

ENCL. NO. 5

Brookdale Community College
Capital Fund
Budget Summary Report
FY16

AS OF JANUARY 31, 2016

	PROJECTED REVENUE	ALLOCATED	ACTUAL & COMMIT	BALANCE
FY12 Chapter 12 Projects	\$ 4,427,165	\$ -	\$ -	\$ -
8120520 - Gorman Hall	-	74,933	25,436	49,497
8120540 - Megastructure Water Main	-	32,576	32,576	-
8120545 - Back Campus Walkway	-	2,192,194	2,192,194	-
8120550 - Wall Campus Expansion	-	2,127,462	1,225,570	901,892
FY13 Chapter 12 Projects	1,500,000	-	-	700,000
8130515 - Replacement of Carpet and Flooring MAC	-	800,000	226,352	573,648
FY14 Chapter 12 Projects	4,250,000	-	-	-
8140505 - Renovation of MAS Science Labs	-	4,000,000	258,750	3,741,250
8140510 - Infrastructure Improvement Lincroft Campus	-	250,000	230,345	19,655
FY15 Chapter 12 Projects	3,200,000	-	-	3,200,000
FY16 Chapter 12 Projects*	3,000,000	-	-	3,000,000
FY16 Capital Projects	-	-	-	-
8131005 - Higher Ed Bond Administration	11,237,162	-	10,345,857	891,305
8132450 - College Higher Ed Bond Administration Match	3,745,721	-	3,448,619	297,102
8131010/8131030 - Equipment Leasing Fund (ELF)	2,724,218	-	1,699,703	1,024,515
8131015/8131025 - Hi Ed Technology Infrastructure (HETI)	1,160,554	-	1,054,693	105,861
8132455/8132460 - College HETI Match	1,160,554	-	1,054,693	105,861
8142425 - Fascia Replacement	56,122	-	56,122	-
FY16 Infrastructure Projects	750,000	-	-	-
8162415 - General	-	602,730	43,167	559,563
8162417 - Heat Trace	-	96,529	79,270	17,259
8162418 - Freehold Campus Parking Lot	-	705,000	705,000	-
Renewals & Replacements	37,211,496	10,881,424	22,678,347	15,187,408
SLC/B4 Debt Service	1,120,658	-	782,094	338,564
Brookdale @ Freehold Debt Service	840,246	-	131,206	709,040
ELF Debt Services	23,645	-	10,246	13,399
Minor Capital	400,000	-	126,617	273,383
ASBCC	-	20,000	6,941	13,059
TIP	750,000	-	532,606	217,394
Student & BCD Tech Fee	2,238,274	-	2,175,625	62,649
Minor Capital	5,372,823	20,000	3,765,335	1,627,488
Total	\$ 42,584,319	\$ 10,901,424	\$ 26,443,682	\$ 16,814,896

* Pending Approval

ENCL. NO. 6

**Brookdale Community College
Capital Fund
Income Summary Report
FY16**

AS OF JANUARY 31, 2016

	BUDGET	ADJUST *	PROJECTED REVENUE	YTD ACTUAL	BALANCE
State of New Jersey	\$ 1,500,000	\$ 21,810,517	\$ 23,310,517	\$ 563,824	\$ 22,746,692
County of Monmouth	1,500,000	8,561,443	10,061,443	2,830,717	7,230,726
Other	6,122,823	3,089,536	9,212,359	3,984,918	5,227,441
Total	<u>\$ 9,122,823</u>	<u>\$ 33,461,496</u>	<u>\$ 42,584,319</u>	<u>\$ 7,379,459</u>	<u>\$ 35,204,859</u>

* Adjustments reflect prior year capital funding balances

Revised 3/8/16

ENCL. NO 7

**Brookdale Community College
Grants
Budget Summary Report
FY16**

AS OF JANUARY 31, 2016

	BUDGET		ADJUST	FUNDS AVAILABLE	ACTUAL & COMMIT	BALANCE
Federal Grants						
Brookdale	\$ 2,514,261	1	\$ 323,857	\$ 2,838,118	\$ 1,473,795	\$ 1,364,323
Subgrants	192,000		-	192,000	62,974	129,026
SUBTOTAL	2,706,261		323,857	3,030,118	1,536,769	1,493,349
State Grants	636,596		-	636,596	472,170	164,426
Other Grants	609,313	2	43,818	653,131	175,302	477,829
TOTAL	\$ 3,952,170		\$ 367,675	\$ 4,319,845	\$ 2,184,241	\$ 2,135,604

Revised 3/8/16

1.51 Acceptance of Gifts Background

Board Policy 2.0000 provides that the President may accept unconditional gifts for the College and that acceptance of such gifts shall be reported to the Board of Trustees each month. The most recent report to the Board of Trustees was made at the February 16, 2016, meeting.

