



**Essex County College
Board of Trustees
PUBLIC MEETING AGENDA**

April 19, 2022 – 4:30 PM

A Virtual Meeting

Please click the link below to join the webinar:

<https://essex-edu.zoom.us/j/95575810480>

Or Telephone:

Dial 1 646 558 8656, then enter Webinar ID: 955 7581 0480 when prompted

Public comments on actions to be approved may be e-mailed to agendacomment@essex.edu; general public comments may be e-mailed to publiccomments@essex.edu. Written comments must be received prior to noon on the meeting date in order to be read into the record of the meeting. Please include your name and contact information. Comments will be entertained at the meeting in the following order: 1) written comments submitted by email; 2) Summarized duplicative written comments submitted by email; 3) In-person oral comments; and 4) Remote Oral Comments. Public comments, whether written or oral, are limited to three (3) minutes.

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| I. | Call to Order/Roll Call | Chair M. Bolden |
| II. | Open Public Meetings Act Announcement..... | Mrs. J. Grimes |
| III. | Minutes..... | Mrs. J. Grimes |
| IV. | Communications..... | Mrs. J. Grimes |
| V. | Public Comments on Agenda Items | TBD |
| VI. | Finance Committee Report..... | Mr. J. Zarra |
| | 3-1.1/4-2022 Authorize the Purchase of Computers | |
| | Dell, Inc., Round Rock, TX | \$67,634.00 |
| | Mentoring, Alignment, Preparedness Support (M.A.P.S.) Grant | |
| | Funded – Operating Expense | |
| | 3-1.2/4-2022 Authorize the Award of a Blanket Order for Miscellaneous Items | Amount not to |
| | for the Physical Plant | Exceed |
| | Grainger, Inc., Palatine, IL | \$45,000.00 |
| | College Funded – Operating Expense | |
| | 3-1.3/4-2022 Authorize the Purchase of GYM GUARD and Associated Products | |
| | for the Protection of the Gymnasium Floor | |
| | DC Humphrys Co./Humphry’s Textile Products, Philadelphia, PA | \$29,398.40 |
| | Chapter XII Funded – Operating Expense | |
| | 3-1.4/4-2022 Authorize the Award of a Blanket Order of Caps and Gowns for | Amount not to |
| | the Class of 2022 Commencement | Exceed |
| | Oak Hall Cap & Gown Co., Salem, VA | \$40,000.00 |
| | College Funded – Operating Expense | |

- 3-1.5/4-2022 Resolution Authorizing the Award of a Contract for Design Services – Designing the Parking Deck & Integrated Campus Plan at the West Essex Campus
Comito Associates PC, Newark, NJ \$500,000.00
Chapter XII Funded – Capital Expense
- 3-2.1/4-2022 Tuition and Fee Schedule for FY 23 and FY24
- 3-2.2/4-2022 Legal Service – Jackson Lewis, P. C.
- 3-2.3/4-2022 Chapter XII Reallocation for West Essex Campus Project
- 3-2.4/4-2022 Acceptance of FY '21 Audit and Recommendations

VII. Personnel Committee ReportMrs. J. Grimes

Appointments

- 4-1/4-2022 Kiswendsida Josiane Sonia Kaprou
Senior Comptroller, Finance
Salary \$125,000
Effective April 25, 2022
- 4-2/4-2022 Adedeji Adigun
Operations Specialist, Information Technology
Salary \$46,327.50
Effective April 20, 2022
- 4-3/4-2022 Mark Hosein
Alumni Liaison Officer, Institutional Advancement
Salary \$45,000
Effective April 20, 2022

Reappointment Listing

| | | |
|------------|------------------------------|-----------|
| 4-4/4-2022 | Administrative: | 23 |
| | Administrative Confidential: | 23 |
| | Tenure Track Faculty: | 10 |
| | Non-Tenure Track Faculty: | 7 |
| | Professional: | 114 |
| | Professional Confidential: | <u>22</u> |
| | Total Employees: | 199 |

Retirements

- 4-5/4-2022 Faculty
Richard Alston
Associate Professor, Music
Effective April 30, 2022
- Faculty
Kenneth Mailly
Instructor, Physical Therapy
Effective August 31, 2022

