



## Board of Trustees

### PUBLIC MEETING AGENDA

December 16, 2025 | 4:30 PM

*Smith Hall – Main Campus*

I. Call to Order/Roll Call .....	Chair, A. Lewis
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/Dec-2025	Resolution Authorizing the Award of a One-Year Contract for the Purchase of Technical Equipment and Services <b>Johnston G.P. dba Johnston Communications and JCT Solutions,</b> Springfield, NJ Chapter XII Funded – Capital Expense	Amount not to exceed <b>\$140,000.00</b>
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3-1.2/Dec-2025	Resolution Authorizing the Award of a Contract for the Class of 2026 Commencement <b>Devils Arena Entertainment LLC</b> , Newark, NJ College Funded – Operating Expense	Amount not to exceed <b>\$160,000.00</b>
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3-1.3/Dec-2025	Resolution Authorizing the Award of a Change Order for Dining Hall Renovation <b>Rbuild LLC</b> , Bloomfield, NJ Chapter XII Funded – Capital Expense	Amount not to exceed <b>\$160,000.00</b>
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3-1.4/Dec-2025	Resolution Authorizing the Award of a Change Order for Removal, Installation, and Fabrication of College Signs <b>American Woodcarving</b> , Wayne, NJ Securing Our Children’s Future Bond Grant Funded - Operating Expense	Amount not to exceed <b>\$60,000.00</b>
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VII. Personnel Committee Report.....	Ms. B. Robinson
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#### **Actions – Submitted for Recommendation for the Board’s Approval**

##### **A. Appointment**

4-1/Dec-2025	Shanta Carter Instructor- Nursing Nursing and Health Sciences Division Effective Date: January 5, 2026 Salary \$70,186
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4-2/Dec-2025	Angela Pierce Instructor- Mathematics Mathematics, Engineering Technologies and Computer Science Division Effective Date: January 5, 2026 Salary \$61,101
4-3/Dec-2025	Rhonda Hobson Instructor – Criminal Justice Social Sciences Effective Date: January 5, 2026 Salary \$58,728
4-4/Dec-2025	Edwin Alcantara Lecturer – Nursing Nursing and Health Sciences Division Effective Date: January 5, 2026 Salary \$61,101
4-5/Dec-2025	Maria Kleiner Administrative Assistant to the Dean of Faculty & Academics Academic Affairs Effective Date: January 5, 2026 Salary \$42,000
4-6/Dec-2025	Logan Sellam Laboratory Specialist Mathematics, Engineering Technologies and Computer Science Division Effective Date: January 5, 2026 Salary \$50,000
4-7/Dec-2025	Barbara Lewis Coordinator – Disability Services Student Affairs Effective Date: January 5, 2026 Salary \$50,000
4-8/Dec-2025	David James Graphic Designer Institutional Advancement Area Effective Date: January 5, 2026 Salary \$46,000
4-9/Dec-2025	Sonya Rodriguez Jimenez Administrative Assistant Enrollment Management & Services Area Effective Date: January 5, 2026 Salary \$40,000

4-10/Dec-2025      Leilani Criado  
Print Shop Operator  
Auxiliary Services  
Effective Date: January 5, 2026  
Salary \$37,500

**B. Merit Awards – Support Staff**

4-11/ Dec-2025      Jonella Johnson  
Office Assistant  
Training Inc.  
Effective Date: December 22, 2025  
\$1,000 added to base

Deneen Anthony  
Office Assistant  
Pre-College Dual Enrollment  
Effective Date: December 22, 2025  
\$1,000 added to base

Dermont Smith  
Maintenance Tech  
Facilities Management  
Effective Date: December 22, 2025  
\$1,000 added to base

Manuel Padilla  
Lead Custodian  
Facilities Management  
Effective Date: December 22, 2025  
\$1,000 added to base

**C. Supplement**

4-12/Dec-2025      Jamel Green  
CFO/Senior Comptroller  
Comptroller's Office  
Effective Date: November 01, 2025 – June 30, 2026  
\$10,000

