



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

January 25, 2022 – 4:30 PM

Meeting Conducted Virtually via Zoom Webinar

In Attendance: M. Bolden; I. Cruz; J. Grimes; A. Lewis; C. Morales; B. Robinson; J. Wright; J. Zarra;
A. Boakye, President; M. Townes; Board Counsel

Excused: L. Guyton

Call to Order/Roll Call

The Board Chair, Trustee Bolden, called the meeting to order at 4:30 pm. At roll call, seven trustees were present; a quorum was declared. Trustee Lewis joined the meeting a short time later.

Open Public Meetings Act Announcement

Madame Secretary, Trustee Grimes, was called upon to read the Open Public Meetings Act announcement. She read the following:

In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this regular meeting of the Board of Trustees of Essex County College was provided in the following manner:

Advance written notice of this virtual meeting was filed on January 4, 2022 and written notice for this meeting was provided to the Essex County College Community, indicating that the meeting will be held in accordance with the Open Public Meetings Act (P.L. 2020 c. 11, and the Governor of New Jersey's Executive Order 244, and N.J.A.C. 5:39-1 Emergency Regulations: Remote Public Meetings held During a Declared Emergency) regarding COVID 19 Emergency Actions. Notice of the meeting was also posted on the College website at www.essex.edu. According to records of Essex County College, we have not received written requests or prepayment from any parties for advance notice of meetings.

Minutes

Trustee Grimes moved minutes from the December 14th meetings of the Board of Trustees for approval. Trustee Zarra provided the second. **The motion carried unanimously.**

Communications

Madame Chair then asked if any communications had been submitted for the Board's attention. Trustee Grimes responded that there were no communications.

Public Comments on Agenda Items

Public comments, attached at Appendix A, submitted by Mr. Lev Zilbermints, were read into the record of the meeting.

Finance Committee Report

Trustee Zarra stated that the committee met on the 19th of January and reviewed all of the proposed action items. The few questions asked, he indicated, were answered by the administration and leadership team. He then called attention to 3-1.8: Authorize the Award of a Bid for New Academic Building at West Essex in the amount of \$29,325,000.00 which he noted is funded as follows: County of Essex Funded - \$9,745,000.00; Go Building Our Future Bond Funded - \$9,580,000.00, and State of New Jersey Funded - \$10,000,000.00. Trustee Zarra asked that all of the items be moved forward.

Dr. Boakye was called on to address Mr. Zilbermint's question regarding the \$29M for the new academic building and whether it was included in the fiscal year '23 budget in the amount of \$53M. Dr. Boakye explained that the WEC building is a separate financial project (capital) and is not included in the FY23, \$53M operating budget.

Action – To be Ratified

3-2.1/12-2021S	Legal Service Carmagnola & Ritardi, LLC, Morristown, NJ College Funded – Operating Expense	Amount not to exceed \$80,000
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Actions – To be Approved

3-1.1/1-2022	Authorize the Award of a One-Year Subscription for ProQuest Library Services ProQuest, LLC, Chicago, IL College Funded – Operating Expense	\$54,960.00
3-1.2/1-2022	Authorize an Additional Payment for Instructional Services for Summer Youth Program Black Rocket Productions, Freehold, NJ College Funded – Operating Expense	\$3,074.00
3-1.3/1-2022	Authorize the Award of an Emergency Repair – Damaged Exterior Wall Nehme Brothers, Inc., Edgewater, NJ College Funded – Operating Expense	\$54,700.00
3-1.4/1-2022	Authorize Additional Amount for Toilet Paper United Sales USA Corporation, Brooklyn, NY College Funded – Operating Expense	\$7,650.10
3-1.5/1-2022	Authorize an Additional Amount for Heat Exchanger Replacement McCloskey Mechanical Contractors, Inc., Blackwood, NJ College Funded – Operating Expense	\$11,705.50
3-1.6/1-2022	Authorize the Award of a Contract for WP Engine Hosting Provider Hubspire Corporation, Matawan, NJ College Funded – Operating Expense	\$42,000.00

