach will help students to identify their personal academic and career goals, develop benchmarks for monitoring their own progress, and earn meaningful (i.e., national or industry recognized) credentials that can aid in attainment of gainful employment. The initiative integrates hands-on involvement from a range of supportive service agencies, employers, peer mentors, college faculty and advisors, and students themselves to help participants achieve individual development goals, continue their education, and obtain paid internships, apprenticeships, and jobs.

This program builds upon the highly successful TPSID Turning Points project implemented by Bergen and its partners over the past five years. TPSID 2 - Pathways to Independence extends that previous effort and builds a comprehensive transition model by attaining four key goals: 1) to provide students with ID a strong foundation of essential (including literacy, high school equivalence, and work readiness) skills and competencies needed to secure and retain jobs in high demand occupational areas within New Jersey; 2) to assist ID students in earning meaningful credentials to help advancement along a career Pathway towards higher-skill, higher-wage opportunities in areas of high demand industry sectors; 3) to engage employer partners, supportive services and families in collaborating with consortium members to identify occupational knowledge/skill/ability needs and address critical workforce shortages by actively supporting the initiative and hiring ID student participants; and 4) to develop a formal network of post-secondary and college programs within the tri-state region for the purposes of sharing information, conducting research in new practices, problem-solving issues of implementation, and synergistically expanding resources.

The project’s blended training program integrates intrusive student support services, incorporates “essential skills (academic, social, and workforce readiness) and aligns industry specific skills programming needed for employment in high growth industry sectors identified by the State of New Jersey Department of Labor and Workforce Development. Key student outcomes are stackable credentials and nationally recognized certificates, including Certified Nurse Assistant, Child Development Assistant, Certified Production Assistant, Culinary Certification, as well as other industry demand-driven emerging fields, as appropriate to individual student career interests.

The partnership includes Bergen Community College as lead agency, The College of New Jersey, NJ Department of Labor and Workforce Development Division of Vocational Rehabilitation; Bergen County Special Services, Bergen County Division of Special Services, secondary school districts, and employers.

Fifteen students will be enrolled and successfully complete the program for each of five years, for a total of 75. Program capacity will strengthen over the grant funded period to allow for self-sustained continued growth following federal support.
Resolution
To authorize submission of a grant proposal to the New Jersey Department of Labor and Workforce Development in the amount of $900,000.00 for Bergen to serve as the state-wide Health Care Talent Development Center, and to authorize President B. Kaye Wiler, 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
Dr. Susan Barnard, Dean of Health Professions
Ms. Christine Gillespie, Dean of Continuing Education
Dr. William J. Yakowicz, Director, Grants Administration

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

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

The forthcoming final budget includes $450,000.00 for displaced worker training, credentialing, and employment as well as $450,000.00 for incumbent underemployed workers. No college funds are required, but leveraged expenses are expected. A draft abstract follows.
Project Abstract
New Jersey Department of Labor and Workforce Development
Health Care Talent Development Center
Single Source Solutions for Health Care Workforce Development

Bergen Community College proposes leveraging the successful New Jersey Health Professions Consortium (NJHPC), a state-wide consortium of community colleges, employers, the NJ LWD system, and other partners to serve as a single source for workforce development solutions through the operation of a Health Care Talent Development Center.

NJHPC was created by ten community colleges and a diverse partner base in order to strengthen and expand health care training, credentialing, and employment opportunities for TANF and other low-income individuals. Over the past five years it expanded to fifteen colleges throughout the state to deliver training for credentials and employment in twenty-seven (27) high demand health care professions.

The Consortium enrolled more than 5,000 unduplicated, low-income individuals in health professions training. Over 3,500 participants completed certificates and or degrees, and more than 2,500 individuals secured first-time employment in healthcare.

