



PASSAIC COUNTY COMMUNITY COLLEGE

Attached are the Board Resolutions passed at the September 19, 2023 Board of Trustees meeting. If you have any questions, please call me.

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

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

NOTICE IS HEREBY GIVEN that on September 19, 2023, 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 may meet in executive session to discuss such issues as are allowed pursuant to NJSA 10:4-12.

PLEDGE OF ALLEGIANCE (All Stand)

CALL TO ORDER - ROLL CALL

CONSIDERATION OF MINUTES

Resolution #1- Consideration of Minutes – August 15, 2023

PRESENTATION - Update on Strategic Priorities

REPORTS - President: Significant Activities
Chairman:

DISCUSSION AGENDA

A. ACADEMIC ITEM

Acceptance of Grants Awarded to the Cultural Affairs Department

B. BUSINESS ITEM

Purchases of Goods and Services

C. PERSONNEL ITEMS

EXECUTIVE SESSION

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

ACTION ITEMS

Resolution #3 - Consent Resolution - Action Items

A. Acceptance of Grants Awarded to the Cultural Affairs Department

B. Purchases of Goods and Services

C. Personnel Items

REMARKS - PUBLIC, TRUSTEES

ADJOURNMENT

**PASSAIC COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

ROLL CALL

BOARD OF TRUSTEES	PRESENT	ABSENT
Alumni Rep. Rahman	X	
Trustee Akhter	X*	
Trustee Drakeford	X**	
Trustee Glovin	X	
Trustee Montanez-Diodonet	X	
Trustee Moody	X	
Trustee Nutter	X*	
Trustee Pou	X	
Trustee Ramirez		X
Trustee Smith	X*	
Vice Chair Tanis	X	
Chairman Marco		X

* Via Zoom

** Via Zoom – arrived during PRESENTATION

DATED: September 19, 2023

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #1 – CONSIDERATION OF MINUTES – August 15, 2023

Offered by MONTANEZ-DIODONET Seconded MOODY

BOARD OF TRUSTEES	YES	NO	ABSTAIN	ABSENT
Trustee Akhter			X	
Trustee Drakeford				X
Trustee Glovin			X	
Trustee Montanez-Diodonet	X			
Trustee Moody	X			
Trustee Nutter	X			
Trustee Pou	X			
Trustee Ramirez				X
Trustee Smith	X			
Vice Chair Tanis			X	
Chairman Marco				X

BE IT RESOLVED that the Board of Trustees of Passaic County Community College hereby approves the regular session minutes for the August 15, 2023, Board of Trustees meeting.

DATED: September 19, 2023

The following are the minutes of the Board of Trustees of Passaic County Community College, held on August 15, 2023 at 6:00 pm via Zoom. The public was invited to attend, per the Open Public Meetings Act, N.J.S.A. 10:4-6.

CALL TO ORDER

Chairman Marco called the meeting to 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 notice meeting was emailed to the Herald News, the Record, the Office of the County Clerk, and posted on the bulletin board of the College Boulevard building in its Notice on August 8, 2023.

ROLL CALL

Rahman, Alumni Representative
Assad Akhter
Kesha Drakeford
Alonzo Moody
Harvey J. Nutter
Taina Pou
Joel Ramirez
Sharon C. Smith
Dennis F. Marco, Chairman
Steven M. Rose, Secretary

Absent:

Sandra Montanez-Diodonet
Barbara Tanis, Vice Chair

CONSIDERATION OF MINUTES – July

Chairman Marco asked if there were any corrections to the minutes for July 18, 2023, and hearing none, the minutes were approved as presented with Trustee Smith making the motion, and Trustee Ramirez giving a second. Upon roll call, Resolution #1 passed with all members present voting “yes.”

ACTION ITEMS AGENDA – Resolution #3 - Consent Resolution Items A and B

Chairman Marco then asked for a motion to adopt Resolution #3, approving the following items as set forth in the Memoranda dated August 15, 2023:

A. BUSINESS ITEMS

Purchases of Goods and Services

B. PERSONNEL ITEMS

Moved by Trustee Akhter seconded by Trustee Pou. Upon roll call, Resolution #3 passed with all members present voting “yes.”

A. 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.

Access Control Equipment, Software and Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems)
(Funding Source: FY-2024 College Capital Funds, \$102,697.28 Available)

Access control hardware: added additional card readers for door locks to the existing Transact Solution.