3-1.7/1-2022	Authorize the Award of a Bid for Diagnostic Imaging Software & Equipment for Radiology Lab 626 AWI, LLC dba Walsh Imaging, Inc., Pompton Lakes, NJ Grant Funded – Operating Expense	\$42,550.00
3-1.8/1-2022	Authorize the Award of a Bid for New Academic Building at West Essex DMD Contracting, LLC., Wayne, NJ County of Essex Funded - \$9,745,000.00 Go Building Our Future Bond Funded - \$9,580,000.00 State of New Jersey Funded - \$10,000,000.00 Capital Expense	\$29,325,000.00
3-1.9/1-2022	Authorize the Award of a Contract for Owner Representative Services Jingoli Contractors Construction Manager, Lawrenceville, NJ County of Essex Funded – Capital Expense	\$255,000.00
3-1.10/1-2022	Authorize the Payment for Legal Services Fernandez Garcia, LLC., Morristown, NJ College Funded – Operating Expense	\$8,115.00
3-1.11/1-2022	Authorize the Award of a Proposal for Professional Services Keri Engineering, Union, NJ CRRSAA Grant Funded (Cares Act 2.0) – Operating Expense	\$94,540.00
3-1.12/1-2022	Authorize the Award for Installation and Configuration of an Access Control System for Eleven (11) Entrance Doors at the Newark Campus Johnston Communications, Springfield, NJ Chapter XII Funded – Capital Expense	\$89,073.49
3-1.13/1-2022	Authorize the Award of a Contract for Professional Services Arcari + Iovino Architects, PC., Little Ferry, NJ Chapter XII Funded – Capital Expense	\$64,000.00
3-1.14/1-2022	Authorize the Award of a Contract for Professional Consulting Financial Aid Services (FAS), Atlanta, GA College Funded – Operating Expense	Amount not to exceed \$51,500.00
3-2.1/1-2022	Operating Budget Request Fiscal Year 2022-2023	
3-2.2/1-2022	Chapter 12 Budget Request Fiscal Year 2022-2023	
3-2.3/1-2022	Resolution Fixing Date and Time for Board of School Estimate Public Hearing	

Trustee Grimes moved the finance actions for approval. Trustee Cruz seconded her motion. **The motion carried unanimously.**

Personnel Committee Report

Trustee Grimes reported that the Personnel Committee met on Tuesday, January 18th and approved the following items which appear on the agenda as follows:

Action to be Ratified

Contract Ratification

4-1/12-2021S Essex County College Faculty Association

Actions Recommended for Approval

Appointments

- 4-1/1-2022 Alvin Williams, Executive Dean of Faculty and Academics
Academic Affairs
Salary - \$155,000.00
Effective January 26, 2022
- 4-2/1-2022 Germaine Albuquerque, Chairperson
Business
Salary - \$90,524.64
Effective January 26, 2022
- 4-3/1-2022 Andrew Hrechak, Chairperson
Mathematics, Engineering Technologies and Computer Sciences
Salary - \$90,500.00
Effective January 26, 2022
- 4-4/1-2022 William Tooma, Chairperson
Humanities and Bilingual Education
Salary - \$90,500.00
Effective January 26, 2022
- 4-5/1-2022 Sommer Flood, Human Resources Representative
Human Resources
Salary - \$40,000.00
Effective January 26, 2022

Promotion

- 4-6/01-2022 Porsha Davis, Family Engagement and Assessment Coordinator
Child Development Center
Salary – From \$38,678.67 to \$42,957.00
Effective February 1, 2022

Resignations

- 4-7/01-2022 Professional Level I Confidential
Christina Cook, Administrative Assistant
President's Office
Effective January 21, 2022

Professional Level II Confidential
Mohammad Iqbal, Operations Specialist
Information Technology
Effective December 23, 2021

The motion to approve the actions was made by Trustee Cruz and seconded by Trustee Wright. **The motion carried unanimously.**

Educational Programs Committee Report

Trustee Lewis advised that the Educational Programs Committee met on Wednesday, January 19th and presents to following two action items for the approval of the Board:

- 7-1.1/1-2022 Budget Amendment: Strengthening Career and Technical Education for the 21st Century Act (Perkins V)
- 7-1.2/1-2022 County College Career and Technical Education Program Expansion – Securing Our Children’s Future Bond Act

Trustee Zarra moved the actions for approval. Trustee Robinson provided the second. **The motion carried unanimously.**

Site Facilities and Equipment Committee Report

Trustee Morales indicated that the Site Facilities and Equipment Committee did not meet in January; however, the committee recommends the approval of the following action:

- 7-2.1/1-2022 Acceptance of Funds: PSEG Business Energy Saver Program Project

On a motion made by Trustee Robinson, seconded by Trustee Zarra, **the motion carried unanimously.**

Policy and Governance Committee Report

Trustee Cruz advised that the Policy and Governance Committee met and had one item to bring before the full Board for approval:

- 7-3.1/1-2022 New Board Policy 4-14: Preventing the Spread of Infectious Diseases in the College

Trustee Grimes moved that the action be approved. Trustee Robinson seconded her motion. **The motion carried unanimously**

Community Relations Committee Report

Trustee Wright reported that the Committee met on Tuesday, January 18th. She noted that the Committee had no actions to present for approval but discussed the following items: Presidential Inauguration, Golf and Tennis, the Foundation Board, naming the Physical Education building, and an Athletic Hall of Fame.

Student Government Association (SGA) Report

The SGA report, submitted by interim president, Yolanda Brown, was read into the record of the meeting and is attached at Appendix B

Faculty Association Report

The following statement was submitted and read into the record of the meeting on behalf of Professor M. Frank:

Professor Frank is recovering from a recent hospitalization and is unable to give a comprehensive report at this time. He anticipates that he will deliver an exhaustive report at the February meeting. He encourages the Board to review last month's Faculty report regarding the pandemic and to consider his previous recommendation to consider hiring a health professional to guide the College in matters regarding Covid going forward. He wants to express that the Faculty enthusiastically endorse the agenda items that make previously acting appointments in Academic Affairs "permanent." The Faculty are optimistic that We enter the Spring semester in excellent shape to realize our mission which is to provide our students with the tools to achieve their academic goals. STUDENTS FIRST. !!!!

Alumni Association Report

Alumni Association President, Nkuah Asare, submitted the report which is attached at Appendix C. His report was read into the record of the meeting.

President's Report

President Boakye's written report is attached at Appendix D. From his report the President shared the following:

- The College continues to implement precautionary measures with regard to Covid-19: vaccination and face coverings are required unless one has a medical or religious exemption. As of January 4th, proof of vaccination or a negative covid-19 test are required to gain access to our campus
- The County is moving its Covid-19 vaccination and testing from the College's gymnasium across the street to their parking deck.
- On January 6th, the Covid-19 task force conducted a town hall for students wherein they shared Covid-19 community resources and clarified ECC's protocols. A similar town hall event was organized for faculty and staff on December 16th.
- The Spring 1 semester began on January 10 with 5K students and 50K credit hours. The Spring II opened for registration.
- Information Technologies is transitioning to software which will automate academic operations.
- The President announced the launch of the Etranscript platform.
- Student athletes are participating in seasonal games. The men's basketball team won two of three games; the women rank 2nd second in Region 19. The Men's and Women's Track and Field teams competed against 4-year institutions and held their own. Seven student athletes have qualified for 2022 NJCAA Indoor Track and Field Championships.
- The President congratulated the new Academic Affairs leaders: Dr. Alvin Williams, Prof. Germaine Albuquerque, Dr. Andrew Hrechak and Dr. Tooma on their appointments.
- A Budget Committee was formed and through their efforts presented the operating budget for FY23.
- Capital projects are progressing well: The renovation of the gymnasium and demolition of the West Essex Campus are complete. Currently work on the entrance doors, the IT suite and the bridge in front of the Clara Dasher is in process. Materials have not arrived on time and is the cause of work being delayed on the bridge.
- The \$400K grant from PSE&G to retrofit lighting is projected to reduce the utility cost by 85%.
- The President continues to represent the College at state and local meetings.
- A few members of the Middle States team attended the Middle States Commission on Higher Education's annual December conference. The team is preparing the College's self-study which will be due in a year or so.
- Dr. Boakye thanked the bargaining unit leaders (Faculty, Administrative, Professional, Security and Support Staff) for completing the negotiations process.
- The President noted a meeting with Mr. Anthony Perillo, Director of the Police Academy to discuss a new partnership

New Business

At the call for for new business, Trustees responded that there was none.