**D. Retirement**

4-13/ Dec-2025      Celenia Esteves  
Custodian  
Facilities Management  
Effective Date: January 1, 2026

**E. Contract Ratification**

4-14/ Dec-2025      Essex County College Faculty Association  
4-15/ Dec-2025      Essex County College Adjunct Faculty Federation

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

**Actions – Submitted for Recommendation for the Board’s Approval**

7-1.1/Dec-2025 Articulation Agreement: Montclair State University (MSU)

7-1.2/Dec-2025 Articulation Agreement: New Jersey Prevention Network (NJPN)

7-1.3/Dec-2025 Memorandum of Understanding: Stockton University

7-1.4/Dec-2025 Acceptance of Funds: OSHE FY 26 Hunger-Free Campus Grant

7-1.5/Dec-2025 Acceptance of Funds: OSHE FY 26 Center for Adult Transition Grant

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

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

**Actions – Submitted for Recommendation for the Board’s Approval**

7-2.1/Dec-2025 Revised Board Policies: 1-1, 1-2, 1-2.1, 1-4, and 1-6

7-2.2/Dec-2025 Revised Board Policies: 2-1, 2-2, 2-4, and 2-12

7-2.3/Dec-2025 Revised Board Policies: 3-4, 3-5, 3-6, 3-8, 3-9, 3-10, 3-12, and 3-13

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, A. Lewis

*Note: Public meeting agenda is subject to change*

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Johnston G.P. Inc dba JCT Solutions & Johnson Communications
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	December 16, 2025
Agenda Item No.:	3-1.1/Dec-2025
Resolution Authorizing the Award of a One-Year Contract for the Purchase of Technical Equipment and Services	

**WHEREAS**, Essex County College needs the Board's approval to award a one-year contract in the total amount not to exceed **\$140,000.00** to **Johnston G.P. dba Johnston Communications and JCT Solutions**, 36 Commerce Street, Springfield, NJ 07081 for low voltage technical equipment and services for the security public address, and door access from December 17, 2025 through December 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-25.11a(b) A county college may make purchases and contract for services through the use of a nationally-recognized and accepted cooperative purchasing agreement, N.J.S.A.18A:64A-25.10, N.J.S.A.18A:64A-25.11a, and N.J.S.A.18A:64A-25.5.a(24) Items available from vendors at cost below state contract terms and conditions; 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 one-year contract in the total amount not to exceed **140,000.00** to **Johnston G.P. dba Johnston Communications and JCT Solutions**, from December 17, 2025 through December 16, 2026;
2. The specific line item against which this contract is to be charged is as follows:  
902206-3126-7929A/Chapter XII Ordinance # 22-00006/Security System  
FY 2026

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Devils Arena Entertainment LLC
Contact:	Dr. Keith Kirkland /Dean of Student Affairs
Meeting Date:	December 16, 2025
Agenda Item No.:	3-1.2/Dec 2025
Resolution Authorizing the Award of a Contract for the Class of 2026 Commencement	

**WHEREAS**, Essex County College needs the Board's approval to award a contract in the total amount not to exceed **\$160,000.00** to, **Devils Arena Entertainment LLC**, 25 Lafayette Street, Newark, New Jersey 07102 for the rental of the Prudential Center for the Class of 2026 Commencement Exercise to be held on May 26, 2026. 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 unspecifiable 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 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 approve a contract for the rental of the Prudential Center for the Class of 2026 Commencement Exercise to be held on May 26, 2026, to **Devils Arena Entertainment LLC** in the amount not to exceed **\$160,000.00**.
2. The specific line item against which this contract is to be charged is as follows:  
10-1154-7630 Operating Expense/Rental of Premises  
FY 2026

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: Rbuild LLC
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	December 16, 2025
Agenda Item No.:	3-1.3/Dec-2025
Resolution Authorizing the Award of a Change Order for Dining Hall Renovation	

