



Essex County College  
Board of Trustees  
PUBLIC MEETING AGENDA

February 23, 2021

4:30 pm

Via Zoom Webinar

<https://essex-edu.zoom.us/j/97316837114>

Or iPhone one-tap :

US: +13126266799,,97316837114# or +16465588656,,97316837114#

Or Telephone:

Dial 1 646 558 8656, Enter Webinar ID: 973 1683 7114

*If you would like to submit Comments on Agenda Actions or Public Comments, please do so before noon on Tuesday, February 23, 2021 as follows:*

*Comments on Agenda Actions to: [agendacomment@essex.edu](mailto:agendacomment@essex.edu)*

*Public Comments to: [publiccomment@essex.edu](mailto:publiccomment@essex.edu)*

- 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

**Action - Submitted for Ratification by the Board**

3-2.1/2-2021	Acceptance of Release and Hold Harmless Agreement: Essex County Vocational Technical Schools	
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**Actions – Submitted for Recommendation to the Board**

3-1.1/2-2021	Authorize the Award of a Two (2) year Bid for College Vehicle Tire Replacement, Balancing, and Disposal Services Barnwell House of Tires, Inc., Newark, NJ College Funded – Operating Expense	\$22,749.92
3-1.2/2-2021	Authorize the Award of a Contract for Architectural/Engineering Services for Additional Bathroom Upgrades LAN Associates, Midland Park, NJ Chapter XII Funded – Capital Expense	Not to exceed \$35,000.00

3-1.3/2-2021	Authorize the Award of Five License Renewals for Virtual Apps and Desktops Citrix Systems, Inc., Fort Lauderdale, FL College Funded – Operating Expense	\$25,852.81
3-1.4/2-2021	Authorize the Award of Two (2) Purchases for Cisco SMART New Era Technology, Islandia, NY CRRSAA Grant Funded – Operating Expense	\$3,948.70
3-1.5/2-2021	Authorize the Award of Two (2) Maintenance Renewals for Premier Support Systems Oracle America, Inc., Dallas, TX College Funded – Operating Expense	\$6,703.95
3-1.6/2-2021	Authorize the Award of Three (3) Maintenance Renewals for Software Support Dell Computers, Round Rock, TX College Funded – Operating Expense	\$25,183.89
3-1.7/2-2021	Authorize the Award of a Contract for Legal Consulting Services Dorothy Dugue, Esq., Philadelphia, PA College Funded – Operating Expense	Not to Exceed \$30,000.00
3-1.8/2-2021	Authorize the Payment for Legal Services Genova Burns Attorneys-At-Law, Newark, NJ College Funded – Operating Expense	\$1,025.00
3-1.9/2-2021	Authorize the Payment for Legal Services Schenck, Price, Smith and King, LLP., Florham Park, NJ College Funded – Operating Expense	\$396.25
3-1.10/2-2021	Authorize the Payment for Legal Services O’Toole Scrivo, LLC., Cedar Grove, NJ College Funded – Operating Expense	\$2,380.00
3-1.11/2-2021	Authorize the Award of Additional Services for Audit of the College’s Financial Statements Clifton Larson Allen, LLP., Minneapolis, MN College Funded – Operating Expense	\$10,500.00
3-1.12/2-2021	Authorize the Award of a Purchase of Computer Equipment, Web Cameras, and Internet Licenses for Students and Employees Dell Computers, Round Rock, TX Dell Computers, Round Rock, TX CDW-G, Vernon Hills, IL Altice, Long Island City, NY CRRSAA Grant Funded – Operating Expense	\$235,884.00 49,594.00 14,160.00 24,000.00
	<b>TOTAL</b>	<b>\$323,638.00</b>

3-1.13/2-2021	Authorize the Award of a Bid for Optical Equipment Optical Equipment Corp, dba: Koch Optical, Fulton, MD Perkins Grant Funded – Operating Expense	\$19,782.00
3-1.14/2-2021	Authorize the Award of a Contract for Consulting Services Don Yee, Irvington, NJ College Funded – Operating Expense	\$14,800.00
3-1.15/2-2021	Authorize the Award of a Purchase of Eight (8) Computers Dell Computers, Round Rock, TX New Jersey Health Works Grant Funded – Operating Expense	\$8,292.96
3-2.1/2-2021	2 <sup>nd</sup> Amendment to May 16, 2019 Agreement with Follett	
3-2.2 /2-2021	County College Career and Technical Education Program Expansion – Securing Our Children’s Future Bond Act	

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

Resignation

4-1/2-2021 Kathryn Skrobala, Assistant Director  
 Institutional Effectiveness, Planning and Assessment  
 Effective: January 22, 2021

VIII.

