



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

February 20, 2024 – 4:30 PM

Essex County College – Main Campus - Smith Hall

- I. Call to Order/Roll CallChair 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

Actions – Submitted for Board Approval

- 3-1.1/Feb-2024 Authorize the Award for Science Software and Equipment
Supertech, Inc., Elkhart, IN Amount not to exceed
Perkins Grant Funded – Operating Expense \$41,000.00
- 3-1.2/Feb-2024 Authorize the Award of a Contract to Support Remote Learning
Zoom Video Corporation, Inc., San Jose, CA \$20,900.00
College Funded – Operating Expense
- 3-1.3/Feb-2024 Authorize the Award of a Contract for Class of 2024
Commencement Amount not to exceed
Devils Arena Entertainment LLC., Newark, NJ \$100,000.00
College Funded – Operating Expense
- 3-1.4/Feb-2024 Authorize the Award of a Two-Year Contract for Grant Writing
Services Amount not to exceed
Bruno Associates, Clifton, NJ \$35,000.00
The Aubrey Group, Newark, NJ per year
College Funded – Operating Expense
- 3-1.5/Feb-2024 Authorize the Award of a Contract for Additional Accounting
Services Amount not to exceed
PKF O’Connor Davies, LLP, Woodcliff Lake, NJ \$10,000.00
College Funded – Operating Expense

- VII. Personnel Committee Report.....Ms. B. Robinson

Actions – Submitted for Board Approval

A. Appointments

- 4-1/Feb-2024 Roderick ‘Rod’ Jefferson, Comptroller
Office of the Comptroller
Effective March 4, 2024
Salary \$125,000.00

- 4-2/Feb-2024 Pierre Paul, Human Resources Representative
Human Resources
Effective February 26, 2024
Salary \$45,000.00
- 4-3/Feb-2024 Christine La Para, Educational Opportunity Fund Advisor
Community and Continuing Education
Effective February 26, 2024
Salary \$54,000.00
- 4-4/Feb-2024 Maria Falcon, EOF Program Assistant
Community and Continuing Education
Effective February 26, 2024
Salary \$44,000.00
- 4-5/Feb-2024 Kiswendsida Congo, Teacher Assistant
Child Development Center
Effective February 26, 2024
Salary \$27,537.00
- 4-6/Feb-2024 Cesar Feijoo, Security Officer
Public Safety
Effective February 26, 2024
Salary \$31,470.00

B. Retirements

- 4-7/Feb-2024 Cheryl Newton-Banks, Director Enrollment Services/WEC & Extensions Programs
Enrollment Services/Extensions Programs
Effective June 30, 2024
Salary \$83,773.13
- Enrique Colon, General Ledger Accountant
Accounting
Effective April 30, 2024
Salary \$102,334.35

C. Resignations

- 4-8/Feb-2024 Matthew Calnan, Police Officer
Public Safety
Effective February 1, 2024
- Imani Causey, Security Officer
Public Safety
Effective February 1, 2024

VIII. Educational Programs Committee ReportDr. A. Lewis

Actions – Submitted for Board Approval

- 7-1.1/Feb-2024 Joint Admissions Agreement: Rowan University
- 7-1.2/Feb-2024 Notice of Award: FY2024 Pre-Apprenticeship in Career Education (PACE) Program

- IX. Site Facilities and Equipment Committee Report..... Rev. Dr. L. Guyton
- X. Policy and Governance Committee Report.....Ms. I. Cruz
- XI. Community Relations Committee Report..... Ms. J. Wright
- XII. Alumni Association Report.....Ms. Yulanda Spencer
- XIII. Student Government Association Report Mr. Mark Anifowose
- 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. Adjournment.....Chair M. Bolden

***Public meeting agenda subject to change**



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance: Supertech, Inc. Non-SBE/MBE/WBE
Contact:	Dr. Alvin Williams / Executive Dean of Academic Affairs
Meeting Date:	February 20, 2024
Agenda Item No.:	3-1.1/Feb-2024
Resolution Authorizing the Award for Science Software & Equipment	

WHEREAS, Essex County College needs to approve a contract in the total amount not to exceed **\$41,000.00** to **Non-SBE/MBE/WBE, Supertech Inc.**, 4505 Wyland Dr. Suite 400, Elkhart, IN 46516 for the purchase of science software and equipment for whole body phantom, to be used in medical education. Access to a phantom simulation provides students with the opportunity to learn proper technical factors in an energized laboratory; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(19). Providing goods or services for the use, support, or maintenance of proprietary computer hardware, software peripherals, and system development for the hardware; 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 hereby authorizes and directs the appropriate officials of the College to purchase the needed science software and equipment with **Supertech Inc.**, in the amount not to exceed **\$41,000.00**.
2. This subscription is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(19);
3. The specific line item against which this subscription is to be charged is as follows:
 29169-9169-7501 Funded by the Carl D. Perkins Grant/General Supplies
 29169-9169-7325 Funded by the Carl D. Perkins Grant/Grants Equipment
 FY 2024