Transact Campus, Inc.
18700 North Hayden Road, Suite 230
Scottsdale, AZ 85255

\$55,595.79
(Recommended Award)

Contractor Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing)
(Funding Source: FY-2024 College Capital Funds; \$102,697.28 Available)

Renovation projects across campus require moving services, NJ State contract # T0877.

Brantley Bros. Moving & Storage Co., Inc.
168 Elizabeth Avenue
Newark, NJ 07108

\$34,608.60
(Recommended Award)

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

(Funding Source: FY-2024 STEM TRACS Grant Funds; \$100,805.00 Available)

Educational, career, and mentoring programs for students. Business Entity and Political Contribution disclosures required.

HISPA, Inc.
P.O. Box 702
Princeton, NJ 08542

\$21,000.00
(Recommended Award)

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

(Funding Source: FY-2024 Folk Arts Center Grant Funds; \$105,208.00 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-2024 Folk Arts Center Grant Funds; \$105,208.00 Available)

Fieldwork in support of the Theater and Poetry Project (TAPP) at PCCC. Business Entity and Political Contribution disclosures required.

Write Around the Corner LLC
11 Bolton Place
Fair Lawn, NJ 07410

\$25,000.00
(Recommended Award)

Copier Equipment (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing)

(Funding Source: FY-2024 College Capital funds; \$29,402.25 Available)

One (1) *imageRUNNER* and one (1) *imagePRESS* multi-function devices. Fulfillment Agent for NJ State Contract A40462.

United Business Systems
302 Route 46 East
Fairfield, NJ 07004

\$27,427.00
(Recommended Award)

Information Technology Hardware Maintenance and Support (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing)
(Funding Source: FY-2024 College Capital Funds; \$986,220.02 Available)

Dell servers, storage, and VMware server virtualization licensing and maintenance to support the College's server environment.

Contract Name: Edge Market – TeCHS Full Catalog Contract #: 269EMCPS-21-001-EM-SHI.

SHI International Corp
290 and 300 Davidson Avenue
Somerset, NJ 08873

\$258,149.44
(Recommended Award)

Information Technology Services (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency, or Authority)
(Funding Source: FY-2024 College Operating Funds; \$30,152.75 Available)

Amazon Web Service (AWS) cloud computing platform and related services. Cost per usage; estimated amount for FY-2024.

NJEdge
625 Broad Street, Suite 260
Newark, NJ 07102

\$30,100.00
(Recommended Award)

Security Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing)

(Funding Source: FY-2024 College Operating Funds; \$57,998.00 Available)

Security staffing augmentation services. As-needed; not-to-exceed amount. Price comparison to NJ State Contract # 19-GNSV2-00840.

Guard Ex Security, Inc.
26 Park Street, Suite 2021
Montclair, NJ 07042

\$50,000.00
(Recommended Award)

B. PERSONNEL ITEMS

I. SEPARATIONS

Angel Camacho
Staff Assistant, Admissions

Resignation
Effective: 8/1/2023

Yosmari Salcedo
Admissions Counselor

Resignation
Effective: 9/1/2023

Heather Uccello
Nursing Faculty

Resignation
Effective: 6/30/2023

II. APPOINTMENTS

Dennecia Proctor
Coordinator of EOF Academic Resource Center
Replacement for Daiela Gomez, external candidate

Nicole Palmer
Assistant Director, Pathways to College Completion
New position, internal candidate (grant-funded)

Charlyn Valdez
Teacher, Child Development Center
Replacement for Lisa Hill, external candidate (grant-funded)

Daisy Correa
Grant Finance and Administration Coordinator, NNJPPWTI
New Position, external candidate (grant-funded)

Giovanna Rendon Rodriguez
Programmer/Analyst and Auxiliary Systems Administrator
Conversion of title, formerly Application Support Analyst

Aliyah Toler
Program Enrollment/Outreach Specialist, NNJPPWTI
New position, external candidate (grant-funded)

Michael R. Carhart
Director of Institutional Research
Replacement for Justin Hull, external candidate

Kyara Castano
Coordinator of State Financial Aid Programs
Conversion of title, formerly Financial Aid Officer

Simranjit Pannu

Educational Specialist, Pathways to College Completion

Conversion of title, formerly Program Coordinator/Success Coach (grant-funded)

Barbara Devine

Assistant to the Associate Dean for Nurse Education and Health Care

Replacement for Deborah Bernard, external candidate

Dana Gianfrancesco

Teacher, Child Development Center

Replacement for Susan Kornicker, external candidate (grant-funded)

