



PASSAIC COUNTY COMMUNITY COLLEGE • 973 684-5900
ONE COLLEGE BOULEVARD, PATERSON, N.J. 07505-1179
OFFICE OF THE PRESIDENT

PASSAIC COUNTY COMMUNITY COLLEGE

Attached are the Board resolutions passed at the November 16, 2021 Board of Trustees meeting. If you have any questions, please call me.

STEVEN M. ROSE, Ed.D.
PRESIDENT/SECRETARY
BOARD OF TRUSTEES

**BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA - REVISED
Page 1 of 2**

NOTICE IS HEREBY GIVEN that on November 16, 2021 at 6:00 pm, the Passaic County Community College Board of Trustees will hold its regular meeting. The meeting will take place in The Paterson Room, Passaic County Community College, One College Boulevard, Paterson, New Jersey. The public is invited to attend, per the Open Public Meetings Act, N.J.S.A. 10:4-6. In addition, the Board will meet in executive session to discuss such issues as are allowed pursuant to NJSA 10:4-12. A copy of the agenda and packet are available for public inspection.

PLEDGE OF ALLEGIANCE (All Stand)

CALL TO ORDER

ROLL CALL

CONSIDERATION OF MINUTES – October 19, 2021

ORGANIZATION OF THE BOARD – Election of Officers

REPORTS – President: Significant Activities
 Chairman

DISCUSSION AGENDA – REVISED ORDER OF BUSINESS

- E. SPECIAL RECOGNITION**
 Professor Emeritus for Edward Mosley
- A. POLICY MATTERS**
 Annual Notice of Meetings
 First Reading: Board Policy D103 – Readmission
- B. INSTRUCTIONAL ITEM**
 Articulation Agreement: PCCC-Ramapo College of New Jersey
- C. BUSINESS ITEM**
 Purchases of Goods and Services
- D. PERSONNEL ITEMS**

EXECUTIVE SESSION

Resolution #2 - Resolution to meet in Executive Session - Discussion of personnel, contract negotiations, and matters protected by attorney-client privilege.

(Continued.....)

**BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA - REVISED
Page 2 of 2**

ACTION ITEMS - Consent Resolution

- A. POLICY MATTERS**
Annual Notice of Meetings
First Reading: Board Policy D103 – Readmission
- B. INSTRUCTIONAL ITEM**
Articulation Agreement: PCCC-Ramapo College of New Jersey
- C. BUSINESS ITEM**
Purchases of Goods and Services
- D. SPECIAL RECOGNITION**
Professor Emeritus for Edward Mosley
- E. PERSONNEL ITEMS**

REMARKS

PUBLIC

TRUSTEES

ADJOURNMENT

PASSAIC COUNTY COMMUNITY COLLEGE
ROLL CALL

BOARD OF TRUSTEES	PRESENT	ABSENT
Alumni Rep Martinez	X	
Trustee Drakeford	X	
Trustee Esquiche	X	
Trustee Glovin	X	
Trustee Montanez-Diodonet	X	
Trustee Moody	X	
Trustee Nutter	X	
Trustee Pou		X
Trustee Smith	X (6:02 pm)	
Vice Chair Tanis	X	
Chairman Marco	X	

DATED: NOVEMBER 16, 2021

PASSAIC COUNTY COMMUNITY COLLEGE
Resolution #1 – CONSIDERATION OF MINUTES

Offered by GLOVIN Seconded by MOODY

Board of Trustees	Yes	No	Abstain	Absent
Trustee Drakeford	X			
Trustee Esquiche	X			
Trustee Glovin	X			
Trustee Montanez-Diodonet	X			
Trustee Moody	X			
Trustee Nutter	X			
Trustee Pou				X
Trustee Smith	X			
Vice Chair Tanis	X			
Chairman Marco	X			

CONSIDERATION OF MINUTES

BE IT RESOLVED that the Board of Trustees of Passaic County Community College hereby approves the regular session meeting minutes for the October 19, 2021 Board of Trustees meeting.

DATED: NOVEMBER 16, 2021

The following are the minutes of the Board of Trustees of Passaic County Community College, One College Boulevard, Paterson, NJ held on Tuesday, October 19, 2021.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Marco called the meeting order at 6:00 p.m., and then asked everyone to join him in the Pledge of Allegiance.

President Rose stated pursuant to the Open Public Meetings Act, notice of this meeting was emailed to the Herald News, The Record, the Office of the County Clerk, and posted on the PCCC Website and bulletin board on July 26, 2021.

ROLL CALL

Kesha Drakeford*
Yolanda Esquiche
Michael Glovin
Sandra Montanez-Diodonet*
Alonzo Moody
Taina Pou

Sharon C. Smith
Ronak Trivedi
Julie "Jay Marie" Martinez
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Dennis F. Marco, Chairman

*Arrived 6:30; 6:35 p.m. respectively

Absent
Harvey J. Nutter

CONSIDERATION OF MINUTES –September 21, 2021

Chairman Marco asked if there were any corrections to the minutes for September 21, 2021. Hearing none, Vice Chairwoman Tanis moved Resolution #1 – Consideration of Minutes for the September 21, 2021 board meeting; seconded by Trustee Esquiche. Upon roll call, Resolution #1 passed with Trustees Glovin and Trivedi "abstaining" and all other members present voting "yes."

PRESENTATIONS – Digital and Social Media

Ms. Meredith Behrens, Director of Marketing and Communication, provided a PowerPoint presentation showing how the College was communicating with potential and current students via digital and social media, which have become the primary means of communicating with these individuals. A sample of fifteen second and thirty second videos were shown to emphasize the effect they have on varied populations.

Trustee Trivedi left the meeting at 6:15 p.m.

“Post Vaccine Institution”

President Rose presented a report that was shared with select members of the college community prepared by EAB entitled, “Imperatives for the Post-Vaccine Institution.” Each board member received a copy of the Presentation, which looked to the future of higher education with the three main categories for the post-vaccine institution to face: “enrollment, serving tomorrow’s students, and business model transformation.” A discussion took place highlighting enrollment trends, which present serious challenges for all community colleges over the next several years.

Trustee Trivedi returned to the meeting at 6:33 p.m.

REPORTS

President/Chair: No separate reports given.

DISCUSSION AGENDA

The following items were approved for placement on the Action Items agenda:

A. BUSINESS ITEMS

SCCC/PCCC Nurse Education Contract

President Rose was pleased to announce that the agreement with Sussex County Community College (SCCC) and Passaic County Community College to provide nurse education at SCCC was still the only partnership of its kind in the state.

Purchase of Goods and Services

President Rose introduced the bid for the Asphalt parking lot replacements and site improvements at the Paterson campus and the Wanaque Academic Center. A brief overview of the project then took place.

President Rose then stated he would be happy to answer any questions for the following purchases.

The following purchase of Goods and Services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq and NJSA: 18A:64A-25 et al. are so noted and recommended. President Rose stated he would be happy to answer any questions.

- Audio –Visual Equipment (Upgrade to audio-visual equipment for classrooms)
- Consulting Services (Fieldwork in support of the Folklife Center of Northern New Jersey (FCCNNJ) at PCCC.
- Consulting Services (Services to provide a Program Demand Gap Analysis)

- Request for Qualifications 22-01 – Construction Management Services (Qualifications of Construction Management firms to provide consulting services as needed for FY2022-2023)
- Request for Qualifications 22-02 – Architectural Design and Consulting Services (Qualifications for Architects to perform professional services as needed for FY2022-2023)
- Bid 22-01 – Academic Hall Elevator Replacement Re-Bid (Removal of existing single car elevator system and installation of new system)
- Bid 22-03 – Parking Lot Replacements and Site Improvements (Demolition, removal and replacement of parking lots at Paterson and Wanaque campuses)

Shared Services Agreement

Mr. Michael A. Cerone, Jr., College Counsel explained the Shared Services Agreement between the College and the Borough of Paramus for the repair of fire trucks used by the Passaic County Community College Public Safety Academy.

Memorandum of Understanding with City of Paterson and PCCC Foundation

Mr. Cerone provided the details for the MOU with the City of Paterson and the PCCC Foundation for the hire and loan of a Director of Policy and Planning. This arrangement was similar to a previous one already in place, with full funding by a grant from the Henry and Marilyn Taub Foundation awarded to the PCCC Foundation.

D. PERSONNEL ITEMS

The personnel items included Separations, Appointments, Grant Administrators' Reappointment - FY 2021-22, Coaches' Salaries FY2021-22 and Part-time Temporary Appointments.

EXECUTIVE SESSION

Chairman Marco asked if there was a need for an executive session. President Rose stated that an executive session was not needed.

ACTION ITEMS AGENDA - Consent Resolution

Chairman Marco asked for a motion to adopt Consent Resolution # 3, approving the following items as set forth in the Memoranda dated October 19, 2021:

- A. SCCC/PCCC Nurse Education Contract
- B. Purchases of Goods and Services, inclusive of the supplemental memo for Bid 22-03 – Parking Lot Replacements and Site Improvements

Shared Services Agreement
MOU with City of Paterson and PCCC Foundation
C. Personnel Actions as listed in the Personnel Actions Memorandum

Trustee Glovin moved Resolution #3; seconded by Trustee Esquiche. Upon roll call, Resolution #3 passed with all members present voting “yes.”

A. ACADEMIC ITEMS

Sussex County Community College and Passaic County Community College Nurse Education Agreement, as outlined in the attachment.

B. BUSINESS ITEMS

PURCHASES OF GOODS AND SERVICES

The following goods and services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq. and NJSA 18A:64A-25, are so noted and recommended.

Audio-Visual Equipment (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2022 Coronavirus Relief Funds; \$964,737.52 Available)
Upgrade to audio-visual equipment for classrooms. NJ State Contract # 81123.

Tele-Measurements, Inc.
145 Main Avenue
Clifton, NJ 07014

\$585,146.00
(Recommended Award)

Consulting Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services) (Funding Source: FY-2022 Folk Arts Center Grant Funds; \$105,857.00 Available)
Fieldwork in support of the Folklife Center of Northern New Jersey (FCNNJ) at PCCC.
Business Entity and Political Contribution disclosures required.

Lael Leslie
P.O. Box 2083
East Millstone, NJ 08875

\$36,000.00
(Recommended Award)

Consulting Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services) (Funding Source: FY-2022 College Operating Funds; \$21,500.00 Available)
Services to provide a Program Demand Gap Analysis. Business Entity and Political Contribution disclosures required.

Economic Modeling, LLC
232 North Almon Street
Moscow, ID 83843

\$21,500.00
(Recommended Award)

Request for Qualifications 22-01 – Construction Management Services (Public Bid
Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services) (Funding Source: FY-2022 and FY-2023
College Capital Funds)
Qualification of Construction Management firms to perform consulting services as needed for
FY-2022 and FY-2023.