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| VIII. | Educational Programs Committee Report | Dr. A. Lewis |
| | 7-1.1/4-2022 Acceptance of Funds – NJ Department of Children and Families (DCF) | |
| | 7-1.2/4-2022 Approval of Agreement and Acceptance of Funds – Central New Jersey Maternal and Child Health Consortium, Inc. | |
| | 7-1.3/4-2022 Dual Enrollment Program – Belleville Board of Education | |
| | 7-1.4/4-2022 Dual Enrollment Program – East Orange Board of Education | |
| | 7-1.5/4-2022 Dual Enrollment Program – Irvington Public Schools Board of Education | |
| | 7-1.6/4-2022 Dual Enrollment Program - Newark Public Schools Board of Education | |
| | 7-1.7/4-2022 Dual Enrollment Program – Essex County Schools of Technology: Newark Technology HS, Donald Payne, West Caldwell | |
| | 7-1.8/4-2022 Dual Enrollment Program - Orange Public Schools Board of Education | |
| | 7-1.9/4-2022 Dual Enrollment Program - Peoples Preparatory Charter School District Board of Education | |
| | 7-1.10/4-2022 Memorandum of Understanding – Valley Education, LLC, dba NJ Cannabis Certified | |
| IX. | Site Facilities and Equipment Committee Report | Ms. C. Morales |
| X. | Policy and Governance Committee Report..... | Ms. I. Cruz |
| | 7-3.1/4-2022 Board Policy 1-3 – Formal Adoption of the College’s Mission, Vision and Values Statement | |
| XI. | Community Relations Committee Report..... | Ms. J. Wright |
| XII. | Alumni Association Report..... | Mr. Nkuah Asare |
| XIII. | Student Government Association Report | Ms. Yolanda Brown |
| XIV. | Faculty Association Report..... | Prof. Michael Frank |
| XV. | President’s Report..... | Dr. Augustine Boakye President |
| XVI. | New Business | TBD |
| XVII. | Public Comments | TBD |
| XVIII. | Notice of Executive Session | Mrs. J. Grimes |
| XIX. | Adjournment | Chair M. Bolden |

***Public meeting agenda subject to change**



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|--|--|------------------------|
| Subject: | | Finance: Dell, Inc. |
| Contact: | Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO | Non-SBE/MBE/WBE |
| Meeting Date: | | April 19, 2022 |
| Agenda Item No.: | | 3-1.1/4-2022 |
| Resolution Authorizing the Purchase of Computers | | |

WHEREAS, Essex County College needs to purchase computers for the M.A.P.S students for **\$67,634.00** from Dell, Inc., One Dell Way, Round Rock, Texas 78682. The College was awarded grant funds through the Office of the Secretary of Higher Education – Opportunity Meets Innovations Challenge (OMIC) named Mentoring, Alignment, Preparedness, Support (M.A.P.S.) from July 1, 2021, through July 1, 2023, in the amount of \$1,000,000.00 that the Board of Trustees accepted funds on August 24, 2021, resolution #7-1.3/8-2021, in which contracts for advertising are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.9(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services, or equipment entered into on behalf of the State of New Jersey Contract, NASPO M0483/19TELE00656; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The award of this purchase shall be made as “Fair and Open” pursuant to the provisions of N.J.S.A. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, The Deputy Chief Finance Officer (DCFO) of Essex County College has determined and certified in writing that the funds are available for this purpose,

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Essex County College is hereby authorized and directed to approve a purchase with **Dell, Inc.** of **\$67,634.00** for Mobile Precision 3560 to the M.A.P.S. students. Subject to the availability of funds;
2. The purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.9(a);
3. Dell Computers is the authorized vendor for the State of New Jersey Contract, NASPO #M0483/19TELE00656;
4. The specific line item against which this purchase is to be charged is as follows:
29125-9125-6150 Funded by the Mentoring, Alignment, Preparedness, Support (M.A.P.S.) Grant FY 2021/2022

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|---|
| Subject: | | Finance: Grainger, Inc. Non-SBE/MBE/WBE |
| Contact: | Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO | |
| Meeting Date: | | April 19, 2022 |
| Agenda Item No.: | | 3-1.2/4-2022 |
| | Resolution Authorizing the Award of a Blanket Order for Miscellaneous Items for the | Physical Plant |

WHEREAS, Essex County College needs to approve a blanket order in the amount not to exceed **\$45,000.00** to **Non-SBE/MBE/WBE, Grainger, Inc.**, Dept. 521-825593056, Palatine, Illinois 60038 for the purchase of industrial and miscellaneous/disposable supplies for the Physical Plant from July 1, 2022 to June 30, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, and N.J.S.A.18A:64A-25.9(a), Any advertising therefor may purchase any materials, supplies, goods, services, or equipment pursuant to a contract or contracts for such materials, supplies, goods, services, or equipment entered into on behalf of the State by the Division of Purchase and Property. Grainger, Inc. (CNR01248) is the authorized vendor for the E&I Cooperative Services Contract #19-FLEET-00677; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The award of this purchase shall be made as “Fair and Open” pursuant to the provisions of N.J.S.A. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, The Deputy Chief Finance Officer (DCFO) of Essex County College has determined and certified in writing that the funds are available for this purpose;

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees is as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a blanket order to **Non-SBE/MBE/WBE, Grainger, Inc.** in the amount not to exceed **\$45,000.00** for the purchase of industrial and miscellaneous/disposable supplies for the Physical Plant for the period of July 1, 2022 to June 30, 2023. Subject to the availability of funds;
2. This blanket order is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, and 18A:64A-25.9(a);
3. E&I is the authorized vendor for Cooperative Services Contract #19-FLEET-00677;
4. The specific line item against which this contract is to be charged is as follows:
10-7351-7501 Operating Expense
FY 2021/2022

