



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

March 22, 2022 – 4:30 PM

*A Hybrid Meeting*

**In Person** - Smith Hall

303 University Avenue, Newark, NJ

*or*

**Virtually** - click the link below to join the webinar:

<https://essex-edu.zoom.us/j/93764877330>

or Telephone:

Dial 1 646 558 8656, then enter Webinar ID: 937 6487 7330

- 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

**Actions – Recommended for Approval**

3-1.1/3-2022	Authorize the Amended Agreement for Educational License Subscriptions Bloomberg Finance L.P., New York, NY Carl Perkins Grant Funded – Operating Expense	Amount not to exceed \$200,000.00
3-1.2/3-2022	Authorize the Award of a Proposal for Professional Services DMR Architects, Hasbrouck Heights, NJ Chapter XII Funded – Capital Expense	\$58,000.00
3-1.3/3-2022	Authorize the Award of a Two-Year Qualification for Legal Services Nineteen (19) firms as indicated based on experience in legal services for Community Colleges/Universities in the State of New Jersey as described in the scope of services section of the Request for Qualification College Funded – Operating Expense	
3-1.4/3-2022	Authorize the Award for Solar Benches Sol Street, LLC, New York NY	The College will receive 20% of all revenue
3-1.5/3-2022	Authorize the Award for Recruitment Campaign Pioneer Production Services, LLC/VIEWPOINT, FL College Funded – Operating Expense	\$28,000.00

3-1.6/3-2022	Authorize the Award for Software Subscription Insight Public Sector, Inc., Temple, AZ College Funded – Operating Expense	\$17,338.30
3-1.7/3-2022	Authorize the Award for Testing Materials National Healthcareer Association, Chicago, IL Newark One Stop and PACE Grant (NJDOL) Funded – Operating Expense	Amount not to exceed \$10,000.00
3-1.8/3-2022	Authorize the Award of a Contract for Class of 2022 Commencement Devils Arena Entertainment LLC, Newark, NJ College Funded – Operating Expense	\$80,000.00
3-1.9/3-2022	Authorize the Award – Blanket Order for Environmental Protection Services Treasurer State of New Jersey, Trenton, NJ Portion of Capital Fund for West Essex – Capital Expense	\$50,000.00
3-1.10/3-2022	Authorize the Amended Blanket Order Awards for Utility Services PSE&G City of Newark/Water Constellation New Energy, Inc.	Amount not to exceed \$1,700,000.00
3-1.11/3-2022	Authorize the Payment for Insurance Policy IMAC Insurance Agency, Belleville, NJ Portion of Capital Fund for West Essex – Capital Expense	\$18,555.67
3-1.12/3-2022	Authorize the Purchase of Phenolic Work Tables FORMASPACE, Austin, TX Carl Perkins Grant Funded – Operating Expense	\$36,410.16
3-2.1/3-2022	Acceptance of Grant Funds from the NJ Department of Children and Families/Workforce Registry	

VII. Personnel Committee Report .....Mrs. J. Grimes

**Appointments**

- 4-1/3-2022 Aylin Brandon  
Executive Director of Enrollment Management and Services  
Salary \$130,000  
Effective April 11, 2022
  
- 4-2/3-2022 Yelena Lyudmilova, Assistant Dean of Online Education and Resources  
Academic Affairs  
Salary \$98,000  
Effective March 23, 2022

4-3/3-2022 Robert Hwang, Senior Database Administrator  
Information Technology  
Salary \$84,000  
Effective March 28, 2022

4-4/3-2022 Taniel Moore, Administrative Assistant  
President's Office  
Salary \$43,000  
Effective March 28, 2022

4-5/3-2022 Shalia Story, Office Assistant  
President's Office  
Salary \$36,000  
Effective March 23, 2022

4-6/3-2022 Cumhuri Eski, Maintenance Technician  
Facilities Operations  
Salary \$42,000  
Effective March 23, 2022

4-7/3-2022 Devere Blackwood, Security Officer  
Public Safety  
Salary \$27,040  
Effective March 27, 2022

4-8/3-2022 Dawud Muhammad, Security Officer  
Public Safety  
Salary \$27,040  
Effective March 27, 2022

4-9/3-2022 Asward DeBruhl, Police Officer  
Public Safety  
Salary \$42,000  
Effective March 27, 2022

#### **Retirement**

4-10/3-2022 Jeffrey Curtis, Assistant Professor  
Humanities and Bilingual Studies  
Effective April 30, 2022