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Zoom Video Communications, Inc Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	February 20, 2024
Agenda Item No.:	3-1.2/Feb-2024
Resolution Authorizing the Award of a Contract to support remote learning	

WHEREAS, Essex County College needs to enter into a contract of **\$20,900.00** to **Non-SBE/MBE/WBE, Zoom Video Corporation, Inc.**, 55 Almaden Blvd, Suite 600, San Jose, California 95113 to support all remote learning and remote conferencing from March 14, 2024, through March 13, 2025, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3 and N.J.S.A.18A:64A-25.5.a(19). Providing goods or services for the use, support, or maintenance of proprietary computer hardware, software peripherals, and system development for 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;

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

1. The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award a contract with **Zoom Corporation, Inc.** for **\$20,900.00** to support all remote learning and remote conferencing from March 14, 2024, through March 13, 2025;
2. This contract is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.3 and 18A:64A-25.5.a(19);
3. The specific line item against which this proposal is to be charged is as follows:
10-2606-7511 Operating Expense/Computer Software & Site Licenses
FY 2024

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



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:	February 20, 2024
Agenda Item No.:	3-1.3/Feb-2024
Resolution Authorizing the Award of a Contract for Class of 2023 Commencement	

WHEREAS, Essex County College needs to enter into a contract in the amount not to exceed **\$100,000.00** to **Devils Arena Entertainment LLC**, 165 Mulberry Street, Newark, New Jersey 07102 for the rental of the Prudential Center for the Class of 2024 Commencement Exercise to be held on May 23, 2024. The College has rented the Prudential Center for Commencement for over eleven 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 unspicifiable 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 contract 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 enter into a contract with **Devils Arena Entertainment LLC** in the amount not to exceed **\$100,000.00** for the rental of the Prudential Center for the Class of 2024 Commencement Exercise to be held on May 23, 2024.
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/ Graduation
FY 2024

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:		Finance: Grant Writing Services
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO	
Meeting Date:		February 20, 2024
Agenda Item No.:		3-1.4/Feb-2024
Resolution Authorizing the Award of a Two-Year Contract for Grant Writing Services		

Recommendation: It is recommended that the Board of Trustees approves the two-year qualified list for two (2) Grant Writers as indicated on the attached spreadsheet from February 21, 2024, through February 20, 2026. Grant writers will be selected on an as-needed basis at the sole discretion of Essex County College.

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

The Request for Qualification # 8178 was advertised in The Star-Ledger on January 17, 2024. There were thirty (30) bids solicited. Four (4) responses were received on January 30, 2024. One (1) vendor was disqualified and Three (3) vendors were evaluated.

An evaluation committee consisting of Mohamed Seddiki, Executive Dean of Administrative & Learning Technology/CIO, Dora Castro, Project Manager, and Elizabeth Barkley, Director of IT Operations, recommended the most qualified bidders with the highest experience in grant writing services. Therefore, the committee’s recommendation is to the two (2) bidders.

Nature of RFQ: Essex County College – Grant Writer

RFQ Item #1: **The recommendation is based on price and other factors.**

<u>Company Name</u>	<u>Vendor’s Category</u>
Bruno Associates; Clifton, NJ	NON-SBE/MWBE
The Aubrey Group, Newark, NJ	WBE

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

<u>Description</u>	<u>Account #</u>
Operating Expense/Consulting	10-1701-7180-60

Resolution: The Essex County College Board of Trustees hereby authorizes and directs the appropriate officials of the College to award the contract in the amount not to exceed \$35,000.00 per year to the above-listed companies for grant writing services on an as-needed basis from February 21, 2024, through February 20, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Finance – PKF O’Connor Davies, LLP Non-SBE/MBE/WBE
Contact:	Kiswendsida Kaprou/ Senior Comptroller
Meeting Date:	February 20, 2024
Agenda Item No.:	3-1.5/Feb-2024
Resolution Authorizing the Award of a Contract for Additional Accounting Services	

WHEREAS, Essex County College needs to enter into a contract for additional accounting services to prepare the annual form 990 in the total amount not to exceed **\$10,000.00** to **Non-SBE/MBE/WBE, PKF O’Connor Davies, LLP**, 300 Tice Boulevard, Woodcliff Lake, New Jersey 07677 from February 21, 2024 through June 30, 2024, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.5.a(1) Professional services; and

WHEREAS, On June 21, 2022 (3-1.17/6-2022) the Board of Trustees awarded a Request for Proposal #8135 opened on May 5, 2022, in the total amount of \$166,500.00 for Audit Services from July 1, 2022, through June 30, 2024. – The request for additional services, in the amount not to exceed \$10,000.00, is for preparing and filing the College’s annual 990 form.

