



PASSAIC COUNTY COMMUNITY COLLEGE • 973 684-5900
ONE COLLEGE BOULEVARD, PATERSON, N.J. 07505-1179

OFFICE OF THE PRESIDENT

PASSAIC COUNTY COMMUNITY COLLEGE

Attached are the Board resolutions passed at the May 21, 2019 regular Board of Trustees meeting. If you have any questions, please call me.

STEVEN ROSE
SECRETARY
BOARD OF TRUSTEES

**BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA
Page 1 of 2**

At 7:00 p.m. on Tuesday, May 21, 2019, the Board of Trustees of Passaic County Community College will hold a regular meeting. The meeting will take place in The Paterson Room, Passaic County Community College, One College Boulevard, Paterson, New Jersey. The public is invited to attend, per the Open Public Meetings Act, N.J.S.A. 10:4-6. In addition, the Board will meet in executive session to discuss such issues as are allowed pursuant to NJSA 10:4-12. A copy of the agenda and packet are available for public inspection.

CALL TO ORDER

ROLL CALL

CONSIDERATION OF MINUTES – April 16, 2019

PRESENTATION:

- A. Presentation: Phi Theta Kappa (PTK)

REPORTS

- President
 - Significant Activities
 - Statement of Revenue and Expenditures
- Chairman

DISCUSSION AGENDA

- A. **ACADEMIC ITEMS**
 - New Certificates of Achievement (Baking and Culinary Arts)
 - Carl D. Perkins Career and Technical Education Grant
- B. **BUSINESS ITEMS**
 - Purchases of Goods and Services
- C. **PERSONNEL ITEMS**

EXECUTIVE SESSION

Discussion of personnel, contract negotiations, and matters protected by attorney-client privilege.

BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA
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ACTION ITEMS – CONSENT RESOLUTION

A. ACADEMIC ITEMS

New Certificates of Achievement (Baking and Culinary Arts)
Carl D. Perkins Career and Technical Education Grant

B. BUSINESS ITEMS

Purchases of Goods and Services
Memorandum of Understanding between City of Paterson, Passaic County Community
College Foundation and Passaic County Community College

C. PERSONNEL ITEMS

Individual Resolution(s)

REMARKS: PUBLIC; TRUSTEES

ADJOURNMENT

PASSAIC COUNTY COMMUNITY COLLEGE

ROLL CALL

BOARD OF TRUSTEES	PRESENT	ABSENT
Alumni Rep Medina		X
Ciambrone		X
DuHaime	X (arrived at 7:11 pm)	
Esquiche		X
Marco	X	
Moody	X	
Pou	X	
Rodriguez		X
Smith	X	
Trivedi		X
Tanis	X	
Nutter	X	

DATED: MAY 21, 2019

The following are the minutes of the Board of Trustees of Passaic County Community College, One College Boulevard, Paterson, New Jersey, held on Tuesday, April 16, 2019.

CALL TO ORDER

President Rose stated that notice of the meeting was mailed to the Herald News, the Record, the Office of the County Clerk, and posted on the bulletin board of the College Boulevard building on November 14, 2018.

Chairman Nutter stated that inasmuch as adequate notice of the meeting had been given, the meeting was called to order at 7:02 p.m. A copy of the agenda was reviewed and available for public inspection.

ROLL CALL

Deborah E. Ciambrone
Richard A. DuHaime
Yolanda Esquiche
Dennis F. Marco
Alonzo Moody

Taina Pou
Sharon C. Smith *
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Harvey J. Nutter, Chairman

Absent

Alex Medina, Alumni Representative
Carlos Rodriguez
Ronak Trivedi

*Arrived 7:10 p.m.

CONSIDERATION OF MINUTES – March 19, 2019

Chairman Nutter asked for a motion on Resolution #1 – Consideration of Minutes for March 19, 2019; moved by Trustee Tanis; seconded by Trustee Esquiche. Upon roll call, Resolution #1 passed with Trustees Ciambrone, Marco and Pou abstaining and all other members present voting “yes.”

PRESENTATION

Passaic County Community College Foundation

President Rose stated the Annual Foundation Scholarship Gala will be held at the Wanaque Academic Center, Thursday, April 25, 2019. He also stated that Ms. Meredith Behrens, Institutional Advancement Specialist, had recently given a presentation to the PCCC

Foundation Board of Trustees and felt it was important for the College's Board of Trustees to be informed of what the Foundations does, as well as, the phenomenal job it does supporting the College's students.

