



**Essex County College
BOARD OF TRUSTEES
PUBLIC MEETING AGENDA**

*December 13, 2022 4:30pm
Virtual Meeting*

Please click the link below to join the webinar:

<https://essex-edu.zoom.us/j/99947973185>

or

Dial 1 646 558 8656 then enter Webinar ID: 999 4797 3185

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; and 3) Remote Oral Comments. Public comments, whether written or oral, are limited to three (3) minutes.

- I. Call to Order/Roll Call Chair M. Bolden
- II. Open Public Meetings Act Announcement Ms. J. Grimes
- III. Minutes Ms. J. Grimes
- IV. Communications Ms. J. Grimes
- V. Public Comments on Agenda Items Ms. S. Story
- VI. Finance Committee Report Mr. J. Zarra

Actions – Submitted for Recommendation to the Board

3-1.1/12-2022	Resolution Authorizing the Replacement of the Broken Portion of the Perimeter Fence at the Student Parking Deck A.A.A., Inc. / Anzalone Fence Co., South Hackensack, NJ Chapter XII Funded – Capital Expense	\$17,564.00
3-1.2/12-2022	Resolution Authorizing the Replacement of Fire Extinguisher Cylinders Johnson Controls Fire Protection, LP, Totowa, NJ College Funded – Operating Expense	\$5,018.80
3-1.3/12-2022	Resolution Authorizing an Additional Payment for Flash Storage System Oracle America, Inc., Dallas, TX College Funded – Operating Expense	\$1,046.00

3-1.4/12-2022	Resolution Authorizing the Award of a Two-Year Contract for Virtual Simulation Software Skilitics, LLC., Wilmington, DE Carl D. Perkins Grant Funded – Capital Expense	Amount Not to Exceed \$35,360.00
3-1.5/12-2022	Resolution Authorizing the Award of a Two-Year Contract for Diploma/Certificate Services Parchment LLC., Scottsdale, AZ College Funded – Operating Expense	Amount Not to Exceed \$30,350.00
3-1.6/12-2022	Resolution Authorizing the Payment for Insurance Policy on the West Essex Campus – New Parking Deck Structure IMAC Insurance Agency, LLC, Belleville, NJ College Funded – Operating Expense	\$7,376.25
3-1.7/12-2022	Resolution Authorizing the Payment for Legal Services Genova Burns Attorney-At-Law, Newark, NJ College Funded – Operating Expense	\$4,950.00
3-1.8/12-2022	Resolution Authorizing an Additional Increase of a Service for Advertisement Campaign Capstar dba: IHeart Media, New York, NY Community College Opportunity Grant (CCOG) Funded – Capital Expense	Amount Not to Exceed \$75,000.00
3-1.9/12-2022	Resolution Authorizing the Service Installation of Solar Shades Griffith Shade Company, Inc., Nutley, NJ Stabilization Grant – Capital Expense	\$37,300.00
3-1.10/12-2022	Resolution Authorizing the Service Installation of Water Lines at the West Essex Campus Russo Contracting, Inc., Oakland, NJ Minor Capital Funded – Essex County Funds	\$35,800.00
3-1.11/12-2022	Resolution Authorizing the Service to Upgrade the Gates in Parking Lots A & B at the Newark Campus Wanderlogic, Inc., Whippany, NJ Chapter XII Funded – Capital Expense	\$25,383.74
3-1.12/12-2022	Resolution Authorizing an Additional Increase for Legal Services Fernandez Garcia, LLC., Morristown, NJ College Funded – Operating Expense	Amount Not to Exceed \$35,000.00

3-1.13/12-2022	Resolution Authorizing the Award of a Contract for Bio-Chem Lab Supplies & Equipment Carolina Biological, Burlington, NC Fisher Scientific Co., Pittsburgh, PA Parco Scientific Co., Westland, MI VWR International, LLC, Rochester, NY College Funded – operating Expense	\$12,331.93 \$22,598.67 \$4,956.00 <u>\$25,149.28</u> \$65,035.88
3-1.14/12-2022	Resolution Authorizing the Award of a Contract for Class of 2023 Commencement Devils Arena Entertainment LLC, Newark, NJ College Funded – Operating Expense	Amount Not to Exceed \$85,000.00
3-1.15/12-2022	Resolution Authorizing the Award of a Contract for Furniture for the New West Essex Campus Landscape Forms Herman Miller Great Openings National JSI AllSeating OFS Sit on it Minor Capital Funded – Essex County Funds	\$2,433.40 \$332,672.55 \$3,745.91 \$3,661.80 \$3,263.66 \$14,993.00 \$4,198.62 <u>\$15,158.68</u> \$380,127.62
3-1.16/12-2022	Resolution Authoring the Two-Year Contract for Single-Sign-On for Student/Staff and Directory Services OculusIT LLC, Miami, FL College Funded – Operating Expense	Amount Not to Exceed \$81,735.00

VII. Personnel Committee Report Ms. B. Robinson

Actions – Submitted for Recommendation to the Board

A. Memorandum of Agreement

4-1/12-2022 Security Association

B. Appointment

4-2/12-2022	Faculty Nicole Koribanics Assistant Professor, Biology Effective January 3, 2023 Salary \$65,161
4-3/12-2022	Faculty Philip Okoro Assistant Professor, Biology Effective January 3, 2023 Salary \$65,161
4-4/12-2022	Faculty Christina Pennington Instructor, Paralegal Studies Effective January 3, 2023 Salary \$70,533
4-5/12-2022	Professional Level II Confidential Leonette Lewis Benefits Specialist, Human Resources Effective January 3, 2023 Salary \$50,000
4-6/12-2022	Professional Level II Confidential Natalie Mallamaci Compliance Associate, Compliance Office Effective January 3, 2023 Salary \$65,000
4-7/12-2022	Professional Level I Iris Acevedo Administrative Assistant, Adult Learning Center Effective January 3, 2023 Salary \$35,900 Grant Funded
4-8/12-2022	Support Staff Grade 12 Virginia DePascual Office Assistant, Facilities Management Effective January 3, 2023 Salary \$32,500

