



Board of Trustees
PUBLIC MEETING MINUTES

October 22, 2024 | 4:30 PM
Multipurpose Room – West Essex Campus

In Attendance: I. Cruz; J. Grimes; L. Guyton; A. Lewis; C. Martinez; B. Robinson;
A. Boakye, President; M. Townes, Board Counsel; S. Story, Recorder

Excused: Bolden; J. Wright; J. Zarra

Call to Order/Roll Call

Vice Chair, A. Lewis, called the meeting to order at 4:32 pm. A quorum was achieved with 6 trustees in attendance.

Open Public Meetings Act Announcement

Trustee J. Grimes read the Open Public Meetings Act into the record. It reads as follows:

In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this regular meeting of the Board of Trustees of Essex County College was provided in the following manner: Advance written notice of this meeting was filed on January 2, 2024, 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 www.essex.edu. According to records of Essex County College, we have not received written requests or prepayment from any parties for advance notice of meetings.

Minutes

Trustee J. Grimes moved that the minutes from the September 17, 2024, Board of Trustees meeting be approved. ***The minutes were approved unanimously.***

Communications

Trustee J. Grimes announced that there were no communications.

Public Comments on Agenda Items

Mr. Lev Zilbermints read his report into the record and it reads as follows:

Good afternoon, everyone,

I come here to make some comments on the Agenda. Here goes.

First, it is good to see a new Comptroller has been appointed. Mr. Green, welcome to Essex County College! Let us hope that the new comptroller lasts more than his predecessors. What has it been, six or seven comptrollers since 2016?

Second, welcome Marie - Esther Buh. As memory serves, did she graduate ECC in 2015? I think she was with the cheerleaders. That said, we would like to wish Ms. Buh and other appointees the best in their careers at Essex County College.

To those retiring and resigning, we thank you for your service to Essex County College

community. We would like to wish you the best in your future endeavors.

Third, memorandum of understanding on cross-registration with NJIT. You know, this has been thirty years overdue. I say this because back in 1994, I tried to convince the 1993-94 Student Government Association to have a common cross-registration period with NJIT. Unfortunately, I was unsuccessful, and so here we are, 30 years later.

Fourth, my question to Trustee Guyton is, when will the Library renovations be completed? It has been going on for a while now, so I am curious about the completion date.

Finance Committee Report

Trustee Guyton read the finance report into the record:

Actions – Submitted for Recommendation to the Board

3-1.1/Oct-2024	Resolution Authorizing Award of a Two-Year Contract for Testing Materials	Amount not to exceed \$1,000,000.00 Per year												
	<table><tr><th><u>Company Name</u></th><th><u>Vendor Type</u></th></tr><tr><td>National Healthcareer Association</td><td>NON/SBE/MBE/WBE</td></tr><tr><td>Assessment Technology Institute (ATI)</td><td>NON/SBE/MBE/WBE</td></tr><tr><td>College Board / Accuplacer</td><td>NON/SBE/MBE/WBE</td></tr><tr><td>College Source, Inc.</td><td>Small Business Enterprise</td></tr><tr><td>PSI Services, LLC</td><td>NON/SBE/MBE/WBE</td></tr></table>	<u>Company Name</u>	<u>Vendor Type</u>	National Healthcareer Association	NON/SBE/MBE/WBE	Assessment Technology Institute (ATI)	NON/SBE/MBE/WBE	College Board / Accuplacer	NON/SBE/MBE/WBE	College Source, Inc.	Small Business Enterprise	PSI Services, LLC	NON/SBE/MBE/WBE	
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PSI Services, LLC	NON/SBE/MBE/WBE													
	College Funded - Operating Expense													
3-1.2/Oct-2024	Resolution Authorizing the Award of a Two-Year Contract for Compliance Training Subscription Scenario Learning, LLC. dba: Vector Solutions, Tampa, Florida College Funded - Operating Expense	Amount not to exceed \$60,000.00												
3-1.3/Oct-2024	Resolution Authorizing the Award of a Three-Year Contract for Snow Removal, Plowing and Salting Lizza Construction, Jersey City, New Jersey College Funded - Operating Expense	Amount not to exceed \$1,000,000.00												
3-1.4/Oct-2024	Resolution Authorizing the Award of a One-Year Contract for Consulting Services Susan K. Perkins, Skillman, New Jersey College Funded - Operating Expense	Amount not to exceed \$40,000.00												
3-1.5/Oct-2024	Resolution Authorizing the Purchase of a Security System for the Library D-Tech International USA, LLC, Rio Grande, New Jersey 08242 College Funded - Operating Expense	Amount not to exceed \$40,000.00												
3-1.6/Oct-2024	Resolution Authorizing the Three-Year Payment for the State and Local Cybersecurity Grant Program State of New Jersey, Treasurer, Trenton, New Jersey	Amount not to exceed \$106,074.00												
	<table><tr><th><u>Year</u></th><th><u>Amount</u></th></tr><tr><td>Year 1 (Implementation 10/31/24)</td><td>\$0.00</td></tr><tr><td>Year 2 (11/1/24 -10/31/25)</td><td>\$23,572.00</td></tr></table>	<u>Year</u>	<u>Amount</u>	Year 1 (Implementation 10/31/24)	\$0.00	Year 2 (11/1/24 -10/31/25)	\$23,572.00							
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Year 1 (Implementation 10/31/24)	\$0.00													
Year 2 (11/1/24 -10/31/25)	\$23,572.00													

Year 3 (11/1/25 -10/31/26)	\$35,358.00
Year 4 (11/1/26 -10/31/27)	\$47,144.00
College Funded - Operating Expense	

3-1.7/Oct-2024	Resolution Authorizing the award of a Two-Year contract for facility improvements	Amount not to exceed \$600,000.00 Per year
	<u>Vendor Name</u>	<u>Vendor Category</u>
	Grainger	Non-SBE/MBE/WBE
	AVI-SPL LLC	Non-SBE/MBE/WBE
	College Funded - Operating Expense	

Trustee I. Cruz moved the Finance actions for approval. Trustee J. Grimes seconded the motion. The motion carried unanimously.

Personnel Committee Report

Trustee B. Robinson advised that the Personnel committee met last week and recommended the approval of the following items:

A. Appointment

4-1/Oct-2024	Administrative Confidential Jamel Green Comptroller/ Deputy Chief Financial Officer Finance Effective: October 28, 2024 Salary \$ 115,000.00
4-2/Oct-2024	Professional Level II Confidential Marie-Esther Buh Administrative Assistant Office of the President Effective: October 28, 2024 Salary \$ 47,000.00
4-3/Oct-2024	Professional Level II Deirdre Mackin Athletic Coordinator Athletics Effective: October 28, 2024 Salary \$45,000.00
4-4/Oct-2024	Professional Level I Angelica Laguador Administrative Assistant Information Technology Effective: October 28, 2024 Salary \$36,000.00

4-5/Oct-2024	Support Staff Grade 4 Rihanata Sana Teacher Assistant Child Development Center Effective: October 28, 2024 Salary \$27,536.60
4-6/Oct-2024	Fraternal Order of Police Torrone Khan Police Officer Public Safety Effective: October 28, 2024 Salary \$42,000.00
4-7/Oct-2024	Security Shawn Mendez Security Officer Public Safety Effective: October 28, 2024 Salary \$31,470.40
4-8/Oct-2024	Security Jalen Minor Security Officer Public Safety Effective: October 28, 2024 Salary \$31,470.40
4-9/Oct-2024	Security Zaida Scott Security Officer Public Safety Effective: October 28, 2024 Salary \$31,470.40
B. Retirement	
4-10/Oct-2024	Administrative Confidential Alvin Williams Executive Dean of Faculty & Academics Academic Affairs Effective: January 1, 2025
4-11/Oct-2024	Professional Level III Joyce James Accountant – General Ledger Finance Effective: January 1, 2025
C. Resignation	
4-12/Oct-2024	Professional Level II

