



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

January 24, 2023 – 4:30 PM
A Virtual Meeting

Please click the link below to join the webinar:
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Public comments on actions to be approved may be e-mailed to agendacomment@essex.edu; general public comments may be e-mailed to publiccomments@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 during meetings in the following order and in the following manner depending on the type of meeting: 1) written comments submitted by email (virtual and hybrid only); 2) Summarized duplicative written comments submitted by email (virtual and hybrid only); 3) In-person oral comments (in person and hybrid only); and, 4) Remote Oral Comments (hybrid only). 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.....		Mrs. J. Grimes
III.	Minutes.....		Mrs. J. Grimes
IV.	Communications		Mrs. J. Grimes
V.	Public Comments on Agenda Items.....		TBD
VI.	Finance Committee Report.....		Mr. J. Zarra
	3-1.1/1-2023	Authorize the Award of a Purchase for Dell Laptops Dell, Round Rock, TX Grant Funded – Operating Expense	Amount not to exceed \$162,252.00
	3-1.2/1-2023	Authorize the Award of a Purchase for PC Wall Mount Equipment CDW-G, Chicago, IL Minor Capital Funded – Operating Expense	\$18,490.50
	3-1.3/1-2023	Authorize the Award to Increase Service for Roof Repairs at the Newark Campus U.S.A. General Contractors Corp., Manalapan, NJ College Funded – Operating Expense	Amount not to exceed \$12,400.00
	3-1.4/1-2023	Authorize the Award of an Additional Five (5) Blanket Orders for Utility Services City of Newark/Water (5 accounts) Township of West Caldwell (1 account) Direct Energy Marketing (23 accounts) PSE&G Co (32 Accounts) Constellation New Energy (24 accounts) College Funded – Operating Expense	Amount not to exceed \$750,000.00

3-1.5/1-2023	Authorize the Award of an additional Blanket Order for the College CDW-G, Chicago, IL College Funded – Operating Expense	Amount not to exceed \$50,000.00
3-1.6/1-2023	Authorize the Award of a Blanket Order of Caps & Gowns for the Class of 2023 Commencement Oak Hall, Salem, VA College Funded – Operating Expense	Amount not to exceed \$40,000.00
3-1.7/1-2023	Authorize the Award of a Two-Year Contract for Janitorial Industrial Supplies Imperial Bag & Paper United Sales USA Central Poly Corp College Funded – Operating Expense	Amount not to exceed \$250,000.00
3-1.8/1-2023	Authorize the Award for the Cafeteria Renovations APS Contracting, Inc., Paterson, NJ Chapter XII Funded – Capital Expense	Amount not to exceed \$850,000.00
3-2.1/1-2023	Operating Budget Request Fiscal Year 2023-2024	
3-2.2/1-2023	Chapter XII Budget Request Fiscal Year 2023-2024	
3-2.3/1-2023	Acceptance of Funds from the County of Essex	
3-2.4/1-2023	Resolution Fixing Date for Board of School Estimate Public Hearing	
3-2.5/1-2023	Authorize the Payment of Services: Maplewood Country Club	

VII. Personnel Committee ReportMs. B. Robinson

Appointments

- | | |
|------------|---|
| 4-1/1-2023 | Patty Howard
Director, Financial Aid
Effective January 25, 2023
Salary \$93,000 |
| 4-2/1-2023 | Chad Andrade
Laboratory Specialist - Biology, Chemistry and Physics
Effective January 25, 2023
Salary \$45,000 |

Separation Agreements

- | | |
|------------|---|
| 4-3/1-2023 | Michael Frank
Professor, Biology
Effective May 31, 2023 |
|------------|---|

Herbert Schlager
 Professor, Humanities
 Effective March 31, 2023

Retirement
 4-4/1-2023

Zoya Shapiro
 Administrative Assistant, Print Shop
 Effective April 30, 2023

Resignations
 4-5/1-2023

Yvette Henry
 Executive Director, Human Resources
 Effective January 20, 2023

Alexandra Vineque
 Project Leader, Information Technology
 Effective January 20, 2023