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

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|--|---|
| Subject: | Finance: DC Humphrys Co. / Humphry's Textile Products Small Business Enterprise (SBE) |
| Contact: | Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 3-1.3/4-2022 |
| Resolution Authorizing Purchase of GYMGUARD and Associated Products for Protection of the Gymnasium Floor | |

WHEREAS, Essex County College needs to approve a purchase in the amount of **\$29,398.40** to **SBE, DC Humphrys Co./Humphry's Textile Products**, 5000 Paschall Avenue, Philadelphia, Pennsylvania 19143 for the purchase, assembly, and training of the new protective floor covering and associated products to be used during non-athletic events held in the Gymnasium, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3.(a), Purchases, contracts, and agreements not requiring advertising; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The award of this purchase shall be made as "Fair and Open" pursuant to the provisions of N.J.S.A. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, The Deputy Chief Finance Officer (DCFO) of Essex County College has determined and certified in writing that the funds are available for this purpose;

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees is as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to purchase from **SBE, DC Humphrys Co./Humphry's Textile Products** GYMGUARD and Associated products in the amount of **\$29,398.40** to cover and protect the Gymnasium floor. Subject to the availability of funds;
2. This quote is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3;
3. The specific line item against which this contract is to be charged is as follows:
902010-3129-7967A Chapter XII Funds
FY 2021/2022

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|---|--|
| Subject: | Finance: Oak Hall Cap & Gown Co. Non-SBE/MBE/WBE |
| Contact: | Dr. Keith Kirkland / Dean of Student Affairs |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 3-1.4/4-2022 |
| Resolution Authorizing the Award of a Blanket Order of Caps & Gowns for Class 2022 Commencement | |

WHEREAS, Essex County College needs to approve a blanket order in the amount not to exceed **\$40,000.00** to **Non-SBE/MBE/WBE, Oak Hall**, 840 Union Street, Salem, Virginia 24153 for Caps & Gowns for the Class of 2022 Commencement Exercise to be held on June 3, 2022, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, and N.J.S.A.18A:64A-25.5.a(22), Purchase or rental of graduation caps and gowns and award certificates or plaques; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The award of this purchase shall be made as “Non-Fair and Open” pursuant to the provisions of N.J.S.A. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, The Deputy Chief Finance Officer (DCFO) of Essex County College has determined and certified in writing that the funds are available for this purpose;

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees is as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a blanket order to **Non-SBE/MBE/WBE, Oak Hall**, in the amount not to exceed **\$40,000.00** for Caps & Gowns for the Class of 2022 Commencement Exercise to be held on June 3, 2022. Subject to the availability of funds;
2. This blanket order is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, and 18A:64A-25.9.a(22);
3. The specific line item against which this contract is to be charged is as follows:
10-1154-7800 Operating Expense
FY 2021/2022

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

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|------------------|--|--|
| Subject: | | Finance – Comito Associates PC Small Business Enterprise (SBE) |
| Contact: | Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO | |
| Meeting Date: | | April 19, 2022 |
| Agenda Item No.: | | 3-1.5/4-2022 |
| | Resolution Authorizing the Award of a Contract for Design Services - Designing the Parking Deck & Integrated Campus Plan at the West Essex Campus (WEC) | |

Recommendation: It is recommended that the Board of Trustees approve the award of a contract in the amount of **\$500,000.00 to Comito Associates PC**, 23 Warren Street, Newark, NJ 07102, for Design Services – to design the Parking Deck & Integrated Campus Plan at the West Essex Campus (WEC).

The award of this contract shall be made as “Fair and Open” pursuant to the provisions of N.J.S.A. 19:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00.

RFP # 8133 was advertised on March 31, 2022. There were nine (9) bids solicited. Four (4) responses were received, opened, and publicly read on April 12, 2022 at 11:00 AM EST.

An evaluation committee consisting of Mohamed Seddiki, Executive Dean of Administrative & Learning Technology/CIO and Jeff Shapiro, Director of Facilities Management & Planning assessed the bids.

Nature of Bid: Essex County College – Architectural Engineering Services for Parking Deck at the West Caldwell campus

Request For Proposal: **The recommendation is for price and other factors.**

Source of Funding: The Chief Finance Officer (CFO) of Essex County College has determined and certified in writing that the following funds are available for this purpose:

| | <u>Account #</u> |
|--|-------------------|
| Design of the West Essex Parking Deck and Integrated Campus Plan at the West Essex Campus | 902108-02108-7952 |

Resolution: The Board of Trustees of Essex County College approves the award of a contract in the total amount of **\$500,000.00 to Comito Associates PC**, 23 Warren Street, Newark, NJ 07102, for Design Services – design of the Parking Deck & Integrated Campus Plan at the West Essex Campus (WEC)

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | Finance: Tuition and Fee Schedule for FY23 and FY24 |
| Contact: | Dr. Augustine Boakye, President |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 3-2.1/4-2022 |

WHEREAS: The Board of Trustees of Essex County College has declared Fiscal Exigency; and the College has a need for additional revenue; and

