



Board of Trustees
PUBLIC MEETING AGENDA
September 16, 2025 | 4:30 PM
Smith Hall – Main Campus

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

Actions – Submitted for Recommendation for the Board’s Approval

3-1.1/Sept-2025	Resolution Authorizing the Award of a Contract for the College’s Annual Golf Scholarship Fundraiser Maplewood Country Club , Maplewood, New Jersey College Funded - Operating Expense	Amount not to exceed \$40,000.00
3-1.2/Sept-2025	Resolution Authorizing the Award a Two-Year Contract for Promotional Items <u>Company Names</u> Rising Star Amazon College Funded - Operating Expense	Amount not to exceed \$60,000.00 Per year
3-1.3/Sept-2025	Resolution Authorizing the payment for Emergency Glass repair and the purchase of a walk-in freezer <u>Company Names</u> Belmont Glass & Mirror LLC, Irvington, NJ Celestial Air Group LLC, Paterson, NJ College Funded – Operating Expense and Chapter 12 Funded – Capital Expense	Amount not to exceed \$55,000.00
3-1.4/Sept-2025	Resolution Authorizing the Award of a One-Year Contract Renewal for Supplemental Life Insurance Dearborn National , Lombard, Illinois College Funded - Operating Expense	Amount not to exceed \$50,000.00
3-1.5/Sept-2025	Resolution Authorizing the Award of a Two-Year Contract for Architectural Services <u>Company Names</u> • Netta Architects, LLC • Arcari + Iovino • RSC Architects • DMR Architects • Design Resources Group Architects, Aia, Inc. (DRG Architects) • Paulus, Sokolowski and Sartor Architecture & Engineering PC (PS&S) • LAN Associates, Engineering, Planning, Architecture, Surveying, Inc. Chapter 12 Funded – Capital Expense	Amount not to exceed \$400,000.00

3-1.6/Sept-2025	Resolution Authorizing the Contract Increase for Legal Services Cleary, Giacobbe, Alfieri & Jacobs, LLC , Oakland, NJ College Funded - Operating Expense	Amount not to exceed \$50,000.00
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VII. Personnel Committee Report.....Ms. B. Robinson

Actions – Submitted for Recommendation for the Board’s Approval

A. Appointment

4-1/Sept-2025	William Tooma Dean of Faculty & Academics Academic Affairs Effective: October 1, 2025 Salary \$120,000
4-2/Sept-2025	Porsha Davis Director – Daycare Center Child Development Center Effective: September 22, 2025 Salary \$80,000
4-3/Sept-2025	Anissa Cochrane Administrative Assistant Office of the President Effective: September 22, 2025 Salary \$47,000
4-4/Sept-2025	Booker T. McLean Assistant Athletics Director Athletics Effective: September 22, 2025 Salary \$65,000
4-5/Sept-2025	Jazlyn Johnson Evening & Weekend Services Coordinator Student Services Effective: September 22, 2025 Salary \$42,000
4-6/Sept-2025	Stephanie Crespo Teacher Assistant Child Development Center Effective: September 22, 2025 Salary \$28,875
4-7/Sept-2025	Catherine Chapman Library Assistant MLK / WEC - Library Effective: September 22, 2025 Salary \$34,700

4-8/Sept-2025 Nijha Smallwood
Security Officer
Public Safety
Effective: September 17, 2025
Salary \$32,500

B. Promotions in Academic Rank (Faculty)

4-9/Sept-2025 Akil Khalfani
Professor
Effective: September 1, 2025
Salary exclusive of contractual promotional one-time bonus amount, pending new contract ratification.

Ines Figueiras
Professor
Effective: September 1, 2025
Salary exclusive of contractual promotional one-time bonus amount, pending new contract ratification.

Sujatha Ramakrishnan
Associate Professor
Effective: September 1, 2025
Salary exclusive of contractual promotional one-time bonus amount, pending new contract ratification.

C. Retirement

4-10/ Sept-2025 Leola Taylor-Bandele
Reference Librarian
MLK Library
Effective: August 1, 2025

Maria Cecilia Rozak
Professor of Physics
METCS
Effective: August 31, 2025

Hossein Assadipour
Professor of Engineering
METCS
Effective: August 31, 2025

Sharon Morris
Clerk-Career Resource
Registrar's Office
Effective: December 31, 2025

D. Resignation

4-11/ Sept-2025 Monica Matos
Instructor – Mathematics
METCS
Effective Date: August 26, 2025

Dominique Spagnolo
Legal Assistant / Paralegal
Compliance and legal affairs
Effective Date: July 17, 2025