IX. Educational Programs Committee Report .....Dr. A. Lewis

7-1-1/2-2021 Internal Review Board: Manpower Demonstration Research Corporation

7-1.2/2-2021 Joint Admissions Agreement: Kean University

7-1.3/2-2021 Acceptance of Master Service Agreement between the National Student Clearinghouse and Essex County College

X. Site Facilities and Equipment Committee Report..... Ms. C. Morales

XI. Policy and Governance Committee Report .....Ms. I. Cruz

XII. Community Relations Committee Report..... Ms. J. Wright

XIII. Alumni Association Report ..... TBD

XIV. Student Government Association Report..... Ms. Sapphire Rodriguez

XV. Faculty Association Report ..... Prof. Michael Frank

XVI. President’s Report ..... Dr. Augustine Boakye  
 Interim President

XVII. New Business ..... TBD

XVIII. Public Comments ..... TBD

- XIX. Notice of Executive Session .....Mrs. J. Grimes
- XX. Adjournment.....Chair M. Bolden

**\*Public meeting agenda subject to change**



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Acceptance of Release and Hold Harmless Agreement: Essex County Vocational Technical Schools
Contact:	Michael Doughtie, Director of Athletics
Meeting Date:	February 12, 2021
Agenda Item No.:	3-2.1/2-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College accept the Release and Hold Harmless Agreement between Essex County Vocational Technical Schools and Essex County College for Essex County College’s usage of the Newark Tech Campus Gymnasium as an indoor training facility for the college’s athletic programs.

**BACKGROUND AND RATIONALE:** The Essex County College Gymnasium and Physical Education Building is being occupied as a Covid-19 Vaccination Site. As a result, the Essex County College Athletic Department needed to secure an off-campus location for indoor athletic practices. An agreement to utilize the Newark Tech Campus gymnasium, for the Essex County College Track and Field and Basketball programs, was orchestrated by the administrations of Essex County College and Essex County Vocational Schools. There will be no cost for the use of the facility, and will last through the end of the month of April 2021.

**FISCAL NOTES:** There is no financial impact to the college. Essex County College is not being charged for the facility usage.

**RESOLUTION:** The Board of Trustees of Essex County College accepts the Release and Hold Harmless Agreement between Essex County Vocational Technical Schools and Essex County College for Essex County College’s usage of the Newark Tech Campus Gymnasium as an indoor training facility for the college’s athletic programs.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 12, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Barnwell House of Tires, Inc. <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.1/2-2021
	Resolution Authorizing the Award of Two (2) years Bid for College Vehicle Tire Replacement, Balancing, and Disposal Services

**Recommendation:** It is recommended that the Board of Trustees approves the award of a two-year bid in the total amount of **\$22,749.92** to **Barnwell House of Tires, Inc.** 126-14 Frelinghuysen Avenue, Newark, New Jersey 07114, vendor approved by the State of New Jersey under Small Business Enterprise (SBE) for College Vehicle Tire Replacement, Balancing, and Disposal Services from July 1, 2020, through June 30, 2022.

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

Bid# 8095 was advertised in The Star-Ledger on July 14, 2020. There were eight (8) bids solicited. No responses were received on July 30, 2020.

Bid# 8095-A was advertised in The Star-Ledger on November 3, 2020. There were eight (8) bids solicited. One (1) response was received, opened, and publicly read on November 18, 2020. The bid was canceled as per the Facilities Department.

Bid# 8095-B was advertised in The Star-Ledger on December 22, 2020. There were eight (8) bids solicited. Two (2) responses were received, opened, and publicly read on January 14, 2021.

