



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 September 15, 2015 Board of Trustees meeting. If you have any questions, please call me.

STEVEN ROSE, Ed.D.
SECRETARY
BOARD OF TRUSTEES

**BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA**

At 7:00 p.m. on Tuesday, September 15, 2015, 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 – July 21, 2015

PRESENTATIONS:

Strategic and Operational Priorities
COL 103 – College Success Course

REPORTS

President; Chairman
News Articles

DISCUSSION AGENDA

- A. ACADEMIC ITEMS**
 - Acceptance of Grant Awards (Cultural Affairs)
 - Carl D. Perkins Career and Technical Education Grant
- B. BUSINESS ITEMS**
 - Purchases of Goods and Services
- C. PERSONNEL ITEMS**
- D. SPECIAL RECOGNITION**

EXECUTIVE SESSION

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

ACTION ITEMS

Consent Resolution

- A. Academic Items**
 - Acceptance of Grant Awards (Cultural Affairs)
 - Carl D. Perkins Career and Technical Education Grant
- B. Business Items**
 - Purchases of Goods & Services
- C. Personnel Items**
- D. Special Recognition**

Individual Resolution(s)

**REMARKS: PUBLIC; TRUSTEES
ADJOURNMENT**

The following are the minutes of the Board of Trustees of Passaic County Community College, held at the Passaic Academic Center, 2 Paulison Avenue, Passaic, New Jersey, on Tuesday, July 21, 2015.

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 December 1, 2014.

Vice Chairwoman Tanis stated that inasmuch as adequate notice of the meeting had been given, the meeting was called to order at 7:04 p.m. A copy of the agenda was reviewed and available for public inspection.

ROLL CALL

Robert Davis
Richard A. DuHaime
Jeffrey P. Gardner
Patricia Kebrdle

Nitin Shukla
Sharon C. Smith
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman

Absent

Aurora Blanco
Yolanda Esquiche
Harry B. Gourley
Harvey J. Nutter, Chairman

CONSIDERATION OF MINUTES – June 16, 2015

Vice Chairwoman Tanis asked for a motion on Resolution #1 – Consideration of Minutes for June 16, 2015; moved by Trustee Smith; seconded by Trustee Shukla. Upon roll call, Resolution #1 passed with Trustees Davis, Gardner, Kebrdle, and Tanis “abstaining,” and all other members present voting “yes.”

PRESENTATION

Update on the Status of the Nurse Education Program

Dr. Jacqueline Kineavy, Senior Vice President for Academic and Student Affairs, along with Ms. Donna Stankiewicz, Associate Dean for Nurse Education and Sciences, gave an update on the current status of nurse education, not only for PCCC, but for most colleges and

universities in the State. Details of the changes coming included not only the Affordable Care Act, but also the change in degree status for the nursing profession. The Associate Degree (A.D.) graduates are finding it more and more difficult to seek employment due to many hospitals now hiring only those who hold a bachelor's degree in nursing (B.S.N.).

With all the evolving changes, PCCC is taking a bold step seeking authority to offer the Bachelor of Science in Nursing at its community college. Dr. Kineavy stated that Florida already has such a program, which was very successful. She then laid out her plan that included the hiring of a consultant in August 2015 right through to a nursing site visit for accreditation in the year 2018.

A brief question and answer period then took place, which covered topics such as needs analysis, going beyond the mission of the College, program duplication within nearby four-year institutions, and the need to act now in what has been classified as "the perfect storm."

REPORTS

President: President Rose was pleased to provide the Board with a copy of the College's Fact Book, which was prepared by the Office of Institutional Research. He noted that it contained a lot of useful information to help guide the College's planning efforts.

DISCUSSION AGENDA

The following items were approved for placement on the Action Items agenda. President Rose stated that he would gladly answer any questions raised.

