



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 October 17, 2017 Board of Trustees meeting. If you have any questions, please call me.

STEVEN ROSE, Ed.D.
SECRETARY
BOARD OF TRUSTEES

**BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA**

At 7:00 p.m. on Tuesday, October 17, 2017, the Board of Trustees of Passaic County Community College will hold a 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.

CALL TO ORDER

ROLL CALL

CONSIDERATION OF MINUTES – September 19, 2017

PRESENTATIONS:

1. Educational Opportunity Fund
2. Office of Student Activities Program Review

REPORTS

President:	Significant Activities News Article
Chairman	Association of Community College Trustees (ACCT) National Leadership Conference

DISCUSSION AGENDA

- A. **BUSINESS ITEMS**
Purchases of Goods and Services
- B. **PERSONNEL ITEMS**

EXECUTIVE SESSION

Discussion of personnel, contract negotiations, and matters protected by attorney-client privilege

ACTION ITEMS - Consent Resolution

- A. **Business Items**
Purchases of Goods & Services
- B. **Personnel Items**

Individual Resolution(s)

REMARKS: PUBLIC; TRUSTEES

ADJOURNMENT

PASSAIC COUNTY COMMUNITY COLLEGE
ROLL CALL

BOARD OF TRUSTEES	PRESENT	ABSENT
Alumni Rep Bloodsaw	X	
Davis	X	
DuHaime	X	
Esquiche	X	
Kebrdle	X	
Marco		X
Moody	X	
Smith	7:10 pm	
Trivedi		X
Tanis	X	
Nutter	X	

DATED: OCTOBER 17, 2017

The following are the minutes of the Board of Trustees of Passaic County Community College, One College Boulevard, Paterson, New Jersey, held on Tuesday, September 19, 2017.

CALL TO ORDER

President Rose stated that notice of the meeting was mailed to the Herald News, the Record, the Office of the County Clerk, and posted on the bulletin board of the College Boulevard building on November 16, 2016.

Chairman Nutter stated that inasmuch as adequate notice of the meeting had been given, the meeting was called to order at 7:00 p.m. A copy of the agenda was reviewed and available for public inspection.

ROLL CALL

Richard A. DuHaime
Yolanda Esquiche
Dennis F. Marco
Alonzo Moody
Ronak Trivedi

Tabitha-Anne Bloodsaw, Alumni Representative
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Harvey J. Nutter, Chairman

Absent

Robert Davis
Patricia Kebrdle
Sharon C. Smith

CONSIDERATION OF MINUTES – July 18, 2017

Chairman Nutter asked for a motion on Resolution #1 – Consideration of Minutes for July 18, 2017; moved by Trustee Moody; seconded by Trustee Tanis. Upon roll call, Resolution #1 passed with all members present voting “yes.”

PRESENTATIONS

Human Services Program Review

In a joint presentation, Professors Michael D’Arcangelo, Associate Professor, and Jennifer Gasparino, Instructor, both of the Human Services Department, provided an overview of their recent program review. A copy of the five year review was passed around for the Trustees

to see, while Professor D’Arcangelo noted that the program was in line with the College goals, and noted that this self-study was aligned with the Mission of the College. Both professors stated that they worked with many departments in the College to gather and analyze all the data. The data was then sent to Dr. Lisa Hale-Rose, Professor and Coordinator of Human Services, Borough of Manhattan Community College of the City of New York, who came to the campus for a site visit and spoke to students, Alumni, and faculty; and from there, offered the following three recommendations:

1. Explore articulation agreements with New York City Colleges;
2. Include the term “Social Work” in the degree title, stating it would increase enrollment; and
3. Review CSWE (Council Social Work Education) educational goals and objectives to ensure that PCCC’s program is aligned with those competencies.

Both Professors were pleased with the outcome of their Program Review noting that that program opens doors and provides job opportunities for the College’s many students.