Ivonne De Pascual
 Lecturer F, Educational Opportunity Fund (EOF)
 Effective January 13, 2023

Madeline Mendez
 Student Support Services Representative, Welcome Center
 Effective January 6, 2023

- VIII. Educational Programs Committee ReportDr. A. Lewis
 - 7-1.1/1-2023 Acceptance of Funds: The NJ Department of Children and Families/Workforce Registry
 - 7-1.2/1-2023 Budget Amendment: Strengthening Career and Technical Education for the 21st Century Act (Perkins V)
 - 7-1.3/1-2023 Dual Enrollment Program: Montclair Board of Education
 - 7-1.4/1-2023 Uniform Construction Code Tuition Remission: State of NJ Department of Community Affairs
- IX. Site Facilities and Equipment Committee Report Rev. Dr. L. Guyton
- X. Policy and Governance Committee Report.....Ms. I. Cruz
 - 7-3.1/1-2023 Revision to Board Policy 6-3: Advisory Committees
 - 7-3.2/1-2023 Revision to Board Policy 6-6: Establishment of Branch Campuses or Extension Centers
- XI. Community Relations Committee Report..... Ms. J. Wright

- XII. Alumni Association Report..... Mr. N. Asare
- XIII. Student Government Association ReportMs. Y. Rosales
- XIV. Faculty Association Report..... Prof. J. Alexandre
- XV. President’s Report..... Dr. Augustine Boakye
President
- XVI. New Business TBD
- XVII. Public Comments TBD
- XVIII. Notice of Executive SessionMrs. J. Grimes
- XIX. AdjournmentChair M. Bolden

***Public meeting agenda subject to change**



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Dell Non-SBE/MBE/WBE
Contact:	Dr. Alvin William / Executive Dean of Academic Affairs
Meeting Date:	January 24, 2023
Agenda Item No.:	3-1.1/1-2023
Resolution Authorizing the Award of a Purchase for Dell Laptops	

WHEREAS, Essex County College needs to approve the purchase of laptops for the M.A.P.S. students in the amount not to exceed **\$162,252.00** to the **Non-SBE/MBE/WBE, Dell**, One Dell Way, Round Rock, Texas 78682. The College was awarded grant funds through the Office of the Secretary of Higher Education – Opportunity Meets Innovations Challenge (OMIC) named Mentoring, Alignment, Preparedness, Support (M.A.P.S.) from July 1, 2021, through July 1, 2023, in the amount of \$1,000,000.00 that the Board of Trustees accepted funds on August 24, 2021, resolution #7-1.3/8-2021, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, and N.J.S.A.18A:64A-25.9 Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services, or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State of New Jersey Contract, NASPO M0483/19TELE00656; and

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

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

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

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 purchase to an NJ State Contract, **Dell** in the amount not to exceed **\$162,252.00** for Mobile Precision 3560 to the M.A.P.S students. Subject to the availability of funds;
2. The purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, and N.J.S.A.18A:64A-25.9;
3. Dell is the authorized vendor for the State of New Jersey Contract NASPO M0483/19TELE00656;
4. The specific line item against which this purchase is to be charged is as follows:
29125-9125-7325 Funded by the Mentoring, Alignment, Preparedness, Support (M.A.P.S.) Grant
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:		Finance: CDW-G
	Small Business Enterprise (SBE)	
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		January 24, 2023
Agenda Item No.:		3-1.2/1-2023
Resolution Authorizing the Award of a Purchase for PC Wall Mount Equipment		

WHEREAS, Essex County College needs to approve the purchase of new instructional technology to equip the entire West Essex Campus New Academic building such as classrooms, computer labs, learning rooms, conference rooms, etc., in the total amount of **\$18,490.50** to **CDW-G**, 75 Remittance Drive, Chicago, Illinois 60675, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for computer wall mount – combo arms and extenders to support the projector systems planned for instruction rooms; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, and N.J.S.A.18A:64A-25.9 Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services, or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State of New Jersey Contract, E&I #CNR01439; and

