

Essex County College Board of Trustees PUBLIC MEETING MINUTES

March 21, 2023 – 4:30 PM A Virtual Meeting

In Attendance

J. Grimes; L. Guyton; A. Lewis; C. Morales; B. Robinson; J. Zarra; A. Boakye, President; M. Townes, Board Counsel

Excused

M. Bolden, I. Cruz; J. Wright

Call to Order/Roll Call

The meeting was called to order at 4:38 pm by Trustee Lewis, Vice Chair of the Board of Trustees.

Open Public Meetings Act Announcement

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

Advance written notice of this meeting was filed on January 6, 2023, and written notice for this meeting was provided to the Essex County College Community, indicating that the meeting will be held in accordance with the Open Public Meetings Act (P.L. 2020 c. 11) and Board Policy 1-1. Notice of the meeting was also posted on the College website at <u>www.essex.edu</u>. According to records of Essex County College, we have not received written requests or prepayment from any parties for advance notice of meetings.

Minutes

Minutes of the February 21, 2023 meetings were moved for approval by Trustee Grimes and seconded by Trustee Robinson. *The minutes were unanimously approved.*

Communications

Trustee Grimes announced that there were no communications.

Public Comments on Agenda Items

Ms. Congleton announced that there were no public comments.

In Remembrance of Senator Ronald L. Rice

Trustee Lewis then expressed condolences to the family and friends of the late Senator Rice. The Vice Chair acknowledged that Senator Rice was a friend to, advocate for, and alumnus of Essex County College. He further stated that Senator Rice touched many lives and in recognition of his many contributions asked that we pause for a moment of silence in remembrance of Senator Ronald L. Rice.

Finance Committee Report

Trustee Zarra advised that the Finance Committee met and reviewed the eighteen items presented for approval. He called attention to item 3-2.1, Acceptance of FY '22 Audit and Recommendations which he noted was completed on time and allows us to have a full accounting of the College's financial situation. He asked for a motion to approved actions 3-1.1 through 3-2.1:

3-1.1/3-2023	Authorize the Award of a Bid for HVAC Ventilation & Air Quality Improvement at Essex County College DeSesa Engineering Co., Inc., Livingston, NJ \$1,521,0 Cares Act & Bond Grant Funded – Capital Expense		
3-1.2/3-2023	Authorize the Award of a Second Change Order for Parking Lot "D" Rooftop Repairs DGB Technologies, LLC, Wyckoff, NJ Chapter XII Funded – Capital Expense		\$24,898.06
3-1.3/3-2023	Authorize the Award of a Bid for Cafeteria Kitchen Equipment Sam Tell and Son, Inc., Farmingdale, NY Chapter XII Funded – Capital Expense		\$130,498.34
3-1.4/3-2023	Authorize the Award of Si Water and Sewage Services:	x (6) Blanket Orders for Utility Services City of Newark / Water (5 accounts) Township of West Caldwell	Amount not to exceed \$2,010,000.00 per year
	Electrical & Gas Services:	PSE&G Co. (32 accounts) Constellation New Energy (24 accounts) Direct Energy Marketing (23 accounts)	
	Telephone Services: Verizon College Funded – Operating Expense		
3-1.5/3-2023	Authorize the Award of a Contract for Architectural/Engineering Services for Additional Construction Administration Services of the Dining Hall Renovations LAN Associates, Midland Park, NJ Chapter XII Funded – Capital Expense		
3-1.6/3-2023	Authorize the Award of a Blanket Order for Copier and Specialty Paper for the Print Shop Department Sharda Paper, Inc., Brooklyn, NJ \$78,500.00 College Funded – Operating Expense		
3-1.7/3-2023	Authorize the Award of a Renewal for preventive maintenance Agreement for Printing Equipment Mark Andy, Inc., Chesterfield MO \$19,710.6 College Funded – Operating Expense		
3-1.8/3-2023	Authorize the Award of Consulting Services SIG Homeland Security, LLC, Long Valley, NJ Perkins Grant Funded – Operating Expense		Amount not to exceed \$31,500.00
3-1.9/3-2023			Amount not to exceed \$24,521.15