PCCC Emergency Operations Plan

President Rose explained that the State of New Jersey requires the College to file a copy of its Emergency Operations Plan (EOP) with the state and local law enforcement every five years. He also explained that the EOP was a confidential document and not available to the public due to the detailed information it contains about the College. He also stated that the Board was required to approve its submission to the State.

Mr. Steven Hardy, Vice President of Finance and Administrative Services, provided an overview of the EOP explaining many different situations that can occur. He stated Mr. Glenn Brown, Director of Security, does have a copy of the EOP in his office and there are Emergency Response Procedures books posted all around the campus (pointing to the red booklet that was on the wall). He explained the main form of notification to alert the College of an emergency was through the Panther Alert information system, as well as, the public address systems at the College. In addition, for weather-related emergencies, radio station 880 am and television channels 4 and 12 would be engaged. Vice-President Hardy made mention numerous times that President Rose was first in the chain of command.

Mr. Hardy continued with his presentation by giving examples of a bomb threat or a fire, wherein Public Safety would be notified and they would contact law enforcement. He then presented a YouTube slide show of an Active Shooter scenario. He explained an “Active Shooter” scenario was held at the Paterson Campus in August with the College’s Public Safety Department, Wanaque Police, Paterson Police and the Passaic County Sheriff’s Department, along with College staff who volunteered. He then showed some of the footage from that drill.

A brief question and answer session took place.

REPORTS

President: President Rose started his report by acknowledging that the previous academic year had been particularly difficult due to the enrollment decline. He noted three factors that led to the decline were students being afraid to register due to their immigration status; more restrictive financial aid rules; and students who were unable to pay their bills.

The College had to adapt to the changing landscape which necessitating changing some registration policies to ensure that the College could meet its budget obligations for FY2018. He reported that it appeared that we had met our budget targets for FY18.

Chairman: None

DISCUSSION AGENDA

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

A. Academic Items

Acceptance of Grants Awards – Cultural Affairs

From the New Jersey State Council on the Arts/Department of State:

The Local Arts Program Grant for the period January 1, 2018 to December 31, 2018 in the amount of \$97,977.

Poetry Center General Project Support Grant for the period July 1, 2017 to June 30, 2018 in the amount of \$19,373.

Theater and Poetry Project (TAPP) General Project Support Grant for the period July 1, 2017 to June 30, 2018 in the amount of \$7,810.

From the New Jersey Historical Commission/Department of State:

County Historic Partnership Program Grant for the period January 1, 2018 to December 31, 2018 in the amount of \$14,540.

Project Grant for the period August 1, 2017 to June 30, 2018 in the amount of \$12,442.

From The Garden State Arts Foundation:

TAPP Program Support Grant for the period July 1, 2017 to December 31, 2017 in the amount of \$8,000.

From TD Bank:

TAPP Program Support Grant for the period July 1, 2017, to June 30, 2018 in the amount of \$5,000.

B. Business Items

Carl D. Perkins Audit OFAC Case #SG-0027-15

In a letter dated July 6, 2017, from the State of New Jersey, Department of Education, Chairman Nutter was notified that Passaic County Community College needed to prepare a Corrective Action Plan based on its findings from a recent audit of the Carl D. Perkins Grant. President Rose stated that PCCC was chosen for such an audit, which took several months to complete.

President Rose gave a brief overview of the Carl D. Perkins grant noting that the College was awarded \$694,735.00, and out of that amount, \$5,790.44 needed to be returned to the Department of Education, Office of Fiscal Accountability and Compliance. The factors associated with that audit outcome centered on issues such as the different rate of mileage reimbursement for travel and the public bidding process for goods and services.

Purchases of Goods and Services

President Rose stated that he would be pleased to answer any questions on the purchases, and noted that the bid for the parking lot at the Passaic Academic Center was included in the packet. He recalled that the original bid was rejected due to it being over budget, but that issue was addressed in order to move the project forward.

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 NJSA18A:64A-25 et al. are so noted and recommended. President Rose stated he would be happy to answer any questions that the Board may have.