#### **Resignations**

4-11/3-2022 Salah Dami, Associate Director of Technical Services  
Information Technology  
Effective March 2, 2022

Patricia Paniagua, Program Coordinator  
Educational Opportunity Fund (EOF)  
Effective March 11, 2022

VIII.	Educational Programs Committee Report .....	Dr. A. Lewis
	7-1.1/3-2022 Acceptance of Funds: New Jersey Pathways to Career Opportunities Award	
	7-1.2/3-2022 Approval of Agreement and Acceptance of Funds: Central New Jersey Maternal and Child Health Consortium, Inc.	
	7-1.3/3-2022 Program Change: Academic Certificate in Business Career Development	
	7-1.4/3-2022 Memorandum of Understanding: Essex County Police Academy	
IX.	Site Facilities and Equipment Committee Report .....	Ms. C. Morales
X.	Policy and Governance Committee Report.....	Ms. I. Cruz
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

Subject:	Finance – Bloomberg Finance L.P. <b>Non-SBE/MBE/WBE</b>
Contact:	Dr. Elvy M. Vieira / Dean of Community, Continuing Education, and Workforce Development
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.1/3-2022
Resolution Authorizing the amended agreement for Educational License Subscriptions	

**WHEREAS**, Essex County College needs to approve a two-year subscription under the Carl D. Perkins Grant funds in the amount not to exceed **\$200,000.00** to **Non-SBE/MBE/WBE, Bloomberg Finance L.P.**, 731 Lexington Avenue, New York, New York 10022 for Educational License Subscriptions to the Bloomberg Professional Services and Bloomberg for Education from July 1, 2022 through June 30, 2024. The license will enhance students in their research and classwork while learning how to analyze financial markets, assess economic scenarios, and interpret the key new developments that impact the global economy; skills that students will acquire from this experience with the confidence and advantage to complete their courses. In which the contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(19), Providing goods or services for the use, support, or maintenance of proprietary computer hardware, software peripherals, and systems development of the hardware; and

**WHEREAS**, On October 19, 2021 (3-1.7/10-2021), the Board of Trustees approved the award of the second-year contract of \$50,880.00 for two Educational License Subscriptions to the Bloomberg Professional Services, and Bloomberg for Education from July 1, 2021, through June 30, 2022; and

**WHEREAS**, Essex County College needs to approve a third Educational License subscription in the amount of **\$8,220.00** through June 30, 2022; 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**, 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 Deputy Chief Finance Officer of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached.

**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 contract with **Bloomberg Finance L.P.**, in the amount not to exceed **\$200,000.00** for three Educational License Subscriptions to the Bloomberg Professional Services from July 1, 2022 – June 30, 2024. Subject to the availability of funds;
2. The third subscription for an amount not to exceed for \$8,220.00 through June 30, 2022
3. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts N.J.S.A.18A:64A-25.3, Law 18A:64A-25.5.a(19);
4. The specific line item against which this contract is to be charged is as follows:  
29166-9166-7511 Funded by Carl Perkins Grant  
FY 2021/2022

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:		Finance - DMR Architects <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		March 22, 2022
Agenda Item No.:		3-1.2/3-2022
Resolution Authorizing the Award of a Proposal for Professional Services		

**WHEREAS**, Essex County College needs to approve a proposal of **\$58,000.00** to **DMR Architects**. Heights Plaza, 777 Terrace Avenue, 6<sup>th</sup> floor, Hasbrouck Heights, New Jersey 07604 to provide design services to renovate the existing 5<sup>th</sup> and 6<sup>th</sup> floor of Mega Structure. In which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(1), Professional services; 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**, 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 Deputy Chief Finance Officer of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached.

**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 professional service with **DMR Architects** for **\$58,000.00** for the design 5<sup>th</sup> and 6<sup>th</sup> administrative floors. Subject to availability of funds;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(1);
3. The specific line item against which this service is to be charged is as follows:  
9019303-3126-7952A and 901109-3102-7952 Funded by Chapter XII  
FY 2021/2022

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance – Legal Services
Contact:	Christine Ann Soto, Esq./General Counsel
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.3/3-2022
Resolution Authorizing the Award of a Two-year Qualification for Legal Services	

**Recommendation:** It is recommended that the Board of Trustees approve the two-year Qualified list of 19 Legal Firms as indicated on the spreadsheet for the period of July 1, 2022 through June 30, 2024. Firms will be selected on an as-needed basis at the sole discretion of Essex County College with a pay scale of \$150.00 per hour to a maximum of \$350.00 per hour; and

The award of this Request For Qualifications (RFQ) 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.