3-1.10/3-2023	Authorize the Award of Fourteen (14) Blanket Orders for Advertisement Services		Amount not to exceed \$250,000.00		
	AAAD, Inc. Local Talk Altice Media	Positive Community Magazine Screen Vision Media	per year		
	Capstar dba iHeart Media	TEP Into Local			
	Comcast Holding	Motor Vehicle Network			
	Irving Street Rep	The Whitney Publishing			
	Worral Community Intersection	El Cambio Caldwell Progress			
	College Funded – Operating Exper	-			
3-1.11/3-2023	Authorize the Award of Eight (8) Blanket Orders for Computer		Amount not to exceed \$460,000.00		
	Supplies and Equipment for the Co Dell	HP			
	CDW-G	Stuyvesant Partners	per year		
	Staples	Tree House			
	Access NJ	Allied Document			
	College Funded – Operating Exper				
2 4 4 2 / 2 2 0 2 2					
3-1.12/3-2023	Authorize the Award of Seven (7)		Amount not to exceed \$100,000.00		
	Food Supplies and Services for the La Cocina	Oscar's Lunch Truck	\$100,000.00		
	Think Big Bagels, LLC.	Vonda's K Catering			
	Zunidelights, LLC	Seabras			
	Shop Rite	Jeabras			
	Hunger-Free Campus Grant and College Funded – Operating Expense				
3-1.13/3-2023	Authorize the Award of Five (5) Blanket Orders for Promotional Amount not to exceed				
5-1.15/ 5-2025	Items for the College		\$37,400.00		
	4Imprint	Velocity	per year		
	Creative Advertising Specialties	Tylexa Enterprises, LLC			
	Drew & Rogers, Inc. College Funded – Operating Expense				
3-1.14/3-2023	Authorize the Award of Second Year of a Two-Year Proposal forAmount not to exceedAthletic Travel and Charter Bus Services\$100,000.00				
	Coach USA	\$50,000.00	<i>\$</i> 100,000.00		
	Panorama Tours	\$50,000.00 \$50,000.00			
	College Funded – Operating Exper				
3-1.15/3-2023	Authorize the Payment for Outstanding invoices for West Law Amount not to exceed \$105,000.00				
	Thomson Reuters – West Publishing Corporation, Eagan, MI				
	College Funded – Operating Expense				
3-1.16/3-2023	Authorize the Award of a Contract to Support Online Learning				
	LS2 Investment, Inc., Longueuil, Q	\$35,975.00			
	College Funded – Operating Expense				
3-1.17/3-2023	Authorize the Award of Additional Repair Services for Elevators #1				
-	to #11 – Newark Campus Amount not to exceed				
	Champion Elevator Corporation, Clinton, NJ \$30,000.00				
	College Funded – Operating Exper	ise			

3-2.1/3-2023 Acceptance of FY '22 Audit and Recommendations

Trustee Morales moved the Finance items for approval. Trustee Robinson seconded her motion. *The motion was unanimously approved.*

Personnel Committee Report

Trustee Robinson indicated that the Personnel Committee met on March 14th and recommended the approval of the following appointments, retirement, separation agreement and promotion in academic rank:

Appointments 4-1/3-2023	Laura Byrd Human Resources Manager, Human Resources Effective March 22, 2023 Salary \$65,000
4-2/3-2023	Fatima Matos Manager – Auxiliary Services, Information Technology Effective March 22, 2023 Salary \$51,000
4-3/3-2023	Deneen Anthony Office Assistant, Pre-College Readiness / Dual Enrollment Effective March 27, 2023 Salary \$34,000
4-4/3-2023	Glenn Nash Security Officer, Public Safety Effective March 26, 2023 Salary \$31,200
4-5/3-2023	Lashawna Webb Security Officer, Public Safety Effective March 26, 2023 Salary \$31,200
Retirement	
4-6/3-2023	Rickie King Security Officer, Public Safety Effective March 31, 2023
Separation Agree	ment
4-7/3-2023	Aylin Brandon Executive Director, Enrollment Management and Services Effective March 10, 2023
Promotion in Aca	demic Rank (Administrative)
4-8/3-2023	Augustine A. Boakye

3/3-2023 Augustine A. Boakye College President Professor, Economics Effective January 3, 2023 Trustee Zarra moved the Personnel actions for approval. Trustee Grimes provided the second. *The actions were unanimously approved.*

Educational Programs Committee Report

Trustee Lewis advised that the Committee did not meet and had no actionable items to present to the Board.

