



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

January 26, 2021

4:30 pm

Via Zoom Webinar

<https://essex-edu.zoom.us/j/99375438112>

Dial +1 646 558 8656, then enter Webinar ID: 993 7543 8112

If you would like to submit Comments on Agenda Actions or Public Comments, please do so before noon on Tuesday, January 26, 2021 as follows:

Comments on Agenda Actions to: agendacomment@essex.edu

Public Comments to: publiccomment@essex.edu

- I. Call to Order/Roll CallChair M. Bolden
- II. Open Public Meetings Act Announcement.....Mrs. J. Grimes
- III. MinutesMrs. J. Grimes
- IV. CommunicationsMrs. J. Grimes
- V. Public Comments on Agenda Items TBD
- VI. Finance Committee Report..... Mr. J. Zarra

Actions - Submitted for Ratification

3-1.1/12-2020S	Authorize the Award of an Emergency Purchase of a Heating Boiler for the West Essex Campus DeSesa Engineering Company, Inc., Livingston, NJ Chapter XII Funded – Capital Expense	\$32,903.00
3-1.2/12-2020S	Authorize the Award of Professional Service for Ellucian Elevate Ellucian Company, L. P., Chicago, IL CARES Grant Funded – Operating Expense	\$14,910.00
3-1.3/12-2020S	Authorize the Award of a Purchase for Nursing Programs and License Assessment Technologies Institute, LLC (ATI), Leawood, KS Perkins Grant Funded – Operating Expense	\$154,612.38
3-1.4/12-2020S	Authorize the Award of a Proposal for Advertisement Services Capstar dba: iHeart Media, New York, NY CCOG Grant Funded – Operating Expense	\$10,230.00

Actions - Submitted for Recommendation to the Board

3-1.1/1-2021	Authorize the Award of Maintenance Renewals for VRTX Servers and EqualLogic Server Dell Computers, Round Rock, TX College Funded – Operating Expense	\$6,647.72
3-1.2/1-2021	Authorize the Award of a Purchase for Equipment for Sanitization and Supplies for Reopening Imperial Bag & Paper Co., LLC, Bayonne, NJ W.B. Mason Co., Secaucus, NJ CARES Grant Funded – Operating Expense	\$1,414.74 \$10,296.00 Total <u>\$11,710.74</u>
3-1.3/1-2021	Authorize the Award of Services for 1905-C and 1094-C Forms Clifton Larson Allen, LLP., Minneapolis, MI College Funded – Operating Expense	\$4,800.00
3-1.4/1-2021	Authorize Payment for Legal Services Genova Burns Attorneys-At-Law, Newark, NJ College Funded – Operating Expense	\$250.00
3-1.5/1-2021	Authorize Payment for Legal Services O’Toole Scrivo LLC., Cedar Grove, NJ College Funded – Operating Expense	\$2,600.00
3-1.6/1-2021	Authorize Payment for Legal Services Scarinci Hollenbeck, Lyndhurst, NJ College Funded – Operating Expense	\$45.00
3-1.7/1-2021	Authorize the Award for two Educational License Subscriptions to the Bloomberg Professional Services and Bloomberg for Education Bloomberg Finance L.P., New York, NY Perkins Grant Funded – Operating Expense	\$21,200.00
3-1.8/1-2021	Authorize the Award for Child Development Center Food Services Karson Food Services, Inc., Ocean, NJ Grant Funded – Operating Expense	Not to exceed \$36,000.00
3-2.1/1-2021	Tuition and Fee Schedule	
3-2.2/1-2021	Operating Budget Fiscal Year 2021-2022	
3-2.3/1-2021	Chapter 12 Budget Request Fiscal Year 2021-2022	
3-2.4/1-2021	Resolution Fixing Date for Board of School Estimate Public Hearing	

VII. Personnel Committee ReportMrs. J. Grimes

Appointment

4-1 Ekem Karl-Agbee, Coordinator – Participation, Retention & Completion Track
Business
Effective: January 20, 2021
Salary: \$55,000