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

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

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

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

1. The Essex County College Board of Trustees hereby approves the contract for additional accounting services to prepare the annual form 990 in the total amount not to exceed **\$10,000.00**, to **PKF O’Connor Davies, LLP** from February 21, 2024 through June 30, 2024;
2. The additional service is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.5.a(1);
3. The specific line item against which this additional service is to be charged is as follows:
10-0300-7832 Operating Expense/External Tax Preparer Fees
FY 2024

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Roderick 'Rod' Jefferson
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	February 20, 2024
Agenda Item No.:	4-1/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Rod Jefferson to the position of Comptroller, for the Office of the Comptroller, for the period March 4, 2024 through June 30, 2024. The recommended annual salary for the position is \$125,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 2 applications were received. Rod Jefferson is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (MASTERS DEGREE ACCEPTED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Certificate	2021	Wharton Philadelphia, PA	Business Analytics
● Master's	2020	Rutgers University Newark, NJ	Finance and Public Policy
● Bachelor's	2013	Howard University Washington, DC	Accounting

FISCAL NOTES: The recommended salary of \$125,000 included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Rod Jefferson at the annual salary of \$125,000 to the position of Comptroller, for the Office of the Comptroller, for the period March 4, 2024 through June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Pierre Paul
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	February 20, 2024
Agenda Item No.:	4-2/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Pierre Paul to the position of Human Resources Representative, for the Human Resources Department, for the period February 26, 2024 through June 30, 2024. 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. A total of 8 applications were received. Pierre Paul is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (ASSOCIATES DEGREE ACCEPTED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Associates	2011	Essex County College Newark, NJ	Accounting

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

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Pierre Paul at the annual salary of \$45,000 to the position of Human Resources Representative, for the Human Resources Department, for the period February 26, 2024 through June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Christine La Para
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	February 20, 2024
Agenda Item No.:	4-3/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Christine La Para to the position of EOF Advisor, for the Educational Opportunity Fund (EOF), for the period February 26, 2024 through June 30, 2024. The recommended annual salary for the position is \$54,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 8 applications were received. Christine La Para is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (BACHELORS DEGREE ACCEPTED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Bachelor of Science	2015	Rutgers University Newark, NJ	Social Work

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

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Christine La Para at the annual salary of \$54,000 to the position of EOF Advisor, for the Educational opportunity Fund (EOF), for the period February 26, 2024 through June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Maria Falcon
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	February 20, 2024
Agenda Item No.:	4-4/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Maria Falcon to the position of EOF Program Assistant , for the Educational Opportunity Fund (EOF), for the period February 26, 2024 through June 30, 2024. The recommended annual salary for the position is \$44,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 2 applications were received. Maria Falcon is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (ASSOCIATES DEGREE ACCEPTED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Associates	2013	Essex County College Newark, NJ	Early Childhood Education

FISCAL NOTES: The recommended salary of \$44,000 included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Maria Falcon at the annual salary of \$44,000 to the position of EOF Program Assistant, Educational Opportunity Fund (EOF), for the period February 26, 2024 through June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Kiswendsida Congo
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	February 20, 2024
Agenda Item No.:	4-5/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Kiswendsida Congo to the position of Teacher Assistant , for the Child Development Center, for the period February 26, 2024 through June 30, 2024. The recommended annual salary for the position is \$27,537.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 3 applications were received. Kiswendsida Congo is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (NO DEGREE REQUIRED):

FISCAL NOTES: The recommended salary of \$27,537 included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Kiswendsida Congo at the annual salary of \$27,537 to the position of Teacher Assistant, for the Child Development Center, for the period February 26, 2024 through June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Cesar Feijoo
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	February 20, 2024
Agenda Item No.:	4-6/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Cesar Feijoo to the position of Security Officer, for the Public Safety Department, for the period February 26, 2024 through June 30, 2024. The recommended annual salary for the position is \$31,470.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 12 applications were received. Cesar Feijoo is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (NO DEGREE REQUIRED):

FISCAL NOTES: The recommended salary of \$31,470 included in the Department’s annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Cesar Feijoo at the annual salary of \$31,470 to the position of Security Officer, for the Public Safety Department, for the period February 26, 2024 through June 30, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Dr. Augustine Boakye, President
Meeting Date:	February 20, 2024
Agenda Item No.:	4-7 /Feb-2024