Ms. Behrens began by emphasizing her excitement working with the Foundation, and stated that the annual gala and golf outing are the major fundraisers for the scholarships the Foundation awards yearly. She then explained the General Scholarship fund, which was administered by the Financial Aid Office and awards approximately \$700,000.00 in scholarships each year.

She continued her presentation by explaining how Named Scholarships (59 in all totaling close to \$60,000 awarded annually) are created and how they are awarded. A new feature currently in place was a partnership the Foundation has with AwardSpring, a company that has an online scholarship management system that makes the process seamless for the students to apply.

Ms. Behrens completed her presentation by stating Mr. Thomas Kemly, President and CEO of Columbia Bank and Columbia Bank Foundation would receive the *Outstanding Achievement Leadership Award*, and Mr. Hector Lora, Mayor of Passaic and an Alumnus of PCCC would receive the *Distinguished Alumni Award* at the Foundation's Annual Gala on April 25, 2019.

Trustee Smith asked what the process was to start a Named Scholarship, and she was provided with the information by both Ms. Behrens and President Rose, with Ms. Behrens emphasizing she would assist anyone interested in starting a scholarship.

President Rose mentioned that the College holds an annual Scholarship Breakfast the first week of June to enable the donors and recipients to meet each other.

REPORTS

President:

President Rose summarized the Higher Education Plan for the State of New Jersey "*WHERE OPPORTUNITY MEETS INNOVATION, A Student-Centered Vision for New Jersey Higher Education.*" He noted it was the first plan for higher education the state has had in twenty-five years. He then went on to explain how New Jersey does not have a state Board of Higher Education as other states and due to that fact, the state lacks coordination of goals all colleges should work toward. He then provided an overview on each of the ten visions outlined in the summary, which the College continues to focus on.

President Rose asked Mr. Steven Hardy, Vice President for Finance and Administrative Services, to present the Statement of Revenue and Expenditures, which he did noting there was a

savings of \$170,000.00 through refunding of bonds and personnel positions which were eliminated.

Chairman: None

DISCUSSION AGENDA

The following items were approved for placement on the Action Items agenda:

A. Academic Items

Carl D. Perkins Career and Technical Education Grant

President Rose stated the College receives money each year for vocational education, which includes instructional and non-instructional supplies.

Request for Exceptions to N.J.S.A. 18A:62-57(a)

President Rose explained how a Commission on Affordability of Colleges was set up by the state on what could be done to make college more affordable. He stated colleges have increased the credit requirements through the years to make sure students had the knowledge needed to succeed. The State of New Jersey Legislature recently passed a law (N.J.S.A. 18A:62-57(a), August 2018) stating all Associate Degree programs must be 60 credits and Baccalaureate programs must be 120 credits. The College had some programs over the 60-credit mark at which the Academic Council has since addressed and corrected. The College offers accredited programs that have external requirements and cannot be completed within the 60 credits limit; therefore, the affected programs listed below required additional credits in order for program completion. President Rose then asked Dr. Kineavy to explain the reasoning behind each of the following, which she did:

- The A.A.S. in Health Information Management
- The A.A.S. in Nurse Education
- The A.S. in Occupational Therapy Assistant
- The A.S. in Psychology Rehabilitation and Treatment
- A.A.S. in Radiography

New Degree Programs:

AAS in Automotive Technology

Dr. Kineavy stated that the Automotive Technology program was requested by Wayne Hills and Wayne Valley High Schools, and would be offered to high students in the fall of 2019 using the respective high schools automotive labs. The AAS was a 60-credit program with 20 credits of General Education and 40 credits of automotive courses. She did note that once a student completes the AU110 course, s/he can take the Automotive Service test to become certified and be able to get employment.

Dr. Kineavy then provided information about the following Academic Items:

AAS in Hospitality Management: A 60 credit program marketable for the student who desires to manage hotels.

New Career Certificate: Automotive Technology: A Career Certificate in Automotive Technology that provides 30 credits toward the automotive degree as a stackable credential.

Termination of a Degree Option: The Hospitality degree program appeared more favorable than the Hospitality option therefore recommending termination.

Change in Nomenclature (Degree Terminology): The AS degree in Applied Computer Science has confused students, therefore the name change to an AS in Computer Science.