Arcadio Cruz
Junior Graphic Designer
Marketing and Communications
Effective Date: August 15, 2025

Marie-Esther Buh
Administrative Assistant
President's Office
Effective Date: August 4, 2025

Shirley Rojas
Coordinator Admission/Call Center
Enrollment Services
Effective Date: August 20, 2025

Patricia Cuestas
Security Officer
Public Safety
Effective Date: July 3, 2025

Alex Pupo
Security Officer
Public Safety
Effective Date: August 1, 2025

E. Rescind

4-12/ Sept-2025 Asif Mehmood
Chief Financial Officer / Senior Comptroller
Finance
Effective Date: July 7, 2025

4-13/Sept-2025 Fabian Amilla
Instructor – Criminal Justice
Social Science Division
Effective Date: September 2, 2025

4-14/Sept-2025 Serra Kocak
Instructor – Sociology
Effective Date: September 2, 2025

4-15/Sept-2025 Nicole Brown
Instructor – Nursing Medical Surgical
Effective Date: September 2, 2025

F. Termination

4-16/ Sept-2025 Karon Johnson
Police Officer
Public Safety
Effective Date: August 21, 2025

VIII. Educational Programs Committee Report.....Dr. A. Lewis

Actions – Submitted for Recommendation for the Board’s Approval

7-1.1/Sept-2025 Acceptance of Funds: Consolidated Adult Basic Skills and Integrated English

7-1.2/Sept-2025 Approval of Agreement and Acceptance of Funds - Central Jersey Family Health Consortium of New Jersey

7-1.3/Sept-2025 Capital Facilities Grants Application - Higher Education Facilities Trust Fund (HEFT)

IX. Site, Facilities and Equipment Committee Report.....Ms. C. Martinez

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

XI. Community Relations Committee Report.....Ms. J. Wright

XII. Alumni Association Report.....Ms. S. Robinson

XIII. Student Government Association Report.....Ms. C. Fancher

XIV. Faculty Association Report.....Prof. J. Alexandre

XV. President’s Report.....Dr. A. Boakye, President

XVI. New Business.....TBD

XVII. Public Comments.....TBD

XVIII. Notice of Executive Session.....Mrs. J. Grimes

XIX. Adjournment.....Chair M. Bolden

Note: Public meeting agenda is subject to change

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Maplewood Country Club
Contact:	Dr. Keith Kirkland /Dean of Student Affairs
Meeting Date:	September 16, 2025
Agenda Item No.:	3-1.1/Sept 2025
Resolution Authorizing the Award of a Contract for the College's Annual Golf Scholarship Fundraiser	

WHEREAS, Essex County College needs the Board's approval to award a contract in the total amount not to exceed **\$40,000.00** to, **Maplewood Country Club**, 28 Baker Street, Maplewood, New Jersey, for the use of the venue and catering services for the College's annual Golf Scholarship Fundraiser held on October 16, 2025, the College will be reimbursed the contract amount from proceeds of the fundraiser, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3.(a), Purchases, contracts, and agreements not requiring advertising, and services

WHEREAS, the Comptroller of Essex County College has done an assessment and indicated that money will be 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 a contract for the College's annual Golf Scholarship Fundraiser held on October 16, 2025; the College will be reimbursed the contract amount from proceeds of the fundraiser in the total amount not to exceed **\$40,000.00** to **Maplewood Country Club**;
2. The specific line item against which this contract is to be charged is as follows:
25-9061-7630 Operating Expense/Rental of Premises
FY 2026

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Promotional Items
Contact:	Denise Williams / Director of Purchasing
Meeting Date:	September 16, 2025
Agenda Item No.:	3-1.2/Sept 2025
Resolution Authorizing the Award of a Two-Year Contract for Promotional Items	

WHEREAS, Essex County College needs the Board's approval to award a two year contract in the total amount not to exceed **\$60,000.00** per year on an as-needed basis to the below-listed companies to help the departments of the College to request promotional items to promote the college from September 17, 2025, through September 16, 2027, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.3(a), Purchases, contracts, and agreements not required advertising; and

WHEREAS, the Comptroller of Essex County College has done an assessment and indicated that money will be available for this purpose; and

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

1. The Essex County College Board of Trustees hereby approves a two-year contract in the total amount not to exceed **\$60,000.00** per year on an as-needed basis for promotional items to the following companies from September 17, 2025, through September 16, 2027.
Vendor
 Rising Star
 Amazon
2. The specific line item against which this service is to be charged is as follows:
 10-0216-7501– Operating Expense/ General Supplies
 FY 2026/2027