WHEREAS: Pursuant to NJSA 18A-64A-12(h) the Board of Trustees has the power to fix and determine tuition rates and other fees to be paid by students; and

WHEREAS: The current tuition rate paid by in County and out of County students is \$129.03 and \$258.06 per credit hour respectively; and have been found to be lower than those paid by students at comparable County Colleges in New Jersey; and the current general fee paid by students at Essex County College is \$33.15 per credit hour; and

WHEREAS: The Administrators of the College are recommending a 2% increase in tuition per credit hour and a 2% increase in the general fee per credit hour for fiscal year 2023; and, a 2% increase in tuition per credit hour and a 2% increase in the general fee per credit hour for fiscal year 2024; and

WHEREAS: If approved, for fiscal year 2023, the recommended tuition rate would increase from \$129.03 per credit hour to \$131.61 per credit hour for in county students, and from \$258.06 per credit hour to \$263.22 per credit hour for out of county students; and, the recommended general fee would increase from \$33.15 per credit hour to \$33.81 per credit hour; and,

WHEREAS: If approved, for fiscal year 2024, the recommended tuition rate would increase from \$131.61 per credit hour to \$134.24 per credit hour for in county students, and from \$263.22 per credit hour to \$268.49 per credit hour for out of county students; and, the recommended general fee would increase from \$33.81 per credit hour to \$34.49 per credit hour.

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The tuition rate at Essex County College for fiscal year 2023, applicable to semesters commencing on or after July 1, 2022, is increased from \$129.03 per credit hour to \$131.61 per credit hour for in county students, and from \$258.06 per credit hour to \$263.22 per credit hour for out of county students; and, the recommended general fee is increased from \$33.15 per credit hour to \$33.81 per credit hour.
2. The tuition rate at Essex County College for fiscal year 2024, applicable to semesters commencing on or after July 1, 2023, is increased from \$131.61 per credit hour to \$134.24 per credit hour for in county students, and from \$263.22 per credit hour to \$268.49 per credit hour for out of county students; and, the recommended general fee is increased from \$33.81 per credit hour to \$34.49 per credit hour.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



**BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

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|--|--|
| Subject: | Finance: Legal Service – Jackson Lewis, P.C. |
| Contact: | Christine A. Soto, Esq., General Counsel |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 3-2.2/4-2022 |
| Resolution Authorizing the Payment of Legal Services | |

WHEREAS, Essex County College has a need for outside legal services and Jackson Lewis, P.C. proposes to provide legal services consistent with the retainer letter; and

WHEREAS, Essex County College has determined and certified in writing that the value of the services exceed \$17,500 and the contract is being awarded pursuant to a non-open and non-fair process; and

WHEREAS, Jackson Lewis P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that Jackson Lewis P.C. has not made any reportable contributions to a political or candidate committee in the County of Essex in the previous year, and that the contract will prohibit the Firm from making any reportable contributions through the term of the contract, anticipated to be no longer than June 30, 2022; and

WHEREAS, Essex County College has determined that the funds are available for this purpose;

NOW THEREFORE, BE IT RESOLVED: by the Board of Trustees of Essex County College Board as follows:

1. The Board of Trustees of Essex County College ratifies retention of the firm to provide legal services consistent with the terms of the retainer letter sent to Essex County College at a rate not to exceed \$345.00/hr. and for a maximum not to exceed \$80,000.
2. The Business Entity Disclosure Certification and Determination of Value be placed on file with this resolution.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



**BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

| | |
|------------------|---|
| Subject: | Finance: Chapter XII Reallocation for West Essex Campus Project |
| Contact: | Dr. Augustine A. Boakye, President |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 3-2.3/04-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees authorize the administration to request that funds in the amount of \$6,000,000, from several Chapter XII Bond Ordinances allocated to various projects that are no longer viable for the institution, be reallocated for a new parking structure and Integrated Campus Plan for the West Essex Campus project, and other ECC capital expenditure improvement projects.

BACKGROUND AND RATIONALE:

The College’s West Essex campus needs a new parking structure due to requirements of the township of West Caldwell, the expected growth in our student population, and future plans for program offerings. Additionally, to accommodate other features of the new academic facility, an Integrated Campus Plan is needed for a new integrated synthetic soccer/lacrosse/track sports field with sports and landscape lighting, spectator seating, restrooms, an elevated connecting bridge/walkway connecting pedestrian circulation to bus and sports team vehicle parking, sports fields and the entrance to the academic building and its infrastructure.

FISCAL NOTES: The amount to be reassigned is \$6,000,000 and will be reallocated from designated Chapter XII Bond Ordinances and other projects that are no longer viable for the institution.

