



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

September 21, 2021

4:30 pm

Via Zoom Webinar - Click the link below to join the webinar:

<https://essex-edu.zoom.us/j/98062249886>

Or iPhone one-tap :

US: +16465588656,,98062249886#

Or Telephone:

Dial 1 646 558 8656, Enter Webinar ID: 980 6224 9886

*If you would like to submit Comments on Agenda Actions or Public Comments, please do so  
before noon on Tuesday, September 21, 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    |

**Actions – Submitted for Ratification – Approved by the Executive Committee on August 24, 2021**

3-1.1/8-2021	Authorize the Award of a Five (5) Year Bid for College Vehicles Repair and Maintenance Services Car Care Center of Newark, LLC., Newark, NJ College Funded – Operating Expense	Not to exceed \$20,000.00 per year
3-1.2/8-2021	Authorize the Award of an Emergency Repair – Pedestrian Bridge M&M Construction Company, Inc., Union, NJ Chapter XII Funded – Capital Expense	\$379,000.00
3-1.3/8-2021	Authorize the Award of a Purchase of Computers and Projectors for Students and Employees Dell Technologies Dell Technologies CDW-G Cares Act II, COVID-19 Funded – Capital Expense	\$201,800.00 172,092.50 <u>116,911.86</u> Total \$490,804.36
3-1.4/8-2021	Authorize the Award of Renewal for Upgrade Software TouchNet Information Systems, Lenexa, KS College Funded – Operating Expense	\$23,755.00

3-1.5/8-2021	Authorize the Award of a Professional Service for CRM Recruit – BEP/BRIM Ellucian Company, LP, Chicago, IL CARES Act II, Covid-19 Funded – Operating Expense	\$16,100.00
3-1.6/8-2021	Authorize the Award of a License for Turnitin Plagiarism Checking System Turnitin, LLC, Oakland, CA College Funded – Operating Expense	\$23,143.85
3-1.7/8-2021	Authorize the Payment of Postmaster Services for the Carrier Route of Fall 2021 and Spring 2022 CCE Non-Credit Brochure United States Postal Service College Funded – Operating Expense	\$17,801.42
3-1.8/8-2021	Authorize the Payment for Insurance Policy Renewal IMAC Insurance Agency, Belleville, NJ College Funded – Operating Expense	\$47,692.00
3-1.9/8-2021	Authorize the Payment for Council and Joint Purchasing Consortium Assessment New Jersey Council of County Colleges, Trenton, NJ College Funded – Operating Expense	\$67,711.00
3-1.10/8-2021	Authorize the Award to Two (2) Vendors for Instructional Services for the Summer Youth Program Black Rocket Productions, Freehold, NJ STEAM To-Go, Midland Park, NJ Summer Youth Program Funded – Operating Expense	\$17,450.00 <u>8,000.00</u> Total \$25,450.00
3-1.11/8-2021	Authorize the Award for a Bid for Janitorial Industrial Supplies Imperial Bag & Paper Co., LLC, Jersey City, NJ United Sales USA Corporation, Brooklyn, NY College Funded – Operating Expense	\$19,568.85 <u>21,784.60</u> Total \$41,353.45
3-1.12/8-2021	Authorize the Award of Consulting Service for Fiscal Year 2022 Ronald Goldfarb, Prospect, CT College Funded – Operating Expense	Amount not to exceed \$17,000.00
3-1.13/8-2021	Authorize the Award of a Two (2) Year Bid for Cooling Tower Seasonal Startup, Shutdown, and General Repair Services Clarity Water Technology, LLC, Nanuet, NY College Funded – Operating Expense	\$31,130.00
<b>Actions – Submitted for Board Approval</b>		
3-1.1/9-2021	Authorize the Award of a Five-Year Contract for Dining Services Dining Partnership Group (DPG), Verona, NJ	
3-1.2/9-2021	Authorize the Award of a Two (2) Year Bid for Maintenance Agreement for Emergency Generators G.M.H. Associates of America, Inc., Trenton, NJ College Funded – Operating Expense	\$49,168.60

3-1.3/9-2021	Authorize the Award of a Purchase of License for Microsoft 365 Software SHI International Corporation, Somerset, NJ CRRSAA Grant Funds: Cares Act II, Covid-19 Funded – Operating Expense	\$28,323.56
3-1.4/9-2021	Authorize the Award of a Renewal for Maintenance Agreement Dell Computers, Round Rock, TX College Funded – Operating Expense	\$4,479.46
3-1.5/9-2021	Authorize the Award of a Purchase of a Ricoh Pro 8110s for the Print Shop Department Ricoh USA, Inc., Philadelphia, PA College Funded – Capital Expense	\$11,427.00
3-1.6/9-2021	Authorize the Payment for Legal Services Fernandez Garcia, LLC., Morristown, NJ College Funded – Operating Expense	\$9,840.00
3-1.7/9-2021	Authorize the Payment for Legal Services Lum, Drasco & Positan, LLC., Roseland, NJ College Funded – Operating Expense	\$10,865.09
3-1.8/9-2021	Authorize the Award of an Emergency Contract for Medicat Software License and Immunization Compliance Solution Medicat, LLC., Atlanta, GA CRRSAA Grant Funds – Cares Act II, Covid-19 Funded – Operating Expense	Amount not to exceed \$57,500.00
3-1.9/9-2021	Authorize the Award of a Contract for Consulting Services TPR Education LLC., dba: The Princeton Review, New York, NY College Readiness Now Grant Funded – Operating Expense	\$12,480.00
3-1.10/9-2021	Authorize the Award of Additional Service Repairs in the Physical Education Building JMR Electrical Contracting, Maywood, NJ Essex County Funded – Capital Expense	\$36,710.00
3-1.11/9-2021	Authorize the Award of a Purchase for President's Vehicle Maplecrest Lincoln – Mercury, Inc., Union, NJ Chapter XII Funded – Capital Expense	\$53,603.76

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

**Actions – Submitted for Ratification – Approved by the Executive Committee June 28, 2021**

4-1/6-2021S	Contract Ratification, Essex County College Administrative Association
4-2/6-2021S	Contract Ratification, Essex County College Professional Association
4-3/6-2021S	Contract Ratification, Essex County College Support Staff Association
4-4/6-2021S	Contract Ratification, Essex County College Security Association

**Actions – Submitted for Ratification – Approved by the Executive Committee August 24, 2021**

**Appointments**

4-1/8-2021	Withdrawn
4-2/8-2021	Ruben Petrela - Assistant Professor, Architecture Mathematics, Engineering Technologies and Computer Sciences Salary – \$60,280.00 Effective September 1, 2021 through August 31, 2022
4-3/8-2021	Bridget Turner - Assistant Professor, Early Childhood Education Social Sciences, Humanities and Bilingual Studies Salary - \$60,280.00 Effective September 1, 2021 through August 31, 2022
4-4/8-2021	Clare Kajura - Instructor, Psychology Social Sciences, Humanities and Bilingual Studies Salary - \$55,690.00 Effective September 1, 2021 through August 31, 2022
4-5/8-2021	Ardian Selimi - Instructor, Computer Sciences Mathematics, Engineering Technologies and Computer Sciences Salary - \$55,690.00 Effective September 1, 2021 through August 31, 2022
4-6/8-2021	Jennifer Chapman - Lecturer B, Nursing Nursing and Health Sciences Salary - \$63,970.00 Effective September 1, 2021 through August 31, 2022

**Actions – Submitted for Board Approval**

**A. Appointments**

4-1/9-2021	Renee Ojo-Ohikuare - Director – Enrollment Services / Registrar Enrollment Services Salary - \$110,000.00 Effective September 20, 2021 through August 31, 2022
4-2/9-2021	Wed Hernandez - Student Advisor and Mentor President's Office Salary - \$42,000.00 Effective September 22, 2021 through June 30, 2022
4-3/9-2021	Leroy John - Student Advisor and Mentor President's Office Salary - \$45,000.00 Effective September 22, 2021 through June 30, 2022

4-4/9-2021	Christine La Para - Student Advisor and Mentor President's Office Salary - \$42,000.00 Effective September 22, 2021 through June 30, 2022
4-5/9-2021	Baldelit Nunez - Student Advisor and Mentor President's Office Salary - \$42,000.00 Effective September 22, 2021 through June 30, 2022
4-6/9-2021	Shawn Yearwood - Student Advisor and Mentor President's Office Salary - \$45,000.00 Effective September 22, 2021 through June 30, 2022
4-7/9-2021	Kent McCray - Security Officer Public Safety \$24,960.00 Effective September 27, 2021

#### **B. Promotions in Academic Rank**

4-8/9-2021	Teryn Cha Associate Professor, Computer Sciences Mathematics, Engineering Technologies and Computer Sciences
	Raquel Pernia Professor, Accounting Business
	Victor Stolberg Associate Professor, Counseling Student Development and Counseling

#### **C. Promotions**

4-9/9-2021	Jeanine Chambers - Coordinator – Academic Technology Resources Academic Affairs Salary - \$45,000.00 Effective September 22, 2021 through June 30, 2022
4-10/9-2021	Constance Woodard - Security Dispatcher Public Safety Salary - \$59,319.78 Effective September 22, 2021

