



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

June 21, 2022 – 4:30 PM
A Virtual Meeting

*Please click the link below to join the webinar:
<https://essex-edu.zoom.us/j/96304016812>
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Public comments on actions to be approved may be e-mailed to agendacomment@essex.edu; general public comments may be e-mailed to publiccomment@essex.edu. Written comments must be received prior to noon on the meeting date in order to be read into the record of the meeting. Please include your name and contact information. Comments will be entertained at the meeting in the following order: 1) written comments submitted by email; 2) Summarized duplicative written comments submitted by email; 3) In-person oral comments; and 4) Remote Oral Comments. Public comments, whether written or oral, are limited to three (3) minutes.

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|------|--|-----------------|
| 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 |

3-1.1/6-2022	Authorize the Award of Ten (10) Maintenance Renewals for Hardware Technical Support Services Oracle America, Inc., Dallas, TX	\$206,463.37
	College Funded – Operating Expense	

3-1.2/6-2022	Authorize the Award of a Two-Year Contract for Maintenance Agreement Optimum Lightpath, Jericho, NY	\$158,400.00
	College Funded – Operating Expense	

3-1.3/6-2022	Authorize the Award of Renewal for Upgrade Software, and Services to Secure Payment and Permissions through CRM Recruit TouchNet Information Systems, Lenexa, KS	\$27,956.00
	CRRSAA (Cares Act) Grant and College Funded Operating Expense	

3-1.4/6-2022	Authorize the Award of Five (5) License Renewals for Virtual Apps and Desktops Citrix Systems, Inc., Ft. Lauderdale, FL	\$24,753.00
	College Funded – Operating Expense	

3-1.5/6-2022	<p>Authorize the Award of a Two-year Contract for Janitorial Industrial Supplies</p> <p>Imperial Bag & Paper (SBE) \$12,606.30</p> <p>United Sales USA (SBE) \$42,505.83</p> <p>College Funded – Operating Expense</p>	
3-1.6/6-2022	<p>Authorize the Award of a Three-Year Contract for Solid Waste Disposal & Recycling Services</p> <p>Direct Waste Services, Inc., Brooklyn, NY</p> <p>College Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$55,000.00 per year</p>
3-1.7/6-2022	<p>Authorize the Award of NJ State Contract for Preventative Maintenance Service, and Repairs for Elevators #1-11</p> <p>Champion Elevator Corporation, Clinton, NJ</p> <p>College Funded – Operating Expense</p>	\$38,940.00
3-1.8/6-2022	<p>Authorize the Award of a Blanket Order for Print Shop Paper Products</p> <p>Sharda Paper, Inc., Brooklyn, NY</p> <p>College Funded – Operating Expense</p>	\$78,500.00
3-1.9/6-2022	<p>Authorize the Award of a Three-Year Contract for Learning Management System (LMS) License</p> <p>Learning Technologies Group, Inc. dba: Moodlerooms, Indianapolis, IN</p> <p>College Funded – Operating Expense</p>	\$231,400.42
3-1.10/6-2022	<p>Authorize the Award of a Renewal for Millennium Maintenance Software and Hosting Subscription at the MLK Jr. Library</p> <p>Innovative Interfaces, Inc., Emeryville, CA</p> <p>College Funded – Operating Expense</p>	\$76,085.86
3-1.11/6-2022	<p>Authorize the Award of a Contract for Advertisement Services</p> <p>Intersection Media, LLC., New York, NY</p> <p>Mentoring, Alignment, Preparedness, Support (M.A.P.S.)</p> <p>Grant Funded – Operating Expense</p>	\$74,727.50
3-1.12/6-2022	<p>Authorize the Award of a Contract for Instructional Services for the Summer Youth Program</p> <p>Black Rocket Productions, Freehold, NJ</p> <p>College Funded – Operating Expense</p>	\$21,000.00
3-1.13/6-2022	<p>Authorize the Award of a Blanket Order for Child Development Center Food Services</p> <p>Dining Partnership Group (DPG), Verona, NJ</p> <p>Child Development Center Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$75,000.00</p>
3-1.14/6-2022	<p>Authorize the Award of Nine (9) Blanket Orders for Advertisement Services</p> <p>AAAD, Inc. Local Talk, Altice Media, Capstar dba: iHeart Media, Comcast Holding, Irving Street Rep., Positive Comm. Magazine, Screen Vision Media, TAP into Local, Rotary/Kiwanis</p> <p>College Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$201,000.00</p>

3-1.15/6-2022	<p>Authorize the Award of a Contract for Sign Location Plan on the ECC Campus</p> <p>Iris Communications, Roseland, NJ</p> <p>College Funded – Operating Expense</p>	\$28,950.00
3-1.16/6-2022	<p>Authorize the Award of a Contract for Advertisement Services</p> <p>Capstar dba: IHeart Media, New York, NY</p> <p>Community College Opportunity Grant (CCOG) and College Funded – Operating Expense</p>	\$30,000.00
3-1.17/6-2022	<p>Authorize the Award of a Two-Year Contract for Audit Services</p> <p>PKF O'Connor Davies, LLP, Woodcliff, NJ</p> <p>College Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$166,500.00</p>
3-1.18/6-2022	<p>Authorize the Award of Consulting Service for Fiscal Year 2023</p> <p>Ronald C. Goldfarb, Prospect, CT</p> <p>College Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$28,000.00</p>
3-1.19/6-2022	<p>Authorize the Award of Seven (7) Blanket Orders for the College</p> <p>Dell, CDW-G, Staples, Access NJ, Stuyvesant Partners, Tree House Allied Documents</p> <p>College Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$190,000.00</p>
3-1.20/6-2022	<p>Authorize the Award of a Contract for Travel Agency Services</p> <p>Gateway Travel, West Caldwell, NJ</p> <p>College Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$30,000.00</p>
3-1.21/6-2022	<p>Authorize the Award of a Contract for Athletic Travel and Charter Bus Services</p> <p>Coach USA, Paramus, NJ</p> <p>Panorama Tours, Wallington, NJ</p> <p>College Funded – Athletics, On-Campus Continuing Education, Institutional Expenses</p>	<p>Amount not to exceed</p> <p>\$50,000.00</p>
3-1.22/6-2022	<p>Authorize the Award for Legal Services</p> <p>O'Toole Scrivo, LLC., Cedar Grove, NJ</p> <p>College Funded – Operating Expense</p>	<p>Amount not to exceed</p> <p>\$60,000.00</p>
3-1.23/6-2022	<p>Authorize the Payment for Legal Services</p> <p>Fernandez Garcia, LLC., Morristown, NJ</p> <p>O'Toole Scrivo, LLC., Cedar Grove, NJ</p> <p>Schenck, Price, Smith & King, LLP., Florham Park, NJ</p> <p>College Funded – Operating Expense</p>	<p>\$8,715.00</p> <p>\$1,500.00</p> <p>\$362.25</p>
3-1.24/6-2022	<p>Authorize the Award of an Additional Payment for Auditing Services</p> <p>Clifton Larson Allen, LLP., Minneapolis, MN</p> <p>CRRSAA Grant Funded – Operating Expense</p>	\$10,395.00

3-1.25/6-2022	Authorize the Payment for Insurance Policy Renewal IMAC Insurance Agency LLC, Belleville, NJ College Funded – Operating Expense	\$880,214.00
3-1.26/6-2022	Authorize the Award of a Contract for Precast Components for Proposed Parking Structure at West Essex Campus Dobco, Inc., Wayne, NJ State of New Jersey Funded – Capital Expense	\$5,750,000.00
3-1.27/6-2022	Authorize the Award of a Contract for Parking Lot “D” Column Repair Services DGB Technologies, LLC., Wyckoff, NJ Chapter XII Funded – Capital Expense	\$186,786.00
3-1.28/6-2022	Authorize the Payment for Worker’s Compensation New Jersey Community College Insurance Pool, Skillman, NJ College Funded – Operating Expense	\$209,000.00
3-2.1/6-2022	Settlement Agreement and Release for Grievance – Sharron Green	
3-2.2/6-2022	Settlement and General Release – Richard Esposito	

VII. Personnel Committee ReportMrs. J. Grimes

Appointments

4-1/6-2022	Ahmed Ali Assistant Professor, Physics Effective September 1, 2022 Salary \$65,161
4-2/6-2022	Adam Bisaccia Assistant Professor, Paralegal Studies Effective September 1, 2022 Salary \$66,464
4-3/6-2022	Jhestarri DePasquale Assistant Professor, History Effective September 1, 2022 Salary \$65,161
4-4/6-2022	John Hammond Assistant Professor, Finance Effective September 1, 2022 Salary \$63,884

4-5/6-2022 Kevin Lawless
Assistant Professor, Physical Therapy
Effective September 1, 2022
Salary \$66,464

4-6/6-2022 John Olotewo
Assistant Professor, Business
Effective September 1, 2022
Salary \$65,161

4-7/6-2022 Mehdi Rahmani-Andebeli
Assistant Professor, Electrical Engineering
Effective September 1, 2022
Salary \$66,464

4-8/6-2022 Shiny Raju
Assistant Professor, Radiography
Effective September 1, 2022
Salary \$65,161

4-9/6-2022 George Effah
Instructor, Computer Sciences
Effective September 1, 2022
Salary \$63,884

4-10/6-2022 Joseph Nitti
Instructor, Mathematics
Effective September 1, 2022
Salary \$63,884

4-11/6-2022 Natalee White-Smith
Instructor, Nursing
Effective September 1, 2022
Salary \$65,161

4-12/6-2022 Kanji Ojelade
Lecturer C (Laboratory), Biology
Effective September 1, 2022
Salary \$59,019

4-13/6-2022 Kathleen Skelley
Program Coordinator – Special Projects, Training Inc.
Grant Funded
Effective July 5, 2022
Salary \$54,000

4-14/6-2022 Solange Amaya EOF Advisor, Educational Opportunity Fund (EOF)
Grant Funded
Effective July 5, 2022
Salary \$47,000

4-15/6-2022 Patricia Henriquez
Administrative Assistant, Finance
Effective July 1, 2022
Salary \$41,000

4-16/6-2022 Thomas Moylan
Technical Support Specialist, Online Education and Resources
Effective July 5, 2022
Salary \$42,000

4-17/6-2022 Shirley Rojas
Office Assistant, Enrollment Services
Effective July 5, 2022
Salary \$27,500