- Information Technology Hardware (Notebook Computers)
- Information Technology Hardware (Uninterruptible Power Source)
- Information Technology Hardware (ID Card Printers and Accessories)
- Information Technology Software (Licensing and Maintenance)
- Information Technology Software (Licensing and Maintenance)
- Periodical Subscriptions

- Copy/Print Equipment
- Print Advertising
- Interpreter Services
- Food Supplies (Cafeteria)
- Curriculum Alignment Program Participation
- Parking Lot Lease
- Sheriff's Office Services
- Request for Proposal 17-03 – Bus Transportation
- Request for Proposal 17-04 – Local Food Service Supplier
- Request for Proposal 17-07 – Disability Insurance
- Request for Proposal 17-08 – Printing and Direct Mail Services
- JPC Bid FY17JPC-42 – Laboratory and Medical Supplies
- JPC Bid FY17JPC-61 – Laboratory and Medical Supplies
- Middlesex Regional Educational Services Commission (MRESC) Bid # MRESC 15/16-83 – Paving Services
- General Contractor Construction Services
- Bid 15-05 – Paper (Copy Paper and various Printing Stocks)
- Bid 18-03 – Food Transport Truck
- Bid 18-04 – Copier Equipment Maintenance
- Bid 18-05 – Life Safety Security System Monitoring

Disposal of Surplus Property

President Rose gave a brief review of the Disposal of Surplus Property stating that most of the items are old and outdated computers, which have been deemed beyond repair or obsolete. He noted that the students would have the first option to purchase items in the surplus sale, with all proceeds going to the PCCC Foundation for scholarships.

Memorandum of Understanding

President Rose outlined the partnership between the College and the United Way of Passaic County. He explained it offers students an opportunity for hands-on training to prepare them for employment, and that this program also works with the Workforce Investment Board (WIB) of Passaic County.

PCCC Emergency Operations Plan

In accordance with the “2016 New Jersey Revised Statutes Title 18A-Education Section 18A:3B-69 – Emergency Operation Plans for Institutions of Higher Education,” Passaic County Community College’s Emergency Operations Plan was recommended for adoption and submittal to the State of New Jersey as prescribed.

C. Personnel Items

The personnel items were pending the outcome of the Executive Session discussion.

EXECUTIVE SESSION

Chairman Nutter asked for a motion to go into executive session at 8:03 p.m.; moved by Trustee Tanis; seconded by Trustee Esquiche. Chairman Nutter stated that the Board would meet in Executive Session about twenty minutes to discuss personnel, campus expansion, and matters protected by attorney-client privilege, and that no action would be taken. Upon roll call, the motion to go into executive session was approved by all members present voting “yes.”

ROLL CALL

Richard A. DuHaime
Yolanda Esquiche
Dennis F. Marco
Alonzo Moody

Ronak Trivedi
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Harvey J. Nutter, Chairman

Absent

Robert Davis
Patricia Kebrdle
Sharon C. Smith

Chairman Nutter called the meeting to order at 8:30 p.m., stating that the Board met in Executive Session to discuss personnel, campus expansion, and matters protected by attorney-client privilege, and that no action was taken.

ACTION ITEMS AGENDA

Consent Resolution

Chairman Nutter asked for a motion on Resolution #2 - Consent Agenda Items A through C. Trustee Marco moved Resolution 2; seconded by Trustee Esquiche. Upon roll call, Resolution #2 passed with all members present voting "yes".

A. ACADEMIC ITEMS – Acceptance of Grants Awards-Cultural Affairs

From the New Jersey State Council on the Arts/Department of State:

The Local Arts Program Grant for the period January 1, 2018 to December 31, 2018 in the amount of \$97,977.

Poetry Center General Project Support Grant for the period July 1, 2017 to June 30, 2018 in the amount of \$19,373.

Theater and Poetry Project (TAPP) General Project Support Grant for the period July 1, 2017 to June 30, 2018 in the amount of \$7,810.