Anser Advisory
97 Grayrock Road
Clinton, NJ 08809

Colliers Project Leaders
135 New Road
Madison, CT 06443

A & A Construction
6 Gardner Road
Fairfield, NJ 07004

Request for Qualifications 22-02 – Architectural Design and Consulting Services (Public
Bid Exception per NJSA 18A:64A-25.5 a. (1) – Professional Services) (Funding Source: FY-2022 and FY-
2023 College Capital Funds)
Qualification of Architects to perform professional services as needed for FY-2022 and FY-
2023.

RSC Architects
3 University Plaza Drive, Suite 600
Hackensack, NJ 07601

Spiezle Architectural Group, Inc.
120 Sanhican Drive
Trenton, NJ 08618

Coppa Montalbano Architects
97 Lackawanna Avenue
Totowa, NJ 07512

Bid 22-01 – Academic Hall Elevator Replacement Re-Bid
(Funding Source: FY-2022 College Capital Funds; \$400,014.00 Available)
Removal of existing single car elevator system and installation of new system.

Current Elevator Technology, Inc.
P.O. Box 246
Milford, PA 18337

\$399,000.00
(Recommended Award)

Bid 22-03 – Parking Lot Replacements and Site Improvements

(Funding Source: FY-2022 College Capital Funds; \$869,600.00 Available)

Demolition, removal and replacement of parking lots at Paterson and Wanaque campuses.

Your Way Construction, Inc.
404 Coit Street
Irvington, NJ 07111

\$869,600.00
(Recommended Award)

SHARED SERVICES AGREEMENT

The Shared Services Agreement between the College and the Borough of Paramus for the repair of vehicles used by the Passaic County Fire Academy, inclusive of the repair of the Fire Trucks in their fleet as outlined in the attachment.

MEMORANDUM OF UNDERSTANDING WITH CITY OF PATERSON AND PCCC FOUNDATION

The Memorandum of Understanding with the City of Paterson and PCCC Foundation for the hire and loan of a Director of Policy and Planning, fully funded by a grant from the Henry and Marilyn Taub Foundation awarded to the PCCC Foundation, as outlined in the attachment. The Director will be a PCCC employee and loaned to the City. The terms of the MOU provides for internship possibilities for PCCC students.

C. PERSONNEL ITEMS

I. Separations

Theresa Slusser
Coordinator of Academic Program
Adult Education & Bridges Program

Retirement
Effective: 11/01/21

Edward Mosley
Professor - Psychology

Retirement
Effective: 01/01/22

Vickie Stewart
Cashier – Food Services

Retirement
Effective: 01/01/22

II. Appointments

Tasia Weir

Academic Counselor
Student Support Services/TRIO (Grant-funded)

Effective: 11/29/21

Replacement for Stephanie Velasquez, external candidate

Jesus Arrieta

Senior Success Coach – SUCCESS Program
(Grant-funded)

Effective: 11/01/21

Conversion of part-time position

Geoffrey Gordon

Director of Special Projects – President's Office

Effective: 11/01/21

Temporary appointment through June 30, 2022

Krista Quinn

Coordinator for Developmental English
Academic Affairs

Effective: 1/03/22

Reclassification of position, external candidate

Zuley Rigo

Financial Aid Officer – Financial Aid

Effective: 11/08/21

Replacement for Cleofas Vital, external candidate

III. Grant Administrator Reappointments FY' 2021-22

The following grant administrator reappointments are recommended for your approval for the specific term indicated, subject to grant program funding for each position.

Lloyd Cutkelvin

Educational Specialist, Pathways to Teacher Education

Term of Approval

11/1/21 – 06/30/22

Tanya DaSilva

Program Coordinator, Teacher Excellence

11/1/21 – 06/30/22

Karen Ector

Service Learning Specialist, Pathways to Teacher Education

11/1/21 – 06/30/22

<u>Russell Gambino</u> Success Coach, STEM	11/1/21 – 06/30/22
<u>David Hernandez</u> STEM Associate, STEM	11/1/21 – 06/30/22
<u>Georgina Mencher</u> Student Success Coach, Pathways to Teacher Education	11/1/21 – 06/30/22
<u>Michaela Sher</u> Project Coordinator, Domestic Violence	11/1/21 – 03/31/22
<u>Bijal Pandya-Provenza</u> Education Specialist, Teacher Excellence	11/1/21 – 06/30/22
<u>David Petriello</u> Program Coordinator, Pathways to Teacher Education	11/1/21 – 06/30/22
<u>Dennis Reer</u> Coordinator, STEM	11/1/21 – 06/30/22
<u>Kathleen Vancheri</u> Success Coach, STEM	11/1/21 – 06/30/22

IV. Coach's Salary – FY' 2021-22

The following part-time Coach's salaries are recommended for FY' 2021-22.

Women's Basketball
Cristina Conception, Head Coach
Derek Braxton, Assistant Coach

V. Part-time Temporary Appointments (see attached chart)

REMARKS: Public None

Trustees: Trustee Trivedi publicly announced his resignation from the PCCC Board of Trustees, and also thanked Mr. Tom Moore and Professor Eric Cameron for the AMAZING students sent to him for information technology jobs.

ADJOURNMENT

Chairman Marco asked for a motion to adjourn the meeting at 7:18 pm; moved by Vice Chairwoman Tanis; seconded by Trustee Esquiche. Upon roll call, the motion to adjourn the meeting passed unanimously with all members present stating "yes." Chairman Marco acknowledged that the meeting was now adjourned.

PASSAIC COUNTY COMMUNITY COLLEGE
RESOLUTION #2 – RESOLUTION TO MEET IN EXECUTIVE SESSION

Offered by TANIS Seconded by ESQUICHE

Board of Trustees	Yes	No	Abstain	Absent
Trustee Drakeford	X			
Trustee Esquiche	X			
Trustee Glovin	X			
Trustee Montanez-Diodonet	X			
Trustee Moody	X			
Trustee Nutter	X			
Trustee Pou				X
Trustee Smith	X			
Vice Chair Tanis	X			
Chairman Marco	X			

Whereas, the Board of Trustees of Passaic County Community College is subject to certain requirements of the *Open Public Meetings Act*, and

Whereas, the *Open Public Meetings Act*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

Whereas, it is necessary for the Board of Trustees of Passaic County Community College to discuss in a session not open to the public certain matters relating to the following items authorized by N.J.S.A. 10:4-12b and designated below:

____(1) *Matters Required by Law to be Confidential*: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

____(2) *Matters Where the Release of Information Would Impair the Right to Receive Funds*: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

____ (3) *Matters Involving Individual Privacy*: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

X (4) *Matters Relating to Collective Bargaining Agreements*: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

____ (5) *Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds*: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

____ (6) *Matters Relating to Public Safety and Property*: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

____ (7) *Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege*: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

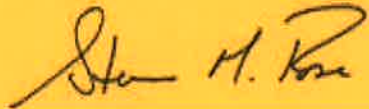
____ (8) *Matters Relating to the Employment Relationship*: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.

____ (9) *Matters Relating to the Potential Imposition of a Penalty*: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

Now, THEREFORE, BE IT RESOLVED by the Board of Trustees of Passaic County Community College that an Executive Session closed to the public shall be held on this date for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Board of Trustees that the public interest will no longer be served by such confidentiality.

The Board of Trustees of Passaic County Community College duly adopted the foregoing resolution on November 16, 2021.

A handwritten signature in dark ink, appearing to read "Stan M. Rose", is written above a horizontal line.

President/Secretary

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION – ACTION ITEMS A, B, C, D, AND E

Offered by NUTTER Seconded by TANIS

Board of Trustees	Yes	No	Abstain	Absent
Trustee Drakeford	X			
Trustee Esquiche	X			
Trustee Glovin	X			
Trustee Montanez-Diodonet	X			
Trustee Moody	X			
Trustee Nutter	X			
Trustee Pou				X
Trustee Smith	X			
Vice Chair Tanis	X			
Chairman Marco	X			

BE IT RESOLVED that the Board of Trustees of Passaic County Community College, upon the recommendation of the President, hereby approve the following actions:

A. POLICY MATTERS

**PASSAIC COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
SCHEDULE OF ANNUAL MEETINGS 2021-2022**

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., the Board of Trustees of Passaic County Community College will meet at 6:00 pm in the Paterson Room, Passaic County Community College, One College Boulevard, Paterson, NJ (entrance at the corner of Memorial Drive and Broadway) on the following dates:

DECEMBER 21, 2021
JANUARY 18, 2022
FEBRUARY 15, 2022
MARCH 15, 2022
APRIL 19, 2022*
MAY 17, 2022

JUNE 21, 2022
JULY 19, 2022**
AUGUST 16, 2022
SEPTEMBER 20, 2022
OCTOBER 18, 2022
NOVEMBER 15, 2022 (Organization Meeting)

*PCCC Passaic Academic Center, 2 Paulison Avenue, Passaic, NJ
**PCCC Wanaque Academic Center, 500 Union Avenue, Wanaque, NJ

At each meeting, official action will be taken and an Executive Session may be held.

In addition to attending the in person meeting, members of the public may watch the meeting on the College's YouTube channel, which can be found at

<https://www.youtube.com/c/PassaicCountyCommunityCollege>

Members of the public that cannot attend the in person meeting and wish to make a public comment may email their comments to publiccomment@pccc.edu or by written letter addressed to Passaic County Community College Board of Trustees, Attn: Board Secretary. Emails or letters must state your name, address and must be received by the Board Secretary no later than Noon the day of the meeting. All public comments submitted via email and written letter will be read into the public record pursuant Board Resolution establishing procedures for public comment for remote meetings.

FIRST READING – Board Policy D103 – Readmission

On First Reading, Board Policy D103 – Readmission

PASSAIC COUNTY COMMUNITY COLLEGE BOARD POLICY

CURRENT - D103 READMISSION

Students who have not attended classes at the College for at least one semester must contact the Admissions Office for readmission. Students who were academically dismissed from the College must appear before the Academic Appeals Committee to be considered for readmission.

The student who is readmitted to the College must follow the academic requirements in effect at the time of readmission.

Approved: 08/14/85
Revised: 11/27/89
Revised: 04/13/09
Revised: 12/17/13

RECOMMENDED LANGUAGE

D103 READMISSION

Students who have not attended classes at the College for at least two years must contact the Admissions Office for readmission. Students who were academically dismissed from the College must appear before the Academic Appeals Committee to be considered for readmission.

The student who is readmitted to the College must follow the academic requirements in effect at the time of readmission.