Retirement

4-2 Milena Rubinstein, Associate Professor
Bilingual Education
Effective: December 31, 2020

Louella Harris, Administrative Assistant
Business
Effective: December 31, 2020

Supplements

4-3 Teryn Cha – Project Investigator
National Science Foundation
Dates - January 4, 2021 – June 30, 2021
Supplement - \$6,250 (grant funded)

Rosa Reyes – Additional Responsibilities
Purchasing
Dates – October 23, 2020 – December 31, 2020
Supplement - \$1,750.00
Dates - January 1, 2021 – March 31, 2021
Supplement - \$2,500.00

Jean Wilner-Alexander – Coordinator
Bloomberg Terminals Lab and Finance Program
Dates – January 4, 2021 – June 30, 2021
Supplement - \$5,220.00 (grant funded)

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

Action – Submitted for Ratification

7-1-1/12-2020S Approval Grant Agreement between the Office of the Secretary of Higher Education (OSHE) and Essex County College for the Acceptance of Funds for the Implementation of the Community College Opportunity Grant (CCOG)

Actions – Submitted for Recommendation to the Board

7-1.1/1-2021 Acceptance of Funds: Blessed Ministries, Inc.

7-1.2/1-2021 College Readiness Now VII Project Agreement of the New Jersey Council of Community Colleges

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

- X. Policy and Governance Committee ReportMs. I. Cruz
- XI. Community Relations Committee Report..... Ms. J. Wright
- XII. Alumni Association Report TBD
- XIII. Student Government Report Ms. Sapphire Rodriguez
- XIV. Faculty Association Report Prof. Michael Frank
- XV. President’s Report Dr. Augustine Boakye
Interim President
- XVI. New Business TBD
- XVII. Public Comments TBD
- XVIII. Notice of Executive SessionMrs. J. Grimes
- XIX. Adjournment.....Chair M. Bolden

***Public meeting agenda subject to change**



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – DeSesa Engineering Company, Inc.	Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean Administrative & Learning Technology/CIO	
Meeting Date:		December 21, 2020
Agenda Item No.:		3-1.1/12-2020S
	Resolution Authorizing the Award of an Emergency Purchase of a Heating Boiler for the West Essex Campus	

WHEREAS, Essex County College needs to approve a purchase of **\$32,903.00** to **Non-SBE/MBE/WBE, DeSesa Engineering Company, Inc.**, 83 Dorsa Avenue, Livingston, New Jersey 07039 for emergency replacement of the Heating Boiler at the West Essex Campus, and funds to be used under the Chapter XII account, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law 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 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, DeSesa Engineering Co., 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 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 purchase with **Non-SBE/MBE/WBE, DeSesa Engineering Company, Inc.**, of **\$32,903.00** for emergency replacement of the Heating Boiler at the West Essex Campus;
2. This purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.6(a);
3. The Business Disclosure Entity Certification, Request for Emergency Purchase, 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:
901903-3126-7921A Funded by the Chapter XII, Ordinance # 0-2019-00003
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE December 21, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Professional Services – Ellucian Company, L.P. Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean Administrative & Learning Technology/CIO
Meeting Date:	December 21, 2020
Agenda Item No.:	3-1.2/12-2020S COVID-19
Resolution Authorizing the Award of Professional Service for Ellucian Elevate	

WHEREAS, Essex County College has a need to approve a professional service for **\$14,910.00** to **Ellucian Company, L.P.**, 14083 Collections Center Drive, Chicago, Illinois 60693, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for the training, configuration, and deployment of Ellucian Elevate to ensure a timely and successful utilization of the platform to our College community, considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County, 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 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, **Ellucian Company, L.P.** 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, Ellucian Company, P.P.**, of **\$14,910.00** for the training, configuration, and deployment of Ellucian Elevate to ensure a timely and successful utilization of the platform to our College community, considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County;
2. This service 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 service is to be charged is as follows:
10-1723-7795 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	
BOARD APPROVAL DATE December 21, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – Assessment Technologies Institute, LLC (ATI)	Non-SBE/MBE/WBE
Contact:	Dr. Elvy M. Vieira / Dean of Community, Continuing Education, and Workforce Development	
Meeting Date:	December 21, 2020	
Agenda Item No.:	3-1.3/12-2020S	
Resolution Authorizing the Award of a Purchase for Nursing Program and License		