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

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

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

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 purchase to **CDW-G** for **\$18,490.50** for computer wall mount – combo arms and extenders to support the projector systems planned for instruction rooms. Subject to the availability of funds;
2. This purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, and N.J.S.A.18A:64A-25.9);
3. CDW-G is the authorized vendor for the State of New Jersey Contract E&I #CNR01439;
4. The specific line item against which the contract is to be charged is as follows:
902203-02203-7904 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 January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: U.S.A. General Contractors Corp. Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	January 24, 2023
Agenda Item No.:	3-1.3/1-2023
	Resolution Authorizing the Award of an Increase of Service for Roof Repairs at the Newark Campus

WHEREAS, Essex County College needs to approve an increase of services for Roof Repairs on an as-needed basis in the total amount not to exceed **\$12,400.00** for the fiscal year 2023 to **U.S.A. General Contractors Corp.**, 167 Route 33, Manalapan, New Jersey 07726, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**); and

WHEREAS, On September 20, 2022 (3-1.4/9-2022) the Board of Trustees approved the two-year quote #FY23Q-0006 for Roof Repair Services for the fiscal years 2023 and 2024 in the total amount not to exceed \$25,000.00 per year; and

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

WHEREAS, The award of this purchase shall be made as “Fair and Open” pursuant to the provisions of N.J.S.A. 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 for roof repairs at the Newark Campus with **U.S.A. General Contractors Corp.**, in the total amount not to exceed **\$12,400.00** for the fiscal year 2023. Subject to the availability of funds;
2. The specific line item against which this increase is to be charged is as follows:
10-7351-7620 Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:		Finance: Utility Services Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		January 24, 2023
Agenda Item No.:		3-1.4/1-2023
	Resolution Authorizing the Award of an Additional Five (5) Blanket Orders for Utility Services	

WHEREAS, Essex County College needs to approve an additional five (5) blanket orders in the total amount not to exceed **\$750,000.00** to the below-listed companies, which will provide Utility Services for the fiscal year 2023, at the Newark Campus, West Essex Campus, and Student Housing; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(8) The supplying of any product or the rendering of any service by the public utility which is subject to the jurisdiction of the Board of Public Utilities, in accordance with tariffs and schedules of charges made, charged and exacted, filed with said board; and

WHEREAS, On September 20, 2022 (3-1.2/8-2022) the Board of Trustees approved five (5) blanket orders for utility services in the total amount not to exceed \$1,300,000.00 for the fiscal year 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. 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 an additional five (5) blanket orders in the total amount not to exceed **\$750,000.00** for utility services for the fiscal year 2023 at the Newark Campus, West Essex Campus, and Student Housing. Subject to availability of funds:

<u>Water & Sewage Services</u>	<u>Electrical & Gas Services</u>
City of Newark/Water (5 accounts)	PSE&G Co. (32 accounts)
Township of West Caldwell (1 account)	Constellation New Energy (24 accounts)
Direct Energy Marketing (23 accounts)	
2. These additional blanket orders are awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(8);
3. The specific line items against which these blanket orders are to be charged are as follows:
 - 10-7351-7660 Operating Expense
 - 10-7252-7660 Operating Expense
 - 10-7351-7640 Operating Expense
 - FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Blanket Orders for FY'23
Contact:	Denise Williams / Director of Purchasing
Meeting Date:	January 24, 2023
Agenda Item No.:	3-1.5/1-2023
Resolution Authorizing the Award of an additional Blanket Order for the College	

WHEREAS, Essex County College needs to approve an additional blanket order on an as-needed basis in the total amount not to exceed **\$50,000.00** to the below-listed company which will serve to help the departments of the College to request computer supplies/equipment such as Network, Computer Hardware, Software Maintenance, Toners, and Peripheral support on an as-needed basis for the fiscal year 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(3), N.J.S.A.18A:64A-25.a(19), N.J.S.A.18A:64A-25.a(24), and N.J.S.A.18A:64A-25.9 Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services, or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State of New Jersey Contract, E&I # CNR01439; and