Shayan Woods

Director of Developmental Math Programs

Replacement for Heather Uccello, external candidate

Lija Rahman

Staff Assistant – Admissions

Replacement for Angel Camacho, external candidate

Kaylah Beatty

Staff Assistant – Admissions

Replacement for Julie Martinez, external candidate

Frances Figueroa Mal

Associate Dean for Nurse Education and Health Care Programs

Replacement for Donna Stankiewicz, external candidate

III. TEMPORARY PART-TIME EMPLOYEE CLASSIFICATION AND COMPENSATION GUIDELINES

The Temporary Part-Time Employee Classification and Compensation Guidelines has been created to replace the Temporary Employee Wage Guide and is recommended for your approval.

Passaic County Community College

TEMPORARY PART-TIME EMPLOYEE CLASSIFICATION AND COMPENSATION GUIDELINES

The Classification and Compensation Guidelines for temporary part-time employees are designed to ensure equity and fairness in regard to compensation among part-time employees performing comparable tasks. It should be used to set the hourly pay rate of an appointee. New hires are to be appointed at the minimum of the pay range. Exceptions must be requested in writing to the VP for Human Resources or their designee. The Office of Human Resources (HR) reserves the right to set the compensation of all appointees based on institutional and operational needs. The maximum number of hours a part-time employee may work is 29 per week.

All vacant positions must be posted for a minimum of 10 days and require a position description setting forth the responsibilities and qualifications. Applications for posted positions must be submitted via the PCCC website, and all prospective new hires must complete the hiring process using the ADP on-boarding application. All new appointees are subject to a criminal background check and may not begin working until so authorized by HR.

The range levels of part-time positions are determined by the classification of the position/responsibilities assigned as set forth below. When determining the specific rate of compensation for a new hire within the minimum and maximum of the appropriate range, the hiring manager should consider the requirements of the position to be filled, and the appointee's level of skill, work experience, extent of prior training, and/or academic training.

CLASSIFICATION AND COMPENSATION RANGES:

RANGE 1 CLASSIFICATION:

These unskilled positions require no prior training, little or no knowledge or experience, and involve routine or repetitious work under the close supervision of a full-time employee. Examples of such positions include, but are not limited to, a mailroom clerk, receptionist, clerical assistant, non-technical library assistant, custodian, security officer, food services worker, athletic program aide, monitor (facilities/events/activities), instructional aide/teacher assistant, registration aide, course navigator, and tutor or mentor (no degree \$15; Associate degree \$15-16).

COMPENSATION:

<u>MINIMUM</u>	<u>MAXIMUM</u>
\$15.00	\$18.00

RANGE 2 CLASSIFICATION:

These semi-skilled positions require limited prior training, some knowledge or experience, and involve mostly routine work under close supervision. Examples of such positions include, but

are not limited to, secretary or office assistant working in direct support of a coordinator, department manager or chairperson, help desk or lab assistant, and tutor (Bachelor's degree \$17-18; Master's degree \$19-20). An Associate's degree or appropriate technical skill/experience required.

COMPENSATION:

<u>MINIMUM</u>	<u>MAXIMUM</u>
\$16.00	\$20.00

RANGE 3 CLASSIFICATION:

These skilled positions involve previous technical training and experience and require the exercise of some initiative under limited supervision. Examples of such positions include, but are not limited to, IT-AV support techs and other support tech positions requiring a specific certification, librarian, family worker or childcare teacher, study group leader, and tradesperson/mechanical services worker. An Associate's degree or appropriate technical skill/experience required.

COMPENSATION:

<u>MINIMUM</u>	<u>MAXIMUM</u>
\$18.00	\$25.00

RANGE 4 CLASSIFICATION:

These skilled positions require supervisory or professional skills, significant prior training and experience, and involve independent judgement under general supervision. Examples of such positions include, but are not limited to, counselor, advisor, teacher/instructor, police officer, and program coordinator. An Associate's degree or appropriate technical skill/experience required.

COMPENSATION:

<u>MINIMUM</u>	<u>MAXIMUM</u>
\$20.00	\$35.00

RANGE 5 CLASSIFICATION:

These positions require highly technical or specialized knowledge requiring exceptional and/or diversified skills obtained through extensive training, education, or experience. Examples of such positions include administrator and clinical instructor. Bachelor's degree or appropriate licensure/certification required.