RFQ # 8132 was advertised in The Star-Ledger on February 11, 2022. There were fifty-six (56) vendors solicited. Nineteen (19) responses were received on March 2, 2022.

An evaluation committee consisting of Christine Soto, General Counsel; Denise Williams, Director of Purchasing and Rosa Reyes, Assistant Director of Purchasing recommended the vendors based on experience in legal services for Community Colleges/Universities in the State of New Jersey as described in the scope of services section of the Request For Qualification. The committee recommendation is to the 19 Legal Firms.

**Nature of Bid:** Essex County College – Legal Services Request For Qualification

**Request For Qualification:** The recommendation is for responsive and responsible Legal Firms.

**Source of Funding:** The Deputy Chief Finance Officer (CFO) of Essex County College has determined and certified in writing account 1701-7827 Operating Expense

**Resolution:** The Board of Trustees of Essex County College approves the two-year Qualified list of 19 Legal Firms as indicated on the spreadsheet for the period of July 1, 2022 through June 30, 2024. Firms will be selected on an as-needed basis at the sole discretion of Essex County College with a pay scale of \$150.00 per hour to a maximum of \$350 per hour.

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

**BOARD OF TRUSTEES**  
**REQUEST FOR BOARD ACTION**

Subject:	Finance – Sol Street, LLC <b>Small Business Enterprise (SBE)</b>
Contact:	Alfred Bundy / Executive Director of Institutional Advancement
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.4/3-2022
Resolution Authorizing the award for solar benches	

**WHEREAS**, Essex County College needs to approve the proposal to install two (2) solar charging benches at no cost to the College to **Sol Street, LLC** 295 Central Park West, New York, NY 10024 for one year from the date of installation. The benches will provide the College with an opportunity to promote notices, recruitment and offerings within and effecting the campus. 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, N.J.S.A.18A:64A-25.5.a(20) personnel recruitment and advertising, including without limitation advertising seeking student recruitment; and

**WHEREAS**, The benches shall be installed at 303 University Avenue at the Market Street entrance and at 56 West Market Street Entrance; and

**WHEREAS**, Sol Street LLC, shall sell national and local advertising on the static lighted panel. The College will receive 20% of all revenues and Sol Street receives 80% of all revenues;

**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**, 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-25.5.a(20); and , and the Office of General Counsel reviewed and approved the contract attached.

**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 install two solar charging benches for recruitment and notices to **Sol Street, LLC**, for one year from the date of installation;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(20)
3. The College will receive 20% of all revenue:  
FY 2021/2022

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





**BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

Subject:	Finance - Pioneer Production Services, LLC/ <b>VIEWPOINT Small Business Enterprise (SBE)</b>
Contact:	Alfred Bundy / Executive Director of Institutional Advancement
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.5/3-2022
	Resolution Authorizing the award for recruitment campaign

**WHEREAS**, Essex County College needs to approve the proposal in the amount not to exceed **\$28,000.00** to **Pioneer Production Services, LLC/VIEWPOINT** located in Florida, for recruitment campaign including public television distribution, internet distribution, educational commercial television airings and 5 -6-minute corporate profile. 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, N.J.S.A.18A:64A-25.5.a(20) personnel recruitment and advertising, including without limitation advertising seeking student recruitment; 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**, 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-25.5.a(20); and

**WHEREAS**, The Deputy Chief Finance Officer (CFO) of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached.

**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 student recruitment services to **Pioneer Production Services, LLC**, in the amount not to exceed **\$28,000.00** through June 30, 2022. Subject to the availability of funds;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(20)
3. The specific line item against which these services are to be charged are as follows:  
10-0216-7470 Operating Expense  
FY 2021/2022

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Insight Public Sector, Inc <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.6/3-2022
Resolution Authorizing the Award for Software Subscription	

**WHEREAS**, Essex County College needs to approve a one-year service of **\$17,338.30** to **Insight Public Sector, Inc**, 6820 S Harl Ave, Temple, AZ 85283-4318 for software licenses for two Red Hat Enterprises Servers with Directory Services. The directory services server is a system for securely initiating, storing, and managing user identities and access permissions. This system provides secured user-authentication to applications and resources such as Banner, ECC portals, LMS and Wi-Fi. The contract is exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.9a and N.J.S.A.18A:64A-25.5.a(19) Providing goods or services for the use, support, or maintenance of proprietary computer hardware, software peripherals, and system development for the hardware. Insight Public Sector is approved under State of New Jersey Contract, T3121;