Bergen Community College, along with its state-wide college training partners, proposes leveraging this success to serve as the Talent Development Center, a single source for health professions workforce development solutions that support industry employers, public college training providers, and other key partners as well as incumbent and displaced workers. The College will collaborate with consortium leadership in utilizing well-established need assessment and performance data informed systems in order to accomplish the following:

1) Develop an expanded menu of industry demand credentialed training for incumbent workers seeking family supporting advancement opportunities and for displaced workers seeking high pay jobs in New Jersey’s growing health care industry.

2) In connection with the consortium members state-wide, ensure delivery of the highest quality training and credentialing programs to meet the incumbent worker training needs required by health care industry employer partners.

3) In collaboration with consortium members state-wide, ensure delivery of the highest quality training and credentialing programs to ensure displaced workers are able to obtain employment with and help fulfill the workforce development needs of health care industry employer partners.

4) Strengthen state-wide health care training and credentialing capacity through ongoing work with the consortium leadership council as well as active engagement with the New Jersey Partnership Corps.
BOARD OF TRUSTEES ACTION E/SA 5  
Approval Date: November 2, 2015

Resolution  
Appointment: Advisory Committee Members

Submitted By  
Dr. William Mullaney, Vice President of Academic Affairs

Action Requested  
To appoint of Advisory Committee members for a three-year term (unless otherwise specified), effective November 3, 2015.

Justification  
The use of advisory committees is of inestimable value in providing assistance to the College in establishing and conducting educational programs, which have relevancy to Bergen County industry, business, government, labor and the community-at-large.

Advisory committees for New Jersey Community Colleges have been prescribed by Regulations and Standards for New Jersey Community Colleges, Section 670 of 1-600 (Educational Programs) and are required for all vocational curricula.

The list of proposed members for advisory committees is attached.
<table>
<thead>
<tr>
<th>Team</th>
<th>First Name</th>
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**Advisory Group**

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<td>Abby</td>
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**Nominees for Advisory Committees**

**Academic Year: 2015-2016**

All new members to serve a three-year term unless otherwise specified.
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**HISPANIC OUTREACH**

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- Blegen Community College
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*As of October 12, 2015 - Professional Appointment*
Resolution
Authorization for Professional Transition Services for the Turning Point Program.

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

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President of Student Affairs
Tracy Rand, Managing Director, Office of Specialized Services

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

Justification
To provide transitional services to students with intellectual disabilities attending the Turning Point Program who would otherwise have limited access to postsecondary education and employment. With the College, BC SS will focus on transitioning individuals from post-secondary education into the community and employment with academic, vocational and personal skills components as part of a program that will be customized around the needs of each individual student to maximize success. Funding for the Program was initially paid through the TPSID Grant, awarded to the College, beginning October 1, 2010 for an initial period ending on September 30, 2011 with four annual continuation awards issued by the U.S. Department of Education, Office of Postsecondary Education as well as a one year No-Cost extension effective October 1, 2015 - September 30, 2016. The services provided to the Program are needed to complete the goals and objectives outlined in the TPSID grant with the cost of services now being paid through tuition generated by the Turning Point Program. This agreement between the BC SS and the College is authorized pursuant to the County College Contracts Law, specifically N.J.S.A. 18A:64A-25.5(b).
Approval by the Board of Trustees of an agreement between the College and the BC SS; this agreement will authorize the scope of services and budget for the work and/or services to be performed by the BC SS in connection with the Project known as the Garden State Pathways to Independence: Transitions to Higher Education and Employment for Students with Intellectual Disabilities.

Charge To: Grant Administration
Account Number: 70-00-705000-601161
BERGEN COMMUNITY COLLEGE PROPOSAL SERVICE DESCRIPTION
November 1, 2015 – June 30, 2016

Bergen County Special Services will provide services to each individual utilizing a person-centered approach by identifying their interests, preferences and skills.