Site Facilities and Equipment Committee Report

Trustee Guyton reported that the Committee met but had no action items to present. He deferred comments or questions on any project to the President.

Policy and Governance Committee Report

Trustee Grimes advised that the Committee did meet and are in the process of reviewing the articles of the College's bylaws. She noted that there were no items to present for approval.

Community Relations Committee Report

Trustee Grimes reported that the Committee met, discussed the opening of the West Essex Campus and the Foundation Board; however, there were no action items requiring the attention of the Board.

Alumni Association Report

The Alumni Association report, submitted by the ECC Alumni Association Vice President, Stephenie Carter was read into the record of the meeting by Ms. Congleton. The report is attached at Appendix A. Trustee Lewis commended the Association for their involvement and engagement.

Student Government Association Report

Ms. Kierra Williams presented the Student Government Association (SGA) Report which is attached at Appendix B. Trustee Lewis thanked Ms. Williams for her report. Trustee Robinson commented that prayer areas are needed especially with Ramadan commencing tomorrow (March 22nd) and that accommodations like that put Students First.

Trustee Lewis acknowledged that the SGA report was thorough, indicated engagement and dialogue with the President regarding their concerns. He committed that the President is listening and open to finding solutions to their concerns; further, the Board is also listening and glad that their concerns were raised in their written report as well. He thanked Ms. Williams for sharing the information.

Faculty Association Report

Prof. J. Alexandre, Faculty Representative to the Board of Trustees, submitted the Faculty Association's report (attached at Appendix C) and shared information about the eight items listed.

In response to the report, Trustee Lewis, on behalf of the Board extended condolences on the passing of Professor John Scott Drakulich. He commended the accomplishments of faculty which keep Essex County College relevant and assist in sustaining its high-quality standards. Trustee Lewis offered congratulations on the upcoming seventh Financial Literacy Conference which provides information that is often unavailable in underserved communities.

President's Report

Dr. Boakye recapped the following items contained in his detailed March report (Appendix D) to the Board of Trustees:

- Spring 2023 credit hours are 61,830 which is 3.7% higher than Spring 2022.
- Summer I and II registration is open. Students needing one or two classes to graduate are being encouraged to register and participate in the June commencement ceremony.

- Mrs. Yelitza Perez, an ECC 2019 graduate, is now employed by United Launch Alliance, a partner of NASA, as an Electrical System Test Engineer Rocket Specialist in Port Canaveral, Florida.
- Essex County College student-athletes participating in both Men's and Women's basketball, track and field and their coaches have received various honors for accomplishments in winter sports.
- The President's College related February/March engagements were shared.
- The College's FY22 Audit is complete, on time, and shows significant improvement over FY21.
- Capital projects on the main and West Essex campus are progressing well and on schedule. A committee has been constituted to oversee the opening of the West Essex Campus.
- The President's Community related engagements during the February and March timeframe were shared.
- The President expressed condolences on the passing of Senator Rice and of Professor Drakulich.

The President concluded his presentation with the Save the Dates and Upcoming Events listed in his report and with thanks for his promotion in academic rank.

Trustee Lewis thanked the President for his report and for sharing the academic, professional and athletic good news about students.

New Business

There was no new business.

Public Comments

Ms. Congleton read public comments submitted by Lev Zilbermints and Fatima Matos. Those comments are attached at Appendix E.

Trustee Lewis thanked Mr. Zilbermints and Ms. Matos for their comments. He also congratulated Ms. Matos on her new position and offered thanks for her service to the College.

Notice of Executive Session

Trustee Grimes was called upon to read the Notice of Executive Session. She read as follows:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Essex County College shall hold, following this meeting and prior to its next scheduled meeting on April 18, 2023 at 4:30 PM, an Executive Session to discuss the following topics, the general nature of which is limited to Collective Bargaining Agreements, Pending and Existing Contractual Negotiations, Litigation and Personnel Matters. The discussion of these said topics shall be disclosed to the public as soon as reasonable.