Trustee Smith asked for clarification on the Automotive Degree program, which both Dr. Kineavy and President Rose explained how the program would be taught by the high school faculty, and the College would certify the high school teachers to teach the general education courses. The College does not pay the salaries of those teachers; only a nominal fee for paperwork.

President Rose also mentioned the College has been in communications with Passaic County Technical Institute to offer trade courses. The New Jersey Department of Education has endorsed the "Early College Model" in order for students to receive dual credit to meet high school graduation requirements, as well as, earn college credits.

B. Business Items

Purchases of Goods and Services

The following goods and services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq and NJSA 18A:64A-25 et al. are so noted and

recommended. President Rose stated he would be happy to answer any questions that the Board may have.

- Information Technology Hardware
- Public Safety Equipment, Software and Services
- Middlesex Regional Educational Services Commission (MRESC) Bid # MRESC 15/16-69 – Information Technology Hardware
- Request for Proposal 19-12 – Flagpole Furnishing and Installation
- Bid 18-01 – Solid Waste Disposal

C. Personnel Items

The personnel items were pending the outcome of the Executive Session discussion.

EXECUTIVE SESSION

Chairman Nutter asked for a motion to go into executive session at 7:55 p.m.; moved by Trustee Marco; seconded by Trustee Tanis. Chairman Nutter stated that the Board would meet in Executive Session about twenty minutes to discuss personnel, contract matters, and matters protected by attorney-client privilege, and that no action would be taken in executive session. Upon roll call, the motion to go into executive session was approved by all members present voting “yes.”

ROLL CALL

Deborah E. Ciambrone
Richard A. DuHaime
Yolanda Esquiche
Dennis F. Marco
Alonzo Moody

Taina Pou
Sharon C. Smith
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Harvey J. Nutter, Chairman

Absent

Carlos Rodriguez
Ronak Trivedi

Chairman Nutter called the meeting to order at 8:17 p.m., stating that the Board met in Executive Session to discuss personnel, contract matters, and matters protected by attorney-client privilege, and that no action was taken in executive session.

ACTION ITEMS AGENDA - Consent Resolution

Chairman Nutter asked for a motion on Resolution #2 - Consent Agenda Items A, B and C. Trustee Ciambrone moved Resolution #2; seconded by Trustee Moody. Upon roll call, Resolution #2 passed with all members present voting "yes".

A. ACADEMIC ITEMS

Carl D. Perkins Career and Technical Education Grant (New Jersey Department of Education) budget amendment for its approved 2018-2019 Perkins Career and Technical One-Year Spending Plan in the amount of \$91,422, which was reallocated to purchase items including instructional and non-instructional supplies.

Request for Exceptions to N.J.S.A. 18A:62-57(a)

Enactment of law N.J.S.A. 18A:62-57(a) (August 2018), which mandates that the standard number of credits required for the award of an associate degree is 60 credit hours and 120 credit hours for a baccalaureate degree for all state colleges and universities to be in compliance by Fall 2019. The law allows for exceptions that must be approved by the board of trustees of the college and address the following points: The reason for the exception to the 60 credit hour standard, any alternate approached that may be considered or rejected, and the potential impact the additional number of credit hours above 60 will have on students in the program. Below please find five (5) requests for exception to N.J.S.A. 18A:62-57(a).

A.A.S. degree in Health Information Management 66 credit hours

The Health Information Management (HIM) program is accredited by the Commission on Accreditation of Health Informatics and Information Management Education (CAHIIM). CAHIIM accredited programs are required to develop curriculum based on the needs of the profession, the community and the industry as well as meets the requirements set forth in the CAHIIM Standards for Associate Degree programs. The HIM program at PCCC is in compliance with CAHIIM standards for curriculum, as indicated in a letter dated December 17, 2018. The curriculum requires students to meet the core competencies, obtain lab experiences and professional practice experience required by the professional association and the state mandated general education requirements for an A.A.S degree. Based on the specified exceptions in N.J.S.A 18A:62-57(b)2 and (b)3, the Health Information Management program falls into this exception: professional accreditation and certification which requires a number of credit hours and course work that cannot be completed in 60 credit hours.

Alternate approaches were not considered due to the necessity of maintaining the standards of professional accreditation.