Nerline J. Arens
Advisor-Community Resources
Center for Adult Transition
Student Affairs
Effective: October 18, 2024

D. Rescind Appointment

4-13/Oct-2024 Professional II Confidential
Olivia Obanye
Administrative Assistant
President's Office
Effective: September 23, 2024

Trustee I. Cruz moved the Personnel actions for approval. Trustee L. Guyton seconded the motion. The motion carried unanimously.

Educational Programs Committee Report

Trustee Lewis stated that the Educational Programs committee met last week and recommended the approval of the following items:

7-1.1/Oct-2024	Memorandum of Understanding on Cross Registration - NJIT
7-1.2/Oct-2024	College Readiness Now XI Project Agreement of The New Jersey Council of Community Colleges
7-1.3/Oct-2024	African Art Donation Package
7-1.4/Oct-2024	Acceptance of funds from the Essex County Division of Training and Employment for Pre-Apprenticeship Training to Welfare and General Assistance/SNAP for \$269,928.18
7-1.5/Oct-2024	Acceptance of funds from the Essex County Division of Training and Employment for Vocational Skills Training for \$183,652.20
7-1.6/Oct-2024	Affiliation Agreement: Academy 360- DUAL ENROLLMENT PROGRAM

Trustee B. Robinson moved the Education Programs actions for approval. Trustee C. Martinez seconded the motion. The motion carried unanimously.

Site, Facilities and Equipment Committee Report

Trustee Rev. Dr. L. Guyton stated that the Site, Facilities and Equipment Committee did not meet last week and there were actions.

Policy and Governance Committee Report

Trustee I. Cruz stated that the Policy and Governance Committee did not meet last week and there were no actions.

Community Relations Committee Report

Trustee J. Grimes stated that the committee met last week and there were no actions. She thanked the College community and sponsors for supporting the Scholarship Golf Fundraiser and looks forward to the

launch of the Essex County College Athletic Hall of Fame.

Alumni Association Report

The Alumni Association Report submitted to the Board of Trustees was read into the record by Mr. Lev Zilbermints and is attached as Appendix A.

Student Government Association Report

The Student Government Association Report, which was submitted electronically to the Board of Trustees, was read into the record by Ms. Rhiana Negron and is attached as Appendix B.

Faculty Association Report

Professor Alexandre started his October 2024 Faculty Association report by welcoming the new hires, especially ECC graduates Marie-Esther Buh and Angelica Laguador, to the ECC family.

He congratulated Dean Alvin Williams on his retirement and expressed his gratitude, on behalf of the faculty and college community, for his exceptional service to ECC as a faculty member and Dean of Academic Affairs.

Prof. Alexandre reported that in their ongoing commitment to ECC, the Faculty Association has held 25 negotiation meetings to better serve the needs of the faculty while aligning with the College's mission. He highlighted the many activities the ECC faculty has engaged in since the September board meeting such as:

- ❖ The Africana Institute Black Futures Summit
- ❖ Business Division successfully hosted the NJCBAA Fall Meeting
- ❖ METCS informative session on the new A.S. in Computer Science: Data Science program
- ❖ Nursing Faculty Training, etc

President's Report

The President's Report was submitted electronically to the Board of Trustees and read into the record by Dr. Augustine A. Boakye, President. It is attached as Appendix C.

New Business

The board reported that there was no new business to discuss.