Trustee Grimes asked for a motion to approve the notice. Trustee Zarra provided the motion, Trustee Morales, the second. *The motion was unanimously approved.*

Adjournment

Trustee Lewis advised that the Board's business was concluded, thanked everyone for their contributions, and adjourned the meeting at 5:18 pm.

Essex County College Alumni Association Report to the Board of Trustees Tuesday, March 21, 2023

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

My name is Stephenie Carter, and I am the ECC Alumni Association Vice President. It is my pleasure to join you all this evening and provide another update on behalf of the Executive Alumni Association Board.

- The Executive Board would like to say Happy Women's History Month. "Here's To Strong Women: May we Know them.May we Be them, May we Raise them."
- The Alumni Board will be holding our next executive meeting this coming Saturday, March 25th (in person). We will be holding a planning meeting, in order to organize future events.
- Lastly, and most importantly. The Alumni Association will be hosting our General Meeting. We would like to invite all Alumni to attend on Thursday, March 30th at 6:30 pm via Zoom.

Meeting ID: 929 3252 1077

Passcode 451032H

Report by Stephenie Carter, ECC Alumni Vice President.





The President and Executive members of the ECC Alumni Association cordially invites you to the

Proud ECC Alumni Virtual Meeting

March 30, 2023 6:30pm – 8pm



Meeting ID: 929 3252 1077 Passcode: 451032

Please visit the link below to update your contact information for future communications:

https://www.surveymonkey.com/r/Proud_ECC_Alum

STUDENT GOVERNMENT ASSOCIATION SPRING 2023 (MARCH) REPORT

Good afternoon to all Board of Trustees, Dr. Boakye, Faculty, and Administration.

SGA MEETING WITH THE PRESIDENT, DR. BOAKYE

On the 7th of March, 2023, we had a meeting with the president where we discussed the concerns or complaints of the student body around the school. SGA has pledged to do further research on the topics of the cafeteria, handicapped accessibility around campus, and more quiet spaces for studying or praying. We will do a study of surrounding cafeterias to compare several aspects including quality of food and price. We will also use our members to complete a full analysis of the handicapped areas around the school and by asking for input from handicapped students. We will finally poll students on current prayer areas and look for possible solutions to their problems.

ICC MEETING WITH OTHER CLUBS & ASSOCIATIONS

On the 16th of March, 2023, an ICC meeting was held with other clubs' representatives. A total of 10 clubs were present at this meeting. We announced the Student First Fest that will be taking place on April 14th, 2023 and the preparation for this event.

SGA ACCOMPLISHMENTS FOR THE MONTH OF MARCH

We have planned an event for Women's History Month of March, 2023 where women speakers will be voicing out their experiences and struggles as women. We also approved a total of 3 more club proposals so far. We hope to approve more proposals to satisfy the needs of clubs in the future.

INITIATIVES FOR THE REST OF MARCH AND ONWARD

- Student forums: March 28th
- Increased action of the senate through club audits and departmental interviews
- Completion of studies to bring back to President Boakye
- Another SGA meeting with President Boakye
- Women's History Month Event: March
- Complete transfer student instructional video

We look forward to enacting our initiative and appreciate any support the board may give us.

Respectfully submitted,

SGA Executive Board Essex County College Student Government Association

Appendix C

Essex County College Board of Trustees Report March 21, 2023

- 1. ECCFA is very saddened by the passing of State Senator Rice. Many faculty members still have fond memories of him as a great friend of Essex County college.
- 2. The College community is in shock to learn the passing of Professor John Scott Drakulich . Professor Drakulich was a fine intellectual and a great friend to everyone.
- 3. ECCFA congratulates Dr. Boakye for his promotion to Full Professor.
- 4. Approximately 30 % of the faculty members participated in the self-study report for the Middle-State. It is remarkable when we know that faculty members must teach and participate in faculty meetings.
- 5. Africana Institute, lead by Dr. Khalfani, closed the Black History month with a great event attended not by students and administrators but also by the community. There was as well the presence of many African diplomats.
- 6. Dr. Marashi and Professor Lvov had the SPACE Scholars Club first meeting on Wednesday 3/8/2023 in Seigler Hall at 3:30PM.
- 7. Dr. Brook Orosz's proposal to give a talk on flip class room at the prestigious Landmark Summer Institute was accepted. She will be making her presentation in June 2023.
- Finally, Business Division faculty members would like to invite the Board of Trustees to the 7th Annual Financial Literacy Conference that will be held on April 12, 2023 from 10 AM to 5 PM