Health Information Management students are required to take an additional 6 credit hours above the 60 credit standard for associate degree completion, which helps students meet the certification requirements in HIT/HIM upon graduation, which meets employer requirements when seeking employment. Specifically, the 9 credits are in the area of career requirements and include professional practice requirements. Students are advised of the additional credits upon admission to the program and financial aid is available for eligible students who pursue this degree. Students are also provided an academic map which outlines course selection options in semester format from the first through the last semester. Additionally, students are advised every semester of the number of credits needed to complete within the timeframe specified for graduation.

A.A.S. degree in Nurse Education 68 credit hours

Individuals who wish to be licensed as registered nursing are required by law to complete a program of study accredited by the New Jersey State Board of Nursing. N.J.A.C. 13:37-1.8 entitled, Maintaining Accreditation: Curriculum Organization and Content, states the content specific areas that must be offered to students in an associate degree program:

“f) The nursing curriculum of all professional nursing education programs shall include:

- 1) Content in the sciences, social sciences and humanities; and
- 2) Nursing courses and clinical experiences in a variety of settings that include:
 - i) The promotion, restoration and maintenance of health across the lifespan;
 - ii) Critical thinking;
 - iii) The nursing practice act, N.J.S.A. 45:11-23 et seq., and Board rules, N.J.A.C. 13:37;
 - iv) Legal and ethical issues;
 - v) Cultural implications for practice;
 - vi) The structure and economics of the health care delivery system;
 - vii) Delegation to, and supervision of, licensed practical nurses and unlicensed assistive personnel;
 - viii) Management and leadership;

- ix) Interdisciplinary collaboration;
- x) Pain management and end of life issues;
- xi) Socialization to the role of the professional nurse; and
- xii) Organ and tissue donation and recovery designed to address clinical aspects of the donation and recovery process.”

This content is included in the A.A.S. degree in Nurse Education curriculum through the 34 credits required in the sciences, social sciences, and humanities, and the 34 credits required in nursing courses that include both didactic and clinical content.

The end-of-program student learning outcomes encompass the N.J. Board of Nursing requirements, and the curriculum is designed to ensure students are able to achieve these learning outcomes, pass the NCLEX licensure examination, and enter the nursing workforce as clinically competent practitioners.

The A.A.S. degree in Nurse Education program maintains specialty accreditation by the Accrediting Commission for Nurse Education (ACEN). ACEN 2017 Standards and Criteria for Associate Degree Programs, Standard 4 Curriculum, Criterion 4.8 states:

“The total number of credit hours required to complete the defined nursing program of study is congruent with the attainment of the identified end- of- program student learning outcomes and program outcomes, and is consistent with the policies of the governing organization, the state, and the governing organization’s accrediting agency.”

Based on the specified exceptions in N.J.S.A 18A:62-57(b)2 and (b)3, the A.A.S. degree in Nurse Education falls into this exception:, professional accreditation and certification which requires a number of credit hours and course work that cannot be completed in 60 credit hours.

Alternate approaches were not considered because the A.A.S. degree in Nurse Education must maintain accreditation and licensure standards which cannot be completed in 60 credit hours.

Nurse education students are required to take the additional 8 credit hours above the 60 credit standard for associate degree completion. The 8 credits are in clinical experience and technical competency, both of which must be documented by the program to qualify the student for licensure. In New Jersey, an individual must be licensed by the N.J. Board of Nursing in order to practice as a registered nurse or the student will not be eligible to obtain employment. Students are advised of the additional credits upon admission to the program and financial aid is available for eligible students who pursue this degree. Students are also provided an academic map which outlines course selection options in semester format from the first through the last

semester. Additionally, students are advised every semester of the number of credits needed to complete within the timeframe specified for graduation.

A.S. degree in Occupational Therapy Assistant 77 credit hours - A Joint Program Offered with Rutgers University

PCCC administers a joint degree program with Rutgers University, which determines the curriculum in accordance with the National Board for Certification in Occupational Therapy (NBCOT). PCCC offers the general education courses, as proscribed by Rutgers University, who offers the specialized content courses. NBCOT offers a certification exam, after which the individual becomes a certified occupational therapy assistant (COTA). New Jersey, along with many other states, requires licensure in order to practice as a COTA, and uses the results of the NBCOT certification exam as the basis to issue a license. NBCOT also requires students to graduate from an accredited/approved entry-level occupational therapy degree program. NBCOT sets the standards for accreditation as follows:

- A6.1 The curriculum must include preparation for practice as a generalist with a broad exposure to current practice settings (e.g., school, hospital, community, long-term care) and emerging practice areas (as defined by the program). The curriculum must prepare students to work with a variety of populations including, but not limited to, children, adolescents, adults, and elderly persons in areas of physical and mental health.
- A6.3 The program must document a system and rationale for ensuring that the length of study of the program is appropriate to the expected learning and competence of the graduate.