A. Business Items

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:

The following goods and services:

- Bid No. 16-07 Janitorial Supplies
- Bid No. 16-08 Classroom/Office Furniture
- RFQ 16-07 Environmental Engineer
- Access Control
- Utility Services

The following items through a Business Entity Disclosure Process:

- Cablevision Advertising
- Interpreter
- Radio Frequency Identification Tags (RFID)
- Passaic County Career Pathway Partnership Initiative

The Proposed Fiscal Year 2016 Operating Budget:

President Rose gave a review on the budget process and how every July a revised budget was presented due to the State's allocation not being finalized until June 30th. He also noted that PCCC was in much better shape than many of its sister colleges who have had to lay off employees.

B. Personnel Items

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

C. Policy Matters

President Rose stated that B102 – Nondiscrimination and Equal Opportunity Policy as to Students and Employees; and B108 – Title IX: Sex Discrimination, Sexual Harassment, and Sexual Misconduct were placed on the agenda for a second reading, and once approved, would become board policy.

He also noted that prior to the Board meeting, he, along with Mr. Michael Silvestro, Vice President for Human Resources, Planning, and Institutional Effectiveness; and Mr. Michael A. Cerone, Jr., College Counsel, met to discuss the implementation of Board Policy B108 – Title IX: Sex Discrimination, Sexual Harassment, and Sexual Misconduct, which deals with violence against women on college campuses.

EXECUTIVE SESSION

Vice Chairwoman Tanis asked for a motion to go into executive session at 7:45 p.m.; moved by Trustee DuHaime; seconded by Trustee Gardner. Vice Chairwoman Tanis stated that the Board would meet in Executive Session about twenty minutes to discuss personnel, campus expansion, and matters protected by attorney-client privilege, and that no action would be taken. Upon roll call, the motion to go into executive session was approved by all members present voting "yes."

ROLL CALL

Robert Davis
Richard A. DuHaime
Jeffrey P. Gardner
Patricia Kebrdle

Nitin Shukla
Sharon C. Smith
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman

Absent

Aurora Blanco
Yolanda Esquiche
Harry B. Gourley
Harvey J. Nutter, Chairman

Vice Chairwoman Tanis called the meeting to order at 7:59 p.m., stating that the Board met in Executive Session to discuss personnel, campus expansion, and matters protected by attorney-client privilege, and that no action was taken.

ACTION ITEMS AGENDA

Prior to Vice Chairwoman Tanis asking for a motion on Resolution #2 – Consent Resolution, Trustee Kebrdle made a minor modification to Item C, Board Policy B102 – Nondiscrimination and Equal Opportunity Policy as to Students and Employees, page 2, line three, after the word “gender,” to include the words *identity or expression*, before the word “color.” Vice Chairwoman then asked for a motion to accept the modification; moved by Trustee Kebrdle; seconded by Trustee Gardner. President Rose commented that the minor modification made to Board Policy B102 was not a substantive change and therefore the policy was to be voted on as a second reading. Upon roll call, the modification to Board Policy B102 was approved by all members present voting “yes.”

Consent Resolution

Trustee Kebrdle then moved Resolution #2-Consent Resolution Items A, B, and C; seconded by Trustee DuHaime. Upon roll call, Resolution #2, as amended, passed unanimously with all members present voting “yes.”

A. Business Items

Bid No. 16-07 Janitorial Supplies (Funding Source: College Operating Budget)

American Paper Towel Co., LLC
10 Industrial Road
Carlstadt, NJ 07072

\$ 23,572.14
(Partial Recommended Award)

Central Poly-Bag Corp.
2400 Bedle Place
Linden, NJ 07036
\$ 19,183.00
(Partial Recommended Award)

Atra Janitorial Supply Co., Inc.
220 West Pkwy., Bldg. B, Unit 6
Pompton Plains, NJ 07444
\$ 15,669.47
(Partial Recommended Award)

Spruce Industries
759 E. Lincoln Ave.
Rahway, NJ 07065
\$ 15,353.57
(Partial Recommended Award)

United Sales, USA Corp.
250 44th Street
Brooklyn, NY 11232
\$ 6,000.00
(Recommended Award)

Staples Contract & Commercial, Inc.
500 Staples Dr.
Framingham, MA 01702-4478
\$ 4,262.19
(Partial Recommended Award)

Interboro Packaging Corp.
114 Bracken Road
Montgomery, NY 12549
\$ 1,080.00
(Partial Recommended Award)