WHEREAS, On June 21, 2022 (3-1.19/6-2022) the Board of Trustees approved seven (7) blanket orders of which CDW-G was among the total amount not to exceed \$50,000.00 for computer supplies/equipment for the fiscal year 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 "Fair and Open" pursuant to the provisions of N.J.S.A. 19:44A-20,4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00; and

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

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award additional blanket order in the total amount not to exceed **\$50,000.00** on an as-needed basis for computer supplies/equipment such as Network, Computer Hardware, Software Maintenance, Toners, and Peripheral support for the fiscal year 2023, to the following vendor. Subject to the availability of funds:

<u>Company Name</u>	<u>Vendor's Contract</u>	<u>\$Amount</u>
CDW-G	E&I # CNR01439	\$50,000.00

2. This additional blanket order is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3, N.J.S.A.18A:64A-25.5.a(3), and N.J.S.A.18A:64A-25.a(19), N.J.S.A.18A:64A-25.a(24), and N.J.S.A.18A:64A-25.9;
3. The specific line items against which this additional blanket order is to be charged are as follows:
Operating Expense
FY 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Oak Hall Cap & Gown Co. Non-SBE/MBE/WBE
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	January 24, 2023
Agenda Item No.:	3-1.6/1-2023
Resolution Authorizing the Award of a Blanket Order of Caps & Gowns for Class 2023 Commencement	

WHEREAS, Essex County College needs to approve a blanket order in the amount not to exceed **\$40,000.00** to **Non-SBE/MBE/WBE, Oak Hall**, 840 Union Street, Salem, Virginia 24153 for Caps & Gowns for the Class of 2023 Commencement Exercise to be held on June 2, 2023, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3, and N.J.S.A.18A:64A-25.5.a(22), Purchase or rental of graduation caps and gowns and award certificates or plaques; 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 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 the Essex County College Board of Trustees as follows:

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a blanket order to **Non-SBE/MBE/WBE, Oak Hall**, in the amount not to exceed **\$40,000.00** for Caps & Gowns for the Class of 2023 Commencement Exercise to be held on June 2, 2023. Subject to the availability of funds;
2. This blanket order 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, 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 2022/2023

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Janitorial Industrial Supplies Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	January 24, 2023
Agenda Item No.:	3-1.7/1-2023
Resolution Authorizing the Award of a Two-year Contract for Janitorial Industrial Supplies	

Recommendation: It is recommended that the Board of Trustees approves the award of a two-year contract to the below-listed vendors on an as-needed basis in the total amount not to exceed **\$250,000.00** for Janitorial Industrial Supplies from January 24, 2023, through January 23, 2025.

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

Bid #8159 was advertised in The Star-Ledger on November 15, 2022. There were Nine (9) bids solicited. Four (4) responses were received, opened, and publicly read on November 29, 2022.

Nature of Bid: Essex County College – Janitorial Industrial Supplies

Bid Item #1-34: **The recommendation is for the lowest responsive and responsible bidder.**

Vendor

- Imperial Bag & Paper (SBE)
- United Sales USA (SBE)
- Central Poly Corp. (SBE)

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

<u>Department</u>	<u>Account #</u>	<u>\$Total Amount (2-year)</u>
Custodial	10-7201-7501C	\$250,000.00

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract on an as-needed basis in the total amount not to exceed **\$250,000.00** to the above-listed vendors for Janitorial Industrial Supplies from January 24, 2023, through January 23, 2025. Subject to the availability of funds.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:		Finance: APS Contracting, Inc. Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		January 24, 2023
Agenda Item No.:		3-1.8/1-2023
Resolution Authorizing the Award for the Cafeteria Renovations		

Recommendation: It is recommended that the Board of Trustees approves the award of a five-month contract to **APS Contracting, Inc.**, 155 Pennsylvania Ave, Paterson, NJ 07503, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) in the total amount not to exceed **\$850,000.00** for the construction of the Newark campus cafeteria from January 24, 2023, through June 23, 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.

Essex County College advertised the Cafeteria Renovations Bid five times (Bid #8134, #8145, #8152, #8156, #8160).