COMPENSATION:

<u>MINIMUM</u>	<u>MAXIMUM</u>
\$25.00	\$50.00

IV. PART-TIME TEMPORARY APPOINTMENTS

LAST NAME	FIRST NAME	MAX # HRS	DEPT #	DEPARTMENT	START DATE	END DATE	TITLE
Abdellatif	Hiba	15	8400	Education Opp. Fund	7/26/2023	12/31/2023	Tutor
Abuhadba	Amal	20	8488	Radiography	7/1/2023	12/30/2023	Coordinator
Abuhadba	Amal	8	2403	Radiography	7/1/2023	12/30/2023	Instructor
Aguirre	Renzo	16	2403	Radiography	7/1/2023	12/30/2023	Instructor
Allen	Gail	29	1157	Student Support Services - Classic	7/12/2023	12/31/2023	Technical Assistant
Badilla	Aynette	20	2310	Developmental English	7/1/2023	12/31/2023	Tutor
Berry	Azia	24	1158	Disability Services	7/1/2023	12/30/2023	Coordinator
Carrillo	Kristine	10	2409	Nurse Education	9/6/2023	12/21/2023	Lab Assistant
Cruz	Karla	12	8363	Institutional Advancement	7/24/2023	12/31/2023	Counselor
Elam	Amber	15	8623	Pre-College Programs	7/5/2023	8/31/2023	Instructor
Elbery	Sundoes	36	8443	Upward Bound	7/11/2023	8/15/2023	Instructor
Firth	Maureen	16	2403	Radiography	7/1/2023	12/30/2023	Instructor
Geider	Lisa	29	8414	Center for Student Success	7/1/2023	8/31/2023	Technical Assistant
Hodson	Arianna	25	8427	Cultural Affairs	7/17/2023	12/22/2022	Assistant Director
Ibrahim	Omar	14	5114	Pre-College Programs	7/10/2023	8/15/2023	Mentor
Johnson	Alicia	24	2403	Radiography	7/1/2023	12/30/2023	Instructor
Khan	Waleed	29	8400	Education Opp. Fund	7/24/2023	12/31/2023	Academic Coach
Lee	Peter	8	2660	Cont. Ed./Workforce Dev.	7/17/2023	12/31/2023	Instructor
Liranzo	Yajaira	16	2403	Radiography	7/1/2023	12/30/2023	Instructor
Lora	Madeline	14	8418	Cultural Affairs	7/1/2023	12/22/2023	Coordinator
Maloney	Eileen	6	2403	Radiography	9/1/2023	12/30/2023	Instructor
McDonald	Monique	15	8446	Community Programs	7/31/2023	9/30/2023	Technical Assistant
Morales	Luz	15	8594	Prosper/Title V	7/1/2023	12/30/2023	Secretary
Nunez	Junior	25	0725	Information Technology	7/1/2023	12/31/2023	Technical Assistant
Pulecio	Emilie	29	1160	Athletics	8/1/2023	11/1/2023	Assistant Coach
Rodriguez	Ruth	10	2402	Nurse Education	8/1/2023	12/30/2023	Instructor
Rosario	Jan	14	8400	Education Opp. Fund	7/25/2023	12/31/2023	Mentor
Sequera	Giselle	10	2201	Science	7/17/2023	12/31/2023	Lab Technician
Snipes	Isora	24	2403	Radiography	7/1/2023	12/30/2023	Instructor

Stammer	Sandra	24	2403	Radiography	7/1/2023	12/30/2023	Instructor
Torres	Orlando	8	2403	Radiography	7/1/2023	12/30/2023	Instructor
Wright	Ali	29	8200	Food Services	7/24/2023	12/31/2023	Food Services Worker

REMARKS

There were no remarks.

ADJOURNMENT

Chairman Marco asked for a motion to adjourn the meeting at 6:10 p.m.; moved by Trustee Smith; seconded by Trustee Akhter. Upon roll call, the motion to adjourn the meeting passed with all members present voting “yes.”

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

Offered by SMITH

Seconded GLOVIN

BOARD OF TRUSTEES	YES	NO	ABSTAIN	ABSENT
Trustee Akhter	X			
Trustee Drakeford			X	
Trustee Glovin	X			
Trustee Montanez-Diodonet	X			
Trustee Moody	X			
Trustee Nutter	X			
Trustee Pou	X			
Trustee Ramirez				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 approves the following actions:

A. ACADEMIC ITEM

Acceptance of Grants Awarded to the Cultural Affairs Department

B. BUSINESS ITEM – 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.

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

(Funding Source: FY-2024 College Operating Funds; \$43,500 Available)

(Attachment A)

Electronic media advertisements. Estimated amount for FY-2024. Business Entity and Political Contribution disclosures required.