Approved: 08/14/85
Revised: 11/27/89
Revised: 04/13/09
Revised: 12/17/13
Revised: XX/xx/21

B. ACADEMIC ITEM

Articulation Agreement with Ramapo College of New Jersey

An Articulation Agreement between Passaic County Community College and Ramapo College of New Jersey, which will facilitate the smooth transfer and transition of graduates from PCCC who earn sixty (60) credits as an Associate in Science in Business Administration majors to Ramapo College of New Jersey (RCNJ) into appropriate level Bachelor degree programs at RCNJ including the:

- Bachelor of Science in *Accounting, Finance, Information Technology Management, Management, and Marketing*
- Bachelor of Arts in *Economics and International Business*

C. BUSINESS ITEMS

Purchase of Goods and Services

The following goods and services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq. and NJSA 18A:64A-25, are so noted and recommended.

Software Licensing and Maintenance (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems) (Funding Source: Carl D. Perkins Career and Technical Education Grant; \$19,494.75 Available in FY-2022)

Adobe *Creative Cloud* licenses for academic use. FY-2023 and FY-2024 amounts contingent upon future grant awards and budget approvals. Business Entity and Political Contribution disclosures required.

JourneyEd.com, Inc.
80 East McDermott Drive
Allen, TX 75002

\$19,494.75 (FY-2022)
\$19,494.75 (FY-2023)
\$19,494.75 (FY-2024)
(Recommended Award)

Software Licensing and Maintenance (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems) (Funding Source: FY-2022 College Capital Funds, \$96,864.27 Available)
Software and services to transition to instant ID card system. Vendor year-to-date spend exceeds Board review threshold.

Transact Campus, Inc.
P.O. Box 392770
Pittsburgh, PA 15250

\$8,692.00
(Recommended Award)

Audio-Visual Equipment Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2022 Coronavirus Relief Funds; \$372,526.01 Available)
Programming and configuration of audio-visual equipment for classrooms. NJ State Contract # 81123.

Tele-Measurements, Inc.
145 Main Avenue
Clifton, NJ 07014

\$21,875.00
(Recommended Award)

Consulting Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services) (Funding Source: FY-2022 College Operating Funds; \$15,165.00 Available)
Extension of interim Registrar services. Business Entity and Political Contribution disclosures required.

CampusWorks, Inc.
1767 Lakewood Ranch Boulevard, #305
\$113,737.50
Bradenton, FL 34211

\$22,747.50
(New Total:
(Recommended Award)

Consulting Services (Public Bid Exception per NJSA 18A:64A- 25.5 a. (15) – Consulting Services) (Funding Source: FY-2022 Coronavirus Relief Funds; \$2,141,126.16 Available)
Systems engineering and administration services. Not-to-exceed amount. Business Entity and Political Contribution disclosures required.

Cutaway Technologies LLC
82 Stuart Drive
Amount)
Freehold, NJ 07728

\$38,800.00
(Recommended

Telephone Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (3) – Sole Source)
(Funding Source: FY-2022 College Operating Funds, \$51,000.00 Available)

Interim telephone services by existing supplier during transition to new system and supplier.
Estimated amount.

Windstream Services LLC
4001 Rodney Parham Road
Little Rock, AR 72212

\$36,000.00
(Recommended Award)

**Bergen County Cooperative Purchasing and Pricing Systems (BCCPS) Bid 19-34 -
Computer Equipment & Peripherals**

(Funding Source: FY-2022 Coronavirus Relief Funds; \$372,526.01 Available)

Disk based storage system, network-attached storage (NAS) servers and associated accessories and support. New Jersey Cooperative Purchasing Alliance #CK04 and #11BECCP

SHI International Corporation
290 Davidson Avenue
Somerset, NJ 08873

\$119,970.00
(Recommended Award)

Janitorial Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below
State Contract pricing) (Funding Source: FY-2022 Coronavirus Relief Funds; \$2,097,391.66 Available)

Janitorial staffing services for disinfectant cleaning operations. Estimated amount for winter intersession and Spring semester. Price comparison to NJ State Contract # 77110.

Sunshine Investment Group Inc.
dba Stratus Building Solutions
208 Passaic Avenue
Fairfield, NJ 07004

\$500,000.00
(Recommended Award)

Security Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State
Contract pricing) (Funding Source: FY-2022 Coronavirus Relief Funds; \$2,097,391.66 Available)

Security staffing services for access control and temperature checking requirements.

Estimated amount for winter intersession and Spring semester. Price comparison to NJ State Contract # 19-GNSV2-00840.

Guard Ex Security, Inc.
26 Park Street, Suite 2021

\$350,000.00
(Recommended Award)

Resignation

Effective: 11/12/21

Resignation

Effective: 12/24/21

Effective: 11/29/21

Replacement for Thomas Askew, external candidate

Anthony Rodriguez

Financial Aid Officer – Financial Aid

Effective: 11/29/21

Replacement for Rodolfo Arango, external candidate

Katherine Fernandez

Financial Aid Officer – Financial Aid

Effective: 11/29/21

Replacement for James O.T. Sanders, external candidate

Andrew Sayegh

Director of IT Infrastructure
Informational Technology

Effective: 1/4/22

Replacement for David Zambrano, external candidate

Paola Pawlak

Medical Assistant Instructor
Nurse Education (grant-funded)

Effective: 11/29/21

New position, external candidate

Georgina Mencher

Student Success Coach/Transfer Counselor
Pathways to Teacher Certification (grant-funded)

Effective: 11/29/21

Title conversion, formerly Student Success Coach

Deirdre Nance

Coordinator of Tutoring Services and Pathway/
Project Director, Fund to Improve Post-Secondary
Education (FIPSE)

Effective: 11/29/21

Assignment of additional responsibilities related
to FIPSE grant

Stephanie Decker

Director of Enrollment Management
Communications and Technology

Effective: 11/29/21

Replacement for James Wallace; former Director of Admissions

III. REAPPOINTMENT OF EXEMPT ADMINISTRATORS, FY 2022-23

In accordance with Board Policy B204, the following exempt administrators, who are not members of a bargaining unit, must be notified of their reappointment before December 1 of each given year. I therefore recommend the following exempt administrators for reappointment, effective July 1, 2022 through June 30, 2023.

Janet Albrecht	Justin Hull	Carl Padula
Tonya Anderson	Karen Humphris	Gilbert Rivera*
Michelle Baldino	Peter Hynes	Yanirys Rodriguez
Glenn Brown	Sabrina Johnson-Taylor	Theophilus Rowe
Michael Cerone	Anna Marie Keegan	Rebecca Royal*
Daniel Charles	Jacqueline Kineavy	Judith Santiago
Evelyn DeFeis	Svetlana Lider	Nancy Silvestro
Brian Egan	Thomas Lyons	Todd Sorber
Gregory Fallon	Elizabeth Marinace	Donna Stankiewicz
José Fernández	Julie McCourt	Bassel Stassis
Maria Gillan	Bradley Morton	Tonisha Taylor
Sharon Goldstein	Gayatri Nehrusingh-	James Wallace
Riad Hammoudeh	Pajerowski	Rasheena Williams
Steven Hardy	Enrique Noguera	
Debra Hannibal*	Dawn Norman	

* Subject to successful completion of probationary period.

IV. REAPPOINTMENT OF PROFESSIONAL STAFF, FY 2022-23

In accordance with Board Policy B201, all eligible professional staff shall be notified by the President, no later than December 15, after their fifth full consecutive year of service, of the reappointment or non-reappointment to a contract of from one to five years. I therefore recommend the following professional staff who meet the criteria above, to be reappointed for one year, effective July 1, 2022 through June 30, 2023.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, C, D, and E

Eduardo Areche
Susan Balik
Hanumant Borate
Danielle Nepola-DeFelice
Patricia Carter
Henry Cabrera
Winster Ceballos
Maritza Davila-Baez
Michael D’Agati
Francisco De La Cruz
Stephanie Decker
Mechelle Du’Monde
Teya Eaton
Fatmir Fanda
Gladys Farias
Yaroslav Furtak
Linda Gayton
Michael Grossi
Elizabeth Harrison
John Hatala
Louis Hernandez
Deniese Hicks
Laura Perez
Ivelisse Recio-Hernandez
Rafaela Ramirez
Frankie Rivera
Ozlem Rozanitis

Manal Jabr
Lisa Jones
Shavita Johnson
Kenneth Karol
Sarah Khouzam
Mibong La
John Lopez
Karoll Madera
Ruggiero Manente
Maria Marte
Wayne Martin
Ibtisam Masri
Darleen McGrath-Florence
Michele McQuaid
Patricia Medeiros
Christopher Mueller
George Myers
Deirdre Nance
Ingrid Noesi-Jackson
Adora Nonas
Elizabeth Pachella
Rickey Perdew
Lilian Saldua
Maricela Shrager
Nikita Stephen
Janet Varvara

V. ADMINISTRATORS ASSOCIATION COLLECTIVE NEGOTIATIONS AGREEMENT

The representatives of Passaic County Community College and the Administrators Association of Passaic County Community College, having negotiated in good faith the terms of a new Collective Negotiations Agreement covering the period from July 1, 2022 to June 30, 2025, have agreed to the terms and conditions summarized in the attached.

VI. SUPPORTIVE STAFF ASSOCIATION COLLECTIVE NEGOTIATIONS AGREEMENT

The representatives of Passaic County Community College and the Passaic County Community College Supportive Staff Association, having negotiated in good faith the terms of a new Collective Negotiations Agreement covering the period from July 1, 2022 to June 30, 2025, have agreed to the terms and conditions summarized in the attached.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, C, D, and E

VII. ADJUNCT FACULTY APPOINTMENTS, FALL 2021 (see attachment)

VIII. TEMPORARY EMPLOYEE WAGE GUIDE (see below)

The Temporary Employee Wage Guide has been updated and is recommended for your approval.

IX. PART-TIME TEMPORARY APPOINTMENTS (see attachment)

Passaic County Community College

TEMPORARY EMPLOYEE WAGE GUIDE

This wage guide provides pay ranges for College-side and grant-funded temporary employees. It is to be used to set the hourly pay rate of an appointee, along with their level of skill, work experience, academic training, and the requirements of the position to be filled. New hires are to be appointed at the minimum of the pay range. Exceptions must be requested in writing to the AVP for Human Resources. Positions with a range starting at \$20 or more must be posted on the PCCC website for a minimum of 10 days. All new appointees are subject to a criminal background check.