4-9/12-2022 Support Staff
Martha Puca
Custodian, Facilities Management
Effective January 3, 2023
Salary \$31,200

4-10/12-2022 Support Staff
Ofelia Puca
Custodian, Facilities Management
Effective January 3, 2023
Salary \$31,200

C. Promotion

4-11/12-2022 Administrative Confidential
Mohamed Seddiki
Vice President – Operations/Chief Information Officer (CIO)
Effective January 3, 2023
Salary \$244,412.60 no change in salary

4-12/12-2022 Administrative Confidential
Alvin Williams
Vice President – Faculty and Academic Affairs/Chief Academic Officer (CAO)
Effective January 3, 2023
Salary \$157,325 no change in salary, performance-based supplement of 3% annually

D. Retirement

4-13/12-2022 Professional Level II
Marilyn Henry
Operations Manager, Enrollment Services
Effective December 31, 2022

Support Staff
Victor Turovsky
Maintenance Technician, Facilities Management
Effective December 31, 2022

E. Resignation

4-14/12-2022 Support Staff
Delfin Figueroa
Maintenance Technician, Facilities Management
Effective December 2, 2022

VIII. Educational Programs Committee Report Dr. A. Lewis

Actions – Submitted for Recommendation to the Board

- 7-1.1/12-2022 Memorandum of Understanding: Brookdale Community College – Alternate Route Training
- 7-1.2/12-2022 Acceptance of Funds: EOF Winter Programs Grant
- 7-1.3/12-2022 Acceptance of Funding from Essex County Division of Training and Employment
- 7-1.4/12-2022 Disposition of Property – UHSTP – University Heights Science and Technology Park, Inc.

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

Actions – Submitted for Recommendation to the Board

- 7-3.1/12-2022 Revised Board Policy 5-2: Privacy Rights of Education Records Policy
- 7-3.1/12-2022 Revised Board Policy 5-6: Senior Citizen Tuition Policy
- 7-3.3/12-2022 Revised Board Policy 5-7: Student Assistance Policy

X. Community Relations Committee Report Ms. J. Wright

Actions – Submitted for Recommendation to the Board

- 7-4.1/12-2022 Resolution for the Creation of the Essex County College “Wolverines” Athletic Hall of Fame

- I. Site, Facilities and Equipment Committee Report Mr. L. Guyton
- II. Alumni Association Report Ms. S. Carter
- III. Student Government Association Report Ms. Y. Rosales
- IV. Faculty Association Report Prof. J. Alexandre
- V. President’s Report Dr. A. Boakye
- VI. New Business Chair M. Bolden
- VII. Public Comments Ms. S. Story
- VIII. Notice of Executive Session Ms. J. Grimes
- IX. Adjournment Chair M. Bolden

***Public meeting agenda subject to change**



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: A.A.A., Inc. / Anzalone Fence Co. Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.1/12-2022
Resolution Authorizing the Replacement of the Broken Portion of the Perimeter Fence at the Student Parking Deck	

WHEREAS, Essex County College needs to approve service of **\$17,564.00** to **Non-SBE/MBE/WBE, A.A.A., Inc. / Anzalone Fence Co.**, 295 Huyler Street, South Hackensack, New Jersey 07606 for the replacement of the broken portion of the perimeter fence at the Students parking deck located at 177 West Market Street; 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.(a) Purchases, contracts, and agreements not requiring advertising; 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. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, 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 as follows:

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to approve a service for the replacement of the broken portion of the perimeter fence at the Students parking deck with **A.A.A., Inc. / Anzalone Fence Co.**, for **\$17,564.00**. Subject to the availability of funds;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3.(a);
3. The specific line item against which this increase is to be charged is as follows:
9021A2-3126-797003 Funded by Chapter XII, Ordinance # 0-2021-00002
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Johnson Controls Fire Protection, LP Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.2/12-2022
Resolution Authorizing the Replacement of Fire Extinguisher Cylinders	

WHEREAS, Essex County College needs to approve service of **\$5,018.80** to **Non-SBE/MBE/WBE, Johnson Controls Fire Protection, LP**, 930 Riverview Drive, Suite 800, Totowa, New Jersey 07512 for the replacement of the expired fire extinguisher cylinders located at the Kitchen on the Newark Campus, 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.(a) Purchases, contracts, and agreements not requiring advertising; 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,

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 service of **\$5,018.80** to **Johnson Controls Fire Protection, LP** for the replacement of fire extinguisher cylinders located at the Kitchen on the Newark Campus. 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(a);
3. The specific line item against which this contract is to be charged is as follows:
10-7251-7620L Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



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:		December 13, 2022
Agenda Item No.:		3-1.3/12-2022
Resolution Authorizing an Additional Payment for Flash Storage System		

WHEREAS, Essex County College needs to approve an additional payment for a flash storage system of **\$1,046.00** to **Non-SBE/MBE/WBE, Oracle America, Inc.**, P.O. Box 203448, Dallas, Texas 75320, 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(a) 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, On June 21, 2022 (3-1.1/6-2022), the Board of Trustees approved ten (10) maintenance renewals for Hardware Technical support services from July 1, 2022, through June 30, 2023. The additional Storage is part of a hardware solution that houses and operates the College’s Banner Enterprise Resource Planning (ERP) and Student Information System (SIS) and is used as an emergency backup; 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,

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 additional payment to **Oracle America, Inc.** of **\$1,046.00** for the Flash Storage System. Subject to the availability of funds;
2. This additional payment is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3(a) and N.J.S.A.18A:64A-25.5.a(19);
3. The specific line item against which this additional payment is to be charged is as follows:
10-1723-7620 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Skilitics, LLC. Small Business Enterprise (SBE)
Contact:	Dr. Alvin Williams / Executive Dean of Faculty & Academics
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.4/12-2022
Resolution Authorizing the Award of a Two-Year Contract for Virtual Simulation Software	