Cross Device Media Group
22 Hilltop Circle
Mendham, NJ 07945

\$43,500.00
(Recommended Award)

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

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

(Funding Source: FY-2024 College Operating Funds; \$25,000.00 Available)

(Attachment B)

Bus advertisements. Estimated amount for FY-2024. Business Entity and Political Contribution disclosures required.

Intersection Media LLC
10 Hudson Yards, Floor 26
New York, NY 10001

\$25,000.00
(Recommended Award)

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

(Funding Source: FY-2024 College Operating Funds; \$27,000.00 Available)

(Attachment C)

Graphic design and printing of marketing/advertising materials. Estimated amount for FY-2024. Business Entity and Political Contribution disclosures required.

NextWave Web
229 Marshall Street
Paterson, NJ 07503

\$27,000.00
(Recommended Award)

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

(Funding Source: FY-2024 College Operating Funds; \$32,000.00 Available)

(Attachment D)

Billboard advertisements. Estimated amount for FY-2024. Business Entity and Political Contribution disclosures required.

Outfront Media LLC
405 Lexington Avenue
New York, NY 10174

\$32,000.00
(Recommended Award)

Aerial Ladder Truck (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency or Authority)

(Funding Source: FY-2024 College Capital Funds; \$370,476.85 Available)

(Attachment E)

Purchase of an operational model year 1998 Aerial Ladder Truck for the Public Safety Academy training use.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

Borough of Pompton Lakes
25 Lenox Avenue
Pompton Lakes, NJ 07442

\$90,000.00
(Recommended Award)

Consulting Services - HISPA, Inc. (Attachment F)

Removed from consent agenda - see RESOLUTION #4

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

(Funding Source: FY-2024 Community College Opportunity Grant Funds; \$65,000.00 Available)

(Attachment G)

Website development and software consulting services. Not-to-exceed amount. Business Entity and Political Contribution disclosures required.

Nichols Development LLC dba Markations
668 Stony Hill Road, #184
Yardley, PA 19067

\$65,000.00
(Recommended Award)

Insurance (Disability Insurance) (Public Bid Exception per NJSA 18A:64A- 25.5 a. (11) – Insurance)

(Funding Source: FY-2024 College Operating Funds; \$61,747.00 Available)

(Attachment H)

Short-term disability insurance. Change from existing provider to reduce cost; no change in benefits provided.

Hartford Group Benefits
100 Campus Drive
Florham Park, NJ 07932

\$61,474.00
(Recommended Award)

Interpreter Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (2) – Extraordinary Unspecifiable Services)

(Funding Source: FY-2024 College Operating Funds; \$98,100.00 Available)

(Attachment I)

American Sign Language (ASL) interpretation services for hearing impaired students. Estimated amount for Fall 2023 semester. Business Entity and Political Contribution disclosures required.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

ASL Interpreter Referral Service, Inc.
21 Clyde Road, Suite 103
Somerset, NJ 08873

\$63,236.25
(Recommended Award)

Janitorial Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (24) – at or below State Contract pricing)

(Funding Source: FY-2024 College Operating Funds; \$1,154,225.00 Available)

(Attachment J)

Janitorial staffing augmentation services. As-needed, not-to-exceed amount. Estimated amount for FY-2024. Price comparison to NJ State Contract # 77110.

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

\$881,000.00
(Recommended Award)

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

(Funding Source: FY-2024 College Operating Funds; \$25,000.00 Available)

(Attachment K)

Graphic design and printing of marketing/advertising materials. Business Entity and Political Contribution disclosures required.

Interact Communications, Inc.
502 Main Street, Floor 3
La Crosse, WI 54601

\$25,000.00
(Recommended Award)

Software (Public Bid Exception per NJSA 18A:64A-25.5 a. (3)– Goods or Services for proprietary computer hardware, software, or systems)

(Funding Source: FY-2024 Postsecondary Student Success Grant Funds; \$2,600.00 Available)

(Attachment L)

Additional licenses for *Signal Vine* text messaging platform. Vendor year-to-date spend exceeds Board review threshold. Business Entity and Political Contribution disclosures required.