**WHEREAS**, Essex County College needs the Board's approval to award a change order in the total amount not to exceed **\$160,000.00** to **Rbuild LLC**, 45 N Spring Street, Bloomfield, NJ, 07003 for the dining hall renovation; and

**WHEREAS**, Bid # 8208 Dining Hall Renovations was advertised in The Star-Ledger March 6, 2025. There were Forty-Five (45) vendors solicited. Four (4) responses were received on March 19, 2025; and

**WHEREAS**, On April 22, 2025 (3-1/APR-2025) the Board of Trustees awarded Bid# 8208 for \$1,024,400.00 to Rbuild LLC; 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 approve the change order in the total amount not to exceed **\$160,000.00** to **Rbuild LLC**, for the dining hall renovations.
2. The specific line item against which this contract is to be charged is as follows:  
901903-3115-7951A/Chapter XII Ordinance/Construction  
FY 2026

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Finance: American Woodcarving, LLC
Contact:	Mohamed Seddiki / Executive Dean of Administrative & Learning Technology/CIO
Meeting Date:	December 16, 2025
Agenda Item No.:	3-1.4/Dec-2025
Resolution Authorizing the Award of a Change Order for Removal, Installation, and Fabrication of College Signs	

**WHEREAS**, Essex County College needs the Board's approval to award a change order in the total amount not to exceed **\$60,000.00** to **American Woodcarving**, 1123 Route 23 South, Wayne, New Jersey 07470, for the Removal, Installation, and Fabrication of College Signs at the Newark Campus; and

**WHEREAS**, Bid # 8167 was advertised in The Star-Ledger on March 1, 2023. There were Eleven (11) bids solicited. Five (5) responses were received, opened, and publicly read on March 22, 2023.

**WHEREAS**, On April 18, 2023 (3-1.21/APR-2023) the Board of Trustees awarded Bid# 8167 for \$87,880.00 to American Woodcarving; 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 approve the change order in the total amount not to exceed **\$60,000.00** to **American Woodcarving**, for the Removal, Installation, and Fabrication of College Signs at the Newark Campus.
2. The specific line item against which this contract is to be charged is as follows:  
902109-02109-7929/Securing Our Children's Future Bond/Security System  
FY 2026

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Shanta Carter
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-1/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Shanta Carter to the position of Instructor in the Nursing and Health Sciences Division, for the period January 5, 2026, through August 31, 2026. The recommended annual salary for the position is \$70,186.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 3 applications were received, and 3 applicants were interviewed. Shanta Carter 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	United States University San Diego, CA	Nursing
Bachelors	Bloomfield College, Bloomfield, NJ	Nursing

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Shanta Carter, at the annual salary of \$70,186, to the position of Instructor in the Nursing and Health Sciences Division, for the period January 5, 2026, through August 31, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Angela Pierce
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-2/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Angela Pierce to the position of Instructor of Mathematics, for the Mathematics, Engineering Technologies, and Computer Science Division, for the period January 5, 2026, through August 31, 2026. The recommended annual salary for the position is \$61,101.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 6 applications were received, and 4 applicants were interviewed. Angela Pierce 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	Montclair State University Montclair, NJ	Mathematics Education
Bachelors	Hampton University Hampton, VA	Mathematics

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Angela Pierce at the annual salary of \$61,101 to the position of Instructor of Mathematics, for Mathematics, Engineering Technologies and Computer Science Division, for the period January 5, 2026, through August 31, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Rhonda Hobson
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-3/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Rhonda Hobson to the position of Instructor of Criminal Justice for the Social Sciences Division, for the period January 5, 2026, through August 31, 2026. The recommended annual salary for the position is \$58,728.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AE guidelines. A total of 8 applications were received, and 2 applicants were interviewed. Rhonda Hobson 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	Rutgers University	Criminal Justice
Bachelors	Rutgers University	Criminal Justice