WHEREAS, Essex County College has a need to approve a purchase in the amount not to exceed **\$154,612.38** to **Non-SBE/MBE/WBE, Assessment Technology Institute, LLC. (ATI)**, 11161 Overbrook Road, Leawood, Kansas 66211 to provide an online learning system to support students preparing for the NCLEX-RN and NCLEX-PN licensure examinations from the Complete Partnership Program. The Nursing & Allied Health Department was awarded grant funds through the Carl D. Perkins Grant to procure the program to enhance student pass rates for the RN and PN examinations, 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-25.5.a(3) Materials or supplies which are not available from more than one potential bidder, including without limitation materials or supplies which are patented or copyrighted; 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, 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 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 purchase with **Non-SBE/MBE/WBE, Assessment Technology Institute, LLC. (ATI)**, in the amount not to exceed **\$154,612.38** for NCLEX-RN and NCLEX-PN licensure examinations from the Complete Partnership Program;
2. This purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(3);
3. The Determination of Value is placed on file with this resolution;
4. Specific line item against which this purchase is to be charged is as follows:
29152-9152-7184 Funded by the Carl D. Perkins Grant
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE December 21, 2020	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Pay to Play – Capstar dba: iHeart Media Small Business Enterprise (SBE)
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	December 21, 2020
Agenda Item No.:	3-1.4/12-2020S
Resolution Authorizing the Award of a Proposal for Advertisement Services	

WHEREAS, Essex County College needs to approve a proposal of **\$10,230.00** to **Capstar dba: iHeart Media**, 32 Avenue of the Americas, New York, New York 10013, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**), which will serve to promote and highlight Essex County College Spring Recruitment Campaign from 12/28/2020 to 1/17/2021. The Office of Institutional Advancement will utilize a portion of the supplement grant funds through the State Community College Opportunity Grant (CCOG), in which contracts for advertising are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment; 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, **Capstar dba: iHeart Media** 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 proposal to **SBE, Capstar dba: iHeart Media** of **\$10,230.00** for advertisement services from 12/21/2020 to 1/10/2021;
2. This proposal is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(20);
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 proposal is to be charged is as follows:
29416-9416-7470 Funded by the Community College Opportunity Grant (CCOG)
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE December 21, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – COVID Supplies and Equipment Small Business Enterprise (SBE) & Non-SBE/MBE/WBE
Contact:	Nadiyah Samad / Director of Custodial Services and Campus Events
Meeting Date:	January 26, 2021
Agenda Item No.:	3-1.2/1-2021 COVID-19
Resolution Authorizing the Award of a Purchase for Equipment for Sanitization and Supplies for Reopening	

WHEREAS, It is recommended that the Board of Trustees approve the award of purchase in the total amount of **\$11,710.74** to below-listed for Equipment for Sanitization and Supplies for Reopening, considering the matters related to 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 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 Law (N.J.A.18A:64A of NJ statues) 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, **Imperial Bag & Paper Co., LLC, and W.B. Mason Co.**, have 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 purchase with the listed vendors in the total amount of **\$11,710.74** for Equipment for Sanitization and Supplies for Reopening:

<u>Company Name</u>	<u>City and State</u>	<u>\$Amount</u>
Imperial Bag & Paper Co., LLC. (SBE)	Bayonne, New Jersey	\$ 1,414.74
W.B. Mason Co., (Non-SBE/MBE/WBE)	Secaucus, New Jersey	\$10,296.00
2. These purchases are awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.6(a);
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 purchase is to be charged is as follows:
10-1723-7795 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Professional Services – Clifton Larson Allen, LLP. Small Business Enterprise (SBE)
Contact:	Yvette Henry / Executive Director of Human Resources
Meeting Date:	January 26, 2021
Agenda Item No.:	3-1.3/1-2021
Resolution Authorizing the Award of a Services for 1095-C and 1094-C Forms	