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Emergency Purchases
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 16, 2025
Agenda Item No.:	3-1.3/Sept 2025
Resolution Authorizing the payment for Emergency Glass repair and the purchase of a walk-in freezer	

WHEREAS, Essex County College needs the Board's approval to provide payment for emergency repair of broken windows caused by vandalism and the purchase of a walk-in freezer in the total amount not to exceed **\$55,000.00** to the following companies. The contract is exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.6(a) Emergency purchase and contracts. When an emergency affecting the health, safety, or welfare of occupants of college property requires the immediate delivery of materials or supplies or the performance of work. A written requisition for the performance of such work or the furnishing of materials or supplies, certified by the employee in charge of the building, facility, or equipment where the emergency occurred, is filed with the contracting agent or his deputy in charge, describing the nature of the emergency, the time of its occurrence, and the need for invoking this section. The contracting agent, or his deputy in charge, being satisfied that the emergency exists, is hereby authorized to award a contract for safe work, materials, or supplies; and

WHEREAS, the Comptroller of Essex County College has done an assessment and indicated that money will be 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 payment for emergency services in the total amount not to exceed **\$55,000.00** to the companies listed below.

Company Name

Belmont Glass & Mirror LLC, Irvington, NJ
Celestial Air Group LLC, Paterson, NJ

2. The specific line item against which this contract is to be charged is as follows:
901903-3126-7921 Chapter XII Ordinance # 19-00003/Renovations CH XII
10-7351-7620J Operating/General HVAC Repairs
FY 2026

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Dearborn National
Contact:	Shunda Williams / Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.:	3-1.4/Sept-2025
Resolution Authorizing the Award of a One-Year Contract Renewal for Supplemental Life Insurance	

WHEREAS, Essex County College needs the Board's approval to renew a one-year contract for **\$50,000.00** to **Dearborn National**, 701 East 22nd Street, Lombard, Illinois 60148 for supplemental life insurance, accidental death, and dismemberment coverage for Faculty and Confidential Administrators of Essex County College from September 17, 2025 through September 16, 2026, 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(11) Insurance, including the purchase of insurance coverage and consulting services, which exception shall be in accordance with the requirements for extraordinary unspecifiable services; and

WHEREAS, the Comptroller of Essex County College has done an assessment and indicated that money will be available for this purpose; and

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

3. The Essex County College Board of Trustees hereby approves the one-year contract renewal in the total amount not to exceed **50,000.00** to **Dearborn National**, from September 17, 2025, through September 16, 2026;
4. The specific line item against which this contract is to be charged is as follows:
10-0304-6221 Operating Expense/life insurance
FY 2026

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Architectural Services
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	September 16, 2025
Agenda Item No.:	3-1.5/Sept 2025
Resolution Authorizing the Award of a Two-Year Contract for Architectural Services	

WHEREAS, Essex County College needs the Board's approval to award a two-year contract to the thirteen (13) architects listed below from September 17, 2025, through September 16, 2027, for an amount not to exceed **\$400,000.00**. Architects will be selected on an as-needed basis at the sole discretion of Essex County College.

WHEREAS, RFQ # 8217 architectural services were advertised in The Star-Ledger on June 18, 2025. There were twenty-seven (27) vendors invited to participate. Twenty 20 responses were received on July 30, 2025.

WHEREAS, the Comptroller of Essex County College has done an assessment and indicated that money will be 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 a two-year contract in the total amount not to exceed **\$400,000.00** to the companies listed below for architectural services, from September 17, 2025, through September 16, 2027

Company Name

- Netta Architects, LLC
- Arcari + Iovino
- RSC Architects
- DMR Architects
- Design Resources Group Architects, AIA, Inc. (DRG Architects)
- Paulus, Sokolowski and Sartor Architecture & Engineering PC (PS&S)
- LAN Associates, Engineering, Planning, Architecture, Surveying, Inc.

Company Name

- Di Cara Rubino Architects
- Studio Hillier LLC
- H2M Architects & Engineers, Inc.
- Kimmerly Newman Architects

2. The specific line item against which this contract is to be charged is as follows:
901903-3125-7952A Chapter XII Ordinance # 19-00003/Architect - Chapter XII
FY 2026/2027

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: General Counsel
Contact:	Dr. Augustine A. Boakye/ President
Meeting Date:	September 16, 2025
Agenda Item No.:	3-1.6/Sept-2025
Resolution Authorizing the Contract Increase for Legal Services	

WHEREAS, Essex County College needs the Board’s approval to increase the contract for legal services in the total amount not to exceed **\$50,000.00** to **Cleary, Giacobbe, Alfieri & Jacobs, LLC**, 169 Ramapo Valley Road, UL 105, Oakland, NJ 07436, to provide General Counsel services consistent with a retainer letter from March 5, 2025, until further notice.