**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**, 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 Deputy Chief Finance Officer (CFO) 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 Board of Trustees is hereby authorized and directed to approve the software subscription with **Insight Public Sector, Inc**, of **\$17,338.30** from March 1, 2022 – March 1, 2023. Subject to the availability of funds;
2. **Insight Public Sector, Inc** is the authorized vendor for the State of New Jersey T3121;
3. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(19);
4. The specific line item against which this purchase is to be charged is as follows:  
1723-7511 Operating Expense  
FY 2021/2022

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance – National Healthcareer Association <b>Non-SBE/MBE/WBE</b>
Contact:	Dr. Elvy M. Vieira / Dean of Community, Continuing Education, and Workforce Development
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.7/3-2022 Resolution Authorizing Award for testing materials

**WHEREAS**, Essex County College needs to approve the purchase of certification tests for Allied Health Vocational Training under the Essex County Div of Training & Employment, the Newark One Stop and the PACE Grant funds in the amount not to exceed **\$10,000.00** to **Non-SBE/MBE/WBE, National Healthcareer Association.**, 62280 Collection Center Drive, Chicago, IL 60693-0622. The contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(6) Textbooks, copyrighted materials, student-produced publications, and services incidental thereto, library materials including without limitation books, periodicals, newspapers, documents, pamphlets, photographs, reproductions, microfilms, pictorial or graphic works, video and magnetic tapes, other printed or published matter and audiovisual and other materials of a similar nature, necessary binding or rebinding of library materials and specialized library services; 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**, 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 Deputy Chief Finance Officer 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 the purchase of certification test with **National Healthcareer Association**, in the amount not to exceed **\$10,000.00**. Subject to the availability of funds;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(6);
3. The specific line item against which this contract is to be charged is as follows:  
29798-9798-7792 Newark One Stop and PACE Grant (NJDOL)  
FY 2021/2022

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance – Devils Arena Entertainment LLC <b>Non-SBE/MBE/WBE</b>
Contact:	Dr. Keith Kirkland /Dean of Student Affairs
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.8/3-2022
Resolution Authorizing the Award of a Contract for Class of 2022 Commencement	

**WHEREAS**, Essex County College needs to approve a proposal in the amount not to exceed **\$80,000.00** to **Devils Arena Entertainment LLC**. 165 Mulberry Street, Newark, New Jersey 07102 for the rental of the Prudential Center for the Class of 2022 Commencement Exercise to be held on June 3, 2022. The College has rented the Prudential Center for Commencement for the past nine years. The facility is close to public transportation, the staff has provided excellent service and the facility affords sufficient space for the increasing number of graduates and their families. In which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(2), Extraordinary unspecifiable services and products which cannot reasonably be described by written specifications, subject however, to procedures consistent with open public bidding whenever possible; 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**, 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 Deputy Chief Finance Officer of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached.

**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 contract with **Devils Arena Entertainment LLC** for **\$80,000.00** for the rental of the Prudential Center for the Class of 2022 Commencement Exercise to be held on June 3, 2022. Subject to availability of funds;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(2);
3. The specific line item against which this service is to be charged is as follows:  
1154-7800 Operating Expense  
FY 2021/2022

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



**BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

Subject:	Finance: Treasurer State of New Jersey <b>Non-SBE/WBE/MBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.9/3-2022
Resolution Authorizing the Award for Environmental protection services	

**WHEREAS**, Essex County College needs to approve a blanket order not to exceed **\$50,000.00** to **Treasurer State of New Jersey**, PO Box 417, Trenton, New Jersey 08646 for various environmental protection services relating to the construction of West Caldwell Campus including annual site remediation fees and waste management fees through 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-25.5(8) The supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities, in accordance with tariffs and schedules of charges made, charged and exacted, filed with said board; 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 County College Law (N.J.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

**WHEREAS**, The Chief Finance Officer (CFO) 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 blanket order to **Treasurer State of New Jersey** for an amount not to exceed **\$50,000.00** through June 30, 2023 for various environmental protection services. Subject to availability of funds;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5(8)
3. The specific line item against which this service is to be charged is as follows:  
902104-02104-7954B Portion of Capital Fund for West Essex  
FY 2022/2023