WHEREAS, Essex County College needs to provide professional consulting services of **\$4,800.00** 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 ACA reporting, preparing forms 1095C and 1094C 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 **\$4,800.00** for the ACA Reporting and preparation of forms 1095-C and 1094C;
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	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – Genova Burns Attorneys-At-Law Small Business Enterprise (SBE)
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	January 26, 2021
Agenda Item No.:	3-1.4/1-2021
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 November 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 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, Genova Burns Attorneys-At-Law** for legal services rendered in the amount of **\$250.00** for the following invoice:
 - **#428959** for **\$250.00**, November 30, 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 January 26, 2021	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – O’Toole Scrivo, LLC Small Business Enterprise (SBE)
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	January 26, 2021
Agenda Item No.:	3-1.5/1-2021
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 November 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 **\$2,600.00** for the following invoice:
 - **#94165** for **\$2,600.00**, November 30, 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 January 26, 2021	



BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Service – Scarinci Hollenbeck Small Business Enterprise (SBE)
Contact:	Joy B. Tolliver, Esq./General Counsel
Meeting Date:	January 26, 2021
Agenda Item No.:	3-1.6/1-2021
Resolution Authorizing the Payment for Legal Services	

WHEREAS, Essex County College required outside legal services. **Scarinci Hollenbeck**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for June, August, and September, 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 Scarinci Hollenbeck was among at a rate of \$150.00 per hour; 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, Scarinci Hollenbeck** for legal services rendered in the total amount of **\$45.00** for the following invoices:
 - **#237762** for **\$15.00**, October 31, 2020 (Labor and Employment Counsel);
 - **#237763** for **\$30.00**, October 31, 2020 (Karen Brown (o.b.o Joyce Harley) v. ECC - Government Records Council Complaint);
2. 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 January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – Bloomberg Finance L.P. Non-SBE/MBE/WBE
Contact:	Dr. Elvy M. Vieira / Dean of Community, Continuing Education, and Workforce Development
Meeting Date:	January 26, 2021
Agenda Item No.:	3-1.7/1-2021
Resolution Authorizing the Award for two Educational License Subscriptions to the Bloomberg Professional Services and Bloomberg for Education	

WHEREAS, Essex County College needs to approve a purchase under the Carl D. Perkins Grant funds in the amount not to exceed **\$21,200.00** 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 February 1, 2021, through June 30, 2021, to procure service to 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 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 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, Bloomberg Finance L.P., 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, 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 Board of Trustees is hereby authorized and directed to approve a purchase with **Non-SBE/MBE/WBE, Bloomberg Finance L.P.**, in the amount not to exceed **\$21,200.00** for two Educational License Subscriptions to the Bloomberg Professional Services and Bloomberg for Education;
2. This purchase is 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 Determination of Value are placed on file with this resolution;
4. Specific line item against which this purchase is to be charged is as follows:
29166-9166-7325 Funded by the Carl D. Perkins Grant
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$36,400.00 – Karson Food Services, Inc. Small Business Enterprise (SBE)
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	January 26, 2021
Agenda Item No.:	3-1.8/1-2021
Resolution Authorizing the Award for Child Development Center Food Services	

WHEREAS, Essex County College needs to approve a service in the amount not to exceed **\$36,000.00** to **Karson Food Services, Inc.**, 3409 Rose Avenue, Ocean, New Jersey 07712, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for providing Breakfast, Lunch, and Snack for up to 48 children at Essex County College Child Development Center on a daily basis, in a manner consistent with State and Federal Guidelines for the fiscal year 2020-2021, 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(7), Food supplies and services including food supplies and management contracts for student centers, dining rooms and cafeterias; 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, **Karson Food Services, 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 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, 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 Board of Trustees is hereby authorized and directed to approve a service with **SBE, Karson Food Services, Inc.**, in the amount not to exceed **\$36,000.00** for Child Development Center Food Services;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(7);
3. The Business Disclosure Entity Certification, and 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:
29210-9210-7502 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Tuition and Fee Schedule
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	January 26, 2021
Agenda Item No.:	3-2.1/1-2021