From the New Jersey Historical Commission/Department of State:

County Historic Partnership Program Grant for the period January 1, 2018 to December 31, 2018 in the amount of \$14,540.

Poetry Project for the period August 1, 2017 to June 30, 2018 in the amount of \$12,442.

From The Garden State Arts Foundation:

TAPP Program Support Grant for the period July 1, 2017 to December 31, 2017 in the amount of \$8,000.

From TD Bank:

TAPP Program Support Grant for the period July 1, 2017, to June 30, 2018 in the amount of \$5,000.

B. BUSINESS ITEMS

Carl D. Perkins Corrective Action Plan; OFAC Case #SG-0027-15

Certification that the Passaic County Community College Board of Trustees, in a public meeting, reviewed and discussed the undisputed findings in the Carl D. Perkins Audit, and hereby approves the submission of the attached Corrective Action Plan for Passaic County Community College, which addresses the staff's findings.

Purchases of Goods and Services

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.

Information Technology Hardware (Notebook Computers) (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2018 College Capital Funds; \$222,413.00 Available)

Twenty-five (25) Hewlett-Packard *ProBook 640 G3* notebook computers. Fulfillment Agent for NJ State Contract 89974.

PKA Technologies, Inc. One Executive Boulevard, Suite 101 Suffern, NY 10901	\$25,850.00 (Recommended Award)
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Information Technology Hardware (Uninterruptible Power Source) (Below Public Bid Threshold) (Funding Source: FY-2017 College Capital Funds; \$151,593.00 Available)

APC *Smart-UPS X 1500, Smart-UPS X 3000 and Smart-UPS RT* Uninterruptible Power Source (UPS) hardware.

PCM Sales, Inc. 1940 East Mariposa Avenue El Segundo, CA 90245	\$13,455.00 (Recommended Award)
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Information Technology Hardware (ID Card Printers and Accessories) (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems) (Funding Source: FY-2018 College Capital Funds; \$30,000.00 Available)

Blackboard *SD 460* multi-function contactless printers and accessories.

Blackboard Transact PO Box 200154 Pittsburgh, PA 15251	\$25,329.31 (Recommended Award)
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Information Technology 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-2018 College Operating Funds; \$37,149.00 Available)

Renewal of licensing and maintenance for Microsoft software products.

Dell Computer Corporation	\$37,148.78
850 Asbury Drive	(Recommended Award)
Buffalo Grove, IL 60089	

Information Technology 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-2018 College Operating Funds; \$225,733.00 Available)

Renewal of licensing and maintenance for payroll and time management software products. FY-2018 estimated amount.

Automatic Data Processing	\$224,290.00 (Estimated)
PO Box 9001006	(Recommended Award)
Louisville, KY 40290	

Periodical Subscriptions (Public Bid Exception per NJSA 18A:64A-25.5 a. (6) – Library Materials and Services) (Funding Source: FY-2018 College Operating Funds; \$58,698.00 Available)

Annual subscriptions for *Academic Search Complete*, *Chronicle of Higher Education*, *CINAHL Complete*, *CQ Researcher*, *Health and Wellness Resource Center*, *LRC Digital Archive*, *Opposing Viewpoints*, *Oxford Art Online*, *Oxford Music Online*, and *PsycINFO*.

NJEDge-VALE	\$38,989.67
218 Central Avenue	(Recommended Award)
Newark, NJ 07102	

Copy/Print Equipment (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing) (Funding Source: FY-2018 College Capital Funds; \$98,857.00 Available)

Print and copy machines for College Docu-Center: (1) *imageRUNNER ADVANCE C750* and (1) *imagePRESS 1135D*. NJ State Contract 40462.

United Business Systems	\$93,490.00
302 Route 46 East	(Recommended Award)
Fairfield, NJ 07004	

Print Advertising (Public Bid Exception per NJSA 18A:64A-25.5 a. (20) – Advertising)

(Funding Source: FY-2018 College Operating Funds; \$163,160.00 Available)

Print advertising in *The New Jersey Herald* and *The Record*. FY-2018 estimated amount.
Business Entity and Political Contribution disclosures required.