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:		Finance – Utility Services <b>Non-SBE/MBE/WBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		March 22, 2022
Agenda Item No.:		3-1.10/3-2022
Resolution Authorizing the amended Blanket Order awards for Utility Services		

**WHEREAS**, Essex County College has a need to amend a blanket order in the total amount not to exceed **\$1,700,000.00** to Utility companies listed below, which will provide Utility Services from July 1, 2021 through June 30, 2022 at the Newark Campus, West Essex Campus, and Student Housing, 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(8) The supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities, in accordance with tariffs and schedules of charges made, charged and exacted, filed with said board; and

Company Name

PSE&G Co.      Constellation New Energy, Inc.      Direct Energy Business      City of Newark/Water

**WHEREAS**, The Board of Trustees of Essex County College at their monthly meeting on May 18, 2021 (3-1.7/5-2021) approved the awarding of five blanket orders to the utilities above based on an estimate in the amount of \$1,206,000.00; 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**, 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 Deputy Chief Finance Officer (CFO) 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 blanket orders in the total amount not to exceed **\$1,700,000.00** for utility services for the fiscal year 2021-2022 at the Newark Campus, West Essex Campus, and Student Housing: Subject to availability of funds;

Company Name

PSE&G Co.      Constellation New Energy, Inc.      Direct Energy Business  
City of Newark/Water      Township of West Caldwell

2. These blanket orders are 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 N.J.S.A.18A:64A-25.5(8);
3. Specific line item against which these blanket orders are to be charged are as follows:
  - 10-7351-7640 Operating Expense
  - 10-7351-7660 Operating Expense
  - 10-7252-7640 Operating Expense
  - 10-7252-7660 Operating Expense
  - FY 2021/2022

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



**BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

Subject:	Finance – IMAC Insurance Agency, LLC. <b>Small Business Enterprise (SBE)</b>
Contact:	Christine Ann Soto, Esq./General Counsel
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.11/3-2022
Resolution Authorizing the Payment for Insurance Policy	

**WHEREAS**, Essex County College has a need to provide a payment of **\$18,555.67** to **IMAC Insurance Agency LLC**, 540 Mill Street, Belleville, New Jersey 07109, for the Owners and Contractors Protective Liability Insurance policy for West Essex, in which contracts for Insurance are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A. N.J.S.A.18A:64A-25.3, and 18A:64A-25.5.a(11), Insurance, including the purchase of insurance coverage and consulting services which exceptions shall be in accordance with the requirements for extraordinary unspesifiable services; and

**WHEREAS**, The award of this purchase shall be made as “Non-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; 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 Deputy Chief Finance Officer (CFO) 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 Board of Trustees is hereby authorized and directed to approve a payment to **IMAC Insurance Agency LLC**. for Owners and Contractors Protective Liability Insurance policy for West Essex in the amount of **\$18,555.67** from March 3, 2022 through June 1, 2023. Subject to the availability of funds;
2. The payment is awarded without public bidding in accordance with the provisions of the County College Contract Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(11);
3. The specific line item against which this payment is to be charged is as follows:  
902104-02104-7954B Portion of Capital Fund for West Essex  
FY 2022/2023

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





**BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

Subject:	Finance – FORMASPACE <b>Small Business Enterprise (SBE)</b>
Contact:	Dr. Alvin Williams/Executive Dean of Faculty & Academics
Meeting Date:	March 22, 2022
Agenda Item No.:	3-1.12/3-2022
Resolution Authorizing the Purchase of Phenolic Work Tables	

**WHEREAS**, Essex County College has a need to purchase 16 Phenolic Work Tables in the amount not to exceed **\$36,410.16** to **FORMASPACE**, 1100 E Howard Ln, #400, Austin, TX 78753 under the Carl D. Perkins Grant Funds. The tables will support the instructional requirements of the Architectural Technology degree programs; and

**WHEREAS**, The purchase is under the bid threshold, 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-25.3; Purchases, contracts and agreements not requiring advertising; and

**WHEREAS**, The Deputy Chief Finance Officer (CFO) 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 Board of Trustees is hereby authorized and directed to approve the purchase of 16 Phenolic Work Tables to **FORMASPACE** in the amount not to exceed **\$36,410.16**. Subject to the availability of funds;
2. The purchase is awarded without public bidding in accordance with the provisions of the County College Contract 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:  
29163-9163-7325 Funded by Carl Perkins Grant  
FY 2021/2022

