



**Board of Trustees
Workshop, & Public Business Meeting**

Tuesday, May 19, 2015

**Brookdale Community College
Lincroft Campus
Student Life Center
765 Newman Springs Road
Lincroft, NJ 07738**

**Workshop- 5:30 PM, Twin Lights I & 2
Public Business Meeting-7:00 PM, Twin Lights 1 & 2**

Mission

Brookdale Community College provides a comprehensive array of quality, affordable educational choices leading to transfer and career opportunities, lifelong learning and community development. Brookdale is an open-access, future-oriented institution committed to student success and development in a socially diverse environment.

Mission Based Institutional Effectiveness Indicators

Student Success and Progress
Quality and Excellence
Value Added to the Community
Access

Jubilee Plan 2013-2017

Goal 1: Inspire Student Success
Goal 2: Maximize Resources
Goal 3: Strengthen and expand Brookdale's alliances and partnerships
Goal 4: Leverage Brookdale's Excellence

NOTICE: Members of the public may request the opportunity to address the Board regarding any item on the agenda at the beginning of the Public Business Meeting, and on any item of interest to the Board at the end of the Meeting. To do so, when practical, please sign in using the form, "Request to Address the Board", which is located at the entrance to the meeting. Individual speakers are limited to five minutes; the Chair of the Board may alter the time limitations by a majority vote of the Board.



Annual Priorities 2014-2015

1. Inspire Student Success

- Completion Outcome*: Each institute has mapped a two-year template for one or more degree programs; or, a one-year template for one or more certificate programs.
- Learning Outcome*: Benchmarked, strong levels of student learning expected in courses, programs, and college-wide
 - Review Mission-based Indicators. What 2-3 indicators do we want to track over the next 3 years that can show measurable improvements in learning for all students?
- Equity Outcome*: Benchmarked levels of access and success expected for low-income and minority students.
 - Review Mission-based Indicators. What 2-3 indicators do we want to track over the next three years that can show measurable improvements in learning for under-represented minorities?

2. Maximize Resources

- Human Resources Priorities
 - All employees directly affected by organizational changes will be presented with clear options and transitional support.
 - Determine next steps for the 21st Century Workforce Team
 - Determine next steps for Communications Team
- Fiscal Priorities
 - Revise the General Ledger to reflect the college's focus on its mission

3. Strengthen & Expand Alliances & Partnerships

Create College Readiness initiative with at least one additional school district.

4. Leverage Brookdale's Excellence

Align new collegial Governance structure with Institutes by September 2015.

*Aspen Outcomes

BROOKDALE COMMUNITY COLLEGE

Board of Trustees 2015 Committee Appointments

Board Bylaw 1.4020, appointments to Standing Committee

Membership on standing committees of the Board of Trustees, except as otherwise herein expressly provided shall consist of five Trustees, including the Chair of the Committee. The Board Chair is an ex officio member and the Vice Chair serves as an alternate to the Board Chair as an ex-officio for purposes of a quorum.

Executive Committee

Dr. Carl Guzzo, Jr., Chair
Ms. Tracey Abby-White, Vice Chair
 Mr. Joseph. DiBella
 Mr. David Flaherty
 Ms. Lora Campbell

Audit Committee

Mr. William Dalton, Chair
 Ms. Lora Campbell
 Mr. Charles Karcher

Finance and Facilities

Mr. Joseph DiBella, Chair
 Mr. James McConnell
 Mr. Gary Tolchin
 Mr. David Flaherty
 Mr. Paul Crupi

Policy and Education

Dr. Hank Cram, Chair
 Ms. Lora Campbell
 Mr. Paul Crupi
 Mr. William Dalton

Ad Hoc Police Committee

Mr. David Flaherty, Chair
 Mr. Joseph DiBella
 Mr. William Dalton

Ad Hoc By Laws Committee

Ms. Lora Campbell, Chair
 Mr. Paul Crupi
 Dr. Hank Cram
 Mr. William Dalton
 Mr. Joseph DiBella

Governance

Mr. Paul Crupi, Chair
 Mr. Joseph DiBella
 Mr. David Flaherty
 Ms. Tracey Abby-White

Board of School Estimate

Dr. Carl Guzzo, Jr.
 Mr. Joseph DiBella

Liaison to New Jersey Council of County Colleges

Dr. David Flaherty
 Ms. Tracey Abby-White

New Jersey Council of County Colleges

Trustee Ambassador

Mr. David Flaherty
 Dr. Hank Cram
 Ms. Tracey-Abby-White

Liaison to Brookdale Community College Foundation

Mr. Gary Tolchin
 Mr. Tracey Abby-White
 Mr. Joseph DiBella

Nominating Committee

Ms. Lora Campbell
 Mr. William Dalton
 Mr. Paul Crupi

The Human Resources Committee

Operates as a committee of the whole

BROOKDALE COMMUNITY COLLEGE SCHEDULE OF BOARD OF TRUSTEE MEETINGS FOR 2015

2015 Workshop/Public Business Meetings (PBM)	Executive	Audit	Finance & Facilities	Policy & Education	Governance	Foundation Board Meetings	Nominating
DATES/LOCATIONS	Agenda for Meetings: Emergent issues.	Shall meet minimum of five times per year or as requested.	Shall meet a minimum of four times per year or as requested.	Shall meet a minimum of four times per year or as requested.	Shall meet a minimum of four times per year or as requested		Appointed in September for October discussion & November vote.
Public Workshop 5:30 PM Public Business Mtg. 7 PM							
Thursday, January 29 Lincroft – Navesink I & II	Jan. 15 5:30 –PM*		Jan. 20 6 PM	Jan. 8 5:30 PM	Jan. 7 5 PM		
Thursday, February 26 Lincroft- Navesink I & II	Feb. 17 5 PM*		Feb. 17 6 PM*		Feb. 12 5 PM		
Thursday, March 26 Lincroft – Twin Lights 1&2	March 12 5:30 PM*	March 23 5 PM	March 16 6 PM*	March 12 6 PM –Cancelled	March 18 5 PM	March 25 3 PM	
Thursday, April 30 Freehold Campus	April 16 5:30 PM*		April 21 6 PM	April 13 5:30 PM	April 14 5 PM		
Tuesday, May 19 Lincroft- Twin Lights 1&2	May 7 5:30 PM*	May 18 5 PM	May 11 6 PM*			May 14 4 PM	
Thursday, June 25 Lincroft, Navesink 1 & 2	June 11 5:00 PM*		June 16 6 PM	June 11 5:30 PM		June 25 4 PM	
Tuesday, August 25 Lincroft, Navesink I & II	Aug. 11 5:30 PM*	Aug. 17 5 PM	Aug. 12 6 PM*				
Thursday, September 17 Lincroft, Navesink I & II	Sept. 8 5 PM*		Sept. 8 6 PM*	Sept. 10 5:30 PM			
Tuesday, October 27 Lincroft – Navesink I&II	Oct. 8 5:30 PM*	Oct. 19 5 PM	Oct. 19 6 PM				
Monday, November 30 Lincroft, Navesink I & II	Nov. 12 5 PM*	Nov. 23 5 PM	Nov. 16 6 PM	Nov. 12 5:30 PM			
Thursday, December 17 Lincroft, Navesink I & II	Dec. 7 5 PM*		Dec. 8 6 PM				

Human Resources is a Committee of the whole: shall meet as required and/or requested

*Indicates Conference Call Conference Call Number is: 1-866-537-1618 - passcode: 6392 734# Updated 03/16/15

**BROOKDALE COMMUNITY COLLEGE
UPCOMING EVENTS**

BOLD indicates off campus

2015

May 1	Barringer Award Dinner – 6 PM Riverview Pavilion
May 7	Executive Meeting – 5:30 PM – Conference Call – President’s Conference Room
May 11	Finance & Facilities – 6 PM – Conference Call – President’s Conference Room
May 13	Colloquium - Survivors Empowering Voices for Tomorrow – 9:30 AM – Arena
May 13	Allied Health Pinning – 4 PM – Arena
May 13	EOF Graduate & Award Ceremony – 6:30 PM – SLC – Twin Lights Rooms
May 14	Scholar’s Day – All Day – Lincroft Campus
May 14	Employee Recognition – SLC, Patio – 2:00 PM – 3:00 PM
May 14	Foundation Board Meeting – 4 PM – Trustee’s Conference Room
May 15	Commencement 10 AM & 3 PM- Arena
May 18	Audit Committee Meeting – 5 PM – President’s Conference Room
May 18	Nurses Pinning Ceremony – 6 PM Arena
May 19	BOT Public Workshop 5:30 PM – Public Meeting - Twin Lights I & II
May 29	Scholarship Ball – 6 PM – Eagle Oaks
June 5 & 6	BOT Retreat – Friday Evening & Saturday Day
June 11	Executive Meeting- 5:00 PM – Conference Call – President’ Conference Room
June 11	Policy & Education – 5:30 PM – President’s Conference Room
June 16	Finance & Facilities Committee Meeting – 6PM – President’s Conference Room
June 22	Spirit Award Presentations and Dinner – 5:30 PM Wyndham Garden Hotel, Trenton
June 25	Foundation Board Meeting – 4 PM –Trustees Conference Room, SLC
June 25	BOT Public Workshop - 5:30 PM – Public Business Meeting – Navesink I & II
August 11	Executive Meeting – 5:30 PM – Conference Call – President’s Conference Room
August 12	Finance & Facilities – 6 PM – Conference Call - President’s Conference Room
August 17	Audit Committee Meeting – 5 PM – President’s Conference Room
August 25	BOT Public Workshop 5:30 PM – Public Business Meeting - Navesink I & II
September 8	Executive Meeting – 5 PM – Conference Call – President’s Conference Room
September 8	Finance & Facilities – 6 PM – Conference Call – President’s Conference Room
September 10	Policy & Education – 5:30 PM – President’s Conference Room
September 17	BOT Public Workshop 5:30 PM – Public Business Meeting– Navesink I & II
September 24	Annual Golf Outing - Eagle Oaks Country Club
October 8	Executive Meeting - 5:30 PM – Conference Call – President’s Conference Room
October 19	Audit Committee Meeting – 5 PM – President’s Conference Room
October 19	Finance & Facilities – 6 PM – President’s Conference Room
October 27	BOT Public Workshop 5:30 PM – Public Business Meeting –Navesink I& II

November 12 Executive Meeting – 5 PM – Conference Call – President’s Conference Room
November 12 Policy & Education – 5:30 PM – President’s Conference Room
November 16 Finance & Facilities – 6 PM – President’s Conference Room
November 23 Audit Committee Meeting – 5 PM – President’s Conference Room
November 30 BOT Public Workshop 5:30 PM – Public Business Meeting – Navesink I & II

December 7 Executive Meeting 5 PM – Conference Call – President’s Conference Room
December 8 Finance & Facilities – 6 PM – President’s Conference Room
December 17 BOT Public Workshop – 5:30 PM – Public Business Meeting - Navesink I & II



BOARD OF TRUSTEES

General Functions

Administration

Human Resources

Finance & Facilities

Policy & Education

AGENDA for May 19, 2015

5:30 P.M. BOARD OF TRUSTEE WORKSHOP

- A. Call to Order Reading of Statement and Roll Call
- B. Resolution to Hold a Closed Meeting
- C. Motion to Re-Open the Meeting to the Public
- D. Adoption of Agenda for Workshop and Public Meeting Agenda Tab
- E. Report from the Board Committees and Liaisons
 - 1. Audit Committee – Trustee Dalton
 - 2. Brookdale Community College Foundation – Trustee Abby-White
 - 3. Executive Committee – Chair Guzzo
 - 4. Finance & Facilities Committee – Trustee DiBella Finance Tab
 - 5. Governance Committee – Trustee Paul Crupi -
 - 6. Policy & Education – Trustee Cram
 - 7. Ad Hoc Committee on General Counsel and Labor Counsel – Trustee Campbell
- F. Schedule of Meetings – Trustee Abby-White
- G. Governmental Relations – Winning Strategies
- H. Marketing & Advertising Brookdale Community College – Executive Director of College Relations, Avis McMillon
- G. Review of Consent Agenda* and Business Meeting Agenda - Any item may be removed from the consent agenda for discussion by any voting member of the Board of Trustees.

*Consent agenda items are routine, non-exceptional items requiring Board approval though not necessarily Board discussion.



BOARD OF TRUSTEES

General Functions

Administration

Human Resources

Finance & Facilities

Policy & Education

7:00 P.M. BOARD OF TRUSTEE PUBLIC BUSINESS MEETING

- A. Call to Order
- B. Pledge of Allegiance
- C. Reading of Statement and Roll Call
- D. Public Comment on Agenda Items Public Agenda Tab
- E. Approval of Minutes of the April 30, 2015 Board Meetings Minutes Tab
- F. Student Production – Excerpt from RENT

- G. APPROVAL ITEMS
 - Consent Agenda Consent Agenda Tab
 - 2.1 Applications for Grants Grants Tab
 - 3.1 Approval of Human Resources Human Resources Tab
 - 4.1 Monthly Financial Report Finance Tab
 - 4.2 Purchases in Excess of \$34,100 and NJ Pay to Play bids, and Pursuant to the
NJ Pay to Play Process, in Excess of \$17,500 Finance Tab
 - 4.2a Change Order Request Finance Tab
 - 4.2b Open Invoice Payment Requests for Vendor, Student and
Employee Payments Finance Tab
- H. Additional Approval Items
 - 1. Lodging or Approval of Revisions to Board Policy 6.1002 Campus Sexual
Assault Victim's Bill of Rights Board Policy Tab
 - 2. Items removed from the consent agenda will be considered at this time.
- I. Public Comment
- J. Old/New Business
- K. Adjournment

4.1 *Monthly Financial Report*

Operating and payroll disbursements for the month ending March 31, 2015, were \$8,740,537.05.

The Monthly Financial Report contains summary information regarding all financial transactions of the College for the month of March. This report is submitted to the Board for information in accordance with Board policy and consists of the following schedules (enclosed):

1. Monthly Analysis of Change
2. Current Operating Budget Summary
3. Current Operating Income Summary
4. Cash & Investment Summary
5. Capital Commitment Summary
6. Capital Income Summary
7. Grant Summary

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at a meeting held May 11, 2015.