RESOLUTION: The Board of Trustees authorizes the administration to request that funds in the amount of \$6,000,000, from several Chapter XII Bond Ordinances allocated to various projects that are no longer viable for the institution, be reallocated for a new parking structure and Integrated Campus Plan for the West Essex Campus project, and other ECC capital expenditure improvement projects.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | Finance: Acceptance of FY '21 Audit and Recommendations |
| Contact: | Evens Wagnac, Deputy CFO |
| Meeting Date: | April 22, 2021 |
| Agenda Item No.: | 3-2.4/4-2022 |

WHEREAS, The Board of Trustees of Essex County College retained the accounting firm of Clifton Larson Allen LLP as independent auditors to conduct an audit of the College’s Fiscal Year 2020-2021 financial statements; and

WHEREAS, Clifton Larson Allen LLP completed an audit of said financial statements and expressed an opinion on same; and

WHEREAS Clifton Larson Allen LLP has opined that the College’s financial statements present fairly, in all material respects, the financial position of Essex County College as of June 30, 2021 in conformity with generally accepted accounting principles; and

WHEREAS, Clifton Larson Allen LLP issued the audit report and presented its findings and recommendations to the Finance Committee of the Board of Trustees.

NOW THEREFORE, BE IT RESOLVED by the Essex County College Board of Trustees as follows:

1. The Board of Trustees of Essex County College accepts the findings, report and recommendations of the independent auditors and authorizes the release of the College’s Fiscal Year 2020-2021 Audit.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 22, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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| Subject: | Personnel: Appointment, Kiswendsida Josiane Sonia Kaprou |
| Contact: | Dr. Augustine Boakye, President |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 4-1/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Kiswendsida Josiane Sonia Kaprou, to the position of Comptroller, for the Finance Area, for the period April 25, 2022 through August 31, 2022 and the reappointment period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$125,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of two (2) applications were reviewed and both were selected to be interviewed. Kiswendsida Josiane Sonia Kaprou is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (MASTER’S DEGREE REQUIRED):

| <u>Degree or Certification</u> | <u>Date Awarded</u> | <u>Institution Name, Location</u> | <u>Major Area of Study</u> |
|-------------------------------------|---------------------|---|---|
| ● Certified Public Accountant | | State of New Jersey | |
| ● Master of Business Administration | 2016 | Montclair State University Montclair, NJ | Finance and Management Information System |
| ● Bachelor of Science | 2013 | Montclair State University Montclair, NJ | Business Administration / Accounting |
| ● Associate in Applied Science | 2009 | Essex County College Newark, NJ | Accounting |

FISCAL NOTES: The recommended salary of \$125,000 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Kiswendsida Josiane Sonia Kaprou, at the annual salary of \$125,000, to the position of Comptroller, for the Finance Area, for the period April 25, 2022 through August 31, 2022 and the reappointment period September 1, 2022 through August 31, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | Personnel: Appointment, Adedeji Adigun |
| Contact: | Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO) |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 4-2/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Adedeji Adigun, to the position of Operations Specialist, for the Information Technology Department, for the period April 20, 2022 through June 30, 2022 and the reappointment period July 1, 2022 through June 30, 2023. The recommended annual salary for the position is \$46,327.50.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of four (4) applications were reviewed and one (1) applicant was selected to be interviewed. Adedeji Adigun is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (BACHELOR’S DEGREE REQUIRED):

| <u>Degree or Certification</u> | <u>Date Awarded</u> | <u>Institution Name, Location</u> | <u>Major Area of Study</u> |
|--------------------------------|---------------------|---|--|
| ● Bachelor of Science | 2005 | Ladoke Akintola University of Technology Nigeria | Electronics and Electrical Engineering |

FISCAL NOTES: The recommended salary of \$46,327.50 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Adedeji Adigun, at the annual salary of \$46,327.50, to the position of Operations Specialist, for the Information Technology Department, for the period April 20, 2022 through June 30, 2022 and the reappointment period July 1, 2022 through June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | Personnel: Appointment, Mark Hosein |
| Contact: | Alfred Bundy, Executive Director of Institutional Advancement |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 4-3/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Mark Hosein, to the position of Alumni Liaison Officer, for the Institutional Advancement Area, for the period April 20, 2022 through June 30, 2022 and the reappointment period July 1, 2022 through June 30, 2023. The recommended annual salary for the position is \$45,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 19 applications were reviewed and six (6) applicants were selected to be interviewed. Mark Hosein is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (BACHELOR’S DEGREE REQUIRED):

| <u>Degree or Certification</u> | <u>Date Awarded</u> | <u>Institution Name, Location</u> | <u>Major Area of Study</u> |
|--------------------------------|-------------------------|--|----------------------------|
| • Bachelor of Science | 2019 | New York City College of Technology Brooklyn, NY | Computer Science |

FISCAL NOTES: The recommended salary of \$45,000 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Mark Hosein, at the annual salary of \$45,000, to the position of Alumni Liaison Officer, for the Institutional Advancement Area, for the period April 20, 2022 through June 30, 2022 and the reappointment period July 1, 2022 through June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|-----------------------------------|
| Subject: | Personnel: Re-Appointment Listing |
| Contact: | Dr. Augustine Boakye, President |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 4-4/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees approve the re-appointment of the administrative, professional, tenure-track and non-tenure track faculty employees identified on the attached Re-Appointment of Personnel listings for the periods indicated.