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





**BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

Subject:	Acceptance of Grant Funds from The NJ Department of Children and Families/Workforce Registry
Contact:	Ms. Virginia Flanigan, Director-Child Development Center
Meeting Date:	March 22, 2022
Agenda Item No.:	3-2.1/2-2021
Resolution for the Acceptance of Grant Funds	

**RECOMMENDATION:** It is recommended that the Board of Trustees accepts funding from the NJ Department of Children and Families/Workforce Registry in the amount of \$11,000 for the Hiring and Retention Bonus Grant.

**BACKGROUND AND RATIONALE:**

The NJ Department of Children and Families/Workforce Registry issued a request for grant applications to provide funds for Child Care Centers who provided childcare services during the COVID-19 pandemic. This grant provides \$1,000 bonus payments to help recruit new staff into the childcare workforce and to reward and retain current staff. Our Child Development Center submitted a grant application and was notified of the acceptance and approval of our application. Our college had eleven (11) existing staff who did not receive the Phase 1 Retention Grant but are eligible for the Phase 1 Hiring Grant launched this Spring.

**FISCAL NOTES:**

Our Child Development will award eleven (11) staff members \$1,000.00 each under this grant. There is no fiscal impact on the college.

**RESOLUTION:** The Board of Trustees of Essex County College accepts funding from the NJ Department of Children and Families/Workforce Registry in the amount of \$11,000 for the Hiring and Retention Bonus Grant.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Aylin Brandon
Contact:	Dr. Augustine Boakye, President
Meeting Date:	March 22, 2022
Agenda Item No.:	4-1/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Aylin Brandon, to the position of Executive Director of Enrollment Management and Services, for the period April 11, 2022 through August 31, 2022. The recommended annual salary for the position is \$130,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of nine (9) applications were reviewed and three (3) applicants were selected to be interviewed. Aylin Brandon 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>
● Master of Business Administration	2012	Stevens Institute of Technology Hoboken, NJ	Information Systems
● Master of Science	2009	Stevens Institute of Technology Hoboken, NJ	Interdisciplinary Studies
● Master of Science	2002	New Jersey Institute of Technology Newark, NJ	Management Information Systems
● Bachelor of Science	1999	New Jersey Institute of Technology Newark, NJ	Management Information Systems

**FISCAL NOTES:** The recommended salary of \$130,000 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Aylin Brandon, at the annual salary of \$130,000, to the position of Executive Director of Enrollment Management and Services, for the period April 11, 2022 through August 31, 2022.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Yelena Lyudmilova
Contact:	Alvin Williams, Dean of Faculty and Academics
Meeting Date:	March 22, 2022
Agenda Item No.:	4-2/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Yelena Lyudmilova, to the position of Assistant Dean of Online Education and Resources, for the Academic Affairs Area, for the period March 23, 2022 through August 31, 2022. The recommended annual salary for the position is \$98,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were reviewed and five (5) applicants were selected to be interviewed. Yelena Lyudmilova 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>
● Doctor of Education	2016	New Jersey City University Jersey City, NJ	Educational Technology Leadership
● Master of Arts	2011	Rutgers University Newark, NJ	Communication and Information Studies
● Bachelor of Arts	2007	Rutgers University Newark, NJ	Communication, Women’s and Gender Studies

**FISCAL NOTES:** The recommended salary of \$98,000 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Yelena Lyudmilova, at the annual salary of \$98,000, to the position of Assistant Dean of Online Education and Resources, for the Academic Affairs Area, for the period March 23, 2022 through August 31, 2022.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Robert Hwang
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	March 22, 2022
Agenda Item No.:	4-3/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Robert Hwang, to the position of Senior Database Administrator, for the Information Technology Department, for the period March 28, 2022 through June 30, 2022. The recommended annual salary for the position is \$84,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of three (3) applications were reviewed and three (3) applicants were selected to be interviewed. Robert Hwang 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>
● Bachelor of Arts	1994	New York University New York, NY	Mathematics