**Nature of Bid:** Essex County College – College Vehicle Tire Replacement, Balancing, and Disposal Services

The maintenance agreement is for the following Fiscal Years:

<u>Fiscal Year</u>	<u>\$Amount</u>
2020-2021	\$11,374.96
2021-2022	\$11,374.96

**Bid Item #1:** **The recommendation is for the lowest responsive and responsible bidder.**

**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>Campus</u>	<u>Account #</u>	<u>\$Amount</u>
Newark Campus	10-7501-7620	\$22,749.92

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Professional Service – LAN Associates <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.2/2-2021
Resolution Authorizing the Award of a Contract for Architectural/Engineering Services for Additional Bathroom Upgrades	

**WHEREAS**, Essex County College needs to approve a contract in the amount not to exceed **\$35,000.00** to **LAN Associates**, 445 Godwin Avenue, Midland Park, New Jersey 07432, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for additional Architectural/Engineering Services, 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; or

**WHEREAS**, The Board of Trustees approved on June 18, 2019 (Resolution #-1.7/6-2019) professional services of \$64,500.00 to design the College’s bathroom upgrades for existing bathrooms. The additional services include six bathrooms in the Gymnasium and Clara Dasher Center, shower revisions, a new women’s bathroom in the gallery area, new door framing and hardware, as well as engineering drawings for the added bathrooms and showers; 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 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**, **LAN Associates** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; 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, and the Office of General Counsel reviewed and approved the AIA contract,

**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 **contract** with **SBE, LAN Associates**, 445 Godwin Avenue, Midland Park, New Jersey 07432 for additional Architectural/Engineering Services at the Newark Campus.
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(1);
3. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
4. Specific line item against which this contract is to be charged is as follows:  
901613-3101-7952A Chapter XII Bond Ordinance #0-2016-00013  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	





## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Pay to Play – New Era Technology <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.4/2-2021 <b>COVID-19</b>
Resolution Authorizing the Award of Two (2) Purchases for Cisco SMART	

**WHEREAS**, Essex County College needs to provide two (2) Cisco SMART in the total amount of **\$3,948.70** from **New Era Technology**, 2950 Express Drive South, Islandia, New York 11749, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) from May 1, 2021, through April 30, 2022, considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County in which contract goods and services 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 by the Division of Purchase and Property. State of New Jersey, National Association of State Procurement Officials (NASPO) Value Point Contract #A87720; and

**WHEREAS**, The County College Contracts Law (N.J.S.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 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 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 purchase with **SBE, New Era Technology** in the total amount of **\$3,948.70** for the following:

<u>Description</u>	<u>Period Time</u>	<u>\$Amount</u>
SN# FGL170241JN	05/01/2021 - 04/30/2022	\$1,974.35
SN# FGL171440MK	05/01/2021 - 04/30/2022	\$1,974.35
2. These purchases are awarded without public bidding in accordance with the provision of County College Contracts Law 18A:64A-25.9(a). State of New Jersey, National Association of State Procurement Officials (NASPO) Value Point Contract #A88792;
3. The Determination of Value is placed on file with this resolution;
4. The specific line item against which these purchases are to be charged are as follows:  
29007-1723-7620 – CRRSAA Grant Funds  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Maintenance Renewal – Oracle America, Inc. <b>Non-SBE/MBE/WBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.5/2-2021
Resolution Authorizing the Award of Two (2) Maintenance Renewals for Premier Support Systems	

**WHEREAS**, Essex County College needs to renew two (2) maintenances in the total amount of **\$6,703.95** to **Non-SBE/MBE/WBE Oracle America, Inc.**, P.O. Box 203448, Dallas, Texas 75320 for Premier Support Systems for the period of March 07, 2021, through March 14, 2022, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.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**, The County College Contracts Law (N.J.S.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 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 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**, **Oracle America, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; 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 Board of Trustees is hereby authorized and directed to approve maintenance renewal with **Non-SBE/MBE/WBE, Oracle America, Inc.** in the total amount of **\$6,703.95** for the following:

<u>Description</u>	<u>Period Time</u>	<u>\$Amount</u>
SPARC T5-2 Server	03/07/2021 - 03/06/2022	\$6,653.89
Storage Tek FC	03/15/2021 - 03/14/2022	\$ 50.06

2. These maintenances are awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
4. Specific line items against which these maintenances are to be charged are as follows:  
10-1723-7620 Operating Expense  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Maintenance Renewal – Dell Computers <b>Non-SBE/MBE/WBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.6/2-2021
	Resolution Authorizing the Award of Three (3) Maintenance Renewals for Software Support

**WHEREAS**, Essex County College needs to renew three (3) maintenances in the total amount of **\$25,183.89** to **Non-SBE/MBE/WBE, Dell Computers**, 1 Dell Way, Round Rock, Texas 78682 for software support from March 05, 2021 to May 16, 2022, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.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**, 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 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**, **Dell Computers** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; 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 Board of Trustees is hereby authorized and directed to approve a renewal with **Non-SBE/MBE/WBE, Dell Computers** of **\$25,183.89** for the following:

<u>Description</u>	<u>Period Time</u>	<u>\$Amount</u>
PowerEdge-R730	03/05/2021 - 03/05/2022	\$ 1,383.20
XC Series		\$ 9,273.60
EqualLogic XC630	03/22/2021 - 05/16/2022	\$14,527.09

2. This renewal is without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
4. The specific line item against which this renewal is to be charged is as follows:  
10-1723-7620 Operating Expense  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Consulting Services – Dorothy Dugue, Esq. <b>(Women Small Business Enterprise – WSBE)</b>
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.7/2-2021
Resolution Authorizing the Award of a Contract for Legal Consulting Services	

**WHEREAS**, Essex County College needs to provide a contract for legal consulting services in the amount not to exceed **\$30,000.00** to **Dorothy Dugue, Esq.**, 2549 N. Front Street, Philadelphia, Pennsylvania, vendor approved by the State of New Jersey under Women Small Business Enterprise (**WSBE**) from January 27, 2021 to June 30, 2021, 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(15) Professional Consulting Services; and

**WHEREAS**, The County College Contracts Law (N.J.S.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 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 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**, **Dorothy Dugue, Esq.** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; 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, and the Office of General Counsel reviewed and approved the contract,

**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 contract with **WSBE, Dorothy Dugue, Esq.** in the amount not to exceed **\$30,000.00** from January 27, 2021, to June 30, 2021;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(15);
3. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
4. Specific line item against which this contract is to be charged is as follows:  
10-0215-7180 Operating Expense  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – Genova Burns Attorneys-At-Law <b>Small Business Enterprise (SBE)</b>
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.8/2-2021
Resolution Authorizing the Payment for Legal Services	

**WHEREAS**, Essex County College required outside legal services. **Genova Burns Attorneys-At-Law**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for December 2020; 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**, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

**WHEREAS**, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which Genova Burns Attorneys-At-Law was among at a rate of \$250.00 per hour; and

**WHEREAS**, Essex County College wishes to authorize payment for services rendered 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 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 **SBE, Genova Burns Attorneys-At-Law** for legal services rendered in the amount of **\$1,025.00** for the following invoice:
  - **#430153** for **\$1,025.00**, December 31, 2020 (Lisa Durden);
2. The specific line item against which these payments are to be charged are as follows:
  - 10-1701-7827 Operating Expense
  - FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Service – Schenck, Price, Smith & King, LLP <b>Small Business Enterprise (SBE)</b>
Contact:	Joy B. Tolliver, Esq./General Counsel
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.9/2-2021
Resolution Authorizing the Payment for Legal Services	

**WHEREAS**, Essex County College required outside legal services. **Schenck, Price, Smith & King, LLP**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for January 2021; and

**WHEREAS**, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

**WHEREAS**, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which Schenck, Price, Smith & King, LLP was among at a rate of \$160.00 per hour; and