ENCL. NO 1

Brookdale Community College
Monthly Analysis of Change

	03/31/15	02/28/15	CHANGE
OPERATING EXPENDITURES *			
Educational Services Division	\$40,039,561	\$ 38,978,814	\$ 1,060,747
Benefits & General Institutional	14,972,628	13,835,872	1,136,756
Sub Total	55,012,189	52,814,686	2,197,503
All other divisions	19,180,010	19,305,295	(125,285)
Total Operating Expenses	74,192,199	72,119,981	2,072,218
OPERATING REVENUE			
Tuition	38,691,383	37,020,897	1,670,486
General Service Fees	4,361,629	4,169,232	192,397
Sub Total	43,053,012	41,190,129	1,862,883
State Appropriations	7,719,201	6,861,512	857,689
County Appropriations	15,020,264	13,351,346	1,668,918
All other revenue	9,314,977	8,442,761	872,216
Total Operating Revenue	75,107,454	69,845,748	5,261,706
CASH & INVESTMENTS			
Cash	13,701,705	6,104,703	7,597,001
Investments	4,000,000	6,000,000	(2,000,000)
Total Cash & Investments	17,701,705	12,104,703	5,597,001
CAPITAL EXPENDITURES *			
Renewals & Replacements	3,118,709	2,967,051	151,658
Minor Capital	4,304,074	4,269,951	34,123
Total Capital Expenses	7,422,783	7,237,002	185,781
CAPITAL REVENUE			
State	327,612	295,907	31,705
County	327,611	295,906	31,705
Other	5,220,680	5,035,402	185,278
Total Capital Revenue	5,875,903	5,627,215	248,688
GRANTS			
Federal Grants	1,845,437	1,723,626	121,811
State Grants	537,206	508,133	29,073
Other Grants	227,511	158,681	68,830
Total Grants	\$ 2,610,154	\$ 2,390,440	\$ 219,714

Note:

* Includes year-to-date actual and committed expenses.

Brookdale Community College
Operating Fund
Budget Summary Report
FY15

AS OF MARCH 31, 2015

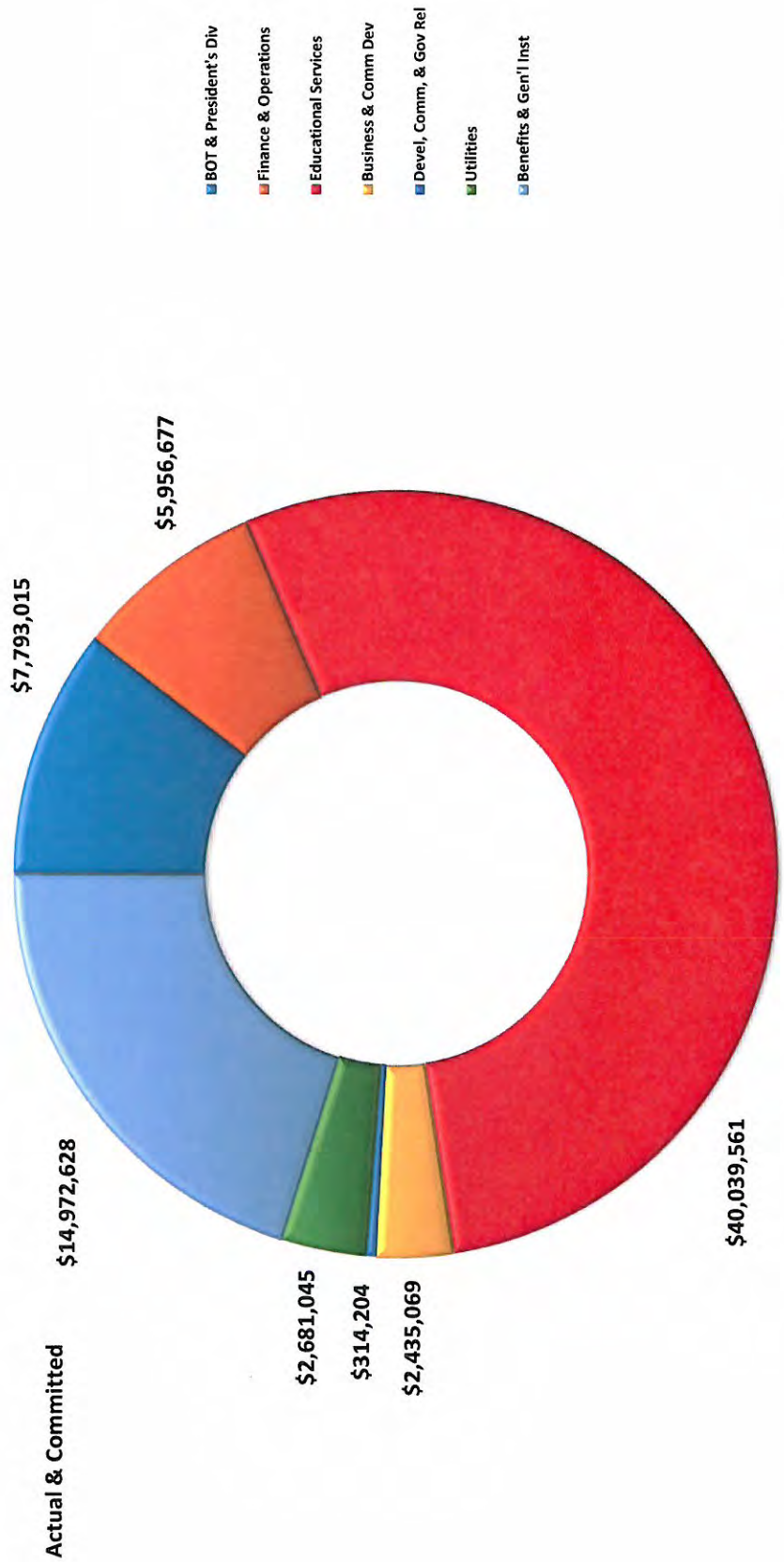
	BUDGET	ADJUST*	TOTAL AVAILABLE	YTD ACTUAL	COMMIT **	BALANCE
BOT & President's Div	\$ 7,852,035	\$ 30,694	\$ 7,882,729	\$ 5,975,159	\$ 1,817,856	\$ 89,714
Finance & Operations	6,680,062	22,681	6,702,743	4,669,071	1,287,606	746,066
Educational Services	43,383,882	(111,238)	43,272,644	29,987,152	10,052,409	3,233,083
Business & Comm Dev	2,825,071	(8,369)	2,816,702	1,996,971	438,098	381,633
Devel, Comm, & Gov Rel	507,767	(8,200)	499,567	234,427	79,777	185,363
Utilities	2,908,700	-	2,908,700	2,210,443	470,602	227,655
Bnfts & Gen'l Inst	23,559,886	74,432	23,634,318	14,313,236	659,392	8,661,690
Total	\$ 87,717,403	\$ -	\$ 87,717,403	\$ 59,386,459	\$ 14,805,740	\$ 13,525,204

Notes:

* Adjustments represent budget transfers between divisions for salary increases and departmental transfers.

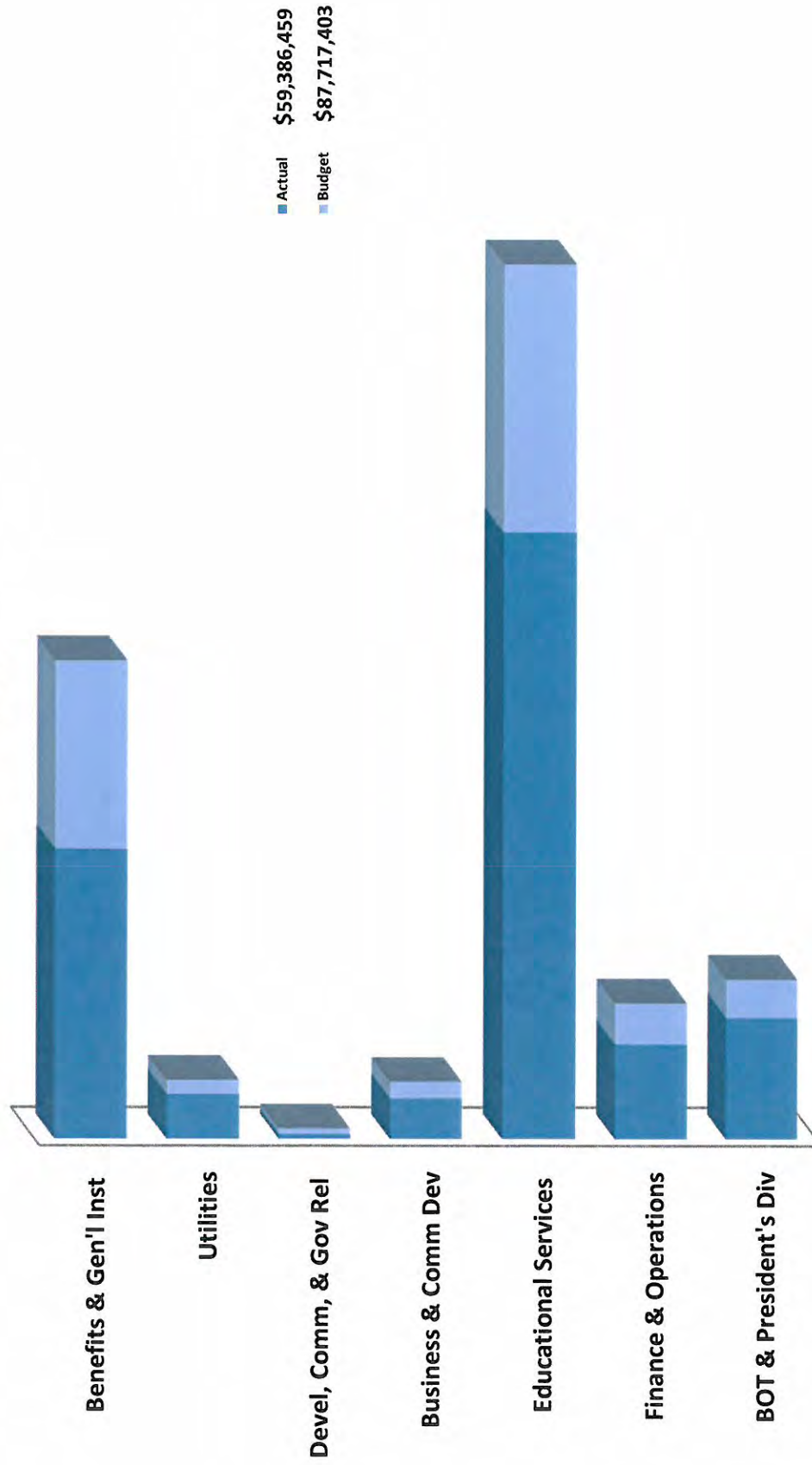
** Committed represents total funds encumbered for a good or service.

**Brookdale Community College
Operating Fund
As of March 31, 2015
FY15**



The overall FY15 projected operating budget is \$87,717,403; as of March 31, 2015, 84.6% or \$74,192,199 was spent and/or obligated.

**Brookdale Community College
Expenditures vs. Budget
As of March 31, 2015
FY15**

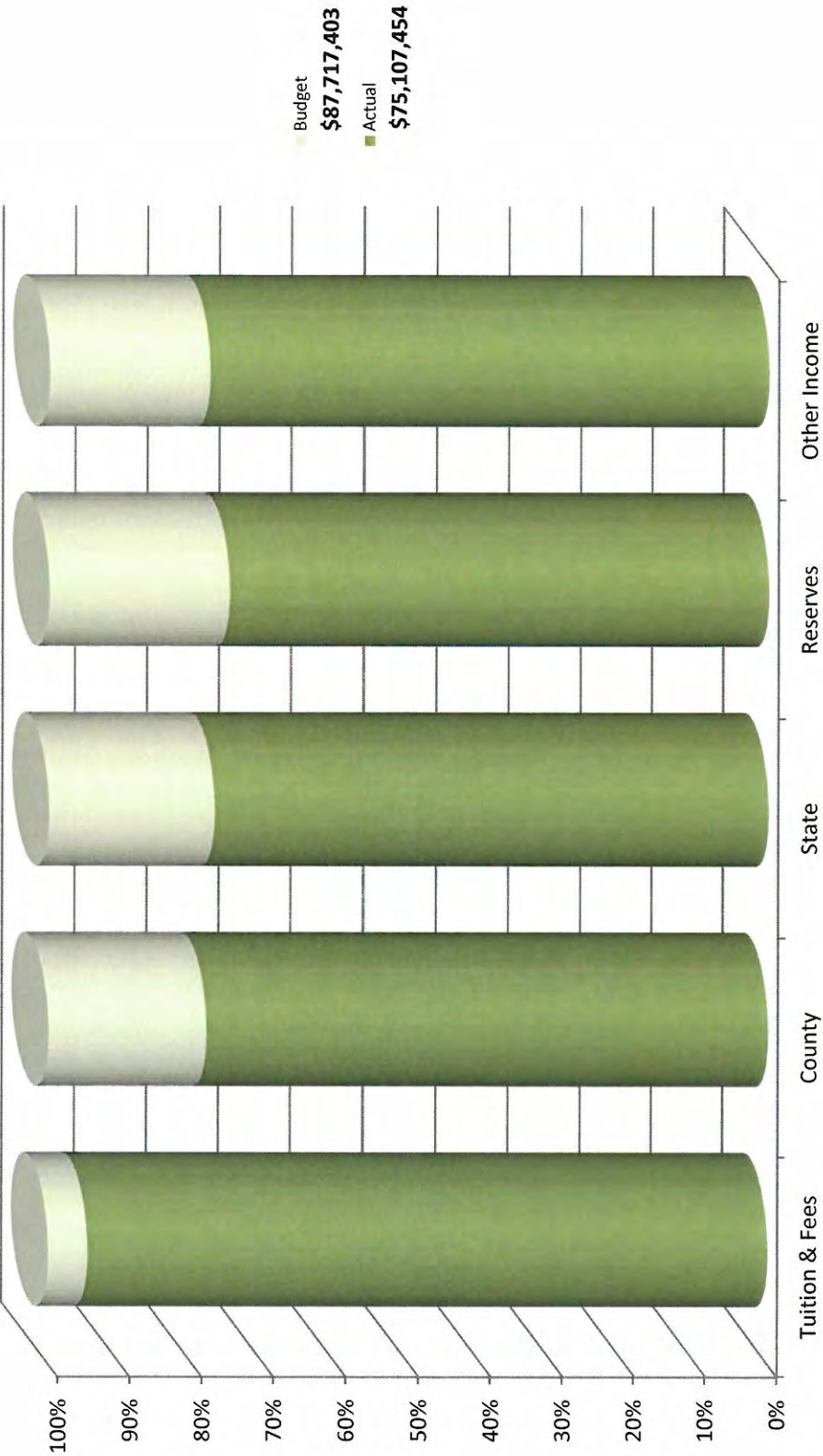


Brookdale Community College
Operating Fund
Income Summary Report
FY15

AS OF MARCH 31, 2015

	BUDGET	ADJUST	TOTAL AVAILABLE	YTD ACTUAL	BALANCE
State of New Jersey	\$10,293,332	\$ -	\$ 10,293,332	\$ 7,719,201	\$ 2,574,131
County of Monmouth	20,027,019	-	20,027,019	15,020,264	5,006,755
Student Tuition	40,948,750	-	40,948,750	38,691,383	2,257,367
General Service Fee	4,706,875	-	4,706,875	4,361,629	345,246
Other Student Fees	1,450,000	-	1,450,000	1,487,933	(37,933)
Business & Comm Dev	2,960,000	-	2,960,000	2,351,384	608,616
Approp from Reserve	6,356,427	-	6,356,427	4,767,320	1,589,107
Miscellaneous	975,000	-	975,000	708,340	266,660
Total	\$87,717,403	\$ -	\$ 87,717,403	\$ 75,107,454	\$ 12,609,949

Brookdale Community College
Operating Income
As of March 31, 2015
FY15



Brookdale Community College
Summary of Cash & Investments
FY15

AS OF MARCH 31, 2015

Cash:		
Operating	\$ 13,695,703.67	
Payroll	<u>6,000.87</u>	
	\$	13,701,704.54
Certificates of Deposit:		
	<u>4,000,000.00</u>	
	\$	<u><u>17,701,704.54</u></u>

Investment Details:

The College currently has two \$2M CDs, all for 12 month terms purchased between February 2015 and March 2015.