Signal Vine, Inc.
1320 Flynn Road, Suite 100
Camarillo, CA 93012

\$2,600.00
(Recommended Award)

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

Clinical Education Products and Software (Public Bid Exception per NJSA 18A:64A-25.5 a. (3)– Goods or Services for proprietary computer hardware, software, or systems)

(Funding Source: FY-2024 Carl D. Perkins Career and Technical Education Grant; \$31,350.00 Available)

(Attachment M)

NurseThink software for Nursing program. Business Entity and Political Contribution disclosures required.

ExamSoft Worldwide LLC
2101 Webster Street, Suite 1900
Oakland, CA 946121

\$31,350.00
(Recommended Award)

Request for Proposal 24-02 – Grant External Evaluator, TSSS Program (Public Bid Exception per NJSA 18A:64A-25.5 a. (15) – Consulting Services)

(Funding Source: FY-2024 and FY-2025 Postsecondary Student Success Grant Funds; \$25,400.00 Available in FY-2024)

(Attachment N)

External evaluator for *PCCC-Targeted Support for Stop-Out Students (PCCC-TSSS)* grant program.

Christy Neill
2245 Rogene Drive, #201
Baltimore, MD 21209

\$20,000.00 (FY-2024)
\$20,000.00 (FY-2025)
(Recommended Award)

Other qualified proposals received

None

C. PERSONNEL ITEMS

The following personnel actions are presented for your approval:

I. SEPARATIONS

Mechelle Du'Monde
Student Development Specialist/Advisement Services

Termination
Effective: 8/15/2023

Stefania Meza
Intensive Math Lead Instructor

Resignation
Effective: 8/23/2023

Leonor Melendez

Resignation

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

Staff Assistant – Financial Aid

Effective: 9/8/2023

Ann Townsend-Solis

Nursing Laboratory/Simulation Coordinator

Resignation

Effective: 9/1/2023

II. APPOINTMENTS

Abena Douglas

Director of Student Support Services
(Grant-funded)

Replacement for Cassandra Davis, external candidate

Samuel Blanco

Staff Assistant for Adult Education ESL Program
(Grant-funded)

Replacement for Isabella Polanco, external candidate

Jesus Arrieta

Success Coach, Pathways to College Completion
(Grant-funded)

New position, internal candidate

III. PART-TIME TEMPORARY APPOINTMENTS

LAST NAME	FIRST NAME	MAX # HRS	DEPT #	DEPARTMENT	START DATE	END DATE	TITLE
Alfaouri	Alya	29	1150	Enrollment Services	8/9/2023	12/31/2023	Coordinator
Bell	Janaya	9	8622	Student Support Services - Classic	9/11/2023	12/21/2023	Mentor
Braddy	Shakeira	8	2402	Nurse Education	8/21/2023	12/15/2023	Instructor
Buchanan	Stephlyn	10	8622	Student Support Services - Classic	9/11/2023	12/21/2023	Mentor
Buchanan	Stephlyn	15	8446	Pre-College Programs	8/21/2023	9/30/2023	Assistant
De Jesus	Laila	20	8622	Student Support Services - Classic	8/14/2023	12/31/2023	Technical Assistant
Fedorchak	Yulianna	15	2401	Nurse Education	9/11/2023	12/21/2023	Instructor
Fermin	Dalgingling	9	2401	Nurse Education	9/12/2023	12/31/2023	Instructor
Flores	Grissel	12	2402	Nurse Education	8/9/2023	12/30/2023	Instructor