Memorandum

To: Ms. Marion Bolden & Trustees

From: Dr. Augustine A. Boakye, President, Essex County College

Date: March 21, 2023

Re: President's Monthly Report

General:

We continue to monitor Covid-19 cases on campus and remain vigilant following CDC guidelines and local regulations.

Academics/Enrollment/Student Support:

- The Spring 2023 semester's instructions and learning activities are moving smoothly. The total number of Spring 2023 credit hours is 61,830 which is 3.7% higher than that of last year, Spring 2022 i.e. 59,648. Subsequently, the Summer I and II registration has opened for students to pick their classes and prepare for June graduation.
- Congratulations to Mrs. Yelitza Perez, one of our NCAS NASA Community College Aerospace Scholars in 2019. Mrs. Perez who graduated from ECC with a double major in Math & Computer Science, and transferred to Rutgers for her BSc in Math and Computer Science, received two NASA internships. She now works for United Launch Alliance (ULA), a partner of NASA, as an Electrical System Test Engineer - Rocket Specialist in Port Canaveral, Florida.
- I am pleased to share that Essex County College student-athletes and coaches have received individual honors following the completion of our winter sport seasons. The Men's and Women's Basketball programs both concluded their seasons by advancing to the Region 19 Tournament Semi-Finals. The Men's and Women's Track and Field programs competed in the NJCAA Indoor Track and Field Championships, where a total of 8 student-athletes qualified for the National Championship Meet and represented the College. The Meet was highlighted by Sophomore Jelese Alexander, placing 4th overall in the Women's Pentathlon, earning NJCAA All-American. For the USTFCCCA Awards, Athletic Region Female Field Athlete of the Year: Jelese Alexander, Atlantic Region Head Coach of the Year: Lionel Leach, and Atlantic Region Assistant Coach of the Year: Eddie Green. As always, I am very proud of our individual and team accomplishments.

The President's February/March Engagements have included:

- Championing the Middle States reaccreditation preparation with Town Hall meetings, Cabinet campus walk-throughs and other college community engagement activities.
- Welcoming the Consul Generals from Africa on campus in their exhibition and cultural event organized by the Africana Institute.
- Meeting with the SGA and Student Life leaders to discuss important topics concerning students' support and future opportunities.

- Engaging the leaders of the Foundation Board to prepare for reorganization.
- Welcoming CompTIA partners, Johnson Controls, during an interactive Dinner and Learn engagement with students organized by Training, Inc. on March 15th.

Finances:

Our FY (Fiscal Year) 22 Audit is complete with significant improvement from FY 21. The College continues to work on initiatives to bring funds to the College through grants and scholarships.

Projects:

Capital projects at the College are progressing well and future projects are under review and discussion.

The renovation of the Newark campus cafeteria is ongoing and expected to be completed this summer. The West Essex campus construction project is on schedule to be completed in June 2023. Both the construction of the classroom block and the parking deck are progressing well. At the moment, the Parking Deck is over 80% complete. The soccer field construction will begin later in the summer. I have created a committee that includes Academic Affairs, Students Affairs, CCE & Workforce Development, Operations, and Institutional Advancement to oversee the reopening of the West Essex campus.

Community Relations:

I continue to participate in all NJ Presidents Council Meetings to advocate for funds and contribute to the success of our state colleges/universities.

On February 23, 2023, I attended Workforce Innovation and Opportunity Act (WIOA) meeting to discuss the new opportunities for ECC and the community.

On February 25, 2023, I participated in the Emancipation Day event organized by Positive Community at Robert Treat Hotel.

On March 1, 2023, I participated in the Power of Women in Union Movements organized by Commissioner Wayne Richardson.

On March 2, 2023, I joined the Montclair Board of Education Community meeting to brainstorm future opportunities between ECC and the community.