WHEREAS, Essex County College needs to approve a two-year contract in the total amount not to exceed **\$35,360.00** to **Skilitics, LLC**. 2810 North Church Street, Wilmington, Delaware 19802, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) to provide virtual simulation software. The access to virtual simulation opportunities, in addition to an energized Laboratory, is particularly beneficial to keep the Radiography Lab at the College as close as possible to practical simulation with what students encounter in the clinical setting. The Nursing & Health Science Division was awarded grant funds through the Carl D. Perkins Grant to procure the software to enhance students with their Radiography program for the fiscal years 2023 and 2024; in which contract goods and services are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3(a) 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. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, 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,

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 a two-year contract with **Skilitics, LLC.**, in the total amount not to exceed **\$35,360.00** for Virtual Simulation Software for the fiscal years 2023 and 2024. 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(a) and N.J.S.A.18A:64A-25.5.a(19);
3. The specific line item against which this contract is to be charged is as follows:
29169-9169-7511 Funded by the Carl D. Perkins Grant
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Parchment LLC. Non-SBE/MBE/WBE
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.5/12-2022
Resolution Authorizing the Award of a Two-Year Contract for Diploma/Certificate Services	

WHEREAS, Essex County College needs to approve a two-year contract in the total amount not to exceed \$30,350.00 to **Non-SBE/MBE/WBE, Parchment, LLC.**, 7001 North Scottsdale Road, Scottsdale, Arizona 85253 for Digital and Print Diplomas/Certificates services for the fiscal years 2023 and 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(a), and N.J.S.A.18A:64A-25.5.a(22), Purchase or rental of graduation caps and gowns and award certificates or plaques; 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. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, 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,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve contract with **Parchment, LLC.**, for Digital and Print Diplomas/Certificates services for the fiscal years 2023 and 2024. Subject to the availability of fund, and as outlined below:

- Subscription fee - FY 23:	\$13,675.00
- Subscription fee - FY 24:	\$13,675.00
- One time-aggregate design fee:	<u>\$ 3,000.00</u>
Total	\$30,350.00

2. This contract is awarded without public bidding as a purchase through the State of NJ Division of Purchase and Property in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3(a), and 18A:64A-25.9.a(22);

3. The specific line item against which this contract is to be charged is as follows:
10-1154-7800 Operating Expense
FY 2021/2022

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	

BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

Subject:	Finance: IMAC Insurance Agency, LLC Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.6/12-2022 Resolution Authorizing the Payment for Insurance Policy on the West Essex Campus – New Parking Deck Structure

WHEREAS, Essex County College needs to approve a payment of **\$7,376.25** 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 a new GLIA policy on the West Essex Campus – New Parking Deck structure from 10/19/2022 to 10/19/2023, specifically the insurance coverage is for Owners Contractors Protection Liability until construction completion to protect the College, 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(a), 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, On June 21, 2022 (3-1.25/6-2022), the Board of Trustees approved payment for insurance policy renewal of \$880,241.00 for the fiscal year 2023; and

WHEREAS, On August 24, 2022 (3-1.8/8-2022), the Board of Trustees approved payment for insurance policy renewal of \$498.01 for a pre-adjusted quote that was submitted in the board packet to guarantee coverage and avoid a lapse in coverage; and

WHEREAS, On November 15, 2022 (3-1.11/11-2022), the Board of Trustees approved an additional payment for FEMA Premium of \$2,143.00; and

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

WHEREAS, The 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,

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 a payment to **IMAC Insurance Agency LLC**. for GLIA policy from 10/19/2022 to 10/19/2023 for **\$7,376.25**. Subject to the availability of funds;
2. 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(a), and 18A:64A-25.5.(11);
3. The specific line item against which this payment is to be charged is as follows:
 10-1851-7711 Operating Expense FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



**BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

Subject:	Finance: Genova Burns Attorney-At-Law Small Business Enterprise (SBE)
Contact:	Christine Ann Soto, Esq./General Counsel
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.7/12-2022
Resolution Authorizing the Payment for Legal Services	

WHEREAS, Essex County College required outside legal services. **Genova Burns Attorneys-At-Law**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**), rendered services from September to October 2022; 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, On March 22, 2022 (3-1.2/3-2022), the Board of Trustees approved the awarding of those nineteen (19) contracts of which Genova Burns Attorneys-At-Law was among at a rate of \$350.00 per hour; 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,

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 a payment to **Genova Burns Attorneys-At-Law** for legal services rendered for the following invoice:
 - **#485104** for **\$4,950.00**, September and October 2022 (Public Safety Investigation);
2. The specific line item against which this payment is 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
BOARD APPROVAL DATE December 13, 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:	December 13, 2022
Agenda Item No.:	3-1.8/12-2022
Resolution Authorizing an additional Increase of a Service for Advertisement Campaign	

WHEREAS, Essex County College needs to approve an increase of service on an as-needed basis in the total amount not to exceed **\$75,000.00** 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 an advertising campaign for the fiscal year 2023 on Power 105.1-FM radio platform. The Office of Institutional Advancement will utilize grant funds through the State Community College Opportunity Grant (CCOG), in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(20) Personnel recruitment and advertising, including without limitation advertising seeking student enrollment; and

WHEREAS, On June 21, 2022 (3-1.14/6-2022), the Board of Trustees approved nine (9) blanket orders for advertisement services in the total amount not to exceed \$201,000.00 of which Capstar dba: iHeart Media was among with the amount not to exceed \$75,000.00. The additional increase will enable the College to advertise more student recruitment on iHeart’s popular radio platform, which includes Social Media and Gaming, also receive exposure on iHeart Media’s streaming audio and Amazon Over the Top platform under CCOG funds; 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. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, 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 as follows:

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to approve an increase of service on an as-needed basis to **Capstar dba: iHeart Media** in the amount not to exceed **\$75,000.00** for the fiscal year 2023. Subject to the availability of funds;
2. This additional increase is awarded without public bidding in accordance with the provisions of the County College Contract Law N.J.S.A.18A:64A-25.5.a(20);
3. The specific line item against which this increase is to be charged is as follows:
29416-9416-7470 Funded by the Community College Opportunity Grant (CCOG)
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Griffith Shade Company, Inc. Small Business Enterprise (SBE)
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.9/12-2022
Resolution Authorizing the Service Installation of Solar/Window Shades	

