



Essex County College
Board of Trustees
PUBLIC MEETING AGENDA
 September 18, 2018 – 4:30 p.m.
 Smith Hall
 303 University Avenue, Newark, NJ 07102

- I. Call to OrderChair T. McDermott
 - Roll Call
- II. Open Public Meetings Act AnnouncementMrs. J. Grimes
- III. Minutes.....Mrs. J. Grimes
- IV. Communications.....Mrs. J. Grimes
- V. Public Comments on Agenda ItemsTBD
- VI. Finance Committee Report.....Rev. Dr. L. Guyton

Action approved by the Executive Committee on July 3, 2018 – Presented for Ratification

3-2.1/7-2018	Award of a Contract to Install Energy Efficient Lighting (Parking Deck) Public Service Electric and Gas Company, Newark, NJ College Funded – Operating Expense	\$43,520.00
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Actions approved by the Executive Committee on August 22, 2018 – Presented for Ratification

3-1.1/8-2018	Award of a Two Year Contract for Medical Services for Students and Employees Ironbound Medical Services, Newark, NJ College & Grant Funded – Operating Expense	\$133,915.00
3-1.2/8-2018	Award of a Contract for Analog Camera Upgrade Johnston Communications Voice & Data, North Arlington, NJ Chapter XII Funded – Capital Expense	\$374,926.48
3-1.3/8-2018	Award of a Five Year Contract for Maintenance Support* Ellucian Support, Inc., Chicago, IL College Funded – Operating Expense	\$1,415,145.00
3-1.4/8-2018	Award of a Contract for Maintenance Agreement Optimum Lightpath, Jericho, NY College Funded – Operating Expense	\$52,980.00
3-1.5/8-2018	Award of an Additional Contract for Professional Services and Online Marketing Data Gain, Inc., Secaucus, NJ College Funded – Operating Expense	Not to exceed \$10,000.00
3-1.6/8-2018	Award of a Contract for Architectural and Engineering Services to Design the College’s Center for Teaching and Learning* Arcari & Iovino Architects, PC., Little Ferry, NJ College Funded – Capital Expense	\$17,000.00

3-1.7/8-2018	Award of a Two-Year Contract for HVAC Preventive Maintenance Services and General Repair Services Binsky & Snyder Service, LLC., Piscataway, NJ College Funded – Operating Expense	Not to exceed \$45,000.00 per year
3-1.8/8/2018	Award of a Contract for HVAC Air Filters National Air Filter Service Co., Cedar Grove, NJ College Funded – Operating Expense	\$30,540.65
3-1.9/8-2018	Award of a Two Year Contract for Tree Removal Services Keven Downes Tree Services Co., Inc., Hawthorne, NJ College Funded – Operating Expense	\$30,000.00
3-1.10/8-2018	Award of a Two Year Contract for Pest Control Services Tri-County Termite and Pest Control, Inc., Carneys Point, NJ College Funded – Operating Expense	\$28,704.00
3-1.11/8-2018	Award of a Two Year Contract for General Plumbing Repair Services William J. Guarini, Inc., Jersey City, NJ College Funded – Operating Expense	\$25,000.00
3-1.12/8-2018	Award of a Two Year Contract for Boilers Maintenance & Service CJ Vanderbeck & Son, Inc., Somerset, NJ College Funded – Operating Expense	\$22,320.00
3-1.13/8-2018	Additional Payment for Emergency Services rendered due to Fire Damage on June 12, 2016 Longo Electrical Mechanical, Wharton, NJ College Funded – Operating Expense	\$12,209.00
3-1.14/8-2018	Award of a Contract for Anatomage Table Convertible Anatomage, Inc., San Jose, CA College Funded – Capital and Operating Expense	\$103,167.00
3-1.15/8-2018	Award of a Two Year Contract for Stationery and Office Supplies WB Mason Co., Inc., Secaucus, NJ College Funded – Operating Expense	\$65,000.00 per year
3-1.16/8-2018	Award of a Contract for Print Shop Paper Products Paper Mart, Inc., East Hanover, NJ - College Funded – Operating Expense	\$79,086.05
3-1.17/8-2018	Award of Three Contracts for Print Shop Supplies Executive Binding Systems, Inc., Norwood, NJ Mark Andy Print Products, Des Plaines, IL Paper Mart, Inc., East Hanover, NJ College Funded – Operating Expense	\$3,497.45 3,830.49 175.00 <hr/> \$7,502.94
3-1.18/8-2018	Award of a Contract for Millennium Software Innovative Interfaces, Inc., Emeryville, CA College Funded – Operating Expense	\$57,243.47
3-1.19/8-2018	Award of a Contract for Software Maintenance and Support Prism Retail Business Solutions, Inc., Lincoln, NE College Funded – Operating Expense	\$12,715.00