Bid #8156 was advertised in The Star-Ledger on November 2, 2022. There were thirty (30) bids solicited. Four (4) responses were received, opened, and publicly read on November 17, 2022, which was over budget.

This contract is awarded in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5C(ii) contract or agreement may then be negotiated on January 2023, when two vendors provided their Best and Final Offer.

Nature of Bid: Essex County College – Cafeteria Renovations At Newark Campus

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

Source of Funding: The Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose. Funded by Chapter XII, Ordinance # 0-2017-00006 and Ordinance # 0-2021-00002:

Account #	Allowance	\$Amount
901706-3115-7951		
9021A2-3126-7951A	\$50,000.00	\$800,000.00

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract for the construction of the Newark campus cafeteria in the total amount not to exceed **\$850,000.00** to the **APS Contracting, Inc.** from January 24, 2023, through June 23, 2023. Subject to the availability of funds.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Operating Budget Request Fiscal Year 2023-2024
Contact:	Dr. Augustine Boakye, President
Meeting Date:	January 24, 2023
Agenda Item No.:	3-2.1/1-2023

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

WHEREAS: The Budget Planning Committee developed a FY 2024 credit hour projection based on a linear trend line from the two most recent pre-pandemic fiscal years; and

WHEREAS: Those considerations and other pertinent metrics were analyzed and utilized by the budget committee to present a balanced budget; and

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

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

1. The Essex County College Board of Trustees approves the College Operating Budget in the amount of \$52,326,123 for Fiscal Year 2023-2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Chapter XII Budget Request Fiscal Year 2023-2024
Contact:	Dr. Augustine Boakye, President
Meeting Date:	January 24, 2023
Agenda Item No.:	3-2.2/1-2023

WHEREAS: The State of New Jersey provides funding for major capital renewal and replacement (CRR) programs known as Chapter 12 and Essex County College has received a minimum allocation of \$3,900,000; and

WHEREAS: Essex County College is requesting its full allocation of \$3,900,000 for the fiscal year 2023-2024 to commence on July 1, 2023; and

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

WHEREAS: The County is expected to appropriate a minimum amount of \$1,950,000 for the College’s fiscal year 2023-2024 Chapter 12 request; and

WHEREAS: The College will use its fiscal year 2023-2024 Chapter 12 allocation to complete infrastructure projects as outlined in the College’s redeveloped facilities master plan; and

WHEREAS: The College’s Chapter 12 Capital Fund Budget request of a minimum allocation of \$3,900,000 will be submitted to the Board of School Estimate for approval at its next meeting; and

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

1. The Essex County College Board of Trustees hereby authorized the College’s Chapter 12 Capital Funds request in a minimum amount of \$3,900,000 for the fiscal year 2023-2024 to commence on July 1, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Acceptance of Funds from the County of Essex
Contract:	Dr. Augustine Boakye, President
Meeting Date:	January 24, 2023
Agenda Item No:	3.2.3/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept additional funding from the County of Essex in the amount of one million eight hundred thousand dollars (\$1,800,000) for capital outlay allocated to the expense of constructing the new parking deck at the West Essex Campus.

BACKGROUND AND RATIONALE: The County of Essex, led by the County Executive, offered to the College additional funds allocated for the construction of the new parking deck at the West Essex Campus.

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

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

1. The Board of Trustees of Essex County College accepts additional funding from the County of Essex in the amount of one million eight hundred thousand dollars (\$1,800,000) in Fiscal Year 2023, exclusive of authorized Chapter 12 funds, for capital outlay allocated to the expense of constructing the new parking deck at the West Essex Campus.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Resolution Fixing Date for Board of School Estimate Public Hearing
Contact:	Dr. Augustine A. Boakye, President
Meeting Date:	January 24, 2023
Agenda Item No.:	3-2.4/1-2023

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

WHEREAS: The Board of Trustees of Essex County College has approved a budget including an itemized statement of the amount of money estimated to be necessary for the operation and capital outlay expenses for the fiscal year ending 2024.