Public Comments

Three people made public comments on the record:

1. Lev D. Zilbermints, Class of 1993, submitted his public comments electronically. He also passed out physical copies to the Board of Trustees. His public comments informed the audience that Basa fish was extremely poisonous and should be avoided.
2. Dr. Khalfani thanked the Board of Trustees for accepting artwork donated to the Africana Institute. He reported that the monetary value of the artwork is \$3,500. He mentioned that more art will be donated in November. Dr. Khalfani announced that the College is working on the 25th Anniversary Celebrations of the Africana Institute scheduled for May 2026.
3. Dr. Alvin Williams, retiring Dean of Faculty and Academic Affairs, thanked the Essex County College family for the unwavering support he received over the years.

Notice of Executive Session

Trustee Grimes read the Notice of Executive Session. She read as follows:

WHEREAS, The Open Public Meetings Act, 1975 (N.J. Law Chapter 231) permits a public body to exclude the public from that portion of a meeting at which certain topics are discussed:

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Essex County College shall hold, following this meeting and prior to its next scheduled meeting on October 22, 2024, 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 B. Robinson motioned for a vote of the notice of executive session and Trustee I. Cruz seconded the motion. The motion was approved unanimously.

Adjournment

Vice Chair Lewis motioned to adjourn the meeting. The meeting was adjourned at 5:17 pm by a vote of acclamation.



**Report to Board of Trustees
October 22, 2024 @ 4:30 pm**

1. Greetings to BOT members, President Boakye, ECC staff and students, and everyone in attendance.
2. I am Lev Zilbermintz, ECCAA Treasurer, and I am pleased to provide an update on the association's progress.
3. First, we thank ECC President Dr. Boakye and his administration for their continued support.
4. The Alumni Association held an Executive Board meeting on October 2, 2024, to discuss fundraising, membership engagement, and community collaboration activities for 2024-2025. The activities will include:
 - Alumni employee luncheon
 - Alumni sports gala
 - Book and food sales
 - Partnership with community youth development organizations
5. The Alumni Association participated in the October 17th Golf Tournament Dinner
6. The association is working with the ECC administration on strategies to fill vacant executive and standing committee positions.
7. Thank you.

STUDENT GOVERNMENT ASSOCIATION
October 2024 Board of Trustees Report

Good evening, Board of Trustee Members, Dr. Boakye, Faculty, and Administration.

My name is Naylah Young. I am the current President of the Student Government Association. I will be reading the October BOT report for SGA this evening.

E-BOARD MEETING

The Executive board meeting for this month was held on October 1, 2024. All executive members and senators attended the meeting. Discussions focused on enhancing overall communication with SGA members and creating a group calendar to track attendance for upcoming events. New members were introduced to their responsibilities as SGA members. The second meeting will be held on the 15th of October.

ICC MEETING

We conducted an ICC meeting with the other clubs on the 26th of September 2024. A total of 9 clubs attended the meeting. Nursing students will be hosting two bake sales this month in order to raise funds for their pinning ceremony. SWE club will also be having a bake sale to raise funds to buy tickets for club members to attend a conference at cherry hill, but they ask for funds to cover transportation costs. The ISC club hosted two virtual workshops in order to help international students to get a LinkedIn profile and also make them learn about OPT and CPT.

MEETING WITH PRESIDENT BOAKYE

A meeting with President Boakye took place on October 2nd, 2024. Several Executive members of the SGA were in attendance, along with SGA Advisors Mr. Graham, Dean Kirkland, and Dean Bello. The agenda included important updates on various initiatives. One topic discussed was the current progress of the cafeteria. Another key point was the issue of parking fees and potential adjustments. The group also talked about plans to provide emergency bus passes to students in the future. Updates were provided on the ongoing work at the fitness center and the reconstruction of the library. Lastly, renovations for the Center for Technology were addressed. Overall, the meeting aimed to keep everyone informed about significant developments on campus.

STUDENT FORUM

Our monthly student forum was conducted on October 7th, 2024 at 12:00pm in the Cafeteria Pit. Dean Kirkland, Dean Bello, and executive board members of SGA attended the forum. We briefed the students about the meeting we had with President Boakye about the issues with the cafeteria and parking fees. Our plans to have a mental health awareness program

and provide emergencies bus passes were also announced at the meeting.