**FISCAL NOTES:** The recommended salary of \$58,728 is included in the department's annual budget. The salary will be prorated for employees hired after the beginning of the fiscal year.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Rhonda Hobson at the annual salary of \$58,728 to the position of Instructor of Criminal Justice, for the Social Sciences Division, for the period January 5, 2026, through August 31, 2026.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
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## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Edwin Alcantara
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-4/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Edwin Alcantara to the position of Lecturer B, in the Nursing and Health Sciences Division, for the period January 5, 2026, through August 31, 2026. The recommended annual salary for the position is \$61,101.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 3 applications were received, and 3 applicants were interviewed. Edwin Alcantara 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	William Paterson University Paterson, NJ	Nursing
Associates	Bergen Community College, Paramus, NJ	Accounting

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Edwin Alcantara at the annual salary of \$61,101 to the position of Lecturer B, in the Nursing and Health Sciences Division, for the period January 5, 2026, through August 31, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Maria Kleiner
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-5/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Maria Kleiner to the position of Administrative Assistant to the Dean of Faculty & Academics, for Academic Affairs, for the period January 5, 2026, 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 23 applications were received, and 5 applicants were interviewed. Maria Kleiner 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	Universidad de Guayaquil Guayaquil, Ecuador	Business Administration Specialization in HR

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

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Maria Kleiner at the annual salary of \$42,000 to the position of Administrative Assistant to the Dean of Faculty & Academics, for Academic Affairs, for the period January 5, 2026, through June 30, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Logan Sellam
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-6/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Logan Sellam to the position of Laboratory Specialist, for Mathematics, Engineering Technologies, and Computer Science Division, for the period January 5, 2026, through June 30, 2026. The recommended annual salary for the position is \$50,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 22 applications were received, and 5 applicants were interviewed. Logan Sellam 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>
Bachelor	The University of Scranton Scranton, Pennsylvania	Physics

**FISCAL NOTES:** The recommended salary of \$50,000 is included in the department's annual budget. The salary will be prorated for employees hired after the beginning of the fiscal year.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Logan Sellam at the annual salary of \$50,000 to the position of Laboratory Specialist, for Mathematics, Engineering Technologies, and Computer Science Division, for the period January 5, 2026, through June 30, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Barbara Lewis
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-7/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Barbara Lewis to the position of Coordinator – Disability Services, for Student Affairs, for the period January 5, 2026, through June 30, 2026. The recommended annual salary for the position is \$50,000.

**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 2 applicants were interviewed. Barbara Lewis 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>
Masters	Montclair State University Montclair, NJ	Counseling Guidance and Human Services

**FISCAL NOTES:** The recommended salary of \$50,000 is included in the department's annual budget. The salary will be prorated for employees hired after the beginning of the fiscal year.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Barbara Lewis at the annual salary of \$50,000 to the position of Coordinator – Disability Services, for Student Affairs, for the period January 5, 2026, through June 30, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, David James
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-8/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of David James to the position of Graphic Designer, for the Institutional Advancement Area, for the period January 5, 2026, through June 30, 2026. The recommended annual salary for the position is \$46,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 41 applications were received, and 3 applicants were interviewed. David James 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>
Master's	Kean University Union, NJ	Graphic Communication Tech. Management

**FISCAL NOTES:** The recommended salary of \$46,000 is included in the department's annual budget. The salary will be prorated for employees hired after the beginning of the fiscal year.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of David James at the annual salary of \$46,000 to the position of Graphic Designer, for the Institutional Advancement and Marketing Area, for the period January 5, 2026, through June 30, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Sonya Rodriguez Jimenez
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-9/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Sonya Rodriguez Jimenez to the position of Administrative Assistant for the Enrollment Management & Services Area for the period January 5, 2026, through June 30, 2026. The recommended annual salary for the position is \$40,000.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AE guidelines. A total of 67 applications were received, and 6 applicants were interviewed. Sonya Rodriguez Jimenez 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>
Bachelor	Kean University Union, NJ	Architectural Technology