4-18/6-2022 Angela Akwaah
Technical Assistant, Student Development and Counseling
Effective July 5, 2022
Salary \$27,300.00

Merit Awards

4-19/6-2022 Sanghamitra Choudhury
Director, Training, Inc.
Effective September 1, 2022
\$6,000 added to base salary

Angela McKinney
Director, On-Campus Continuing Education
Effective September 1, 2022
\$6,000 added to base salary

4-20/6-2022 Renae Brown
Teacher Advisor, Adult Learning Center
Effective July 1, 2022
\$4,000 added to base salary

Laura Menture
Financial Aid Officer, Financial Aid
Effective July 1, 2022
\$4,000 added to base salary

Victoria Timpanaro
Manager, Media, Production and Technology (MPT)
Effective July 1, 2022
\$4,000 added to base salary

Retirements

4-21/6-2022 Matilda Abavana
Associate Professor, Accounting
Effective August 31, 2022

Bagher Bagheri
Instructor, Biology
Effective March 31, 2022

Carol Kushner
Instructor, Humanities
Effective April 29, 2022

Gerald Savage
Associate Professor, Business
Effective August 31, 2022

Resignations

4-22/6-2022 Amber Heath
Assistant Director of Student Athlete Academic Services and Athletic Training, Athletics
Effective June 25, 2022

Jefferson Calle
Computer Laboratory Coordinator, Information Technology
Effective May 6, 2022

Contract Ratification

4-23/6-2022 Fraternal Order of Police Lodge No. 99

Minimum Wage Increase

4-24/6-2022 Minimum Wage Increase to \$15.00 an Hour

Appointment

4-25/6-2022 Afshan Ajmiri Giner
Chief Compliance Officer and Special Counsel, Legal Affairs
Effective July 18, 2022
Salary \$123,000

VIII. Educational Programs Committee ReportDr. A. Lewis

7-1.1/6-2022 Acceptance of Funds: EOF Grant

7-1.2/6-2022 Acceptance of Funds: Strengthening Career & Technical Education for the 21st Century Act (Perkins V)

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

7-2.1/6-2022 Acceptance of Funds from the State of New Jersey Securing Our Children's Future Bond Act

- X. Policy and Governance Committee Report.....Ms. I. Cruz
 - 7-3.1/6-2022 Revision to Board Policy 1-1: Implementation of Open Public Meetings Act
 - 7-3.2/6-2022 Revision to Board Policy 2-6: Evaluation for Tenure
 - 7-3.3/6-2022 Revision to Board Policy 2-7: Tenure Plan
- XI. Community Relations Committee Report..... Ms. J. Wright
- XII. Alumni Association Report..... Mr. Nkuah Asare
- XIII. Student Government Association Report Ms. Yolanda Brown
- XIV. Faculty Association Report..... Prof. Michael Frank
- XV. President’s Report..... Dr. Augustine Boakye
President
- XVI. New Business TBD
- XVII. Public Comments TBD
- XVIII. Notice of Executive SessionMrs. J. Grimes
- XIX. AdjournmentChair M. Bolden

***Public meeting agenda subject to change**

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Oracle America, Inc. Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.1/6-2022
Resolution Authorizing the Award of Ten (10) Maintenance Renewals for Hardware Technical Support Services	

WHEREAS, Essex County College needs to renew the hardware technical support services in the total amount of **\$206,463.37** to **Non-SBE/MBE/WBE, Oracle America, Inc.**, P.O. Box 203448, Dallas, Texas 75320 from July 1, 2022, through June 30, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 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, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

- The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a maintenance renewal with **Oracle America, Inc.** in the total amount of **\$206,463.37** for the following. Subject to the availability of funds:

<u>Description</u>	<u>\$Amount</u>
Identity and Access Management (IAM)	\$77,605.33
SPARC T5-8 Server	\$52,894.64
Brocade 300 Switch	\$ 5,462.69
Oracle FS1-2 System	\$21,969.42
Storage Tek LTO Tape Drive	\$16,332.87
SPARC T5-2 Server	\$ 9,268.13
SPARC T4-2 Server	\$10,836.94
Sun ZFS Storage	\$11,600.98
StorageTek FC Cable	\$ 69.69
4Gb Dual Port HBA	\$ 422.68

- These renewals are awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(19);
- The specific line items against which these renewals are to be charged are as follows:
10-1723-7620 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Optimum Lightpath Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.2/6-2022
Resolution Authorizing the Award of a Two-Year Contract for Maintenance Agreement	

WHEREAS, Essex County College needs to approve a two-year contract in the total amount of **\$158,400.00** to **Non-SBE/MBE/WBE, Optimum Lightpath**, 200 Jericho Quadrangle, Jericho, New York, 11753 for Telecommunications Phone Solutions from July 1, 2022, through June 30, 2024, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.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, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

- The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a two-year contract with **Optimum Lightpath** in the total amount of **\$158,400.00** from July 1, 2022 to June 30, 2024 for the following. Subject to the availability of funds:

<u>Description</u>	<u>FY 22-23</u>	<u>FY 23-24</u>
Internet Voice Bundle	\$11,760.00	\$11,760.00
Internet 1 Gb	\$11,040.00	\$11,040.00
Internet 10GB	\$54,000.00	\$54,000.00
Universal Service Charge	<u>\$ 2,400.00</u>	<u>\$ 2,400.00</u>
Total	\$79,200.00	\$79,200.00

- The contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(19);
- The specific line item against which this contract is to be charged is as follows:
10-1723-7620 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: TouchNet Information Systems Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.3/6-2022 COVID-19
Resolution Authorizing the Award of Renewal for Upgrade Software, and Services to Secure Payment and Permissions through CRM Recruit	

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 bills online, and services to secure payment and permissions through CRM Recruit for students enrollment and recruitment activities through the Ellucian Mode, in the total amount of **\$27,956.00** from the date of award through June 30, 2023, 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 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, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

- The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award renewal maintenance and services to implement secure payment and permissions through CRM Recruit with **TouchNet Information Systems** in the total amount of **\$27,956.00** from the date of award through June 30, 2023. Subject to the availability of funds:

<u>Description</u>	<u>Type of Funds</u>	<u>Account #</u>	<u>Period Time</u>	<u>\$Amount</u>
Hosting Renewal	Operational	10-7201-7501	7/1/22-6/30/23	\$24,706.00
Services for CRM	COVID-19	29010-9010-7511	FY22	\$ 3,250.00

- The renewal and service are awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a (19);
- The specific line items against which these renewals maintenance and service are to be charged are as follows:
10-1723-7620 Operating Expense
29010-9010-7511 CRRSAA Grant Funds – Cares Act 2.0
FY 2021/2022
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Citrix Systems, Inc. Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.4/6-2022
Resolution Authorizing the Award of Five (5) License Renewals for Virtual Apps and Desktops	

WHEREAS, Essex County College needs to renew a license in the total amount of **\$24,753.00** to **Non-SBE/MBE/WBE Citrix Systems, Inc.**, 851 West Cypress Creek Road, Fort Lauderdale, Florida 33309 for Virtual Apps and Desktops Premium Edition from July 8, 2022, through July 7, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 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, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

- The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a license renewal with **Citrix Systems, Inc.** in the total amount of **\$24,753.00** for the period of July 8, 2022, through July 7, 2023, for the following. Subject to the availability of funds:

<u>Description</u>	<u>\$Amount</u>
SN# LA0002105782-83875	\$ 1,320.00
SN# LA0002105786-97815	\$ 4,914.00
SN# LA0002238071-52557	\$ 6,142.50
SN# LA0001638903-37968	\$11,056.50
SN# LA0001619366-52349	\$ 1,320.00

- These licenses are awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(19);
- The specific line items against which these licenses are to be charged are as follows:
10-1723-7511 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Janitorial Industrial Supplies Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.5/6-2022
Resolution Authorizing the Award of a Two-year Contract for Janitorial Industrial Supplies	

Recommendation: It is recommended that the Board of Trustees approves the award of a two-year contract to the below-listed vendors in the total amount of **\$55,112.13** for Janitorial Industrial Supplies for the fiscal year July 1, 2022, through June 30, 2024.

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 # 8138 was advertised in The Star-Ledger on May 10, 2022. There were Four (4) bids solicited. Three (3) responses were received, opened, and publicly read on May 24, 2022.

Nature of Bid: Essex County College – Janitorial Industrial Supplies

Bid Item #1-8: **The recommendation is for the lowest responsive and responsible bidder.**

<u>Vendor</u>	<u>FY22-23</u>	<u>FY23-24</u>
Imperial Bag & Paper (SBE)	\$ 6,032.45	\$6,573.85
United Sales USA (SBE)	\$42,505.83	\$0.00

United Sales USA provided prices for one fiscal year because of the inability to guarantee prices for the second-year bid.

Source of Funding: The Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Department</u>	<u>Account #</u>	<u>\$Total Amount (2-year)</u>
Custodial	10-7201-7501	\$55,112.13

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract in the total amount of **\$55,112.13** to the above-listed vendors for Janitorial Industrial Supplies for the fiscal year July 1, 2022, through June 30, 2024. Subject to the availability of funds.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Direct Waste Services, Inc. Minority Business Enterprise (MBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.6/6-2022
Resolution Authorizing the Award of a Three-Year Contract for Solid Waste Disposal & Recycling Services	

Recommendation: It is recommended that the Board of Trustees approve the award of a three-year contract to **Direct Waste Services, Inc.**, 378 Troutman Street, Brooklyn, New York 11237, vendor approved by the State of New Jersey under Minority Business Enterprise (**MBE**) in the amount not to exceed **\$55,000.00 per year** for Solid Waste Disposal & Recycling Services for the fiscal year July 1, 2022, through June 30, 2025.

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 # 8139 was advertised in The Star-Ledger on May 10, 2022. There were Three (3) bids solicited. One (1) response was received, opened, and publicly read on May 25, 2022.

Nature of Bid: Essex County College – Solid Waste Disposal & Recycling Services.