Bid No. 16-08 Classroom / Office Furniture (Funding Source: College Capital Budget)

Paper Clips, Inc.
321 Charlton Ave.
Hasbrouck Heights, NJ 07604
\$158,964.29
(Partial Recommended Award)

Tanner North Jersey, Inc.
1251 Lakewood-Farmingdale Road
Howell, NJ 07731
\$149,395.10
(Partial Recommended Award)

Staples Contract & Commercial, Inc.
500 Staples Dr.
Framingham, MA 01702-4478
\$135,683.09
(Partial Recommended Award)

WB Mason Co., Inc.
535 Secaucus Road
Secaucus, NJ 07094-2529
\$ 3,887.62
(Partial Recommended Award)

RFQ-16-07 Environmental Engineer, NJSA 18A:64A 25.5 (Exemption 1 – Professional Services) (Funding Source: College Operating Budget: not to exceed \$60,000 in total)

GZA Environmental, Inc.
55 Lane Road
Fairfield, NJ 07004

Lan Associates
445 Godwin Avenue
Midland Park, NJ 07432

T & M Associates
1256 North Church Street
Moorestown, NJ 08057

Access Control, NJSA 18A:64A-25.5 (Exemption 15 – Consulting Services and Exemption 3 – Material Available from Sole Source) (Funding Source: Grant from the NJ Office of Homeland Security)

Blackboard, Inc. 650 Massachusetts Ave. NW Washington, DC 20001	\$24,073.33 (Recommended Award)
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Utility Services, for Wanaque Campus Water, NJSA 18A:64A-25.5 (Exemption 8 – Public Utilities) (Funding Source: College Operating Budget for the 2014-2015 fiscal year; not to exceed \$57,000.00)

Approval to acquire through a Business Entity Disclosure Process the following services:

Cablevision Advertising, NJSA 18A:64A-25.5 (Exemption 20 – Advertising) (Funding Source: College Operating Budget)

Cablevision Media Sales Corp. 530 5 th Ave. New York, NY 10036	\$35,000.00 FY 2016 (Est. Recommended Award)
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Interpreter, NJSA 18A:64A-25.5 (Exemption 15 – Professional Consulting Services) (Funding Source: College Operating Budget)

ASL Interpreter Referral Service, Inc. 21 Clyde Road, Suite 103 Somerset, NJ 08873	\$45,000.00 (Not to Exceed)
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Radio Frequency Identification Tags (RFID), NJSA 18A:64A-25.5 (Exemption 19 – Proprietary System) (Funding Source: College Operating Budget)

Amano McGann, Inc. 130 Harrison Avenue Roseland, NJ 07068	\$35,981.40 (Recommended Award)
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Passaic County Career Pathway Partnership Initiative, NJSA 18A:64A 25.5 (Exemption 15 – Professional Consulting Services) (Funding Source: Northeast Resiliency Consortium Grant)

Workforce Enterprise Services, Inc. 54 Paradise Lane Riverton, IL 62561	\$51,500.00 (Recommended Award)
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The Revised Fiscal Year 2016 Operating Budget from \$51,541,656 to \$52,112,376; an increase of \$570,720 or 1%.

B. Personnel Items

- I. Separations A: Sara Abouelkheir, Pre-College STEM Coordinator
B: Kareen Louis, EOF Admissions Counselor
- II. Appointments A: Angel Rivera, Security Supervisor
B: Gricel Davila, Security Officers
C: Harry Damato, Director of Prior Learning Assessment and Content
D: Aylin Brandon, Registrar
E: Michael Grinberg, Engineering Faculty, Instructor Rank
F: Emel Demirel, Mathematics Faculty, Instructor Rank
G: Henriette Mozsolits, Chemistry Faculty, Instructor Rank
H: Douglas Purnell, Jr., Faculty Diversity Fellowship
I: Jack Daly, Environmental Sustainability Faculty, Instructor Rank
J: Khloud Kourani, Business Faculty, FT, Temp, one year appt
K: Josh Keiner, English/Developmental English Faculty, Instructor Rank
L: Rachel Kahn, Assistant Director of Institutional Research
- III. Grant Support Staff Reappointment FY2015-2016

- IV. Grant Administrator Reappointments FY 2015-2016
- V. Grant Support Staff Salary FY2015-2016
- VI. Grant Administrators Salaries FY2015-2016
- VII. Coaches' Salaries/Stipends FY2015-2016
- VIII. Part-time / Temporary Appointments

C. Policy Matters

The proposed replacement of the current Board of Trustees Policy B102 (Equal Employment Opportunity) with the new “**Nondiscrimination and Equal Opportunity Policy as to Students and Employees**” as amended, as a **SECOND READING**.