On March 2, 2023, I joined Newark Alliance Collaboration (NAC) quarterly meeting to discuss equity opportunities in our community.

On March 14, 2023, I had a meeting with Congressman Donald Payne to discuss how we could work together to support our community.

On March 4, 2023, I participated in the memorial service for Councilwoman Eunice K. Dwumfour held at Essex County College.

On March 15, 2023, the College Community joined the State and loved ones to mourn Senator Ron Rice – a proud alumnus of ECC and a statesman.

May their beloved souls rest in peace.

Acknowledgments:

The College Community thanks all its retirees for their many years of dedicated service. We wish them well.

Save the dates - Upcoming Events.

The Middle States Accreditation *Full-team Site Visit* is ongoing and expected to conclude on **March 22**, **2023**. We appreciate everyone for their endless support of this process.

The 2023 Commencement is scheduled for Friday, June 2, 2023 at the Prudential Center.

Madam Chair, this ends my report. Thank you.



Dr. Boakye joined Faculty Mingle meeting



Dr. Boakye meets Congressman Payne



Dr. Boakye participates in Emancipation Day with Positive Community Magazine Publisher Adrian A. Council, Sr.

From:	Lev Zilbermintz
To:	publiccomments
Subject:	Lev"s Public Comments Revised
Date:	Monday, March 20, 2023 5:00:22 PM

CAUTION: This email originated outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello, everyone,

My name is Lev Zilbermints, Class of 1993.

How do you get more students? Make a big hoopla, and not just via TV ads. These are good ideas, but you also should be focusing on how active the clubs and student government is. What are their accomplishments? Back in 1992, my student government had the Have A Heart Clothing Drive. We collected clothing for the needy and homeless, and distributed it. That event was covered in the student newspaper, the yearbook, and the local press. I served as SGA Secretary, and Lynn K. Wilson, as President.

Today, in 2023, it is all the more important to have recruiters who help to enroll more students. Retaining such experienced specialists as recruiters is very important, as without students there is no school. A school without specialists in important fields has trouble getting new students to replace ones who graduate. I have done some research on the Internet, so this is an issue that occurs across the United States of America.

I think that getting more visibility for student leaders in the A. Zachary Yamba building would be a good idea. Call it psychology or human nature, but some people don't want to bother going to the Dasher Center. Maybe if you built a connecting bridge between the two buildings, the number of visitors would increase. Said corridor would start at the Cafeteria and be connected to Dasher Building entrance. You already have the Zachary Yamba Building connected to another one. So, why not connect it to the Dasher Center?

Are you going to have some sort of 55th anniversary celebration for ECC? The first classes started in October 1968 at 31 Clinton Street. Usually when a big date -- and 55 is a round number -- comes around, there is a big celebration. I remember the 45th anniversary, ten years ago, under President Gibson. Now that was something, with food and drinks on Level 2 in the A. Zachary Yamba Building. A decade later, not even so much as an article on the history of ECC in the press.

Dear Essex County College, Board of Trustees, and Dr. Boakye,

I would like to sincerely thank you for the opportunity to become Auxiliary Services Manager for the Information Technology Department at Essex County College. For 15+ years I have worked at this College. I first started as a student employee in the Federal Work Study Program in our Graphics Department. Eventually, I moved up to part-time in Graphics and through my work and efforts transitioned into a full-time Coordinator position in the Auxiliary Services Department. As a result of the pandemic restructuring, I was transferred into our IT Department where I was able to continue my work with Auxiliary Services and broaden my skills with new projects in the IT Department.

Through my tenure I have seen the College go through many transitions, difficulties, but most importantly, triumphs. I have stayed at this Institution through it all because I believe in the transformative impact that a Community College can have on individuals as well as its surrounding community. This position allows me to service both of these areas. It also goes without saying that I have stayed here because I have been lucky to be surrounded by some amazing colleagues that have been a fount of support and inspiration through the years.

In closing, I will do my best to uphold the mission, values, and spirit of this Institution by always striving to improve our students' and community's experiences at the College. I thank you for the opportunity to continue my efforts to positively transform Essex County College in meaningful ways.

Thank you,

Fatima Matos