The two CDs are with First Choice Bank.

The rate is .80 percent

Interest at maturity totals \$32,000.

Total amount redeemed through March 31, 2015, is \$8,000,000 with earned interest of \$50,345.53.

ENCL. NO. 5

Brookdale Community College
Capital Fund
Budget Summary Report
FY15

AS OF MARCH 31, 2015

	BUDGET	ALLOCATED	ACTUAL & COMMIT	BALANCE
FY12 Chapter 12 Projects	\$ 5,233,820		\$ -	\$ 4,126,434
8120520 - Gorman Hall	-	410,951	185,897	225,054
8120530 - Energy Efficiency	-	237,507	206,292	31,215
8120535 - Window Replacement WM	-	214,525	214,525	-
8120540 - Megastructure Water Main	-	298,000	298,000	-
8120545 - Back Campus Walkway	-	1,500,363	84,700	1,415,663
8120550 - Wall Campus Expansion	-	1,800,000	117,972	1,682,028
FY13 Chapter 12 Projects	1,500,000	-	-	1,486,737
8130505 - Freehold Campus Parking Lot	-	310,000	4,213	305,787
8130510 - Freehold Campus Sprinkler	-	70,000	9,050	60,950
FY14 Chapter 12 Projects	4,250,000	-	-	4,250,000
FY15 Chapter 12 Projects*	3,200,000	-	-	3,200,000
FY15 Capital Projects	-	-	-	-
8102410 - ADA Compliance	323,372	-	7,605	315,767
8131005 - Higher Ed Bond Administration	12,000,000	-	-	12,000,000
8132450 - College GO Bond Match	3,374,648	-	890,292	2,484,356
8131010 - Equipment Leasing Fund (ELF)	2,727,303	-	-	2,727,303
8131015 - Hi Ed Technology Infrastructure (HETI)	1,160,562	-	-	1,160,562
8132455 - College HETI Match	1,160,562	-	-	1,160,562
8142425 - Fascia Project	113,018	-	113,018	-
8152405 - Poseidon	547,151	51,336	598,487	-
FY15 Infrastructure Projects	1,000,000	-	-	-
8152415 - General	-	969,677	358,335	611,342
8132416 - Central Utility Plant Roof	-	30,323	30,323	-
Renewals & Replacements	36,590,436	5,892,682	3,118,709	37,243,760
SLC/B4 Debt Service	1,135,547	-	1,006,295	129,252
Brookdale @ Freehold Debt Service	886,247	-	136,264	749,983
ELF Debt Services	-	46,839	27,479	19,360
Minor Capital	400,000	-	284,294	115,706
TIP	750,000	-	635,598	114,402
Student & BCD Tech Fee	2,271,094	-	2,214,144	56,950
Minor Capital	5,442,888	46,839	4,304,074	1,185,653
Total	\$ 42,033,324	\$ 5,939,521	\$ 7,422,783	\$ 38,429,413

* Pending Approval

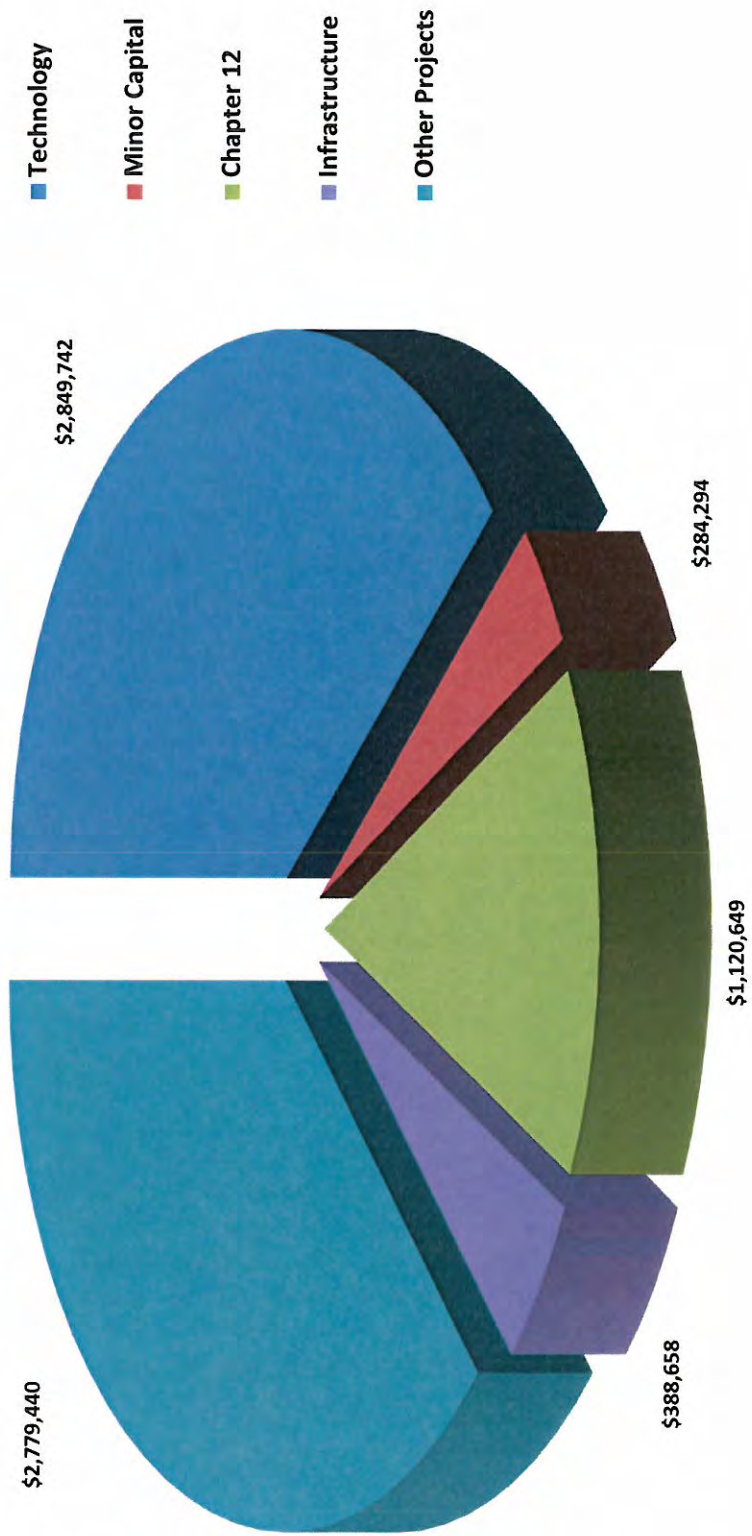
Brookdale Community College

Capital Fund

As of March 31, 2015

FY15

Actual and Committed



The overall FY15 capital budget is \$42,033,324; as of March 31, 2015, 17.7% or \$7,422,783 was spent and/or obligated.

Brookdale Community College
Capital Fund
Income Summary Report
FY15

AS OF MARCH 31, 2015

	BUDGET	ADJUST *	PROJECTED REVENUE	YTD ACTUAL	BALANCE
State of New Jersey	\$ 1,600,000	\$ 20,945,284	\$ 22,545,284	\$ 327,612	\$ 22,217,672
County of Monmouth	1,600,000	6,333,187	7,933,187	327,611	7,605,575
Other	6,442,888	5,111,965	11,554,853	5,220,680	6,334,173
Total	\$ 9,642,888	\$ 32,390,436	\$ 42,033,324	\$ 5,875,903	\$ 36,157,421

* Adjustments reflect prior year capital funding balances

Brookdale Community College
Grants
Budget Summary Report
FY15

AS OF MARCH 31, 2015

	BUDGET	ADJUST	FUNDS AVAILABLE	ACTUAL & COMMIT	BALANCE
Federal Grants					
Brookdale	\$ 3,481,701	\$ -	\$ 3,481,701	\$ 1,743,595	\$ 1,738,106
Subgrants	192,000	-	192,000	101,842	90,158
SUBTOTAL	3,673,701	-	3,673,701	1,845,437	1,828,264
State Grants	697,244	-	697,244	537,206	160,038
Other Grants	391,845	-	391,845	227,511	164,334
TOTAL	\$ 4,762,790	\$ -	\$ 4,762,790	\$ 2,610,154	\$ 2,152,636



BOARD OF TRUSTEES

General Functions

Administration

Human Resources

Finance & Facilities

Policy & Education

4.2 *Purchases in Excess of \$34,100 and New Jersey "Pay-to-Play" bids, and Pursuant to the New Jersey "Pay to Play" Process, in Excess of \$17,500*

Enclosed is a resolution with an attached list indicating proposed Public Contracts for Brookdale Community College in excess of \$34,100. These proposed contracts have been bid in accordance with "County College Contracts Law," N.J.S. Chapter 64A-Title 18A, and Board of Trustees' Policy No. 4.2000, are under State contract or are legal exceptions to the Public Contracts Law.

Also listed are bids and proposals over \$17,500 that met the New Jersey State "Pay-to-Play" Law, N.J.S.A. 19:44a-20.1 et seq., Chapters 51 and 271.

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at a meeting held May 11, 2015.

RESOLUTION

WHEREAS, County College Contracts Law, Chapter 64A, title 18A, requires Board approval for any purchase in excess of \$34,100, or purchases with a combined total in excess of \$34,100; and

WHEREAS, the New Jersey State “Pay-to-Play” Law, N.J.S.A. 19.44a-20.1 et seq, Chapters 51 and 271, requires Board of Trustee approval for any purchase over \$17,500, that is not awarded pursuant to a “fair and open” process; and

WHEREAS, the Vice President, Finance & Operations has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the vendor has completed and submitted a Political Contribution Disclosure, and a Business Entity Disclosure Certification; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file in the Purchasing Office with this resolution; and

WHEREAS, the Board of Trustees has reviewed the purchases on the list attached hereto and made a part hereof; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Brookdale Community College that Purchases as indicated on the attached list have been reviewed and the same are hereby approved.

Agenda for Purchases in Excess of \$34,100

May 19, 2015

* Estimated expense based on historical data

Board Item No.	Vendor/Contractor	Category / Description	Basis of Award	Amount of Purchase
Auxiliary				
1	Culinary Ventures Vending	Vending Snack, RFP No. 10-15 / Notice was sent to 6 vendors, received 1 reply. This is a 3 year contract with an option for a 4th and 5th year for vending services.	RFP	Revenue Minimum Guarantee \$60,000/year
Capital				
2	Pasco Scientific	Physics Apparatus / Exempt 18A:64A-25.9 (State Contract) and Exempt 18A:64A-25.5.a.(3) (Sole Source). This state contract is for the supply and delivery of a physics apparatus which will be used in the lab. This instructional equipment, which is funded by minor capital, will be used by students as a measuring device for mechanics, thermodynamics and waves, and electricity and magnetism for labs and experiments.	Exempt	\$ 24,862.45
3	Electro Maintenance Inc.	Electrical Services, Bid No. 14-28 / This contract is for electrical services to install new LED lights and mounting systems in the Collins Arena and BREC building. This contract is funded by Chapter 12.	Bid	\$ 71,573.00
Capital/IT				
4	CDW, LLC	Load Balancers / Exempt 18A:64A-25.5.b. (contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). This contract is for the supply and delivery of 2 load balancers through a co-op agreement with Middlesex Regional Educational Services Commission. This equipment will be used for the Office 365 Migration Project which will give authentication redundancy to Cloud users. This contract is funded by the IT capital budget.	Exempt	\$ 29,526.98
5	CollegeNet	Software Maintenance and Upgrade / Exempt 18A:64A-25.5.a.(19) (Proprietary Software). This contract is for the software maintenance and upgrade from R25 to 25Live which is a web-based scheduling and calendaring solution. This contract is funded by the IT capital budget.	Exempt	\$ 34,160.00

6	Perceptive Software	Image Now Software, Services and Maintenance / Exempt 18A:64A-25.5.a.(19) (Support and maintenance of proprietary software). This contract provides the college with software and technical services for ImageNow and CaptureNow users in Admissions and Records, Recruitment, Counseling, Human Resources and Finance & Operations for FY16. This contract is funded by the IT capital budget.	Exempt	\$	20,244.00
7	Hewlett Packard Company	Maintenance Support for Servers / Exempt 18A:64A.25.9 (State Contract). This state contract is for the maintenance support of HP servers for FY16, and is funded by the IT capital budget.	Exempt	\$	26,391.72
8	SHI International	Commvault Software Maintenance / Exempt 18A:64A-25.9 (State Contract). This state contract is for Commvault software maintenance for FY16, and is funded by the IT capital budget.	Exempt	\$	30,406.06
9	Ellucian	Ellucian Support Services and Partner Renewals / Exempt 18A:64A-25.5.a.(19) (Support and maintenance of proprietary software). This annual contract provides the College with Colleague software maintenance for the administrative software modules. It includes software upgrades on all listed (purchased) modules and telephone support. The upgrades will include yearly regulatory releases and functional improvements. This contract is funded by Student Tech fees.	Exempt	\$	427,969.00
10	Dell	Microsoft EES Agreement / Exempt 18A:64A-25.9 (State Contract). This state contract will provide the College with licensing for Microsoft Windows Operating Systems and support for Office Products, Visual Studio, Project Pro, server support software for Exchange, SQL, and Systems Management Servers for FY16. Purchasing the licenses as part of the MS Campus Agreement will reduce the cost of new systems by eliminating the procurement of software at the time of the hardware order. This contract is funded the IT operating budget.	Exempt	\$	82,575.71