Alternate approaches were rejected for this degree because of the requirements for specialized accreditation for the program itself as well as for the need by the students to graduate from an accredited program in order to be eligible to sit for the certification exam.

Students are advised of the additional 17 credits upon admission to the program and financial aid is available for eligible students who pursue this degree. Students are also provided an academic map which outlines course selection options in semester format from the first through the last semester. Additionally, students are advised every semester of the number of credits needed to complete within the timeframe specified for graduation.

A.S. in Psychosocial Rehabilitation and Treatment 61 credit hours - A Joint Degree Program Offered with Rutgers University

PCCC administers the joint degree program with Rutgers University, which determines the curriculum in accordance with the Certified Psychiatric Rehabilitation Practitioner credentials (CPRP). PCCC offers the general education courses, as proscribed by Rutgers

University, who offers the specialized content courses. Students who graduate with this A.S. degree are eligible to take the credentialing exam prior to meeting the work experience requirement of 2000 hours. The CPRP is recognized by the State of New Jersey under partial care services standards as fulfilling the requirements to be a primary case coordinator and, mental health services worker. This enables the student to have both the A.S. degree and the CPRP, and be eligible for the same employment level as someone with a bachelor's degree in social work.

This is a uniquely designed degree program to take advantage of the combination of the 1) A.S. degree, 2) the CPRP certification and 3) the state law as an alternate pathway to employment in the field. To pursue other avenues would defeat the aforementioned purpose.

Students are advised of the additional 1 credit upon admission to the program and financial aid is available for eligible students who pursue this degree. Students are also provided an academic map which outlines course selection options in semester format from the first through the last semester. Additionally, students are advised every semester of the number of credits needed to complete within the timeframe specified for graduation.

A.A.S. degree in Radiography 69 credit hours

Individuals who wish to be licensed as radiography professionals are required by law to complete a program of study approved by the Radiologic Technology Board of Examiners (RTBoE), or its equivalent. Passaic County Community College (PCCC) has earned approval of its A.A.S. degree in Radiography by maintaining accreditation by the Joint Review Committee on Education in Radiologic Technology (JRCERT). Accreditation by JRCERT demonstrates that the program complies with standards of student and faculty clinical competency as well as timely, appropriate and clinically valid learning environments that fall within specific time constraints per day and per week. Given the education experiences with ionizing radiation, health and safety precautions for students and faculty are a serious concern. Accreditation by JRCERT also limits the number of clinical courses and assignments students may register for in a particular semester. These practices also address both clinical competency and health and safety requirements required for licensure in the State of New Jersey. As described in N.J.S.A. 18A:62-57(b)2 and (b)3, the A.A.S. degree in Radiography falls into these two specified exceptions. Further, the New Jersey Bureau of Compliance with the approval of the RTBoE received written confirmation on October 12, 2018 from the New Jersey Department of Environmental Protection, Division of Energy Security and Sustainability that, "an associate degree program in radiologic technology (or its equivalent) offered by a county college and that is accredited by the New Jersey Radiologic Technology Board of Examiners and the Joint Review Committee on Education in Radiologic Technology would fall under the exceptions listed and would therefore not be bound by the 60 credit standard."

Alternate approaches were not considered because the A.A.S. degree in Radiography must maintain accreditation and licensure standards which cannot be completed 60 credit hours.

Radiography students are required to take an additional 9 credit hours above the 60 credit standard for associate degree completion. The 9 credits are in clinical experience and technical competency, both of which must be documented by the program to qualify the student for licensure and certification. In New Jersey, an individual must be certified and licensed by the NJ Department of Environmental Protection in order to practice in the field of radiologic technology or the student will not be eligible for employment. Students are advised of the additional credits upon admission to the program and financial aid is available for eligible students who pursue this degree. Students are also provided an academic map which outlines course selection options in semester format from the first through the last semester. Additionally, students are advised every semester of the number of credits needed to complete within the timeframe specified for graduation.