WHEREAS, on March 25, 2025 (3-1.1/Mar -2025), the Board of Trustees approved the award for legal services, for an amount not to exceed \$50,000.

WHEREAS, on March 19, 2024 (3-2.1/Mar-2024), the Board of Trustees approved the award for legal services. RFQ # 8181 Legal Services was advertised in The Star-Ledger on February 8, 2024. There were fifty-one (51) vendors solicited. Eighteen (18) responses were received on February 29, 2024. Eighteen legal firms were selected for two years on an as-needed basis from July 1, 2024, through June 30, 2026, at the sole discretion of Essex County College, with a pay scale of \$150.00 per hour to a maximum of \$350.00 per hour; and

WHEREAS, the Comptroller of Essex County College has done an assessment and indicated that money will be 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 increase in the total amount not to exceed **\$50,000.00** to **Cleary, Giacobbe, Alfieri & Jacobs, LLC**, to provide General Counsel services consistent with a retainer letter from March 5, 2025, until further notice.
2. The specific line item against which this contract is to be charged is as follows:
10-1701-7827 Operating Expense/ Legal Fees
FY 2026/2027

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, William Tooma
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-1/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of William Tooma to the position of Dean of Faculty & Academics, for Academic Affairs, for the period October 1, 2025, through June 30, 2026. The recommended annual salary for the position is \$120,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 36 applications were received, and 6 were interviewed. William Tooma is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (DOCTORATE DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Doctorate	Drew University Madison NJ	English
Masters	William Paterson Wayne NJ	English
Bachelors	William Paterson Wayne NJ	English

FISCAL NOTES: The recommended salary of \$120,000 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of William Tooma at the annual salary of \$120,000 to the position of Dean of Faculty & Dean, for Academic Affairs, for the period October 1, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Porsha Davis
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-2/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of Porsha Davis to the position of Director-Daycare Center, for the Child Development Center, for the period September 22, 2025, through June 30, 2026. The recommended annual salary for the position is \$80,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were received, and 4 were interviewed. Porsha Davis is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (MASTER'S DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Bachelors	Rutgers University Newark, NJ	Psychology and Social Work

FISCAL NOTES: The recommended salary of \$80,000 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Porsha Davis at the annual salary of \$80,000 to the position of Director-Daycare Center, for the Child Development Center department, for the period September 22, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Anissa Cochrane
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-3/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of Anissa Cochrane to the position of Administrative Assistant, for the Office of the President, for the period September 22, 2025, through June 30, 2026. The recommended annual salary for the position is \$47,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 28 applications were received, and 9 were interviewed. Anissa Cochrane is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (BACHELOR'S DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Bachelors	America Intercontinental University	Business Administration

FISCAL NOTES: The recommended salary of \$47,000 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Anissa Cochrane at the annual salary of \$47,000 to the position of Administrative Assistant, for the Office of the President, for the period September 22, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Booker T. McLean
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-4/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of Booker T. McLean to the position of Assistant Athletics Director, for the Athletics department, for the period September 22, 2025, through June 30, 2026. The recommended annual salary for the position is \$65,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 28 applications were received, and 10 were interviewed. Booker T. McLean is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (MASTER'S DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Masters	Judson University Elgin, IL	Organizational Leadership
Bachelors	Temple University Philadelphia, PA	Sport & Recreation Management
Associates	Valley Forge Military College Wayne, PA	Humanities

FISCAL NOTES: The recommended salary of \$65,000 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Booker T. McLean at the annual salary of \$65,000 to the position of Assistant Athletic Director, for the Athletic department, for the period September 22, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Jazlyn Johnson
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-5/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of Jazlyn Johnson to the position of Evening & Weekend Services Coordinator, for the Student Services Department, for the period September 22, 2025, through June 30, 2026. The recommended annual salary for the position is \$42,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 55 applications were received, and 7 were interviewed. Jazlyn Johnson is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (BACHELOR'S DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Bachelors	Berkeley College Newark NJ	Business Administration

FISCAL NOTES: The recommended salary of \$42,000 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Jazlyn Johnson at the annual salary of \$42,000 to the position of Evening & Weekend Services Coordinator, for the Student Services Department, for the period September 22, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Stephanie Crespo
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-6/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of Stephanie Crespo to the position of Teacher Assistant, for the Child Development Center, for the period September 22, 2025, through June 30, 2026. The recommended annual salary for the position is \$28,875.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were received, and 5 were interviewed. Stephanie Crespo is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (NO DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
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FISCAL NOTES: The recommended salary of \$28,875 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Stephanie Crespo at the annual salary of \$28,875 to the position of Teacher Assistant, for the Child Development Center, for the period September 22, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Catherine Chapman
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-7/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of Catherine Chapman to the position of Library Assistant, for the MLK/WEC Library, for the period September 22, 2025, through June 30, 2026. The recommended annual salary for the position is \$34,700.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were received, and 5 were interviewed. Catherine Chapman is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (NO DEGREE REQUIRED):