The proposed replacement of the current Board of Trustees Policy B108 (Affirmative Action Plan) with the new “**Title IX: Sex Discrimination, Sexual Harassment, and Sexual Misconduct**” as a **SECOND READING**.

REMARKS:

Public: Ms. Josephine Hernandez, Vice President of the Passaic Academic Center, thanked the Board for coming to her campus, and what an honor and joy it was for her to host the July board meeting.

Trustees: None

ADJOURNMENT

Vice Chairwoman Tanis asked for a motion to adjourn the meeting at 8:03 p.m.; moved by Trustee Kebrdle; seconded by Trustee Smith. 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 DAVIS Seconded by KEBRDLE

Board of Trustees	Yes	No	Abstain	Absent
Akhter			X	
Blanco				X
Davis	X			
DuHaime				X
Esquiche	X			
Gardner	X			
Kebrdle	X			
Moody			X	
Smith				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 July 21, 2015 Board of Trustees meetings, as presented.

DATED: SEPTEMBER 15, 2015

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT AGENDA ITEMS A, B, C, and D

Offered by TANIS Seconded by DAVIS

	Yes	No	Abstain	Absent
Board of Trustees				
Akhter			X	
Blanco				X
Davis	X			
DuHaime				X
Esquiche	X			
Gardner	X			
Kebrdle	X			
Moody			X	
Smith				X
Tanis	X			
Nutter	X			

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

A. ACADEMIC ITEMS

From the New Jersey State Council on the Arts/Department of State:

The Local Arts Program Grant for the period January 1, 2016 to December 31, 2016 in the amount of \$97,977 to the Passaic County Cultural and Heritage Council (PCCHC) at PCCC.

Poetry Center General Project Support Grant for the period July 1, 2015 to June 30, 2016 in the amount of \$17,612.

Theater and Poetry Project (TAPP) General Project Support Grant for the period July 1, 2015 to June 30, 2016 in the amount of \$7,810.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT AGENDA ITEMS A, B, C, and D

From the New Jersey Historical Commission/Department of State:

General Operating Support Grant for the period July 1, 2015 to June 30, 2016 in the amount of \$9,092 to the Passaic County Cultural & Heritage Council.

Carl D. Perkins Career and Technical Education Grant submission to the New Jersey Department of Education for its 2015-2016 one-year spending plan in the amount of \$661,738, for the period July 1, 2015 to June 30, 2016.

B. BUSINESS ITEMS

The following goods and services outlined below 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. The Vice President for Finance and Administration certifies funding is available.

Software Licensing, Hosting and Maintenance for *Learn for Academic Content*; Renewal FY-16 (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Proprietary Software and Services) (Funding Source: College Operating Budget)

Blackboard, Inc. \$122,952.25
650 Massachusetts Ave. NW (Recommended Award)
Washington, DC 20001

Information Technology Hardware (Displays and Desktops) (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – State Contract Pricing) (Funding Source: College Capital Budget)

CDW- Government \$56,085.50
75 Remittance Drive, Suite 1515 (Recommended Award)
Chicago, IL 60675-1515

Information Technology Hardware (Notebook Computers, Printers and Security Carts for CE/Memorial Hall Expansion) (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – State Contract Pricing) (Funding Source: College Capital Budget)

CDW- Government \$43,191.30
75 Remittance Drive, Suite 1515 (Recommended Award)
Chicago, IL 60675-1515

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT AGENDA ITEMS A, B, C, and D

Software Licensing and Maintenance for Microsoft Products; Renewal FY-16 (Joint Purchasing Agreement – NJEDGE 7822573) (Funding Source: College Operating Budget)