New Degree Programs

The Associate in Applied Science (A.A.S.) degree in Automotive Technology, a sixty (60) credit degree.

The Associate in Applied Science degree in Hospitality Management, a new sixty (60) credit degree.

New Career Certificate

The Career Certificate in Automotive Technology, a thirty-one (31) credit Certificate.

Termination of a Degree Option

TERMINATION of the Hospitality Option in the Associate in Science in Business Administration degree program.

Change in Nomenclature

The change in nomenclature to the Associate in Science degree in Applied Computer Science to avoid confusion with degree terminology.

Current Degree

New Degree

A.S. Applied Computer Science

to

A.S. Computer Science

B. BUSINESS ITEMS

Purchases of Goods and Services

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.

Information Technology Hardware (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2019 College Capital Funds; \$69,703.00 Available)
Laptops for academic use in Radiography program. Fulfillment Agent for NJ State Contract 89974.

CDW Government **\$25,770.67**
75 Remittance Drive, Suite 1515 **(Recommended Award)**
Chicago, IL 60675

Public Safety Equipment, Software and Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems) (Funding Source: FY-2019 College Capital and Operating Funds; \$26,488.84 Available)
ID card printers, Mobile Readers and associated software and services. Vendor year-to-date spend above Board Review threshold.

Blackboard, Inc. **\$14,366.70**
111 19th Street NW, 9th Floor **(Recommended Award)**
Washington, DC 20036

Middlesex Regional Educational Services Commission (MRESC) Bid # MRESC 15/16-69 - Information Technology Hardware (Funding Source: FY-2019 College Capital Funds; \$7,525.95 Available)
iPad tablets for Public Safety mobile use. Vendor year-to-date spend above Board Review threshold. New Jersey State Approved Cooperative Pricing System. New Jersey Co-op #65MCESCCPS.

Apple Inc. **\$1,655.90**
5505 W Parmer Lane, Bldg 7 **(Recommended Award)**
Austin, TX 78727

Request for Proposal 19-12 – Flagpole Furnishing and Installation (Below Public Bid Threshold) (Funding Source: FY-2018 and 2019 College Capital Funds; \$48,845.01 Available)
Three (3) flagpoles to be installed at Paterson Campus on corner of Broadway and Memorial Drive.

ConServ Flag Company **\$24,302.07**
1003 Illinois Avenue **(Recommended Amount)**
Sidney, NE 69162

Bid 18-01 – Solid Waste Disposal

(Funding Source: FY-2020 College Operating Funds; \$57,500.00 Budgeted)

FY-2020 solid waste disposal services. Year three of three year agreement. Expenditure contingent on future budget approval.

Interstate Waste Services of NJ, Inc. **\$21,174.00**
375 Route 1 & 9 South **(Recommended Award)**
Jersey City, NJ 07306

C. PERSONNEL ITEMS

- I. Separations: A. Elaine Goldman, Instructional Librarian
- II. Appointments: A. Marcela Sansanelli, Assistant Director, Child Dev Center
B. Svetlana Lider, Payroll Administrator
C. Patrick McQuillan, Educational Specialist, STEM
- III. Grant Administrators Salaries, FY 2018-2019, A and B
- IV. One-time Stipend Payment
- V. Adjunct Faculty Appointments – Spring 2019
- VI. Part-Time Temporary Appointments

REMARKS:

Public/Trustees: None

ADJOURNMENT

Chairman Nutter asked for a motion to adjourn the meeting at 8:19 p.m.; moved by Trustee Ciambrone; seconded by Trustee Marco. Upon roll call, the motion to adjourn the meeting passed unanimously with all members present voting “yes.”

PASSAIC COUNTY COMMUNITY COLLEGE
Resolution #1 – CONSIDERATION OF MINUTES

Offered by MOODY Seconded by MARCO

Board of Trustees	Yes	No	Abstain	Absent
Ciambrone				X
DuHaime	X			
Esquiche				X
Marco	X			
Moody	X			
Pou	X			
Rodriguez				X
Smith	X			
Trivedi				X
Tanis	X			
Nutter	X			

CONSIDERATION OF MINUTES

BE IT RESOLVED that the Board of Trustees of Passaic County Community College hereby approves the minutes of the April 16, 2019 Board of Trustees meetings, as presented.