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

LAST NAME	FIRST NAME	MAX # HRS	DEPT #	DEPARTMENT	START DATE	END DATE	TITLE
Grayson	Terrene	15	1160	Athletics	9/5/2023	12/15/2023	Technical Assistant
Jefferson Jr.	Elelake	29	8100	Student Activities	9/11/2023	12/22/2023	Technical Assistant
Lanham	Cynthia	13	2401	Nurse Education	9/11/2023	12/31/2023	Instructor
Lobozzo	Danilo	20	2104	Fine and Performing Arts	9/5/2023	12/31/2023	Administrator
Maiore	Candise	12	2402	Nurse Education	8/7/2023	12/30/2023	Instructor
Marte	Samantha	29	8595	Title V:P-TEP	9/5/2023	12/31/2023	Instructor
Mendez	Pablo	12	8363	Institutional Advancement	8/16/2023	12/31/2023	Counselor
Millan Jr.	Abraham	2	2620	Public Safety Academy/EMT	9/1/2023	12/31/2023	Instructional Aide
Morris	Gillian	10	8622	Student Support Services - Classic	9/11/2023	12/21/2023	Mentor
Nunez	Dariel	29	2805	PHI Theta Kappa	9/11/2023	12/31/2023	Technical Assistant
Nunez	Lisa	9	8622	Student Support Services - Classic	9/11/2023	12/21/2023	Mentor
Oscanoa	Liliana	29	2402	Nurse Education	8/14/2023	12/15/2023	Instructor
Polizzotti	Elizabeth	12	2402	Nurse Education	9/11/2023	12/30/2023	Instructor
Riquez	Elizabeth	15	8363	Institutional Advancement	9/7/2023	12/31/2023	Administrator
Rivera	Gilbert	21	0304	Human Resources	9/5/2023	12/22/2023	Administrator
Rodriguez	Joseph	29	0770	Public Safety/Security	9/11/2023	12/31/2023	Security Officer
Stefano	Karen	29	0303	Bursar	9/12/2023	12/31/2023	Technical Assistant
Tejada	Gabriela	29	2161	Human Services	9/11/2023	12/31/2023	Administrator
Tiemers	Lauren	29	1150	Enrollment Services	8/9/2023	12/31/2023	Coordinator
Villanueva	Keila	29	5114	Pre-College Programs	8/21/2023	12/31/2023	Mentor
Williams	Chevaughn	20	8621	Student Support Services - ESL	9/6/2023	12/22/2023	Tutor

IV. ACTIVE SEARCHES

Title

Academic Specialist – Environmental Science

Accountant

Admissions Counselor

Associate Dean – Student Affairs

Coordinator – GEAR UP

Coordinator – IT Service Desk

Coordinator – Nursing Laboratory/Simulation

Coordinator – STEMtracs Precollege and Transfer Specialist

Coordinator of Wellness and Primary Prevention

Coordinator – Workplace Learning and Professional Develop.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3 – CONSENT RESOLUTION ITEMS A THROUGH C

Faculty – Art
Faculty – Nurse Education
Financial Aid Officer – Financial Aid
Lead Instructor, High School Equivalency – WFNJ
Lead Instructor, Intensive Math – WFNJ
Manager of Plant Operations – Facilities
Mechanical Services Person – Facilities
Pre-College Administrative and Programming Assistant
Program Enrollment/Outreach Specialist – NNJPPWTI
Staff Assistant – Adult Education/ESL Program
Staff Assistant – Financial Aid
Success Coach, Targeted Support for Stop-Out Students

The Board of Trustees of Passaic County Community College duly adopted the foregoing resolution on September 19, 2023.

A handwritten signature in blue ink, appearing to read "Steven M. Rose". The signature is fluid and cursive, with the first name "Steven" written in a larger, more prominent script than the last name "Rose".

President/Secretary

DATED: September 19, 2023

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #4 – ITEM A – CONTRACT WITH HISPA, INC.

Offered by GLOVIN

Seconded POU

BOARD OF TRUSTEES	YES	NO	ABSTAIN	ABSENT
Trustee Akhter	X			
Trustee Drakeford	X			
Trustee Glovin	X			
Trustee Montanez-Diodonet			X	
Trustee Moody	X			
Trustee Nutter	X			
Trustee Pou	X			
Trustee Ramirez				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 approves the following actions:

A. BUSINESS ITEM – 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.

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

(Funding Source: FY-2024 Postsecondary Student Success Grant Funds; \$35,000.00 Available)

(Attachment F)

Educational, career, and mentoring programs for students. Business Entity and Political Contribution disclosures required.

HISPA, Inc.
P.O. Box 702
Princeton, NJ 08542

\$35,000.00
(Recommended Award)

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #4 – ITEM A – CONTRACT WITH *HISPA, INC.*

The Board of Trustees of Passaic County Community College duly adopted the foregoing resolution on September 19, 2023.

A handwritten signature in black ink, appearing to read "Steven M. Rose". The signature is fluid and cursive, with the first name "Steven" written in a larger, more prominent script than the last name "Rose".

President/Secretary

DATED: September 19, 2023

PASSAIC COUNTY COMMUNITY COLLEGE

ADJOURNMENT

Offered by GLOVIN **Seconded** POU

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

DATED: September 19, 2023