WHEREAS, Essex County College needs to approve service of **\$37,300.00** to **Griffith Shade Company, Inc.**, 308 Washington Avenue, Nutley, New Jersey 07110, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for the furnishing, labor, and installation of thermal solar shades in the Child Development Center of the Newark Campus, 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.(a), Purchases, contracts, and agreements not requiring advertising; 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,

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 service of **\$37,300.00** to **Griffith Shade Company, Inc.** for the installation of Solar Shades in the Child Development Center of the Newark Campus. Subject to the availability of funds;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3.(a);
3. The specific line item against which this contract is to be charged is as follows:
29212-9212-7325 ARP Stabilization Grant
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:		Finance: Russo Contracting, Inc. Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		December 13, 2022
Agenda Item No.:		3-1.10/12-2022
	Resolution Authorizing the Service Installation of Water Lines at the West Essex Campus	

WHEREAS, Essex County College needs to approve service of **\$35,800.00** to **Russo Contracting, Inc.**, 819 Ramapo Valley Road, Oakland, New Jersey 07436, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for the installation of two water lines from Bloomfield Avenue to the Curb across from the New Academic Building located at the West Essex Campus, 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.(a), and N.J.S.A.18A:64A-25.5.a(9) Equipment repair service if in the nature of an extraordinary unspecifiable service and necessary parts furnished in connection with such services; and

WHEREAS, 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,

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 service of **\$35,800.00** to **Russo Contracting, Inc.** for the installation of two water lines from Bloomfield Avenue to the Curb across from the New Academic Building located at the West Essex Campus. Subject to the availability of funds;
2. The service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3.(a), and N.J.S.A.18A:64A-25.5.a(9);
3. The specific line item against which this contract is to be charged is as follows:
902203-02203-7951 Funded by Minor Capital – Essex County Funds, Ordinance #O-2022-00003
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:		Finance: Wanderlogic, Inc. Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		December 13, 2022
Agenda Item No.:		3-1.11/12-2022
	Resolution Authorizing the Service to Upgrade the Gates in Parking Lots A & B at the Newark Campus	

WHEREAS, Essex County College needs to approve service of **\$25,383.74** to **Wanderlogic, Inc.**, 9 Whippany Road, Whippany, New Jersey 07981, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) to upgrade the gates in parking lots A and B at the Newark Campus, 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.(a), Purchases, contracts, and agreements not requiring advertising; 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,

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 service of **\$25,383.74** to **Wanderlogic, Inc.** for upgrading the gates in parking lots A & B at the Newark Campus. Subject to the availability of funds;
2. The service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3.(a);
3. The specific line item against which this contract is to be charged is as follows:
9021A2-3126-797003 Funded by Chapter XII Funds, Ordinance #O-2021-00002
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



**BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

Subject:	Finance: Fernandez Garcia, LLC. Minority Business Enterprise (MBE)
Contact:	Christine Ann Soto, Esq./General Counsel
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.12/12-2022
Resolution Authorizing an Additional Increase for Legal Services	

WHEREAS, Essex County College needs to approve an additional increase on an as-needed basis for legal services to **Fernandez Garcia, LLC.**, vendor approved by the State of New Jersey under Small Business Enterprise (**MBE**) in the amount not to exceed **\$35,000.00** for the fiscal year 2023; 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, On March 22, 2022 (3-1.2/3-2022), the Board of Trustees approved the awarding of those nineteen (19) contracts of which Fernandez Garcia, LLC. was among at a rate of \$190.00 per hour; and

WHEREAS, On September 20, 2022 (3-1.6/8-2022), the Board of Trustees approved a contract for legal services to two law firms, of which Fernandez was among for 25,000.00 per year for the fiscal years 2023 and 2024. The additional increase for the fiscal year 2023 is related to the Adjunct Faculty impasse matter, the dispute between the parties about an Arbitration Award from April 2021; 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 approve an additional increase on an as-needed basis to **Fernandez Garcia, LLC.** in the amount not to exceed **\$35,000.00** for the fiscal year 2023. Subject to the availability of funds;
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
BOARD APPROVAL DATE December 13, 2022	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Bio-Chem Lab Supplies & Equipment
Contact:	Dr. Alvin Williams / Executive Dean Academic Affairs
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.13/12-2022
Resolution Authorizing the award of a Contract for Bio-Chem Lab Supplies & Equipment	

Recommendation: It is recommended that the Board of Trustees approve the award of a bid in the total amount of **\$65,035.88** to the below vendors for Bio-Chem Lab Supplies & Equipment for the Fiscal Year 2022-2023.

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

Bid # 8155 was advertised in The Star-Ledger on October 27, 2022. There were eight (8) bidders solicited. Four (4) responses were received, opened, and publicly read on November 10, 2022.

Nature of Bid: Essex County College – Bio-Chem Lab Supplies & Equipment.

Bid Item # 1 - 114: **The recommendation is for the lowest responsive and responsible bidder.**

<u>Company Name</u>	<u>Vendor Category</u>	<u>Location</u>	<u>\$ Amount</u>
Carolina Biological	Non-SBE/WBE/MBE	Burlington NC	\$12,331.93
Fisher Scientific Co.	Non-SBE/WBE/MBE	Pittsburgh, PA	\$22,598.67
Parco Scientific Co.	Non-SBE/WBE/MBE	Westland, MI	\$ 4,956.00
VWR International, LLC	Non-SBE/WBE/MBE	Rochester, NY	\$25,149.28

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>
Chemistry	10-2205-7505
Biology	10-2206-7505
Biology	10-2206-7506

Resolution: The Board of Trustees of Essex County College approves the award of a bid in the total amount of **\$65,035.88** to the above vendors for Bio-Chem Lab Supplies & Equipment for the Fiscal Year 2022-2023. Subject to the availability of funds.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance – Devils Arena Entertainment LLC Non-SBE/MBE/WBE
Contact:	Dr. Keith Kirkland /Dean of Student Affairs
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.14/12-2022
Resolution Authorizing the Award of a Contract for Class of 2023 Commencement	

WHEREAS, Essex County College needs to approve a proposal in the amount not to exceed **\$85,000.00** to **Devils Arena Entertainment LLC**. 165 Mulberry Street, Newark, New Jersey 07102 for the rental of the Prudential Center for the Class of 2023 Commencement Exercise to be held on June 2, 2023. The College has rented the Prudential Center for Commencement for the past ten years. The facility is close to public transportation, the staff has provided excellent service and the facility affords sufficient space for the increasing number of graduates and their families. In which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(2), Extraordinary unspecifiable services and products which cannot reasonably be described by written specifications, subject however, to procedures consistent with open public bidding whenever possible; and

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

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

WHEREAS, The Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose, and the Office of General Counsel reviewed and approved the contract attached.