#### **D. Return to Faculty**

4-11/9-2021	Brooke Orosz - Assistant Professor, Mathematics Mathematics, Engineering Technologies and Computer Sciences Salary - \$67,886.00 Effective September 1, 2021
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## **E. Retirements**

4-12/9-2021

Maria Alvarado - Director  
Community and Extension Programs  
Effective August 31, 2021

Linda Carter - Associate Professor, Criminal Justice  
Social Sciences, Humanities and Bilingual Studies  
Effective August 31, 2021

Brenda Kirkland - Financial Aid Officer  
Financial Aid  
Effective August 26, 2021

Maria Matos - Secretary  
Enrollment Services  
Effective December 31, 2021

Ezra Lawrence - Maintenance Technician  
Facilities Management  
Effective October 31, 2021

## **F. Resignations**

4-13/9-2021

Karin Roslund - Librarian, Instructor  
Martin Luther King Jr. Library  
Effective September 17, 2021

Michele Bryson - Coordinator  
Humanities  
Effective September 17, 2021

Elizabeth Vasquez-Ramirez - Program Coordinator  
Training, Inc  
Effective August 6, 2021

Natasha Belfon - Administrative Assistant  
Child Development Center  
Effective June 18, 2021

Lisa Fowles - Legal Assistant  
General Counsel  
Effective September 10, 2021

Tanga Banks - Teacher Assistant  
Child Development Center  
Effective September 2, 2021

Michael Shore - Police Officer  
Public Safety  
Effective July 22, 2021

Matthew Mancheno - Security Officer  
Public Safety  
Effective August 23, 2021

Emmanuel Molina - Security Officer  
Public Safety  
Effective July 3, 2021

Chinnara Smith - Security Officer  
Public Safety  
Effective August 16, 2021

**G. Supplement**

4-14/9-2021 Phyllis Walker - 504 Coordinator  
Compliance  
Additional Responsibilities July 1, 2021 through June 30, 2022  
Supplement - \$5,000.00

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

**Actions – Submitted for Ratification** – Approved by the Executive Committee August 24, 2021

- 7-1.1/8-2021 Acceptance of Funds: Essex County Division of Training and Employment
- 7-1.2/8-2021 Acceptance of Funds: Johnson Controls Community College Partnership Program
- 7-1.3/8-2021 Acceptance of Funds: Opportunity Meets Innovation Challenge Grant – Office of the Secretary of Higher Education
- 7-1.4/8-2021 Acceptance of Funds: Victoria Foundation
- 7-1.5/8-2021 Research Subaward Agreement: Rutgers, The State University of New Jersey

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

**Action - Submitted for Ratification** – Approved by the Executive Committee August 24, 2021

- 7-2.1/8-2021 Acceptance of Equipment: Hotspots

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

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

**Action - Submitted for Ratification** – Approved by the Executive Committee August 24, 2021

- 7-4.1/8-2021 Authorization to Expand the College’s Social Media Platform

XII. Alumni Association Report..... Mr. Nkuah Asare

XIII. Student Government Association Report .....Ms. Jessica Clark

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 Session .....Mrs. J. Grimes
- XIX. Adjournment.....Chair M. Bolden

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – Car Care Center of Newark, LLC. <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.1/8-2021
	Resolution Authorizing the Award of a Five (5) Year Bid for College Vehicles Repair and Maintenance Services

**Recommendation:** It is recommended that the Board of Trustees approve the award of a five (5) year bid in the total amount not to exceed **\$20,000.00** per year to **Car Care Center of Newark, LLC.**, 313 West Market Street, Newark, New Jersey 07103, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for College Vehicle Repair and Maintenance Services from the date of award, through June 30, 2026.

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

Bid # 8119 was advertised in The Star-Ledger on July 13, 2021. There were five (5) bids solicited. One (1) response was received, opened, and publicly read on July 28, 2021.

**Nature of Bid:** Essex County College – College Vehicle Repair and Maintenance Services.

**Bid Item # 1-4:** **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>Fiscal Year</u>	<u>Account #</u>	<u>\$Amount not to Exceed</u>
2021 - 2022	10-7501-7620	\$20,000.00
2022 - 2023	10-7501-7620	\$20,000.00
2023 - 2024	10-7501-7620	\$20,000.00
2024 - 2025	10-7501-7620	\$20,000.00
2025 - 2026	10-7501-7620	\$20,000.00

**Resolution:** The Board of Trustees of Essex County College approves the award of five (5) year bid in the total amount not to exceed **\$20,000.00** per year to **SBE, Car Care Center of Newark, LLC.** for College Vehicle Repair and Maintenance Services from the date of award, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$37,500.00 – M&M Construction Co., Inc. <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean Administrative & Learning Technology/CIO
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.2/8-2021
Resolution Authorizing the Award of an Emergency Repair – Pedestrian Bridge	

**WHEREAS**, Essex County College needs to approve an emergency repair of **\$379,000.00** to **M&M Construction Company, Inc.**, 540 North Avenue, Union, New Jersey 07083, vendor approved by the State of New Jersey under Small Business Enterprise (SBE) for significant damage to the existing concrete structure below the waterproofing membrane on the Pedestrian Bridge adjacent to the Clara Dasher Student Center at the Newark 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**, The vendor has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the county of Essex the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract. Therefore, The Business Disclosure Entity Certification, and the Determination of Value are placed on file with this resolution; 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 an emergency repair with **SBE, M&M Construction Company, Inc.**, of **\$379,000.00** for significant damage to the existing concrete structure below the waterproofing membrane on the Pedestrian Bridge adjacent to the Clara Dasher Student Center at the Newark Campus;
2. The College has solicited and received proposals from the following vendors:
 

- Northeastern Services, Inv.	\$459,000.00
- J.C. Contracting, Inc.	\$408,600.00
- Pharos Enterprises, LLC.	\$458,000.00
- APS Contracting, Inc.	\$393,000.00
- M&M Construction Co., Inc.	\$379,000.00
3. The emergency repair is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law 18A:64A-25.6(a);
4. The specific line item against which this purchase is to be charged is as follows:  
901903-3126-7970A Funded by Chapter XII, Ordinance # 0-2019-00003  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – 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:	August 24, 2021
Agenda Item No.:	3-1.3/8-2021 <b>COVID-19</b>
Resolution Authorizing the Award of a Purchase of Computers and Projectors for Students and Employees	

**WHEREAS**, Essex County College needs to provide computer equipment for Students and Employees in the total amount of **\$490,804.36** from the below-listed vendors, 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 N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), and N.J.S.A.18A:64A-25.5.9.(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State of New Jersey Contract M0483/19TELE00656 and E&I CNR01439; 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:

- 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 **\$490,804.36** for the following:

<u>Company Name</u>	<u>Description</u>	<u>\$Amount</u>
Dell Computers ( <b>Non-SBE/MBE/WBE</b> )	All-In-One OptiPlex 7490	\$201,800.00
Dell Computers ( <b>Non-SBE/MBE/WBE</b> )	Laptops Latitude 3420	\$172,092.50
CDW-G ( <b>SBE</b> )	3-LCD Projectors	\$116,911.86
- The purchases are awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5.9.(a);
- Dell Computers is the authorized vendor for the State of New Jersey Contract #M0483/19TELE00656 and CDW-G is the authorized vendor for the E&I, contract #CNR01439;
- The Determination of Value memo is placed on file with this resolution;
- The specific line item against which these purchases are to be charged are as follows:  
90-1723-7995 CRRSAA Funds – CARES Act II, COVID-19  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Renewal Maintenance – TouchNet Information Systems <b>Non-SBE/MBE/WBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.4/8-2021
Resolution Authorizing the Award of Renewal for Upgrade Software	

**WHEREAS**, Essex County College needs to renew the annual support and maintenance for Upgrade Software, an electronic payment solution that allows students to pay their tuition bill online in the amount of **\$23,755.00** for the period of July 1, 2021 through June 30, 2022 to **Non-SBE/MBE/WBE, TouchNet Information Systems**, 15520 College Blvd., Lenexa, Kansas 66219, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), and N.J.S.A.18A:64A-25.5.a(19), Providing goods or services for the use, support, or maintenance of proprietary computer hardware, software peripherals, and systems development of the hardware; and

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

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

**WHEREAS**, The vendor has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the county of Essex the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract. Therefore, The Business Disclosure Entity Certification, and the Determination of Value are placed on file with this resolution; 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 renewal maintenance with **Non-SBE/MBE/WBE, TouchNet Information Systems** of **\$23,755.00** for annual support and maintenance for Upgrade Software and move all future transactions with Essex County College into data center at TouchNet for a hosted solution and one-time implementation fee for the fiscal year 2022;
2. The renewal maintenance is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and 18A:64A-25.5.a (19);
3. The specific line item against which this renewal maintenance is to be charged is as follows:  
10-1723-7620 Operating Expense  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – Ellucian Company, LP. <b>Small Business Enterprise (SBE)</b>
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.5/8-2021 <b>COVID-19</b>
Resolution Authorizing the Award of a Professional Service for CRM Recruit – BEP/BRIM Consulting	