**FISCAL NOTES:** The recommended salary of \$40,000 is included in the department's annual budget. The salary will be prorated for employees hired after the beginning of the fiscal year.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Sonya Rodriguez Jimenez at the annual salary of \$40,000 to the position of Administrative Assistant for the Enrollment Management & Services Area for the period January 5, 2026, through June 30, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Leilani Criado
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-10/Dec-2025

**RECOMMENDATIONS:** It is recommended that the Board of Trustees approve the appointment of Leilani Criado to the position of Print Shop Operator for Auxiliary Services for the period January 5, 2026, through June 30, 2026. The recommended annual salary for the position is \$37,500.

**BACKGROUND AND RATIONALE:** This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 23 applications were received, and 6 applicants were interviewed. Leilani Criado is the recommended candidate.

#### **DEGREE/CERTIFICATE QUALIFICATIONS: (NO DEGREE REQUIRED)**

**FISCAL NOTES:** The recommended salary of \$37,500 is included in the department's annual budget. The salary will be prorated for employees hired after the beginning of the fiscal year.

**RESOLUTION:** The Board of Trustees of Essex County College approves the appointment of Leilani Criado at the annual salary of \$37,500 to the position of Print Shop Operator for Auxiliary Services for the period January 5, 2026, through June 30, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Merit Award – Support Staff
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-11/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the merit award for the individuals listed, in accordance with the Support Staff Association contract, for the amount listed, to be added to base salary, effective on the dates indicated below:

Name	Title Department	Effective Date	Amount
Jonella Johnson	Office Assistant Training Inc.	12/22/2025	\$1,000
Deneen Anthony	Office Assistant Pre-College Dual Enrollment	12/22/2025	\$1,000
Dermont Smith	Maintenance Tech Facilities Management	12/22/2025	\$1,000
Manuela Padilla	Lead Custodian Facilities Management	12/22/2025	\$1,000

**FISCAL NOTES:** The recommended awards are included in the Department's annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the merit award for the individuals listed, in accordance with the Support Staff Association contract, for the amount listed, to be added to base salary, effective on the date indicated.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Supplement
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-12/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the payment of supplements.

**BACKGROUND AND RATIONALE:** Each semester, faculty and staff are selected to complete duties in addition to the responsibilities of their full-time positions at the College. The following supplement is recommended for the individuals listed below:

<u>Name</u>	<u>Amount</u>	<u>Additional Responsibilities</u>
		<u>Effective and Expiration Dates</u>
Jamel Green	\$10,000	Deputy CFO/Comptroller 11/01/2025 – 06/30/2026

**FISCAL NOTES:** The recommended supplement is included within the Departments' annual budget.

**RESOLUTION:** The Board of Trustees of Essex County College approves the payment of supplements.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Shunda Williams, Executive Director of Human Resources
Meeting Date:	December 16, 2025
Agenda Item No.	4-13/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees accept the retirement 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>
Celenia Esteves	Custodian Facilities Management	Support Staff	07/01/2000	01/01/2026

**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 listed, effective on the date indicated.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Contract Ratification, Essex County College Faculty Association
Contact:	Dr. Augustine Boakye, President
Meeting Date:	December 16, 2025
Agenda Item No.:	4-14/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Faculty Association, for the period September 1, 2024, through August 31, 2028.

**BACKGROUND AND RATIONALE:** The Essex County College and Essex County College Faculty Association is the recognized negotiating agent for the labor unit comprised of faculty members. Essex County College and the Essex County College Faculty Association have engaged in negotiations for an agreement for the period commencing retroactively from September 1, 2024, through August 31, 2028. The Essex County College Faculty Association members signed a Memorandum of Agreement (MOA) on December 8, 2025. This MOA is incorporated into the attached Collective Bargaining Agreement which was ratified by the Essex County College Faculty Association Members on December 8, 2025.