LA Dell Marketing, LP \$ 38,570.67
850 Asbury Drive (Recommended Award)
Buffalo Grove, IL 60089

Technical Support and Maintenance Services of Fire Training Equipment; Renewal FY-16
(Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Proprietary Software and Services)
(Funding Source: College Operating Budget)

Kidde Fire Trainers, Inc. \$18,548.00
17 Philips Parkway (Recommended Award)
Montvale, NJ 07645

Lease Payments for College Bookstore, July 2015 through June 2016 (Public Bid Exception per NJSA 18A:64A-25.5 (b) – Contract with New Jersey Municipality) (Funding Source: College Operating Budget)

City of Paterson Parking Authority \$71,881.00
125 Van Houten Street (Recommended Award)
Paterson, NJ 07505

Per NJSA 19:44A-20.4 et seq., a Business Entity Disclosure Certification has been completed for the following sole source purchase.

Software Licensing for EchoSystem; Renewal FY-16 (Public Bid Exception per NJSA 18A:64A-25.5 a. (3) – Sole Source) (Funding Source: Title V Grant)

Echo 360 \$22,500.00
21000 Atlantic Blvd., Suite 600 (Recommended Award)
Dulles, VA 20166-2499

Parking Lot Rental at 218 Van Houten – July 2015 through September 2016
(Funding Source: College Operating Budget)

South Main Auto Sales, Inc. \$21,629.08
548-550 Main Street (Recommended Award)
Paterson, NJ 07425

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT AGENDA ITEMS A, B, C, and D

Northeast Resiliency Consortium - Software Licensing for Colleague *Self-Service Financial Aid* (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Proprietary Software and Services)
(Funding Source: Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant)

Ellucian
4375 Fair Lakes Court
Fairfax, VA 22033

\$16,776.00
(Recommended Award)

Northeast Resiliency Consortium - Software Development and Licensing for *Career Coach*
(Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Proprietary Software and Services)
(Funding Source: Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant)

Emsi
PO Box 9008
Moscow, ID 83843

\$95,000.00
(Recommended Award)

Northeast Resiliency Consortium - Software Licensing - amendment for *Insight Early Alert System* (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Proprietary Software and Services)
(Funding Source: Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant)

Symplicity
1560 Wilson Blvd, Suite 550
Arlington, VA 22209

\$7,500.00
(Recommended Award)

C. PERSONNEL ITEMS

- I. Separations: A: Venus Banks, Upward Bound Counselor/Coordinator
B: Susan Nadel, Program Counselor, NRC
C: Sharon Ibrahim, Coord, Workforce Development
D: Loren Kleinman, Director, Writing Center
E: Al Pecora, Coordinator, Dual Enrollment
F: Gricel Davila, Security Officer
- II. Appointments: A: Mary Dajnak, Art Faculty, Instructor
B: Joao Paulo Feitosa Rodrigues, CIS Faculty, Instructor
C: Lorren Whitaker, Disability Services/Student Dev Specialist
D: Toni Taylor, Educator/Advisor
E: Vanessa Velez, Educator/Advisor
F: Alexandra Shinert, Communications/Prog Asst, NRC
G: Ozlem Rozanitis, Program Officer, NRC
H: Lauren Kunkera, Coordinator, Student Accounts
I: Jeffrey Barrenechea, Asst Men's Soccer Coach

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT AGENDA ITEMS A, B, C, and D

J: Antonio Puig, Custodian/Handyperson

K: Mark Meachum, Custodian/Handyperson

L: David Clark, Custodian/Handyperson

M: Wayne Geigges, Custodian/Handyperson

N: Nadine Daring, HIT Faculty, Instructor

- III. Grant Support Staff Salary FY2015-2016: A
- IV. Grant Administrators Salaries FY2015-2016: A and B
- V. Grant Administrator Reappointments FY2015-2016: A through G
- VI. Part-time / Temporary Appointments

D. SPECIAL RECOGNITION

For former Trustees Harry B. Gourley and Nitin Shukla for their dedication and service as a Trustee of the Passaic County Community College Board of Trustees.