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>
Cheryl Newton-Banks	Director Enrollment Services/WEC & Extensions Programs	Administrative	09/28/1992	06/30/2024
Enrique Colon	Accountant-General Ledger	Professional II	02/21/1989	04/30/2024

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 February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation(s)
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	February 20, 2024
Agenda Item No.:	4-8/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees accept the resignation(s) 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 Date</u>
Matthew Calnan	Police Officer	Fraternal Order of Police	11/14/2016	01/31/2024
Imani Causey	Security Officer	Security Association	09/25/2023	01/31/2024

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 February 20, 2024	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Joint Admissions Agreement – Rowan University
Contact:	Dr. Alvin Williams, Dean of Faculty and Academics
Meeting Date:	February 20, 2024
Agenda Item No.:	7-1.1/Feb-2024

RECOMMENDATION: It is recommended that the Board of Trustees approve the Articulation Agreement between Essex County College and Rowan University to facilitate the continuing education of Associate of Arts, Associate of Applied Science, and Associate of Science students into Bachelors programs at Rowan University commencing March 1, 2024.

BACKGROUND AND RATIONALE: Under the terms of this Agreement, Essex County College students in good academic standing, with an Associate’s Degree enrolled in designated programs for which the institutions have articulated program agreements, will be guaranteed admission into Rowan University.

Essex County College and Rowan University have adopted and/or will adopt specific program-to-program articulation agreements for all Baccalaureate Degrees offered under the Partnership Agreement, and will update and/or supplement these articulation agreements as needed. Articulation agreements for **2+2 A.A.S. in CYBERSECURITY & NETWORK TECHNOLOGY to B.A. in COMPUTER SYSTEMS TECHNOLOGY** and **2+2 A.S. in COMPUTER SCIENCE to B.S. in COMPUTER SCIENCE at ROWAN UNIVERSITY** are the first programs incorporated under the umbrella partnership agreement.

Under the Lampitt Bill (2007) students with A.A. degrees and A.S. degrees are guaranteed transfer of their coursework into a four-year program of study. However, graduates with an A.A.S. degree have no such guarantee, which makes this agreement with Rowan desirable to provide upward educational mobility to our A.A.S. graduates.

Essex students that satisfy the eligibility criteria will benefit from a Rowan Institutional Scholarship and may also be eligible for the "Finish Smart" Scholarship, Garden State Guarantee, GiveBack Scholarship, and/or the Gloucester County Intern Scholarship Program.

The Agreement shall commence on the Effective Date for a period of one year, concluding on January 31, 2025. The parties may renew for successive periods of two (2) years upon the expiry of the initial term.

FISCAL NOTES: The costs of this program are realized within the College's operating budget.

RESOLUTION: The Board of Trustees of Essex County College approves the Articulation Agreement between Essex County College and Rowan University to facilitate the continuing education of Associate of Arts, Associate of Applied Science, and Associate of Science students into Bachelors programs at Rowan University commencing March 1, 2024.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	FY 2024 Pre-Apprenticeship in Career Education (PACE) Program
Contact:	Dr. Elvy Vieira, Dean, Community, Cont. Ed & Workforce Dev.
Meeting Date:	February 20, 2024
Agenda Item No.:	7-1.2/Feb 2024

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept the Notice of Award (NOA) from the State of New Jersey, Department of Labor and Workforce Development to Essex County College, hereinafter referred to as “Essex”, for the purpose of implementing a Pre-Apprenticeship in Career Education (PACE) Program from February 15, 2024 to August 14, 2025 in the amount of \$502,998.

BACKGROUND AND RATIONALE: Essex’s PACE Project, *Fiber Optic Careers Unlock Success (FOCUS)*, will establish a Fiber Optics Technicians Pre-Apprenticeship Program with pathways leading to industry credentials, enrollment in a US Department of Labor Fiber Optics Registered Apprenticeship and/or employment in the telecommunications industry. Essex is partnering with a Newark-based Fiber Optics subject matter expert and USDOL Register Apprenticeship Program, RampUP America, Inc., to ensure **FOCUS** nurtures and prepares a diverse skilled talent pipeline for the Fiber Optics and Broadband industry.

FISCAL NOTES: There is no fiscal impact to Essex.

RESOLUTION: The Board of Trustees of Essex County College accepts the Notice of Award (NOA) from the State of New Jersey, Department of Labor and Workforce Development to Essex County College for the purpose of implementing a Pre-Apprenticeship in Career Education (PACE) Program from February 15, 2024 to August 14, 2025 in the amount of \$502,998.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE February 20, 2024	