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

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

WHEREAS: The current tuition rate paid by in County and out of County students is \$126.50 and \$253.00 per credit hour respectively; and have been found to be lower than those paid by students at comparable County Colleges in New Jersey; and

WHEREAS: The current general fees and activities fees is \$40.00 (\$32.50 and \$7.50 respectively) paid by students at Essex County College; and

WHEREAS: The Administrators of the College are recommending a 2% increase in the tuition as well as General and Student activities fees; and

WHEREAS: If approved, the recommended tuition rate would increase from \$126.50 per credit hour to \$129.03 per credit hour for in County students, and from \$253.00 to \$258.06 per credit hour for out of County students; and, the recommended increases from \$40.00 to \$40.80 for General and Student Activities fees. See attached Scheduled.

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

1. The tuition rate at Essex County College is increased from \$126.50 per credit hour to \$129.03 per credit hour for in County students and from \$253.00 to \$258.06 per credit hour for out of County students applicable to semesters commencing on or after July 1, 2021.
2. The General Services Fee and Student Activity fees, when combined, shall be increased from \$40.00 to \$40.80 per credit hour applicable to semesters commencing on or after July 1, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Operating Budget Request Fiscal Year 2021-2022
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	January 26, 2021
Agenda Item No.:	3-2.2/1-2021

WHEREAS: State Statute 18A-64A-16 requires the Administration of the College to adopt a balanced budget; and

WHEREAS: Budget Requests were disseminated to each College funded Department for completion based on the College’s Strategic Plan and approved goals and objectives for the fiscal year; and

WHEREAS: The requests were summarized and compared to the approved revenue base and adjustments were required to reduce the budget requests in order to present a balanced budget; and

WHEREAS: The College’s operating budget is funded through tuition and fees, governmental appropriations, and other income sources; and

WHEREAS: Cost containment is an ongoing imperative as evidenced by the Board’s Declaration of Fiscal Exigency.

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

1. The Essex County College Board of Trustees approves the College Operating budget in the amount of \$51,902,382 for Fiscal Year 2021-2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Chapter 12 Budget Request Fiscal Year 2021-2022
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	January 26, 2021
Agenda Item No.:	3-2.3/1-2021

WHEREAS: The State of New Jersey provides funding for major capital renewal and replacement (CRR) programs known as Chapter 12 and Essex County College has received a minimum allocation of \$3,387,000 and a not to exceed allocation of \$3,537,000; and

WHEREAS: Essex County College is requesting its full allocation of \$3,387,000 or the greater not to exceed allocation of \$3,537,000 for the fiscal year 2021-2022 to commence on July 1, 2021; and

WHEREAS: The County is a funding partner and is required to share in 50% of the CRR cost approved by the State for the College and at this date, Chapter 12 capital funds are included in the Governor’s budget; and

WHEREAS: The County is expected to appropriate a minimum amount of \$1,693,500 or a greater not to exceed amount of \$1,768,500 for the College’s fiscal year 2021-2022 Chapter 12 request; and

WHEREAS: The College will use its fiscal year 2020-2021 Chapter 12 allocation to complete infrastructure projects as outlined in the College’s redeveloped facilities master plan; and

WHEREAS: If the State does not approve Chapter 12 funding for 2021-2022, the County share of a minimum \$1,693,500 or a greater not to exceed allocation of \$1,768,500 will be awarded to the College as minor capital; and

WHEREAS: The College’s Chapter 12 Capital Fund Budget request of a minimum allocation of \$3,387,000 or the greater maximum not to exceed allocation of \$3,537,000 will be submitted to the Board of School Estimate for approval at its next meeting; and