**WHEREAS**, Essex County College wishes to authorize payment for services rendered 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 CFO/Comptroller 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 **SBE, Schenck, Price, Smith & King, LLP** 220 Park Avenue, Florham Park, NJ 07932 for legal services rendered in the amount of **\$396.25** for the following invoice:
  - **#1119377** for **\$396.25**, January 31, 2021 (Ground Lease Estoppel & Recognition Agreement);
2. The specific line item against which this contract is to be charged is as follows:  
10-1701-7827 Operating Expense  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – O’Toole Scrivo, LLC <b>Small Business Enterprise (SBE)</b>
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.10/2-2021
Resolution Authorizing the Payment for Legal Services	

**WHEREAS**, Essex County College required outside legal services. **O’Toole Scrivo Fernandez Weiner Van Lieu, LLC**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for December 2020; 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**, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

**WHEREAS**, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which O’Toole Scrivo, LLC was among at a rate of \$200.00 per hour; and

**WHEREAS**, Essex County College wishes to authorize payment for services rendered 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 CFO/Comptroller 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 payments to **SBE, O’Toole Scrivo, LLC**. for legal services rendered in the amount of **\$2,380.00** for the following invoice:
  - **#95261** for **\$2,380.00**, December 31, 2020 (General Billing);
2. The specific line item against which this payment is to be charged is as follows:  
10-1701-7827 Operating Expense  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Professional Services – Clifton Larson Allen, LLP. <b>Small Business Enterprise (SBE)</b>
Contact:	Yvette Henry / Executive Director of Human Resources
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.11/2-2021
Resolution Authorizing the Award of an Additional Services for Audit of the College's Financial Statements	

**WHEREAS**, Essex County College needs to provide additional professional services of **\$10,500.00** to **Clifton Larson Allen, LLP**, 220 South Sixth Street, Minneapolis, Minnesota 55402, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for the College's Financial Statements for the year ended June 30, 2020, in accordance with the applicable Income Tax Laws, 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(15), Professional consulting services; and

**WHEREAS**, The County College Contracts Law (N.J.S.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 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**, **Clifton Larson Allen, LLP**, has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; and

**WHEREAS**, The Deputy CFO/Comptroller 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 service with **SBE, Clifton Larson Allen, LLP**, for professional consulting services of **\$10,500.00** for the College's Financial Statements for the year ended June 30, 2020;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(15);
3. The Business Disclosure Entity Certification, and the Determination of Value are placed on file with this resolution;
4. Specific line item against which this service is to be charged is as follows:  
10-1701-7180 Operating Expense  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – COVID Equipment <b>Small Business Enterprise (SBE) &amp; Non-SBE/MBE/WBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.12/2-2021 <b>COVID-19</b>
Resolution Authorizing the Award of a Purchase of Computer Equipment, Web Cameras, and Internet Licenses for Students and Employees	

**WHEREAS**, Essex County College needs to provide computer equipment, web cameras, and internet licenses for Students and Employees in the total amount of **\$323,638.00** from the below-listed, considering the matters related to the Coronavirus pandemic (**COVID-19**) in Essex County and to comply with the latest CDC Guidelines to prevent and minimize the spread of the Coronavirus between students and staff, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law 18A:64A-25.9(a) and N.J.S.A.18A:64A-25.6(a), A written requisition for the performance of such work or the furnishing of materials or supplies, certified by the employee in charge of the building, facility or equipment where the emergency occurred, is filed with the contracting agent or his deputy in charge, describing the nature of the emergency, the time of its occurrence, and the need for invoking this section. The contracting agent, or his deputy in charge, being satisfied that the emergency exists, is hereby authorized to award a contract for safe work, materials, or supplies; and

**WHEREAS**, The County College Contracts Law (N.J.S.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 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 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 purchase with the listed vendors in the total amount of **\$323,638.00** for the following:

<u>Company Name</u>	<u>Description</u>	<u>\$Amount</u>
Dell Computers ( <b>Non-SBE/MBE/WBE</b> )	Mobile Precision 3551	\$235,884.00
Dell Computers ( <b>Non-SBE/MBE/WBE</b> )	Latitude 5400 Chromebook	\$ 49,594.00
CDW-G ( <b>SBE</b> )	Web Cameras	\$ 14,160.00
Altice ( <b>Non-SBE/MBE/WBE</b> )	Internet Licenses	\$ 24,000.00