ASGA DC CONFERENCE

This year's ASGA conference in Washington, DC, focused on strategies for fostering a more effective SGA. We explored ways to enhance student involvement and ensure that executive members fulfill their responsibilities. Engaging students actively in SGA initiatives was a key topic, highlighting the importance of clear communication and outreach. We learned practical tips on taking effective meeting minutes, ensuring all voices are documented in our decision-making processes. Networking with students from other institutions provided invaluable insights into building a thriving SGA. Their experiences offered fresh perspectives on common challenges and innovative solutions. Additionally, we discussed creating collaborative events that encourage participation and foster a sense of community. Understanding how to motivate executive members to take on their roles seriously was another important takeaway. We extend our gratitude to Mr. Graham for his guidance during this trip.

INITIATIVES FOR THE REST OF OCTOBER AND ONWARD

- ☐ Student forums: November 13th and December 3rd
- ☐ ICC meetings
- ☐ SGA meetings with President Boakye
- ☐ General member meeting: October 15th
- ☐ Enhanced Civic Engagement Among General Members

Together, we have developed a comprehensive schedule of events aimed at improving the student experience. In summary, our initiatives are diverse and designed to enhance college life. We advocate for student interests, foster community connections, support student well-being, and work towards a more sustainable campus, all of which contribute to the overall quality of student life.

We are excited to implement our initiatives and appreciate any support the board can provide.

Respectfully submitted,

SGA Executive Board
Essex County College
Student Government Association

Memorandum

To: Dr. M. Bolden & the Board of Trustees

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

Date: October 22, 2024

Re: President's Monthly Report

General:

Congratulations to Essex County College for receiving the 2024 Higher Education Excellence in Diversity (HEED) Award provided by *Insight Into Diversity*. ECC is one of only 16 institutions of higher learning across the United States to receive this Award. This demonstrates our commitment to diversity and recognizes the hard work of our Diversity, Equity, Inclusion and Belongingness (DEIB) team here on campus.

RedShelf is now our official partner providing textbooks and course materials for our students. I thank our academic leaders, Enrollment Services and Information Technology for helping with the transition. RedShelf is joined by University Gear Shop (UGS), the new entity running our Campus Store. UGS provides branded merchandise and apparel through strategic marketing, social media, events, technology and e-commerce. Our Office of Student Affairs and the Student Government Association are working with UGS to ensure that the needs of our students are met.

Academics

The programmatic accreditation site visit for our Human and Social Services Division took place on October 16th and 17th. I thank our leaders Dr. Bridgeforth, Prof. Jenkins, Dr. Linfante, Dr. Runfeldt, our students and the entire campus community for their work on our self-study.

More Good News for ECC!

As part of our objective to make our education truly global, our students are participating in the Bloomberg Trading Global Challenge with more than 2,000 teams representing 46 countries. The ECC West Essex Campus Capital team, led by Yogi Patel, is ranked number 47 worldwide after one week of trading. Go Wolverines!

The West Essex Campus and the Business Division hosted the New Jersey Collegiate Business Administration Association (NJCBAA) fall meeting on October 4th. The NJCBAA is an honor society that brings together faculty and students from more than 25 institutions of higher learning in New Jersey. Thank you, Chair Albuquerque and your team for leading this effort on behalf of ECC.

Enrollment Management

Our 2024-2025 Academic Year is off to a good start with an increase in New Student enrollment and in overall enrollment over the prior year i.e. 7,026 students for Fall 2024 as compared to 6,790 in Fall 2023. I thank our Enrollment Services team and the College community for helping us support more students.

Student Support

- Twenty students representing various high schools in our community received the inaugural High School Presidential scholarship this year. We congratulate them and thank our fundraising partners for making this possible.

- Through the efforts of our Student Affairs Office, the Community Food Bank of New Jersey will support our Thanksgiving giveaways this year with several food items including cases of Turkey, Chicken, Ham and Holiday boxes. Congratulations to our Student Affairs office for building strategic and fruitful partnerships in support of our students.