OFFICE/LIBRARY WORKER	HOURLY PAY RANGE
Clerk	\$ 15.00 – 18.00
Registration Aide	15.00 – 18.00
Secretary	15.00 – 22.00
Technical Assistant	15.00 – 20.00
Librarian	20.00 – 25.00
Administrator	20.00 – 50.00

CHILD DEVELOPMENT CENTER WORKER	HOURLY PAY RANGE
Program Coordinator	\$ 25.00 – 30.00
Family Worker	15.00 – 25.00
Teacher	15.00 – 25.00
Instructional Aide	15.00 – 18.00
Teacher Assistant	15.00 – 18.00

PLANT FACILITIES / SECURITY WORKER	HOURLY PAY RANGE
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PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, C, D, and E

Custodial Worker	\$ 15.00 – 18.00
Trades/Mechanical Services	15.00 – 25.00
Security Officer	15.00 – 20.00
Police	20.00 – 40.00

FOOD SERVICE WORKER	HOURLY PAY RANGE
Food Service Worker	\$ 15.00 – 18.00

INSTRUCTIONAL / STUDENT SERVICES	HOURLY PAY RANGE
Monitor	\$ 15.00 – 18.00
Tutor	15.00 – 20.00
Lab/Technical Assistant	15.00 – 20.00
Assistant Coach	15.00 – 20.00
Teacher/Instructor	15.00 – 50.00
Administrator	20.00 – 50.00

The Office of Human Resources reserves the right to create new titles and set the compensation of all appointees based on institutional and operational needs.

OFFICE / LIBRARY WORKERS

Clerk: Office or library work of a routine nature performed under the supervision of a full-time employee. Duties consist of filing, preparing documents for mail or distribution, delivering documents, responding to inquiries, operating office equipment, data entry.

Registration Aide: Duties assigned in direct support of the student registration process.

Secretary: Office or library work in direct support of a department manager or chairperson. Duties consist of all of those in the clerk title, but include scheduling appointments, producing correspondence, or other duties of a more complex nature.

Technical Assistant: Duties of a complex nature, performed under the supervision of a department administrator or chairperson. An Associate's degree or appropriate technical skill required.

Librarian: Professional library duties are performed. Bachelor's degree required.

Administrator: Professional duties performed in support of an administrative function. Bachelor's degree required.

CHILD DEVELOPMENT WORKERS

Program Coordinator: Responsible for the management of program operations, staff, and classroom activities. Bachelor's degree required.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, C, D, and E

Family Worker: Responsible for the implementation of the center's family outreach program, including conducting home visits, monthly workshops, and administrative work. Family Development Credentials or MSW required.

Teacher: Responsible for the daily operations and management of the classrooms, including lesson planning, assessment, and implementation of activities. P-3 Certification required.

Instructional Aide: Responsible for assisting the teacher in implementing classroom activities, lesson planning, assessment and other duties as assigned. A CDA or Associate's degree required.

Teacher Assistant: Responsible for assisting the teacher and assistant in implementing classroom activities. College credits in early childhood education required.

FACILITIES / SECURITY WORKERS

Facilities Custodial Worker: General building cleaning, grounds maintenance and building repairs performed.

Facilities Trades/Mechanical Services: College equipment, machinery and facilities repaired and maintained.

Security Officer: Public safety and security duties performed in support of college operation.

Police: Public safety and security duties performed when police experience needed.

FOOD SERVICE WORKER

Food Service Worker: Food service duties performed as chef, cook, food preparer, cashier and utility worker.

INSTRUCTIONAL / STUDENT SERVICES

Monitor: Work performed to monitor College facilities, events or activities.

Tutor: Tutoring services provided to students, clients, or participants in a classroom, clinical, lab, workshop, online, or field setting.

Lab/Technical Assistant: Work performed under the supervision of an administrator or faculty member in support of a student learning lab and/or in the performance of duties of a complex nature. An Associate's degree or appropriate experience and/or technical skill is required.

Assistant Coach: Coaching duties performed in support of the athletic program.

Teacher/Instructor: Teaching duties performed for students, clients, or participants in a classroom, clinical, lab, workshop, online, or field setting. Bachelor's degree required.

PASSAIC COUNTY COMMUNITY COLLEGE

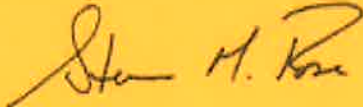
RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, C, D, and E

Administrator: Professional duties performed in support of an administrative, instructional, or student services function. A Bachelor's degree is required.

E. SPECIAL RECOGNITION

That the designation of “Professor Emeritus” be granted to Professor Edward Mosley in grateful recognition of his 42 plus-years of dedicated service and outstanding contributions to Passaic County Community College.

The foregoing is a true copy of a resolution adopted by the Board of Trustees of Passaic County Community College on November 16, 2021.

A handwritten signature in dark ink, appearing to read "Steven M. Rose", is written over a horizontal line.

Steven M. Rose, Ed.D.
President/Secretary, PCCC Board of Trustees

**PASSAIC COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
SCHEDULE OF ANNUAL MEETINGS 2021-2022**

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., the Board of Trustees of Passaic County Community College will meet at 6:00 pm in the Paterson Room, Passaic County Community College, One College Boulevard, Paterson, NJ (entrance at the corner of Memorial Drive and Broadway) on the following dates:

DECEMBER 21, 2021
JANUARY 18, 2022
FEBRUARY 15, 2022
MARCH 15, 2022
APRIL 19, 2022*
MAY 17, 2022
JUNE 21, 2022
JULY 19, 2022**
AUGUST 16, 2022
SEPTEMBER 20, 2022
OCTOBER 18, 2022
NOVEMBER 15, 2022 (Organization Meeting)

*PCCC Passaic Academic Center, 2 Paulison Avenue, Passaic, NJ

**PCCC Wanaque Academic Center, 500 Union Avenue, Wanaque, NJ

At each meeting, official action will be taken and an Executive Session may be held.

In addition to attending the in person meeting, members of the public may watch the meeting on the College's YouTube channel, which can be found at

<https://www.youtube.com/c/PassaicCountyCommunityCollege>

Members of the public that cannot attend the in person meeting and wish to make a public comment may email their comments to publiccomment@pccc.edu or by written letter addressed to Passaic County Community College Board of Trustees, Attn: Board Secretary. Emails or letters must state your name, address and must be received by the Board Secretary no later than Noon the day of the meeting. All public comments submitted via email and written letter will be read into the public record pursuant Board Resolution establishing procedures for public comment for remote meetings.

The foregoing is a true copy of a resolution adopted by the Board of Trustees of Passaic County Community College on November 16, 2021.



Steven M. Rose, Ed.D.
President/Secretary, PCCC Board of Trustees

DATED: NOVEMBER 16, 2021

Articulation Agreement Proposal

TRANSFER ARTICULATION AGREEMENT

BETWEEN

PASSAIC COUNTY COMMUNITY COLLEGE

AND

RAMAPO COLLEGE OF NEW JERSEY

ASSOCIATE OF SCIENCE (A.S.)

AND

ANISFIELD SCHOOL OF BUSINESS PROGRAMS

September 2021

The intent of this agreement is to define the procedures for a transfer articulation between Passaic County Community College and Ramapo College. The successful implementation of the Agreement depends on the communication of its contents to all involved participants, and the assumption of responsibility by both institutions for such communication.

This AGREEMENT is based upon the completion of an Associate's degree in the approved transfer programs as identified in the Agreement.

This AGREEMENT is in full compliance with the State's Full Faith and Credit Policy and the Transfer Advisory Board's Interpretive Statement of that policy.

The terms of the AGREEMENT will become effective immediately upon the signatures of both parties.

Thereafter, Ramapo College will provide information packets for transfer admission, special transfer days and other recruitment services. In turn, Passaic County Community College will make available to its students all information, including the list of course equivalencies pertaining to this agreement. The agreement and equivalencies will be reviewed when programmatic changes occur to any of the programs.

The AGREEMENT is to facilitate the smooth transfer and transition of graduates from Passaic County Community College into appropriate upper-level programs. The successful implementation of the Agreement depends on the communication of its contents to all involved participants and the assumption of responsibility by both institutions for such communication.

Completion of Programs:

Passaic County Community College transfer students will be required to meet all graduation requirements as listed for Ramapo College.

Eligibility:

a. Grade point average (GPA) requirement

For admission to Ramapo College, the student will be required to earn at least a 2.75 overall cumulative GPA on a four-point scale.

b. New Jersey Community College graduates who earn an Associate of Science (A.S.) degree will have certain general education requirements satisfied.

Financial Aid:

College students transferring into Ramapo College will be treated the same as native Ramapo College students of equal class standing when applying for financial aid in the award and distribution of funds.

Agreement Review and Update:

Passaic County Community College and Ramapo College will assign a staff member to serve as a liaison to assure the maintenance of communications between the two institutions. As necessary, Passaic County Community College and Ramapo College faculty shall meet to discuss academic programs, especially with regard to any changes being contemplated.

Passaic County Community College and Ramapo College representatives will consult whenever changes in policy or curricula are articulated which will affect transferring under the terms of this Agreement. In addition, both institutions will review this agreement regularly and make any mutual agreements when necessary.

Representatives from both institutions shall also facilitate support, consultation, and collaboration between their facilities in matters related to this Agreement, general education, degree requirements, and other relevant academic matters.

Conditions:

Under the existing transfer agreement between Ramapo College and Passaic County Community College:

- a. The application fee is waived for those who participate and apply to Ramapo College through this agreement.
- b. A Ramapo advisor will meet students at PCCC twice per semester to review each student's curriculum map and application process.
- c. The Anisfield School of Business at Ramapo College and the Passaic County Community College Business Department will explore collaborating and participating in shared events, professional development, and/or student club and research presentations and opportunities.

SELF-INSURANCE BY INSTITUTION - INSTITUTION is an agency of the State of New Jersey. Any agreement or arrangement signed or entered into on behalf of the State of New Jersey by a State official or employee shall be subject to all of the provisions of the New Jersey Torts Claims Act, NJSA 59:1-1 et seq., the New Jersey Contractual Liability Act, NJSA 59:13-1, et seq., and the availability of appropriations. The State of New Jersey does not carry public liability insurance, but the liability of the State and the obligations of the State to be responsible for tort claims against its agencies and employees are covered under the terms and provisions of the New Jersey Tort Claims Act. The Act also creates a special self-insurance fund and provides for payment and claims against the State of New Jersey against its employees for which the State of New Jersey is obligated to indemnify against tort claims which arise out of the performance of their duties. Claims against the University or its employees should be referred for handling to the Attorney General, Division of Law, Claims Service Section, Richard Hughes Complex, Trenton, New Jersey 08625. Furthermore, the State of New Jersey self-funds for Workers Compensation and Disability.

A. ANTI-DISCRIMINATION - The parties agree not to discriminate in employment and agree to abide by all anti-discrimination laws including those contained within N.J.S.A. 10:2-1 through N.J.S.A. 10:2-4, N.J.S.A.10:5-1 et seq. and N.J.S.A.10:5-31 through 10:5-38, and all rules and regulations issued there under.