**WHEREAS**, Essex County College needs to approve a professional service of **\$16,100.00** to **Ellucian Company, LP.** 14083 Collections Center Drive, Chicago, Illinois 60693, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for assistance with Banner Events Publisher (BEP) / Banner Recruitment Integration Manager (BRIM) installation for Customer Relationship Management (CRM) Recruit System for communication and sharing of information between Banner and the CRM Recruit platform to help increase communication with prospective and current students to assist with increasing enrollment at Essex County College, 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 N.J.S.A.18A:64A-25.5.a(2), and 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**, The vendor 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. Therefore, The Business Disclosure Entity Certification, and the Determination of Value are placed on file with this resolution; 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 consulting service with **SBE, Ellucian Company, L.P.**, of **\$16,100.00** for CRM Recruit – BEP/BRIM System to assist with increasing enrollment at the college;
2. The consulting service is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5.a(15);
3. The specific line item against which this service is to be charged is as follows:  
29010-0205-7511 CRRSAA Funds – CARES Act II, COVID-19  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: License Agreement – Turnitin, LLC <b>Small Business Enterprise (SBE)</b>
Contact:	Dr. Alvin Williams / Executive Dean of Faculty & Academics
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.6/8-2021
Resolution Authorizing the Award of a License for Turnitin Plagiarism Checking System	

**WHEREAS**, Essex County College needs to provide a plagiarism checking system from **Turnitin, LLC** 2101 Webster Street, Oakland, California 94612, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for **\$23,143.85** for the period October 9, 2021 through October 8, 2022. Turnitin is a platform used to detect plagiarism in not only online courses but also the traditional classes whose instructors use it through the LMS. All faculty have access to use the software for essays, research papers, etc. and ask that their students use the LMS to submit such documents, in which contracts for Educational Supplies are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5.a(19) Providing goods or services for the use, support, or maintenance of proprietary computer hardware, software peripherals, and systems development of the hardware; and

**WHEREAS**, The County College Contracts Law (N.J.S.A.18A:64A of NJstatutes) 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. 19:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

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

**WHEREAS**, The vendor has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the county of Essex the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract. Therefore, The Business Disclosure Entity Certification, and the Determination of Value are placed on file with this resolution; 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 license renewal with **SBE, Turnitin, LLC** for **\$23,143.85** for plagiarism checking system for the period October 9, 2021, through October 8, 2022;
2. The license renewal is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5.a(19);
3. The specific line item against which this license renewal is to be charged is as follows:  
10-0203-7511 – Operating Expense  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: United States Postal Service <b>Non-SBE/MBE/WBE</b>
Contact:	Dr. Elvira Vieira / Dean Community & Continuing Education
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.7/8-2021
Resolution Authorizing the Payment of Postmaster Services for the Carrier Route of Fall 2021 and Spring 2022 CCE Non-Credit Brochure	

**WHEREAS**, Essex County College needs to approve a service for **\$17,801.42** to **Non-SBE/MBE/WBE, United States Postal Service** for the carrier route of Fall 2021 and Spring 2022 CCE Non-Credit Brochure for continuing education courses and customized training. The mailing process is an essential part of the external distribution of the brochures throughout 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-25.3, N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5(8) The supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities, in accordance with tariffs and schedules of charges made, charged and exacted, filed with said board; and

**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 "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 is as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a payment to **SBE/MBE/WBE, United States Postal Service** of **\$17,801.42** the carrier route of Fall 2021 and Spring 2022 CCE Non-Credit Brochure;
2. The payment is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5(8);
3. The Determination of Value memo is placed on file with this resolution;
4. The specific line item against which this payment is to be charged is as follows:  
10-0211-7410 Operating Expense  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Institutional Insurance – IMAC Insurance Agency, LLC. <b>Small Business Enterprise (SBE)</b>
Contact:	Evens Wagnac / Deputy CFO/Comptroller
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.8/8-2021
Resolution Authorizing the Payment for Insurance Policy Renewal	

**WHEREAS**, Essex County College has a need to provide a payment of **\$47,692.00** to **IMAC Insurance Agency LLC**, 540 Mill Street, Belleville, New Jersey 07109, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for the fiscal year 2021-2022 for the Student Intercollegiate Athletic Insurance Policy Renewal, in which contracts for Insurance are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A. N.J.S.A.18A:64A-25.3, and 18A:64A-25.5.a(11), Insurance, including the purchase of insurance coverage and consulting services which exceptions shall be in accordance with the requirements for extraordinary unspesifiable services; and

**WHEREAS**, The 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. 19:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

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

**WHEREAS**, The vendor has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the county of Essex the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract. Therefore, The Business Disclosure Entity Certification, and the Determination of Value memo are placed on file with this resolution; 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, IMAC Insurance Agency LLC**. for Insurance Policy Renewal of **\$47,692.00** for the fiscal year 2021-2022;
2. The payment is awarded without public bidding in accordance with the provisions of the County College Contract Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(11);
3. The specific line item against which this payment is to be charged is as follows:  
10-1851-7715 Operating Expense  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Institutional Assessment – New Jersey Council of Community Colleges <b>(Non-SBE/MBE/WBE)</b>
Contact:	Dr. Augustine A. Boakye / Interim President
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.9/8-2021
	Resolution Authorizing the Payment for Council and Joint Purchasing Consortium Assessment

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the payment of **\$67,711.00** to the **Non-SBE/MBE/WBE, New Jersey Council of County Colleges (NJCCC)**, 330 West State Street, Trenton, New Jersey 08618 for Essex County College's FY2022 assessment.

**BACKGROUND AND RATIONALE:** Each year the New Jersey Council of County Colleges approves the Council's budget and each County College is assessed a fee based on enrollment. The annual assessed fee for Essex County College is \$67,711.00

**FISCAL NOTES:** This action is funded by college operating funds, account # 10-1701-7460.

<u>Description</u>	<u>\$Amount</u>
Council Assessment	\$66,845.00
Joint Purchasing Consortium Assessment (JPC)	\$ 866.00

**RESOLUTION:** The Board of Trustees of Essex County College approves the payment of **\$67,711.00** to the **Non-SBE/MBE/WBE, New Jersey Council of County Colleges (NJCCC)**, 330 West State Street, Trenton, New Jersey 08618 for Essex County College's FY 2022 assessment.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Instructional Services <b>Small Business Enterprise (SBE)</b>
Contact:	Dr. Elvira Vieira / Dean of Continuing Education & Workforce Development
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.10/8-2021
Resolution Authorizing the Award of Two (2) Vendors for Instructional Services for the Summer Youth Program	

**WHEREAS**, Essex County College needs to approve instructional services in the total amount of **\$25,450.00** to the below-listed vendors for the Summer Youth Program from July 6, 2021, through August 20, 2021. The consultant will be providing both in-person and virtual learning experiences with all the successful programs the college has had in the previous summers at a reduced cost. Black Rocket Productions, in-person, will provide the equipment, materials, and software access required. Virtually, they will provide the online platform via a company secured network; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), N.J.S.A.18A:64A-25.5.a(15), and N.J.S.A.18A:64A-25.5.a(16) Entertainment, including without limitation theatrical presentations, band and other concerts, movies, and other audiovisual productions; 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**, 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 an instructional service with **SBE, Black Rocket Productions**, and **SBE, STEAM To-Go**, in the total amount of **\$25,450.00** for the Summer Youth Program. The projected cost is based upon anticipated maximum enrollment and will be adjusted upon the final enrollment count, three days before the start of each summer session:

<u>Vendor</u>	<u>Period Time</u>	<u>\$Amount</u>
Black Rocket Productions	7/6/21 - 8/19/21	\$17,450.00
STEAM To-Go	7/12/21 - 8/20/21	\$ 8,000.00

2. The consulting services are awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), N.J.S.A.18A:64A-25.5.a(15), and N.J.S.A.18A:64A-25.5.a(16);
3. The Determination of Value is placed on file with this resolution
4. The specific line item against which these services are to be charged are as follows:  
10-5104-7180 Operating Expense – There is no financial impact to the institution  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – Janitorial Industrial Supplies
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.11/8-2021
Resolution Authorizing the Award of a Bid for Janitorial Industrial Supplies	

**Recommendation:** It is recommended that the Board of Trustees approve the award of a bid to the below-listed vendors in the total amount of **\$41,353.45** for Janitorial Industrial Supplies from the date of award through June 30, 2022.

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

Bid # 8115 was advertised in The Star-Ledger on May 25, 2021. There were fourteen (14) bids solicited. Three (3) responses were received, opened, and publicly read on June 8, 2021.