The College continues to receive a variety of useful and welcome gifts from many sources. These are generally donated by private individuals, business firms, students, and staff whose continued interest and support are evinced in these actions.

The following gifts have been accepted and acknowledged for Brookdale Community College by the President:

DATE	DONOR	ITEM
3/2/16	GM Technology Donations Program 1919 Technology Drive Troy, MI 48083 c/o Jennifer Morris	Donation of 2014 Chevrolet Traverse automobile to support student training in automotive technology. This donation is part of the General Motors Service Operations on-going support of technical training.
2/16/16	May Von Krogh Nansetgata 71a 3269 Larvik Norway	Donation of an original ceramic sculpture to be displayed for fine arts students' educational benefit.

3.1 Human Resources Recommendations

Hires, Change of Status & Separations - This month there are a total of 261 recommended items. A summary of the action items is listed below with supporting documentation attached.

A. Hires	Recommendations
Administrative	1
Support Staff	4
Adjuncts	32
B. Change of Status	Recommendations
Support Staff	6
C. Separations	Recommendations
Administrative	1
Support Staff	1
D. Reappointment of Tenured Faculty with Promotion	12 Recommendations
E. Reappointment of Non-Tenured Faculty to Tenure with Promotion	4 Recommendations
F. Reappointment of Non-Tenured Faculty To Tenure	1 Recommendation
G. Reappointment of Non-Tenured Faculty	24 Recommendations
H. Reappointment of All Other Tenured Faculty	169 Recommendations
I. Performance Recognition	6 Recommendations

A. HIRES**ADMINISTRATIVE**

1. Name: Scott Shanes
Address: Rumson, New Jersey
Department: Continuing & Professional Studies
Position: Job Placement Specialist, temporary, grant-funded position
Salary: \$8,598 through 6/30/16, prorated from an annual base of \$51,590
Effective: 5/2/16 – 9/30/16

SUPPORT STAFF

1. Name: Kathryn Borkowski
Address: Hazlet, New Jersey
Department: Advising
Position: Associate, Student Services
Salary: \$38,513
Effective: 5/2/16
2. Name: Rose Dunn
Address: Middletown, New Jersey
Department: Health Sciences Institute
Position: Senior Office Assistant
Salary: \$35,299
Effective: 5/9/16
3. Name: Anthony Fox
Address: Brick, New Jersey
Department: Radio Station
Position: Specialist, Radio Specialist, grant-funded position
Salary: \$38,513
Effective: 5/2/16 through 9/30/16 pending grant renewal
4. Name: Maryann Stengel
Address: Middletown, New Jersey
Department: Planning & Institutional Effectiveness
Position: Senior Office Assistant
Salary: \$35,299
Effective: 5/2/16
2012 - 2015, Senior Office Assistant, Brookdale Community College

ADJUNCTS

1. Name: Andrew DiGiovanni
 Address: Bradley Beach, New Jersey
 Semester: Spring-11 Week 2016
 Department: Business
 Rate: \$725/Credit Hour

2. Name: Gustavo Assis Cardoso
 Address: Eatontown, New Jersey
 Semester: Spring 2016
 Department: Languages
 Rate: \$725/Credit Hour

3. Name: Ingrid Astralaga
 Address: Brick, New Jersey
 Semester: Spring 2016
 Department: Nursing
 Rate: \$725/Credit Hour

4. Name: William Attardi
 Address: Colts Neck, New Jersey
 Semester: Spring 2016
 Department: Marketing
 Rate: \$725/Credit Hour

5. Name: Malik Biel
 Address: Tinton Falls, New Jersey
 Semester: Spring 2016
 Department: Business
 Rate: \$725/Credit Hour

6. Name: Margaret Chapman
 Address: Sea Girt, New Jersey
 Semester: Spring 2016
 Department: Nursing
 Rate: \$725/Credit Hour

7. Name: Agim Coma
 Address: Old Bridge, New Jersey
 Semester: Spring 2016
 Department: Speech Communication
 Rate: \$725/Credit Hour

8. Name: Christopher Deo
 Address: Atlantic Highlands, New Jersey
 Semester: Spring 2016
 Department: Computer Science
 Rate: \$725/Credit Hour

9. Name: Jeffrey DiLucca
 Address: Belford, New Jersey
 Semester: Spring 2016
 Department: Music
 Rate: \$725/Credit Hour