Public Comments

Public comments submitted by Sharron Green, D'Andre Gillis, Lev Zilbermints and Germaine Albuquerque were read into the record of the meeting. Those comments are attached at Appendix E.

Madame Chair acknowledged, with gratitude, Dr. Boakye's leadership during this very trying time.

Notice of Executive Session

The Board Secretary, Trustee Grimes was called upon to read the Notice of Executive Session; she read as follows:

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 February 22, 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.

Adjournment

Madame Chair asked for a motion to adjourn; Trustee Grimes made the motion, Trustee Cruz provided the second. The meeting was adjourned at 5:10 pm by acclamation.

Lev Zilbermintz polyanker@gmail.com

Hello, everyone,

A pleasure to see you all safe and sound. It is 2022, and a whole new year! New Student Government Association President, by the way. Congratulations, President Brown!

Let me now speak about **3 - 1.8/1-2022**. To be precise, you allocated \$29,325,000.00 for the construction of a new building at the West Essex Campus. This comes out of the \$53,000,000 that was allocated to the school, right? Or is that an additional \$29,325,000 ? I just want to get this straight.

Your College Operating Budget is, as per **3 - 2.1/1 - 2022**, to the sum of \$53,641,279 for Fiscal Year 2022 - 2023. This means that after deducting the above mentioned \$29,325,000 you will have \$24,316,279 left. If this is incorrect, please let me know.

Student Government Association December Fall 2021 Report

Good afternoon, members of the Board of Trustees, Dr. Boakye, Faculty and Staff

NJ COMMUNITY COLLEGE SGA FORUM

On December 10, 2021, the NJCCSGA meet for their second meeting of the semester. We have continued to hold a presence in the NJCC SGA community where Vice President Brown has regularly attended events hosted by the group. She has shared ways to help the Essex SGA become more involved with the community such as volunteer opportunities, advocates for the distribution of food pantry to students and the need for more mental health services across of state and community colleges.

Essex County College Reopening Plan/ SGA Care for Covid Initiative

We continue advising students of the rules and regulations of the Colleges re-opening plan. Advising students of the CDC guidelines, mask mandates, and Covid-19 vaccination requirements for vaccinated and non-vaccinated students. We have also advised students of the procedure of how to upload their vaccination cards through the student portal.

Essex County College ICC Club Meeting / Update on SGA Executive Board

The ICC which is chaired by Vice President Yolanda Brown did not meet in December due to the semester ending and wanting to give everyone the time to study for their finals. We did schedule our next meeting for January 31, 2022. Khadejah Dornford, Senator of Community Relations completed her degree at ECC and vacated her role as a member of the Student Government Association.

Food Pantry

Since being back on campus SGA continues to help and provide students in need that are requesting assistance with food supplies from the food pantry.

SGA Spring Semester initiatives

- Clothing Drive
- In Person Student Forum
- Haiti Fundraiser
- SGA National Volunteer Day of ECC
- SGA Office Hours

Respectfully Submitted

Yolanda Brown

Student Government Association Interim President

**Essex County College Alumni Association
Report to the Board of Trustees
Tuesday, November 16, 2021**

Good afternoon, Madam Chair, Board Members and fellow ECC Alumni,

- ❖ During our executive board meeting on December 16, 2021, the board agreed to put a hold on our “Alumni Happy Hour Networking” which was scheduled for December 30, 2021, due to the rising covid cases because of the new omicron variant.
- ❖ The Alumni had a very successful second general meeting on December 9, 2021, and the number of attendees were very encouraging compared to our first general meeting that was held on September last year.
- ❖ Also, through the hard work of the college president, Dr. Augustine Boakye, the alumni association now has an active office and Dr. Boakye is working with his office, the alumni office, the office of institutional advancement, and the college human resource office to get a full-time staff (alumni liaison) for the office.
- ❖ The executive board had our first meeting for this year on 20th January.
- ❖ Madam Chair, there has not been any activity since our last executive board meeting.