**FISCAL NOTES:** All costs associated with this Agreement will be included in the College's Annual Budget.

**RESOLUTION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Faculty Association, for the period September 1, 2024, through August 31, 2028.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, President	FINAL DISPOSITION
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## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Personnel: Contract Ratification, Essex County College Adjunct Faculty Federation
Contact:	Dr. Augustine Boakye, President
Meeting Date:	December 16, 2025
Agenda Item No.:	4-15/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Chapter 6370 United Adjunct Faculty of New Jersey, Local 2222, for the period July 1, 2024, through June 30, 2028.

**BACKGROUND AND RATIONALE:** The Essex County College and Essex County College Chapter 6370 United Adjunct Faculty of New Jersey, Local 2222, is the recognized negotiating agent for the labor unit comprised of adjunct faculty members. Essex County College and the Essex County College Chapter 6370 United Adjunct Faculty of New Jersey, Local 2222, have engaged in negotiations for an agreement for the period commencing retroactively from July 1, 2024, through June 30, 2028. The Essex County College Chapter 6370 United Adjunct Faculty of New Jersey, Local 2222, members signed a Memorandum of Agreement (MOA) on December 4, 2025. This MOA is incorporated into the attached Collective Bargaining Agreement, which was ratified by the Essex County College Adjunct Faculty Federation Members on December 4, 2025.

**FISCAL NOTES:** All costs associated with this Agreement will be included in the College's Annual Budget.

**RESOLUTION:** It is recommended that the Board of Trustees ratify the Collective Bargaining Agreement between Essex County College and the Essex County College Chapter 6370 United Adjunct Faculty of New Jersey, Local 2222, for the period July 1, 2024, through June 30, 2028.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Master Articulation Agreement between Montclair State University and Essex County College
Contact:	Dr. Hamin Shabazz, Vice President of Academic Affairs/CAO
Meeting Date:	December 16, 2025
Agenda Item No.:	7-1.1/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the Master Articulation Agreement between Montclair State University (MSU) and Essex County College (ECC).

**BACKGROUND AND RATIONALE:** The purpose of this Master Agreement is to facilitate the transfer of ECC graduates with Associate of Applied Science, Associate of Arts, Associate of Science, and Associate of Fine Arts degrees to various Bachelor of Arts, Bachelor of Science, or Bachelor of Fine Arts degree programs offered at MSU. Under this master articulation agreement, the first curriculum mapping is for the ECC A.A.S. in New Media Technology to the MSU BFA in Animation & VFX (Visual Effects).

This Agreement will enter into effect upon execution on December 17, 2025, and shall continue in effect for a period of five years, with automatic renewal thereafter for additional five-year periods.

**FISCAL NOTES:** There is no fiscal impact on the college.

**RESOLUTION:** The Board of Trustees approves the Master Articulation Agreement between Montclair State University (MSU) and Essex County College (ECC) for the transfer of Essex graduates into various four-year degree programs offered at Montclair State University (MSU).

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

## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Articulation Agreement: Essex County College and NJPN
Contact:	Dr. Hamin Shabazz, Vice President of Academic Affairs/CAO
Meeting Date:	December 16, 2025
Agenda Item No.:	7-1.2/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the Articulation Agreement between Essex County College (ECC) and the New Jersey Prevention Network (NJPN) for the Associate of Applied Science degree in Human and Social Services.

**BACKGROUND AND RATIONALE:** The purpose of this Agreement is to support individuals who hold the credential of Certified Alcohol and Drug Counselor (CADC) after training with New Jersey Prevention Network (NJPN) to continue their educational journey through an AAS in Human and Social Services at Essex County College. The process for transfer into ECC includes first registering at ECC and passing with a grade of C or higher in PSY 101, SOC 101, and SOC 108. After completion, students are awarded nine equivalency credits for three classes at ECC: PSY 210, PSY 232, and PSY 251. This transfer agreement is an enrollment pipeline for ECC.