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

1. The Essex County College is hereby authorized and directed to approve a contract with **Devils Arena Entertainment LLC** for **\$85,000.00** for the rental of the Prudential Center for the Class of 2023 Commencement Exercise to be held on June 2, 2023. Subject to availability of funds;
2. This service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(2);
3. The specific line item against which this service is to be charged is as follows:
1154-7800 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Furniture for the New West Essex Campus Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	December 13, 2022
Agenda Item No.:	3-1.15/12-2022
Resolution Authorizing the Award of a Contract for Furniture	

WHEREAS, Essex County College needs to approve a contract in the total amount of **\$380,127.62** to the below-listed vendors for furniture in C/O with Business Furniture Inc (BFI), 133 Rahway Avenue, Elizabeth, NJ 07202 for furniture to outfit the entire new West Essex Campus. Classrooms, Computer Labs, Science Labs, Science Prep rooms, a One-Stop Center, Shelvings, Administrative Offices, Student Support Offices, Conference room, Bursars, Security Office, Facility Office, Faculty Center, Adjunct Center, Tutoring Center, Cafeteria, Student Lounge, Multi-purpose Room are among the facilities in the building; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.9.(a), Any county college, without advertising for bids, 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 by the Division of Purchase and Property:

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,

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 to the following vendors for **\$380,127.62**. Subject to the availability of funds:

<u>Company Name</u>	<u>Contract</u>	<u>Amount</u>
1. Landscape Forms	NJ State Contract 16-FLEET-00132	\$2,433.40
2. Herman Miller	NJ State Contract #A81620	\$332,672.55
3. Great Openings	NJ State Contract #: A81631	\$3,745.91
4. National	NJ State Contract # A81721	\$3,661.80
5. JSI	NJ State Contract A81718	\$3,263.66
6. AllSeating	NJ State Contract # A81607	\$14,993.00
7. OFS	NJ State Contract A81635	\$4,198.62
8. Sit On It	NJ State Contract 81711	\$15,158.68

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-25.5.9(a)
3. The specific line item against which the contract is to be charged is as follows:
902203-02203-7902 Minor Capital – Essex County Funds, Ordinance #O-2022-00003
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:		Finance: OculusIT LLC Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		December 13, 2022
Agenda Item No.:		3-1.16/12-2022
	Resolution Authorizing the Two-Year Contract for Single-Sign-On for student/Staff and Directory Services	

WHEREAS, Essex County College needs to approve a contract in the total amount not to exceed **\$81,735.00** to **OculusIT LLC**, 936 SW 1st Avenue, Ste. 424, Miami, FL 33130 to implement and maintain, QuickLaunch, a single-sign-on solution that will enable students and staff to access multiple application in a single platform using one username and password. QuickLaunch will enable students and staff to use the same authentication credentials for Banner System, Web Services portals, Microsoft Office 365 and email for students. OculusIT will also implement and maintain, active directory services for students and staff. This system provides high-end security and enhanced data protection for user accounts in addition to compliance features like password policies, data encryption, and auditing. 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(a) 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, OculusIT was awarded a contract for remote Banner DBA Services in the amount of \$17,400 from July 13, 2022 – July 12, 2023; 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. 10:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

WHEREAS, 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 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 **OculusIT LLC** in the total amount not to exceed **\$81,735.00** to implement single-sign-on and directory services for students and staff. Subject to the availability of funds;

<u>Service</u>	<u>Year 1</u>	<u>Year 2</u>
Single-Sign-On	\$34,900.00	\$36,645.00
Directory Services	\$7,520.00	\$2,670.00

2. These contracts are awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3.(a) and N.J.S.A.18A:64A-25.5.a(19);
3. The specific line items against which these blanket orders are to be charged are as follows:
10-1723-7620 and 10-1723-7511 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Memorandum of Agreement, Essex County College Security Association
Contact:	Dr. Augustine Boakye, President
Meeting Date:	December 13, 2022
Agenda Item No.:	4-1/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees ratify the Memorandum of Agreement between Essex County College and the Essex County College Security Association for the period August 1, 2022 through June 30, 2023.

BACKGROUND AND RATIONALE: The Essex County College Security Association is the recognized negotiating agent for the labor unit comprised of Security Association members. Essex County College and the Essex County College Security Association have engaged in an agreement that in anticipation of the increase in minimum wages, in advance compliance with the State’s minimum wage increase to \$15.00/hour on January 1, 2024, the hourly wage for 11 members be increased to \$15.00/hour, effective for the period commencing retroactively from August 1, 2022 through June 30, 2023.

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

RESOLUTION: Board of Trustees ratifies the Memorandum of Agreement between Essex County College and the Essex County College Security Association for the period August 1, 2022 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Nicole Koribanics
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	December 13, 2022
Agenda Item No.:	4-2/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Nicole Koribanics, to the academic rank of Assistant Professor, in the discipline of Biology, for the Biology, Chemistry and Physics Division, for the period January 3, 2023 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 10 applications were reviewed and four (4) applicants was selected to be interviewed. Nicole Koribanics 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	2017	Rutgers University New Brunswick, NJ	Microbiology and Molecular Genetics
● Bachelor of Arts	2008	Rutgers University New Brunswick, NJ	Microbiology

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 Nicole Koribanics, at the annual salary of \$65,161, to the academic rank of Assistant Professor, in the discipline of Biology, for the Biology, Chemistry and Physics Division, for the period January 3, 2023 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



**BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

Subject:	Personnel: Appointment, Philip Okoro
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	December 13, 2022
Agenda Item No.:	4-3/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Philip Okoro, to the academic rank of Assistant Professor, in the discipline of Biology, for the Biology, Chemistry and Physics Division, for the period January 3, 2023 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 10 applications were reviewed and four (4) applicants was selected to be interviewed. Philip Okoro is the recommended candidate

DEGREE/CERTIFICATION QUALIFICATIONS

(MASTER’S DEGREE PLUS 15 POST GRADUATE CREDITS REQUIRED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Master of Science	2003	Chicago State University Chicago, IL	Biology
● Bachelor of Science	1998	Chicago State University Chicago, IL	Biology

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 Philip Okoro, at the annual salary of \$65,161, to the academic rank of Assistant Professor, in the discipline of Biology, for the Biology, Chemistry and Physics Division, for the period January 3, 2023 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Christina Pennington
Contact:	Alvin Williams, Executive Dean of Faculty and Academics
Meeting Date:	December 13, 2022
Agenda Item No.:	4-4/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Christina Pennington, to the academic rank of Instructor, in the discipline of Paralegal Studies, for the Social Sciences Department, for the period January 3, 2023 through August 31, 2023. The recommended annual salary for the position is \$70,533.

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 four (4) applicants was selected to be interviewed. Christina Pennington 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	1994	Seton Hall University South Orange, NJ	Law
● Bachelor of Science	1987	Howard University Washington, DC	Human Ecology

FISCAL NOTES: The recommended salary of \$70,533 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Christina Pennington, at the annual salary of \$70,533, to the academic rank of Instructor, in the discipline of Paralegal Studies, for the Social Sciences Department, for the period January 3, 2023 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Leonette Lewis
Contact:	Yvette Henry, Executive Director of Human Resources
Meeting Date:	December 13, 2022
Agenda Item No.:	4-5/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Leonette Lewis, to the position of Benefits Specialist, for the Human Resources Department, for the period January 3, 2023 through June 30, 2023. The recommended annual salary for the position is \$50,000.

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 two (2) applicants were selected to be interviewed. Leonette Lewis is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Master of Business Administration	2017	Devry University New York, NY	Human Resources
● Bachelor of Science		New Jersey City University Jersey City, NJ	Sociology

FISCAL NOTES: The recommended salary of \$50,000 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Leonette Lewis, at the annual salary of \$50,000, to the position of Benefits Specialist, for the Human Resources Department, for the period January 3, 2023 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Natalie Mallamaci
Contact:	Christine Soto, General Counsel
Meeting Date:	December 13, 2022
Agenda Item No.:	4-6/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Natalie Mallamaci, to the position of Compliance Associate, for the Compliance Department, for the period January 3, 2023 through June 30, 2023. The recommended annual salary for the position is \$65,000.

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 four (4) applicants were selected to be interviewed. Natalie Mallamaci 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 Education	2021	Boston University Boston, MA	Education Policy and Leadership
● Bachelor of Arts	2018	Monmouth University West Long Branch, NJ	Psychology

FISCAL NOTES: The recommended salary of \$65,000 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Natalie Mallamaci, at the annual salary of \$65,000, to the position of Compliance Associate, for the Compliance Department, for the period January 3, 2023 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Iris Acevedo
Contact:	Elvira Vieira, Dean of Community, Continuing Education and Workforce Development
Meeting Date:	December 13, 2022
Agenda Item No.:	4-7/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Iris Acevedo, to the position of Administrative Assistant, for the Adult Learning Center, contingent upon grant funding, for the period January 3, 2023 through June 30, 2023. The recommended annual salary for the position is \$35,900.

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 one (1) applicant was selected to be interviewed. Iris Acevedo 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 Arts	1996	Universidad Interamericana De Puerto Rico	Secretarial Studies
● Associate in Arts	2005	Essex County College Newark, NJ	Liberal Arts

FISCAL NOTES: The recommended salary of \$35,900 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Iris Acevedo, at the annual salary of \$35,900, to the position of Administrative Assistant, for the Adult Learning Center, contingent upon grant funding, for the period January 1, 2023 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Virginia DePascual
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	December 13, 2022
Agenda Item No.:	4-8/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Virginia DePascual, to the position of Office Assistant, for the Facilities Management Department, for the period beginning January 3, 2023. The recommended annual salary for the position is \$32,500.

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 one (1) applicant was selected to be interviewed. Virginia DePascual 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 Arts	2010	Essex County College Newark, NJ	Liberal Arts

FISCAL NOTES: The recommended salary of \$32,500 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Virginia DePascual, at the annual salary of \$32,500, to the position of Office Assistant, for the Facilities Management Department, for the period beginning January 3, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Martha Puca
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	December 13, 2022
Agenda Item No.:	4-9/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Martha Puca, to the position of Custodian, for the Facilities Management Department, for the period beginning January 3, 2023. The recommended annual salary for the position is \$31,200.

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. Martha Puca is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (NO DEGREE REQUIRED)

FISCAL NOTES: The recommended salary of \$31,200 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Martha Puca, at the annual salary of \$31,200, to the position of Custodian, for the Facilities Management Department, for the period beginning January 3, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Ofelia Puca
Contact:	Mohamed Seddiki, Executive Dean/Chief Information Officer (CIO)
Meeting Date:	December 13, 2022
Agenda Item No.:	4-10/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Ofelia Puca, to the position of Custodian, for the Facilities Management Department, for the period beginning January 3, 2023. The recommended annual salary for the position is \$31,200.

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. Ofelia Puca is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (NO DEGREE REQUIRED)

FISCAL NOTES: The recommended salary of \$31,200 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Ofelia Puca, at the annual salary of \$31,200, to the position of Custodian, for the Facilities Management Department, for the period beginning January 3, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Promotion, Mohamed Seddiki
Contact:	Dr. Augustine Boakye, President
Meeting Date:	December 13, 2022
Agenda Item No.:	4-11/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the promotion of Mohamed Seddiki, from the position of Executive Dean / Chief Information Officer (CIO), to the position of Vice President - Operations / Chief Information Officer (CIO), for the period January 3, 2023 through June 30, 2023. The recommended annual salary for the position is \$244,412.60 i.e. no change in salary.