**Nature of Bid:** Essex County College – Janitorial Industrial Supplies

**Bid Item #1-23:** The recommendation is for the lowest responsive and responsible bidder.

<u>Vendor</u>	<u>\$Amount</u>
Imperial Bag & Paper Co., LLC (Non-SBE/MBE/WBE)	\$19,568.85
United Sales USA Corporation (SBE)	\$21,784.60

**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>Type of Funds</u>	<u>Account #</u>	<u>\$Amount</u>
Facilities	Operational	10-7201-7501C	\$41,353.45

**Resolution:** The Board of Trustees of Essex County College approves the award of a bid in the total amount of **\$41,353.45** to the above-listed vendors for Janitorial Industrial Supplies from the date of award through June 30, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Ronald Goldfarb <b>Small Business Enterprise (SBE)</b>
Contact:	John Runfeldt / Executive Director Institutional Effectiveness, Planning, and Assessment
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.12/8-2021
Resolution Authorizing the Award of Consulting Service for Fiscal Year 2022	

**WHEREAS**, Essex County College needs to approve a consulting service in the amount not to exceed **\$17,000.00** to **Ronald C. Goldfarb**, 75 Cherry Circle, Prospect, Connecticut 06712, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) from July 1, 2021 to June 30, 2022, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), 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**, 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 consulting service with **SBE, Ronald C. Goldfarb** in the amount not to exceed **\$17,000.00** for the Middle States Self-Study Editorial Consultant;
2. The consulting service is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5.a(15);
3. The Determination of Value is placed on file with this resolution
4. The specific line item against which this consulting service is to be charged is as follows:  
10-0217-7180 Operating Expense  
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – Clarity Water Technology, LLC. <b>Non-SBE/MBE/WBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	August 24, 2021
Agenda Item No.:	3-1.13/8-2021
	Resolution Authorizing the Award of a Two (2) Year Bid for Cooling Tower Seasonal Startup, Shutdown, and General Repair Services

**Recommendation:** It is recommended that the Board of Trustees approve the award of a two-year bid to **Non-SBE/MBE/WBE, Clarity Water Technology, LLC.** in the total amount of **\$31,130.00** for Cooling Tower Seasonal Startup, Shutdown, and General Repair Services from the date of award through June 30, 2023.

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

Bid # 8120 was advertised in The Star-Ledger on August 3, 2021. There were six (6) bids solicited. One (1) response was received, opened, and publicly read on August 18, 2021.

**Nature of Bid:** Essex County College – Cooling Tower Seasonal Startup, Shutdown, and General Repair Services

**Bid Item #1-6:** **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>Department</u>	<u>Fiscal Year</u>	<u>Account #</u>	<u>\$Amount</u>
Facilities	2021-2022	10-7351-7620N	\$15,565.00
Facilities	2022-2023	10-7351-7620N	\$15,565.00

**Resolution:** The Board of Trustees of Essex County College approves the award of a two-year bid to **Non-SBE/MBE/WBE, Clarity Water Technology, LLC.** in the total amount of **\$31,130.00** for Cooling Tower Seasonal Startup, Shutdown, and General Repair Services from the date of award through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$37,500.00 – Dining Partnership Group (DPG) <b>(Non-SBE/MBE/WBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.1/9-2021
Resolution Authorizing the Award of a Five-Year Contract for Dining Services	

**Recommendation:** It is recommended that the Board of Trustees approve a five-year contract to **Non-SBE/MBE/WBE, Dining Partnership Group (DPG)**, 685 Bloomfield Avenue, Verona, New Jersey, 07044 for Dining Services. The initial period of a 60-month is subject to satisfactory performance by DPG and the availability and appropriation annually of sufficient funds to meet the extended obligations, under N.J.S.A. 18A:64A-25.28, from the date of award through June 30, 2026.

RFP #FY21RFP-03 was advertised in The Star-Ledger on May 11, 2021. There were seven (7) bids solicited. A Pre-Proposal conference was held on May 25, 2021. One (1) response was received, opened, and publicly read on June 3, 2021. The proposal was rejected because it was not in the best interest of the College.

RFP #FY21RFP-03A was advertised on June 22, 2021, for the second time. There were twelve (12) bids solicited. A Pre-Proposal conference was held on July 14, 2021. One (1) response was received, opened, and publicly read on July 27, 2021. The proposal was rejected because it was not in the best interest of the College.

Mr. Mohamed Seddiki, Executive Dean/CIO of Administrative & Learning Technology, Ms. Fatima Matos, Coordinator of Information Technology, and Mr. Gerald Frungillo, owner of DPG, then entered into negotiations. Therefore, as per Dean Seddiki's request, Ms. Christine Soto, General Counsel, reviewed and approved the terms and conditions.

**Nature of Proposal:** Dining Services

	Annual Guaranteed
<u>Fiscal Year</u>	<u>Minimum Paid to the College</u>
2021-2022	\$30,000.00
2022-2023	\$30,000.00
2023-2024	\$30,000.00
2024-2025	\$35,000.00
2025-2026	\$35,000.00

**Resolution:** The Board of Trustees of Essex County College approves a five-year contract to **Non-SBE/MBE/WBE, Dining Partnership Group (DPG)**, for Dining Services. Essex County College and DPG agreed to perform their respective responsibilities and obligations to full accord with the terms of the Services Agreement attached.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$37,500.00 – G.M.H. Associates of America, Inc. <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.2/9-2021
	Resolution Authorizing the Award of a Two (2) Year Bid for Maintenance Agreement for Emergency Generators

**Recommendation:** It is recommended that the Board of Trustees approve the award of a two (2) year bid in the total amount of **\$49,168.60** to **G.M.H. Associates of America, Inc.**, 5 Chelton Way, Trenton, New Jersey 08638, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Maintenance Agreement for Emergency Generators from the date of award through June 30, 2023.

Bid # 8116 was advertised in The Star-Ledger on July 26, 2021. A Pre-Bid conference was held on August 5, 2021. There were eight (8) bids solicited. One (1) response was received, opened, and publicly read on August 25, 2021.

**Nature of Bid:** Essex County College – Maintenance Agreement for Emergency Generators.

**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>Fiscal Year</u>	<u>\$Amount</u>	<u>Allowances</u>	<u>\$Total Amount</u>	<u>Account #</u>
FY 2021-2022	\$17,684.00	\$ 6,000.00	\$23,684.00	10-7251-7620I
FY 2022-2023	<u>\$19,484.60</u>	<u>\$ 6,000.00</u>	<u>\$25,484.60</u>	10-7251-7620I
	\$37,168.60	\$12,000.00	\$49,168.60	

**Resolution:** The Board of Trustees of Essex County College approves the award of a two (2) year bid in the total amount of **\$49,168.60** to **SBE, G.M.H. Associates of America, Inc.** for Maintenance Agreement for Emergency Generators from the date of award through June 30, 2023.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – SHI International Corporation <b>Minority Woman Business Enterprise (MWBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 21, 2021 <b>COVID-19</b>
Agenda Item No.:	3-1.3/9-2021
Resolution Authorizing the Award of a Purchase of License for Microsoft 365 Software	

**WHEREAS**, Essex County College needs to approve a purchase of a license of **\$28,323.56** to **SHI International Corporation**, 290 Davidson Avenue, Somerset, New Jersey 08873, vendor approved by the State of New Jersey under Minority Woman Business Enterprise (**MWBE**) for Microsoft 365 software that includes Cloud-based MS Office and Email services for all the computers throughout the College, 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 N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), N.J.S.A.18A:64A-25.5.9.(a), and N.J.S.A.18A:64A-25.11a, County College authorized to participate in the cooperative pricing system. State of New Jersey Edge, contract# 269EMCPS-19-001; 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 is hereby authorized and directed to approve a purchase with **MWBE, SHI International Corporation** of **\$28,323.56** for Microsoft 365 software license;
2. This purchase is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), N.J.S.A.18A:64A-25.5.9.(a), and N.J.S.A.18A:64A-25.11a;
3. SHI International Corp. is the authorized vendor for the State of New Jersey Edge, contract# 269EMCPS-19-001;
4. The Determination of Value is placed on file with this resolution;
5. The specific line item against which this purchase is to be charged is as follows:  
29010-1723-7511 CRRSAA Funds – Cares Act II, COVID-19  
FY 2021/2022

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – Dell Corporation <b>(Non-SBE/MBE/WBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.4/9-2021
Resolution Authorizing the Award of a Renewal for Maintenance Agreement	

**WHEREAS,** Essex County College has a need to renew the maintenance agreement of **\$4,479.46** to **Non-SBE/MBE/WBE Dell Computers**, 1 Dell Way, Round Rock, Texas 78682 for PowerEdge R620 and R720 upgrade for the period of September 17, 2021 through October 1, 2022; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), and N.J.S.A.18A:64A-25.9.(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State of New Jersey Contract, M0483/19TELE00656;

**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 is hereby authorized and directed to approve renewal maintenance to **Non-SBE/MBE/WBE Dell Computers**, of **\$4,479.46** for PowerEdge R620 and R720 from September 17, 2021, through October 1, 2022;
2. This maintenance renewal is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), and N.J.S.A.18A:64A-25.9.(a);
3. Dell Corporation is the authorized vendor for the State of New Jersey M0483/19TELE00656;
4. Specific line item against which this maintenance renewal is to be charged is as follows:  
10-6105-7511 Operating Expense  
FY 2021/2022

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchase over \$37,500.00 – Ricoh USA, Inc. <b>Non-SBE/MBE/WBE</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.5/9-2021
Resolution Authorizing the Award of a Purchase of a Ricoh Pro 8110s for the Print Shop Department	

**WHEREAS**, Essex County College needs to approve a purchase of **\$11,427.00** to **Non-SBE/MBE/WBE, Ricoh USA, Inc.**, PO Box 41564, Philadelphia, Pennsylvania 19101 for a buyout of the lease for the copier machine Pro 8110s. This machine will serve as a backup of the two new copiers acquired for the Print Shop Department, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.2, and N.J.S.A.18A:64A-25.5.9.(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services, or equipment entered into on behalf of the State of New Jersey Contract G-2075 #A-40467; 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 “Fair and Open” pursuant to the provisions of N.J.S.A. 19:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