10. Name: Kiersten Fuchs
 Address: Lanoka Harbor, New Jersey
 Semester: Spring 2016
 Department: Anthropology
 Rate: \$725/Credit Hour

11. Name: Dennis Gemmell
 Address: Clarksburg, New Jersey
 Semester: Spring 2016
 Department: Biology
 Rate: \$725/Credit Hour

12. Name: Chen Li
 Address: Lincroft, New Jersey
 Semester: Spring 2016
 Department: Paralegal
 Rate: \$725/Credit Hour

13. Name: Harold Luithle
 Address: Freehold, New Jersey
 Semester: Spring 2016
 Department: Physics
 Rate: \$725/Credit Hour

14. Name: Sara Mackey
 Address: Farmingdale, New Jersey
 Semester: Spring 2016
 Department: Psychology
 Rate: \$725/Credit Hour

15. Name: Michael Mazzeo
 Address: Brielle, New Jersey
 Semester: Spring 2016
 Department: Criminal Justice
 Rate: \$725/Credit Hour

16. Name: Sandee McBride
 Address: Forked River, New Jersey
 Semester: Spring 2016
 Department: Language
 Rate: \$725/Credit Hour

17. Name: Rosemary McCabe
 Address: Toms River, New Jersey
 Semester: Spring 2016
 Department: Nursing
 Rate: \$725/Credit Hour

18. Name: Patricia Morrison
 Address: Aberdeen, New Jersey
 Semester: Spring 2016
 Department: Fashion Merchandising/Marketing
 Rate: \$725/Credit Hour

19. Name: Mariano Nicieza
 Address: Bordentown, New Jersey
 Semester: Spring 2016
 Department: Graphic Design
 Rate: \$725/Credit Hour

20. Name: James O'Brien
 Address: Colonia, New Jersey
 Semester: Spring 2016
 Department: Criminal Justice
 Rate: \$725/Credit Hour

21. Name: Craig Pincus
 Address: Jackson, New Jersey
 Semester: Spring 2016
 Department: Communication Media
 Rate: \$725/Credit Hour

22. Name: Eduardo Pinzon
 Address: Tinton Falls, New Jersey
 Semester: Spring 2016
 Department: Computer Science
 Rate: \$725/Credit Hour
23. Name: Adriane Raff Corwin
 Address: Teaneck, New Jersey
 Semester: Spring 2016
 Department: Political Science
 Rate: \$725/Credit Hour
24. Name: Lilia Riha
 Address: Mount Holly, New Jersey
 Semester: Spring 2016
 Department: Mathematics
 Rate: \$725/Credit Hour
25. Name: Jacquelyn Seely
 Address: Allentown, New Jersey
 Semester; Spring 2016
 Department: Criminal Justice
 Rate: \$725/Credit Hour
26. Name: Christina Skyers
 Address: Long Branch, New Jersey
 Semester: Spring 2016
 Department: Psychology
 Rate: \$725/Credit Hour
27. Name: Clifford Taylor
 Address: Long Branch, New Jersey
 Semester: Spring 2016
 Department: Mathematics
 Rate: \$725/Credit Hour
28. Name: Alexandra Tegethoff
 Address: East Windsor, New Jersey
 Semester: Spring 2016
 Department: Nursing
 Rate: \$725/Credit Hour

29. Name: George Tepper
Address: Marlboro, New Jersey
Semester: Spring 2016
Department: Business
Rate: \$725/Credit Hour
30. Name: John Viggiano
Address: Ocean, New Jersey
Semester: Spring 2016
Department: Art
Rate: \$725/Credit Hour
31. Name: Daniel Ward
Address: Barnegat, New Jersey
Semester: Spring 2016
Department: Chemistry
Rate: \$725/Credit Hour
32. Name: Leonard Williams
Address: Linden, New Jersey
Semester: Spring, 2016
Department: Business
Rate: \$725/Credit Hour

ADJUNCT DEGREE SUMMARY

Doctoral	Masters	Bachelors	Associates
4	23	4	1

B. CHANGE OF STATUS**SUPPORT STAFF**

1. Name: Ernestine Austin
Department: Continuing & Professional Studies
Position: Associate, Student Services
Action: Reclassification/Reorganization from N3 to N4
New Salary: \$38,513, subject to current College contract negotiations
Effective: 7/1/16

2. Name: Rosemary Kochman
 Department: Police
 Position: Desk Clerk
 Action: Lateral transfer with department
 New Salary: No change
 Effective: 4/20/16