Job Coaching services may include but are not limited to:
- Student meetings
- On site job coaching and continued support (averaging .5 hours per week/student)
- Support and preparation for internship interviews
- Assistance in skills training, social skills, self-advocacy and integrating individuals into the community
- Assessing support needs and developing a fading plan for students to gain independence in the community.
- Assess and provide accommodations
- Mentor training and the development of natural supports
- Liaison to employer
- Travel Training, as needed, for students to travel independently to work sites in the community.
- Stranger testing
- Increase knowledge and skills for personal safety
- Assistance with linkages to adult support services
- Meetings on an as needed basis regarding student progress/status

Job Coaching Orientation to work will include:
- Class and activities to provide information on preparing to enter the world of work
- Students will be given a binder with orientation information
- Discussion to identify interest, preferences and skills that will become the foundation to secure internship experiences through person centered planning.
- Work site safety
- Personal safety and stranger danger
- Interview preparation
- Sexual harassment overview and training
- Understanding internships and community experiences
- Internship preparation and procedures

Job Coaching and documentation:
- Monthly progress reports, bi-monthly job coach reports, travel and safety assessments when applicable, situational assessments, employer evaluations
- Emails and communication with student/BCC staff
Job Development:
- Develop and secure internship sites for students using person centered approach and consideration to transportation.

Consultation and Coordination by Transition Coordinator:
- Consultation with BCC program staff
- Generate and facilitate partnership between BCC and BCSS
- Coordination of contract and ongoing support for BCC program and BCSS
- Contract coordination and monitoring
PROPOSAL - BERGEN COMMUNITY COLLEGE
October 1, 2015 - May 31, 2016

Contract for Transition Services provided by Bergen County Special Services, Educational Enterprises Department, to include:

Semester 1 (Fall 2015) and Semester 2 (Spring 2016):
Semester 1 (12 weeks October through December)
Semester 2 (17 weeks January through May)

Job Coaching – Direct student support for 13 students averaging .5 hours per week
Total number of job coaching hours- 190 hours $19,006.00

Orientation to work for students held on campus
(One class) $234.00

Report writing, emails, communication $3,549.00

Job Development $1,809.00

Consultation and Coordination by Transition Coordinator $804.00

Services may include parent meetings, Professional Staff meetings, student meetings

TOTAL AMOUNT OF CONTRACT $25,402.00

This amount to be paid monthly based on eight months
(October 1, 2015 through May 30, 2016)
- Total per month $3,175.25
Resolution
Appointment: Professional

Submitted By
Mr. Victor Anaya, Executive Director, Finance
Ms. Lindsay Maurer, Executive Director, BCC Foundation
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>Gail Cannarozzi</td>
<td>Accountant/Finance</td>
<td>$47,227.00</td>
<td>10/01/15 – 06/30/16</td>
</tr>
<tr>
<td></td>
<td>(pro-rated)</td>
<td></td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>

Justification
Restructuring in the Bergen Community College Foundation to transfer this individual to the Finance Division in a budgeted position.

Charge To: BCC Foundation Funds
Account Number:
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>Brian Gormley</td>
<td>Custodian/Buildings and Grounds</td>
<td>$28,500.00 (pro-rated)</td>
<td>08/10/15 (retroactive)</td>
</tr>
<tr>
<td>Scott Tober</td>
<td>Custodian/Buildings and Grounds</td>
<td>$28,500.00 (pro-rated)</td>
<td>08/10/15 (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:
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:

Name | Position/Division | Effective Date
--- | --- | ---
Joanne Piccininni | Lecturer/Paramedic Science/Health Professions/Academic Affairs | 11/03/15

Justification
Medical Leave
Resolution
Approve: Leave of Absence/Professional Staff

Submitted By
Dr. Naydeen Gonzalez-DeJesus, Vice President, Student 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>Charlimaine McKinney</td>
<td>Financial Aid Specialist/Financial Aid/Student Affairs</td>
<td>10/16/15</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(retroactive)</td>
</tr>
</tbody>
</table>

Justification
Medical Leave
BOARD OF TRUSTEES ACTION P3
Approval Date: November 2, 2015