Thank you.

Report by Nkuah Asare, ECC Alumni President.

Memorandum

Appendix D

To: Dr. M. Bolden & the Board of Trustees
From: Dr. Augustine A. Boakye, President, Essex County College
Date: January 25, 2022
Re: President's Report

General:

Despite the challenges posed by the global Covid-19 pandemic, Essex County College is keeping its mission of serving the diverse needs of its students and community through comprehensive educational programs, training and continuing education.

For the safety of our students, faculty, staff, visitors and the entire campus community, we require vaccination and face covering while on campus. Individuals with medical or religious reasons have the opportunity to seek an exemption.

- ❖ Starting from January 4, 2022, the College require Covid-19 Vaccination verification at our campus entrances. Those without vaccination records are to show proof of negative Covid-19 test results to access our campus.
- ❖ Our Gymnasium continues to be a site for COVID-19 vaccination and testing. Additionally, the College has partnered with Diligent Urgent Care to offer COVID-19 Testing on the main campus - 4th Floor Multipurpose Room on Tuesdays and Thursdays. We continue to urge every employee and student to upload their Covid-19 vaccine records to the ECC portal.
- ❖ On Thursday, January 6th and 20th, 2022, the Covid-19 Taskforce organized successful Townhall meetings for students to discuss the resources available to the community and clarified, where necessary, the ECC Covid-19 protocols. It was also an opportunity to highlight other academic and financial support we have for students to be successful in their academic journey. On December 16th, 2021, a similar Town Hall event was organized for staff.

Academics:

The Spring I 2022 semester began on January 10th and so far, we have approximately 5,000 students in the classrooms representing approximately 50,000 credit hours. We have already opened our Spring II 2022 semester for registration. The IT department is aggressively leading the transition to automation of our operations through the implementation of critical academic software such as, Ready App, Degree Works, CRM, etc. It is with great joy that I announce the launch of our **E-Transcript platform** where ECC students and alumni can order their transcripts online from anywhere in the World. This is the first time the College has reached this level of its transcript request process. Thanks to IT and Enrollment Services departments.

Our Student Athletes are actively engaged in the seasonal games.

- The Men's Basketball team has won two of their three games since returning home.
- The Women's basketball team is second in ranking in Region 19 as of today.
- The Men's and Women's Track and Field Programs competed again on January 22nd at the Ocean Breeze Complex in Staten Island against Four Year Institutions: Villanova University, St.

John's University of Pennsylvania, Cornell, Temple, and Monmouth to name a few top teams. Both teams competed with some of the best runners in the Northeast, holding their own against those notable Division I schools.

- As of January 22nd, a total of 6 student-athletes from the Men's Program, and 1 student-athlete from the Women's Program have qualified for the 2022 NJCAA Indoor Track and Field Championships after just three meets.

On behalf of the College, I welcome and congratulate our Academic Affairs leaders, Dr. Alvin Williams - *Executive Dean of Academics and Faculty*, Professor Germaine Albuquerque - *Chair of Business Division*, Dr Andrew Hrechak - *Chair of METCS*, and Dr. William Tooma - *Chair of Humanities and Bilingual Studies*.

Finances

Over the last few months, Dr. Boakye created a Budget Committee to assess the fiscal operation of the College and provide some recommendations. Through their efforts, we have agreed on an operational budget of \$53,641,279 for FY 23.

Projects:

The capital projects at the College are progressing well and future projects are under review and discussion. We have successfully completed the renovation of the Gymnasium and the demolition phase of the West Essex project. We are currently renovating the Main campus entrance doors, the IT suite, and the bridge in front of the Clara Dasher building.