11	Instructure, Inc.	Learning Management System (LMS), RFP 07-13 / This is the 3rd year of a 5 year contract for a hosted learning management system (LMS). The LMS is a critical system for the college and an integral part of its growth strategy. The LMS will support a range of applications that can supplement traditional classroom instruction, integrate into the College's online and face-to-face instruction, and deliver online courses and programs. This contract is funded by Student Tech fees.	RFP	\$	198,450.00	25
12	International Business Machines Corporation	Software License Subscription / Exempt 18A:64A-25.5.a.(3) (Sole Source). This contract is for the IBM SPSS Statistics Campus Edition license subscription and support for FY16. This contract is funded by Student Tech fees.	Exempt	\$	34,860.00	
13	Blackboard Inc. Transact	Maintenance Renewal, RFP No. 04-12 / This contract is for the maintenance renewal of hardware and software for the One Card System. This contract is funded by the IT capital budget.	RFP	\$	63,424.00	
Grants						
14	National Public Radio	Programming Services and Membership Fees / Exempt 18A:64A-25.5.a.(16) (Entertainment). This contract is for the payment of programming and interconnect fees and membership dues to the National Public Radio. The membership is used exclusively for the acquisition, production, promotion and distribution of national programming of high quality, diversity, creativity, excellence and innovation, with strict adherence to objectivity and balance of programs. This contract is funded by the Community Service grant.	Exempt	\$	36,076.00	
Operating						
15	Allied Oil, LLC	Unleaded 87 Octane Gasoline and Diesel Fuel / Exempt 18A:64A-25.9. (State Contract). This state contract is for the supply and delivery of unleaded gasoline and diesel fuel for FY16. This contract is funded by the Facilities budget.	Exempt	\$	40,000.00	*
16	Hilsen Pest Control, LLC	Pest Control Services, Bid No. 14-19 / This is the 2nd year of a 2 year contract for pest control services. This contract is funded by the Facilities budget.	Bid	\$	17,500.00	*

17	Somerset Plumbing Supply Company	Plumbing Supplies, Bid No. 14-17 / This is the 2nd year of a 2 year contract for the supply and delivery of plumbing supplies. This contract is funded by the Facilities budget.	Bid	\$	40,000.00	*
18	Northeast Roof Maintenance, Inc.	Roof Repairs, Bid No. 14-30 / This is the 2nd year of a 2 year contract for roof repairs. This contract is funded by the Facilities budget.	Bid	\$	75,000.00	*
19	Cooper Electric Supply Company	Electrical Supplies, Bid No. 14-29 / This is the 2nd year of a 2 year contract for the supply and delivery of electrical supplies. This contract is funded by the Facilities budget.	Bid	\$	40,000.00	*
20	Electro Maintenance Inc.	Electrical Time and Material, Bid No. 14-28 / This is the 2nd year of a 2 year contract for electrical time and material. This contract is funded by the Facilities budget.	Bid	\$	140,000.00	*
21	Greenleaf Landscape Systems & Services, Inc.	General Landscaping and Athletic Fields Landscaping Services, Bid No. 15-28 / Notice was sent to 14 vendors, received 2 replies. This is a 1 year contract with an option for a 2nd and 3rd year for general and athletic field landscaping services. This contract is funded by the Facilities and Athletics budgets.	Bid	\$	77,295.00	
22	Paper Mart, Inc. Paterson Card and Paper Company W.B. Mason Co., Inc. Xpedx, LLC	Printing Services Paper & Envelopes, Bid No. 15-29 / Notice was sent to 8 vendors, received 4 replies. This contract is for the supply and delivery of paper and envelopes for the period of July 1, 2015 through December 31, 2015. These contract are funded by the Printing Services' operating budget.	Bid	\$	35,000.00	*
23	W.B. Mason Co., Inc. Paper Mart, Inc.	Copy Paper and Recycled Paper, Bid No. 15-30 / Notice was sent to 9 vendors, received 5 replies. This contract is for the supply and delivery of copy paper and recycled paper for the New Jersey County College Joint Purchasing Consortium (NJCCJPC) for the period of July 1, 2015 through December 31, 2015. Brookdale Community College is the lead agency for the Consortium purchase. These contracts are funded by the Printing Services' operating budget.	Bid	\$	36,000.00	*

24	Rasix Computer Center Inc. dba Academic Supplier	HP Toner Cartridges, Bid No. 15-31 / Notice was sent to 21 vendors, received 5 replies. This is a 1 year contract with an option for a 2nd year for the supply and delivery of HP toner cartridges. This contract is funded by various operating budgets.	Bid	\$	50,000.00	*
25	CoreTranz Business Services	Use of Credit Card Services, Bid No. 15-32 / Notice was sent to 10 vendors, received 1 reply. This is a 1 year contract with an option for a 2nd year for the use of credit card services, which allows students to incur charges for tuition and fees for credit and non-credit courses, bookstore purchases and public events. This contract is funded by the operating budget.	Bid	\$	350,000.00	*
26	North American Communications Resource Inc.	Telecommunications System Maintenance Services, Bid No. 15-33 / Notice was sent to 18 vendors, received 2 replies. This is a 1 year contract for telecommunications system maintenance services. This contract is funded by the IT operating budget.	Bid	\$	108,750.00	
27	Blejwas Associates, Inc.	Air Filters, Bid No. 15-34 / Notice was sent to 12 vendors, received 3 replies. This is a 1 year contract with an option for a 2nd year for the supply and delivery of air filters. This contract is funded by the Facilities' budget.	Bid	\$	25,000.00	*
28	New Jersey City University	New Pathways Alternate Route Training Program / Exempt 18A:64A-25.5.b. (contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). Brookdale is a member of the New Pathways partnership with NJCU and 14 other NJ community colleges to provide K-12 teacher certification, education and training to students. Under the New Pathways program, the community colleges deliver the NJCU curriculum for two classes: Stage I and Stage II. Students may take the New Pathways courses on a non-credit basis or receive up to 15 graduate credits from NJCU. Brookdale pays a percentage of the tuition to NJCU on a per student basis. This contract is funded by OBCD's revenue generating programs.	Exempt	\$	22,000.00	*

29	World Instructor Training Schools	Fitness Training Program and Continuing Education Programs, RFP No. 09-15/ Notice was sent to 4 vendors, received 1 reply. This is a 1 year contract with an option for a 2nd year to provide curriculum and certification for a Personal Trainer Certification program and other fitness/wellness continuing education courses. This contract is funded by OBCD's revenue generating programs.	RFP	\$	20,000.00	*28
30	United Airlines	Airline Tickets for Short Term Program / Exempt 18A:64A-25.5.a.(23) (Expenses for travel or conferences). This contract is for the purchase of airline tickets for a faculty-led short term program to Hawaii. This contract is funded by student program fees.	Exempt	\$	17,656.96	
31	College Board	Powerfaids Software License and Accuplacer Tests / Exempt 18A:64A-25.5.a.(19) (Proprietary Software) and 18A:64A-25.5.b (contract entered into with the United States of America, the State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state of subdivision). The PowerFaids software license automates the entire financial aid process. The software manages student eligibility, verification, Pell Grant management, award packaging, loan origination, reporting and research. The latest federal rules are programmed into the software to ensure compliance with federal regulations. This contract is funded by Financial Aid's operating budget. The College Board also supplies the Testing Center with Basic Skills (Accuplacer) Placement tests which are required for all new degree students to measure their level of reading, writing and mathematics. This test is designed to assure that students are ready to perform college-level work. This contract is funded by the Testing Center's operating budget and is then assessed to the student.	Exempt	\$	44,400.00	*
				\$	35,600.00	
32	Winning Strategies Washington, LLC	Professional Representation with Federal Agencies, The U.S. Congress and the State of New Jersey, RFP No. 10-14 / This is the 2nd year of a 2 year contract for professional representation at the federal and state levels. This contract is funded by the General Institutional's operating budget.	RFP	\$	60,000.00	

33	Tuition Management Systems Inc.	Student Payment Plan Services, RFP No. 08-15 / Notice was sent to 5 vendors, received 2 replies. This is a 1 year contract with an option for a 2nd year for student payment plan services. This contract is funded by the General Institutional budget.	RFP	\$	375,000.00	*
34	See Attached for Details	Insurance Services Property & Liability, RFP No. 05-15 / Notice was sent to 15 vendors, received 5 replies. This is a 1 year contract with an option to renew a 2nd and 3rd year for property and liability insurance premiums. These contracts are funded by the General Institutional budget.	RFP	\$	824,764.00	
35	Powerhouse Signworks	Banners and Signage, Bid No. 15-26 / Notice was sent to 18 vendors, received 1 reply. This is a 1 year contract with an option for a 2nd year for the supply, delivery and installation of banners and signage for the marketing department. This contract is funded by the Institutional Marketing operating budget.	Bid	\$	20,000.00	*
36	Positive Expectations Cablevision Media Greater Media Newspapers Comcast Spotlight Inc. Titan 360	Student Recruitment Advertising / Exempt 18:64A-25.5.a.(20) (Recruitment and advertising). These contracts are for print, internet, outdoor and television recruitment advertising for FY16. These contracts are funded by the Institutional Marketing operating budget.	Exempt	\$	465,760.35	*
37	Parchment Inc.	eTranscript Services, RFP No. 06-15 / Notice was sent to 3 vendors, received 3 replies. This is a 2-year contract with an option for a 3rd and 4th year for transcript ordering and processing services. This contract is funded by student fee revenue.	RFP	\$	87,500.00	
38		Light Bulbs, Bid No. 15-35 / Notice was sent to 13 vendors, received 4 replies. Bid was rejected due to changes in the bid specifications.				

****Unless otherwise exempt, bids were publicly advertised according to law.**

COVERAGE	Comment	CURRENT PROGRAM	RECOMMENDED PROGRAM	
			- Package & UMB with Phila. & Chartis / Borden Perlman - Police with Darwin / True & Assoc. - Media and with CNA / True & Assoc. - Info. Sec. & Privacy with Beazley / Balken - Environmental with G.A. / True & Assoc.	
Real & Personal Property	Phila.	\$ 647,740 \$5,000 ded.	\$ 660,800 \$5,000 ded.	
Equipment Breakdown	Phila.	Included \$5,000 ded.	Phila. Included \$5,000 ded.	
EDP Equipment and Media	Phila.	Included \$1,000 ded.	Phila. Included \$1,000 ded.	
Valuable Papers and Records	Phila.	Included	Phila. Included	
Crime	Phila.	Included	Phila. Included	
\$1,000,000 Faithful Performance				
\$500,000 Forgery & Alteration				
\$140,000 Money & Securities				
\$1,000,000 Computer Fraud				
\$1,000,000 Funds Transfer Fraud		not covered	not covered	
\$5,000 M.O. and Counterfeit				
\$25,000 K & R				
Business Income (Tuition Fees) Rental Value & Extra Exp.	Phila.	Included	Phila. Included	
Ordinary payroll unlimited or 180 days		Included	Included	
Commercial General Liability	Phila.	Included	Phila. Included	
Business Auto	Phila.	Included	Phila. Included	
\$1,000,000 Liability				
Comprehensive \$500 Deductible				
Collision \$1,000 Deductible				
Police Professional Liability \$1,000,000/\$1,000,000 Limit, \$5,000 Deductible	Darwin	\$ 18,208	Darwin \$ 18,210	
Umbrella and Excess Liability \$30,000,000 Limit	Phila. And Chartis	\$ 65,604	Phila. And Chartis \$ 65,606	
Allied Health Professional Liability \$1,000,000 Limit Excess applies ?	Phila. Yes \$15mil.	Included	Phila. Yes \$15mil. Included	
Information Security and Privacy Liability Limits \$250K and \$1,000,000, Deductibles \$10K and \$25K	ACE	\$ 20,565	Beazley \$ 21,016 includes optional end't	
Broadcasters and Publishers Liability \$1,000,000 Limit	CNA \$1K Ded.	\$ 1,852	CNA \$1K Ded. \$ 2,049	
Environmental Liability \$10,000,000/\$10,000,000 Limit, \$50,000 Deductible	Lexington	\$ 15,836 10 YEAR POLICY; ANNUAL SHOWN	Great American \$ 57,082 5 year option -PREPAID	
Total		\$ 769,806	\$ 824,764	

Educators Legal/EPL is not included - PENDING

NOTE: The current environmental premium is annualized.

The recommendation is based on a 5 year policy term which is prepaid so full 5 year premium is shown.

**BOARD OF TRUSTEES**

General Functions

Administration

Human Resources

Finance & Facilities

Policy & Education

4.2a *Change Order Request Report*

The Change Order Request Report contains summary information and a resolution for increases to existing Blanket Purchase Orders.

This report is submitted to the Board of Trustees to provide background information to enable the approval of the change requests.

Additional details for these proposed purchases are available in the Purchasing Office for review by the Board of Trustees.

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at a meeting held May 11, 2015.

May 19, 2015: Vice President, Finance & Operations, Maureen Lawrence
RES150019

RESOLUTION

WHEREAS, County College Contracts Law, Chapter 64A, title 18A, requires Board approval for any purchase in excess of \$34,100, or purchases with a combined total in excess of \$34,100; and

WHEREAS, College policy requires Board approval for a change in contractual terms to any previously Board approved purchase, and

WHEREAS, the Board of Trustees has reviewed the purchase on the list attached hereto and made a part hereof; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Brookdale Community College that Purchases as indicated on the attached list have been reviewed and the same are hereby approved.