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

1. The President of Essex County College shall ensure that a copy of the itemized statement of the amount of money estimated to be necessary for the operation and capital outlay expenses for the fiscal year ending 2024 be delivered to each member of the Board of School Estimate as soon as practicable;
2. The President of Essex County College shall ensure that appropriate notice of a public hearing by the Board of School Estimate be provided;
3. A copy of the itemized statement shall be placed on file and open to examination of the public on the College's website: www.essex.edu.
4. The Board of School Estimate shall hold a virtual public hearing with respect to the itemized statement on February 16, 2023 via Zoom in accordance with the Open Public Meetings Act, at 11:00 a.m.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Authorize the Payment of Services: Maplewood Country Club
Contact:	Dr. Leigh M. Bello, Associate Dean – Student Affairs/Special Projects
Meeting Date:	January 24, 2023
Agenda Item No.:	3-2.5/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees approve payment to the Maplewood Country Club, in the amount of \$26,856.55, for use of the venue, goods and services rendered at the College’s annual Golf and Tennis Scholarship Fundraiser held on October 20, 2022.

BACKGROUND AND RATIONALE: The annual Golf and Tennis Scholarship Fundraiser was held on October 20, 2022 at the Maplewood Country Club in Maplewood, NJ to raise scholarship money. After expenses are paid, the proceeds will be deposited in the Essex County College Scholarship Fund to assist students in financial need.

FISCAL NOTES: The College will be reimbursed the total cost from proceeds of the fundraiser.

RESOLUTION: The Board of Trustees of Essex County College approves the payment to the Maplewood Country Club, in the amount of \$26,856.55 for use of the venue, goods and services rendered at the College’s annual Golf and Tennis Scholarship Fundraiser held on October 20, 2022.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Patty Howard
Contact:	Aylin Brandon, Executive Director of Enrollment Management & Services
Meeting Date:	January 24, 2023
Agenda Item No.:	4-1/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Patty Howard, to the position of Director, for the Financial Aid Department, for the period January 25, 2023 through August 31, 2023. The recommended annual salary for the position is \$93,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of nine (9) applications were reviewed and four (4) applicants were selected to be interviewed. Patty Howard is the recommended candidate.

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

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Master of Business Administration	2019	Grand Canyon University Phoenix, AZ	Business Administration
● Bachelor of Arts	1989	Upsala College East Orange, NJ	Anthropology

FISCAL NOTES: The recommended salary of \$93,000 is included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Patty Howard, at the annual salary of \$93,000, to the position of Director, for the Financial Aid Department, for the period January 25, 2023 through August 31, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Chad Andrade
Contact:	Alvin Williams, Executive Dean of Faculty & Academics
Meeting Date:	January 24, 2023
Agenda Item No.:	4-2/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Chad Andrade, to the position of Laboratory Specialist, for the Biology, Chemistry and Physics Division, for the period January 25, 2023 through June 30, 2023. The recommended annual salary for the position is \$45,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. One (1) application was received and reviewed. Chad Andrade 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 Philosophy	2011	University of West Indies Jamaica	Physics
● Bachelor of Science	2004	University of West Indies Jamaica	Physics & Computer Sciences

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

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Chad Andrade, at the annual salary of \$45,000, to the position of Laboratory Specialist, for the Biology, Chemistry and Physics Division, for the period January 25, 2023 through June 30, 2023.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

Subject:	Personnel: Separation Agreements
Contact:	Dr. Augustine Boakye, President
Meeting Date:	January 24, 2023
Agenda Item No.:	4-3/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees approve the separation, in accordance with the terms and conditions of the individual(s) Separation Agreement, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Unit</u>	<u>Effective Date</u>
Michael Frank	Professor Biology	Faculty	May 31, 2023
Hebert Schlager	Professor Humanities	Faculty	March 31, 2023

BACKGROUND AND RATIONALE: The separation agreement outlines the terms of the agreement between the individual(s) and the college.