North Jersey Media Group 150 River Street Hackensack, NJ 07601	\$65,000.00 (Estimated) (Recommended Award)
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Interpreter Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (1) – Professional Services) (Funding Source: FY-2018 College Operating Funds; \$90,000.00 Available)

American Sign Language (ASL) interpretation services for hearing impaired students. Fall semester estimated amount. Billing rate negotiated to equal General Services Administration (GSA) rate.

ASL Interpreter Referral Service, Inc. 21 Clyde Road, Suite 103 Somerset, NJ 08873	\$90,000.00 (Estimated) (Recommended Award)
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Food Supplies (Cafeteria) (Public Bid Exception per NJSA 18A:64A-25.5 a. (7) – Food Supplies and Services) (Funding Source: FY-2018 College Operating Funds; \$133,472.00 Available)

Soft Drinks. FY-2018 estimated amount. Business Entity and Political Contribution disclosures required.

Coca-Cola 118 Moonachie Ave Carlstadt, NJ 07072	\$45,000.00 (Estimated) (Recommended Award)
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Curriculum Alignment Program Participation (Public Bid Exception per NJSA 18A:64A-25.5 a. (2) – Extraordinary Unspecifiable Services) (Funding Source: FY-2018 College Operating Funds; \$45,000.00 Available)

Participation fee for American Association of Community Colleges (AACC) *Pathways Project* 2.0. Cost is \$45,000 per year for three years. FY-2019 and 2020 expenditures contingent upon future budget approvals.

American Association of Community Colleges One Dupont Circle, NW Washington, DC 20036	\$45,000.00 (FY-2018) \$45,000.00 (FY-2019) \$45,000.00 (FY-2020) (Recommended Award)
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Parking Lot Lease (Below Public Bid Threshold)

(Funding Source: FY-2018 College Operating Funds; \$1,886,991.00 Available)

Lease of parking lot located at 218 Van Houten Street (Block 4309, Lot 2). Year nine of a twelve year agreement.

South Main Auto Sales
548-550 Main Street
Paterson, NJ 07425

\$23,300.88
(Recommended Award)

Sheriff's Office Services (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from governmental board, body, agency, or authority) (Funding Source: FY-2018 College Operating Funds; \$40,000.00 Available)

Cost for armed Sheriff's officers for various events. FY-2018 estimated amount.

Passaic County Sheriff's Office
77 Hamilton Street
Paterson, NJ 07505

\$30,000.00 (Estimated)
(Recommended Award)

Request for Proposal 17-03 – Bus Transportation (Public Bid Exception per NJSA 18A:64A-25.5 a. (23) – Travel) (Funding Source: FY-2018 College Bound, GEAR-UP, and Upward Bound Grant Funds; \$40,000.00 Available)

Bus charters for various events. Year two of two-year award. FY-2018 estimated amount.

Panorama Tours
45 Somerset Place
Clifton, NJ 07012

\$38,550.00 (Estimated)
(Recommended Award)

Request for Proposal 17-04 – Local Food Service Supplier (Public Bid Exception per NJSA 18A:64A-25.5 a. (7) – Food Supplies and Services) (Funding Source: FY-2018 College Bound, GEAR-UP, and Upward Bound Grant Funds; \$50,000.00 Available)

Boxed lunches for students for various events. Year two of two-year award. FY-2018 estimated amount.

Packanack Food Corp.
1502 Route 23 North
Wayne, NJ 07470

\$50,000.00 (Estimated)
(Recommended Award)

Request for Proposal 17-07 – Disability Insurance (Public Bid Exception per NJSA 18A:64A-25.5 a. (11) – Insurance) (Funding Source: FY-2018 College Operating Funds; \$75,000.00 Available)

Disability insurance (percentage with weekly maximum) for full-time Administrative and Support Staff. Year two of two-year award. FY-2018 estimated amount.