Resolution
Approve: Return from Leave of Absence/Support Staff

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>Vanessa Pusey</td>
<td>Sr. Registration Assistant/Student Affairs</td>
<td>$31,212.00 (pro-rated)</td>
<td>10/05/15 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Return from unpaid leave of absence at the same position and salary as the commencement of the leave.
Resolution
Resignation: Support Staff

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>Drita Haxhiu</td>
<td>Library Assistant/Library Services/Academic Affairs</td>
<td>10/30/15 (retroactive)</td>
</tr>
</tbody>
</table>

Justification
Resignation
BOARD OF TRUSTEES ACTION P5A
Approval Date: November 2, 2015

Resolution
Retirement: Professional Staff

Submitted By
Dr. William Mullaney, Vice President, Academic Affairs
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>Katherine Morley</td>
<td>Office Supervisor/Center for Teaching in Innovation/</td>
<td>01/01/16</td>
</tr>
<tr>
<td></td>
<td>Academic Affairs</td>
<td></td>
</tr>
</tbody>
</table>

Justification
Retirement
BOARD OF TRUSTEES ACTION P5B
Approval Date: November 2, 2015

Resolution
Retirement: Support Staff

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

Action Requested
To approve the retirement of the following individual.

Name          Position/Division                        Effective Date
Dorothy Procko Novak   Library Associate/Library Services/  01/01/16
                          Academic Affairs

Justification
Retirement
BOARD OF TRUSTEES ACTION P6
Approval Date: November 2, 2015

Resolution
Termination: Confidential Staff

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

Action Requested
To approve the termination of the following individual:

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

Justification
Termination due to performance not commensurate with the requirements of the position.
BOARD OF TRUSTEES ACTION R1
Approval Date: November 2, 2015

Resolution
Designation of Depositories – Authorized Signatures

Submitted By
Mr. Victor J. Anaya, Chief Financial Officer

Action Requested
To designate depositories and authorized signatures.

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

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

<table>
<thead>
<tr>
<th>Board of Trustees</th>
<th>Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Chairperson</td>
<td>4. College President *</td>
</tr>
<tr>
<td>2. Vice Chairperson</td>
<td>5. Executive Director of Finance (Chief Financial Officer)</td>
</tr>
<tr>
<td>3. Treasurer</td>
<td>6. Vice President of Academic Affairs</td>
</tr>
</tbody>
</table>

* Facsimile signature plate authorized
Bergen Commercial Bank
2 Sears Drive
Paramus, NJ 07652

Bank of America
252 Rock Road
Glen Rock, NJ 07452

Bogota Savings Bank
819 Teaneck Road
Teaneck, NJ 07666

Columbia Savings Bank
14-01 River Road
Fair Lawn, NJ 07410

Connect One Bank
301 Sylvan Avenue
Englewood Cliffs, NJ 07632

Freedom Bank
550 Kinderkamack Road
Oradell, NJ 07649

Lakeland Bank
Administrative Center
250 Oak Ridge Road
Oak Ridge, NJ 07438-8906

M&T Bank
Park 80 West Plaza Two, Suite 104
Saddle Brook, NJ 07663

Oritani Bank
370 Pascack Road
Township of Washington, NJ 07676

Peapack-Gladstone Bank
500 Hills Drive, Suite 300
Bedminster, NJ 07921

PNC Bank
2445 Kuser Road
Hamilton, NJ 08690

 Provident Bank
464 Cedar Lane
Teaneck, NJ 07666
Exhibit R1

TD Bank
1000 MacArthur Boulevard
Mahwah, NJ 07430

Team Capital Bank
347 Mt. Pleasant Avenue
West Orange, NJ 07052

Valley National Bank
1460 Valley Road
Wayne, NJ 07470

Vision Federal Credit Union
100 Paragon Drive
Montvale, NJ 07645

November 2, 2015
Resolution
Board Meeting Dates and Official Publications

Submitted By
Office of the President

Action Requested
The following dates are to be approved for regular meetings of the Board of Trustees for 2016:

2016 Meeting Dates

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

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

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

These dates will be published in the following newspapers:
The Record and the Ridgewood News.
Resolution
Reaffirm the Credit Programs, Curricula and Courses Offered at Bergen Community College

Submitted By
Dr. B. Kaye Walter, President
Dr. William Mullaney, Vice President, Academic Affairs

Action Requested
Reaffirm the credit programs, curricula, and courses as published in the 2015-2016 Bergen Community College Catalog as the official curricula of the College and until such time as they are revised, amended, rescinded, or new programs are adopted through the appropriate College policies and processes.