B. AMERICANS WITH DISABILITIES ACT - The parties agree to comply with all provisions of the Americans with Disabilities Act (ADA), P.L. 101-336, in accordance with 42 U.S.C. 12101 et seq. 1.4.

C. COMPLIANCE - LAWS - The parties shall comply with all local, state, and federal laws, rules, and regulations applicable to the contract.

D. SUBCONTRACTING OR ASSIGNMENT - The Agreement may not be subcontracted or assigned in whole or in part, without the prior written consent of both parties. Such consent, if granted, shall not relieve either party of any of its responsibilities under the contract.

E. MAINTENANCE OF RECORDS - The parties shall maintain records associated with the performance of this contract in accordance with the applicable provisions of the NJ State Record Retention Policy. Such records shall be made available to either party upon request for purposes of conducting an audit or for ascertaining other information.

Passaic County Community College

By: _____

Dr. Steve Rose
President

By: _____

Dr. Jacqueline Kineavy
Vice President Academic

Mahwah, NJ 07430 (201) 684-7309

Ramapo College of New Jersey

By: _____

Dr. Susan Gaulden
Interim Provost/Vice President
For Academic Affairs

Institutional Contact Person
Dr. Christopher Romano
Vice President of Enrollment Management and
Student Affairs
505 Ramapo Valley Road

www.ramapo.edu

Appendix

A.S. Business Administration: → B.S. Accounting

First Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 101: Financial Accounting	3		AC 102: Financial Accounting II	3	
BU 101: Introduction to Business	3		BU 203: Principles of Marketing	3	
EC 101: Economics I	3		CIS 125 Microcomputer Software I	3	
EN 101: Composition I	3		EC 102: Economics II	3	
ENS 106: Public Speaking	3		EN 102: Composition II	3	
Total:	15		Total:	15	

Second Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 205: Managerial Accounting	3		BU 206: Business Statistics I	4	
BU 201: Business Law	3		BU 222: Principles of Management	3	
MA 109: Pre-Calculus Mathematics/MA 110: Mathematics for Management/MA 111: Business Calculus	4		AC 203: Accounting Applications using Excel/ EN 103: Business Writing	1	
Laboratory Science	4		Humanities Elective	3	
PS 101: Introduction to Psychology/SO 101: Introduction to Sociology	3		Business/Accounting Elective	3	
Total:	17		Total:	14	

Third Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
ACCT 321: Intermediate Accounting	4		ACCT 322: Intermediate Accounting II	4	
ACCT 329: Federal Tax I	4		ACCT 332: Federal Tax II	4	
BADM 225: Management Statistics	4		MGMT 302: Managing Org Behavior	4	
INFO 224: Principles of Information Technology	4		FINC 301: Corporate Finance I	4	

Career Pathways ** Module 1: ASB 001 Career Assessment/Advisement Visit ASB	Grad Rqmt.		Career Pathways ** Module 2: ASB 002 Resume/Cover Letter/LinkedIn Visit ASB	Grad Rqmt.	
Total:	16		Total:	16	

Fourth Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
ACCT 411: Cost Accounting	4		ACCT 429: Advanced Financial Accounting	4	
ACCT 421: Auditing	4		BADM 495: Strategic Management	4	
International Category Course*	4		BADM 301: Ethics in Business/INFO 315: Computer Law & Ethics	4	
MGMT 370: Operations Management	4		Elective	4	
Career Pathways ** Module 3: ASB 003 Interview Practice/Internship Search Visit ASB	Grad Rqmt.				
Total:	16		Total:	16	

*Course can be chosen from an approved list

This plan is based on the completion of an Associate of Arts or Associate of Science Degree at Passaic County Community College encompassing all recommended courses. This plan is subject to change.

A.S. Business Administration: → B.A. Economics

First Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 101: Financial Accounting	3		AC 102: Financial Accounting II	3	
BU 101: Introduction to Business	3		BU 203: Principles of Marketing	3	
EC 101: Economics I	3		CIS 125 Microcomputer Software I	3	
EN 101: Composition I	3		EC 102: Economics II	3	
ENS 106: Public Speaking	3		EN 102: Composition II	3	
Total:	15		Total:	15	

Second Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 205: Managerial Accounting	3		BU 206: Business Statistics I	4	
BU 201: Business Law	3		BU 222: Principles of Management	3	

MA 109: Pre-Calculus Mathematics/MA 110: Mathematics for Management/MA 111: Business Calculus	4		AC 203: Accounting Applications using Excel/ EN 103: Business Writing	1	
Laboratory Science	4		Humanities Elective	3	
PS 101: Introduction to Psychology/SO 101: Introduction to Sociology	3		Business/Accounting Elective	3	
Total:	17		Total:	14	

Third Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
ECON 311: Intermediate Microeconomics	4		ECON 312: Intermediate Macroeconomics	4	
ECON Elective*	4		ECON Elective*	4	
BADM 225: Management Statistics	4		MGMT 302: Managing Org Behavior	4	
INFO 224: Principles of Information Technology	4		FINC 301: Corporate Finance I	4	
Career Pathways ** Module 1: ASB 001 Career Assessment/Advisement Visit ASB	Grad Rqmt.		Career Pathways ** Module 2: ASB 002 Resume/Cover Letter/LinkedIn Visit ASB	Grad Rqmt.	
Total:	16		Total:	16	

Fourth Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
ECON Elective*	4		ECON Elective*	4	
ECON Elective*	4		BADM 495: Strategic Management	4	
International Category Course*	4		BADM 301: Ethics in Business/INFO 315: Computer Law & Ethics	4	
MGMT 370: Operations Management	4		Elective	4	
Career Pathways ** Module 3: ASB 003 Interview Practice/Internship Search Visit ASB	Grad Rqmt.				
Total:	16		Total:	16	

*Course can be chosen from an approved list

This plan is based on the completion of an Associate of Arts or Associate of Science Degree at Passaic County Community College encompassing all recommended courses. This plan is subject to change.

A.S. Business Administration: → B.S. Finance

First Year-PCCC

Fall Semester	HRS	□	Spring Semester	HRS	□
AC 101: Financial Accounting	3		AC 102: Financial Accounting II	3	
BU 101: Introduction to Business	3		BU 203: Principles of Marketing	3	
EC 101: Economics I	3		CIS 125 Microcomputer Software I	3	
EN 101: Composition I	3		EC 102: Economics II	3	
ENS 106: Public Speaking	3		EN 102: Composition II	3	
Total:	15		Total:	15	

Second Year-PCCC

Fall Semester	HRS	□	Spring Semester	HRS	□
AC 205: Managerial Accounting	3		BU 206: Business Statistics I	4	
BU 201: Business Law	3		BU 222: Principles of Management	3	
MA 109: Pre-Calculus Mathematics/MA 110: Mathematics for Management/MA 111: Business Calculus	4		AC 203: Accounting Applications using Excel/ EN 103: Business Writing	1	
Laboratory Science	4		Humanities Elective	3	
PS 101: Introduction to Psychology/SO 101: Introduction to Sociology	3		Business/Accounting Elective	3	
Total:	17		Total:	14	

Third Year-RCNJ

Fall Semester	HRS	□	Spring Semester	HRS	□
BADM 225: Management Statistics	4		FINC 301: Corporate Finance I	4	
INFO 224: Principles of Information Technology	4		MGMT 370: Operations Management	4	
MGMT 302: Managing Organizational Behavior	4		BADM 301: Ethics in Business/INFO 315: Computer Law & Ethics	4	
International Category Course*	4		Elective	4	
Career Pathways ** Module 1: ASB 001 Career Assessment/Advisement Visit ASB	Grad Rqmt.		Career Pathways ** Module 2: ASB 002 Resume/Cover Letter/LinkedIn Visit ASB	Grad Rqmt.	
Total:	16		Total:	16	

Fourth Year-RCNJ

Fall Semester	HRS	□	Spring Semester	HRS	□
FINC 302: Corporate Finance II	4		FINC 406: Capital Formation	4	
FINC Elective*	4		BADM 495: Strategic Management	4	
FINC Elective*	4		FINC Elective*	4	
Elective	4		FINC Elective*	4	
Career Pathways ** Module 3: ASB 003 Interview Practice/Internship Search Visit ASB	Grad Rqmt.				
Total:	16		Total:	16	

*Course can be chosen from an approved list

This plan is based on the completion of an Associate of Arts or Associate of Science Degree at Passaic County Community College encompassing all recommended courses. This plan is subject to change.

A.S. Business Administration: → B.A. International Business

First Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 101: Financial Accounting	3		AC 102: Financial Accounting II	3	
BU 101: Introduction to Business	3		BU 203: Principles of Marketing	3	
EC 101: Economics I	3		CIS 125 Microcomputer Software I	3	
EN 101: Composition I	3		EC 102: Economics II	3	
ENS 106: Public Speaking	3		EN 102: Composition II	3	
Total:	15		Total:	15	

Second Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 205: Managerial Accounting	3		BU 206: Business Statistics I	4	
BU 201: Business Law	3		BU 222: Principles of Management	3	
MA 109: Pre-Calculus Mathematics/MA 110: Math for Mgmt /MA 111: Business Calculus	4		AC 203: Accounting Applications using Excel/ EN 103: Business Writing	1	
Laboratory Science	4		Humanities Elective	3	
PS 101: Introduction to Psychology/SO 101: Introduction to Sociology	3		Business/Accounting Elective	3	
Total:	17		Total:	14	

Third Year-RCNJ					
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Fall Semester	HRS	□	Spring Semester	HRS	□
BADM 225: Management Statistics	4		FINC 301: Corporate Finance I	4	
INFO 224: Principles of Information Technology	4		MGMT 302: Managing Org Behavior	4	
IBUS 326: Fundamentals International Business	4		Business Concentration Course*	4	
Language Requirement Course	4		Language Requirement Course	4	
Career Pathways ** Module 1: ASB 001 Career Assessment/Advisement Visit ASB	Grad Rqmt.		Career Pathways ** Module 2: ASB 002 Resume/Cover Letter/LinkedIn Visit ASB	Grad Rqmt.	
Total:	16		Total:	16	

Fourth Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
International Business Advanced Coursework*	4		BADM 495: Strategic Management	4	
Business Concentration Course*	4		BADM 301: Ethics in Business/INFO 315: Computer Law & Ethics	4	
Geographical Course*	4		Business Concentration Course*	4	
MGMT 370: Operations Management	4		Geographical Course*	4	
Career Pathways ** Module 3: ASB 003 Interview Practice/Internship Search Visit ASB	Grad Rqmt.		International Fieldwork Requirement +		
Total:	16		Total:	16	

*Course can be chosen from an approved list

+ An experiential component includes study abroad, international Co-Op, or internship. Please see faculty for options.