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

1. The Essex County College Board of Trustees hereby authorizes the College’s Chapter 12 Capital Funds request in a minimum amount of \$3,387,000 or a greater maximum amount not to exceed \$3,537,000 for the fiscal year 2021-2022 to commence on July 1, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Resolution Fixing Date for Board of School Estimate Public Hearing
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	January 26, 2021
Agenda Item No.:	3-2.4/1-2021

WHEREAS: N.J.S.A. 18A:64A-17 requires Essex County College to prepare and deliver to each member of the Board of School Estimate an itemized statement of the amount of money estimated to be necessary for the operation and capital outlay expenses for the ensuing year and that, at the same time, fix a date, place, and time for the holding of a public hearing by the Board of School Estimate with respect to said itemized statement; and

WHEREAS: The Board of Trustees of Essex County College has approved a budget including an itemized statement of the amount of money estimated to be necessary for the operation and capital outlay expenses for the fiscal year ending 2022.

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

1. The President of Essex County College shall ensure that a copy of the itemized statement of the amount of money estimated to be necessary for the operation and capital outlay expenses for the fiscal year ending 2022 be delivered to each member of the Board of School Estimate as soon as practicable;
2. The President of Essex County College shall ensure that appropriate notice of a public hearing by the Board of School Estimate be provided;
3. A copy of the itemized statement shall be placed on file and open to examination of the public on the College’s website: www.essex.edu.
4. The Board of School Estimate shall hold a virtual public hearing with respect to the itemized statement on February 25, 2021 via Zoom in accordance with the Open Public Meetings Act, P.L. 2020 c. 11) and the Governor of New Jersey’s Executive Order 107) regarding COVID 19 Emergency Actions at 11:00 a.m.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Ekem Karl-Agbee
Contact:	Germaine Albuquerque, Acting Chairperson
Meeting Date:	January 26, 2021
Agenda Item No.:	4-1/01-2021

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Ekem Karl-Agbee, to the position of Coordinator - Participation, Retention and Completion Track, for the Business Division, contingent upon grant funding, for the period January 20, 2021 through June 30, 2021. The recommended annual salary for the position is \$55,000.

BACKGROUND AND RATIONALE: The appointment reinstatement of Ekem Karl-Agbee is to ensure grant funds are utilized with student outreach.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Public Administration	2014	Seton Hall University South Orange, NJ	Health Policy and Management
• Bachelor of Arts	2009	New York University New York, NY	Public Administration

FISCAL NOTES: The recommended salary of \$55,000 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Ekem Karl-Agbee, at the annual salary of \$55,000, to the position of Coordinator - Participation, Retention and Completion Track, for the Business Division, contingent upon grant funding, for the period January 20, 2021 through June 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	January 26, 2021
Agenda Item No.:	4-2/01-2021

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>
Milena Rubinstein	Associate Professor Bilingual Education	Faculty	08/29/1988	12/31/2020
Louella Harris	Administrative Assistant Business	Professional Level I	01/03/2012	12/31/2020

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, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Supplement
Contact:	Alvin Williams, Executive Dean of Faculty and Academics Evens Wagnac, Deputy Chief Financial Officer
Meeting Date:	January 26, 2021
Agenda Item No.:	4-3/01-2021

RECOMMENDATION: It is recommended that the Board of Trustees approve the payment of supplements.

BACKGROUND AND RATIONALE: Each semester faculty and staff are selected to complete duties in addition to the responsibilities of their full-time positions at the College. The following supplement is recommended for the individuals listed below:

<u>Name</u>	<u>Amount</u>	<u>Additional Responsibilities</u> <u>Effective and Expiration Dates</u>
Teryn Cha	\$6,250 (grant funded)	Project Investigator National Science Foundation 01/04/2021 – 06/30/2021
Rosa Reyes	\$1,750 \$2,500	Additional Responsibilities – Purchasing 10/23/2020 – 12/31/2020 01/01/2021 – 03/31/2021
Jean Wilner-Alexander	\$5,220 (grant funded)	Coordinator Bloomberg Terminals Lab and Finance Program 01/04/2021 – 06/30/2021