2. These purchases are awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.6(a) and 18A:64A-25.9(a). State of New Jersey National Association of State Procurement Officials (NASPO) Value Point Contract #70256-WSCA and E&I CNR01439;
3. The Business Disclosure Entity Certification of Altice and Determination of Value memos are placed on file with this resolution;
4. Specific line item against which this purchase is to be charged is as follows:  
 CRRSAA Grant Funds 29007-1723-7903 – \$299,638.00  
 29007-1723-7511 – \$24,000.00  
 FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Optical Equipment Corp. <b>Small Business Enterprise (SBE)</b>
Contact:	Dr. Alvin Williams / Executive Dean of Faculty & Academics
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.13/2-2020
Resolution Authorizing the Award of a Bid for Optical Equipment	

**Recommendation:** It is recommended that the Board of Trustees approves the award of a bid of **\$19,782.00** to **Optical Equipment Corp, dba: Koch Optical**, 7843 Maple Lawn Blvd, Fulton, Maryland 20759, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Optical Equipment.

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

Bid# 8099 was advertised on the College Website on January 25, 2021. There were five (5) bids solicited. Two (2) responses were received, opened, and publicly read on February 9, 2021.

**Nature of Bid:** Essex County College – Optical Equipment

**Bid Item #1:** **The recommendation is for the lowest responsive and responsible bidder.**

The first-lowest bidder is rejected as non-responsive because of missing documents, Business Registration Certificate (BRC).

**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>Department</u>	<u>Perkins Grant Account #</u>	<u>\$Amount</u>
Vision Care	29159-9159-7325	\$19,782.00

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Consulting Services – Donald Yee <b>(Small Business Enterprise – SBE)</b>
Contact:	Dr. Alvin Williams / Executive Dean of Faculty & Academics
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.14/2-2021
Resolution Authorizing the Award of a Contract for Consulting Services	

**WHEREAS**, Essex County College needs to provide a contract for consulting services in the amount not to exceed **\$14,800.00** to **Donald Yee**, 16 Mountainview Place, Irvington, New Jersey 07111, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) from February 24, 2021, to July 23, 2021; and

**WHEREAS**, The County College Contracts Law (N.J.S.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 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 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 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,

**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 contract with **SBE, Donald Yee** in the amount not to exceed **\$14,800.00** from February 24, 2021, to July 23, 2021;
2. The consultant will provide leadership and oversight CourseLeaf online course catalog, DegreeWorks, and update the SCT Banner course catalogs, among other things;
3. The Determination of Value is placed on file with this resolution;
4. Specific line item against which this contract is to be charged is as follows:  
10-0203-7180 Operating Expense  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Dell Computers <b>Non-SBE/MBE/WBE</b>
Contact:	Dr. Elvy Vieira / Dean of Community & Continuing Education and Workforce Development
Meeting Date:	February 23, 2021
Agenda Item No.:	3-1.15/2-2021
Resolution Authorizing the Award of a Purchase of Laptops	

**WHEREAS**, Essex County College needs to approve a purchase from **Non-SBE/MBE/WBE, Dell Computers**, 1 Dell Way, Round Rock, Texas 78682 for eight (8) Laptops for the Training Inc., under New Jersey Health Works Grants for **\$8,292.96**, 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(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**, 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 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**, **Dell Computers** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; 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 Board of Trustees is hereby authorized and directed to approve a purchase with **Non-SBE/MBE/WBE, Dell Computers** of **\$8,292.96** for eight (8) Laptops for the Training Inc., under New Jersey Health Works Grants;
2. This purchase is without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
4. The specific line item against which this purchase is to be charged is as follows:  
29794-9794-7325 New Jersey Health Works Grant Funds  
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	February 23, 2021
Agenda Item No.:	4-1/2-2021

**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 Date</u>
Kathryn Skrobala	Assistant Director – Institutional Effectiveness Institutional Effectiveness, Planning and Assessment	Professional Level IV	09/25/2019	01/22/2021

**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, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Internal Review Board (IRB): MRDC
Contact:	Dr. Keith Kirkland, Dean of Student Affairs
Meeting Date:	February 23, 2021
Agenda Item No.:	7-1.1/2-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the Internal Review Board (IRB) between Essex County College (ECC) and Manpower Demonstration Research Corporation (MRDC) to allow the collection of student data who participate in the Scaling Up Community College Efforts for Student Success (SUCCESS) grant known at our college as the Men and Women of Excellence Scholars Program.