Bid Item #1-6: **The recommendation is for the lowest responsive and responsible bidder.**

Source of Funding: The Comptroller 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>
Custodial	Operating	10-7202-7636	\$55,000.00

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract to **Direct Waste Services, Inc.** in the amount not to exceed **\$55,000.00 per year** for Solid Waste Disposal & Recycling Services for the fiscal year July 1, 2022, through June 30, 2025. Subject to the availability of funds.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Champion Elevator Corporation Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.7/6-2022
Resolution Authorizing the Award of an NJ State Contract for Preventive Maintenance Service, and Repairs for Elevators #1-11	

WHEREAS, Essex County College needs to approve the award of an NJ State Contract from **Non-SBE/MBE/WBE, Champion Elevator Corporation**, 6 State Route 173, Clinton, New Jersey 08809 for Preventive Maintenance Service, and Repairs for Elevators #1-11 of **\$38,940.00** from July 1, 2022, through June 30, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(24), 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 T-2946; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award an NJ State Contract to **Champion Elevator Corporation** for Preventive Maintenance Service, and Repairs for Elevators #1-11 in the total amount of **\$38,940.00** from July 1, 2022, through June 30, 2023. Subject to the availability of funds:

<u>Description</u>	<u>Account #</u>	<u>FY 22-23</u>
PM Services	10-7251-7622	\$34,440.00
Allowances	10-7251-7622	\$ 4,500.00

2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(24) and N.J.S.A.18A:64A-25.9(a);
3. Champion Elevator Corp., is the authorized vendor for the State of New Jersey Contract T-2946;
4. The specific line items against which these purchases are to be charged are as follows:
10-7251-7622 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Sharda Paper, Inc. Minority Business Enterprise
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.8/6-2022
Resolution Authorizing the Award of a Blanket Order for Print Shop Paper Products	

WHEREAS, Essex County College needs to approve the award of a blanket order to **Sharda Paper, Inc.**, 378 Troutman Street, Brooklyn, New York 11237, vendor approved by the State of New Jersey under Minority Business Enterprise (**MBE**) of **\$78,500.00** for a blanket order for Print Shop Paper Products for the fiscal year July 1, 2022, through June 30, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(24) and N.J.S.A.18A:64A-25.10, Joint purchases by county colleges, municipalities or counties; authority. The board of trustees of two or more county colleges may provide jointly by agreement for the purchasing of work, materials, or supplies for their respective colleges, or one or more county colleges may provide for such purchase by joint agreement with the governing bodies of any municipality or of the county within whose boundaries any such college or colleges is or are wholly or partly located and may enter agreements with other institutions of higher education or with other nits of government pursuant to the "Local Public Contract Law," P.L.1971,c.198; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract to **Sharda Paper, Inc.**, for a blanket order for Print Shop Paper Products of **\$78,500.00** from July 1, 2022, through June 30, 2023. Subject to the availability of funds;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(24) and N.J.S.A.18A:64A-25.10;
3. Sharda Paper, Inc., is the authorized vendor for the New Jersey Council of County Colleges (NJCCC), Joint Purchasing Consortium (JPC), Bid#21/22B-133 (resolution attached);
4. The specific line item against which this contract is to be charged is as follows:
10-1765-7501 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Learning Technologies Group, Inc. dba: Moodlerooms Non-SBE/MBE/WBE
Contact:	Dr. Alvin Williams / Executive Dean of Academic Affair
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.9/6-2022
Resolution Authorizing the Award of a Three-Year Contract for Learning Management System (LMS) License	

WHEREAS, Essex County College needs to approve a three-year contract in the total amount of **\$231,400.42** to **Learning Technologies Group, Inc. dba: Moodlerooms**, 3815 Crossing Parkway, Suite 200, Indianapolis, Indiana 46240 for the Learning Management System (LMS) license agreement for the period of July 1, 2022 to June 30, 2025, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.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, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a three-year contract in the total amount of **\$231,400.42** for the Learning Management System license agreement to **Learning Technologies Group, Inc. dba: Moodlerooms** for the period of July 1, 2022, to June 30, 2025. Subject to the availability of funds:

<u>Description</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
Open LMS Platform	\$75,360.00	\$76,867.20	\$79,173.22

2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(19);
3. The specific line item against which this contract is to be charged is as follows:
10-0203-7511 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Innovative Interfaces, Inc. Non-SBE/MBE/WBE
Contact:	Dr. Elvira Vieira / Dean of Continuing Education & Workforce Development
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.10/6-2022
Resolution Authorizing the Award of a Renewal for Millennium Maintenance Software and Hosting Subscription at the MLK Jr. Library	

WHEREAS, Essex County College has a need to renew the annual maintenance for Millennium software and hosting subscription for the Martin Luther King Jr. Library in the total amount of **\$76,085.86** to **Non-SBE/MBE/WBE, Innovative Interfaces, Inc.**, 5850 Shellmound Way, Emeryville, California 94608 from July 1, 2022 through June 30, 2023; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 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, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a renewal to **Innovative Interfaces, Inc.**, in the total amount of **\$76,085.86** for millennium software and hosting subscription for the Martin Luther King Jr. Library from July 1, 2022, to June 30, 2023. Subject to the availability of funds:

<u>Description</u>	<u>\$Amount</u>
Software Renewal	\$71,899.12
Hosting Subscription	\$ 4,186.74

2. This 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 and N.J.S.A.18A:64A-25.5.a(19);
3. The specific line item against which this renewal is to be charged is as follows:
10-6000-7516 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Intersection Media, LLC. Non-SBE/MBE/WBE
Contact:	Dr. Elvira Vieira / Dean of Continuing Education & Workforce Development
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.11/6-2022
Resolution Authorizing the Award of a Contract for Advertisement Services	

WHEREAS, Essex County College needs to approve a contract for **\$74,727.50** to **Non-SBE/MBE/WBE, Intersection Media, LLC.**, 10 Hudson Yards, New York, New York 10001, for the management of ads in NJ Transit buses service in Essex County from July 11, 2022, to March 5, 2023. Funds awarded from the Office of the Secretary of Higher Education – Opportunity Meets Innovations Challenge (OMIC) named Mentoring, Alignment, Preparedness, Support (M.A.P.S.) The grant period spans from 2021 to June 30, 2023, for \$1,000,000.00 that the Board of Trustees accepted funds on August 24, 2021, resolution #7-1.3/8-2021, in which contracts for advertising are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract with **Intersection Media, LLC.** for **\$74,727.50** for outdoor advertising (Bus - New Jersey) from July 11, 2022, through March 5, 2023. Subject to the availability of funds;
2. The contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(20);
3. The specific line item against which this contract is to be charged is as follows:
29125-9125-7470 Funded by the Mentoring, Alignment, Preparedness, Support (M.A.P.S.) Grant FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Black Rocket Productions Small Business Enterprise (SBE)
Contact:	Dr. Elvira Vieira / Dean of Continuing Education & Workforce Development
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.12/6-2022
Resolution Authorizing the Award of a Contract for Instructional Services for the Summer Youth Program	

WHEREAS, Essex County College needs to approve a contract with **Black Rocket Productions**, PO Box 7494, Freehold, New Jersey 07728, a vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) of **\$21,000.00** from July 11, 2022, through August 18, 2022, for the Summer Youth Program. The consultant will provide the equipment, materials, and software access required; 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(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, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract with **Black Rocket Productions** of **\$21,000.00** 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. Subject to the availability of funds;
2. The contract 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(15), and N.J.S.A.18A:64A-25.5.a(16);
3. The specific line item against which this contract is to be charged is as follows:
10-5104-7180 Operating Expense – There is no financial impact to the institution
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Dining Partnership Group (DPG) Non-SBE/MBE/WBE
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.13/6-2022
Resolution Authorizing the Award of a Blanket Order for Child Development Center Food Services	

WHEREAS, Essex County College needs to approve a blanket order in the amount not to exceed **\$75,000.00** to **Non-SBE/MBE/WBE, Dining Partnership Group (DPG)**, 685 Bloomfield Avenue, Verona, New Jersey, 07044 for providing Breakfast, Lunch, and Snack for children at Essex County College Child Development Center daily, in a manner consistent with State and Federal Guidelines for the fiscal year 2022-2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(7), Food supplies and services including food supplies and management contracts for student centers, dining rooms and cafeterias; and

WHEREAS, On September 21, 2021 (3-1.1/9-2021), the Board of Trustees approved a five-year contract for Dining Services. The blanket order of \$75,000.00 effective on July 1, 2022, through June 30, 2023, is for the Child Development Center (CDC) Program as stipulated in the agreement attached between Essex County College and Dining Partnership Group, LLC. The current price per child per day is being invoiced at \$11.57 aligns with the requirements as outlined by the Department of Agriculture; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a blanket order with **Dining Partnership Group (DPG)**, in the amount not to exceed **\$75,000.00** for Child Development Center Food Services;
2. This blanket order is provided following the contract approved by the Board of Trustees on 9/21/21 (3-1.1/9-2021);
3. The specific line item against which this blanket order is to be charged is as follows:
29210-9210-7315 Operating Expense, Child Development Center
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Advertisement Services
Contact:	Alfred Bundy / Executive Director of Institutional Advancement
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.14/6-2022
Resolution Authorizing the Award of Nine (9) Blanket Orders for Advertisement Services	

WHEREAS, Essex County College needs to approve Nine (9) blanket orders on an as-needed basis in the total amount not to exceed **\$201,000.00** to the below-listed companies which will serve to promote and highlight Essex County College for the fiscal year 2022-2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award Nine (9) blanket orders on an as-needed basis in the total amount not to exceed **\$201,000.00** for advertisement services for the following companies. Subject to the availability of funds:

<u>Company Name</u>	<u>Vendor Type</u>	<u>\$Amount</u>
AAAD, Inc. Local Talk	SBE	\$10,000.00
Altice Media	SBE	\$50,000.00
Capstar dba: iHeart Media	SBE	\$75,000.00
Comcast Holding	NON/SBE/MBE/WBE	\$10,000.00
Irving Street Rep.	SBE	\$30,000.00
Positive Comm. Magazine	SBE	\$10,000.00
Screen Vision Media	SBE	\$10,000.00
TAP Into Local	SBE	\$ 3,000.00
Rotary/Kiwanis	SBE	\$ 3,000.00

2. These blanket orders are awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(20);
3. The specific line items against which these blanket orders are to be charged are as follows:
10-0216-7470 – Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Iris Communications Small Women Business Enterprise (SWBE)
Contact:	Alfred Bundy / Executive Director of Institutional Advancement
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.15/6-2022
Resolution Authorizing the Award of a Contract for Sign Location Plan on the ECC Campus	