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

RESOLUTION: The Board of Trustees of Essex County College approves the separation, in accordance with the terms and conditions of the individual(s) Separation Agreement, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE April 20, 2021	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Dr. Augustine Boakye, President
Meeting Date:	January 24, 2023
Agenda Item No.:	4-4/1-2023

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>
Zoya Shapiro	Administrative Assistant Print Shop	Professional	03/30/1998	04/30/2023

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 A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Dr. Augustine Boakye, President
Meeting Date:	January 24, 2023
Agenda Item No.:	4-5/1-2023

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>
Yvette Henry	Executive Director Human Resources	Administrative Confidential	03/21/2020	01/20/2023
Alexandra Vineque	Project Leader Information Technology	Professional	03/22/2010	01/20/2023
Ivonne De Pascual	Lecturer F Educational Opportunity Fund (EOF)	Faculty	08/24/1998	01/13/2023
Madeline Mendez	Student Support Services Representative Welcome Center	Professional	07/06/2021	01/06/2023

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 A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



**BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION**

Subject:	Acceptance of Grant Funds: The NJ Department of Children and Families/Workforce Registry
Contact:	Ms. Virginia Flanigan, Director-Child Development Center
Meeting Date:	January 24, 2023
Agenda Item No.:	7-1.1/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees accept funding in the amount of \$12,924.00 from the NJ Department of Children and Families/Workforce Registry’s Hiring and Retention Bonus Grant to be awarded to members of the College’s eligible Child Development staff.

BACKGROUND AND RATIONALE:

The NJ Department of Children and Families/Workforce Registry issued a request for grant applications to provide funds for Child Care Centers who provided childcare services during the COVID-19 pandemic. This grant provides \$1,077.00 bonus payments to help recruit new staff into the childcare workforce and to reward and retain current staff. Our Child Development Center submitted a grant application and was notified of the acceptance and approval of our application. Our college has twelve (12) existing staff who are eligible for the Phase II Hiring Grant launched during the Fall 2022 semester.

FISCAL NOTES:

Our Child Development will award twelve (12) staff members \$1,077.00 under this grant. There is no fiscal impact to the college.

RESOLUTION: The Board of Trustees of Essex County College accepts funding in the amount of \$12,924.00 from the NJ Department of Children and Families/Workforce Registry’s Hiring and Retention Bonus Grant to be awarded to members of the College’s eligible Child Development staff.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Budget Amendment: Strengthening Career and Technical Education for the 21 st Century Act (Perkins V)
Contact:	Yvette Jefferies, Director, College Advancement & Foundation
Meeting Date:	January 24, 2023
Agenda Item No.:	7-1.2/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Fiscal Year 2023 Budget Amendment to the State of New Jersey Department of Education for the period of July 1, 2022 – June 30, 2023 (FY23).

BACKGROUND AND RATIONALE: Essex County College received \$732,542 for the College’s career and technical education programs. The budget amendment was prepared for the purchase of additional materials and supplies, mentoring and tutoring, and professional development. All funds will be utilized in accordance with the amended FY23 spending strategy.

FISCAL NOTES: There will be no negative fiscal impact to the College. The budget amendment will assist in achieving the grant purpose.

RESOLUTION: The Board of Trustees of Essex County College accepts the Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Fiscal Year 2023 Budget Amendment to the State of New Jersey Department of Education for the period of July 1, 2022 – June 30, 2023 (FY23).

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	DUAL ENROLLMENT PROGRAM: Montclair Board of Education
Contact:	Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev.
Meeting Date:	January 24, 2023
Agenda Item No.:	7-1.3/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the Dual Enrollment Agreement between Essex County College, hereinafter referred to as “Essex” and the Montclair Board of Education, hereinafter referred to as “Board” for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Montclair High School, hereinafter after referred to as “MHS”, students from July 5, 2023 to June 30, 2024.

BACKGROUND AND RATIONALE: The Essex Dual Enrollment Program was developed in 2004 in response to the State’s initiative to increase the first-year success rates of recent high school students. The Dual Enrollment Program will provide MHS students an opportunity to complete their developmental sequence and thus be certified as college ready in the State of NJ. Additionally, MHS students will be offered the opportunity to earn substantial college credits towards an Associate’s degree.