The College has also received a grant of \$400,000 from PSE&G to retrofit our lighting system. From this grant, the College is expected to receive approximately 5,000 LED lights on the main campus - projected to decrease utility costs by approximately 85%.

Community Relations:

Dr. Boakye continues to participate in all NJ Presidents Council Meetings to advocate for funds and contribute to the success of our state colleges. Recent topics of discussion have focused on the Covid-19 pandemic, financial opportunities available to students and the future of Higher Ed.

Dr. Boakye also participates in regular meetings with the County leadership to share key updates on the College. He represented ECC at Newark Anchor Collaborative (NAC) and other affiliated organizations.

The College's Middle States team participated in the MSCHE Conference that took place in December, 2021.

The President would like to thank all the Unions leaders [*Faculty, Administrative, Professional, Security and SSA*] that have completed their negotiation process and call on all employees to put their efforts toward the growth of the College.

On January 6th, 2022 Dr. Boakye and his team met with Mr. Anthony Perillo - Director of the Police Academy to discuss a new partnership.

Madam Chair, this ends my report. Thank you.

sharron green sharronmgreen65@gmail.com

The Public Safety Department gave Mrs. Watson Roger's the title of Supervisor. She did not earn it.

The EC207 clearly states, you are too have 5 year's experience dispatching to become a supervisor. She only have two years, and one of them was during the pandemic. When absolutely nothing was going on.

In the almost four (4) months in that title, as supervisor, nothing about her has changed.

Her commutation within the department with staff is horrible. And it's even worse in the dispatch area.

Her time and attendance is atrocious. She could not supervise anyone and speak to them about being late or calling out. When she calls out for furniture delivery or is just late every day.

The dispatch area is short two (2) dispatchers because NO Security officers want to work with her.

Dispatcher Woodard and myself have been working 12 shifts in the dispatch area.

Thank you

D'Andre Gillis gillis9254@gmail.com

Good afternoon Members of the Board of Trustees, my name is D'Andre Gillis. I am writing this email on behalf of our Police/Public Safety Department and what has transpired in the last few months. Within that timeframe, there hasn't been change within the department. The dispatch area has been shorthanded for a while even during the holiday break. We only have two qualified dispatchers Ms. Green and Ms. Woodard working tirelessly back to back shifts either a 12hr shift or doubles to fill in for shifts. Senior Dispatcher Watson-Roger's knew that dispatch area would be short handed and did nothing to change the outcome. Instead Senior Dispatcher would ask individuals within our department if they would like to be a dispatcher. The answers are majority "No." You have random security officers, Police Officers and administrative assistant sitting at the desk when they're not qualified to sit there.

Lev Zilbermintz polyanker@gmail.com

Hello, everyone,

I am taking the time to make public comments. Here goes.

(1) Thank you so much for finally doing something about 11 entrance doors. **That is 3 -1.12/1-2022.** Question is, does this mean we will have automatic entrance doors? We have needed that for the longest time! This will allow wheelchairs to come through easier.

(2) Congratulations to all appointed chairpersons and promotions! Wishing you all the best in your work.

(3) I am sad to see Christina Cook leave. She was a great asset to the ECC family, serving under four presidents (Gibson, Yamba, Munroe, Boakye) in 7.5 years. I wish her well.

(4) When are you going to be finished with construction in front of the Dasher Center? I am curious. Millions have been allocated for a building, but the sidewalk in front of Dasher Center is still not completed! By comparison, you allocated \$54,700 to fix a damaged Exterior Wall -- that is 3 -1.3/1-2022 -- but the Dasher Center sidewalk is still not fixed.

That is all for this month.

Lev D. Zilbermintz, '93

Albuquerque, Germaine albuquer@essex.edu

I would like to thank the Board of Trustees, President Boakye and Dr. Williams for the opportunity to serve the college in my new position.

I look forward to the challenges that this position brings and will take it more as a calling rather than a career move.

Take care.

Germaine