**FISCAL NOTES:** The recommended salary of \$84,000 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Robert Hwang, at the annual salary of \$84,000, to the position of Senior Database Administrator, for the Information Technology Department, for the period March 28, 2022 through June 30, 2022.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Taniel Moore
Contact:	Dr. Augustine Boakye, College President
Meeting Date:	March 22, 2022
Agenda Item No.:	4-4/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Taniel Moore, to the position of Administrative Assistant, for the President’s Office, for the period March 28, 2022 through June 30, 2022. The recommended annual salary for the position is \$43,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of eight (8) applications were reviewed and three (3) applicants were selected to be interviewed. Taniel Moore is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (ASSOCIATE’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	2016	Berkeley College Woodland Park, NJ	Business Administration

**FISCAL NOTES:** The recommended salary of \$43,000 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Taniel Moore, at the annual salary of \$43,000, to the position of Administrative Assistant, for the President’s Office, for the period March 28, 2022 through June 30, 2022.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Shalia Story
Contact:	Dr. Augustine Boakye, College President
Meeting Date:	March 22, 2022
Agenda Item No.:	4-5/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Shalia Story, to the position of Office Assistant, for the President’s Office, for the period beginning March 23, 2022. The recommended annual salary for the position is \$36,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of nine (9) applications were reviewed and three (3) applicants were selected to be interviewed. Shalia Story is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (ASSOCIATE’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 Fine Arts	2013	Centenary College Hackettstown, NJ	Fashion Design

**FISCAL NOTES:** The recommended salary of \$36,000 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Shalia Story, at the annual salary of \$36,000, to the position of Office Assistant, for the President’s Office, for the period beginning March 23, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
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## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Cumhur Eski
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	March 22, 2022
Agenda Item No.:	4-6/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Cumhur Eski, to the position of Maintenance Technician, for the Facilities Operations Department, for the period beginning March 23, 2022. The recommended annual salary for the position is \$42,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of three (3) applications were reviewed and three (3) applicants were selected to be interviewed. Cumhur Eski is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (NO DEGREE REQUIRED)**

**FISCAL NOTES:** The recommended salary of \$42,000 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Cumhur Eski, at the annual salary of \$42,000, to the position of Maintenance Technician, for the Facilities Operations Department, for the period beginning March 23, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
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## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Devere Blakewood
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	March 22, 2022
Agenda Item No.:	4-7/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Devere Blakewood, to the position of Security Officer, for the Public Safety Department, for the period beginning March 27, 2022. The recommended annual salary for the position is \$27,040.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were reviewed and three (3) applicants were selected to be interviewed. Devere Blakewood is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (NO DEGREE REQUIRED)**

**FISCAL NOTES:** The recommended salary of \$27,040 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Devere Blakewood, at the annual salary of \$27,040, to the position of Security Officer, for the Public Safety Department, for the period beginning March 27, 2022.

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





## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Dawud Muhammad
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	March 22, 2022
Agenda Item No.:	4-8/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Dawud Muhammad, to the position of Security Officer, for the Public Safety Department, for the period beginning March 27, 2022. The recommended annual salary for the position is \$27,040.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were reviewed and three (3) applicants were selected to be interviewed. Dawud Muhammad is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (NO DEGREE REQUIRED)**

**FISCAL NOTES:** The recommended salary of \$27,040 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Dawud Muhammad, at the annual salary of \$27,040, to the position of Security Officer, for the Public Safety Department, for the period beginning March 27, 2022.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Asward DeBruhl
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	March 22, 2022
Agenda Item No.:	4-9/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Asward DeBruhl, to the position of Police Officer, for the Public Safety Department, for the period beginning March 27, 2022. The recommended annual salary for the position is \$42,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were reviewed and three (3) applicants were selected to be interviewed. Asward DeBruhl is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (NJ POLICE TRAINING COMMISSION CERTIFICATION):**

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Police Training Certification	2021	Essex County Police Academy Cedar Grove, NJ	

**FISCAL NOTES:** The recommended salary of \$42,000 is included in the Department’s annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Asward DeBruhl, at the annual salary of \$42,000, to the position of Police Officer, for the Public Safety Department, for the period beginning March 27, 2022.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	March 22, 2022
Agenda Item No.:	4-10/3-2022

**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>
Jeffrey Curtis	Assistant Professor Humanities & Bilingual Studies	Faculty	09/06/1990	04/30/2022

**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.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	March 22, 2022
Agenda Item No.:	4-11/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees accept the resignation 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</u> <u>Date</u>
Salah Dami	Associate Director of Technical Services Information Technology	Administrative Confidential	01/02/2003	03/02/2022
Patricia Paniagua	Program Coordinator – EOF Eligibility Educational Opportunity Fund (EOF)	Professional Level II	08/22/2006	03/11/2022