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

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

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

1. The Essex County College is hereby authorized and directed to approve a purchase with **Non-SBE/MBE/WBE, Ricoh USA, Inc.** for a copier Pro 8110s for the Print Shop Department of **\$11,427.00**
2. This purchase is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.2, and N.J.S.A.18A:64A-25.9(a);
3. Ricoh USA, Inc. is the authorized vendor for the State of New Jersey Contract G-2075 #A-40467.
4. The Determination of Value memo is placed on file with this resolution;
5. The specific line item against which this purchase is to be charged is as follows:  
90-1765-7501 Capital Expense  
FY 2021/2022

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Service – Fernandez Garcia, LLC. <b>Minority Small Business Enterprise (MSBE)</b>
Contact:	Christine Ann Soto, Esq./General Counsel
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.6/9-2021
Resolution Authorizing the Payment for Legal Services	

**WHEREAS**, Essex County College required outside legal services. **Fernandez Garcia, LLC.**, vendor approved by the State of New Jersey under Minority Small Business Enterprise (**MSBE**) rendered services for July 31, 2021; and

**WHEREAS**, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020. There were sixteen (16) respondents which they were received, opened, and publicly announced on February 12, 2020; 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 Fernandez Garcia, LLC. was among at a rate of \$150.00 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 is as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a payment to **MSBE, Fernandez Garcia, LLC.** for legal services rendered in the amount of **\$9,840.00** for the following invoice:
  - **#632** for **\$9,840.00**, July 31, 2021 (General Billing);
2. The specific line item against which this payment is to be charged is as follows:
  - 10-1701-7827 Operating Expense
  - FY 2021/2022

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Service – Lum, Drasco & Positan LLC. <b>Small Business Enterprise (SBE)</b>
Contact:	Christine Ann Soto, Esq./General Counsel
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.7/9-2021
Resolution Authorizing the Payment for Legal Services	

**WHEREAS**, Essex County College required outside legal services. **Lum, Drasco & Positan, LLC.**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for July 31, 2021; and

**WHEREAS**, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020. There were sixteen (16) respondents which they were received, opened, and publicly announced on February 12, 2020; 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 Lum, Drasco & Positan, 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 Chief Finance Officer (CFO) of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

3. The Essex County College Board of Trustees is hereby authorized and directed to approve a payment to **SBE, Lum, Drasco & Positan, LLC.** for legal services rendered in the amount of **\$10,865.09** for the following invoice:
  - **#76641** for **\$10,865.09**, July 31, 2021 (F.R. Beinke Wrecking, Inc. vs. Essex County College);
4. The specific line item against which this payment is to be charged is as follows:
  - 10-1701-7827 Operating Expense
  - FY 2021/2022

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$37,500.00 – Mediat, LLC. <b>(Non-SBE/MBE/WBE)</b>
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.8/9-2021 <b>COVID-19</b>
Resolution Authorizing the Award of an Emergency Contract for Mediat Software License and Immunization Compliance Solution	

**WHEREAS**, Essex County College needs to approve an emergency contract in the total amount not to exceed **\$57,500.00** to **Non-SBE/MBE/WBE, Mediat, LLC.**, 303 Perimeter Center North, Atlanta, Georgia 30346 for Mediat Software license and Immunization Compliance Solution, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.2, and N.J.S.A.18A:64A-25.6 Emergency purchases and contracts. Any purchase, contract, or agreement may be made, negotiated, or awarded by a county college without public advertising for bids and bidding therefor, notwithstanding that the cost or contract price will exceed \$37,500.00, when an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of the materials or supplies or the performance of the work; and

**WHEREAS**, The College has established COVID-19 protocols to ensure the safety of staff and students while on campus. Therefore, the College has instituted a vaccination requirement to keep students and faculty/staff safe and requires that all students and faculty/staff be vaccinated for COVID-19 unless an approved exemption is provided by the College. The approximate enrollment for the Fall 2021 semester is 4,300 students and the College anticipates approximately 1,000 new enrollees over the Fall 2021 semester, and approximately 500 employees throughout the College.

**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**, The vendor has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the county of Essex the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract. Therefore, The Business Disclosure Entity Certification, and the Determination of Value are placed on file with this resolution; 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:

- The Essex County College Board of Trustees is hereby authorized and directed to approve an emergency contract with **Non-SBE/MBE/WBE, Mediat, LLC.**, in the total amount not to exceed **\$57,500.00** which consist of \$12,500.00 for start-up costs and \$45,000.00 for verification and new student immunization. Mediat Compliance services cost description is as follows:

**The start-up cost for the Initial Year**

- Software Subscription Fee \$5,500.00
- State Immunization Registry Interface \$4,500.00
- On-Time Cost for Mediat Integrations, MCS Set-up & Training \$2,500

**COVID Vaccination Verification and New Student Immunization**

- 4,300 Undergraduate Non-New Enrollee at \$5.00 per Enrollee \$21,500.00
- 1,000 Undergraduate New Enrollee at \$21.00 per Enrollee \$21,000.00
- 500 Faculty/Staff at \$5.00 per Employee \$2,500.00

- The emergency contract is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.2, and 18A:64A-25.6(a);

- The specific line item against which this purchase is to be charged is as follows:  
29010-1701-7511 CRRSAA Funds – Cares Act II, COVID-19      FY 2021/2022

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Consulting Services - TPR Education LLC. dba: The Princeton Review <b>(Non-SBE/MBE/WBE)</b>
Contact:	Dr. Elvira Vieira / Dean of Continuing Education & Workforce Development
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.9/9-2021
Resolution Authorizing the Award of a Contract for Consulting Services	

**WHEREAS**, Essex County College needs to approve consulting services of **\$12,480.00** to **Non-SBE/MBE/WBE, TPR Education LLC., dba: The Princeton Review**, 110 East 42<sup>nd</sup> Street, New York, NY 10017 for SAT Fundamentals “Live Online” Course from October 1, 2021, through December 4, 2021, funds under College Readiness Now (CRN) of the Victoria Foundation Grant, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), N.J.S.A.18A:64A-25.5.a(15) Professional Consulting Services; and

**WHEREAS**, Essex County College has a long-standing commitment to support and collaborate with the Newark Public Schools and other Essex County public school systems to provide a robust Pre-College Program (PCR). PCR provides a myriad of educational offerings that include Dual Enrollment, CTE, College Readiness Now Summer Program, tutoring and SAT prep courses to high school students throughout Essex County; 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**, The Chief Finance Officer (CFO) of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College is hereby authorized and directed to approve a consulting service with **Non-SBE/MBE/WBE, TPR Education LLC., dba: The Princeton Review** of **\$12,480.00** for SAT Fundamentals “Live Online” Course from October 1, 2021, through December 21, 2021;
2. “Live Online” course includes up to 15 hours of online instruction, up to 4 online practice tests with detailed score reports, student materials kits that include SAT Manual and Official SAT Study Guide, and 365 days of student access to OnlineStudent Portal that includes SAT self-paced supplement and college planning resources for up to 25 students;
3. The consulting services are awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and N.J.S.A.18A:64A-25.5.a(15);
4. The Determination of Value is placed on file with this resolution;
5. The specific line item against which these services are to be charged are as follows:  
29128-9128-7180 Grant funded by College Readiness Now (CRN) of the Victoria Foundation  
FY 2021/2022

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$37,500.00 – JMR Electrical Contracting, LLC. <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.10/9-2021
	Resolution Authorizing the Award of Additional Service Repairs in the Physical Education Building

**WHEREAS**, Essex County College needs to approve a service repair of **\$36,710.00 JMR Electrical Contracting, LLC**, 605 Briarcliff Avenue, Maywood, New Jersey 07607, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**), for additional installation of LED Hi Bay Lights and miscellaneous add-on in the Physical Education Building, Newark Campus. The additional repairs are under the Capital Project funded by the County of Essex, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), and N.J.S.A.18A:64A-25.5.a(9), Equipment repair service if in the nature of an extraordinary unspecifiable service and necessary parts furnished in connection with such services; and

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

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

**WHEREAS**, The vendor has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the county of Essex the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract. Therefore, The Business Disclosure Entity Certification, and the Determination of Value are placed on file with this resolution; 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 service repair with **SBE, JMR Electrical Contracting, LLC**. of **\$36,710.00** for additional installation of LED Hi Bay Lights and miscellaneous add-on at the Physical Education Building;
2. The service repair is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(2), and 18A:64A-25.5.a (9);
3. The specific line item against which this service repair is to be charged is as follows:  
90-8104-7967 Capital Project Funded by the Essex County  
FY 2021/2022

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$37,500.00 – Maplecrest Lincoln – Mercury, Inc. <b>Small Business Enterprise (SBE)</b>
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 21, 2021
Agenda Item No.:	3-1.11/9-2021
Resolution Authorizing the Award of a Purchase for President's Vehicle	

**WHEREAS**, Essex County College needs to approve a purchase of **\$53,603.76** to **Maplecrest Lincoln – Mercury, Inc.**, 2800 Springfield Avenue, Union, New Jersey 07083, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) to replace the President's vehicle because of Hurricane Ida, 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-25.3, N.J.S.A.18A:64A-25.5.a.(2), and N.J.S.A.18A:64A-25.9.(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State of New Jersey Contract #88728; 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 is hereby authorized and directed to approve a purchase with **SBE**, **Maplecrest Lincoln – Mercury, Inc.** of **\$53,603.76** for replacing the President's vehicle because of Hurricane Ida;
2. This purchase is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a.(2), and N.J.S.A.18A:64A-25.5.9.(a);
3. Maplecrest Lincoln – Mercury, Inc. is the authorized vendor for the State of New Jersey contract #88728;
4. The Determination of Value is placed on file with this resolution;
5. The specific line item against which this purchase is to be charged is as follows:  
901809-3113-7917A Funded by Chapter XII, Ordinance # 0-2018-00009  
FY 2021/2022

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





## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Contract Ratification, Essex County College Administrative Association
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	June 28, 2021
Agenda Item No.:	4-1/6-2021S

**RECOMMENDATION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Administrative Association for the period FY 2019 through FY 2024.