This Agreement will continue in effect and will be automatically renewed from academic year to academic year for up to three academic years and shall be reviewed and modified in writing, as needed, every three years.

**FISCAL NOTES:** There is no fiscal impact on the college.

**RESOLUTION:** The Board of Trustees approves the Articulation Agreement between Essex County College (ECC) and the New Jersey Prevention Network (NJPN) for the Associate of Applied Science degree in Human and Social Services.

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



## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Articulation Memorandum of Understanding between Essex County College and Stockton University
Contact:	Dr. Hamin Shabazz, Vice President of Academic Affairs/Chief Academic Officer
Meeting Date:	December 16, 2025
Agenda Item No.:	7-1.3/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees approve the Memorandum of Understanding (MOU) between Essex County College (ECC) and Stockton University (SU) for the purpose of articulating the program-to-program transfer of credits for ECC graduates into comparable academic majors at Stockton University.

**BACKGROUND AND RATIONALE:** Essex County College and Stockton University have developed this transfer Memorandum of Understanding (MOU) to benefit ECC graduates seeking to complete a four-year degree at Stockton University. Under this MOU, the two institutions will develop specific curriculum mapping to facilitate the requisite program-to-program transfer. The first such curriculum mapping has been developed for the ECC County College A.A.S. in New Media Technology to the Stockton University B.A. in Digital Studies and is contained in the MOU at Appendix A. This MOU shall have an initial term of five (5) years from the date the agreement is executed.

**FISCAL NOTES:** There is no fiscal impact on the college.

**RESOLUTION:** The Board of Trustees approves the Memorandum of Understanding (MOU) between Essex County College and Stockton University for the articulation of program-to-program transfer of credits for ECC graduates into comparable academic majors at Stockton University.

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

## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Office of the Secretary of Higher Education FY26 Hunger-Free Campus Grant
Contact:	Dr. Keith Kirkland, Dean, Student Affairs & Dr. Leigh Bello-Bryan, Associate Dean of Student Affairs and Special Projects
Meeting Date:	December 16, 2025
Agenda Item No.:	7-1.4/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees approves the acceptance of funds from the Office of the Secretary of Higher Education for the FY'26 Hunger-Free Campus Grant in the amount of \$52,500.00 for the period of July 1, 2025, to June 30, 2026.

**BACKGROUND AND RATIONALE:** The Hunger-Free Campus grant will assist the Office of Student Care Services in furthering its efforts to address student food insecurity by raising awareness, enhancing food pantry resources, and implementing sustainable solutions to meet students' basic needs. The funding will be used to provide student meal vouchers, fund the Student Food Pantry for the year, and implement the strategies outlined in the grant application.

**FISCAL NOTES:** There will be no adverse impact on the College. The amount received will assist in achieving the grant purpose.

**RESOLUTION:** The Board of Trustees approves the acceptance of funds from the Office of the Secretary of Higher Education for the FY' 26 Hunger-Free Campus Grant in the amount of \$52,500.00 for the grant period of July 1, 2025, to June 30, 2026.

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

## BOARD OF TRUSTEES REQUEST FOR BOARD ACTION

Subject:	Acceptance of Grant Funds: OSHE FY 26 Center for Adult Transition Grant
Contact:	Dr. Keith Kirkland, Dean of Student Affairs
Meeting Date:	December 16, 2025
Agenda Item No.:	7-1.5/Dec-2025

**RECOMMENDATION:** It is recommended that the Board of Trustees approves the acceptance of funds from the Office of the Secretary of Higher Education for the FY'26 Center for Adult Transition Grant in the amount of \$105,882.00 for the grant period of July 1, 2025, to June 30, 2026.