Brookdale Community College
Increases to Existing Blanket POs and Purchase Orders
May 19, 2015

	Vendor Name	Description	Contract Award	Change Orders Approved	Current Contract Value	Proposed C/Os	Contract Total	Proposed % Increase
1	Hillcrest Paving & Excavating Inc.	Increased snow removal services due to inclement weather	\$ 350,000.00	\$ -	\$ 350,000.00	\$ 64,564.25	\$ 414,564.25	18%
2	Cooperative Communications, Inc.	Additional services and unforeseen taxes and charges regulated by the FCC	\$ 53,732.00	\$ -	\$ 53,732.00	\$ 22,000.00	\$ 75,732.00	41%
3	Jewel Electric Supply Company	Additional purchases for campus wide bulb replacement	\$ 33,000.00	\$ -	\$ 33,000.00	\$ 12,000.00	\$ 45,000.00	36%
4	Electro Maintenance Inc.	Increased services for general electrical maintenance	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 30,000.00	\$ 130,000.00	30%
5	Fire Security Technologies Inc.	Increased services for alarm systems maintenance and repairs	\$ 73,105.00	\$ -	\$ 73,105.00	\$ 10,000.00	\$ 83,105.00	14%
6	Pilot Electric Co., Inc.	Additional purchases of pump parts, motors and belts for repairs	\$ 42,000.00	\$ -	\$ 42,000.00	\$ 10,000.00	\$ 52,000.00	24%
			<hr/>		<hr/>	<hr/>	<hr/>	
			\$ 651,837.00		\$ 651,837.00	\$ 148,564.25	\$ 800,401.25	

**BOARD OF TRUSTEES**

General Functions

Administration

Human Resources

Finance & Facilities

Policy & Education

4.2b *Payments to
Vendors, Students, and Employees*

Payments to vendors, students, and employees are contained in this report as summary information for all payment transactions of the College including payments made on previously approved purchase orders. This report serves as background information for the transactions.

Additional documentation for payments is available in the Accounts Payable Department.

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at a meeting held May 11, 2015.

Brookdale Community College
Paid Invoice Register
May 19, 2015

	Student	Vendor	Employee	Totals
ASBCC	\$ 697.80	\$ 55,513.25	\$ 4,333.13	\$ 60,544.18
Athletics	-	39,142.57	9,830.00	48,972.57
Bookstore	-	30,514.66	-	30,514.66
College	6,900.00	1,549,129.44	32,593.01	1,588,622.45
OBCD	280.86	32,520.56	515.80	33,317.22
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 7,878.66	\$ 1,706,820.48	\$ 47,271.94	\$ 1,761,971.08
	<hr/>	<hr/>	<hr/>	<hr/>



BOARD OF TRUSTEES

General Functions

Administration

Human Resources

Finance & Facilities

Policy & Education

7:00 P.M. BOARD OF TRUSTEE PUBLIC BUSINESS MEETING

- A. Call to Order
- B. Pledge of Allegiance
- C. Reading of Statement and Roll Call
- D. Public Comment on Agenda Items Public Agenda Tab
- E. Approval of Minutes of the April 30, 2015 Board Meetings Minutes Tab
- F. Student Production – Excerpt from RENT

- G. APPROVAL ITEMS
 - Consent Agenda Consent Agenda Tab
 - 2.1 Applications for Grants Grants Tab
 - 3.1 Approval of Human Resources Human Resources Tab
 - 4.1 Monthly Financial Report Finance Tab
 - 4.2 Purchases in Excess of \$34,100 and NJ Pay to Play bids, and Pursuant to the
NJ Pay to Play Process, in Excess of \$17,500 Finance Tab
 - 4.2a Change Order Request Finance Tab
 - 4.2b Open Invoice Payment Requests for Vendor, Student and
Employee Payments Finance Tab
- H. Additional Approval Items
 - 1. Lodging or Approval of Revisions to Board Policy 6.1002 Campus Sexual
Assault Victim's Bill of Rights Board Policy Tab
 - 2. Items removed from the consent agenda will be considered at this time.
- I. Public Comment
- J. Old/New Business
- K. Adjournment

BROOKDALE COMMUNITY COLLEGE
Board of Trustees
Workshop Meeting

Thursday, April 30, 2015

Brookdale Community College
Lincroft Campus – Student Life Center – Navesink Rooms
765 Newman Springs Rd.
Lincroft, New Jersey 07738

- A. Chair Guzzo called the meeting to order at 5:42 PM
- B. Ms. Gruskos then read the following statement: “In compliance with the Open Public Meetings Act, N.J.S. 10:4-6 et seq., advance written notice of this meeting of the Board of Trustees was provided in the following manner:
1. On April 28, 2015, advance written notice of this meeting was posted at Brookdale Community College on the first floor of the Brookdale Administrative Center.
 2. On April 28, 2015, advance written notice of this meeting was emailed to *The Asbury Park Press and the Star Ledger*.
 3. On April 28, 2015, advance written notice of this meeting was filed with the Clerk of the County of Monmouth.”

Roll Call:

Present:	Ms. Abby-White	Ms. Campbell
	Mr. Crupi	Mr. DiBella
	Mr. Karcher	Chair Guzzo
	Dr. Murphy	Mr. Golum, College Counsel
		Recorder: Ms. Gruskos
Absent	Dr. Cram	Mr. Dalton
	Mr. Flaherty	Mr. McConnell
	Mr. Tolchin	
*phoned in via conference call.		

- C. It was **MOVED** by Trustee DiBella and seconded by Trustee Campbell that the following resolution be approved.

WHEREAS, the Board of Trustees of Brookdale Community College proposes to discuss the following subjects: Litigation: BCC vs Frank Lawrence; Litigation: ACE Insurance Company; Litigation: Wall Campus removal of debris; Human Resources; and College Counsel matters.

WHEREAS, the Board of Trustees has determined that within the provisions of Subsection 7(b) of the Open Public Meetings Law, the public should be excluded from the discussion of said subjects;

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Brookdale Community College that a meeting of said Board shall be held, at which the public shall be excluded, on Thursday, April 30, 2015 at approximately 5:45 p.m. for the purpose of discussing Litigation: BCC vs Frank

Lawrence; Litigation: ACE Insurance Company; Litigation: Wall Campus removal of debris; Human Resources; and College Counsel matters.

BE IT FURTHER RESOLVED that the discussions on Litigation, Human Resources and College Counsel matters can be disclosed to the public when the matters have been concluded.

Motion carried by the following vote:

AYES: Trustees Abby-White, Campbell, Crupi, DiBella, Karcher and Chair Guzzo

NAYS: None

ABSTENTIONS: None

- D. Ms. Gruskos stated that no action will be taken on any of the items discussed in closed session tonight.

A motion was made by Trustee DiBella and seconded by Trustee Campbell to re-open the meeting to the public at 7:25 PM.

Motion carried by the following vote:

AYES: Trustees Abby-White, Campbell, Crupi, Dalton, DiBella, Karcher, McConnell and Chair Guzzo

NAYS: None

ABSTENTIONS: None

- E. Dr. Les Richens introduced himself and provided his career and educational background. Dr. Richens is serving as the Interim Executive Superintendent of Monmouth County Schools

Mr. Golum swore Dr. Richens in as a member of the Brookdale Community College Board of Trustees.

- F. Board Self-Evaluation – Chair Guzzo encouraged 100% participation of the self-evaluation. The survey link will be issued on May 13 and deadline is May 20. Trustee Abby-White stated that the results will guide the planning and focus of the retreat.

- G. President's Evaluation – Trustee Abby-White reported that the evaluation will be online by private link on June 12 and will be due back June 26. Chair Guzzo encouraged 100% participation

- H Review and Adoption of Consent Agenda and Business Meeting Agenda

A motion was made by Trustee DiBella and seconded by Trustee Campbell to adopt the consent agenda and business meeting agenda.

Motion carried by the following vote:

AYES: Trustees Abby-White, Campbell, Crupi, Dalton, DiBella, Karcher, McConnell, Richens and Chair Guzzo

NAYS: None

ABSTENTIONS: None

- I. Report from the Board Committees and Liaisons

Committee Reports were not reviewed due to time constraints.

J. Review of Consent Agenda and Business Meeting Agenda: Chair Guzzo asked the Trustees if there was any item to be removed from the consent agenda for discussion or separate vote.

Ms. Lawrence pulled item 1 from 4.2, Blackboard Inc. and it will be tabled to the May meeting.

K. Chair Guzzo congratulated Paul Geissler who was elected by his peers as the 2015-2016 Graduate Trustee.

L. Brookdale's Marketing and Advertising Strategy – Executive Director of College Relations, Ms. Avis McMillon and Social Media/Advertising Administrator, Ms. Christine Busacca, presented the Marketing and Advertising Strategy for FY16 and how it supports the institutional priorities set by the board. The presentation included the following:

- The goals of the integrated marketing and advertising campaign
- Our target markets
- Public relations efforts which support the integrated message; 250 press mentions since late October
- Our advertising strategy, our media outlets, our historical advertising dollar breakdowns by fiscal year, our proposed FY16 advertising dollar breakdown, and how they track marketing effectiveness via online analytics, surveys and focus groups(perceptions of our ads).
- Participants of the recent email survey reported that:
 - 75% were familiar with the marketing campaign
 - 92% have seen Brookdale ads
 - 33% were influenced by the ads to enroll
 - 47% said their perception of Brookdale changed because of the ads
 - 60% reported the ads impacted their perception of Brookdale positively
- Recruiter CRM as a possible solution to tracking marketing initiatives in the future; Recruiter would also have positive impact on recruitment and the admissions process.

Trustees held a discussion on the advertising strategy and budget and they had differing opinions:

Trustee DiBella expressed his concerns with the effectiveness of our marketing campaign to increase enrollment and suggested that we scale back the advertising budget to \$250,000; in addition, he suggested we bring in an outside team to work directly with our College Relations Department.

Trustee Karcher supports the advertising budget for FY16 and believes the integrated marketing campaign has had a positive impact on the image of Brookdale.

Trustees Abby-White supports the integrated marketing campaign and specifically the strategy to target our nontraditional students in career retraining; she is concerned that if our advertising budget is reduced that the result may be decreased enrollment which could have a disastrous effect on our overall budget.

Trustee Richens commented that budgetary decisions can be difficult, and he would support reducing the advertising budget to instead fund our academic initiatives.

Trustee Crupi shared his concerns that cutting the budget could have adverse results and we need more information to make an informed decision.

Trustees also discussed the consequences of holding off on approving the advertising budget; as well as shortening the contract period for our media outlets.

M. Review of Consent Agenda and Business Agenda

Chair Guzzo removed item 14, Advertising Budget of the 4.2 from the consent agenda and recommended that it be tabled to the May meeting.

N. A motion was made by Trustee DiBella and seconded by Trustee Richens to close the Workshop meeting.

Motion carried by the following vote:

AYES: AYES: Trustees Abby-White, Campbell, Crupi, Dalton, DiBella, Karcher, McConnell, Richens and Chair Guzzo

NAYS: None

ABSTENTIONS: None

The Workshop was adjourned at 8:45 PM.

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Maureen Murphy', with a large, stylized initial 'M'.

Maureen Murphy, Ph.D., Secretary

BROOKDALE COMMUNITY COLLEGE

Board of Trustees Public Business Meeting

Thursday, April 30, 2015
 Brookdale Community College
 Lincroft Campus – Student Life Center – Navesink Rooms
 765 Newman Springs Road
 Lincroft, NJ 07738

- A. Chair Guzzo called the meeting to order at 8:45 P.M. and the group made the Pledge of Allegiance.
- B. Ms. Gruskos then read the following statement: “In compliance with the Open Public Meetings Act, N.J.S. 10:4-6 et seq., advance written notice of this meeting of the Board of Trustees was provided in the following manner:
1. On April 28, 2015, advance written notice of this meeting was posted at Brookdale Community College on the first floor of the Brookdale Administrative Center.
 2. On April 28, 2015, advance written notice of this meeting was emailed to *The Asbury Park Press* and the *Star Ledger*.
 3. On April 28, 2015, advance written notice of this meeting was filed with the Clerk of the County of Monmouth.”

Roll Call:

Present:	Ms. Abby-White	Ms. Campbell
	Mr. Crupi	Mr. Dalton*
	Mr. DiBella(Left meeting at 9 PM)	Mr. Karcher
	Mr. McConnell	Dr. Richens
	Chair Guzzo	
	Dr. Murphy	Mr. Gollum, College Counsel
		Recorder: Ms. Gruskos
Absent	Dr. Cram	Mr. Flaherty
	Mr. Tolchin	
*phoned in via conference call.		

C.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Committee Assignments: Chair Guzzo announced that Trustee Karcher resigned from the Governance meeting and he accepted his resignation. He appointed Vice Chair Abby-White to serve on the Governance committee as a full voting member after a full discussion of the board.		Vice Chair Abby-White accepted the position.