Unum Group
PO Box 100158
Columbia, SC 29202

\$72,000.00 (Estimated)
(Recommended Award)

Request for Proposal 17-08 – Printing and Direct Mail Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (18) – Printing) (Funding Source: FY-2018 College Operating Funds; \$35,035.00 Available)

Printing and mailing of marketing and advertising materials. Year two of two-year award. FY-2018 estimated amount.

Lont & Overkamp
175 US Highway 46 West
Fairfield, NJ 07004

\$35,000.00 (Estimated)
(Recommended Award)

JPC Bid FY17JPC-42 – Laboratory and Medical Supplies
(Funding Source: FY-2018 College Operating Funds; \$42,377.00 Available)

Various small dollar value laboratory and medical supplies for Science curriculum. FY-2018 estimated amount. New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) Contract.

J&H Berge
4111 S Clinton Avenue
South Plainfield, NJ 07080

\$35,200.00 (Estimated)
(Recommended Award)

JPC Bid FY17JPC-61– Laboratory and Medical Supplies
(Funding Source: FY-2018 College Capital Funds; \$79,087.00 Available)

Anatomy models and accessories for Science curriculum. New Jersey Council of County Colleges (NJCCC) Joint Purchasing Consortium (JPC) Contract.

Carolina Biological Supply Company
2700 York Road
Burlington, NC 27215

\$61,959.10
(Recommended Award)

Middlesex Regional Educational Services Commission (MRESC) Bid # MRESC 15/16-83 – Paving Services (Funding Source: FY-2017 and FY-2018 College Capital Funds; \$255,000.00 Available)

Parking lot construction, principally site work and paving. New Jersey State Approved Cooperative Pricing System. New Jersey Co-op #65MCESCCPS.

Murray Paving & Concrete, LLC 17 Park Place Paramus, NJ 07652	\$255,000.00 (Not to Exceed) (Recommended Award)
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General Contractor Construction Services (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from governmental board, body, agency, or authority) (Funding Source: FY-2018 College Capital Funds; \$67,500.00 Available)

Water line construction/improvement. Shared cost for infrastructure work to support both the Passaic County Technical Institute and the Public Safety Academy.

Passaic County Technical Institute 45 Reinhardt Road Wayne, NJ 07470	\$67,500.00 (Recommended Award)
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Bid 17-05 – Paper (Copy Paper and various Printing Stocks)
(Funding Source: FY-2018 College Operating Funds; \$75,000.00 Available)

Purchase of diverse paper products. Year two of two-year award. FY-2018 estimated amounts.

Paper Mart, Inc. 151 Ridgedale Avenue East Hanover, NJ 07936	\$60,000.00 (Estimated) (Recommended Award)
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Paterson Card & Paper Co. 730 Madison Ave Paterson, NJ 07501	\$10,000.00 (Estimated) (Recommended Award)
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Bid 18-03 – Food Transport Truck
(Funding Source: FY-2018 College Capital Funds; \$58,750.00 Available)

One (1) 2017-2018 Ford F-150 4x2 automotive vehicle, customized as specified by the College.

Winner Ford 250 Haddonfield Berlin Road Cherry Hill, NJ 08034	\$52,729.00 (Recommended Award)
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Bid 18-04 – Copier Equipment Maintenance

(Funding Source: FY-2018 College Capital Funds; \$33,097.00 Available)

Full on-call maintenance of all College copy and print equipment. Two-year award. FY-2019 expenditure is contingent upon future budget approval.

Premier Digital Imaging LLC
d/b/a/ United Business Systems
302 Route 46 East
Fairfield, NJ 07004

\$32,600.00 (FY-2018)
\$32,600.00 (FY-2019)
(Recommended Award)

Bid 18-05 – Life Safety Security System Monitoring

(Funding Source: FY-2018 College Operating Funds; \$93,674.00 Available)

Central station monitoring, fire detection system maintenance, fire suppression system inspection and testing, and related services. Three-year award. FY-2019 and FY-2020 expenditures are contingent upon future budget approvals.