**BACKGROUND AND RATIONALE:** In April 2019 the college received a grant from Manpower Demonstration Research Corporation (MRDC) to offer the Scaling Up Community College Efforts for Student Success (SUCCESS) grant known at our college as the Men and Women of Excellence Scholars Program which provides for MRDC to create a SUCCESS program at our institution and to study the impact of that program. The goal of SUCCESS is to increase low-income community college students' graduation rates and reduce achievement gaps. An integral part of this grant is the collection of data to assess student outcomes of this program. Approval of this Internal Review Board (IRB) agreement will allow the grant's Principal Investigator to collect and review student data of program outcomes.

**FISCAL NOTES:** No fiscal impact on the college

**RESOLUTION:** The Board of Trustees approves the Internal Review Board (IRB) between Essex County College (ECC) and Manpower Demonstration Research Corporation (MRDC) to allow the collection of student data who participate in the Scaling Up Community College Efforts for Student Success (SUCCESS) grant known at our college as the Men and Women of Excellence Scholars Program.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Joint Admissions Agreement – Kean University
Contact:	Dr. Alvin Williams, Dean of Faculty and Academics
Meeting Date:	February 23, 2021
Agenda Item No.:	7-1.2/2-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the Joint Admissions Agreement between Essex County College and Kean University to facilitate the continuing education of Associate of Arts, Associate of Science, and Associate of Applied Science students into Bachelors programs at Kean University commencing July 1, 2021.

**BACKGROUND AND RATIONALE:** Under the Lampitt Bill (2008) students with A.A. degrees and A.S. degrees are guaranteed transfer of their coursework into a four-year program of study. Although graduates with an A.A.S. degree have no such guarantee, this Joint Admissions Agreement with Kean does provide some opportunities for Essex A.A.S. graduates to continue their education.

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the Joint Admissions Agreement Between Essex County College and Kean University to facilitate the continuing education of Associate of Arts, Associate of Science, and Associate of Applied Science students into Bachelors programs at Kean University commencing July 1, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Acceptance of Master Service Agreement between the National Student Clearinghouse and Essex County College
Contact:	Dr. Keith Kirkland, Dean of Student Affairs
Meeting Date:	February 23, 2021
Agenda Item No.:	7-1.3/2-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the Master Service Agreement and Statement of Work between the National Student Clearinghouse and Essex County College to provide Enrollment and Education Financial Industry Reporting, Course Exchange Information, Digital Signature Services, and Rights Management, Education Verification and Authentication Services, Student Tracker Colleges and Universities, and Student Electronic Transcript Exchange services under separate statement of work for the period of January 1, 2021 through December 30, 2021.

**BACKGROUND AND RATIONALE:** Essex County College has utilized the service of the National Student Clearinghouse for over ten years. Service provided has included student tracking to four-year universities, student enrollment and completion data. This Master Service Agreement contains an additional statement work that will allow transcripts exchange service to facilitate student transcripts to be sent to other institutions of higher education at the request of students. Transcript service. Students will pay \$10.00 for this transcript service of which \$2.50 will be paid to the National Clearinghouse and the remaining \$7.50 will be issued to the college per transcript.

**FISCAL NOTES:** There is no impact on college funding.

**RESOLUTION:** The Board of Trustees of Essex County College the Board of Trustees approves the Master Service Agreement between the National Student Clearinghouse and Essex County College to provide Enrollment and Education Financial Industry Reporting, Course Exchange Information, Digital Signature Services, and Rights Management, Education Verification and Authentication Services, Student Tracker Colleges and Universities, and Student Electronic Transcript Exchange services under separate statement of work for the period of January 1, 2021 through December 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE February 23, 2021	