<p>Public Comment on Agenda Items:</p> <p>Professor Jack Ryan urged the Trustees to change their current legal counsel based on his opinion of poor legal advice given during the legal proceedings of former employee, Frank Lawrence. He provided the Trustees with the articles and testimony of the court case to Ms. Gruskos.</p> <p>Professor Brandon Gramer, representing the Faculty Association, thanked the board for this tradition of faculty promotion and encouraged this process to be continued.</p>		
<p>Approval of all Minutes, March 26, 2015</p>	<p>A motion to approve all minutes from the March 26, 2015 meeting was made by Trustee Crupi and seconded by Trustee DiBella.</p> <p>AYES: Trustees Abby-White, Campbell, Crupi, Dalton, DiBella, Karcher, and Chair Guzzo NAYS: None ABSTENTIONS: Trustees McConnell and Richens</p>	
<p>Faculty Tenure and Promotion:</p> <p>Professor, Cathy Blackburn, Chair of the College Wide Promotion Committee thanked the Board of Trustees and Dr. Murphy for supporting the promotion of 14 Faculty and 6 Instructors to tenure. She provided an overview of the highly competitive and rigorous process of faculty tenure and promotion</p> <p>Two Promoted Faculty members, Professor Celese Chirichello, Interior Design and Professor George Reklaitis, History, represented their colleagues by sharing the highlights of the learning process here at Brookdale Community College...</p>		<p>Dr. Fulton recognized each recipient of faculty promotion or tenure.</p>
<p>Professional Staff Association Performance Recognition – Chair Guzzo acknowledged and congratulated the 4 recipients of the</p>		

<p>Professional Staff Association Performance Recognition Award.</p> <p>Helen Vota, President of the Professional Association, provided historical information of this rigorous peer driven program which was implemented with prior board support in 2005 to recognize high achieving employees, and thanked the board and President for the support of this program.</p> <p>Two recipients, Lisa Savage and Mary Ann Kerwin shared their enthusiasm and accomplishments and as a result how they support student success in their particular positions.</p>		
<p>Consent Agenda: Items 1 and 14 were pulled from Finance 4.2</p>	<p>A motion was made to approve the consent agenda with items 1 and 14 of the 4.2 pulled by Trustee Campbell and seconded by Vice-Chair Abby-White.</p> <p>AYES: Trustees Abby-White, Campbell, Crupi, Dalton, Karcher, McConnell, Richens, and Chair Guzzo NAYS: None ABSTENTIONS: None-</p>	
<p>Approval of Authorization to Seek FY16 12 Funding – Materials provided at meeting.</p>	<p>A motion was made to approve the authorization to seek FY16 Chapter 12 Funding by Vice-Chair Abby-White and seconded by Trustee McConnell.</p> <p>AYES: Trustees Abby-White, Campbell, Crupi, Dalton, Karcher, McConnell, Richens and Chair Guzzo NAYS: None ABSTENTIONS: None</p>	
<p>Table Item 14 of the Finance 4.2 – FY 16 Student Recruitment Advertising</p>	<p>A motion to table FY16 budget for student recruitment advertising</p>	

	<p>(item 14 of the Finance 4.2) was made by Trustee Crupi and seconded by Trustee McConnell.</p> <p>AYES: Trustees Abby-White, Campbell, Crupi, Dalton, Karcher, McConnell, Richens and Chair Guzzo NAYS: None ABSTENTIONS: None</p>	
<p>Public Comment:</p> <p>Ms. Geanna Merola, Professor of Photography, encouraged the board to garner support from the Freeholders to gain back the financial support we need to support innovation and educational excellence at Brookdale.</p> <p>Ms. Helen Vota spoke in support of Dr. Murphy's effective leadership abilities based on her accomplishments as President since 2012, her daily commitment and engagement with our students, faculty and staff and a true passion for our student's success. Ms. Vota challenged the board to be truly engaged in thoughtful planning for the future of the college and to trust and empower Dr. Murphy to do her job so that she wants to stay and see this reorganization through. She asked them to consider the consequences of the resulting turmoil and instability that will ensue at the college if Dr. Murphy should depart.</p> <p>Professor Barbara Gonas encouraged the Board and President to respect the Faculty; it is the Faculty who ultimately inspire, motivate, care and educate our students.</p>		
Old/New Business – No comment		

- D. It was MOVED by Trustee Richens and seconded by Trustee Campbell that the meeting be adjourned at 10:15 PM. Approval was unanimous.

Respectfully submitted



Maureen Murphy, Ph.D., Secretary


BOARD OF TRUSTEES

General Functions

Administration

Human Resources

Finance & Facilities

Policy & Education

Consent Agenda
Consent Agenda Tab

2.1 Applications for Grants	Grants Tab
3.1 Approval of Human Resources	Human Resources Tab
4.1 Monthly Financial Report	Finance Tab
4.2 Purchases in Excess of \$34,100 and NJ Pay to Play bids, and Pursuant to the NJ Pay to Play Process, in Excess of \$17,500	Finance Tab
4.2a Change Order Request	Finance Tab
4.2b Open Invoice Payment Requests for Vendor, Student and Employee Payments	Finance Tab



BOARD OF TRUSTEES AGENDA

1 General Functions

2 Administration

3 Human Resources

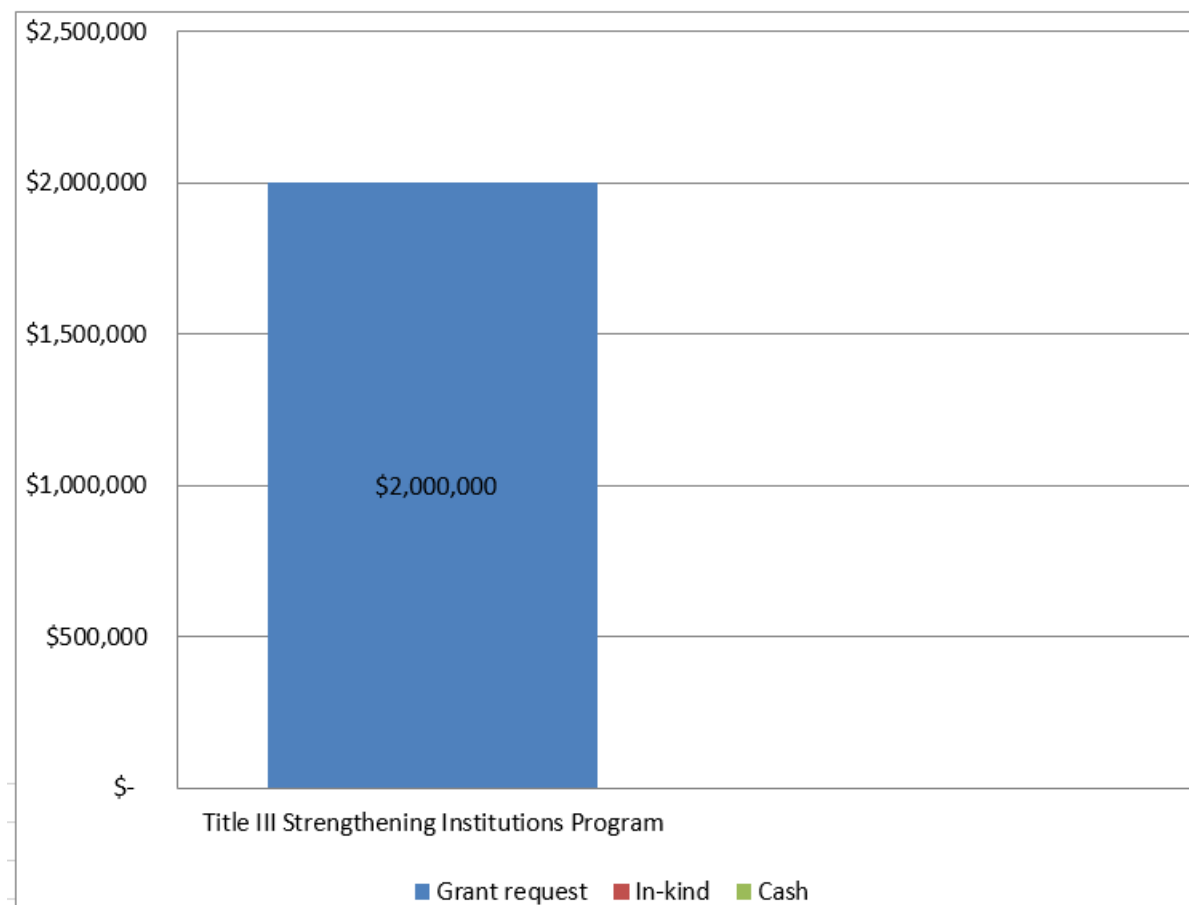
4 Business & Finance

2.1 Application for Grants

Executive Summary

Grant Request and College Contribution Analysis

	Grant request	In-kind	Cash	Total
Title III Strengthening Institutions Program	\$ 2,000,000	\$ -	\$ -	\$ 2,000,000
				\$ 2,000,000





BOARD OF TRUSTEES AGENDA

- 1 General Functions
- 2 Administration**
- 3 Human Resources
- 4 Business & Finance

Title III Strengthening Institutions Program

Brookdale plans to submit a proposal to The US Department of Education, Office of Postsecondary Education, under its Title III Strengthening Institutions Program (SIP). Title III enables institutions of higher education to expand their capacity to serve low-income students by providing funds to improve and strengthen the institution's academic quality and institutional management.

Funding will enable the College to implement the Success Re-imagined Initiative which is a direct result of the comprehensive institutional analysis that culminated in the President's Jubilee Commission report and the associated One Stop Student Success and First Semester Experience studies. The goals of Success Re-imagined include: 1) strengthen support for entering students through the use of technology and early academic and career goal setting; 2) create clear guided pathways to assist students as they move through their student experience; and 3) promote intensive student engagement, have been designed to systematically guide the college to effective and sustainable solutions to improved student success, retention, and completion.

A Title III implementation team, led by David Stout, Dean-Enrollment Development & Student Affairs, will be named to administer the program.

The total grant amount requested will average approximately **2 million**.

Recommendation:

The President recommends that the Board of Trustees approve submission of the grant applications listed.

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

3.1 Human Resources Recommendations

Hires, Change of Status & Separations - This month there are a total of 243 recommended items. A summary of the action items is listed below with supporting documentation attached.

A. Hires	Recommendations
Faculty	1
Support Staff	1
B. Reappointment of Administrators	123
C. Change of Status	Recommendations
Faculty	1
Administrative	15
Support Staff	86
D. Separations	Recommendations
Faculty	1
Administrative	3
Support Staff	10
E. Provisional Separations	
Administrative	2

BOARD OF TRUSTEES

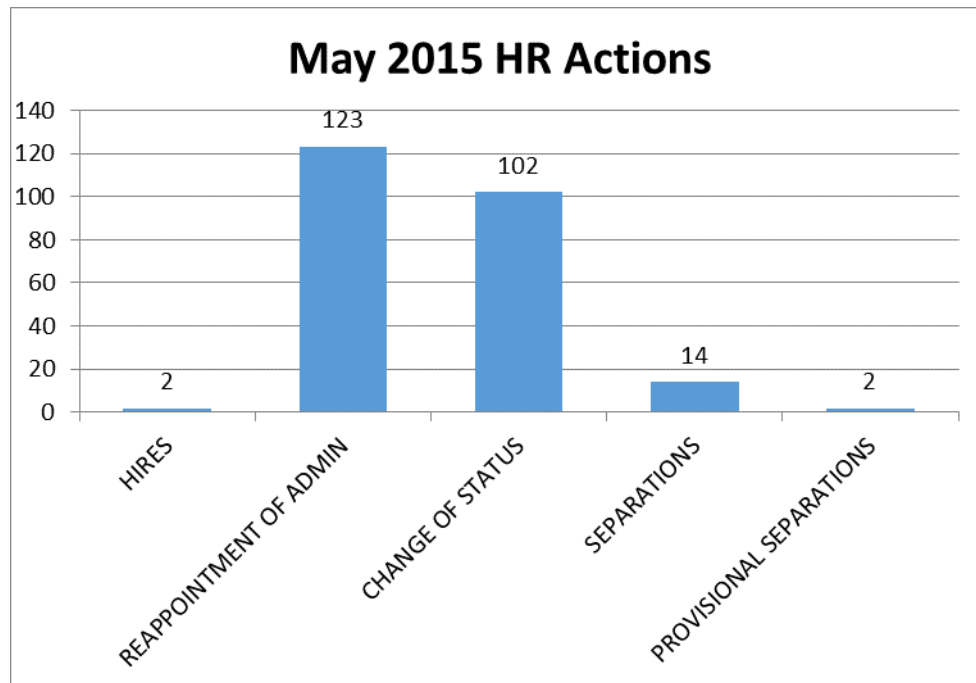
General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education


A. HIRES
FACULTY

1. Name: Mara McAuley
Department: Allied Health
Position: Instructor, HIT
Salary: \$53,627
Effective: 9/1/15

FACULTY DEGREE SUMMARY

Baccalaureate

1

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

SUPPORT STAFF

1. Name: Michael Nolan
 Department: Mathematics
 Position: Academic Tutor, 10-month position
 Salary: \$34,774
 Effective: 9/1/15

B. REAPPOINTMENT OF ADMINISTRATORS WITH NO CHANGE OF STATUS

This year, annual contracts are to be issued to 123 administrators. Some titles/department names may change through reorganization.

Grant-funded Administrators
Grant-funded through 9/30/15

Canonico, Kelly	Director-CPS Education Grant	Continuing & Professional Studies
LaPorta, Anne	Job Developer	Continuing & Professional Studies

Grant-funded through 12/31/15

DeLucia, Pasqualina	Assistant Director-Small Business Development	Small Business Development Center
Mejias-Fuertes, Jackeline	Director-Small Business Development	Small Business Development Center

Pending Grant-funding through 6/30/16

Holliday, Eve	Program Assistant-Displaced Homemakers Services	Displaced Homemaker Programs
Messere, Rose	Coordinator-Career Services	Career Services
Salka, Laurie	Program Admin.-Displaced Homemaker Services	Displaced Homemaker Programs

Non-Grant-funded Administrators

Alaia, Emily	Payroll Administrator	Finance & Operations
Alfieri, Ann Marie	Confidential Administrative Assistant II	HECs & K-16 Partnerships
Almeida, Deborah	Manager-Accounts Payable & Special Projects	Finance & Operations
Anderko, Reve	Admissions Representative	Admissions & Registration
Arnold, Karyn A	Associate Director-Financial Aid	Financial Aid
Austin, Peggy A	Evening Campus Administrator	Freehold Campus
Bastedo, Donna	Student Services Generalist	Freehold Campus
Bender, Laurie K	Director-Marketing, Website & Creative Services	College Relations
Brennan, Thomas S	Manager-Radio Station	Radio Station
Brown, Richard L	Supervisor-Printing Services	Print Shop
Brutsman, Lauren	Assistant Director-Student Life & Activities	Student Life & Activities

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

Burkhard, Mary Jo
 Busacca, Christine
 Cannon-Harris, Sondra E.
 Caruso, Joseph A
 Cheremisinoff, Laura M
 Ciano, Billie G
 Cohen, Herbert A.
 Cosme, Kevin
 Cuddy, Donna J
 Curto, Stephen A
 Daniels, Dale F
 DeDomenico, Stephen
 Deignan, Elizabeth
 DeLosSantos, Vivian
 DeMichael, Denise A
 DeStefano, Michael
 DeVoe, William
 Donovan, Jill S.
 Dudick, Hilda A
 Dyson, Gloria C
 Edward, Katherine A
 Ehret, Mary A
 Episcopia, James M
 Eyerman, Lynn A
 Fitzpatrick, Allison M.
 Fitzsimmons, Stephanie
 Flood, Anna
 Francis, Robert L
 Glazewski, Eleanor J
 Gruskos, Cynthia B
 Halpin, Michael K
 Henn, Patricia A
 Heumiller, Keith G
 Heuser, Kimberly A
 Jackson, Dinneen M
 Jeune, Christopher A
 Johnson, Edward D
 Jordan, Jennifer M
 Kane, Noreen
 Kaufman, Synde
 Kelly, Elizabeth L
 Kimler, Robert S
 King, Catherine E