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

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

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



**BOARD OF TRUSTEES  
REQUEST FOR BOARD ACTION**

Subject:	Acceptance of Funds: New Jersey Pathways to Career Opportunities Award
Contact:	Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev.
Meeting Date:	March 22, 2022
Agenda Item No.:	7-1.1/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College approves the Agreement between Essex County College, hereinafter referred to as “Essex” and the New Jersey Community College Consortium for Workforce and Economic Development for Essex’s participation in the planning phase of the New Jersey Pathways to Career Opportunities initiative from January 15, 2022 to March 31, 2022 in the amount of \$33,333.

**BACKGROUND AND RATIONALE:** The New Jersey Pathways to Career Opportunities is an unprecedented education and training pathways initiative that will innovate New Jersey’s workforce for residents, businesses, and the economy for years to come. Essex’s participation will ensure its position as a State stakeholder that builds pathways with aligned curriculum shared across educational partners to serve the learning lifespan of students and workers. Essex has been selected to participate in the following Centers for Workforce Innovation: **Health Technology and Administration** -\$20,000 and **Programming and Software Development** - \$13,333.

**FISCAL NOTES:** There is no fiscal impact to Essex.

**RESOLUTION:** The Board of Trustees of Essex County College accepts the New Jersey Community College Consortium for Workforce and Economic Development award for Essex’s participation in the planning phase of the New Jersey Pathways to Career Opportunities initiative from January 15, 2022 to March 31, 2022 in the amount of \$33,333.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

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:	March 22, 2022
Agenda Item No.:	7-1.2/3-2022

**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 incumbent participants in the Community Health Worker program. CJFHC agrees to provide funding in the amount of \$55,686 to be utilized to provide the above-mentioned services.

**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 approves the agreement between Central New Jersey Maternal and Child Health Consortium Inc. (CJFHC) and Essex County College to facilitate training opportunities for 40 incumbent participants in the Community Health Worker program. CJFHC agrees to provide funding in the amount of \$55,686 to be utilized to provide the above-mentioned services.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Program Change: Academic Certificate in Business Career Development
Contact:	Dr. Alvin Williams, Dean of Faculty and Academics
Meeting Date:	March 22, 2022
Agenda Item No.:	7-1.3/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees approve changes to the Academic Certificate in Business Career Development (Curriculum Code 3001) offered by the Business Division.

**BACKGROUND AND RATIONALE:** The Business Division frequently reviews its programs to reflect current market needs. Based on their assessment of the Business Career Development Certificate, an inactive free elective course is deleted and the course choices within Written & Oral Communications, Society & Human Behavior, and Major Requirement areas are expanded to provide Business students with additional flexibility. Such changes allow students to acquire a stackable credential in the form of an academic certificate halfway through their Associates Degree program.

**FISCAL NOTES:** The costs of this program are realized within the College's operating budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the changes to the Academic Certificate in Business Career Development (Curriculum Code 3001) offered by the Business Division.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Memorandum of Understanding: Essex County Police Academy
Contact:	Dr. Elvy M. Vieira, Dean of Community, Continuing Education & Workforce Development
Meeting Date:	March 22, 2022
Agenda Item No.:	7-1.4/3-2022

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College approve the memorandum of understanding between Essex County College, hereinafter referred to as “the College” and the Essex County Police Academy referred to as “ECPA” for the purpose of establishing a collaborative educational partnership from March 22, 2022 to June 30, 2024.

**BACKGROUND AND RATIONALE:** The College will support and provide the offering of the academic credit and non-credit courses to the participants engaged in the Basic Police Officer training as well as Basic Correctional Officers training using the New Jersey Police Training Commission (PTC) approved curriculum provided by the ECPA. The College seeks to enter into partnership with ECPA to recruit, facilitate credit and non-credit course offering and to further professionalize the trainees to prepare them for the workforce. Courses may be offered on the site of ECPA or at the College depending on need.

**FISCAL NOTES:** This partnership will allow the College to continue to serve the academic needs of the County. The College will benefit fiscally from the additional college enrollment.

**RESOLUTION:** The Board of Trustees of Essex County College approves the memorandum of understanding between the College and the Essex County Police Academy for the purposes of establishing a collaborative educational partnership from March 22, 2022 to June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	
BOARD APPROVAL DATE March 22, 2022	