WHEREAS, Essex County College needs to approve a contract of **\$28,950.00** with **Iris Communications**, 11 Belaire Drive, Roseland, New Jersey 07068, a vendor approved by the State of New Jersey under Women Business Enterprise (**SWBE**) for designing comprehensive and visually appealing wayfinding and signage system for the College, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract with **Iris Communications** of **\$28,950.00** for the wayfinding and signage system for the College. Subject to the availability of funds:
2. The contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(20);
3. The specific line item against which this contract is to be charged is as follows:
10-0216-7470 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Capstar dba: iHeart Media Small Business Enterprise (SBE)
Contact:	Alfred Bundy / Executive Director of Institutional Advancement
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.16/6-2022
Resolution Authorizing the Award of a Contract for Advertisement Services	

WHEREAS, Essex County College needs to approve a contract in the total amount of **\$30,000.00** to **Capstar dba: iHeart Media**, 32 Avenue of the Americas, New York, New York 10013, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for student recruitment and promoting the availability of the State Community College Opportunity Grant (CCOG) for Fall 2021 and June 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 and N.J.S.A.18A:64A-25.5.a(20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

- The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract with **Capstar dba: iHeart Media** in the total amount of **\$30,000.00** for student recruitment and promoting the availability of the State Community College Opportunity Grant (CCOG) for Fall 2021 and June 2022. Subject to the availability of funds:

<u>Description</u>	<u>Account #</u>	<u>\$Amount</u>
Student Recruitment (Fall 2021)	10-0216-7470	\$15,000.00
Student Recruitment (June 2022)	10-0216-7470	\$ 7,700.00
Promotion of CCOG (June 2022)	29416-9416-7470	\$ 7,300.00

- The contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(20);
- The specific line item against which this contract is to be charged is as follows:
10-0216-7470 Operating Expense \$22,700.00
29416-9416-7470 Community College Opportunity Grant (CCOG) \$7,300.00
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: PKF O'Connor Davies, LLP Non-SBE/MBE/WBE
Contact:	Evens Wagnac / Comptroller
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.17/6-2022
Resolution Authorizing the Award of a Two-Year Contract for Audit Services	

Recommendation: It is recommended that the Board of Trustees approve the award of a two-year contract in the total amount not to exceed **\$166,500.00** to **Non-SBE/MBE/WBE, PKF O'Connor Davies, LLP**, 300 Tice Boulevard, Woodcliff Lake, New Jersey 07677 for Audit Services from July 1, 2022, through June 30, 2024.

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.

The Request for Proposal #8135 was advertised in The Star-Ledger on April 14, 2022. There were Thirteen (13) proposals solicited. Three (3) responses were received on May 5, 2022.

The audit services include the audit of student enrollment, the audit of statements of net assets, statements of revenues, expenses, and changes in net assets, and statements of cash flows, which comprise the basic financial statements of the college for the fiscal years 2022 and 2023.

An evaluation committee consisting of Ms. Kiswendsida Kaprou, Senior Comptroller, Mrs. Minerva LaFontaine, General Ledger Accountant, and Mr. Enrique Colon, Accountant-General Ledger. The committee's recommendation is to PKF O'Connor Davies, LLP.

Nature of RFP: Essex County College – Audit Services.

Request for Proposal: **The recommendation is for the lowest responsive and responsible bidder.**

Source of Funding: The Comptroller of Essex County College has determined and certified in writing the college operating funds, account 10-1701-7828:

<u>FY 2022-2023</u>	<u>FY 2023-2024</u>	<u>Total Amount</u>
\$82,500.00	\$84,000.00	\$166,500.00

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a two-year contract in the total amount not to exceed **\$166,500.00** to **PKF O'Connor Davies, LLP** for Audit Services from July 1, 2022, through June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Ronald Goldfarb Small Business Enterprise (SBE)
Contact:	John Runfeldt / Executive Director Institutional Effectiveness, Planning, and Assessment
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.18/6-2022
Resolution Authorizing the Award of Consulting Service for Fiscal Year 2023	

WHEREAS, Essex County College needs to approve a consulting service in the amount not to exceed **\$28,000.00** 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, 2022 to June 30, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(15) professional consulting services; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract with **Ronald C. Goldfarb** in the amount not to exceed **\$28,000.00** for the Middle States Self-Study Editorial Consultant. Subject to the availability of funds;
2. The contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(15);
3. The specific line item against which this consulting service is to be charged is as follows:
10-0217-7180 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Blanket Orders for FY'23
Contact:	Denise Williams / Director of Purchasing
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.19/6-2022
Resolution Authorizing the Award of Seven (7) Blanket Orders for the College	

WHEREAS, Essex County College needs to approve seven (7) blanket orders in the total amount not to exceed **\$190,000.00** to the below-listed companies which will serve to help the departments of the College to request computer supplies/equipment such as Network, Computer Hardware, Software Maintenance, Toners, and Peripheral support on an as-needed basis from July 1, 2022, through June 30, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(3), N.J.S.A.18A:64A-25.a(19), N.J.S.A.18A:64A-25.a(24), and N.J.S.A.18A:64A-25.9 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, NASPO M0483/19TELE00656, E&I # CNR01439, E&I # CNR01373, and State Contract #89072; 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 award of this purchase shall be made as "Fair and Open" and "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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

- The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award blanket orders in the total amount not to exceed **\$190,000.00** on an as-needed basis for computer supplies/equipment such as Network, Computer Hardware, Software Maintenance, Toners, and Peripheral support from July 1, 2022, through June 30, 2023, to the following vendors. Subject to the availability of funds:

<u>Company Name</u>	<u>Vendor's Contract</u>	<u>\$Amount</u>
Dell	NASPO M0483/19TELE00656	\$50,000.00
CDW-G	E&I # CNR01439	\$50,000.00
Staples	E&I # CNR01373	\$10,000.00
Access NJ	State Contract #89072	\$20,000.00
Stuyvesant Partners	None	\$20,000.00
Tree House	None	\$20,000.00
Allied Documents	None	\$20,000.00

- These blanket orders 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(3), and N.J.S.A.18A:64A-25.a(19), N.J.S.A.18A:64A-25.a(24), and N.J.S.A.18A:64A-25.9;
- The specific line items against which these blanket orders are to be charged are as follows:
Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Gateway Travel Women Business Enterprise (WBE)
Contact:	Denise Williams / Director of Purchasing
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.20/6-2022
Resolution Authorizing the Award of a Contract for Travel Agency Services	

WHEREAS, Essex County College needs to approve a contract in the amount not to exceed **\$30,000.00** on an as-needed basis to **Gateway Travel**, 759 Bloomfield Avenue, West Caldwell, New Jersey 07006, vendor approved by the State of New Jersey under Women Business Enterprise (**WBE**) for traveling agency services from July 1, 2022, through June 30, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.a(23) Expenses for travel or conferences; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract with **Gateway Travel** in the amount not to exceed **\$30,000.00** on an as-needed basis for expenses for travel or conferences from July 1, 2022, through June 30, 2023. Subject to the availability of funds;
2. The College will pay the agency a fee of \$35.00 per traveler/transaction;
3. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.a(23);
4. The specific line item against which this contract is to be charged is as follows:
Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Bus Transportation Services
Contact:	Denise Williams / Director of Purchasing
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.21/6-2022
Resolution Authorizing the Award of a Contract for Athletic Travel and Charter Bus Services	

Recommendation: It is recommended that the Board of Trustees approves the award of a contract to the below-listed companies for charter bus services for student activity trips, band, summer youth programs, athletics, and other approved activities on an as-needed basis for the fiscal year 2023, in the total amount not to exceed **\$50,000.00**.

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.

The Request for Proposal # 8140 was advertised in The Star-Ledger on May 13, 2022. There were Six (6) bids solicited. Two (2) responses were received on May 26, 2022.

Nature of RFP: Essex County College – Athletic Travel and Charter Bus Services.

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

<u>Company Name</u>	<u>Vendor's Category</u>	<u>\$Amount</u>
Coach USA	NON/SBE/MBE/WBE	\$25,000.00
Panorama Tours	SWBE	\$25,000.00

Source of Funding: The Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Department</u>	<u>Account #</u>
Athletics	32-8215-7310
On-Campus Continuing Education	10-5104-7310
Institutional	10-1701-7310

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract to the above-listed companies for charter bus services for student activity trips, band, summer youth programs athletics, and other approved activities on an as-needed basis for the fiscal year 2023, in the total amount not to exceed **\$50,000.00**. Subject to the availability of funds.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Service
Contact:	Small Business Enterprise (SBE)
Meeting Date:	Christine Ann Soto, Esq./General Counsel
Agenda Item No.:	June 21, 2022
	3-1.22/6-2022
	Resolution Authorizing the Award for Legal Services

WHEREAS, Essex County College needs to approve a contract for legal services on an as-needed basis to the law firm below in an amount not to exceed **\$60,000.00** from July 1, 2022, through June 30, 2024. The firm listed is currently representing the College in various legal matters; 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, RFQ # 8132 Legal Services was advertised in The Star-Ledger on February 11, 2022. There were fifty-six (56) vendors solicited. Nineteen (19) responses were received on March 2, 2022. Firms will be selected from the two-year Qualified list on an as-needed basis at the sole discretion of Essex County College with a pay scale of \$150.00 per hour to a maximum of \$350.00 per hour; and

WHEREAS, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to approve the legal services on an as-needed basis for the law firm below for an amount not to exceed **\$60,000.00** from July 1, 2022 through June 30, 2024. Subject to the availability of funds:

<u>Law Firm</u>	<u>Vendor Status</u>	<u>Fiscal Year 22-23</u>	<u>Fiscal Year 23-24</u>
O'Toole Scrivo	SBE	\$30,000.00	\$30,000.00

2. The specific line item against which these payments are to be charged is as follows:
10-1701-7827 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services
	Minority Small Business Enterprise (MSBE) & Small Business Enterprise (SBE)
Contact:	Christine Ann Soto, Esq./General Counsel
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.23/6-2022
Resolution Authorizing the Payment for Legal Services	

WHEREAS, Essex County College required outside legal services. **MSBE, Fernandez Garcia, LLC.; SBE, O'Toole Scrivo, LLC.;** and **Schenck, Price, Smith & King** rendered services for March through April 2022; 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 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, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020. There were sixteen (16) respondents who were received, opened, and publicly announced on February 12, 2020; and