3-1.20/8-2018	Payment for Computer Exams Assessment Technology Institute, LLC, Leawood, KS College Funded – Operating Expense	\$38,510.73
3-1.21/8-2018	Payment for Licensure Examinations National Healthcareer Associates, Chicago, IL Grant Funded – Operating Expense	\$3,690.00
3-1.22/8-2018	Award of a Contract for License NCS Pearson, Inc. (Certiport), American Fork, UT Grant Funded – Operating Expense	\$6,545.00
3-1.23/8-2018	Contract for Position Management Module* PeopleAdmin Corporation, Dallas, TX College Funded – Operating Expense	\$20,808.17
3-1.24/8-2018	Payment for Consultant Services PKF O’Connor Davies, LLP, Woodcliff Lake, NJ College Funded – Operating Expense	\$5,602.00
3-1.25/8-2018	Payment for Essex County College’s FY2019 Assessment New Jersey Council of County Colleges, Trenton, NJ College Funded –Operating Expense	\$79,079.00
3-1.26/8-2018	Payment for Comprehensive Board Leadership Program Association of Community College Trustees, Washington, DC College Funded – Operating Expense	\$17,500.00
3-1.27/8-2018	Award of a Contract for Event Planning and Fundraising H&P Consulting, LLC., Hackensack, NJ College Funded – Operating Expense	\$17,300.00
3-1.28/8-2018	Payment for Legal Services Scarinci Hollenbeck, Lyndhurst, NJ College Funded – Operating Expense	\$90.00
3-1.29/8-2018	Payment for Legal Services Genova Burns Attorneys-At-Law, Newark, NJ College Funded – Operating Expense	\$22,418.50
3-1.30/8-2018	Payment for Legal Services Cooper Levenson, PC, Atlantic City, NJ College Funded – Operating Expense	\$7,365.08
3-2.1/8-2018	Award of a Contract: Consultant Services Karen Katt, Denville, NJ College Funded – Operating Expense	\$11,900.00
3-2.2/8-2018	Award of a Contract: Consultant Services Susan Perkins, Skillman, NJ College Funded – Operating Expense	\$30,000.00
3-2.3/8-2018	Award of a Contract: Consultant Services Ronald C. Goldfarb, Prospect, CT College Funded – Operating Expense	\$30,000.00

Actions recommended for approval September 18, 2018

3-1.1/9-2018	Award of a Contract for Classroom Technology Upgrades Technotime Business Solutions, East Rutherford, NJ Chapter XII Funded – Capital Expense	\$226,840.00
3-1.2/9-2018	Award of a Contract for Construction Management Services Cambridge Construction Management, Clinton, NJ Chapter XII Funded – Capital Expense	\$20,368.00
3-1.3/9-2018	Award of Two (2) Contracts for Maintenance Dell Computers, Round Rock, TX College Funded – Operating Expense	\$9,245.00
3-1.4/9-2018	Award of a Two-Year Contract for Maintenance, Service and Repairs for Elevators #1-11 Kone, Inc., Warren, NJ Operating Expense – College Funded	\$56,880.00
3-1.5/9-2018	Award of a Two-Year Contract for Roofing Repair Services Northeast Maintenance, Inc., Perth Amboy, NJ College Funded – Operating Expense	Not to exceed \$30,000.00 per year
3-1.6/9-2018	Award of a Two-Year Contract for Carpet and Floor Cleaning and Maintenance Services, Inc. Best Cleaning Building Services, Inc., Norwood, NJ College Funded – Operating Expense	\$27,150.00
3-1.7/9-2018	Award of a Two-Year Contract for College Vehicle Tire Replacement, Balancing, and Disposal Services Care Care Center of Newark, LLC, Newark, NJ College Funded – Operating Expense	\$24,812.08
3-1.8/9-2018	Award of a Two-Year Contract for Hardwood Floor Maintenance Services North Eastern Hardwood Floors, West Berlin, NJ College Funded – Operating Expense	\$19,210.00
3-1.9/9-2018	Authorize Payment for Plumbing Repair Services William Guarini, Inc., Jersey City, NJ College Funded – Operating Expense	\$10,698.88
3-1.10/9-2018	Award of Three Contracts for Online Learning Custom Publication Products Pearson Education, Atlanta, GA McGraw-Hill Companies, Philadelphia, PA WW Norton & Company, Inc., New York, NY	\$200,000.00 \$75,000.00 \$5,000.00
		Total
	College funded – Operating Expense	\$280,000.00
3-1.11/9-2018	Award of a Contract for Plagiarism Checking System Turnitin, Oakland California College Funded – Operating Expense	\$19,495.63