This plan is based on the completion of an Associate of Arts or Associate of Science Degree at Passaic County Community College encompassing all recommended courses. This plan is subject to change.

A.S .Business Administration: → B.S. Information Technology Management

First Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 101: Financial Accounting	3		AC 102: Financial Accounting II	3	
BU 101: Introduction to Business	3		BU 203: Principles of Marketing	3	
EC 101: Economics I	3		CIS 125 Microcomputer Software I	3	
EN 101: Composition I	3		EC 102: Economics II	3	
ENS 106: Public Speaking	3		EN 102: Composition II	3	

Total:	15	Total:	15
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Second Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 205: Managerial Accounting	3		BU 206: Business Statistics I	4	
BU 201: Business Law	3		BU 222: Principles of Management	3	
MA 109: Pre-Calculus Mathematics/MA 110: Mathematics for Management/MA 111: Business Calculus	4		AC 203: Accounting Applications using Excel/ EN 103: Business Writing	1	
Laboratory Science	4		Humanities Elective	3	
PS 101: Introduction to Psychology/SO 101: Introduction to Sociology	3		Business/Accounting Elective	3	
Total:	17		Total:	14	

Third Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
INFO 224: Principles of Information Technology	4		INFO 332: Database Management Systems	4	
INFO 233: Introduction to Programming	4		INFO 335: Networks & Distributed Processing	4	
BADM 225: Management Statistics	4		INFO Elective*	4	
MGMT 302: Managing Org Behavior	4		FINC 301: Corporate Finance I	4	
Career Pathways ** Module 1: ASB 001 Career Assessment/Advisement Visit ASB	Grad Rqmt.		Career Pathways ** Module 2: ASB 002 Resume/Cover Letter/LinkedIn Visit ASB	Grad Rqmt.	
Total:	16		Total:	16	

Fourth Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
INFO 342: System Analysis & Design	4		INFO 441: Information Technology Mgmt	4	
INFO Elective*	4		BADM 495: Strategic Management	4	
International Category Course*	4		INFO 315: Computer Law & Ethics	4	
MGMT 370: Operations Management	4		Elective	4	
Career Pathways ** Module 3: ASB 003 Interview Practice/Internship Search Visit ASB	Grad Rqmt.				
Total:	16		Total:	16	

*Course can be chosen from an approved list

This plan is based on the completion of an Associate of Arts or Associate of Science Degree at Passaic County Community College encompassing all recommended courses. This plan is subject to change.

A.S. Business Administration: → B.S. Management

First Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 101: Financial Accounting	3		AC 102: Financial Accounting II	3	
BU 101: Introduction to Business	3		BU 203: Principles of Marketing	3	
EC 101: Economics I	3		CIS 125 Microcomputer Software I	3	
EN 101: Composition I	3		EC 102: Economics II	3	
ENS 106: Public Speaking	3		EN 102: Composition II	3	
Total:	15		Total:	15	

Second Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 205: Managerial Accounting	3		BU 206: Business Statistics I	4	
BU 201: Business Law	3		BU 222: Principles of Management	3	
MA 109: Pre-Calculus Mathematics/MA 110: Mathematics for Management/MA 111: Business Calculus	4		AC 203: Accounting Applications using Excel/ EN 103: Business Writing	1	
Laboratory Science	4		Humanities Elective	3	
PS 101: Introduction to Psychology/SO 101: Introduction to Sociology	3		Business/Accounting Elective	3	
Total:	17		Total:	14	

Third Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
MGMT 302: Managing Organizational Behavior	4		MGMT 340: Human Resource Management	4	
BADM 225: Management Statistics	4		MGMT 370: Operations Management	4	
INFO 224: Principles of Information Technology	4		MGMT Elective*	4	
International Category Course*	4		FINC 301: Corporate Finance I	4	

Career Pathways ** Module 1: ASB 001 Career Assessment/Advisement Visit ASB	Grad Rqmt.		Career Pathways ** Module 2: ASB 002 Resume/Cover Letter/LinkedIn Visit ASB	Grad Rqmt.	
Total:	16		Total:	16	

Fourth Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
MGMT 410: Leadership Strategy & Skill	4		BADM 495: Strategic Management	4	
MGMT 401: Organizational Analysis	4		BADM 301: Ethics in Business/INFO 315: Computer Law & Ethics	4	
MGMT Elective*	4		MGMT Elective*	4	
MGMT Elective*	4		Elective	4	
Career Pathways ** Module 3: ASB 003 Interview Practice/Internship Search Visit ASB	Grad Rqmt.				
Total:	16		Total:	16	

*Course can be chosen from an approved list

This plan is based on the completion of an Associate of Arts or Associate of Science Degree at Passaic County Community College encompassing all recommended courses. This plan is subject to change.

A.S. Business Administration: → B.S. Marketing

First Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 101: Financial Accounting	3		AC 102: Financial Accounting II	3	
BU 101: Introduction to Business	3		BU 203: Principles of Marketing	3	
EC 101: Economics I	3		CIS 125 Microcomputer Software I	3	
EN 101: Composition I	3		EC 102: Economics II	3	
ENS 106: Public Speaking	3		EN 102: Composition II	3	
Total:	15		Total:	15	

Second Year-PCCC					
Fall Semester	HRS	□	Spring Semester	HRS	□
AC 205: Managerial Accounting	3		BU 206: Business Statistics I	4	
BU 201: Business Law	3		BU 222: Principles of Management	3	

MA 109: Pre-Calculus Mathematics/MA 110: Mathematics for Management/MA 111: Business Calculus	4		AC 203: Accounting Applications using Excel/ EN 103: Business Writing	1	
Laboratory Science	4		Humanities Elective	3	
PS 101: Introduction to Psychology/SO 101: Introduction to Sociology	3		Business/Accounting Elective	3	
Total:	17		Total:	14	

Third Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
MKTG 310: Consumer Behavior	4		MKTG 330: Marketing Research	4	
MKTG 320: Integrated Mktg Communication	4		MKTG Elective*	4	
BADM 225: Management Statistics	4		International Category Course*	4	
INFO 224: Principles of Information Technology	4		FINC 301: Corporate Finance I	4	
Career Pathways ** Module 1: ASB 001 Career Assessment/Advisement Visit ASB	Grad Rqmt.		Career Pathways ** Module 2: ASB 002 Resume/Cover Letter/LinkedIn Visit ASB	Grad Rqmt.	
Total:	16		Total:	16	

Fourth Year-RCNJ					
Fall Semester	HRS	□	Spring Semester	HRS	□
MKTG 430: Marketing Management	4		BADM 495: Strategic Management	4	
MKTG Elective*	4		BADM 301: Ethics in Business/INFO 315: Computer Law & Ethics	4	
MGMT 302: Managing Organizational Behavior	4		Elective	4	
MGMT 370: Operations Management	4		Elective	4	
Career Pathways ** Module 3: ASB 003 Interview Practice/Internship Search Visit ASB	Grad Rqmt.				
Total:	16		Total:	16	

**Course can be chosen from an approved list*

This plan is based on the completion of an Associate of Arts or Associate of Science Degree at Passaic County Community College encompassing all recommended courses. This plan is subject to change.

Memorandum of Agreement
Between
Passaic County Community College
and the
Passaic County Community College Administrators Association Inc.

Section 7 Salaries:

7.1.1 Members hired on or before July 31, 2021, will receive a one-time signing bonus in the amount of \$950. This bonus payment shall not be added to or become part of the member's annual base salary.

7.1.2 FY 2022-2023: A 2.25% increase in base salary as of July 1, 2022, for members hired on or before April 1, 2022.

7.1.3 FY 2023-2024: A 2.25% increase in base salary as of July 1, 2023, for members hired on or before April 1, 2023.

7.1.4 FY 2024-2025: A 2.25% increase in base salary as of July 1, 2024, for members hired on or before April 1, 2024.

Section 9 Job Posting

9.1 – Delete.

Section 10 Sick Leave

C10.1.1 – Amend section as follows: “Administrators hired on or after May 22nd, 2010, shall receive payment under this provision only upon retirement and will be subject to a maximum payout amount as stipulated in NJ P.L. 2010 c.3.

10.2 – *Add* “Wellness and Preventative Care” (ex. Doctor checkup, Specialist procedures, Mental Health Counseling, Dental Health visits). *Add* the following sentence at the end of this section “Note the sick leave may be taken on an hourly basis. For example, you are permitted to use one hour of sick leave if you need to arrive an hour late due to a medical appointment.

10.4 – *Remove* “A FMLA” from first sentence in this section and *add* the following as the last sentence “Extended leave will be governed by FMLA law and will require certification by the member’s medical provider for absences of 5 days or longer.

Section 12 Promotion, Reassignment, and Acting Appointments *rewrite section*

12.1 Promotion: Substantive increase in responsibilities, work duties, and title; this may be within or a change in the employee's department or division. Compensation is increased for such an appointment and is commensurate with the employee's experience and education as well as the duties and responsibilities of the position. The first 90 days will be a period of performance evaluation, if not acceptable, the employee will be returned to the position formerly occupied. Promotions shall be at the sole discretion of the College and shall not be subject to the grievance and arbitration procedures of this Agreement.

12.2 Reassignment: Change in employees work duties and title that may not have substantive increases in work duties or title. Reassignment typically changes an employee's reporting department or division. The first 90 days will be a period of performance evaluation, if not acceptable, the employee will be returned to the position formerly occupied. Reassignments shall be at the sole discretion of the College and shall not be subject to the grievance and arbitration procedures of this Agreement.

12.3 Acting Appointment: Temporary increase in work duties and an "acting" title. Compensation will be temporarily increased during this type of appointment and will be commensurate of the duties and responsibilities undertaken. Employees will be notified of the maximum duration of such appointments. No Acting appointment duration shall last longer than six months but may be renewed, for an additional six-month term. This type of appointment will not exceed a total duration one year.

Section 15 Bereavement

15.1 *rewrite this section as follows:*

"A member shall be granted paid time off for working days lost following the date of death of the member's immediate family or any person or relative domiciled in the residence of the unit member, for the purpose of attending the funeral. Bereavement leave will be granted as follows:

- A. Four (4) days for the following immediate family members: spouse, domestic partner, civil union partner, children, step-children, foster children, parents, step parents, foster parents, parents-in-law, siblings, and grandparents.
- B. One (1) day for the following immediate family members: sister-in-law and brother-in-law.

Section 17 Professional Development and Educational Improvement

17.9 – *rewrite "Recognition of Educational improvement and completion"*

19.9.1 "Employees who earn a master's degree from an accredited institution will be entitled to a \$1,000 increase to their base salary.