FISCAL NOTES: The recommended salary of \$34,700 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Catherine Chapman at the annual salary of \$34,700 to the position of Library Assistant, for the MLK/WEC Library, for the period September 22, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Nijha Smallwood
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-8/ Sept-2025

RECOMMENDATIONS: It is recommended that the Board of Trustees approve the appointment of Nijha Smallwood to the position of Security Officer, for the Public Safety department, for the period September 17, 2025, through June 30, 2026. The recommended annual salary for the position is \$32,500.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 10 applications were received, and 5 were interviewed. Nijha Smallwood is the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (NO DEGREE REQUIRED):

FISCAL NOTES: The recommended salary of \$32,500 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Nijha Smallwood at the annual salary of \$32,500 to the position of Security Officer, for the Public Safety department, for the period September 17, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Promotion in Academic Rank (Faculty)
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-9/Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees approve promotion in academic rank for the individuals listed, effective September 1, 2025, in accordance with the terms and conditions of the Faculty Association Collective Bargaining Agreement.

BACKGROUND AND RATIONALE: Promotion in academic rank is reserved for individuals who have established reputations in their fields and whose contributions to their profession and the College's mission are exemplary. The following members have met the requirements and are recommended for promotion in academic rank:

<u>From</u>	<u>To</u>	<u>Name</u>	<u>Discipline</u>	<u>Degree and Major</u>
Associate Professor	Professor	Akil Khalfani	Social Sciences	Doctorate – Sociology
Associate Professor	Professor	Ines Figueiras	Mathematics	Master's – Higher Education Master's – Applied Mathematics
Assistant Professor	Associate Professor	Sujatha Ramakrishnan	Biology	Doctorate – Educational leadership

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

RESOLUTION: The Board of Trustees of Essex County College approves promotion in academic rank for the individuals listed, effective September 1, 2025, in accordance with the terms and conditions of the Faculty Association Collective Bargaining Agreement.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-10/ Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees accept the retirement of the individuals 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>
Leola Taylor-Bandele	Reference Librarian MLK Library	Faculty	10/1/1999	8/1/2025
Maria Cecilia Rozak	Professor of Physics METCS	Faculty	9/1/1998	8/31/2025
Hossein Assadipour	Professor of Engineering	Faculty	9/1/1991	8/31/2025
Sharon Morris	Registrar Office	Support Staff	8/16/2000	12/31/2025

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 individuals listed, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-11/ Sept - 2025

RECOMMENDATION: It is recommended that the Board of Trustees accept the resignation of the individuals 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>
Monica Matos	Instructor-Mathematics METCS	Faculty Association	1/3/2024	8/26/2025
Dominique Spagnolo	Legal Assistant/Paralegal Compliance and Legal Affairs	Professional Association	6/12/2023	07/17/2025
Arcadio Cruz	Junior Graphic Designer Marketing and Communications	Professional Association	8/22/2022	8/15/2025
Marie-Esther Buh	Administrative Assistant President's Office	Professional Association	10/15/202 4	8/4/2025
Shirley Rojas	Coordinator Admission/Call center	Professional Association	7/5/2023	8/20/2025
Patricia Cuestas	Security Officer Public Safety	Security Association	9/10/2007	7/3/2025
Alex Pupo	Security Officer Public Safety	Security Association	2/2/2025	8/1/2025

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 individuals listed, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Rescind Appointment, Asif Mehmood
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-12/ Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees rescind the appointment of Asif Mehmood to the position of Chief Financial Officer / Senior Comptroller, for the Office of the Controller, for the period July 7, 2025, through June 30, 2026. The recommended annual salary for the position is \$135,000.

This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Asif Mehmood is the recommended candidate.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Asif Mehmood was the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (MASTER'S DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Master's	Liberty University Lynchburg, VA	Accounting
Bachelor's	DeVry University New York, NY	Accounting & Management

FISCAL NOTES: The recommended salary of \$135,000 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College rescinds the appointment of Asif Mehmood at the annual salary of \$135,000 to the position of Chief Financial Officer / Senior Comptroller, for the Office of the Controller, for the period July 7, 2025, through June 30, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Rescind Appointment, Fabian Armilla
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-13/ Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees rescind the appointment of Fabian Armilla to the position of Instructor-Criminal Justice, for the Social Sciences Division, for the period September 2, 2025, through August 31, 2026. The recommended annual salary for the position is \$59,903.