DATED: MAY 21, 2019

PASSAIC COUNTY COMMUNITY COLLEGE
EXECUTIVE SESSION

Offered by MARCO Seconded by TANIS

BOARD OF TRUSTEES	PRESENT	ABSENT
Ciambrone		X
DuHaime	X	
Esquiche		X
Marco	X	
Moody	X	
Pou	X	
Rodriguez		X
Smith	X	
Trivedi		X
Tanis	X	
Nutter	X	

The material for Executive Session will be provided under separate cover.

DATED: MAY 21, 2019

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

Offered by TANIS Seconded by MARCO

Board of Trustees	Yes	No	Abstain	Absent
Ciambrone				X
DuHaime	X			
Esquiche				X
Marco	X			
Moody	X			
Pou	X			
Rodriguez				X
Smith	X			
Trivedi				X
Tanis	X			
Nutter	X			

BE IT RESOLVED that the Board of Trustees of Passaic County Community College, upon the recommendation of the President, hereby approves the following actions:

A. ACADEMIC ITEMS

The Certificate of Achievement in Baking, a sixteen (16) credit degree designed to instruct students in the basics in baking fundamentals.

The Certificate of Achievement in Culinary Arts, a sixteen (16) credit degree designed to instruct students in the basics in culinary fundamentals.

The submittal of the Carl D. Perkins Career and Technical Education Grant (New Jersey Department of Education) for its 2019-2020 one-year spending plan to the New Jersey Department of Education in the amount of \$770,584. The funds will be used to provide academic and support services in areas such as Health Information Management (HIM), Music Technology, Computer Information Systems (CIS), Electronic Engineering, Nursing, Radiography, Early Childhood Education, Accounting, Hospitality Administration/Management, Culinary Arts, Pastry and Baking, Fire Science/Technology, Digital Media Production and Distribution, and Video Production.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

B. BUSINESS ITEMS

Purchases of Goods and Services

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.

Information Technology Hardware (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2019 Carl D. Perkins Career and Technical Education Grant Funds; \$56,460.46 Available)
Laptops and charging carts for academic use in Nursing academic program. Fulfillment Agent for NJ State Contract 89974.

PKA Technologies, Inc. **\$53,556.06**
1 Executive Boulevard, Suite 101 **(Recommended Award)**
Suffern, NY 10901

Information Technology Hardware (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2020 College Capital Funds; \$896,910.84 Available)
Servers, storage equipment and associated hardware and support. Fulfillment Agent for NJ State Contract 89974.

PKA Technologies, Inc. **\$896,910.84**
1 Executive Boulevard, Suite 101 **(Recommended Award)**
Suffern, NY 10901

Public Safety Equipment, Software and Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems) (Funding Source: FY-2020 College Operating Funds, \$40,000.00 Budgeted)
Preprinted ID cards and Mobile Readers with associated software and services. Expenditures contingent on future budget approvals.

Blackboard, Inc. **\$16,811.00**
111 19th Street NW, 9th Floor **(Recommended Award)**
Washington, DC 20036

Advertising (Billboard Advertisements) (Public Bid Exception per NJSA 18A:64A-25.5 a. (20) – Advertising) (Funding Source: FY-2020 College Operating Funds; \$213,000.00 Budgeted)
Estimated amount for FY-2020. Expenditures contingent on future budget approvals. Business Entity and Political Contribution disclosures required.

Outfront Media LLC **\$38,000.00**
405 Lexington Avenue **(Recommended Award)**
New York, NY 10174

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

Advertising (Electronic Media Advertisements) (Public Bid Exception per NJSA 18A:64A-25.5 a. (20) – Advertising) (Funding Source: FY-2020 College Operating Funds; \$213,000.00 Budgeted)
Estimated amount for FY-2020. Expenditures contingent on future budget approvals. Business Entity and Political Contribution disclosures required.

Cross Device Media Group **\$55,000.00**
16 South Street **(Recommended Award)**
Morristown, NJ 07960

Advertising (Bus Advertisements) (Public Bid Exception per NJSA 18A:64A-25.5 a. (20) – Advertising) (Funding Source: FY-2020 College Operating Funds; \$213,000.00 Budgeted)
Estimated amount FY-2020. Expenditures contingent on future budget approvals. Business Entity and Political Contribution disclosures required.