3-1.12/9-2018	Award of a Contract for Advertisement Services Rotary-Kiwanis Caldwell Street Fair, Caldwell, NJ College Funded – Operating Expense	Not to exceed \$5,000.00
3-1.13/9-2018	Award of a Contract for Licensure Examinations National Healthcareer Associates (NHA), Chicago, IL Grant Funded – Operating Expense	Not to exceed \$10,000.00
3-1.14/9-2018	Award of a Contract for TES Online Campus Access Subscription Renewal College Source, San Diego, CA College Funded – Operating Expense	\$8,891.00
3-1.15/9-2018	Award of Four (4) Contracts for Adult Basic Skills and Integrated Literacy and Civics Education Jewish Vocational Services, Livingston, NJ La Casa de Don Pedro, Newark, NJ Literacy Volunteers of America, Bloomfield, NJ New Community Corporation, Newark, NJ	\$684,000.00 \$156,000.00 \$129,000.00 \$271,000.00
	Grant Funded – Operating Expense	Total <u>\$1,240,000.00</u>
3-1.16/9-2018	Award of Two Contracts for Outreach Services FOCUS, Newark, NJ Ironbound Community Corporation, Newark, NJ	Amount not to exceed \$45,000.00 Amount not to exceed \$45,000.00
	College Funded – Operating Expense	Total <u>\$90,000.00</u>
3-1.17/9-2018	Award of a Contract for Smarthinking Tutoring Services NCS Pearson, Inc., Washington, DC Grant Funded – Operating Expense	\$12,300.00
3-1.18/9-2018	Authorize Payment for Legal Services O’Toole Scrivo Fernandez Weiner Van Lieu, LLC, Cedar Grove, NJ College Funded – Operating Expense	\$138,260.00
3-1.19/9-2018	Authorize Payment for Legal Services DeCotis, Fitzpatrick & Cole, LLP, Teaneck, NJ College Funded – Operating Expense	\$4,461.60
3-1.20/9-2018	Authorize Payment for Legal Services Genova Burns Attorneys-At-Law, Newark, NJ College Funded – Operating Expense	\$5,865.00
3-1.21/9-2018	Authorize Payment for Legal Services Gordon & Rees LLP, Oakland, CA College Funded – Operating Expense	\$5,963.50
3-2.1/9-2018	Award of a Contract: Consultant Services Warren D. Kelemen, Lambertville, NJ College Funded – Operating Expense	\$17,000.00
3-2.2/9-2018	Discontinuance of Operations at Public Safety Academy	
3-3.1/9-2018	Salary Increase and Merit Bonus – President Munroe	

Action approved by the Executive Committee on June 26, 2018 – Presented for Ratification

4-1/6-2018 Separation
 Marcia Hospedales – Assistant Professor
 Business
 Effective June 30, 2018

Actions approved by the Executive Committee on August 22, 2018 – Presented for Ratification

4-1/8-2018 Appointment
 James Freeman - Chairperson
 Humanities and Bilingual Education
 Salary - \$88,000
 Effective August 27, 2018 through August 31, 2019

4-2/8-2018 Appointment
 Bettina Eulie – Lecturer B
 Nursing Department
 Salary - \$65,000
 Effective September 4, 2018 through August 31, 2019

4-3/8-2018 Appointment
 Denise Warren – Lecturer B
 Nursing Department
 Salary - \$68,000
 Effective September 4, 2018 through August 31, 2019

4-4/8-2018 Appointment
 Amber Heath – Assistant Director, Student Athlete Academic Services & Athletic
 Training
 Athletic Department
 Salary – \$50,000
 Effective August 27, 2018 through June 30, 2019

4-5/8-2018 Reinstatement
 Virginia Flanigan - Director
 Child Development Center
 Salary - \$70,000
 Effective September 4, 2018 through August 31, 2019

4-6/8-2018 Separation
 John Scott Drakulich - Professor
 Social Sciences
 Effective September 1, 2018

September Actions for Approval

4-1/9-2018 Appointment
 Richard Greene – Director
 Purchasing
 Salary - \$95,000
 Effective September 19, 2018 through August 31, 2019