Administrative Assistant-Student Life
 Social Media/Advertising Administrator
 Manager-Diversity, Inclusion & Compliance
 Academic Advisor
 Confidential Administrative Assistant II
 Coordinator-Grants & Special Projects
 Director-Advisement & Counseling Services
 Graphic Artist/Design Coordinator
 Associate Director
 Director-Student Services
 Director-Chhange
 Manager-HR Services
 Senior Analyst-Market & Survey Research
 Administrative Assistant-Facilities
 Manager-Educational Services Systems
 Manager-Accounts Receivable
 Supervisor-Testing Center
 Assistant Director-Student Life & Activities
 Administrator-Educational Services
 Administrator-Learning Disabilities Program
 Director- Outcome Assessment
 Director-Nursing
 Manager-Food and Beverage
 Career Services Representative
 Director-Higher Education Center
 Director-Financial Aid
 Administrative Assistant-International Center
 Director-Internal Audit
 Associate Registrar
 Confidential Assistant to the President and BOT
 Lieutenant
 Confidential Assistant to Vice President for Learning
 College Relations Coordinator
 Registrar
 Coordinator-Grants
 Administrator Student/Judicial Affairs
 Director-Higher Education Center
 Manager-Student Records Systems
 Coordinator-Lifelong for Learning
 ESL Administrator
 Student Services Generalist
 Police Captain
 Administrator-Accounts Payable

Student Life & Activities
 College Relations
 HR & Organizational Safety
 Advising & Counseling
 Continuing & Professional Studies
 Finance & Operations
 Advising & Counseling
 College Relations
 HECs & K-16 Partnerships
 Student Services
 Chhange
 HR & Organizational Safety
 Planning & Institutional Effectiveness
 Finance & Operations
 Admissions & Registration
 Finance & Operations
 Testing Services
 Student Life & Activities
 Vice President for Learning
 Learning Disabilities
 Planning & Institutional Effectiveness
 Institute of Health Sciences
 Finance & Operations
 Career Services
 Brookdale at Wall
 Financial Aid
 International Center
 President's Office
 Admissions & Registration
 President's Office
 Police Department
 Vice President for Learning
 College Relations
 Admissions & Registration
 Grants Development
 Student Life & Activities
 Brookdale At Long Branch
 Admissions & Registration
 Continuing & Professional Studies
 Languages
 Brookdale At Hazlet
 Police Department
 Finance & Operations

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

Kugit, Jacqueline M
 LaGaipa, Anthony J
 Latorraca, Dominic
 Lo, Rita L
 Longo, Laura C
 Loori, Helen
 Malmros, Jeana L
 Martin, Linda C
 McCarthy, James K
 McElroy, Sarah J.
 McGreevy, Kathleen
 McMillon, Avis D
 Medley, Michael
 Messina, Joan M
 Miller, Katelyn P
 Moltisanti, Jenna
 Morales-Wright, Richard
 Nissim, Teresa
 Noel, Shawn
 Nolan, Kevin
 Novak, Cara A
 O'Shea, Nancy S
 Orto, Janice S
 Oversen, Ernest
 Peterson, Holly W
 Pingitore, Joseph A
 Quassaunee, Laura Anne
 Quinones, Robert F
 Ragucci, Matthew C.
 Revesz, Heather L
 Robinson, Richard K
 Roma, Linda
 Sanders, Kelli
 Scannapieco, Thomas M
 Schuberth, Patricia A
 Scocco, Joan A
 Selheim, Maureen W
 Shaffery, Lynne A
 Shaloum, Jonathan
 Shea, Kathleen P
 Simpson, Paulette D
 Smith, Charanne

Employment Manager
 Graphic Artist/Design Coordinator
 Director-Workforce Training
 Manager-Information Commons & Library Systems
 Director-Institutional Research & Evaluation
 Assistant to Vice President-Finance & Operations
 Confidential Assistant to the Dean
 Director-Community Outreach
 Manager-Business Training
 Director-Career Services
 Confidential Administrative Assistant
 Executive Director-College Relations
 Manager-Events Management
 Manager-Payroll
 Assistant Director-Athletics & Recreation
 Student Services Generalist
 Director-EOF
 Staff Accountant
 Director-Athletics & Recreation
 Assistant Director-Financial Aid
 Freehold Administrator
 Manager, Testing Services
 Administrative Assistant
 Director-Disability Services
 Web Administrator
 Director-Finance
 Director-Grants & Institutional Development
 Director-Student Life & Activities
 Supervisor-Library
 Supervisor-Textbooks
 Programming Coordinator
 Director-ESL/GED/ABE
 Coordinator-Conference Facility Services
 Coordinator-Athletics & Recreation
 Confidential Assistant
 Operations Manager
 Student Services Generalist
 Student Services Generalist
 Instructional Designer
 Admissions Representative
 Student Services Generalist
 Director-Higher Education Center

HR & Organizational Safety
 College Relations
 Continuing & Professional Studies
 Library
 Planning & Institutional Effectiveness
 Finance & Operations
 Student Success, Retention & Completion
 Continuing & Professional Studies
 Continuing & Professional Studies
 Career Services
 HR & Organizational Safety
 College Relations
 Auxiliary Services & Event Mgmt.
 Finance & Operations
 Athletics
 Brookdale At Long Branch
 EOF Office
 Finance & Operations
 Athletics
 Financial Aid
 Freehold Campus
 Testing Services
 Planning & Institutional Effectiveness
 Disability Services
 College Relations
 Finance & Operations
 Grants Development
 Student Life & Activities
 Library
 College Store
 Radio Station
 Continuing & Professional Studies
 Auxiliary Services & Event Mgmt.
 Athletics
 Vice President for Learning
 Continuing & Professional Studies
 Brookdale at Wall
 Freehold Campus
 Innovations Center
 Admissions & Registration
 Brookdale At Neptune
 Brookdale At Neptune

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

Smith, Marian	Program Manager - Technology Services	Continuing & Professional Studies
Sparaco, Anne Marie	Asst. to Vice President Finance & Operations	Finance & Operations
Spetko, Janet H	Manager - Health Care Training	Continuing & Professional Studies
Stathum, Michelle B	Confidential Administrator-Office of Advancement	President's Office
Stocker, Marguerite	Director-College Store	College Store
Stockton, Lee A	Student Services Administrator	Advising & Counseling
Taylor, Tricia	Administrative Assistant-Athletics & Recreation	Athletics
Terreros, Jorge E	Academic Advisor	Advising & Counseling
Thomas, Janice M.	Director-International Center	International Center
Tickner-Jankowski, Ann	Director-Transfer Resources/Articulation	Vice President for Learning
Trammell, Kathleen M	EOF Coordinator	EOF Office
Underwood-Rimpel, Rhonda	Assistant Director-Financial Aid	Financial Aid
Van Lew, Kim A	Supervisor-Materiel Services	Materiel Services
Vanderspiegel, Sherri L	Supervisor-Performing Arts Center	Institute of Humanities
Ventre, Shannon	Associate Director-Athletics & Special Projects	Athletics
Waclawik, Mary Ann	Program Administrator	Continuing & Professional Studies
Wiltsee, Carl	Admissions Representative	Admissions & Registration
Worthley, Kristin N	Admissions Representative	Admissions & Registration
Zambrano, Linda	Coordinator-Accounts Receivable	Finance & Operations
Zeiss, Timothy P	Executive Director-Foundation/Alumni Affairs	Foundation/Alumni Affairs

C. CHANGE OF STATUS
FACULTY

1.	Name:	AnnMarie Hughes
	Department:	Marketing
	Position:	Instructor
	Action:	Change of status from temporary to tenure track faculty position through bona fide search
	New Salary:	\$54,025
	Effective:	9/1/15

ADMINISTRATIVE

1.	Name:	Anoop Ahluwalia
	Department:	Institute of STEM
	Position:	Dean
	Action:	Reassignment from faculty to administrative position through bona fide search
	New Salary:	\$103,175
	Effective:	7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

2. Name: Nancy Bennett
 Department: Learning Disabilities
 Position: Learning Disabilities Administrator
 Action: Extension of temporary assignment
 Effective: 5/16/15 – until further notice but not later than 12/23/15

3. Name: Arlene Cohen
 Department: Institute of Health Sciences
 Position: Institute Administrator
 Action: Acceptance of A3 position through reorganization
 Effective: 7/1/15

4. Name: Joyce Cosentino
 Department: Continuing & Professional Studies
 Position: Fitness Administrator
 Action: Acceptance of A3 position through reorganization
 Effective: 7/1/15

5. Name: Joanne Davis
 Department: Institute of Humanities
 Position: Institute Administrator
 Effective: 7/1/15

6. Name: Carol DiBuccio
 Department: Academic & Career Transitions
 Position: Administrator-Scheduling Operations
 Action: Acceptance of A3 position through reorganization
 Effective: 7/1/15

7. Name: Kristin Florio
 Department: Office of Advancement
 Position: Manager, Sales & Development
 Action: Acceptance of A4 position through reorganization
 Effective: 7/1/15

8. Name: Mark Ghezzi
 Department: Finance & Operations
 Position: Supervisor, Common Services
 Action: Acceptance of A3 position through reorganization
 Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

9. Name: Norah Kerr-McCurry
Department: Innovations Center
Position: Director, LMS & Innovations Center Administrator
Action: Acceptance of A5 position through reorganization
Effective: 7/1/15
10. Name: Michelle Kneute
Department: Human Resources & Organizational Safety
Position: Benefits Coordinator
Action: Extension of temporary A2 assignment
Effective: 7/1/15 – until further notice, but not later than 12/31/15
11. Name: Bruce Marich
Department: Brookdale at Hazlet
Position: Director, Higher Education Center
Action: Acceptance of A4 position through reorganization, from A5 to A4
Effective: 7/1/15
12. Name: Anita Molski
Department: Institute of STEM
Position: Institute Administrator
Action: Acceptance of A3 position through reorganization
Effective: 7/1/15
13. Name: John Popovich
Department: Innovations Center
Position: Administrator
Action: Acceptance of A3 position through reorganization
Effective: 7/1/15
14. Name: Joan Rudinski
Department: Institute of Business & Social Sciences
Position: Institute Administrator
Action: Acceptance of A3 position through reorganization
Effective: 7/1/15
15. Name: Jerry Russell
Department: Academic & Career Transitions
Position: Administrator
Action: Acceptance of A3 position through reorganization
Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

SUPPORT STAFF

1. Name: Deicy Ahmad-Chaustre
 Department: Mathematics
 Position: Academic Tutor, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15

2. Name: Pamela Anania
 Department: Nursing
 Position: Laboratory/Studio Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15

3. Name: Denise Anderson
 Department: HECs & K-16 Partnerships
 Position: Student Assistant, 10-month position
 Action: Acceptance of new position through reorganization, pending return to work or
 disability approval no later than 5/31//15
 Effective: 9/1/15

4. Name: Richard Anderson
 Department: Innovations Center
 Position: Learning Space Specialist
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15

5. Name: Susanne Anderson
 Department: Art
 Position: Laboratory/Studio Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15

6. Name: Dorothy Artale
 Department: Biology
 Position: Instructional Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

7. Name: Safwat Azab
 Department: Chemistry
 Position: Instructional Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15

8. Name: Kevin Berry
 Department: Facilities
 Position: Senior Specialist
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15

9. Name: Cynthia Bradbury
 Department: Institute of Humanities
 Position: Senior Office Assistant
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15

10. Name: Glen Breyta
 Department: Innovations Center
 Position: Learning Space Specialist
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15

11. Name: Gregory Briguglio
 Department: Chemistry
 Position: Instructional Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15

12. Name: April Brinson
 Department: Institute of STEM
 Position: Senior Office Assistant
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15

13. Name: Kevin Burkitt
 Department: Innovations Center
 Position: Learning Space Specialist
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

14. Name: Caitlin Burns
Department: Biology
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
15. Name: Richard Carr
Department: HECs & K-16 Partnerships
Position: Student Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
16. Name: Michael Conklin
Department: Music
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
17. Name: John DeSena
Department: Police Department
Position: Security Guard, part-time, 26 hrs/wk
Action: Change in status from temporary full-time to regular part-time position, through bona fide search
Salary: \$24,126, plus FY2016 increase
Effective: 7/1/15
18. Name: Francis DeVita
Department: Library
Position: Learning Commons Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
19. Name: Marianne Drake
Department: Innovations Center
Position: Senior Office Assistant
Action: Acceptance of new position through reorganization
Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

20. Name: Sonia Falotico
 Department: Institute of STEM
 Position: Senior Office Assistant
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15
21. Name: Mary Fiorillo
 Department: Library
 Position: Learning Commons Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15
22. Name: Robert Gant
 Department: Biology
 Position: Instructional Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15
23. Name: Scott Gibson
 Department: Computer Science
 Position: Academic Tutor, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15
24. Name: Amy Gingold
 Department: Library
 Position: Learning Commons Assistant, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15
25. Name: Kathleen Hammond
 Department: English
 Position: Academic Tutor, 10-month position
 Action: Acceptance of new position through reorganization
 Effective: 9/1/15
26. Name: Michael Hargrave
 Department: Police Department
 Position: Security Guard
 Action: Acceptance of new position through reorganization
 Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

27. Name: Ellen Hemhauser
Department: Disability Services
Position: Senior Office Assistant
Action: Acceptance of new position through reorganization, from N4 to N3
Effective: 7/1/15
28. Name: Kurt Hult
Department: Innovations Center
Position: Technology Operations Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
29. Name: Erik Johanson
Department: Art
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
30. Name: Sandra Johanson
Department: Photography
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
31. Name: Lynn Johnson
Department: Institute of Health Sciences
Position: Senior Office Assistant
Action: Acceptance of new position through reorganization
Effective: 7/1/15
32. Name: Helen Anne Johnson
Department: Library
Position: Learning Commons Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
33. Name: Maria Judice
Department: Biology
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

34. Name: Mary Kerwin
Department: English
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
35. Name: Sally Kimble
Department: Biology
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
36. Name: Laura Kirkwood
Department: Reading
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
37. Name: Sergey Kornienko
Department: College Relations
Position: Video Production Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
38. Name: Mary Lambert
Department: Allied Health & Fitness
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
39. Name: Elizabeth Lehmann
Department: Culinary Arts
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
40. Name: Ellen Leung
Department: Financial Aid
Position: Financial Aid Specialist
Action: Acceptance of new position through reorganization, from N5 to N4
Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