BACKGROUND AND RATIONALE: Consistent with the annual contract renewal process, employee listings by employment classification are submitted to the Board of Trustees for approval. Employee count by classification is as follows:

| | Effective Period | |
|---|--------------------------------|------------|
| Administrative Personnel | 09/01/2022- 08/31/2023 | 23 |
| Administrative/Confidential Personnel | 09/01/2022 - 08/31/2023 | 23 |
| Tenure-Track and Non-Tenure Track Faculty | 09/01/2022 - 08/31/2023 | 17 |
| Professional Personnel | 07/01/2022 - 06/30/2023 | 114 |
| Professional/Confidential Personnel | 07/01/2022 - 06/30/2023 | 22 |
| | TOTAL EMPLOYEE RENEWALS | 199 |

FISCAL NOTES: Salaries of employees recommended for re-appointment are included in the College’s 22-23 annual operating budget.

RESOLUTION: The Board of Trustees of Essex County College approves the re-appointment of the administrative, professional, tenure-track and non-tenure track faculty employees identified on the attached Re-Appointment of Personnel listings for the periods indicated.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

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| Subject: | Personnel: Retirement |
| Contact: | Yvette Henry, Executive Director, Human Resources |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 4-5/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees accept the retirement of the individual(s) listed, effective on the date indicated:

| <u>Name</u> | <u>Title</u> <u>Department</u> | <u>Unit</u> | <u>Hire Date</u> | <u>Effective Date</u> |
|----------------|-----------------------------------|-------------|------------------|-----------------------|
| Richard Alston | Associate Professor Music | Faculty | 09/01/1993 | 04/30/2022 |
| Kenneth Mailly | Instructor Physical Therapy | Faculty | 09/01/2016 | 08/31/2022 |

FISCAL NOTES: The impact of this recommendation is undetermined at this time.

RESOLUTION: The Board of Trustees of Essex County College accepts the retirement of the individual(s) listed, effective on the date indicated.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|--|
| Subject: | Acceptance of Funds: NJ Department of Children and Families (DCF) |
| Contact: | Dr. Elvira Vieira Dean, Comm., Cont. Ed. and Workforce Development |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.1/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept funding from the State of New Jersey, Department of Children and Families (DCF) in the amount of \$91,971 to provide parenting skills training to be offered at Community, Continuing and Workforce Development Area for fiscal year 2023.

BACKGROUND AND RATIONALE: Parenting Skills Training Program provides information and training that help to prevent child abuse and to establish strong family bonds. It promotes learning about family values, child development, anger management, methods of discipline and effects of family violence for clients referred by the Department of Children and Families.

FISCAL NOTES: Community, Continuing and Workforce Development will utilize these funds to provide parenting skills training and formal observation of parent and child interaction for the State of New Jersey Department of Children and Families. The costs associated with the program are funded by the grant.

RESOLUTION: The Board of Trustees of Essex County College accepts funding from the State of New Jersey, Department of Children and Families (DCF) in the amount of \$91,971 to provide parenting skills training to be offered at Community, Continuing and Workforce Development Area for fiscal year 2023

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | Approval of Agreement and Acceptance of Funds – Central New Jersey Maternal and Child Health Consortium, Inc. |
| Contact: | Dr. Elvy M. Vieira, Dean, Comm, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.2/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the agreement between Central New Jersey Maternal and Child Health Consortium Inc. (CJFHC) and Essex County College to facilitate training opportunities for 40 participants in the Certified Nurse Assistant program. CJFHC agrees to provide funding in the amount of \$237,123 for the above-mentioned services of which \$156,000 will be provided as stipend at \$3,900 for 40 students.

BACKGROUND AND RATIONALE: The Training, Inc. program has a long history of soliciting and securing funding from various foundations and public agencies. Training, Inc., utilizing the standards and practices of the business world, provides a wide variety of job training services at no cost to individuals, in business as well as allied health careers, to seeking initial entry, reentry or upward mobility in the workforce. The Training, Inc. program has operated successfully for the past 36 years, attaining a 75% completion rate and an 80% graduate job placement rate.

FISCAL NOTES: The costs associated with the program are funded by the grant.

RESOLUTION: The Board of Trustees of Essex County College accepts the agreement between Central New Jersey Maternal and Child Health Consortium Inc. (CJFHC) and Essex County College to facilitate training opportunities for 40 participants in the Certified Nurse Assistant program. CJFHC agrees to provide funding in the amount of \$237,123 for the above-mentioned services of which \$156,000 will be provided as stipend at \$3,900 for 40 students.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | DUAL ENROLLMENT PROGRAM - Belleville Board of Education |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.3/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the Dual Enrollment Agreement between Essex County College, hereinafter referred to as “Essex” and the Belleville Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Belleville High School, hereinafter after referred to “BVHS” from July 1, 2022 to June 30, 2023.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first-year success rates of recent high school students. The Dual Enrollment Program will provide BVHS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, BVHS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: BVHS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766 - \$850 per credit as per the ECC Adjunct Faculty Association contract with an additional 10% added to contribute to fringe/cost of benefits). BVHS will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, BVHS will pay a \$950 administrative fee per course.