WHEREAS, The Board of Trustees of Essex County College at their monthly meeting on March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts for rates between \$150.00 to \$350.00 per hour; and

WHEREAS, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to approve a payment to the following firms:

Fernandez Garcia, LLC. in the total amount of \$8,715.00:

- **#899** for **\$8,715.00**, April 30, 2022 (General Billing);

O'Toole Scrivo, LLC. in the total amount of \$1,500.00:

- **#110016** for **\$1,500.00**, February 28, 2022 (General Billing);

Schenck, Price, Smith & King, LLP in the total amount of \$362.25:

- **#1159072** for **\$330.75**, March 31, 2022 (Ground Lease Estoppel & Recognition Agreement)

- **#1164031** for **\$31.50**, April 30, 2022 (Ground Lease Estoppel & Recognition Agreement);

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, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Clifton Larson Allen, LLP. Small Business Enterprise (SBE)
Contact:	Evens Wagnac / Deputy CFO / Comptroller
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.24/6-2022
COVID-19	
Resolution Authorizing the Award of an Additional Payment for Auditing Services	

WHEREAS, Essex County College needs to approve an additional payment of **\$10,395.00** to **Clifton Larson Allen, LLP**, 220 South Sixth Street, Minneapolis, Minnesota 55402, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for professional service rendered in connection with the audit of the CARES Act program, in which contracts goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(1), Professional Services; and

WHEREAS, 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to approve an additional payment with **SBE, Clifton Larson Allen, LLP**, of **\$10,395.00** for professional service rendered in connection with the audit of the CARES Act program;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(1);
3. The specific line item against which this service is to be charged is as follows:
29010-9010-7828 CRRSAA Grant Funds – Cares Act 2.0
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: IMAC Insurance Agency, LLC Small Business Enterprise (SBE)
Contact:	Evens Wagnac / Comptroller
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.25/6-2022
Resolution Authorizing the Payment for Insurance Policy Renewal	

WHEREAS, Essex County College needs to provide a payment in the total amount of **\$880,214.00** 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 2022-2023 for 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.18A:64A-25.3 and N.J.S.A. 18A:64A-25.5.(11), Insurance, including the purchase of insurance coverage and consulting services which exceptions shall be in accordance with the requirements for extraordinary unspecifiable services; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

- The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award payment to **IMAC Insurance Agency LLC** for Insurance Policy Renewal for the fiscal year 2022-2023 in the total amount of **\$880,214.00**. Subject to the availability of funds;

<u>Description</u>	<u>\$Amount</u>	<u>Description</u>	<u>\$Amount</u>
Commercial Package	\$493,293.00	Excess Liability	\$112,539.00
School Leaders E&O	\$157,860.00	Special Excess Liability	\$ 27,992.00
Environmental Liability	\$ 4,377.00	Cyber Liability	\$ 28,975.00
Employed Lawyers Liab.	\$ 3,557.00	Athletic Policy Renewal	\$ 47,692.00
Day Care Accident Policy	\$ 375.00		

- This 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.(11);
- The specific line item against which the are payment are to be charged are as follows:
Operating Expense: 10-1851-7711 \$832,147.00
10-1851-7715 \$47,692.00
29210-9210-7715 \$375.00
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Dobco, Inc. Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.26/6-2022
Resolution Authorizing the Award of a Contract for Precast Components for Proposed Parking Structure at West Essex Campus	

Recommendation: It is recommended that the Board of Trustees approves the award of a contract to **Non-SBE/MBE/WBE, Dobco, Inc.**, One Geoffrey Way, Wayne, New Jersey 07470 of **\$5,750,000.00** for Precast Components for Proposed Parking Structure at West Essex Campus.

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 #8143 was advertised in The Star-Ledger on June 1, 2022. There were Twelve (12) bids solicited. Two (2) responses were received, opened, and publicly read on June 15, 2022.

The Architectural/Engineering firm, Comito Associates, PC reviewed the submitted bid and offered a letter of recommendation to the first-lowest responsive and responsible bidder **Dobco, Inc.** (see attached).

Nature of Bid: Essex County College – Precast Components for Proposed Parking Structure at West Essex Campus.

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

Source of Funding: The Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Description</u>	<u>Account #</u>	<u>\$Amount</u>
State of New Jersey Funds	902108-02108-7951	\$5,750,000.00

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract to **Dobco, Inc.** of **\$5,750,000.00** for Precast Components for the Proposed Parking Structure at West Essex Campus.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: DGB Technologies, LLC. Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.27/6-2022
Resolution Authorizing the Award of a Contract for Parking Lot "D" Column Repair Services	

Recommendation: It is recommended that the Board of Trustees approve the award of a contract to DGB Technologies, LLC; 393 Crescent Avenue, Suite J, Wyckoff, New Jersey 07481; vendor approved by the State of New Jersey under Small Business Enterprise (SBE), in the total amount of **\$186,786.00** for Parking Lot "D" Column Repair Services.

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 #8141 was advertised in The Star-Ledger for three (3) days from May 24 – 26, 2022. There were six (6) bids solicited. A Pre-Bid conference was held on June 7, 2022. Two (2) responses were received, opened, and publicly read on June 16, 2022.

The Architectural/Engineering firm, Comito Associates PC reviewed the submitted bid and offered a letter of recommendation to the first-lowest responsive and responsible bidder **DGB Technologies, LLC** (see attached).

Nature of Bid: Essex County College – Parking Lot "D" Column Repair Services.

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

<u>Bid Basis</u>	<u>Total Amount</u>
Base Bid	\$141,786.00
Allowances	<u>\$ 45,000.00</u>
Total	\$186,786.00

Source of Funding: The Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose. This action is funded by Chapter XII ordinance O-2021-00002:

<u>Account #</u>	<u>\$Amount</u>
9021A2-3126-7951A	\$186,786.00

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract DGB Technologies, LLC in the total amount of **\$186,786.00** for Parking Lot "D" Column Repair Services.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: New Jersey Community College Insurance Pool (Non-SBE/MBE/WBE)
Contact:	Evens Wagnac / Comptroller
Meeting Date:	June 21, 2022
Agenda Item No.:	3-1.28/6-2022
Resolution Authorizing the Payment for Worker's Compensation	

WHEREAS, Essex County College needs to provide the premium and the continuation of Essex County College as a member of the **Non-SBE/MBE/WBE, New Jersey Community College Insurance Pool**, 9 Dogwood Lane, Skillman, New Jersey 08558 for **\$209,000.00** for workers compensation for the fiscal year 2022-2023, in which contracts for Insurance are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A. 18A:64A-25.5.(11), Insurance, including the purchase of insurance coverage and consulting services which exceptions shall be in accordance with the requirements for extraordinary unspecifiable services; 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 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, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to approve the premium to **New Jersey Community College Insurance Pool** for Workers Compensation for the fiscal year 2022-2023 in the amount of **\$209,000.00**. Subject to the availability of funds;
1. This premium 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.(11);
2. The specific line item against which this premium is to be charged is as follows:
10-1851-7712 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Settlement Agreement and Release for Grievance – Sharron Green
Contact:	Dr. Augustine Boakye, President
Meeting Date:	June 21, 2022
Agenda Item No.:	3-2.1/6-2022

WHEREAS, Grievant, Ms. Sharron Green, filed a grievance in accordance with the Security Association Agreement on or about February 8, 2022; and

WHEREAS, Essex County College responded to the Grievance in a timely manner and in accordance with the Security Association Agreement;

WHEREAS, parties sought to resolve all outstanding claims and mitigate further costs; and

WHEREAS, the parties resolved the matter via Settlement Agreement Release; and

NOW THEREFORE, BE IT RESOLVED: by the Essex County College Board of Trustees, the Settlement Agreement and Release, relative to the Grievance filed on or about February 8, 2022, is approved.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Settlement and General Release – Richard Esposito
Contact:	Dr. Augustine Boakye, President
Meeting Date:	June 21, 2022
Agenda Item No.:	3-2.2/6-2022

WHEREAS, Plaintiff, Mr. Richard Esposito, filed a civil law suit against Essex County College and the Board of Trustees in a matter docketed as Docket No. ESX-L-7534-21; and

WHEREAS, the parties sought to resolve all outstanding claims and mitigate further costs and the uncertainties of litigation; and

WHEREAS, the parties resolved the matter via Settlement Agreement and General Release; and

NOW THEREFORE, BE IT RESOLVED: by the Essex County College Board of Trustees, the Settlement Agreement and General Release, relative to Docket No. ESX-L-7534-21, is approved.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Ahmed Ali
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-1/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Ahmed Ali, to the academic rank of Assistant Professor, in the discipline of Physics, for the Biology, Chemistry and Physics Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$65,161.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 22 applications were reviewed and five (5) applicants were selected to be interviewed. Ahmed Ali 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		University of Lethbridge Alberta, Canada	Theoretical and Computational Physics
● Master of Science		Benha University Egypt	Theoretical Physics
● Bachelor of Science		Benha University Egypt	Physics

FISCAL NOTES: The recommended salary of \$65,161 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Ahmed Ali, at the annual salary of \$65,161, to the academic rank of Assistant Professor, in the discipline of Physics, for the Biology, Chemistry and Physics Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Adam Bisaccia
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-2/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Adam Bisaccia, to the academic rank of Assistant Professor, in the discipline of Paralegal Studies, for the Social Sciences Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$66,464.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 25 applications were reviewed and five (5) applicants were selected to be interviewed. Adam Bisaccia is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (JURIS DOCTOR 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	2012	Rutgers University Newark, NJ	Global Affairs
● Juris Doctor	2010	University of Miami School of Law Miami, FL	Law
● Bachelor of Arts	2007	Ohio State University Columbus, OH	Political Science

FISCAL NOTES: The recommended salary of \$66,464 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Adam Bisaccia, at the annual salary of \$66,464, to the academic rank of Assistant Professor, in the discipline of Paralegal Studies, for the Social Sciences Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Jhestarri DePasquale
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-3/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Jhestarri DePasquale, to the academic rank of Assistant Professor, in the discipline of History, for the Humanities and Bilingual Studies Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$65,161.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 52 applications were reviewed and five (5) applicants were selected to be interviewed. Jhestarri DePasquale 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 Arts	2021	Drew University Madison, NJ	Cultural History
● Master of Arts	2019	Norwich University Norwich, CT	Military History
● Bachelor of Arts	2017	Thomas Edison State University Trenton, NJ	History
● Associate in Arts	2014	Ocean County College Toms River, NJ	Liberal Arts History

FISCAL NOTES: The recommended salary of \$65,161 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Jhestarri DePasquale, at the annual salary of \$65,161, to the academic rank of Assistant Professor, in the discipline of History, for the Humanities and Bilingual Studies Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, John Hammond
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-4/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of John Hammond, to the academic rank of Assistant Professor, in the discipline of Finance, for the Business Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$63,884.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 20 applications were reviewed and eight (8) applicants were selected to be interviewed. John Hammond 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>
● 56 Post Graduate Credits		Walden University Minneapolis, MN	Finance
● Master of Public Administration	2013	Kean University Union, NJ	Public Administration
● Bachelor of Arts	2002	University of Cape Coast Ghana	Social Science (Economics and Sociology)

FISCAL NOTES: The recommended salary of \$63,884 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of John Hammond, at the annual salary of \$63,884, to the academic rank of Assistant Professor, in the discipline of Finance, for the Business Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Kevin Lawless
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-5/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Kevin Lawless, to the academic rank of Assistant Professor, in the discipline of Physical Therapy, for the Nursing and Health Sciences Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$66,464.