United Fire Protection Corp.
1 Mark Road
Kenilworth, NJ 07033

\$72,000.00 (FY-2018)
\$73,200.00 (FY-2019)
\$74,400.00 (FY-2020)
(Recommended Award)

Disposal of Surplus Property

The attached list of college-owned assets that are no longer usable to the College and therefore have been deemed surplus; Passaic County Community College students will receive priority in purchasing assets included in the surplus sale.

Memorandum of Understanding between PCCC and the United Way of Passaic County

Authorization for the College's Vice President of Finance and Administrative Services to sign the enclosed Memorandum of Understanding (MOU) with the United Way of Passaic County (UWPC), which outlines the continued partnership between the College and the UWPC with the purpose of creating a retail and customer-service training hub in the heart of Passaic County.

Passaic County Community College Emergency Operations Plan

The formal adoption of the Passaic County Community College Emergency Operations Plan dated July 31, 2017, as presented, and its submission to the State of New Jersey for its review. In addition, this Plan shall not be considered a government record as defined in section 1

of P.L. 1995, c.23 (C.47.1A-1.1) and shall not be available for public inspection, copy, or the purchase of copies.

C. PERSONNEL ITEMS

- I. Separations
 - A: Ronald Chavious, EOF Academic Enrichment Specialist
 - B: Brenda Garcia, Grants Accountant
 - C: Nermis Moreta, Payroll Manager
 - D: Chace Cottrell, Program Officer, NRC
 - E: Suzanne Hickey, Dir, Academic Advancement Center, Title V
 - F: Alexandra Shinert, Communication/Prog Asst, NRC Regional
 - G: Michael Whepley, Coordinator, Learning Support, Title V
 - H: David Hernandez: Pre-College STEM Coord, STEM II
- II. Appointments
 - A: Shailendra Chainani, Physics Faculty
 - B: Gladys Farias, Grants Accountant (Temp Assignment)
 - C: John Robb III, Criminal Justice Faculty (Temp Assignment)
 - D: Yanirys Rodriguez, Payroll Manager (Temp Assignment)
 - E: Karen DeStefano, Nursing Instructor (Temp Assignment)
 - F: Hamdo Brkovic, Science Instructor (Temp Assignment)
 - G: Michelle Baldino, Senior Accountant
 - H: Harry Damato, Pathway Coord, CTE (grant-funded)
 - I: Anjali Thanawala, Acting Exec Asst to President (Temp assignment)
- III. Coach Salary for FY2017-2018
- IV. Grant Administrator Reappointments
- V. Part-Time Temporary Appointments

Trustee DuHaime took this opportunity to invite everyone to the "Salem Biz Breakfast" that would be held at the Wanaque Academic Center on October 19, 2017. He stated that the Live Broadcast started at 6:30 a.m. with Mr. Joe Piscopo and the AM 970 Morning Team, along with a panel discussion led Mr. Steve Adubato. Trustee DuHaime also noted that his daughter, Ms. Debbie DuHaime, would also be there.

President Rose also encouraged all to attend stating that if the need warranted a van run from Paterson to Wanaque would be arranged as well.

REMARKS

Trustees:

Trustee Tanis reported the following: She stated she was in the company of a former Bergen County freeholder whose son did not want to go to college – until they visited the Wanaque campus. She was pleased to report that that person's son was now a full-time student at Wanaque.

Trustee Moody questioned the time of Return and Adjournment on the July minutes, and was informed that his concern would be researched.

Public: None

ADJOURNMENT

Chairman Nutter asked for a motion to adjourn the meeting at 8:45 p.m.; moved by Trustee Trivedi; seconded by Trustee Esquiche. Upon roll call, the motion to adjourn the meeting passed unanimously with all members present voting "yes."