RESOLUTION: The Board of Trustees of Essex County College accepts the Dual Enrollment Program Agreement between Essex County College and the Belleville Board of Education for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Belleville High School from July 1, 2022 to June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | DUAL ENROLLMENT PROGRAM - East Orange Board of Education |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.4/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the Dual Enrollment Program Agreement between Essex County College, hereinafter referred to as “Essex” and the East Orange Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to East Orange High Schools, hereinafter after referred to “EOHS” from July 1, 2022 to June 30, 2023.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first year success rates of recent high school students. The Dual Enrollment Program will provide EOHS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, EOHS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: EOHS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766-\$850 per credit as per the Adjunct Faculty Association contract with an additional 10% added to contribute to fringe/cost of benefits). EOHS will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, EOHS will pay a \$950 administrative fee per course.

RESOLUTION: The Board of Trustees of Essex County College accepts the Dual Enrollment Program Agreement between Essex County College and the East Orange Board of Education for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to East Orange High Schools from July 1, 2022 to June 30, 2023

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | DUAL ENROLLMENT PROGRAM – Irvington Public Schools Board of Education |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.5/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the Dual Enrollment Program Agreement between Essex County College, hereinafter referred to as “Essex” and the Irvington Public Schools Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Irvington High School, hereinafter after referred to “IHS” from July 1, 2022 to June 30, 2023.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first year success rates of recent high school students. The Dual Enrollment Program will provide IHS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, IHS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: IHS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766-\$850 per credit as per the Adjunct Faculty Association contract with an additional 10% added to contribute to fringe/cost of benefits). IHS will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, IHS will pay a \$950 administrative fee per course.

RESOLUTION: The Board of Trustees of Essex County College accepts the Dual Enrollment Program Agreement between Essex County College and the Irvington Public Schools Board of Education for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Irvington High School from July 1, 2022 to June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|--|
| Subject: | DUAL ENROLLMENT PROGRAM – Newark Public Schools Board of Education |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.6/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the Dual Enrollment Agreement between Essex County College, hereinafter referred to as “Essex” and the Newark Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Newark Public High Schools, hereinafter referred to “NPHS” from July 1, 2022 to June 30, 2023. NPHS include, but are not limited to Arts HS, Barringer HS, Central HS, East Side HS, Technology HS, Science Park HS, University HS, West Side HS, Weequahic HS.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first-year success rates of recent high school students. The Dual Enrollment Program will provide NPHS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, NPHS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: NPHS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766 - \$850 per credit as per the ECC Adjunct Faculty Association contract with an additional 10% added to contribute to fringe/cost of benefits). NPHS will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, NPHS will pay a \$950 administrative fee per course.

RESOLUTION: The Board of Trustees of Essex County College accepts the Dual Enrollment Program Agreement between Essex County College and the Newark Public Schools Board of Education for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Newark Public High Schools from July 1, 2022 to June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | DUAL ENROLLMENT PROGRAM – Essex County Schools of Technology Newark Technology HS, Donald Payne, West Caldwell |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.7/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the Dual Enrollment Program Agreement between Essex County College, hereinafter referred to as “Essex” and the Essex County Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Essex County Schools of Technology: Newark Technology High School, Donald Payne High School, West Caldwell High School hereinafter after referred to “ECSTHS” from July 1, 2022 to June 30, 2023.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first-year success rates of recent high school students. The Dual Enrollment Program will provide ECSTHS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, ECSTHS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: ECSTHS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766-\$850 per credit as per the Adjunct Faculty Association contract with an additional 7.65% added to contribute to fringe/cost of benefits). Newark Technology High School, Donald Payne High School, West Caldwell High School will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, ECSTHS will pay a \$950 administrative fee per course section.

RESOLUTION: The Board of Trustees of Essex County College accepts the Dual Enrollment Program Agreement between Essex County College and the Essex County Schools of Technology for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Newark Technology High School, Donald Payne High School, West Caldwell High School from July 1, 2022 to June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|--|
| Subject: | DUAL ENROLLMENT PROGRAM – Orange Public Schools Board of Education |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.8/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the Dual Enrollment Program Agreement between Essex County College, hereinafter referred to as “Essex” and the Orange Public Schools Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Orange High School, hereinafter after referred to “OHS” from July 1, 2022 to June 30, 2023.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first year success rates of recent high school students. The Dual Enrollment Program will provide OHS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, OHS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: OHS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766-\$850 per credit as per the Adjunct Faculty Association contract with an additional 10% added to contribute to fringe/cost of benefits). OHS will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, OHS will pay a \$950 administrative fee per course.