BACKGROUND AND RATIONALE: Mr. Seddiki is being recommended for promotion for additional responsibilities with no change in salary.

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	1994	Polytechnic University Brooklyn, NY	Telecommunications and Computing Management
● Bachelor of Science	1989	Jersey City State College Jersey City, NJ	Computer Science
● Associate in Science	1987	Essex County College Newark, NJ	Computer Science

FISCAL NOTES: The recommended salary of \$244,412.60 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Mohamed Seddiki, at the annual salary of \$244,412.60 (i.e. no change in salary), from the position of Executive Dean / Chief Information Officer (CIO), to the position of Vice President - Operations / Chief Information Officer (CIO), for the period January 3, 2023 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Promotion, Alvin Williams
Contact:	Dr. Augustine Boakye, President
Meeting Date:	December 13, 2022
Agenda Item No.:	4-12/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the promotion of Alvin Williams, from the position of Executive Dean – Faculty and Academics, to the position of Vice President – Faculty and Academic Affairs / Chief Academic Officer (CAO), for the period January 3, 2023 through June 30, 2023. The recommended annual salary for the position is \$157,325 i.e. no change in salary.

BACKGROUND AND RATIONALE: Dr. Williams is being recommended for promotion for additional responsibilities with a performance-based bonus.

DEGREE/CERTIFICATION QUALIFICATIONS (DOCTORATE DEGREE REQUIRED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Doctor of Education	2003	New York University New York, NY	Higher Education Administration
● Master of Science	1989	New Jersey Institute of Technology Newark, NJ	Applied Mathematics
● Bachelor of Arts	1983	New Jersey Institute of Technology Newark, NJ	Mathematics

FISCAL NOTES: The recommended salary of \$157,325 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Alvin Williams, at the annual salary of \$157,325 (i.e. no change in salary), from the position of Executive Dean – Faculty and Academics, to the position of Vice President – Faculty and Academic Affairs / Chief Academic Officer (CAO), for the period January 3, 2023 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	December 13, 2022
Agenda Item No.:	4-13/12-2022

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>
Marilyn Henry	Operations Manager Enrollment Services	Professional	02/08/1972	12/31/2022
Victor Turovsky	Maintenance Technician Facilities Management	Support Staff	07/01/1992	12/31/2022

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
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	December 13, 2022
Agenda Item No.:	4-14/12-2022

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>
Delfin Figueroa	Maintenance Technician Facilities Management	Support Staff	10/17/2018	12/02/2022

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
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Memorandum of Understanding Brookdale Community College – Alternate Route Training
Contact:	Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev.
Meeting Date:	December 13, 2022
Agenda Item No.:	7-1.1/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept the Memorandum of Understanding between Essex County College and Brookdale Community College whereas Brookdale will offer Alternate Route Training courses for post-baccalaureate candidates who wish to become licensed teachers from September 1, 2022 – December 31, 2024.

BACKGROUND AND RATIONALE: In June 2022, New Jersey City University (NJCU) dissolved its long-standing partnership with community colleges to offer the New Pathways to Teaching in New Jersey (NPTNJ) Program, that was approved by the New Jersey Department of Education (NJDOE). Thus, eliminating an affordable option at the non-credit level for an individual interested in becoming a teacher.

Brookdale Community College has been the first community college approved by the NJDOE to offer a 400-hour post baccalaureate program at the non-credit level thus they have proposed a new collaboration whereas community colleges (previously apart of NJCU/NPTNJ) can refer students to them to complete the program and profit from a revenue split. This temporarily fills the void of NJCU’s dissolution. *Note: The On-Campus Continuing Education department has submitted the necessary paperwork for approval to also become a location with an Alternate Route to Teaching program.*

This collaboration will continually provide a lucrative program for teaching candidates. Since 2015, over 275 students successfully completed the pre-service course at Essex County College, thus completing the Alternate Route to Teaching program and became licensed teachers in the state of New Jersey.

FISCAL NOTES: The College will receive a revenue split per student according to the breakdown outlined under item IV. Responsibilities.

RESOLUTION: The Board of Trustees of Essex County College approves the Memorandum of Understanding between Essex County College and Brookdale Community College whereas Brookdale will offer Alternate Route Training courses for post-baccalaureate candidates who wish to become licensed teachers from September 1, 2022 – December 31, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: EOF Grant
Contact:	Dr. Elvy Vieira, Dean, Community, Continuing Education & Workforce Development
Meeting Date:	December 13, 2022
Agenda Item No.:	7-1.2/12-2022

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 (NJOSHE), Educational Opportunity Fund, for the Winter Intersession Programs in FY 2023 in the amount of \$61,535.

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 \$61,535.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funding from Essex County Div. of Tng. & Emp.
Contract:	Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev.
Meeting Date:	December 13, 2022
Agenda Item No:	7-1.3/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accepts funding from the Essex County Division of Training and Employment to provide Basic Skills/HSE Prep to 25 Out of School clients in the amount of \$35,871.64 for the period beginning Jan. 2nd, 2023 and ending Dec. 31, 2025 with an optional two-year extension.

BACKGROUND AND RATIONALE: The Training, Inc. program has a long history of soliciting and securing funding from various foundations and public agencies. Training, Inc., utilizing the standards and practices of the business world, provides a wide variety of job training services at no cost to individuals, in business as well as allied health careers, to seeking initial entry, reentry or upward mobility in the workforce. The Training, Inc. program has operated successfully for the past twenty six years, attaining a 75% completion rate and an 80% graduate job placement rate.