FISCAL NOTES: The recommended supplement is included within the Departments’ annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the payment of supplements.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Approval Grant Agreement between the Office of the Secretary of Higher Education (OSHE) and Essex County College for the Acceptance of Funds for the Implementation of the Community College Opportunity Grant (CCOG)
Contact:	Dr. Keith Kirkland, Dean of Student Affairs
Meeting Date:	December 21, 2020
Agenda Item No.:	7-1.1/12-2020S

RECOMMENDATION: It is recommended that the Board of Trustees approve the grant agreement between the Office of the Secretary of Higher Education(OSHE) and Essex County College for the acceptance of funds for the implementation of the Community College Opportunity Grant(CCOG) Student Success Initiative funding in the amount of \$265, 000 for the period of July 1, 2020 through June 30, 2021.

BACKGROUND AND RATIONALE: The purpose of the partnership between OSHE and the college is to increase matriculation and support the goals of the CCOG for students in New Jersey. Pursuant to this Agreement, OSHE will provide funding to implement goals and strategies for capacity building and increasing enrollment, improving student completion, and reducing financial burdens on students.

FISCAL NOTES: There is no impact on college funding.

RESOLUTION: The Board of Trustees of Essex County College the Board of Trustees approve the grant agreement between the Office of the Secretary of Higher Education and Essex County College for the acceptance of funds for the implementation of the Community College Opportunity Grant(CCOG) Student Success Initiative funding in the amount of \$265, 000 for the period of July 1, 2020 through June 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE December 21, 2020	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Blessed Ministries, Inc.
Contact:	Dr. Elvy M. Vieira, Dean, Comm., Cont. Ed & Workforce Dev.
Meeting Date:	January 26, 2021
Agenda Item No.:	7-1.1/1-2021

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept funding from *Blessed Ministries, Inc. (BMI)* to provide training to 14 participants for the Patient Care Technician program, in the amount of \$56,000 for the period beginning December 21, 2020 and ending June 30, 2021.

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 thirty three years, attaining a 75% completion rate and an 80% graduate job placement rate.

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

RESOLUTION: The Board of Trustees of Essex County College accepts funding from *Blessed Ministries, Inc. (BMI)* to provide training to 14 participants for the Patient Care Technician program, respectively, in the amount of \$56,000 for the period beginning December 21, 2020 and ending June 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 26, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	College Readiness Now VII Project Agreement of The New Jersey Council of Community Colleges
Contact:	Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev.
Meeting Date:	January 26, 2021
Agenda Item No.:	7-1.2/1-2021

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the College Readiness Now VII Program Agreement between Essex County College, hereinafter referred to as “Essex” and the New Jersey Council of County Colleges, hereinafter referred to as “NJCCC” for the purpose of establishing a College Readiness Now VII Program in the amount of \$52,504 to be delivered by Essex to Newark High School students from October 20, 2020 to August 20, 2021.

BACKGROUND AND RATIONALE: For seven years, The New Jersey Council of County Colleges (NJCCC) has partnered with the State of New Jersey Office of the Secretary of Higher Education (OSHE) and New Jersey’s 18 community colleges to increase college readiness of high school students prior to graduation. Essex’s College Readiness Now VI Program proposes to enroll 75-100 Newark High School 11th and 12th grade students in a six-week Summer Boot Camp aimed to not only prevent the “Summer Slide” which often happens to disadvantaged students during the summer months, but also, propel students, particularly those entering their senior year into a college-ready mindset.

FISCAL NOTES: There is no fiscal impact to Essex.

RESOLUTION: The Board of Trustees of Essex County College accepts the College Readiness Now VII Program Agreement between Essex County College and the New Jersey Council of Community Colleges for the purpose of establishing a College Readiness Now VII Program in the amount of \$52,504 to be delivered by Essex to Newark High School students from October 20, 2020 to August 20, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE January 21, 2021	