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) were selected to be interviewed. Kevin Lawless 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 Physical Therapy	2008	Touro College Brooklyn, NY	Physical Therapy
• Master of Arts	1993	Touro College Brooklyn, NY	Physical Therapy
• Bachelor of Science	1993	Touro College Brooklyn, NY	Health Science
• Bachelor of Science	1989	Montclair State University Montclair, NJ	Nutrition
• Associate in Applied Science	1983	Essex County College Newark, NJ	Physical Therapy Assistant

FISCAL NOTES: The recommended salary of \$66,464 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Kevin Lawless, at the annual salary of \$66,464, to the academic rank of Assistant Professor, in the discipline of Physical Therapy, for the Nursing and Health Sciences Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, John Olotewo
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-6/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of John Olotewo, to the academic rank of Assistant Professor, in the discipline of Business Administration, for the Business Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$65,161.

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 two (2) applicants were selected to be interviewed. John Olotewo 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	2015	Girne American University Cyprus	Marketing
● Master of Business Administration	2008	Girne American University Cyprus	International Business Management
● Bachelor of Science	2006	Olubisi Onabanjo University Nigeria	Economics

FISCAL NOTES: The recommended salary of \$65,161 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of John Olotewo, at the annual salary of \$65,161, to the academic rank of Assistant Professor, in the discipline of Business Administration, for the Business Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Mehdi Rahmani-Andebili
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-7/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Mehdi Rahmani-Andebili, to the academic rank of Assistant Professor, in the discipline of Engineering, for the Mathematics, Engineering Technologies, and Computer Sciences Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$66,464.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 31 applications were reviewed and four (4) applicants were selected to be interviewed. Mehdi Rahmani-Andebili 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	2016	Clemson University Clemson, SC	Electrical Engineering
• Master of Science	2019	University of Alabama Huntsville, AL	Physics and Astronomy
• Master of Science	2011	Tarbiat Modares University Iran	Electrical Engineering
• Bachelor of Science	2007	Shahed University Iran	Electrical Engineering

FISCAL NOTES: The recommended salary of \$66,464 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Mehdi Rahmani-Andebili, at the annual salary of \$66,464, to the academic rank of Assistant Professor, in the discipline of Engineering, for the Mathematics, Engineering Technologies, and Computer Sciences Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Shiny Raju
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-8/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Shiny Raju, to the academic rank of Assistant Professor, in the discipline of Radiography, for the Nursing and Health Sciences Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$65,161.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of two (2) applications were reviewed and selected to be interviewed. Shiny Raju 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>
● American Registry of Radiologic Technologists License		State of New Jersey	Radiography and Mammography
● Doctor of Philosophy		Keiser University Fort Lauderdale, FL	Educational Leadership
● Master of Science		New Jersey City University Jersey City, NJ	Mathematics Education
● Master of Science		Catholicate College India	Pure Mathematics

FISCAL NOTES: The recommended salary of \$65,161 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Shiny Raju, at the annual salary of \$65,161, to the academic rank of Assistant Professor, in the discipline of Radiography, for the Nursing and Health Sciences Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, George Effah
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-9/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of George Effah, to the academic rank of Instructor, in the discipline of Computer Science, for the Mathematics, Engineering Technologies, and Computer Sciences Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$63,884.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of six (6) applications were reviewed and three (3) applicants were selected to be interviewed. George Effah 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	1996	London Southbank University London	Advanced Information Technology
● Bachelor of Science	1991	University of Science and Technology Ghana	Computer Science

FISCAL NOTES: The recommended salary of \$63,884 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of George Effah, at the annual salary of \$63,884, to the academic rank of Instructor, in the discipline of Computer Science, for the Mathematics, Engineering Technologies, and Computer Sciences Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Joseph Nitti
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-10/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Joseph Nitti, to the academic rank of Instructor, in the discipline of Mathematics, for the Mathematics, Engineering Technologies, and Computer Sciences Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$63,884.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 44 applications were reviewed and five (5) applicants were selected to be interviewed. Joseph Nitti 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	2017	Lehigh University Lehigh, PA	Mathematics
● Bachelor of Science	2014	Ramapo College Mahwah, NJ	Mathematics

FISCAL NOTES: The recommended salary of \$63,884 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Joseph Nitti, at the annual salary of \$63,884, to the academic rank of Instructor, in the discipline of Mathematics, for the Mathematics, Engineering Technologies, and Computer Sciences Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Natalee White-Smith
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-11/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Natalee White-Smith, to the academic rank of Instructor, in the discipline of Nursing, for the Nursing and Health Sciences Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$65,161.

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 three (3) applicants were selected to be interviewed. Natalee White-Smith 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	2020	Walden University Minneapolis, MN	Nursing
● Bachelor of Science	2015	New Jersey City University Jersey City, NJ	Nursing
● Associate in Applied Science	2013	Essex County College Newark, NJ	Nursing

FISCAL NOTES: The recommended salary of \$65,161 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Natalee White-Smith, at the annual salary of \$65,161, to the academic rank of Instructor, in the discipline of Nursing, for the Nursing and Health Sciences Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Kanji Ojelade
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-12/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Kanji Ojelade, to the academic rank of Lecturer C (Laboratory), in the discipline of Biology, for the Biology, Chemistry and Physics Division, for the period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$59,019.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were reviewed and three (3) applicants were selected to be interviewed. Kanji Ojelade 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	1990	University of Ibadan Nigeria	Agricultural Biology
● Bachelor of Science	1986	University of Ibadan Nigeria	Agricultural Biology

FISCAL NOTES: The recommended salary of \$59,019 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Kanji Ojelade, at the annual salary of \$59,019, to the academic rank of Lecturer C (Laboratory), in the discipline of Biology, for the Biology, Chemistry and Physics Division, for the period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Kathleen Skelley
Contact:	Elvira Vieira, Dean of Community, Continuing Education and Workforce Development
Meeting Date:	June 21, 2022
Agenda Item No.:	4-13/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Kathleen Skelley, to the position of Program Coordinator of Special Projects, for Training Inc., contingent upon grant funding, for the period July 5, 2022 through June 30, 2023. The recommended annual salary for the position is \$54,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of three (3) applications were received and reviewed. Kathleen Skelley 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		Montclair State University Montclair, NJ	Business Administration

FISCAL NOTES: The recommended salary of \$54,000 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Kathleen Skelley, at the annual salary of \$54,000, to the position of Program Coordinator of Special Projects, for Training Inc., contingent upon grant funding, for the period July 5, 2022 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Solange Amaya
Contact:	Elvira Vieira, Dean of Community, Continuing Education and Workforce Development
Meeting Date:	June 21, 2022
Agenda Item No.:	4-14/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Solange Amaya, to the position of EOF Advisor, for the Educational Opportunity Fund (EOF) Department, contingent upon grant funding, for the period July 5, 2022 through June 30, 2023. The recommended annual salary for the position is \$47,000.

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 four (4) applicants were selected to be interviewed. Solange Amaya 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	2022	International University of La Rioja Spain	Business Administration
● Bachelor of Science	2019	New Jersey City University Jersey City, NJ	Psychology
● Associate in Science	2017	Essex County College Newark, NJ	Social Science

FISCAL NOTES: The recommended salary of \$47,000 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Solange Amaya, at the annual salary of \$47,000, to the position of EOF Advisor, for the Educational Opportunity Fund (EOF) Department, contingent upon grant funding, for the period July 5, 2022 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Patricia Henriquez
Contact:	Evens Wagnac, Comptroller
Meeting Date:	June 21, 2022
Agenda Item No.:	4-15/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Patricia Henriquez, to the position of Administrative Assistant, for the Finance Area, for the period July 1, 2022 through June 30, 2023. The recommended annual salary for the position is \$41,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 19 applications were reviewed and four (4) applicants were selected to be interviewed. Patricia Henriquez is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Bachelor of Science	2015	Berkley College Newark, NJ	Accounting
● Associate in Applied Science	2011	Essex County College Newark, NJ	Accounting

FISCAL NOTES: The recommended salary of \$41,000 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Patricia Henriquez, at the annual salary of \$41,000, to the position of Administrative Assistant, for the Finance Area, for the period July 1, 2022 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Thomas Moylan
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	June 21, 2022
Agenda Item No.:	4-16/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Thomas Moylan, to the position of Technical Support Specialist, for the Online Education and Resources Area, for the period July 5, 2022 through June 30, 2023. 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 4 applications were reviewed and one (1) applicant was selected to be interviewed. Thomas Moylan is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Associate in Science	2022	Essex County College Newark, NJ	Computer Information System

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 Thomas Moylan, at the annual salary of \$42,000, to the position of Technical Support Specialist, for the Online Education and Resources Area, for the period July 5, 2022 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Shirley Rojas
Contact:	Aylin Brandon, Executive Director of Enrollment Management
Meeting Date:	June 21, 2022
Agenda Item No.:	4-17/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Shirley Rojas, to the position of Office Assistant, for the Enrollment Services Department, for the period beginning July 5, 2022. The recommended annual salary for the position is \$27,500.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 34 applications were reviewed and three (3) applicants were selected to be interviewed. Shirley Rojas is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Bachelor of Science	2015	Universidad InterAmericana de Puerto Rico	Nursing

FISCAL NOTES: The recommended salary of \$27,500 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Shirley Rojas, at the annual salary of \$27,500, to the position of Office Assistant, for the Enrollment Services Department, for the period beginning July 5, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Angela Akwaah
Contact:	Keith Kirkland, Dean of Student Affairs
Meeting Date:	June 21, 2022
Agenda Item No.:	4-18/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Angela Akwaah, to the position of Technical Assistant, for the Student Development and Counseling Department, for the period beginning July 5, 2022. The recommended annual salary for the position is \$27,300.