The President's September/October Engagements have included:

- September 23rd: Participated in the New Jersey Presidents Council meeting in Trenton with Trustee A. Lewis.
- September 24th: Participated in the Newark Anchor Collaborative Q3 quarterly meeting.
- September 25th: Held a fruitful meeting with Ms. Yvonne G. Patterson of the Patterson Foundation to explore partnership opportunities for South Essex Educational Development (SEED).
- September 26th: The Africana Institute, with support from the City of Newark, organized fruitful discussions with government officials from Angola.
- September 28th: Participated in a well-attended Open House at the West Essex Campus. I appreciate the continued efforts by our Enrollment Services team to engage our community and expand educational opportunities to all.
- October 1st: Attended the Hispanic Heritage Month Speaker Series with Panelists: ASM C. Morales, Trustee C. Martinez, Prof. Frank Duroy, ECC Alum Jose Medina-Pardo and Ms. Tanya Munyan.
- October 2nd: Attended the Richmond Fed Presentation for New Jersey Presidents.
- Held fruitful discussions with the 2024 SGA leadership and shared my appreciation for their commitment to *Students First*.
- October 3rd: Joined our faculty for the College Curriculum meeting.
- October 3rd: Held a partnership meeting with NJIT as we continue to explore areas for collaboration through cross-registration, articulation agreements and space sharing.
- October 4th: Hosted the NJCBAA fall conference at the West Essex campus.
- October 7th: Participated in the International Teaching Excellence Award of ACBSP.
- October 8th: Attended the Newark Alliance 25th Anniversary Celebration.
- October 10th: Had a success meeting with the faculty to discuss Tenure Track and Promotion requirements and best practices.
- October 15th: Our Human Resources team held a successful Employee Benefits Fair, and over 325 staff members participated. I thank our dedicated Human Resources team for continuing to seek the best interests of our staff.
- October 15th: Participated in the Closing Ceremony and Luncheon for Hispanic Heritage Month. I appreciate the work of the Co-Chairs, volunteers and the entire campus community in showcasing our cultural diversity and the tremendous benefits our experiences bring to ECC.
- October 16th: Participated in the University Heights Science & Technology Park Board meeting.
- October 17th: We held our 24th Golf Outing and Scholarship Fundraiser. ECC is grateful for the continued support of the College community, our sponsors, the Foundation Board, the Board of Trustees and the organizers of this important event in support of our students.
- October 21st: Participated in the New Jersey President's Council meeting.
- October 21st: Participated in the Newark Public Schools Guidance Counselors meeting held at the Main Campus.

Finances

- Our annual audit process is underway.

Projects:

- The Library/Learning Center project is moving per scheduled. Thanks to Executive Dean Seddiki for overseeing the project with passion.

Community Relations:

- Interest in our dual-enrollment program is expanding with close to 600 students representing several high schools this fall semester.
- Our 2024 Hispanic Heritage Month (September 15th – October 15th) engaged the College community through:
 - ❖ An Art Exhibit, Salsa Class, Pioneers of Change Guest Speaker panel, Cultural Performances and Fall trivia co-sponsored by Student Life and the Latinx Engagement Center. The Pioneers of Change panelists included Assemblywoman Morales, Trustee Martinez, ECC graduate Jose F. Medina-Pardi, Ms. Tanya Munyan and ECC Professor Frank Duroy.

Other Important Information:

- Congratulations to Dr. Leigh Bello on her beautiful wedding last Sunday.
- Best wishes to Dr. Alvin Williams as his transitions to the next stage of his life.
- Once again, we welcome Dr. Hamin Shabazz to the College as our new VPAA/CAO

[Save the dates – Upcoming Events.](#)

- Thursday, May 29, 2025 – Graduation at the Prudential Center

Madam Chair, this ends my report. Thank you.