This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Fabian Armilla is the recommended candidate.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Fabian Armilla was the recommended candidate.

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

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Master’s	Rutgers University Newark, NJ	Criminal Justice

FISCAL NOTES: The recommended salary of \$59,903 is included in the Department’s annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College rescinds the appointment of Fabian Armilla at the annual salary of \$59,903 to the position of Instructor-Criminal Justice, for the Social Sciences Division, for the period September 2, 2025, through August 31, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Rescind Appointment, Serra Kocak
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-14/ Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees rescinds the appointment of Serra Kocak to the position of Instructor- Sociology, for the Social Sciences Division, for the period September 2, 2025, through August 31, 2026. The recommended annual salary for the position is \$61,101.

This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Serra Kocak is the recommended candidate.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Serra Kocak was the recommended candidate.

DEGREE/CERTIFICATE QUALIFICATIONS (MASTER'S DEGREE REQUIRED):

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Doctorate	Binghamton University Binghamton, NY	Sociology
Masters	Binghamton University Binghamton, NY	Sociology
Bachelors	Mimar Sinan Fine Arts University Istanbul, Turkey	Sociology

FISCAL NOTES: The recommended salary of \$61,101 is included in the Department's annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College rescinds the appointment of Serra Kocak at the annual salary of \$61,101 to the position of Instructor- Sociology, for the Social Sciences Division, for the period September 2, 2025, through August 31, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Rescind Appointment, Nicole Brown
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-15/ Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees rescind the appointment of Nicole Brown to the position of Instructor- Nursing Medical Surgical, for the Division of Nursing & Health Science, for the period September 2, 2025, through August 31, 2026. The recommended annual salary for the position is \$70,186.

This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Nicole Brown is the recommended candidate.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 16 applications were received. Nicole Brown was the recommended candidate.

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

<u>Degree of Certification</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
Master’s	Walden University Minneapolis, MN	Nursing

FISCAL NOTES: The recommended salary of \$70,186 is included in the Department’s annual budget. The salary is prorated for employees hired after the beginning of the fiscal year.

RESOLUTION: The Board of Trustees of Essex County College rescinds the appointment of Nicole Brown at the annual salary of \$70,186 to the position of Instructor - Nursing Medical Surgical, for the Division of Nursing & Health Science, for the period September 2, 2025, through August 31, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	



BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Termination
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	September 16, 2025
Agenda Item No.	4-16/ Sept - 2025

RECOMMENDATION: It is recommended that the Board of Trustees accept the Termination of the individual 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>
Karon Johnson	Police Officer Public Safety	Fraternal Order of Police	1/6/2025	8/21/2025

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

RESOLUTION: The Board of Trustees of Essex County College accepts the Termination of the individual listed, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant
Contact:	Dr. Elvira Vieira Dean, Community, Continuing Education and Workforce Development
Meeting Date:	September 16, 2025
Agenda Item No.:	7-1.1/Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees approves the application to re-apply for **\$2,190,310** from the New Jersey Department of Labor and Workforce Development for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant to provide adult basic education and literacy programs to the residents of Essex County.

BACKGROUND AND RATIONALE: Essex County College's Adult Learning Center responded to a Notice of Grant Opportunity from the New Jersey Department of Labor and Workforce Development to submit a continuation proposal to provide adult basic skills education and literacy programs to the residents of Essex County. The Adult Learning Center has served as the lead agency for its eight (6) partners: Jewish Vocational Service Metro West, Essex County Vocational Technical High School, FOCUS Hispanic Center, La Casa de Don Pedro, Literacy Volunteers of America, and New Community Corporation for the past eleven years providing adult basic education and literacy programs to our county residents. Acceptance of this grant would allow for the continuance of delivery of these educational services.

FISCAL NOTES: The grant amount is **\$2,190,310** for FY 2026.

RESOLUTION: It is recommended that the Board of Trustees approves the application to re-apply for **\$2,190,310** from the New Jersey Department of Labor and Workforce Development for the Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant to provide adult basic education and literacy programs to the residents of Essex County.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Approval of Agreement and Acceptance of Funds – Central Jersey Family Health Consortium of New Jersey
Contact:	Dr. Elvy M. Vieira, Dean, Comm, Cont. Ed & Workforce Dev.
Meeting Date:	September 16, 2025
Agenda Item No.:	7-1.2/Sept-2025

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the agreement between Central Jersey Family Health Consortium of Northern New Jersey and Essex County College to facilitate training opportunities for a maximum of 25 incumbent participants in the Community Health Worker program in the amount not to exceed \$44,075.