PASSAIC COUNTY COMMUNITY COLLEGE
Resolution #1 – CONSIDERATION OF MINUTES

Offered by TANIS Seconded by ESQUICHE

Board of Trustees	Yes	No	Abstain	Absent
Davis	X			
DuHaime	X			
Esquiche	X			
Kebrdle			X	
Marco				X
Moody	X			
Smith				X
Trivedi				X
Tanis	X			
Nutter	X			

CONSIDERATION OF MINUTES

BE IT RESOLVED that the Board of Trustees of Passaic County Community College hereby approves the minutes of the September 19, 2017 Board of Trustees meetings, as presented.

DATED: OCTOBER 17, 2017

PASSAIC COUNTY COMMUNITY COLLEGE
EXECUTIVE SESSION

Offered by MOODY Seconded by KEBRDLE

BOARD OF TRUSTEES	PRESENT	ABSENT
Davis	X	
DuHaime	X	
Esquiche	X	
Kebrdle	X	
Marco		X
Moody	X	
Smith	X	
Trivedi		X
Tanis	X	
Nutter	X	

The material for Executive Session will be provided under separate cover.

DATED: OCTOBER 17, 2017

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A and B

Offered by TANIS Seconded by KEBRDLE

	Yes	No	Abstain	Absent
Board of Trustees				
Davis			X	
DuHaime	X			
Esquiche	X			
Kebrdle	X			
Marco				X
Moody	X			
Smith	X			
Trivedi				X
Tanis	X			
Nutter	X			

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

A. BUSINESS ITEMS

Purchases of Goods and Services

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.

Information Technology (Software) (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems)

(Funding Source: FY-2018 College Operating Funds; \$33,369.93 Available)

Licensing, maintenance and storage for Echo 360 *Active Learning* software. Business Entity and Political Contribution disclosures required.

Echo 360
11955 Freedom Drive, Suite 700
Reston, VA 20190

\$22,900.00
(Recommended Award)

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #2-CONSENT RESOLUTION – ACTION ITEMS A and B

Utility Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (8) – Public Utility)

(Funding Source: FY-2018 College Operating Funds; \$544,084.84 Available)

Electric supply services. Addition of vendor as a result of New Jersey County College Electric Consortium bid process.

Direct Energy	\$500,000.00 (Estimated)
PO Box 32179	(Recommended Award)
New York, NY 10087	

Consulting Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting

Services) (Funding Source: FY-2018 New Jersey Community College Consortium for Workforce & Economic Development Grant Funds; \$50,000.00 Available)

Consulting and program development for Ready to Work Advanced Digital Learning (ADL) pilot. Business Entity and Political Contribution disclosures required.

The Collaboratory, LLC	\$40,000.00
8 East Schuyler Road	(Recommended Award)
Silver Spring, MD 20901	

Bid 18-06 – Electric Articulating Boom Lift

(Funding Source: FY-2017 College Capital Funds; \$60,000.00 Available)

One (1) JLG E300AJP Articulating Boom Lift, as specified by the College.

Blue Line Rental, LLC	\$43,151.62
180 Talmadge Road	(Recommended Award)
Edison, NJ 08817	

Bid 18-07 – Video Projection Box Items

(Funding Source: FY-2018 College Capital Funds; \$37,000.00 Available)

Purchase of camera, audio and lighting kits for Communications curriculum.

Troxell Communications, Inc.	\$19,571.40
576 Valley Road, #241	(Recommended Award)
Wayne, NJ 07470	

B. PERSONNEL ITEMS

- | | | |
|----|-------------|--|
| I. | Separations | A: Johanna Reyes, Financial Aid Officer |
| | | B: Esther Hager, Science-Associate Professor |
| | | C: Elizabeth Mathew, Nursing-Assistant Professor |

**PASSAIC COUNTY COMMUNITY COLLEGE
ADJOURNMENT**

Offered by KEBRDLE Seconded by MOODY

BOARD OF TRUSTEES	YES	NO
Davis	X	
DuHaime	X	
Esquiche	X	
Kebrdle	X	
Marco	Absent	
Moody	X	
Smith	X	
Trivedi	Absent	
Tanis	X	
Nutter	X	

DATED: OCTOBER 17, 2017