Justification
Under the Higher Education Restructuring Act, Boards of Trustees have increased responsibility for curricula and programs. It has been recommended that the College Catalog listings of credit programs be reaffirmed at the annual reorganization meeting.
Resolution
Exempt from Bidding: Appointment General Counsel – DeCotiis, FitzPatrick & Cole, LLP.

Submitted By
Mr. E. Carter Corriston, Chairman, Board of Trustees

Action Requested
Subject to contract negotiations, the Board of Trustees will appoint the law firm of

DeCotiis, FitzPatrick & Cole, LLP, as general counsel for Bergen Community College for the year commencing January 1, 2016 and ending December 31, 2016, in accordance with the proposal dated October 1, 2015, which was submitted in response to the Request for Qualifications for Legal Services, issued by the College on September 15, 2015.

Justification
The Request for Qualifications was advertised on September 15, 2015, 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.” Legal services are exempt from bidding in accordance with County College Contract Law 18A:64A-25.5 (a) (1).

Charge To: College Operating Funds
Account Number: 10-01-186100-607566
Resolution
Reaffirm Policies of the Board of Trustees

Submitted By
Dr. B. Kaye Walter, President

Action Requested
Reaffirm the policies of the Board of Trustees, as published on the college website:

http://www.bergen.edu/about-us/board-of-trustees/board-policies-procedures
BOARD OF TRUSTEES ACTION S/F 1
Approval Date: November 2, 2015

Resolution
To authorize a Change Order to Northeast Roof Maintenance to replace sealant at clerestories in West Hall due to poor condition and as recommended by the consulting Architect.

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. Sam John, Interim-Managing Director of Physical Plant

Action Requested
Authorization to issue Change Order #1 for $3,600.00 to Northeast Roof Maintenance, Inc. – West Hall Metal Roof Repair

Justification
The above change order was approved by the Board of Trustees Site and Facilities Committee at their October 22, 2015 meeting. See schedule below for detailed description of the approved change order.

Change Order #1 - $3,600.00 to remove existing vertical window sealant at clerestories, and replace with new sealant and backer rod as recommended by Architect and requested by the College to address poor condition of the existing vertical window sealant at the clerestories.

Change Order Classification – COC-3

Charge To: County Bond
Account Number: 20-00-116300-604238
BOARD OF TRUSTEES ACTION S/F 2
Approval Date: November 2, 2015

Resolution
Authorization to approve the attached list of Architects and Engineers that submitted the required documents for the 2016 Request for Qualifications for these professional services.

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

Action Requested
Approval of the attached list of Professional Architects and Engineers for 2016 that submitted all the required documents in response to a Request for Qualifications.

(SEE ATTACHED LIST)