19.9.2 Employees who earn 30 credits beyond their master's degree from an accredited institution will be entitled to a \$1000 increase to their base salary.

17.9.3 Employees who earn a Doctorate from an accredited institution will be entitled to a \$1000 increase to their base salary."

17.9.1 *delete original 17.9.1*

Section 19 Other Benefits

19.1.1 *Change base plan designation to NJEHBP*

19.1.2 *change to "Employees shall pay all mandatory contributions to health care benefits as required under State of New Jersey law."*

19.1.5 *Change Example to NJEHBP*

C19.1.6 *Change to "The College and Association will open negotiations in the event of any substantive changes made to plan designs by the State of New Jersey."*

19.7.1 *remove "Faculty Overload Rate" add" \$1061 per credit hour"*

19.7.3 *new "Administrators approved to teach may be offered Professional Development by the College for teaching. Such Professional development that is outside their normal working hours shall be compensated at a rate of \$30 per hour of instruction."*

Appendices: Remove Appendix B, Using Current Roster, Appendix A, and Appendix C create new Appendix "Bargaining Unit Positions Recognized as of 7/1/2022" remove references in contract when applicable.

**Memorandum of Agreement
Between
Passaic County Community College
and the
Passaic County Community College Supportive Staff Association**

Article VII Salaries:

VII.A – Each non-probationary member who is on the payroll and actively employed prior to June 30, 2022, for year one; June 30, 2023, for year two; and June 30, 2024, for year three shall receive an increase in annual base salary as stipulated below:

1. FY 2022-2023: A 2.25% increase as of July 1, 2022.
2. FY 2023-2024: A 2.25% increase as of July 1, 2023.
3. FY 2024-2025: A 2.25% increase as of July 1, 2024.

B. Members hired on or before July 31, 2021, will receive a one-time signing bonus in the amount of \$950. This bonus payment shall not be added to or become part of the member's annual base salary.

Article XII Holidays

XII.A – The College will grant to all members the following holidays off with full pay:

Martin Luther King Day	Independence Day
Presidents Day*	Labor Day
Good Friday*	Thanksgiving Day
Memorial Day	Friday after Thanksgiving
Half day on December 24 th	

In addition to the above days, members will have off with full pay the week between, and inclusive of, December 25th and New Year's Day.

*From this point forward Presidents' Day and Good Friday have been converted to two (2) floating holidays to be used between January 1 and June 30 in the year they were issued.

XII.E – Delete this section as the half day for December 24th is now incorporated under XIII.A (see above).

XII.I – Add new section as follows: "Members hired on or after May 22nd, 2010, shall receive sick leave payment under this article only upon retirement and will be subject to a maximum payout amount as stipulated in NJ P.L. 2010 c.3.

Article XIII Vacation

XIII.A – Change accrual rates as follows:

<u>Years</u>	<u>Accrual Rates</u>
2	12
3	15
4	16
5	18
6	18
7	20
8	20
9	22

Article XIV Benefits

XIV.B update entire section, including examples, to reflect new health care base plan (NJEHBP) provided by the State of New Jersey.

Article XVII Bereavement

XVII.A *rewrite this section as follows:*

“A member shall be granted paid time off for working days lost following the date of death of the member’s immediate family or any person or relative domiciled in the residence of the unit member, for the purpose of attending the funeral. Bereavement leave will be granted as follows:

- a. Four (4) days for the following immediate family members: spouse, domestic partner, civil union partner, children, step-children, foster children, parents, step parents, foster parents, parents-in-law, siblings, and grandparents.
- b. One (1) day for the following immediate family members: sister-in-law and brother-in-law.

Appendices: Delete current Appendix A. Using current roster, update current Appendix B and convert lettering to new Appendix A. Adjust references to appendices in contract where applicable.

Uniform Reimbursement: Agree to negotiate MOU regarding the uniform reimbursement process.

Adjunct Faculty - Fall Semester, 2021

Last Name	First Name	Department
ABDALLAH	ALAA	Science
ABDEL BARY	OMAR	Humanities
ABDULLAH	SIRHAN	Science
ABINADER	FRANCISCO	Science
ACTABLE	DONNA	Dev. Studies
AGNELLO	RAYMOND	Nurse Ed.
AGUERO	JOSE	Business
ALBERTO	ROBERT	Computer Info. Sys.
AQEEL	ABDULLAH	Science
ATLIC	NIHAD	Science
BAKELMUN	ERICA	Science
BANDELI	OSANNA	Math
BARDEN	NIGERA	Dev. Studies
BASHOUR	DANA	Fine Arts
BELCI	PAUL	Computer Info. Sys./Fine Arts
BENNA	FRANK	Humanities
BERGMEYER	BARBARA	Fine Arts
BERNARDO	APOLLO	Nurse Ed.
BHALLA	MANNI	Science
BLINOVA	OLGA	Eng. Lang. Studies
BOSKOVSKI	ELIZABETA	Math
BRACZYK	ANETA	Eng. Lang. Studies
BRKOVIC	ADNAN	Science
BRKOVIC	HAMDO	Science
BROOKS	KIMBERLY	Dev. Studies
BROXTON-TERRY	ANGELA	Humanities
BUNDY	KISSETTE	Fine Arts
BURCHELL	RICHARD	Humanities
CAMPBELL	FANA	Dev. Studies
CARBERRY	STEPHEN	Eng. Lang. Studies
CARRION	ADRIANA	Eng. Lang. Studies
CHAN	ALEXANDER	Fine Arts
CHEHIRIAN	RAFI	Computer Info. Sys.
CHRISTIAN	JESSIE	Math
CIANCI	LINDA	Humanities
CLARK	JAMES	English/Dev. Studies
CLARK	JOSEPH	English
CORNETTO	HOLLEY	College Success
CORWIN	JAN	Science
CUCOLO	NICHOLAS	Dev. Studies
CUNNIFF	JAMES	Business
DAGHESTANI	SAMER	English/Dev. Studies
DARGAL	MUSTAPHA	Eng. Lang. Studies

DAVIS	MAUREEN	English/Dev. Studies
DE MELLO	BEATRIZ	Fine Arts
DENUDE	NICOLE	Education
DIFALLAH	KHALIL	Computer Info. Sys.
DORANDO	FREDERICK	Science
DRANSFIELD	FRANCES	Eng. Lang. Studies
DURANT	CARLA	Fine Arts
ELABED-TOLOSA	SARA	Eng. Lang. Studies
ELAIWAT	BADER	Math
ELIA	ANTHONY	Health Info. Tech.
ELMESSALAMY	OMAR	Computer Info. Sys.
ERFANI	SOURORAZAM	Math
EVANS	BRONWEN	Eng. Lang. Studies
FAM	MONA	Science
FINDAKLY	SHATHA	Math
FIRTH	STEPHEN	English
FOWLER	JARED	English
GARCIA	CLAUDIA	Education
GARNER	CLIFFORD	English
GAUSE	WRATHELL	English
GUZMAN	LUIS	Humanities
HAGER	ESTHER	Science
HARRIS	GLADYS	Business
HAUGHEY	THOMAS	Business
HEALEY	DONALD	Science
HEDHLI	NADIA	Science
HILLRINGHOUSE	MARK	Fine Arts
HLAT	PAUL	Humanities
HODGES	MARETTA	Humanities
HOLDER	GABRIEL	Nurse Ed.
HOWSON	LAURA	Fine Arts/Computer Info. Sys.
HUSSEIN	DAOUD	Math
HYNES	NANCY	English
JAMEDAR	FARIBORZ	Math
JAMES	DEMOND	Dev. Studies
KALINOWSKI	HENRY	Business
KARIM	MOHAMMAD	Math
KARIUKI	FRANCIS	Math
KARNICKA	JOANNA	Eng. Lang. Studies
KEARNS	PAUL	Humanities
KHONEISSER	CLAUDETTE	Business
KING	CHRISTOPHER	Computer Info. Sys.
KINGSTON	FREDRICK	Humanities
KOENEN	MICHAEL	English/Dev. Studies
KOJAK-ALI	FAYSAL	Math
KOURANI	NADYA	Fine Arts
KRESS	HENRYK	Fine Arts

LACHAPEL	JOSE	Math
LANZO	ANTHONY	Dev. Studies
LASPISA	LUISA	Humanities/Eng. Lang. Studies
LASSITER	RANDALL	College Success
LATHAM	KARL	Fine Arts
LEE	GRACE	Education
LESTER	VINCENT	Math
LIGOTTI	CATHERINE	Business
LIN	JOHN	Fine Arts
LYONS	DANIEL	Humanities
MAESTREY	JANICE	Education/Eng. Lang. Studies
MAJOR	BRANDON	Computer Info. Sys.
MALAVE	MIRIAM	Humanities
MANCZUR	JONATHAN	Computer Info. Sys.
MARTINEZ	REYNALDO	Eng. Lang. Studies
MASRI	EIAD	Humanities
MASRI	NASSER	Math
MASULLO	CHRISTOPHER	Math
MATARI	ABDALLAH	Science
MATEJKO	IRENE	Science
MCDERMOTT	TERESA	Education
MCIVOR	SHAWN	Humanities
MIERZEJWSKI	JOYCE	Humanities
MOHAMMADKHANI	MOHAMMADREZA	Math
MOHEBBI	SOROOSH	Math
MONTALVO	JOSE	Science
MUCHEL	JEAN	Computer Info. Sys.
MUGALU	GEOFFREY	Humanities
MULLEN	THOMAS	Eng. Lang. Studies
MULLIGAN	STEPHEN	Business
MURPHY	FRANK	Fine Arts
MWENYA	KENNEDY	Business
NAGELHOUT	ROY	Computer Info. Sys.
NESBETH	NIKIEL	Dev. Studies
NOWOSAD	KAREN	Fine Arts
NUNEZ	FREDDY	Eng. Lang. Studies
O'CONNOR	DENNIS	Humanities
OLIVI	CARISSA	Education
PACKER	DOUGLAS	English
PAJEROWSKI	PATRICK	College Success
PARCHMENT	MARCIA	Humanities
PAWLAK	PAOLA	HIT
PAYOR	BRYAN	Humanities
PEARN	WALTER	Humanities
PETILLO	DANIELLE	Humanities
PETTIFORD	CHARLES	English
PILSBURY	MARIA	Dev. Studies