RESOLUTION: The Board of Trustees of Essex County College accepts the Dual Enrollment Program Agreement between Essex County College and the Orange Public Schools Board of Education for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Orange High School from July 1, 2022 to June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|---|
| Subject: | DUAL ENROLLMENT PROGRAM – Peoples Preparatory Charter School District Board of Education |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.9/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approves the Dual Enrollment Program Agreement between Essex County College, hereinafter referred to as “Essex” and the Peoples Preparatory Charter School District Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to People’s Prep Charter School, hereinafter after referred to “PPCS” from July 1, 2022 to June 30, 2023.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first-year success rates of recent high school students. The Dual Enrollment Program will provide PPCS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, PPCS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: PPCS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766-\$850 per credit as per the Adjunct Faculty Association contract with an additional 10% added to contribute to fringe/cost of benefits). PPCS will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, PPCS will pay a \$950 administrative fee per course.

RESOLUTION: The Board of Trustees of Essex County College accepts the Dual Enrollment Program Agreement between Essex County College and the Peoples Preparatory Charter School District Board of Education for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to People’s Prep Charter School from July 1, 2022 to June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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|------------------|--|
| Subject: | Memorandum of Understanding - Valley Education, LLC, dba NJ Cannabis Certified |
| Contact: | Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev. |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-1.10/4-2022 |

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept the Memorandum of Understanding between Essex County College and Valley Education, LLC, dba NJ Cannabis Certified (NJCC) from May 1, 2022 until June 30, 2023.

BACKGROUND AND RATIONALE: Valley Wellness is a recent awardee of a provisional permit to operate a medical alternative treatment center dispensary in central New Jersey. In order to fill a gap in standardized job training in the industry specific to New Jersey, the founder of Valley Wellness, Sarah Trent, started NJ Cannabis Certified. NJCC provides medical cannabis training for individuals looking for entry level positions in the cannabis industry.

FISCAL NOTES: The College will receive a revenue split per student as outlined in line-item number 5.

RESOLUTION: The Board of Trustees of Essex County College approves the Memorandum of Understanding between Essex County College and Valley Education, LLC, dba NJ Cannabis Certified (NJCC) from May 1, 2022 until June 30, 2023.

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

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|------------------|--|
| Subject: | Board Policy 1-3 - Formal Adoption of the College's Mission, Vision and Values Statements |
| Contact: | Policy and Governance Committee |
| Meeting Date: | April 19, 2022 |
| Agenda Item No.: | 7-3.1/4-2022 |

WHEREAS, Essex County College has created a Mission Statement, a Vision Statement and a Values Statement which definitively guide the institution's purpose, aspirations, goals and objectives to fulfill the educational needs of its students; and,

WHEREAS, the aforementioned statements are memorialized as Board Policy 1-3 which has been revised periodically to reflect the growth of the institution, the value it provides to students and to empower the role of faculty, staff and administrators; and,

WHEREAS, the Mission, Vision, and Values Statements crafted by a prior administration, suitable for today's use, was not found to be adopted or endorsed by the Essex County College Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Essex County College does hereby formally adopt and endorse the version of the College's Mission, Vision, and Values Statements, currently in use, as follows:

Mission

Essex County College is an open access community college that serves the diverse needs of students through comprehensive educational programs, training and continuing education. Essex County College is dedicated to academic excellence and the success of its students.

Vision

A Beacon for Education and Knowledge, Essex County College attracts people who seek a better life through education. We transform lives, broaden learning and empower students to achieve their full potential. Our College community and graduates are change agents and leaders who contribute to the health, vitality and advancement of society.

Values Statement

Essex County College affirms the following principles, values, and beliefs:

Teaching and Learning: We affirm teaching and learning as our primary purpose. The College seeks to instill in students general and specialized knowledge, the ability to think critically, and a commitment to civic responsibility. We value academic freedom and support the open exchange of ideas and experiences.

Excellence and Accountability: We believe in creating a learning environment that fosters high expectations for achievement. The College is committed to rigorous academic standards, faculty excellence, and responsive support services that enable students to reach their full academic,

professional and personal potential. We provide excellent programs that utilize technology, demonstrate innovation, and undergo evaluation to ensure consistent and outstanding performance.

Community: We support programs that enhance the economic and social development of Essex County. We value our role as a vital community resource and are dedicated to forging effective partnerships with our many constituencies.

Diversity and Access: We embrace the rich diversity of our student population and our employees. We recognize the historical, intellectual, and artistic contributions of all cultures, and promote an atmosphere in which critical examination of perspectives is accepted and encouraged. We believe all people should have access to affordable, quality higher education that will prepare them to succeed in a dynamic world.

Legacy: We honor our history and the valued traditions of Essex County College, the City of Newark and the County of Essex. We also welcome the transformative power of education to change lives. Building upon our past achievements, we eagerly embrace the future by pursuing innovations in teaching, administration, and student services.

ATTACHMENTS: No

Approved: 8/ /79
Revised: 11/2/81
Revised: 9/ /97
Revised: 5/5/05
Revised: 12/15/09
Current Form Adopted: 4/19/2022

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| EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President | FINAL DISPOSITION |
| BOARD APPROVAL DATE April 19, 2022 | |