Justification
New Jersey County College Contracts Law N.J.S.A. 18A:64A-25.5 (1) authorizes the award of professional contracts without public bidding. The Request for Qualifications for Architects and Engineers was advertised on the Bergen Community College website on September 15, 2015, in accordance with New Jersey P.L. 2004 Chapter 19 "Pay to Play" Law, and conforms to a "Fair and Open Process". Use of the listed consultants will be contingent on the approval of the Board of Trustees.
<table>
<thead>
<tr>
<th>ARCHITECTURAL FIRMS</th>
<th>ENGINEERING FIRMS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Fraytak Veliz Hopkins Duthie, P.C.</td>
<td>1 SNS Architects &amp; Engineers, PC</td>
</tr>
<tr>
<td>2 RSC Architects</td>
<td>2 GMS-Gilsanz Murray Stefickek LLP</td>
</tr>
<tr>
<td>3 LAN Associates, Engineering, Planning, Architecture,</td>
<td>3 EI Associates</td>
</tr>
<tr>
<td>4 Settembrino Architects</td>
<td>4 H &amp; H Engineering</td>
</tr>
<tr>
<td>5 Spiegle Architectural Group</td>
<td>5 GZA GeoEnvironmental, Inc.</td>
</tr>
<tr>
<td>7 The Mual Group Architecture</td>
<td></td>
</tr>
<tr>
<td>8 Ronald Schmidt &amp; Associates, P. A.</td>
<td></td>
</tr>
<tr>
<td>9 EI Associates</td>
<td></td>
</tr>
<tr>
<td>10 Elament Architectural Group</td>
<td></td>
</tr>
<tr>
<td>11 NK Architects</td>
<td></td>
</tr>
<tr>
<td>12 S&amp;L architecture studio, llc</td>
<td></td>
</tr>
<tr>
<td>13 Arcari &amp; Iovino Architects PC</td>
<td></td>
</tr>
<tr>
<td>14 Fredric A. Rosen Architect</td>
<td></td>
</tr>
<tr>
<td>15 SNS Architects &amp; Engineers, PC</td>
<td></td>
</tr>
</tbody>
</table>
Resolution
To authorize a Change Order to RSC Architects to revise the specifications for the data infrastructure in the Health Professions Building to accommodate current technology requirements.

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 of Campus Planning and Improvements

Action Requested
Authorization to issue Change Order #1 for $11,800.00 to RSC Architects - Health Professions Building

Justification
The above change order was approved by the Board of Trustees Site and Facilities Committee at their October 22, 2015 meeting. See schedule below for detailed description of the approved change order.

Change Order #1 - $11,800.00 to revise contract documents to reflect deletion of overhead projectors, relocation of power and data outlets to new locations for wall mounted monitors, revise electrical circuiting, provide blocking location for wall monitors, add additional power and data to offices to accommodate additional desks, and add additional power and data to classrooms/labs teacher stations as requested by College's IT Department.

Change Order Classification – CCO-9

Charge To: Go Bond
Account Number: 20-01-115300-604238
Resolution
To reject both bids received in response to Public Bid P-2190, for the modernization/upgrading and maintenance of Elevators 7 & 8, and to re-bid.

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
Mr. Samuel John, Interim Managing Director, Physical Plant

Action Requested
Authorization to reject both bids received for Public Bid P-2190 due to non-complying or missing bid documents that are required by the bid specifications.

Justification
Bids were received from Unitec Elevator and Standard Elevator Corporation. The bid from Unitec must be rejected due to the bidder's failure to provide a proper bid security. Additionally, we were unable to verify Public Works registration, as required by law, for both Unitec and one of its listed subcontractors. The bid from Standard Elevator Corporation was missing the bid sheet and is non-compliant. This project will be re-bid at a future date.
Resolution
Reduction of payment application retainage from current 10% to 5% for Benjamin R. Harvey Company, Inc. - Health Professions Building starting with payment application #15

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

Action Requested
Authorization to reduce payment application retainage from current 10% to 5% for Benjamin R. Harvey Company, Inc. - Health Professions Building starting with payment application #15

Justification
The above reduction of payment application retainage from current 10% to 5% starting with payment application #15 was approved by the Board of Trustees Site and Facilities Committee at their October 22, 2015 meeting.

This reduction of payment application retainage from current 10% to 5% is allowed by Section 4, paragraph A, third sentence states that when the project reaches 50% completion, the College can reduce the payment application retainage from 10% to 5% for all future payment applications subject to the cooperation of the Contractor, the Contractor's performance to date, and the recommendation of the Architect and College Personnel.

To date the Contractor's cooperation and performance have been exemplary, and the RSC Architects, and College Personnel have recommended the application retainage from current 10% to 5% as allowed by the Contract.