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 two (2) applicants were selected to be interviewed. Angela Akwaah is the recommended candidate.

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>
● Master of Business Administration		Kwame Nkrumah University of Science and Technology Kumasi	Business Administration
● Bachelor of Science		Kwame Nkrumah University of Science and Technology Kumasi	Chemistry

FISCAL NOTES: The recommended salary of \$27,300 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Angela Akwaah, at the annual salary of \$27,300, to the position of Technical Assistant, for the Student Development and Counseling Department, for the period beginning July 5, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Merit Award
Contact:	Dr. Augustine Boakye, President
Meeting Date:	June 21, 2022
Agenda Item No.:	4-19/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the merit award for the individuals listed, in accordance with the Administrative Association contract, for the amount listed, added to base salary, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Effective Date</u>	<u>Amount</u>
Sanghamitra Choudhury	Director Training, Inc.	09/01/2022	\$6,000
Angela McKinney	Director On-Campus Continuing Education	09/01/2022	\$6,000

FISCAL NOTES: The recommended awards are included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the merit award for the individuals listed, in accordance with the Administrative Association contract, for the amount listed, added to base salary, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Merit Award
Contact:	Dr. Augustine Boakye, President
Meeting Date:	June 21, 2022
Agenda Item No.:	4-20/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the merit award for the individuals listed, in accordance with the Professional Association contract, for the amount listed, added to base salary, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Effective Date</u>	<u>Amount</u>
Renae Brown	Teacher Advisor Adult Learning Center	07/01/2022	\$4,000
Laura Menture	Financial Aid Officer Financial Aid	07/01/2022	\$4,000
Victoria Timpanaro	Manager Media, Production and Technology (MPT)	07/01/2022	\$4,000

FISCAL NOTES: The recommended awards are included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the merit award for the individuals listed, in accordance with the Professional Association contract, for the amount listed, added to base salary, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	June 21, 2022
Agenda Item No.:	4-21/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees accept the retirement of the individual(s) listed, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Unit</u>	<u>Hire Date</u>	<u>Effective</u> <u>Date</u>
Matilda Abavana	Associate Professor Accounting	Faculty	09/12/1988	08/31/2022
Bagher Bagheri	Instructor Biology	Faculty	09/01/1994	03/31/2022
Carol Kushner	Instructor Humanities	Faculty	02/01/1994	04/29/2022
Gerald Savage	Associate Professor Business	Faculty	09/05/1968	08/31/2022

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

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

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	June 21, 2022
Agenda Item No.:	4-22/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees accept the resignation of the individual(s) listed, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Unit</u>	<u>Hire Date</u>	<u>Effective</u> <u>Date</u>
Amber Heath	Assistant Director of Student Athlete Academic Services and Athletic Training Athletics	Professional Level IV	08/27/2018	06/25/2022
Jefferson Calle	Computer Laboratory Coordinator Information Technology	Professional Level II	02/23/2022	05/06/2022

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

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

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Contract Ratification, Essex County College Fraternal Order of Police Lodge No. 99
Contact:	Dr. Augustine Boakye, President
Meeting Date:	June 21, 2022
Agenda Item No.:	4-23/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Fraternal Order of Police Lodge No. 99 for the period FY 2018 through FY 2024.

BACKGROUND AND RATIONALE: The Essex County College Fraternal Order of Police Lodge No. 99 is the recognized negotiating agent for the labor unit comprised of Fraternal Order of Police Lodge No. 99 members. Essex County College and the Essex County College Fraternal Order of Police Lodge No. 99 have engaged in negotiations for an agreement for the period commencing retroactively from FY 2018 through FY 2024. The Essex County College Fraternal Order of Police Lodge No. 99 members ratified the attached Memorandum of Agreement (MOA) on June 20, 2022

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 Fraternal Order of Police Lodge No. 99 for the period FY 2018 through FY 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Minimum Wage Increase
Contact:	Dr. Augustine A. Boakye, President
Meeting Date:	June 21, 2022
Agenda Item No.:	4-24/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve a \$15.00 wage per hour for the individual(s) listed, effective August 1, 2022, in advance compliance with the anticipated State of New Jersey minimum wage law:

Employee ID

*****523	*****071	*****043	*****597
*****158	*****456	*****312	*****131
*****714	*****542	*****808	*****960
*****493	*****748	*****762	*****820
*****083	*****215	*****248	

BACKGROUND AND RATIONALE: The minimum wage increase is recommended to meet, in advance, the State of New Jersey law which requires workers be paid a \$15.00 per hour minimum wage on an incremental basis by January 1, 2024.

FISCAL NOTES: The recommended salaries are pending final review by Finance and will be included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves a \$15.00 minimum wage per hour for the individual(s) listed, effective August 1, 2022, in advance compliance with the State of New Jersey minimum wage law.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Afshan Ajmiri Giner
Contact:	Christine Ann Soto, General Counsel
Meeting Date:	June 21, 2022
Agenda Item No.:	4-25/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Afshan Ajmiri Giner, to the position of Chief Compliance Officer and Special Counsel, for the Legal Affairs Area, for the period July 18, 2022 through August 31, 2022 and the reappointment period September 1, 2022 through August 31, 2023. The recommended annual salary for the position is \$123,000.

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

DEGREE/CERTIFICATION QUALIFICATIONS (JURIS DOCTOR DEGREE REQUIRED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Juris Doctor	2013	Rutgers University Newark, NJ	Law
● Bachelor of Arts	2008	Brown University Providence, RI	International Relations

FISCAL NOTES: The recommended salary of \$123,000 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Afshan Ajmiri Giner, at the annual salary of \$123,000, to the position of Chief Compliance Officer and Special Counsel, for the Legal Affairs Area, for the period July 18, 2022 through August 31, 2022 and the reappointment period September 1, 2022 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: EOF Grant
Contact:	Dr. Elvy Vieira, Dean of Community, Continuing Education & Workforce Development
Meeting Date:	June 21, 2022
Agenda Item No.:	7-1.1/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept funding for the Educational Opportunity Fund Program, (EOF) from The State of New Jersey Office of the Secretary of Higher Education, Educational Opportunity Fund, for the FY 2020 in the amount of **\$2,316,263**. This amount includes:

\$1,451,200 – Article III Student Undergraduate Grants

\$778,609 – Article IV – A. Y. 2020 Program Support

\$86,454 – Summer Article III – Program Support and Cost of Ed. Initials and Renewals

BACKGROUND AND RATIONALE: The Educational Opportunity Fund Program is a State of New Jersey funded program of comprehensive support services for low income college students. The program assists over 1,500 students per year with intensive counseling, advisement, tutoring and funds.

FISCAL NOTES: There is no impact on college funding.

RESOLUTION: The Board of Trustees of Essex County College accepts funding for the Educational Opportunity Fund Program, from The State of New Jersey Office of the Secretary of Higher Education, The Educational Opportunity Fund for the FY 2023 in the amount of **\$2,316,263**.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Strengthening Career & Technical Education for the 21 st Century Act (Perkins V)
Contact:	Alvin Williams, Executive Dean, Academic Affairs
Meeting Date:	June 21, 2022
Agenda Item No.:	7-1.2/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept the Fiscal Year 2023 Strengthening Career & Technical Education for the 21st Century Act (Perkins V) preliminary grant allocation from the State of New Jersey Department of Education in the amount of \$732,542 for the period of July 1, 2022 – June 30, 2023 (FY23).

BACKGROUND AND RATIONALE: The Strengthening Career & Technical Education for the 21st Century (Perkins V) FY2023 Postsecondary Grant is distributed by the State of New Jersey Department of Education to support the College's career and technical education programs through the procurement of equipment and supplies, mentoring and tutoring, the hiring of CTE personnel, and professional development. These funds will be utilized in accordance with the approved Perkins Comprehensive Local Needs Assessment (CLNA) and FY23 spending strategy.

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

RESOLUTION: The Board of Trustees of Essex County College accepts the Fiscal Year 2023 Strengthening Career & Technical Education for the 21st Century Act (Perkins V) preliminary grant allocation from the State of New Jersey Department of Education in the amount of \$732,543 for the period of July 1, 2022 – June 30, 2023 (FY23).

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Acceptance of Funds from the State of New Jersey Securing Our Children's Future Bond Act
Contract:	Dr. Augustine Boakye, President
Meeting Date:	June 21, 2022
Agenda Item No:	7-2.1/6-2022

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept additional funding from the State of New Jersey for the Securing Our Children's Future Bond Act in the amount of Four Million Dollars (\$4,000,000) for the Career and Technical Education Program Expansion and Equipment Projects.

BACKGROUND AND RATIONALE: On November 6, 2018, voters approved a general obligation bond issuance of \$50 million for County College Career and Technical Education grants in association with the Bond Act, which Governor Murphy signed on August 27, 2018. The Board of Trustees approved the Bond application on January 25, 2022, at which point the application was submitted to the state. On May 31, 2022, a public notice of grant approval was posted on the state website.

FISCAL NOTES: The funding will increase the College's capital budget.