**BACKGROUND AND RATIONALE:** The Essex County College Administrative Association is the recognized negotiating agent for the labor unit comprised of Administrative Association members. Essex County College and the Essex County College Administrative Association have engaged in negotiations for an agreement for the period commencing retroactively from FY 2019 through FY 2024. The Essex County College Administrative Association members ratified the attached Memorandum of Agreement (MOA) on June 22, 2021.

**FISCAL NOTES:** The negotiated settlements for the contract and the six years are included in the College's annual operating budgets.

**RESOLUTION:** The Board of Trustees ratifies the Collective Bargaining Agreement between Essex County College and the Essex County College Administrative Association for the period FY 2019 through FY 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE June 28, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Contract Ratification, Essex County College Professional Association
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	June 28, 2021
Agenda Item No.:	4-2/6-2021S

**RECOMMENDATION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Professional Association for the period FY 2019 through FY 2024.

**BACKGROUND AND RATIONALE:** The Essex County College Professional Association is the recognized negotiating agent for the labor unit comprised of Professional Association members. Essex County College and the Essex County College Professional Association have engaged in negotiations for an agreement for the period commencing retroactively from FY 2019 through FY 2024. The Essex County College Professional Association members ratified the attached Memorandum of Agreement (MOA) on June 22, 2021.

**FISCAL NOTES:** The negotiated settlements for the contract and the six years are included in the College's annual operating budgets.

**RESOLUTION:** The Board of Trustees ratifies the Collective Bargaining Agreement between Essex County College and the Essex County College Professional Association for the period FY 2019 through FY 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE June 28, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Contract Ratification, Essex County College Support Staff Association
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	June 28, 2021
Agenda Item No.:	4-3/6-2021S

**RECOMMENDATION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Support Staff Association for the period FY 2019 through FY 2024.

**BACKGROUND AND RATIONALE:** The Essex County College Professional Association is the recognized negotiating agent for the labor unit comprised of Support Staff Association members. Essex County College and the Essex County College Support Staff Association have engaged in negotiations for an agreement for the period commencing retroactively from FY 2019 through FY 2024. The Essex County College Support Staff Association members ratified the attached Memorandum of Agreement (MOA) on June 22, 2021.

**FISCAL NOTES:** The negotiated settlements for the contract and the six years are included in the College's annual operating budgets.

**RESOLUTION:** The Board of Trustees ratifies the Collective Bargaining Agreement between Essex County College and the Essex County College Support Staff Association for the period FY 2019 through FY 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE June 28, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Contract Ratification, Essex County College Security Association
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	June 28, 2021
Agenda Item No.:	4-4/6-2021S

**RECOMMENDATION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Security Association for the period FY 2019 through FY 2024.

**BACKGROUND AND RATIONALE:** The Essex County College Security Association is the recognized negotiating agent for the labor unit comprised of Security Association members. Essex County College and the Essex County College Security Association have engaged in negotiations for an agreement for the period commencing retroactively from FY 2019 through FY 2024. The Essex County College Security Association members ratified the attached Memorandum of Agreement (MOA) on June 22, 2021.

**FISCAL NOTES:** The negotiated settlements for the contract and the six years are included in the College's annual operating budgets.

**RESOLUTION:** The Board of Trustees ratifies the Collective Bargaining Agreement between Essex County College and the Essex County College Security Association for the period FY 2019 through FY 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE June 28, 2021	



4-1/8-2021

WITHDRAWN AFTER APPROVED BY THE EXECUTIVE COMMITTEE

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Ruben Petrela
Contact:	Dr. Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	August 24, 2021
Agenda Item No.:	4-2/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Ruben Petrela, to the academic rank of Assistant Professor, in the academic discipline of Architecture, for the Mathematics, Engineering Technologies and Computer Sciences Division, for the period September 1, 2021 through August 31, 2022. The recommended annual salary for the position is \$60,280.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of four (4) applications were reviewed and three (3) applicants were selected to be interviewed. Ruben Petrela is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS**  
**(MASTER'S DEGREE, PLUS 15 POST GRADUATE CREDITS REQUIRED):**

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Science	2020	New Jersey Institute of Technology Newark, NJ	Architecture (Infrastructure Planning concentration)
• Master of Architecture	2014	New Jersey Institute of Technology Newark, NJ	Architecture
• Bachelor of Architecture	2010	City College of New York New York, NY	Architecture

**FISCAL NOTES:** The recommended salary of \$60,280 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Ruben Petrela, at the annual salary of \$60,280, to the academic rank of Assistant Professor, in the academic discipline of Architecture, for the Mathematics, Engineering Technologies and Computer Sciences Division, for the period September 1, 2021 through August 31, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Bridget Turner
Contact:	Dr. Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	August 24, 2021
Agenda Item No.:	4-3/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Bridget Turner, to the academic rank of Assistant Professor, in the academic discipline of Early Childhood Education, for the Social Sciences, Humanities and Bilingual Studies Division, for the period September 1, 2021 through August 31, 2022. The recommended annual salary for the position is \$60,280.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 12 applications were reviewed and three (3) applicants were selected to be interviewed. Bridget Turner is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS  
(MASTER'S DEGREE, PLUS 15 POST GRADUATE CREDITS REQUIRED):**

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Doctor of Philosophy	2018	Fielding University Santa Barbara, CA	Infant & Early Childhood Education
• Master of Arts	2000	New Jersey City University Jersey City, NJ	Early Childhood Education / Administration & Supervision
• Bachelor of Science	1989	Montclair State University Montclair, NJ	Health Education / Community Health

**FISCAL NOTES:** The recommended salary of \$60,280 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Bridget Turner, at the annual salary of \$60,280, to the academic rank of Assistant Professor, in the academic discipline of Early Childhood Education, for the Social Sciences, Humanities and Bilingual Studies Division, for the period September 1, 2021 through August 31, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Clare Kajura
Contact:	Dr. Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	August 24, 2021
Agenda Item No.:	4-4/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Clare Kajura, to the academic rank of Instructor, in the academic discipline of Psychology, for the Social Sciences, Humanities and Bilingual Studies Division, for the period September 1, 2021 through August 31, 2022. The recommended annual salary for the position is \$55,690.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 15 applications were reviewed and five (5) applicants were selected to be interviewed. Clare Kajura is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (MASTER'S DEGREE REQUIRED):**

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Science	2011	Mercy College Dobbs Ferry, NY	Counseling
• Bachelor of Education	2005	Makerere University Uganda	Education

**FISCAL NOTES:** The recommended salary of \$55,690 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Clare Kajura, at the annual salary of \$55,690, to the academic rank of Instructor, in the academic discipline of Psychology, for the Social Sciences, Humanities and Bilingual Studies Division, for the period September 1, 2021 through August 31, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	





## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Ardian Selimi
Contact:	Dr. Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	August 24, 2021
Agenda Item No.:	4-5/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Ardian Selimi, to the academic rank of Instructor, in the academic discipline of Computer Sciences, for the Mathematics, Engineering Technologies and Computer Sciences Division, for the period September 1, 2021 through August 31, 2022. The recommended annual salary for the position is \$55,690.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of five (5) applications were reviewed and four (4) applicants were selected to be interviewed. Ardian Selimi is the recommended candidate.

**DEGREE/CERTIFICATION QUALIFICATIONS (MASTER'S DEGREE REQUIRED):**

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Science	2013	City College of New York New York, NY	Computer Information Systems
• Bachelor of Arts	2004	Monroe College New York, NY	Computer Information Systems

**FISCAL NOTES:** The recommended salary of \$55,690 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Ardian Selimi, at the annual salary of \$55,690, to the academic rank of Instructor, in the academic discipline of Computer Sciences, for the Mathematics, Engineering Technologies and Computer Sciences Division, for the period September 1, 2021 through August 31, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Jennifer Chapman
Contact:	Dr. Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	August 24, 2021
Agenda Item No.:	4-6/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Jennifer Chapman, to the academic rank of Lecturer B (skills training), in the academic discipline of Nursing, for the Nursing and Health Sciences Division, for the period September 1, 2021 through August 31, 2022. The recommended annual salary for the position is \$63,970.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of three (3) applications were reviewed and two (2) applicants were selected to be interviewed. Jennifer Chapman is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Science	2018	Long Island University Brookville, NY	Psychology
• Bachelor of Nursing	2019	Jersey College School of Nursing Teterboro, NJ	Nursing
• Bachelor of Arts	2016	Bloomfield College Bloomfield, NJ	Psychology
• Associate in Applied Science	2017	Essex County College Newark, NJ	Nursing
• Associate in Arts	2012	Essex County College Newark, NJ	Liberal Arts

**FISCAL NOTES:** The recommended salary of \$63,970 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Jennifer Chapman, at the annual salary of \$63,970, to the academic rank of Lecturer B (skills training), in the academic discipline of Nursing, for the Nursing and Health Sciences Division, for the period September 1, 2021 through August 31, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Renee Ojo-Ohikware
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	September 21, 2021
Agenda Item No.:	4-1/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Renee Ojo-Ohikware, to the position of Director – Enrollment Services/Registrar, for the Enrollment Services Department, for the period September 20, 2021 through August 31, 2022. The recommended annual salary for the position is \$110,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 11 applications were reviewed and four (4) applicants were selected to be interviewed. Renee Ojo-Ohikware is the recommended candidate.