- 4-2/9-2018 Appointment
Pamela Boskovski – Police Officer
Public Safety
Salary - \$41,200
Effective September 19, 2018
- 4-3/9-2018 Appointment
Roneisha Roberts - Security Officer
Public Safety
Salary - \$24,600
Effective September 19, 2018
- 4-4/9-2018 Appointment
Michael Fernandes – Security Officer
Public Safety
Salary – \$24,600
Effective September 19, 2018
- 4-5/9-2018 Appointment
William Morrison – Security Officer
Public Safety
Salary - \$24,600
Effective September 19, 2018
- 4-6/9-2018 Separation
Rocco Miscia – Director
Public Safety Academy
Effective January 1, 2019
- Mary Beam – Secretary
Public Safety Academy
Effective January 1, 2019
- Yana Kleter – Officer Assistant
Public Safety Academy
Effective January 1, 2019
- 4-7/9-2018 Promotion
Basilia LaFontaine – General Ledger Accountant
Accounting Department
Salary - \$60,000
Effective August 27, 2018 to June 30, 2019
- 4-8/9-2018 Grievance – Administrative Salary Adjustment
Carlos Rivera
- 4-9/9-2018 Supplements
Karen Bridgett – Additional Responsibilities
Deputy Title IX Coordinator - \$5,000
Human Resources
Effective July 1, 2018 through June 30, 2019

Patricia Slade – Additional Responsibilities
Deputy Title IX Coordinator - \$5,000
Students
Effective July 1, 2018 through June 30, 2019

4-10/9-2018 Separation Fiscal Exigency (signed agreements)
Nastassia Davis – Instructor
Nursing
Effective August 31, 2018

Zahra Hammoud – Lecturer
Humanities
Effective August 31, 2018

Jina Lee – Instructor
Humanities
Effective August 31, 2018

Jeanne Roach-Baptiste – Lecturer
Humanities
Effective August 31, 2018

Bridget Turner – Instructor
Social Sciences
Effective August 31, 2018

4-11/9-2018 Termination
Gloria McGlone – Accounts Payable Clerk
Business Affairs
Effective September 4, 2018

4-12/9-2018 Retirement
Frederic Halper – Professor
Social Sciences
Effective August 31, 2018

Jimmie Hardie – Custodian
Facilities Management
Effective August 31, 2018

4-13/9-2018 Resignation
Scott Mittman – Professor
Biology, Chemistry and Physics
Effective August 27, 2018

Patrick Alvarado – Technical Support Engineer
Information Technology
Effective August 16, 2018

Jazmin Martinez – Clinical Coordinator
Radiology
Effective August 10, 2018

Thomas Jackson – Maintenance Technician
Facilities Management
Effective July 14, 2018

Michael Jefferson – Security Officer
Public Safety
Effective September 7, 2018

VIII. Educational Programs Committee Report.....Mr. J. Zarra

Actions approved by the Executive Committee on August 22, 2018 – Presented for Ratification

- 7-1/8-2018 Acceptance of Funds: Carl D. Perkins Vocational Technical Education FY2019 Postsecondary Grant Allocation
- 7-2/8-2018 Acceptance of Funding: Newark Workforce Development Board
- 7-3/8-2018 Acceptance of Funding: Newark Workforce Development Board
- 7-4/8-2018 Acceptance of Funding from Essex County Division of Training and Employment
- 7-5/8-2018 Acceptance of Funds: Single Stop, USA
- 7-6/8-2018 Letter of Cooperation: University of the Commonwealth Caribbean (UCC)
- 7-7/8-2018 Withdrawn
- 7-8/8-2018 National Student Loan Clearinghouse Agreement Amendment – Reverse Transfer

Actions recommended for approval September 18, 2018

- 7-1/9-2018 Acceptance of Funds: County of Essex, Department of Economic Development, Training and Employment
- 7-2/9-2018 Acceptance of Grant Funds: College Readiness Now IV – New Jersey Council of County Colleges (Prudential Funding)
- 7-3/9-2018 Dual Enrollment: Multiple High Schools

IX. Site Facilities and Equipment Committee ReportMs. C. Morales

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

XI. Alumni Report.....TBD

XII. Student Government Report.....Nelson Ejezie

XIII. Faculty Association Report..... Prof. Michael Frank

XIV. President’s Report Dr. Anthony E. Munroe
President

XV. New BusinessTBD

XVI. Public CommentsTBD

XVII. Notice of Executive Session.....Mrs. J. Grimes

XVIII. AdjournmentChair T. McDermott

***Public meeting agenda subject to change**