FISCAL NOTES: MHS is expected to provide an instructor who meets Essex’s standards for college-level instruction or pay for an adjunct provided by Essex (\$766 - \$850 per credit as per the ECC Adjunct Faculty Association contract with an additional 10% added to contribute to fringe/cost of benefits). MHS will pay for all instructional materials, including books, which are required to be purchased through Essex’s bookstore partner, Follette. Lastly, MHS will pay a \$950 administrative fee per course.

RESOLUTION: The Board of Trustees of Essex County College approves the Dual Enrollment Program Agreement between Essex County College and the Montclair Board of Education for the purpose of establishing a Dual Enrollment Program to be delivered by Essex to Montclair High School students from July 5, 2023 to June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Uniform Construction Code, Tuition Remission State of NJ
Contact:	Dr. Elvy M. Vieira, Dean of Community, Continuing Education and Workforce Development
Meeting Date:	January 24, 2023
Agenda Item No.:	7-1.4/1-2023

RECOMMENDATION: It is recommended that the Board of Trustees approve the State of New Jersey Department of Community Affairs – Uniform Construction Code Tuition Remission Program for Fiscal Year 2023 (July 1, 2022– June 30, 2023)

BACKGROUND AND RATIONALE: Essex County College offers and administers Uniform Construction Code courses for credit at the West Essex Branch Campus in conjunction with the Academic Division of Mathematics, Engineering Technologies and Computer Sciences. Students are individuals who need to update and maintain licenses for the Industry including Construction Code Officials, Fire Code Officials, and Building and Subcode Officials. They are entitled to receive a 100% refund from the NJ State DCA office for successfully meeting the requirements of the course as outlined.

FISCAL NOTES: Essex County College can submit billing for Fiscal Year 2023 up to the amount of \$35,000 for tuition reimbursement. The administrative award is 10% for all tuition reimbursement requests payable to the College for handling all the necessary reports.

RESOLUTION: The Board of Trustees of Essex County College approves the grant awarded for reimbursements up to \$35,000 plus the 10% for administrative expenses.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 6-3: Advisory Committees
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	January 24, 2023
Agenda Item No.:	7-3.1/1-2023

RESOLUTION: The Board of Trustees of Essex County College adopts a revised Board Policy 6-3 “Advisory Committees” as set forth below and effective immediately for clarification and for the purpose of aligning to the Board By-Laws and statutory language.

BP 6-3 ADVISORY COMMITTEES

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

- a. The Board of Trustees may create Advisory Committees, which shall be in accordance with the Board’s By-Laws. Advisory Committee members shall be appointed for a two-year term, and shall be eligible for reappointment at the pleasure of the Board.

- b. Advisory Committees for academic programs and to various College departments shall be named by the President in accordance with College regulations.

ATTACHMENTS: No

Revised: 9/ /97
 Revised: 1/24/23

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	



BOARD OF TRUSTEES
REQUEST FOR BOARD ACTION

Subject:	Revised Board Policy 6-6: Establishment of Branch Campuses or Extension Centers
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	January 24, 2023
Agenda Item No.:	7-3.2/1-2023

RESOLUTION: The Board of Trustees of Essex County College adopts a revised Board Policy 6-6 “Establishment of Branch Campuses or Extension Centers” as set forth below and effective immediately for the purpose of including the requirement to follow local laws, regulations and guidelines.

BP 6-6 ESTABLISHMENT OF BRANCH CAMPUSES OR EXTENSION CENTERS

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

a. The College desires to provide educational services to all areas of the County, and has determined that this can often be best accomplished through the establishment of branch campuses or extension centers.

b. The President is empowered to take whatever action may be necessary to plan, develop and implement such programs, subject to requirements of the appropriate state, local, and federal laws, regulations and guidelines.

ATTACHMENTS: No

Approved: 9/6/78
Revised: 9/ /97
Revised: 1/24/23

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE January 24, 2023	