### DEGREE/CERTIFICATION QUALIFICATIONS (MASTER'S DEGREE REQUIRED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Business Administration	2013	William Paterson University Wayne, NJ	Business Administration
• Master of Arts	2010	Fairleigh Dickinson University Teaneck, NJ	Media and Professional Communication
• Bachelor of Arts	2008	William Paterson University Wayne, NJ	Communication

**FISCAL NOTES:** The recommended salary of \$110,000 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Renee Ojo-Ohikware, at the annual salary of \$110,000, to the position of Director – Enrollment Services/Registrar, for the Enrollment Services Department, for the period September 20, 2021 through August 31, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Wed Hernandez
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	September 21, 2021
Agenda Item No.:	4-2/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Wed Hernandez, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022. The recommended annual salary for the position is \$42,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 26 applications were reviewed and five (5) applicants were selected to be interviewed. Wed Hernandez is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Bachelor of Science	2020	Rutgers University Newark, NJ	Management Information Systems
• Associate in Science	2018	Essex County College Newark, NJ	Business Administration

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Wed Hernandez, at the annual salary of \$42,000, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE September 22, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Leroy John
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	September 21, 2021
Agenda Item No.:	4-3/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Leroy John, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022. The recommended annual salary for the position is \$45,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 26 applications were reviewed and five (5) applicants were selected to be interviewed. Leroy John is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Business Administration	2011	Kaplan University Fort Lauderdale, FL	Finance
• Bachelor of Business Administration	1993	Baruch College New York, NY	Accounting

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Leroy John, at the annual salary of \$45,000, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Christine La Para
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	September 21, 2021
Agenda Item No.:	4-4/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Christine La Para to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022. The recommended annual salary for the position is \$42,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 26 applications were reviewed and five (5) applicants were selected to be interviewed. Christine La Para is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Bachelor of Arts	2014	Rutgers University Newark, NJ	Social Work
• Associate in Science	2012	Essex County College Newark, NJ	Social Sciences

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Christine La Para, at the annual salary of \$42,000, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Baldelit Nunez
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	September 21, 2021
Agenda Item No.:	4-5/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Baldelit Nunez, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022. The recommended annual salary for the position is \$42,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 26 applications were reviewed and five (5) applicants were selected to be interviewed. Baldelit Nunez is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Associate in Science	2019	Essex County College Newark, NJ	General Science

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Baldelit Nunez, at the annual salary of \$42,000, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Shawn Yearwood
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	September 21, 2021
Agenda Item No.:	4-6/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Shawn Yearwood, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022. The recommended annual salary for the position is \$45,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 26 applications were reviewed and five (5) applicants were selected to be interviewed. Shawn Yearwood is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Master of Business Administration	2018	Berkley College Woodland Park, NJ	Business Management
• Bachelor of Science	2016	Berkley College Woodland Park, NJ	Business Administration
• Associate in Applied Science	2014	Essex County College Newark, NJ	Business Administration

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Shawn Yearwood at the annual salary of \$45,000, to the position of Student Advisor and Mentor, for the President's Office, for the period September 22, 2021 through June 30, 2022.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Kent McCray
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	September 21, 2021
Agenda Item No.:	4-7/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the appointment of Kent McCray, to the position of Security Officer, for the Public Safety Department, for the period beginning September 27, 2021. The recommended annual salary for the position is \$24,960.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. 10 applications were received and six (6) applicants were interviewed. Kent McCray is the recommended candidate.

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

**FISCAL NOTES:** The recommended salary of \$24,960 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Kent McCray, at the annual salary of \$24,960, to the position of Security Officer, for the Public Safety Department, for the period beginning September 27, 2021.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Promotion in Academic Rank
Contact:	Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	September 21, 2021
Agenda Item No.:	4-8/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve promotion in academic rank for the individual(s) listed, effective September 1, 2021, in accordance with the terms and conditions of the Faculty Association Collective Bargaining Agreement.

**BACKGROUND AND RATIONALE:** Promotion in academic rank is reserved for individual(s) who have established reputations in their fields and whose contributions to their profession and the College's mission are exemplary. The following members have met the requirements and are recommended for promotion in academic rank:

<u>From</u>	<u>To</u>	<u>Name</u>	<u>Discipline</u>	<u>Degree and Major</u>
Assistant Professor	Associate Professor	Teryn Cha	Computer Science	PhD – Computer Science MS – Computer Science BA – Education
Associate Professor	Professor	Raquel Pernia	Accounting	MS – Accounting MBA – Business Administration BS – Accounting
Assistant Professor	Associate Professor	Victor Stolberg	Counseling	EdM – General Education MA – Anthropology MA – Humanities Interdisciplinary MA – Applied Sociology MA – History MA – Liberal Studies MEd – Physical Education BA – Liberal Arts and Anthropology BEd – Physical Education

**FISCAL NOTES:** The recommended salaries are included in the College's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves promotion in academic rank for the individual(s) listed, effective September 1, 2021, in accordance with the terms and conditions of the Faculty Association Collective Bargaining Agreement.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Promotion, Jeanine Chambers
Contact:	Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	September 21, 2021
Agenda Item No.:	4-9/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the promotion of Jeanine Chambers, from the position of Technical Assistant in the Martin Luther King Jr. Library, to the position of Coordinator – Academic Technology Resources, for the Academic Affairs Area, for the period September 22, 2021 to June 30, 2022. The recommended annual salary for the position is \$45,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. Three (3) applications were received and one (1) applicant was interviewed. Jeanine Chambers is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Bachelor of Science	2001	New Jersey City University Jersey City, NJ	Computer Science

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the promotion of Jeanine Chambers, at the annual salary of \$45,000, from the position of Technical Assistant in the Martin Luther King Jr. Library, to the position of Coordinator – Academic Technology Resources, for the Academic Affairs Area, for the period September 22, 2021 to June 30, 2022.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Promotion, Constance Woodard
Contact:	Mohamed Seddiki, Executive Dean / Chief Information Officer (CIO) of Information Technology & Operations
Meeting Date:	September 21, 2021
Agenda Item No.:	4-10/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the promotion of Constance Woodard, from the position of Security Officer, to the position of Security Dispatcher, for the Public Safety Department, for the period beginning September 22, 2021. The recommended annual salary for the position is \$59,319.78.

**BACKGROUND AND RATIONALE:** Constance Woodard has been with the college since November 1989. She has had outstanding performance and is being recommended for promotion.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Bachelor of Arts	2016	Rutgers University Newark, NJ	English
• Associate in Arts	2010	Essex County College Newark, NJ	Liberal Arts
• Associate in Applied Science	2004	Essex County College Newark, NJ	Business Administration

**FISCAL NOTES:** The recommended salary of \$59,319.78 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the promotion of Constance Woodard, at the annual salary of \$59,319.78, from the position of Security Officer, to the position of Security Dispatcher, for the Public Safety Department, for the period beginning September 22, 2021.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Return to Faculty, Brooke Orosz
Contact:	Dr. Alvin Williams, Acting Dean of Faculty and Academics
Meeting Date:	September 21, 2021
Agenda Item No.:	4-11/9-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the return to faculty of Brooke Orosz, to the academic rank of Assistant Professor, in the discipline of Mathematics, for the Mathematics, Engineering Technologies and Computer Sciences Division, effective September 1, 2021. The recommended annual salary for the position is \$67,886.

**BACKGROUND AND RATIONALE:** Brooke Orosz is being returned to faculty, in the academic rank of Assistant Professor, in the discipline of Mathematics.