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

1. The Board of Trustees of Essex County College accepts additional funding from the Securing Our Children's Future Bond in the amount of Four Million Dollars (\$4,000,000) for the Career and Technical Education Program Expansion and Equipment Projects located at 303 University Avenue in Newark, NJ.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 1-1: Implementation of Open Public Meetings Act
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	June 21, 2022
Agenda Item No.:	7-3.1/6-2022

RESOLUTION: The Board of Trustees of Essex County College revises Board Policy 1-1 “Implementation of Open Public Meetings Act” as set forth below and effective immediately for the purpose of complying with N.J.A.C. 5:39-1.1 *et seq.*

ESSEX COUNTY COLLEGE BOARD POLICY

BP 1-1 IMPLEMENTATION OF OPEN PUBLIC MEETINGS ACT

REFERENCE: N.J.S.A. 10:4-6 *et seq.*
N.J.A.C. 5:39-1.1

The Board of Trustees of Essex County College hereby directs the President of the College to carry out the following provisions for appropriate implementation of the Open Public Meetings Act (“Act”): (Definitions are stated in N.J.S.A. 10:4-8) and the regulations for Emergency Remote Meeting Protocol for Local Public Bodies per N.J.A.C. 5:39-1 *et. seq.* (Definitions are stated N.J.A.C. 5:39-1.2)

1. Notice for Board of Trustee Meetings:

a. For all meetings, adequate notice must be given to at least two newspapers circulating in Essex County; be posted in a public location; be given to the Clerk of Essex County; be mailed to those persons who have requested such notice and prepaid a set fee of \$10.00 to the Board liaison; and contain the time, date, and place of the meetings.

b. For regular meetings, adequate notice must be mailed and posted within seven (7) days after adoption of the annual schedule; and be maintained throughout the year as a valid schedule.

c. For special meetings, adequate notice must be sent at least forty-eight (48) hours in advance; and contain an agenda and a statement as to whether formal action will be taken at the meeting.

d. Upon the affirmative vote of three quarters of members of the Board of Trustees present, the Board of Trustees may hold an emergency meeting without adequate notice. As soon as possible after calling such meeting, notice must be posted in a public location and telephoned, emailed, or hand delivered to two newspaper(s); and contain an agenda and a statement of whether formal action will be taken at the meeting.

e. In addition to the notice requirements of the Act, electronic notice may be provided through the Internet at least forty-eight hours in advance of the meeting, giving the time, date, location and to the extent known, the agenda of any regular, special or rescheduled meeting, and a statement of whether formal action will be taken at the meeting.

f. The Board of Trustees further directs the Chairman or his/her designee to announce publicly at every meeting and cause to be entered into the official minutes an accurate statement as to the

adequacy of the notice of that meeting, or, in the case that adequate notice was not provided, reasons for this inadequacy in accordance with the appropriate law.

2. Executive Session: The Act provides for specific circumstances in which a session of the Board of Trustees may be closed to the public.

3. Electronic Participation in Board of Trustee Meetings: The Board of Trustees authorizes the Chairperson of the Board to allow Board of Trustees member(s) to participate electronically in a Board meeting if there is good cause why the Trustee(s) cannot attend in person and the request is received sufficiently in advance to allow a good quality electronic connection to be set up. Trustees who participate in a Board of Trustee Meeting through electronic means may be counted in the quorum. The location of the electronic connection must be in the same location as the meeting to allow the public to adequately monitor the meeting.

4. Public Participation at Board of Trustee Meetings: Each member of the public shall state their first and last name and each statement made by a participant shall be limited to three (3) minutes duration during the public session of the meeting. The presiding officer of the meeting may:

- a. Interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy;
- b. Interrupt and/or warn a participant when the statement, question, or inquiry is abusive, obscene, or may be defamatory;
- c. Request any person to leave the meeting when that person does not observe reasonable decorum;
- d. Request the assistance of law enforcement officers in the removal of a disorderly person when that person prevents or disrupts a meeting with an act that obstructs or interferes with a meeting;
- e. Call for a recess or an adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting; and
- f. Waive these rules when necessary for the protection of privacy or to maintain an orderly operation of the Board meeting.

5. The Board of Trustees further directs the Secretary of the Board to keep accurate minutes in a reasonably comprehensive manner. The minutes must contain:

- a. time, place, and date of meeting;
- b. members present;
- c. subjects considered;
- d. actions taken;
- e. vote of each member;
- f. any additional information required by law.

6. The minutes must be promptly available to the public. Minutes that have not been adopted should be stamped "Not Yet Adopted and Subject to Change." Any audio/visual recordings of a public session shall be maintained by the College for a period not to exceed 30 days after the adoption of minutes governing said public session.

7. Remote Public Board of Trustee Meetings: The Board of Trustees may hold a remote Board of Trustee meeting as may be permitted under the Act.

8. Remote Public Board of Trustee Meeting During a Declared Emergency: The Board of Trustees may hold a remote Board of Trustee meeting during a declared emergency in accordance with N.J.A.C. 5:39-1.1.

- a. Adequate notice of a remote public meeting must include, in addition to the content required pursuant to N.J.S.A. 10:4-8, clear and concise instructions for accessing the remote public meeting, the means for making public comment, and where relevant documents, if any, will be made available.
- b. In addition to adequate notice, the Board shall also provide electronic notice of a remote public meeting.
- c. If the declared emergency necessitates capacity restrictions reducing the number of individuals that can be present in the meeting room to an amount below that reasonably expected for the public meeting by the Board, the Board must either hold the public meeting at another location with adequate capacity for the reasonably expected attendance by the public or hold the public meeting as both an in-person meeting and a remote public meeting.
- d. Remote Board of Trustee meetings may be held by means including, but not limited to, audio-only teleconferencing, electronic communications platforms with video and audio, and Internet-accessible technology, such as live-streaming.
- e. The Board of Trustees shall provide the public with similar access to a remote public meeting as Trustees, staff of the Board, and any individuals seeking one or more approvals from the Board.
 - (1) If a remote public meeting is held by audio and video, the public shall also have the opportunity to participate in the meeting in both audio and video capacities. This shall not prohibit the Board from holding the remote public meeting through means which are audio only.
 - (2) If the Board meeting is held in-person the Board shall not prohibit members of the public from attending in-person.
- f. The Board of Trustees may broadcast the audio and/or video of, or taking remote public comment during, a public meeting that the public can physically attend without being subject to public health-related capacity restrictions. Public participation in remote or hybrid or in-person public meetings shall be in accordance with paragraph 4 of this Board Policy. However, in advance of the remote public meeting, public comments to be submitted to the Board Liaison by electronic mail and in written letter form by a reasonable deadline to be read at the Board meeting. Each statement submitted by a member of the public shall include their first and last name and contact details of the commenter. Each statement shall be limited to three minutes. No anonymous comments will be accepted.
- g. When entering into an executive or closed session, the Board shall ensure that audio or video of the session cannot be accessed, except by those individuals that are participating in the session.

ATTACHMENTS: No

Approved: 2/7/76
Revised: 11/2/81
Revised: 4/ /95
Revised: 9/ /97
Revised: 5/5/05
Revised: 12/17/19
Revised: 10/19/21
Revised: 5/24/22
Revised: 6/21/22

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 2-6: Evaluation for Tenure
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	June 21, 2022
Agenda Item No.:	7-3.2/6-2022

RESOLUTION: The Board of Trustees of Essex County College revises Board Policy 2-6 “Evaluation for Tenure” as set forth below and effective immediately for the purpose of complying with N.J.S.A. 18A-60-1 *et seq.* and N.J.A.C. 9A:7-3.1 *et seq.*

ESSEX COUNTY COLLEGE

BOARD POLICY

BP 2-6 EVALUATION FOR TENURE

REFERENCE: N.J.S.A. 18A:60-1 *et seq.*
N.J.A.C. 9A:7-3.1 *et seq.*

a. Any person holding academic rank must be evaluated annually for the granting of tenure. The administration will ensure that the evaluation is performed in accordance with the unit contract and applicable law prior to the awarding of tenure.

ATTACHMENTS: Yes

Approved: 7/25/74
Revised: 11/2/81
Revised: 9/ /97
Revised: 5/5/05
Revised: 3/20/2018
Revised: 6/21/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 2-7: Tenure Plan
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	June 21, 2022
Agenda Item No.:	7-3.3/6-2022

RESOLUTION: The Board of Trustees of Essex County College revises Board Policy 2-7 “Tenure Plan” as set forth below and effective immediately for the purpose of complying with N.J.S.A. 18A:60 *et seq.*, N.J.S.A. 18A:64A-71, and N.J.A.C. 9A:7-3.1 *et seq.*

ESSEX COUNTY COLLEGE

BOARD POLICY

BP 2-7 TENURE PLAN

REFERENCE: N.J.S.A. 18A:60 *et seq.*
N.J.S.A. 18A:64A-71
N.J.A.C. 9A:7-3.1 *et seq.*

a. In order to maintain the flexibility of the College to respond to the changing educational needs of future generations of students, the ECC Board of Trustees shall take appropriate steps to achieve a balance between tenured and non-tenured faculty.

b. The factors for maintaining a desirable balance between tenured and non-tenured faculty are listed below.

1. Tenure should be awarded to faculty only after clear and convincing evidence of excellence in scholarship and classroom performance is presented. It should be clear that the individual is prepared to make a significant and continuing contribution to the College, i.e., its student population and the community.

2. When considering the granting of tenure, the centrality of an individual’s discipline and department in the life of the College shall be considered a relevant criterion.

Examination of tenured faculty positions should be performed. Where faculty lines seem unjustified in light of new trends in teaching modalities, professions, careers, and vocations, they should be eliminated after giving the instructors involved opportunities to re-train themselves.

3. The Board of Trustees may, as an exceptional action and upon the recorded two-thirds majority roll call vote of all its members and upon the recommendation of the President, grant tenure to an individual faculty member after two consecutive academic years of employment in the College in accordance with N.J.S.A. 18A:60-9.

4. Tenure for those engaged in support services, such as counselors, librarians, and administrators, will be administered in accordance with the State and County College Tenure Act (N.J.S.A. 18A:60-6)

5. The College may establish a maximum desirable tenure percentage. This percentage shall be reviewed periodically as deemed appropriate.

ATTACHMENTS: No

Approved: 12/4/74
Revised: 11/2/81
Revised: 9/ /97
Revised: 5/5/05
Revised: 6/21/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Approved by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	



To: Board of Trustees	Date: June 21, 2022
From: The President	
Subject: NOTICE OF EXECUTIVE SESSION	

WHEREAS, The Open Public Meetings Act, 1975 (N.J. Law Chapter 231) permits a public body to exclude the public from that portion of a meeting at which certain topics are discussed:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Essex County College shall hold, following this meeting and prior to its next scheduled meeting on September 20, 2022 at 4:30 PM, an Executive Session to discuss the following topics, the general nature of which is limited to Collective Bargaining Agreements, Pending and Existing Contractual Negotiations, Litigation and Personnel Matters. The discussion of these said topics shall be disclosed to the public as soon as reasonable.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION Adopted by Board of Trustees
BOARD APPROVAL DATE June 21, 2022	