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

RESOLUTION: The Board of Trustees of Essex County College accepts funding from the Essex County Division of Training and Employment to provide to provide Basic Skills/HSE Prep to 25 Out of School clients in the amount of \$35,871.64 for the period beginning Jan. 2nd, 2023 and ending Dec. 31, 2025 with an optional two-year extension.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Education: Disposition of Property - UHSTP
Contract:	University Heights Science and Technology Park, Inc.
Meeting Date:	Dr. Augustine Boakye, President
Agenda Item No:	December 13, 2022
	7-1.4/12-2022

WHEREAS, the Trustees of University Heights Science and Technology Park, Inc., a New Jersey non-profit corporation ("Corporation") have determined that it is in the best interests of the Corporation to transfer title to the Property (as defined below) to Grantee (as defined below); and

WHEREAS, that Certificate of Incorporation dated May 19, 1992 ("Certificate") asserts that the name of the Corporation was originally University Heights Science Park Foundation, Inc.; and

WHEREAS, that Short Form Standing Certificate dated July 17, 2007 asserts that the name of the Corporation was later changed from University Heights Science Park Foundation, Inc. to University Heights Science Park, Incorporated; and

WHEREAS, that Long Form Standing with Charter Documents dated November 11, 2022, asserts that the name of the Corporation was later changed from University Heights Science Park, Incorporated to University Heights Science and Technology Park, Inc.; and

WHEREAS, the Certificate establishes that the Board of Trustees of the Corporation is comprised of four (4) representatives from the following educational institutions: (i) New Jersey Institute of Technology ("NJIT"); (ii) The University of Medicine and Dentistry of New Jersey ("UMDNJ"); (iii) Rutgers, the State University of New Jersey ("Rutgers"); and (iv) **Essex County College ("ECC")**; and

WHEREAS, the ECC Board of Trustees are in favor of ECC signing the Corporation's resolution whereby the Corporation shall transfer title to the property located at 245–269 New Street, Newark, New Jersey 07102-3026 known and designated as Block 400, Lot 1 on the Tax Maps of the City of Newark ("Property"), for consideration in the amount of Two Million Four Hundred Sixteen Thousand Three Hundred Thirty-One and 00/100 (**\$2,416,331.00**) Dollars, to New Jersey Institute of Technology University Heights ("Grantee"); and

NOW THEREFORE, BE IT RESOLVED, ECC Board of Trustees authorizes the President, as a representative at the UHSTP, to act on behalf of the College in this matter.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. A. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 5-2: Privacy Rights of Education Records Policy
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	December 13, 2022
Agenda Item No.:	7-3.1/12-2022

RESOLUTION: The Board of Trustees of Essex County College adopts a revised Board Policy 5-2 “Privacy Rights of Education Records” as set forth below and effective immediately for the purpose of aligning to statutory language.

BP 5-2 PRIVACY RIGHTS OF EDUCATION RECORDS

REFERENCE: 20 U.S.C. 1232(g); 34 CFR Part 99

- a. The College will fully comply with the *Family Educational Rights and Privacy Act (“Act”)*, which is designed to safeguard the privacy of students’ education records.

- b. Regulations adopted by the College and procedures followed will be consistent with requirements of the Act.

Approved: 12/ /76
 Revised: 9/ /97
 Revised: 12/13/22

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 5-6: Senior Citizen Tuition Policy
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	December 13, 2022
Agenda Item No.:	7-3.2/12-2022

RESOLUTION: The Board of Trustees of Essex County College adopts a revised Board Policy 5-6 “Senior Citizen Tuition” as set forth below and effective immediately for the purpose of aligning to statutory language.

BP 5-6 SENIOR CITIZEN TUITION

REFERENCE: N.J.S.A. 18A:62-3

It is the policy of Essex County College to waive tuition fees for any senior citizen who wishes to register in College courses. Any person 65 years of age or older, who are residents of Essex County, may enroll in any regularly scheduled College courses, without payment of tuition, provided that there is available classroom space and that tuition paying students constitute the minimum number of students required for the course. Additionally, it shall be within the discretion of the Board of Trustees of the College to determine whether any such Senior Citizen(s) shall pay registration fees.

ATTACHMENTS: No

Approved: 11/ /94
 Revised: 9/ /97
 Revised: 12/13/22

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 5-7: Student Assistance Policy
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	December 13, 2022
Agenda Item No.:	7-3.3/12-2022

RESOLUTION: The Board of Trustees of Essex County College adopts a revised Board Policy 5-7 “Student Assistance” as set forth below and effective immediately for the purpose of aligning to statutory language.

BP 5-7 STUDENT ASSISTANCE

REFERENCE: N.J.S.A. 18A:64A-12(o)

a. Essex County College shall actively participate in the solicitation of funds for student assistance from Federal, State, and private sources, and effectuate the necessary regulations and procedures to provide for the proper and efficient administration of said funds; and

b. The College shall award and disburse funds to qualified applicants without regard to race, creed, color, religion, age, sex, national origin, gender and/or sexual orientation, and in full compliance with the guidelines set forth by the funding agency.

ATTACHMENTS: No

- Revised: 9/83
- Revised: 8/95
- Revised: 9/ /97
- Revised: 12/13/22

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Resolution for the Creation of the Essex County College “Wolverines” Athletic Hall of Fame
Contact:	Dr. Keith Kirkland, Dean of Student Affairs
Meeting Date:	December 13, 2022
Agenda Item No.:	7-4.1/12-2022

RECOMMENDATION: It is recommended that the Board of Trustees approve the creation of the Essex County College “Wolverines” Athletic Hall of Fame to honor individual athletes, athletic team(s), and athletic staff who have made outstanding contributions to our rich college athletic history.

BACKGROUND AND RATIONALE:

Since its inception in 1968, Essex County College’s athletes and athletics teams in Men’s and Women’s Basketball, Men’s and Women’s Soccer, Men’s and Women’s Indoor and Outdoor track and field, and Men’s and Women’s Cross-Country have earned Region IXX, Garden State Athletics, and National Junior College Athletics Association championships. In addition, our student athletes have also earned All-American honors as well as participated in the Olympics. Our athletic staff and coaches have been honored as coach of the year in many athletic categories for the work in developing our student athletes for competition at junior colleges and 4-year colleges and universities. Our Essex County College “Wolverines” Athletic Hall of Fame will be created to honor our student athletes, coaches, and athletic staff for their work and to continue their legacy.

FISCAL NOTES: No fiscal impact on our college.

RESOLUTION: The Board of Trustees approves the creation of the Essex County College “Wolverines” Athletic Hall of Fame to honor individual athletes, athletic team(s), and athletic staff who have made outstanding contributions to our rich college athletic history.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE December 13, 2022	