41. Name: Erich Lindauer
Department: Automotive Technology
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
42. Name: Peter Lucyk
Department: Automotive Technology
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
43. Name: Timothy Macaluso
Department: Environmental Sciences
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
44. Name: John Magliacane
Department: Computer Science
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
45. Name: Gregory Mahadeen
Department: Continuing & Professional Studies
Position: Fitness Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
46. Name: Edward Manning
Department: Freehold Campus
Position: Student Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
47. Name: Frank McGaughran
Department: Auxiliary Services
Position: Technology Operations Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

48. Name: Kenneth McGee
Department: Innovations Center
Position: Learning Space Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
49. Name: Matthew Montemorano
Department: Communications Media
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
50. Name: Julie Murphy
Department: Admissions & Registration
Position: Enrollment Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
51. Name: Phyllis Nicholson
Department: Institute of Humanities
Position: Senior Office Assistant
Action: Acceptance of new position through reorganization
Effective: 7/1/15
52. Name: Nicolette Nicola
Department: Reading
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
53. Name: Valerie Nigrelli
Department: Mathematics
Position: Academic Tutor, 10 month position
Action: Acceptance of new position through reorganization
Effective: 9/1/1554.
54. Name: Dolores Palazzo
Department: English
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

55. Name: Kristen Petersen
Department: Biology
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
56. Name: George Poosikian
Department: Automotive Technology
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
57. Name: Susan Powers
Department: Continuing & Professional Studies
Position: Associate
Action: Acceptance of new position through reorganization
Effective: 7/1/15
58. Name: Frank Prignoli
Department: Languages
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
59. Name: Anna Rauch-Sasseen
Department: Chemistry
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
60. Name: Deborah Rothermund
Department: Reading
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
61. Name: Barbara Schmidt
Department: Chemistry
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

62. Name: Edward Sears
Department: Mathematics
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
63. Name: Barbara Seuffert
Department: Biology
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
64. Name: Tatiana Shabat
Department: Mathematics
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
65. Name: Joseph Shields
Department: Speech
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
66. Name: Bianca Shumanov
Department: Allied Health & Fitness
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
67. Name: Karen Sieben
Department: Freehold Campus
Position: Student Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
68. Name: Lee Snowiss
Department: Adult Basic Education
Position: A.B.E. Specialist
Action: Reduction in hours from 37.5 hrs/wk to 30 hrs/wk
Salary: \$47,672 plus FY2016 increase
Effective: 7/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

69. Name: Sheri Stanford
Department: English
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
70. Name: Sharon Stouter
Department: Institute of Health Sciences
Position: Associate Health Sciences
Action: Acceptance of new position through reorganization
Effective: 7/1/15
71. Name: Melissa Stryker
Department: Library
Position: Learning Commons Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
72. Name: Beth Tarantino
Department: Continuing & Professional Studies
Position: Associate, part-time position N4 , 25 hrs/wk, from N5 30 hrs/wk
Action: Acceptance of new position through reorganization
Salary: \$38,596 plus FY2016 increase
Effective: 7/1/15
73. Name: Bruce Thompson
Department: HECs & K-16 Partnerships
Position: Associate, Student Services
Action: Acceptance of new position through reorganization
Effective: 7/1/15
74. Name: Patricia Tierney
Department: Continuing & Professional Studies
Position: Associate, Student Services
Action: Bumped into N4 position through the College's reduction in force
Effective: 7/1/15
75. Name: Patti Tschaen
Department: HECs & K-16 Partnerships
Position: Student Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

76. Name: Leslie VanCleve
Department: Biology
Position: Instructional Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
77. Name: Kathleen Vasile
Department: English
Position: Academic Tutor, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
78. Name: Denise Vigil
Department: Innovations Center
Position: Learning Space Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
79. Name: Lauren Watson
Department: College Relations
Position: Video Production Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
80. Name: Katherine Wieggers
Department: Institute of Health Sciences
Position: Senior Office Assistant
Action: Acceptance of new position through reorganization
Effective: 7/1/15
81. Name: Donna Williams
Department: HECs & K-16 Partnerships
Position: Higher Education Center Assistant, part-time 25 hrs/wk, from N4 to N3
Action: Bumped into N3 position through the College's reduction in force
Effective: 7/1/15
82. Name: Shanna Williams
Department: HECs & K-16 Partnerships
Position: Student Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

83. Name: Lewis Wright
Department: Automotive Technology
Position: Laboratory/Studio Assistant, 10-month position
Action: Acceptance of new position through reorganization
Effective: 9/1/15
84. Name: Robert Yamello
Department: Innovations Center
Position: Technology Operations Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
85. Name: Nathan Zerbe
Department: Auxiliary Services
Position: Technology Operations Specialist
Action: Acceptance of new position through reorganization
Effective: 7/1/15
86. Name: Lisa Zermane
Department: Languages
Position: Academic Tutor, part-time 20 hrs/wk to 30 hrs/wk, 10-month position
Action: Acceptance of new position through reorganization
Salary: \$29,488 plus FY2016 increase
Effective: 9/1/15

D. SEPARATIONS**FACULTY**

1. Name: Nancy Lenaghan
Department: Nursing
Position: Professor
Action: Retirement
Effective: 6/30/15

ADMINISTRATIVE

1. Name: Christopher Boud
Department: Counseling
Position: Academic Advisor
Action: Separation at the end of unpaid Special Purpose Leave
Effective: 4/30/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

Name: Jayne McBride
Department: Experiential Learning & Career Services
Position: Career Services Representative
Action: Retirement
Effective: 5/31/15

2. Name: David Murray
Department: Library
Position: Executive Director
Action: Retirement
Effective: 6/30/15

SUPPORT STAFF

1. Name: John Costigan
Department: Legal Studies
Position: Learning Assistant
Action: Position eliminated
Effective: 6/30/15
2. Name: Patricia Frugard
Department: English & Reading Division
Position: Office Assistant
Action: Position eliminated
Effective: 6/30/15
3. Name: Adeline Griffin
Department: Sciences & Health Sciences Division
Position: Office Assistant
Action: Acceptance of severance agreement
Effective: 6/30/15
4. Name: Catherine Howard
Department: Library
Position: Library Assistant
Action: Position eliminated
Effective: 6/30/15
5. Name: Carleen Kierce
Department: Fitness
Position: Learning Assistant
Action: Position eliminated
Effective: 6/30/15

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

6. Name: Mary Kikolski
Department: Business & Technologies Division
Position: Office Assistant
Action: Acceptance of severance agreement
Effective: 6/30/15
7. Name: John Kloby
Department: Educational Technologies Services
Position: Senior Specialist, Production
Action: Position eliminated
Effective: 6/30/15
8. Name: John Masella
Department: Educational Technologies Services
Position: Senior Specialist, Production
Action: Acceptance of severance agreement
Effective: 6/30/15
9. Name: Jeanne McCarthy
Department: Reading
Position: Learning Assistant
Action: End of temporary assignment
Effective: 6/15/15
10. Name: Thomas Porter
Department: Police Department
Position: Dispatcher
Action: Acceptance of severance agreement
Effective: 6/30/15

E. PROVISIONAL SEPARATIONS**ADMINISTRATIVE**

1. Name: Kelly Parr
Department: Technologies
Position: Project Manager, E-Mate
Action: PSA position eliminated 6/30/15. Will continue employment until the end of current administrative grant-funded position. Employment will continue if current grant is extended, for the term of the grant only.
Effective: 9/30/15

May 19, 2015: Dean of Human Resources, Patricia Sensi

BOARD OF TRUSTEES

General Functions

Administration

HUMAN RESOURCES

Finance & Facilities

Policy & Education

2. Name: Susan Scarangella
 Department: Continuing & Professional Studies
 Position: Program Coordinator NNJHPC
 Action: PSA position eliminated 6/30/15. Will continue employment until the end of
 current administrative grant-funded position. Employment will continue if
 current grant is extended, for the term of the grant only.
 Effective: 9/30/15

2. 2 Administration

Revision of Board Policy 6.1002, *SAVE Act and Violence Against Women Act*, for Lodging

The Board of Trustees and the College Administration continues to review and revise, where appropriate, Board Policies and College Regulations. The goal of the review is to ensure policies that meet legal or regulatory requirements; complement Board Bylaws; support compliance; reduce risk, conserve resources and promote consistency in processes and outcomes.

The SaVE Act

In June 2014, The Board reviewed and approved revisions to three Board Policies to reflect the College's commitment to meeting all the obligations of the Campus Sexual Violence Elimination Act (SaVE) Act and ensure an educational environment free of discrimination. Brookdale Board Policy 6.1002 has been revised to include stronger statements about sanctions and consequences of inappropriate behavior; accompanying regulations are under development and the Brookdale Police Annual Security Report has been updated to comply with all requirements as put forward in the SAVE Act.

6.1002 *Campus Sexual Assault Victim Bill of Rights*, has been retitled 6.1002 *SAVE Act and Violence Against Women Act*.

The Campus Sexual Violence Elimination Act (SaVE) seeks to address the violence women face on college campuses and updates the Jeanne Cleary Act (Cleary Act). Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination on the basis of sex in education programs or activities operated by recipients of Federal financial assistance. Sexual harassment of students, which includes acts of sexual misconduct, domestic violence, dating violence, sexual assault and/or stalking, is a form of sex discrimination prohibited by Title IX.

The SaVE Act obligates colleges and universities to provide programming for students and employees addressing the issues of domestic violence, dating violence, sexual assault and stalking. Brookdale has developed and/or will utilize education programs to include safe and positive options for bystander intervention; information on risk reduction to recognize warning signs of abusive behavior, and ongoing prevention and awareness programs for students, faculty and staff.

Students who participate in New Student Orientation attend a session led by a representative from the police department. This presentation includes a review of policies and procedures and crime prevention strategies. Here is a link to the Newsmaker version the police did last August for online sharing: <https://www.youtube.com/watch?v=3AHppWub1rQ> The Brookdale Police also conduct crime prevention speeches at parent orientations, in classrooms and for employees.

BOARD OF TRUSTEES

General Functions

ADMINISTRATION

Human Resources

Finance & Facilities

Policy & Education

The Student Life and Activities (SLA) lecture series addresses a variety of issues including those related to crime. Programs centered around Title IX and VAWA issues in fall 2014 included the SLA support for the BIG READ which addressed the issues of violence against women through Julia Alvarez's depiction of the Mirable Sisters "*In the Time of the Butterflies*". Programs included talks by Lee Ann De Reus, Associate Professor at Pennsylvania State University-Altoona, and the Assistant Executive Director/Co-founder of Panzi Foundation USA dedicated to providing aid to rape victims in Congo and Anna Diaz-White, Executive Director of 180 Turning Lives Around. Trina Takuldar founder of Kranti-India.org discussed human trafficking at sporting events and ways students could work to stop it. In spring 2015, SLA hosted Annie E Clark, activist and co-founder of End Rape Now, who discussed student rights under Title IX.

Board Bylaw 1.6020 Lodging of Policy, states that 'no matter of policy shall be submitted to the Board for approval or placed on a regular or special meeting agenda for action by the Board unless it has been presented in writing at a previous regular meeting of the Board. This rule may be waived only by the unanimous consent of those Board members present and voting at the meeting when any such proposed action is contemplated.

The President recommends Lodging of the revision of Board Bylaw 1.6020 at the 19 May 2015 Board of Trustee meeting; or, with unanimous consent of Board members present at the meeting, an Approval vote can be put forward.

BROOKDALE COMMUNITY COLLEGE

BOARD POLICY

6.1002

I. Title of Policy

SAVE Act and Violence Against Women Act Campus Sexual Misconduct, Violence and/or Assault Victim's Bill of Rights

II. Objective of Policy

To affirm the College's commitment to create and maintain an environment that is free from sexual misconduct, domestic violence, dating violence, sexual assault and/or stalking. As a result of this Board policy and as required by law, Brookdale Community College is compliant with the Violence Against Women Reauthorization Act (VAWA) and the obligations on all post-secondary institutions under its Campus Sexual Violence Act (SAVE) The College adopts the recommendations of Sexual Violence Elimination on Campus.

~~To ensure implementation of the Campus Sexual Assault Victim's Bill of Rights.~~

III. Authority

All applicable legislation including but not limited to the Clery Act by the Violence Against Women Reauthorization Act (VAWA) of 2013; the Campus SaVE Act of 2012; Title IX of the Higher Education Act; the Prevention of Domestic Violence Act of 1991, N.J.S.A. 2C:25-17 et seq; State of New Jersey P.L. 1994, Chapter 160; other applicable State or Federal law; and the Bylaws of the Board of Trustees.

~~State of New Jersey P.L. 1994, Chapter 160; the Violence Against Women Reauthorization Act (VAWA) SaVE Act provision.~~

IV. Policy Statement

Brookdale Community College is committed to prevention of sexual misconduct / violence so that that no student or employee shall engage in such behavior or be victimized by such behavior. This includes domestic violence, dating violence, sexual assault, stalking and sexual harassment, as defined by our non-discrimination policy. The College provides prevention, awareness, risk reduction, compliance, and bystander intervention programming; crime statistics, and methods for reporting incidents, and

ensures confidentiality for victims. The Student Conduct Code and the Disciplinary Appeal Procedure; and the Employee's Code of Ethics, are disseminated annually.

-Sexual assaults are serious violations of the College's student judicial code, faculty standards and College employee policies, and will not be tolerated. They are crimes, punishable by fines and/or imprisonment; and subject to civil suit for damages.

As required by law, the Brookdale Community College Annual Security Report contains policy statements and crime statistics for all Brookdale locations.

~~Brookdale Community College will not tolerate sexual misconduct, violence and/or assault in any form. Sexual assault includes any forcible and/or nonforcible sex offense, including acquaintance rape, in accordance with current state and federal law.~~

~~It is therefore the policy of Brookdale Community College to create and maintain an environment that supports human dignity, free from violence, sexual assault and non-consensual sexual contact in accordance with State of New Jersey P.L. 1994, Chapter 160.~~

V. Responsibility for Implementation

President.

Approved: Board of Trustees
1/15/98

Approved: 6/19/14

Revised: 29 January 2015

Approved: 26 February 2015

Revised: Proposed Revision 19 May 2015

BROOKDALE COMMUNITY COLLEGE**BOARD POLICY****6.1002****I. Title of Policy**

SAVE Act and Violence Against Women Act

II. Objective of Policy

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V. Responsibility for Implementation

President.

Approved: Board of Trustees
1/15/98
Approved: 6/19/14
Revised: 29 January 2015
Approved: 26 February 2015
Revised: Proposed Revision 19 May 2015