BACKGROUND AND RATIONALE: The Training, Inc. program has a long history of soliciting and securing funding from various foundations and public agencies. Training, Inc., utilizing the standards and practices of the business world, provides a wide variety of job training services at no cost to individuals, in business as well as allied health careers, to seeking initial entry, reentry or upward mobility in the workforce. The Training, Inc. program has operated successfully for the past 37 years, attaining a 75% completion rate and an 80% graduate job placement rate.

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

RESOLUTION: The Board of Trustees of Essex County College approves the agreement between Central Jersey Family Health Consortium of New Jersey and Essex County College to facilitate training opportunities for a maximum of 25 incumbent participants in the Community Health Worker program in the amount not to exceed \$44,075.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	



BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Approve and Authorize the Terms of the Higher Education Facilities Trust Fund Bond Act Under The Summer 2025 Cycle
Contract:	Dr. Augustine Boakye, President
Meeting Date:	September 16, 2025
Agenda Item No:	7-1.3/Sept-2025

RESOLUTION AUTHORIZING ESSEX COUNTY COLLEGE TO SUBMIT A GRANT APPLICATION TO THE SECRETARY OF HIGHER EDUCATION FOR GRANT FUNDING UNDER THE SUMMER 2025 CYCLE OF THE HIGHER EDUCATION CAPITAL FACILITIES PROGRAM FOR THE PURPOSE OF PROVIDING FUNDING FOR ONE OR MORE PROJECTS OF THE COLLEGE AND AUTHORIZING ALL OTHER NECESSARY ACTIONS REQUIRED IN CONNECTION THEREWITH

WHEREAS: The State of New Jersey, through the Office of the Secretary of Higher Education (OSHE) and the New Jersey Educational Facilities Authority (NJEFA), has established the Higher Education Capital Facilities Grant Programs – Summer 2025 Cycle, including the Higher Education Facilities Trust Fund (HEFT), to support the renewal, renovation, improvement, and expansion of instructional and academic facilities at New Jersey Colleges of higher education; and

WHEREAS: The purpose of the Higher Education Facilities Trust Fund (“HEFT”) grant program is to provide grants to New Jersey’s public and private Colleges of higher education for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, and/or improvement of instructional, laboratory, communication, and research facilities (N.J.S.A. 18A:72A-52); and

WHEREAS: Pursuant to the HEFT grant program, the HEFT grants are expected to be funded from the proceeds of tax-exempt bonds (the “HEFT Bonds”, and, together with the CIF Bonds, the “Tax-Exempt Bonds”) to be issued by the Authority pursuant to the HEFT Act; and

WHEREAS: Pursuant to N.J.S.A. 18A:72A-54(a), “the governing board of a public or private College of higher education may determine, by resolution, to apply for a grant from HEFT. Upon adoption of the resolution, the board shall file an application with the Secretary of Higher Education, which application shall include a complete description of the project to be financed and an identification of any additional sources of revenue to be used”; and

WHEREAS: The Board of Trustees (the “Board”) recognizes that submission of these projects requires compliance with all rules, regulations, and certifications under the Higher Education Capital Facilities Grant Programs – Summer 2025 Cycle; and

WHEREAS: The Board of Trustees of Essex County College (the “College”) desires to approve the submission and form of a Grant Application to the Secretary

for funding under the Higher Education Capital Facilities Program (HEFT) for two major capital projects:

Project 1: Classroom Renovation, Mary Burch Theater, and Lecture Hall Modernization Project – addressing deferred maintenance and upgrading instructional spaces, technology, ADA accessibility, and energy efficiency.

Project 2: Student Learning Community Hub and Art Studio Renovation Project – transforming the Humanities Red Area into a collaborative student learning environment and creating a modern art studio to support instruction, experiential learning, and workforce readiness; and

WHEREAS: The Classroom Renovation, Mary Burch Theater, and Lecture Hall Modernization Project and the Student Learning Community Hub and Art Studio Renovation Project will collectively address over fifty years of capital deferred maintenance, improve instructional delivery in high-enrollment courses, expand capacity for high-demand program pathways, modernize classroom and performance-based learning spaces, and integrate technology to better serve the College's predominantly first-generation, low-income, and underrepresented student body; and

WHEREAS: The Board further desires to designate and authorize officer (s) of the College to take all necessary and desirable actions to (i) submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, (ii) obtain such other sources of financing for such Projects as may be necessary to complete such Projects, (iii) execute and deliver grant agreement(s) and such other documents and instruments as may be required to implement the grant funding, and (iv) undertake and implement the Projects; and