**BACKGROUND AND RATIONALE:** In January 2022, Governor Murphy signed into law P.L. 2021 c. 425, requiring all county colleges in New Jersey to establish adult centers for transition of individuals with intellectual and developmental disabilities ("centers"). The purpose of the partnership between the Office of the Secretary of Higher Education (OSHE) and our college is to provide students (up to the age of 24) who have developmental and intellectual disabilities with the support and resources necessary to experience more successful transitions from secondary school to post-secondary education and employment, and to promote independent living opportunities by providing appropriate skills to be successful. These grant funds would provide staff and services to serve this growing population of students.

**FISCAL NOTES:** There is no fiscal impact on the college.

**RESOLUTION:** The Board of Trustees approves the acceptance of funds from the Office of the Secretary of Higher Education for the FY'26 Center for Adult Transition Grant in the amount of \$105,882.00 for the grant period of July 1, 2025, to June 30, 2026.

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Revised Board Policies: 1-1, 1-2, 1-2.1, 1-4, and 1-6
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	December 16, 2025
Agenda Item No.:	7-2.1/Dec-2025

**RESOLUTION:** The Board of Trustees of Essex County College adopts the following revised Board Policies: 1-1, 1-2, 1-2.1, 1-4, and 1-6 as set forth below and effective immediately for the purpose of maintaining effective operations of the College. The revisions are detailed in the attached Board Policy.

### ESSEX COUNTY COLLEGE

#### BOARD POLICY

BP 1-1	Implementation of the Open Public Meetings Act	Revised: 10/21/25
BP 1-2	Trustee Appointment	Revised: 10/21/25
BP 1-2.1	Seating of Board Members; Role of Constituent Unit Representatives	Revised: 10/21/25
BP 1-4	Code of Ethics/Conflict of Interest	Revised: 10/21/25
BP 1-6	Diversity, Equity & Inclusion	Revised: 10/21/25

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Revised Board Policies: 2-1, 2-2, 2-4, and 2-12
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	December 16, 2025
Agenda Item No.:	7-2.2/Dec-2025

**RESOLUTION:** The Board of Trustees of Essex County College adopts the following revised Board Policies: 2-1, 2-2, 2-4, and 2-12 as set forth below and effective immediately for the purpose of maintaining effective operations of the College. The revisions are detailed in the attached Board Policy.

### ESSEX COUNTY COLLEGE

### BOARD POLICY

BP 2-1	Presidential Searches	Revised: 10/21/25
BP 2-2	Evaluation of Administrative Personnel	Revised: 10/21/25
BP 2-4	Recognition of Employee Negotiating Units	Revised: 10/21/25
BP 2-12	Evaluation of College President	Revised: 10/21/25

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



## BOARD OF TRUSTEES

### REQUEST FOR BOARD ACTION

Subject:	Revised Board Policies: 3-4, 3-5, 3-6, 3-8, 3-9, 3-10, 3-12, and 3-13
Contact:	Board of Trustees: Policy and Governance Committee
Meeting Date:	December 16, 2025
Agenda Item No.:	7-2.3/Dec-2025

**RESOLUTION:** The Board of Trustees of Essex County College hereby adopts the following revised Board Policies: 3-4, 3-5, 3-6, 3-8, 3-9, 3-10, 3-12, and 3-13 as set forth below and effective immediately for the purpose of maintaining effective operations of the College. The revisions are detailed in the attached Board Policy.

#### ESSEX COUNTY COLLEGE

#### BOARD POLICY

BP 3-4	Investment Policy	Revised: 11/18/25
BP 3-5	Internal Controls and Financial Reporting	Revised: 11/18/25
BP 3-6	Approval of Trustee Expense Vouchers	Revised: 11/18/25
BP 3-8	Purchase and Consumption of Alcoholic Beverages – Payment Prohibited	Revised: 11/18/25
BP 3-9	Authorization of Signatures for Expenditures	Revised: 11/18/25
BP 3-10	Salary Supplements	Revised: 11/18/25
BP 3-12	Purchasing and College Contracts	Revised: 11/18/25
BP 3-13	Board Policy for Legal Resource Utilization	Revised: 11/18/25

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