Intersection Media, LLC **\$25,000.00**
10 Hudson Yards, 26th Fl. **(Recommended Award)**
New York, NY 10001

Magazine and Journal Subscriptions (Public Bid Exception per NJSA 18A:64A-25.5 a. (6) – Library Materials and Services) (Funding Source: FY-2020 College Operating Funds; \$101,000.00 Budgeted)
Estimated amount for FY-2020. Expenditures contingent on future budget approvals. Business Entity and Political Contribution disclosures required.

EBSCO Industries, Inc. **\$35,000.00**
1163 Shrewsbury Ave., Suite E **(Recommended Award)**
Shrewsbury, NJ 07702

Consulting Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services) (Funding Source: FY-2019 College Operating Funds; \$22,410.00 Available)
Information Technology consulting services. NJEdge Contract # 00278834.

Carahsoft Technology Group **\$22,410.00**
1860 Michael Faraday Drive, Suite 100 **(Recommended Award)**
Reston, VA 20190

Student Assistant Program Services (Public Bid Exception per NJSA 18A:64A- 25.5 a. (15) – Consulting Services) (Funding Source: FY-2020, 2021 and 2022 College Operating Funds; \$185,131.00 Budgeted for FY-2020)
Student Assistance Program services. Two year agreement. Expenditures contingent upon future budget approvals. Business Entity and Political Disclosure documents required.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

ACI Enterprises dba ACI Specialty Benefits **\$104,300.00 (FY-2020)**
6480 Weathers Place, Suite 300 **\$125,160.00 (FY-2021)**
San Diego, CA 92121 **\$20,860.00 (FY-2022)**
(Recommended Award)

Bid 18-04 – Copier Equipment Maintenance

(Funding Source: FY-2019 College Operating Funds; \$7,004.58 Available)

Revised estimate for FY-2019 to reflect anticipated usage. Comprehensive maintenance of all College copy and print equipment.

Premier Digital Imaging LLC **\$6,000.00**
d/b/a/ United Business Systems **(New total \$38,600.00)**
302 Route 46 East **(Recommended Award)**
Fairfield, NJ 07004

Bid 19-13 – Avionics Trainer and Flight Simulator

(Funding Source: FY-2019 National Aeronautics and Space Administration (NASA) Grant Funds; FY-2019 Pathways to STEM Grant Funds; \$84,620.96 Available)

Furnishing and installation of (1) Avionics Trainer and (1) Flight Simulator.

Redbird Flight Simulations **\$63,352.00**
2301 East St. Elmo Road, Suite 100 **(Recommended Amount)**
Austin, TX 78744

MEMORANDUM OF UNDERSTANDING between City of Paterson, Passaic County Community College Foundation, and Passaic County Community College:

BE IT RESOLVED that the Board of Trustees of Passaic County Community College hereby approves the Memorandum of Understanding between City of Paterson, Passaic County Community College Foundation and Passaic County Community College regarding Taub Foundation Grant and City of Paterson: Bloomberg Implementation Assistance subject to changes as to form approved by General Counsel and authorizes the Chairman of the Board of Trustees and the College President to execute same.

C. PERSONNEL ITEMS

- I. Separations A: Bruce Best, Custodian
B: Harold Damato, Coordinator, CTE Pathways
C: Arthur Goon, Dean, Enrollment Management
D: Gregory Dacenko, Supervisor, Evening Operations
E: William Morrison, Associate Dean, Academic Affairs
F: Lisa Hines, Assistant Professor, ASL

- II. Appointments A: Rukshana Subhan, Interim Program Coord, CE

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

- B: Wayne Warrick, Faculty, Physics, Instructor Rank
- C: Patricia Aprile, Faculty, Nursing, Instructor Rank
- D: Sharon Goldstein, Interim Dean, Enrollment Management

- III. Reappointment of Faculty – 2019-2020
- IV. Administrators Association Collective Negotiations Agreement
- V. Part-Time Temporary Appointments

PASSAIC COUNTY COMMUNITY COLLEGE

ADJOURNMENT

Offered by MARCO Seconded by TANIS

BOARD OF TRUSTEES	YES	NO
Ciambrone	Absent	
DuHaime	X	
Esquiche	Absent	
Marco	X	
Moody	X	
Pou	X	
Rodriguez	Absent	
Smith	X	
Trivedi	Absent	
Tanis	X	
Nutter	X	

DATED: MAY 21, 2019