WHEREAS: The Board desires to approve the aggregate costs of the Projects paid and/or financed through all sources in an amount not to exceed the total amount \$7,500,000.00 with respect to such Projects; and

WHEREAS: The Board of Trustees of Essex County College hereby authorizes the submission of the College's combined HEFT application to the Office of the Secretary of Higher Education and the New Jersey Educational Facilities Authority for funding in the total amount of \$7,500,000.00 ; and

WHEREAS: The Board reasonably expects to reimburse expenditures for costs of the Projects paid by the College prior to the issuance by the Authority of the Tax-Exempt Bonds; and

WHEREAS: The President of Essex County College, or their designee, is hereby authorized and directed to execute all documents, certifications, assurances, and agreements necessary to effectuate the submission and acceptance of said grant on behalf of the College; and

WHEREAS: A copy of this Resolution shall be included with the College's application submission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ESSEX COUNTY COLLEGE AS FOLLOWS:

SECTION 1. The recitals set forth above are incorporated herein by reference as if set forth at length herein.

SECTION 2. The Board hereby authorizes the undertaking of the Projects described on above; approves the aggregate cost of such Projects, to be paid and/or financed through all sources in an aggregate amount not to exceed the total amount set forth of \$7,500,000 with respect to such Projects; authorizes the financing of all or any portion of the Projects with Tax-Exempt Bonds, and other funds available to the College, as necessary; acknowledges that should additional funding be needed to complete the Projects, such funding will be the responsibility of the College; and authorizes the submission and form of a Grant Application to the Secretary of Higher Education for grant funding of the Projects under the Summer 2025 Cycle of the Higher Education Capital Facilities Program.

SECTION 3. HEFT Grant Program

With respect to any Project that receives funding pursuant to the HEFT grant program, in accordance with N.J.A.C. 9A:15-1.3(b):

- the Board hereby certifies that the College has an up-to-date long-range facilities plan approved by the Board that includes provisions to address deferred maintenance and other capital renewal requirements and the Board hereby pledges to use the HEFT grant to advance that plan; and
- the Board commits to maintaining the facilities project funded by the HEFT grant; and
- the Board certifies that the College will use the HEFT grant funds for the cost, or a portion of the cost, of the construction, reconstruction, development, extension, or improvement of instructional, laboratory, communication, and research facilities.

SECTION 4. This Resolution is a declaration of the official intent of the College that the College reasonably expects and intends to reimburse expenditures for costs of the Projects paid prior to the issuance of the Authority's Tax-Exempt Bonds ("Applicable Tax-Exempt Debt") in accordance with Treasury Regulation Section 1.150-2 and that the maximum principal amount of the Applicable Tax-Exempt Debt expected to be issued to finance costs of the Projects, including amounts used to reimburse expenditures for such costs paid prior to the issuance of the Applicable Tax-Exempt Debt.

SECTION 5. The Authorized Officer, President Augustine Boakye, is hereby authorized and directed to take all necessary and desirable action to submit to the Secretary a Grant Application for the purpose of providing funding for the Projects, to approve, execute and deliver any and all agreements necessary, including but not limited to grant agreements, to undertake, implement and finance the Projects, and to approve, execute and deliver any and all other financing documents and instruments in the form approved by the Authorized Officer executing the same in the name of and on behalf of the College, in as many counterparts as may be necessary, and to affix or

impress the official seal of the College thereon and to attest the same, and such execution and attestation will be conclusive evidence of the approval of the form and content of such agreements and other documents and instruments necessary to undertake, implement and finance the Projects and to pay financing costs including through the financing thereof. The Authorized Officer is further authorized and directed to do and perform such other acts and to take such other actions as may be necessary or required, or which may be deemed to be appropriate, to implement the purposes of this Resolution to undertake, implement and finance the Projects and to provide for the payment and/or repayment of the financing costs thereof.

SECTION 6. The Board hereby authorizes the Authorized Officer to accept grant funding for the Projects as may be awarded to the College as a result of participating in the Summer 2025 Cycle.

SECTION 7. All resolutions, orders and other actions of the Board in conflict with the provisions of this Resolution to the extent of such conflict are hereby superseded, repealed or revoked.

SECTION 8. This Resolution shall take effect immediately; and be it further resolved that no further approvals by the Board are necessary to implement this Resolution.

Adopted this ____ day of _____, 2025 by the Board of Trustees of Essex County

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
BOARD APPROVAL DATE September 16, 2025	