PINCKNEY	MICHAEL	Computer Info. Sys.
PINEIRO	MANUEL	Humanities
PIONTKOWSKIE	COLEEN	Dev. Studies
POLLACK	ELLIOT	Fine Arts
PONDER	SIBYL	English
POWELL	KECIA	Dev. Studies
REILLY	TIMOTHY	Science
RENDON	DIANA	Eng. Lang. Studies
REYNOLDev. Studies	GERALD	Math
RIBAUDO	VINCENTINA	Humanities
RIVERA	ANTONIO	Humanities
RODIGER-RADOVIC	SONJA	Eng. Lang. Studies/Dev. Studies
RODRIGUEZ	SALVATORE	Eng. Lang. Studies
ROGERS	CHRISTOPHER	Physical Health Ed.
ROGERS-JONES	KIMMESHIA	Humanities
ROJAS	JHON	Math
ROSARION	REGINALD	Humanities
ROSATO	ANTHONY	Computer Info. Sys.
RUFINO	MARK	Fine Arts
RUSSO	GREGORY	Math
SAKELOS	JOHN	Dev. Studies
SALERNO-FITZGERALD	MARY ANN	English/Dev. Studies
SALTI	DANA	Eng. Lang. Studies
SAMMON	PATRICK	Fine Arts
SANCHEZ	GIN	Science
SARRAF	ELANA	Eng. Lang. Studies
SAUNDERS	ROBERT	English
SAYEGH	ANDRE	Humanities
SCALA	ANNE	English/Dev. Studies
SILVER	DEANNA	Math
SIMON	CINDY	English
SIMS	HOWARD	Computer Info. Sys.
SIMS	VERONICA	Computer Info. Sys.
SINOCCHI	ANNA CARINA	Fine Arts
SLOAN	MARGARET	Science
SMITH	ZACHARY	Eng. Lang. Studies
SOSS	SUE	Math
SOTO	ANGELO	Science
SPENCER	KELLEY	Fine Arts
SPENCER	ROBYN	Fine Arts
SPEZIALE	GERARD	Humanities
SPRAUS	CLARISSA	Humanities
SWINEA	KEISHA	Math
SZATHMARY	ARTA	Computer Info. Sys.
TANSKI	SHERRY	English
TARANTINO	MICHAEL	Humanities
TAYLOR	ANNA	Dev. Studies

TAYLOR	CHARLES	College Success
TEKE	METIN	Humanities
TERMANINI	FADIA	Math
TESTA	GEORGE	English
THOMAS	VASHONE	Science
THOMPSON	SAMETTA M.	English
TORRES	RAYMOND	Business/Humanities
TOWNSEND	RICHARD	Math
TUCKER	CHARLES	CJ/Humanities
TURNBULL	MICHELLE	Dev. Studies
TYTELL	JANIS	Math
URBAN	TODD	Fine Arts
VAN WINKLE	SEAN	English
VASQUEZ	JESSICA	Humanities
WALLACE	BARBARA	Fine Arts
WALTERS	MICHAEL	Math
WATKINS-TAYLOR	SHELLEY	Humanities/Dev. Studies
WENDOLOWSKI	STEPHANIE	Education
WHITE	VIVA	Humanities
WHITE-TENNANT	GAMBIE	Education
WILLIAMS	GEORGE	Business
WILLIAMS	KARLA	Fine Arts
WILLIAMSON	PHILLIP	Humanities
YI	HEATHER	Math
YIP	THOMAS	Computer Info. Sys.
YOUNG	CHANICE	Humanities
ZEIDAN	ALI	Dev. Studies
ZEIDIA	AMAL	Eng. Lang. Studies

**Passaic County Community College
TEMPORARY EMPLOYEE WAGE GUIDE**

This wage guide provides pay ranges for College-side and grant-funded temporary employees. It is to be used to set the hourly pay rate of an appointee, along with their level of skill, work experience, academic training, and the requirements of the position to be filled. New hires are to be appointed at the minimum of the pay range. Exceptions must be requested in writing to the AVP for Human Resources. Positions with a range starting at \$20 or more must be posted on the PCCC website for a minimum of 10 days. All new appointees are subject to a criminal background check.

OFFICE/LIBRARY WORKER	HOURLY PAY RANGE
Clerk	\$ 15.00 – 18.00
Registration Aide	15.00 – 18.00
Secretary	15.00 – 22.00
Technical Assistant	15.00 – 20.00
Librarian	20.00 – 25.00
Administrator	20.00 – 50.00

CHILD DEVELOPMENT CENTER WORKER	HOURLY PAY RANGE
Program Coordinator	\$ 25.00 – 30.00
Family Worker	15.00 – 25.00
Teacher	15.00 – 25.00
Instructional Aide	15.00 – 18.00
Teacher Assistant	15.00 – 18.00

PLANT FACILITIES / SECURITY WORKER	HOURLY PAY RANGE
Custodial Worker	\$ 15.00 – 18.00
Trades/Mechanical Services	15.00 – 25.00
Security Officer	15.00 – 20.00
Police	20.00 – 40.00

FOOD SERVICE WORKER	HOURLY PAY RANGE
Food Service Worker	\$ 15.00 – 18.00

INSTRUCTIONAL / STUDENT SERVICES	HOURLY PAY RANGE
Monitor	\$ 15.00 – 18.00
Tutor	15.00 – 20.00
Lab/Technical Assistant	15.00 – 20.00
Assistant Coach	15.00 – 20.00
Teacher/Instructor	15.00 – 50.00
Administrator	20.00 – 50.00

The Office of Human Resources reserves the right to create new titles and set the compensation of all appointees based on institutional and operational needs.

OFFICE / LIBRARY WORKERS

Clerk: Office or library work of a routine nature performed under the supervision of a full-time employee. Duties consist of filing, preparing documents for mail or distribution, delivering documents, responding to inquiries, operating office equipment, data entry.

Registration Aide: Duties assigned in direct support of the student registration process.

Secretary: Office or library work in direct support of a department manager or chairperson. Duties consist of all of those in the clerk title, but include scheduling appointments, producing correspondence, or other duties of a more complex nature.

Technical Assistant: Duties of a complex nature, performed under the supervision of a department administrator or chairperson. An Associate's degree or appropriate technical skill required.

Librarian: Professional library duties are performed. Bachelor's degree required.

Administrator: Professional duties performed in support of an administrative function. Bachelor's degree required.

CHILD DEVELOPMENT WORKERS

Program Coordinator: Responsible for the management of program operations, staff, and classroom activities. Bachelor's degree required.

Family Worker: Responsible for the implementation of the center's family outreach program, including conducting home visits, monthly workshops, and administrative work. Family Development Credentials or MSW required.

Teacher: Responsible for the daily operations and management of the classrooms, including lesson planning, assessment, and implementation of activities. P-3 Certification required.

Instructional Aide: Responsible for assisting the teacher in implementing classroom activities, lesson planning, assessment and other duties as assigned. A CDA or Associate's degree required.

Teacher Assistant: Responsible for assisting the teacher and assistant in implementing classroom activities. College credits in early childhood education required.

FACILITIES / SECURITY WORKERS

Facilities Custodial Worker: General building cleaning, grounds maintenance and building repairs performed. **Facilities**

Trades/Mechanical Services: College equipment, machinery and facilities repaired and maintained. **Security Officer:** Public safety and security duties performed in support of college operation.

Police: Public safety and security duties performed when police experience needed.

FOOD SERVICE WORKER

Food Service Worker: Food service duties performed as chef, cook, food preparer, cashier and utility worker.

INSTRUCTIONAL / STUDENT SERVICES

Monitor: Work performed to monitor College facilities, events or activities.

Tutor: Tutoring services provided to students, clients, or participants in a classroom, clinical, lab, workshop, online, or field setting.

Lab/Technical Assistant: Work performed under the supervision of an administrator or faculty member in support of a student learning lab and/or in the performance of duties of a complex nature. An Associate's degree or appropriate experience and/or technical skill is required.

Assistant Coach: Coaching duties performed in support of the athletic program.

Teacher/Instructor: Teaching duties performed for students, clients, or participants in a classroom, clinical, lab, workshop, online, or field setting. Bachelor's degree required.

Administrator: Professional duties performed in support of an administrative, instructional, or student services function. A Bachelor's degree is required.

LAST NAME	FIRST NAME	MAX # HRS	DEPT #	DEPARTMENT	START DATE	END DATE	TITLE
Ahmed	Moudud	20	8620	Student Support - STEM	10/18/2021	12/17/2021	Tutor
Aquirre	Renzo	8	2403	Radiography	10/13/2021	12/14/2021	Instructor
Banks	Kamille	10	8619	College Bound	10/11/2021	12/18/2021	Mentor
Carino	Noemi	29	0304	Human Resources	10/19/2021	12/31/2021	Technical Assistant
Cordova	Marco	25	1110	Student Affairs	10/20/2021	12/31/2021	Technical Assistant
Duarte	Jorge	24	8620	Student Support - STEM	10/19/2021	12/17/2021	Tutor
Felts-Martin	Pamela	29	8135	Child Care	10/15/2021	12/31/2021	Sub. Teacher
Guzman	Naydelin	15	5115	Gear-Up	10/30/2021	12/18/2021	Mentor
Hernandez-Rios	Dalila	10	8619	College Bound	10/11/2021	12/18/2021	Mentor
Hiller	Maurice	15	8619	Urban Consortium	10/21/2021	10/18/2021	Mentor
Jacobs	Annette	29	1150	Admissions	10/18/2021	12/31/2021	Technical Assistant
Jefferson	Ellake	15	8400	Education Opp. Fund	10/15/2021	12/31/2021	Technical Assistant
Mardini	Danielle	21	1110	Student Affairs	10/20/2021	12/31/2021	Technical Assistant
Minoso	Wilbert	15	8621	Student Support - ESL	10/27/2021	12/20/2021	Tutor
Plog	Daniel	15	2520	Computer Info. Systems	10/18/2021	12/31/2021	Lab Assistant
Portorreal	Jordan	29	07770	Public Safety	10/11/2021	12/31/2021	Security Officer
Sharif	Mohammad	10	8622	Student Support - TRIO	10/18/2021	12/24/2021	Tutor
Shirazi	Afsana	12	8136	Child Care	10/27/2021	12/31/2021	Teacher Aide
Silver	Deanna	6	2600	Continuing Ed.	11/17/2021	12/15/2021	Instructor
Van Buren	Tyler	15	2520	Computer Info. Systems	10/18/2021	12/31/2021	Lab Assistant

**PASSAIC COUNTY COMMUNITY COLLEGE
ADJOURNMENT**

Offered by GLOVIN Seconded by ESQUICHE

BOARD OF TRUSTEES	YES	NO
Trustee Drakeford	X	
Trustee Esquiche	X	
Trustee Glovin	X	
Trustee Montanez-Diodonet	X	
Trustee Moody	X	
Trustee Nutter	X	
Trustee Pou	Absent	
Trustee Smith	X	
Vice Chair Tanis	X	
Chairman Marco	X	

DATED: NOVEMBER 16, 2021