**DEGREE/CERTIFICATION QUALIFICATIONS  
(MASTER'S DEGREE, PLUS 15 POST GRADUATE CREDITS REQUIRED):**

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
• Doctor of Philosophy	2009	The Graduate Center at the City University of New York New York, NY	Mathematics
• Bachelor of Science	2002	Stony Brook University Stony Brook, NY	Mathematics

**FISCAL NOTES:** The recommended salary of \$67,886 is included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the return to faculty of Brooke Orosz, at the annual salary of \$67,886, to the academic rank of Assistant Professor, in the discipline of Mathematics, for the for the Mathematics, Engineering Technologies and Computer Sciences Division, effective September 1, 2021.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	September 21, 2021
Agenda Item No.:	4-12/9-2021

**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>
Maria Alvarado	Director Community and Extension Programs	Administrative	03/19/1988	08/31/2021
Linda Carter	Associate Professor, Criminal Justice Social Sciences, Humanities and Bilingual Studies	Faculty	09/01/1994	08/31/2021
Brenda Kirkland	Financial Aid Officer Financial Aid	Professional Level II	10/01/1982	08/26/2021
Maria Matos	Secretary Enrollment Services	Support Staff Grade 8	10/22/1990	12/31/2021
Ezra Lawrence	Maintenance Technician Facilities Management	Support Staff	07/26/1999	10/31/2021

**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 September 21, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	September 21, 2021
Agenda Item No.:	4-13/9-2021

**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</u> <u>Date</u>
Karin Roslund	Librarian, Instructor Martin Luther King Jr. Library	Faculty	07/06/2021	09/17/2021
Michele Bryson	Coordinator Humanities	Professional Level II	01/02/2014	09/17/2021
Elizabeth Vasquez-Ramirez	Program Coordinator Training, Inc	Professional Level II	04/01/2009	08/06/2021
Natasha Belfon	Administrative Assistant Child Development Center	Professional Level I	01/02/2002	06/18/2021
Lisa Fowles	Legal Assistant General Counsel	Professional Level I Confidential	04/20/2017	09/10/2021
Tanga Banks	Teacher Assistant Child Development Center	Support Staff Grade 4	07/02/2018	09/02/2021
Michael Shore	Police Officer Public Safety	Fraternal Order of Police	05/21/2014	07/22/2021
Matthew Mancheno	Security Officer Public Safety	Security	01/23/2019	08/23/2021
Emmanuel Molina	Security Officer Public Safety	Security	06/01/2021	07/03/2021
Chinnara Smith	Security Officer Public Safety	Security	05/24/2021	08/16/2021

**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 September 21, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Supplement
Contact:	Dorothy Dugue, Senior Compliance Associate/Title IX Coordinator
Meeting Date:	September 21, 2021
Agenda Item No.:	4-14/9-2021

**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>
Phyllis Walker	\$5,000	504 Coordinator, Compliance 07/01/2021 – 06/30/2022

**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 September 21, 2021	



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Essex County Division of Training. & Employment
Contact:	Dr. Elvy M. Vieira, Dean, Comm., Cont. Ed & Workforce Dev.
Meeting Date:	August 24, 2021
Agenda Item No.:	7-1.1/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College accept funding from the Essex County Division of Training and Employment to provide Basic Skills/HSE Prep to 25 Out of School clients in the amount of \$28,323.50 for the period beginning September 1, 2021 and ending June 30, 2022.

**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 twenty-six 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 the Essex County Division of Training and Employment to provide Basic Skills/HSE Prep to 25 Out of School clients in the amount of \$28,323.50 for the period beginning September 1, 2021 and ending June 30, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Johnson Controls Community College Partnership Program
Contact:	Dr. Elvy Vieira, Dean, Community, Continuing Education & Workforce Development
Meeting Date:	August 24, 2021
Agenda Item No.:	7-1.2/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College approve the Johnson Controls Community College Partnership Program Grant Award between Essex County College, hereinafter referred to as “Essex” and Johnson Controls, for the purpose of establishing a Johnson Controls Community College Partnership Program, hereinafter referred to as “JCCCPP”, in the amount of \$90,000 to be delivered by Essex to Essex County’s urban communities from July 1, 2021 to August 30, 2022.

**BACKGROUND AND RATIONALE:** Johnson Controls seeks to expand its philanthropic strategy by opening new pathways and opportunities in technology education to historically underrepresented groups in their local communities. Essex, through its Community, Continuing Education and Workforce Development (CCEWD) Area, proposes to address the digital technologies gap that impedes Essex County’s urban communities, particularly Newark residents, from competing in the IT industry workforce. JCCCPP will enable Essex to partner with CompTIA, the global leader in vendor-neutral IT certifications, to train and prepare Essex County residents to earn certifications that will launch and/or grow their careers in IT.

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

**RESOLUTION:** The Board of Trustees of Essex County College accepts the Johnson Controls Community College Partnership Program Grant Award between Essex County College and Johnson Controls for the purpose of establishing a Johnson Controls Community College Partnership Program in the amount of \$90,000 to be delivered by Essex to Essex County’s urban communities from July 1, 2021 to December 31, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Opportunity Meets Innovation Challenge Grant – Office of the Secretary of Higher Education
Contact:	Dr. Elvy Vieira, Dean, Community, Continuing Education & Workforce Development
Meeting Date:	August 24, 2021
Agenda Item No.:	7-1.3/8-2024

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College approve the Opportunity Meets Innovation Challenge grant award, hereinafter referred to as “OMIC”, between Essex County College, hereinafter referred to as “Essex”, and the State of New Jersey’s Office of the Secretary of Higher Education, hereinafter referred to as “OSHE”, for the purpose of establishing an On-ramps to College intervention program, M.A.P.S. (Mentorship, Alignment, Preparedness, Support), in the amount of \$1,000,000 to be delivered by Essex from July 1, 2021 to July 1, 2023.

**BACKGROUND AND RATIONALE:** OSHE availed funding through OMIC to enable institutions to implement best practices that will invest in students and increase college completion, particularly among populations most impacted by the COVID-19 pandemic. Essex’s intervention pilot, M.A.P.S., will streamline Essex County’s high school students’ transition to Essex through intentional interventions that address the On-ramps to College Working Group’s detailed challenges of qualified instructors and readiness to dual enrollment access and expansion.

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

**RESOLUTION:** The Board of Trustees of Essex County College accepts the Opportunity Meets Innovation Challenge grant award between Essex County College and the State of New Jersey’s Office of the Secretary of Higher Education for the purpose of establishing an On-ramps to College intervention program, M.A.P.S. (Mentorship, Alignment, Preparedness, Support), in the amount of \$1,000,000 to be delivered by Essex from July 1, 2021 to July 1, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Victoria Foundation
Contact:	Dr. Elvy M. Vieira, Dean, Comm., Cont. Ed & Workforce Dev.
Meeting Date:	August 24, 2021
Agenda Item No.:	7-1.4/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College accept funding for Training, Inc. from the Victoria Foundation in the amount of \$70,000 to support Training Inc. programs for the period beginning January 1, 2021 through December 31, 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-six 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 for Training, Inc. from the Victoria Foundation in the amount of \$70,000 to support Training Inc. programs for the period beginning January 1, 2021 through December 31, 2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Research Subaward Agreement: Rutgers, The State University of New Jersey
Contact:	Dr. Alvin Williams, Executive Dean – Academic Affairs
Meeting Date:	August 24, 2021
Agenda Item No.:	7-1.5/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College approve the Research Subaward Agreement with Rutgers, The State University of New Jersey in the amount of \$50,000 for the period of March 14, 2021 – March 13, 2024.

**BACKGROUND AND RATIONALE:** Essex Professor, Dr. Nidhal Marashi of the Biology and Chemistry Division applied to Rutgers, The State University of New Jersey Space Grant Consortium for funding of the “NASA Community College Aerospace Scholarship Program.” The grant provides funds for the recruitment of students meeting NCAS eligibility criteria, offers an NCAS on-line course and onsite hands-on competition.

**FISCAL NOTES:** There should be no fiscal impact to the College.

**RESOLUTION:** The Board of Trustees of Essex County College approves the Research Subaward Agreement with Rutgers, The State University of New Jersey in the amount of \$50,000 for the period of March 14, 2021 – March 13, 2024

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Acceptance of Equipment: Hotspots
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	August 24, 2021
Agenda Item No.:	7-2.1/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College accept a donation of equipment from *Kajeet, Inc.* so as to distribute 20 hotspot devices (with 12 months of service), to students as part of the College's Computer Loaner program.

**BACKGROUND AND RATIONALE:** The Essex County College Computer Loaner program was created during the COVID-19 pandemic as a resource for enrolled students who need computers to participate in remote learning. Available devices are distributed to students on a semester basis, and include an inventory of PC's, with a limited supply of iPads, and Chromebooks. This donation will expand the program to include hotspot devices, allowing the College more flexibility in meeting students' access needs.

**FISCAL NOTES:** There is no fiscal impact on the College.

**RESOLUTION:** The Board of Trustees of Essex County College accepts equipment from *Kajeet, Inc.* to provide students 20 hotspot devices through the College's Computer Loaner program.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Authorization to Expand the College's Social Media Platform
Contact:	Alfred Bundy, Director Institutional Advancement
Meeting Date:	August 24, 2021
Agenda Item No.:	7-3.1/8-2021

**RECOMMENDATION:** It is recommended that the Board of Trustees of Essex County College authorize the Department of Institutional Advancement to develop and create additional social media platforms on behalf of Essex County College.

**BACKGROUND AND RATIONALE:** Essex County College currently has its social media platform solely on Facebook. The State Community College Institutional Advancement Affinity Group and the College's Social Media Planning Committee both recommend, based on demographic usage of other media platforms, that Essex County College expand its media platform to two additional sites, limited to Instagram and Twitter.

**FISCAL NOTES:** There is no fiscal impact on the College.

**RESOLUTION:** The Board of Trustees of Essex County College authorizes the Department of Institutional Advancement to create and initiate new social media platforms for Essex County College. These additional platforms shall include and be limited to Instagram and Twitter.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE August 24, 2021	