3. Name: Erin Mattsson
 Department: Continuing & Professional Studies
 Position: Associate, Student Services
 Action: Reclassification/Reorganization from N3 to N4
 New Salary: \$38,513, subject to current College contract negotiations
 Effective: 7/1/16

4. Name: Lisa Savage
 Department: Continuing & Professional Studies
 Position: Associate, Student Services
 Action: Reclassification/Reorganization from N3 to N4
 New Salary: \$40,628, subject to current College contract negotiations
 Effective: 7/1/16

5. Name: Tracy Smith
 Department: Continuing & Professional Studies
 Position: Associate, Student Services
 Action: Reclassification/Reorganization from N3 to N4
 New Salary: \$40,520, subject to current College contract negotiations
 Effective: 7/1/16

6. Name: Amy Yates
 Department: Continuing & Professional Studies
 Position: Associate, Student Services
 Action: Reclassification/Reorganization from N3 to N4
 New Salary: \$39,310, subject to current College contract negotiations
 Effective: 7/1/16

C. SEPARATIONS**ADMINISTRATIVE**

1. Name: Kathleen Trammell
Department: EOF Office
Position: EOF Coordinator
Action: Retirement
Effective: 6/30/16

SUPPORT STAFF

1. Name: Gail Belby
Department: Financial Aid
Position: Financial Aid Specialist
Action: Retirement
Effective: 6/30/16

D. REAPPOINTMENT OF TENURED FACULTY WITH PROMOTION – Effective 9/1/16. Supporting documentation is provided as an attachment.

1. Name: Barbara Barrella
Department: Reading
Position: Associate Professor
2. Name: Marc Bonagura
Department: English
Position: Professor
3. Name: Barbara Burk
Department: Nursing
Position: Professor
4. Name: Amy Clark
Department: Library
Position: Associate Professor
5. Name: Donna Flinn
Department: English
Position: Professor

6. Name: Geri Girard
 Department: English
 Position: Associate Professor
7. Name: Diana Glynn
 Department: Psychology
 Position: Associate Professor
8. Name: Barbara Jones
 Department: Anthropology
 Position: Professor
9. Name: Marie Maber
 Department: Art
 Position: Professor
10. Name: Laura McCullough
 Department: English
 Position: Professor
11. Name: Deborah Mura
 Department: Communications
 Position: Associate Professor
12. Name: Fidel Wilson
 Department: Counseling
 Position: Associate Professor

E. REAPPOINTMENT OF NON-TENURED FACULTY TO TENURE WITH PROMOTION – Promoted to the rank of Assistant Professor, effective 9/1/16, unless otherwise indicated. Supporting documentation is provided as an attachment.

1. Name: Catherine Martin
 Department: Mathematics
2. Name: Yvette Wolfe
 Department: Mathematics

3. Name: Spyro Roubos
Department: Mathematics

4. Name: Margo Wolfson
Department: Biology

F. REAPPOINTMENT OF NON-TENURED FACULTY TO TENURE – Effective 9/1/16, unless otherwise indicated.

1. Name: Helen Heinmets
Department: Nursing

G. REAPPOINTMENT OF NON-TENURED FACULTY – Effective 9/1/16, unless otherwise indicated.

Fifth Year Contracts

1. Name: Sara Barnett
Department: Psychology
2. Name: David Bassano
Department: History
3. Name: Basem Hassan
Department: Graphic Design
4. Name: Stephen Hiamang
Department: Mathematics
5. Name: Kelsey Maki
Department: English
6. Name: Robert McClure
Department: Automotive Technology
7. Name: Jaclyn Wilt
Department: Reading
8. Name: Tiffany Wojcicki
Department: Reading

9. Name: Ashley Zampogna-Krug
Department: History

Fourth Year Contracts

1. Name: Juliette Goulet
Department: Environmental Science
2. Name: Michele Halat
Department: Nursing
3. Name: Kathleen Taggart
Department: Radiologic Technology

Third Year Contracts

1. Name: Karina Aliaga
Department: Mathematics
2. Name: Ivan Anderson
Department: Automotive Technology
3. Name: Michael Cohen
Department: Psychology
4. Name: Maureen Dellocono
Department: Allied Health
5. Name: Peter Geiselman
Department: Computer Science
6. Name: Ann Marie Hughes
Department: Fashion Merchandising/Marketing
7. Name: Cameron Mount
Department: English
8. Name: Thomas Riley
Department: Chemistry
9. Name: Deborah Weeks
Department: Mathematics

10. Name: Michele Wein
Department: English

Second Year Contracts

1. Name: Mara McAuley
Department: Allied Health
2. Name: Jennifer Salvo
Department: Reading

H. REAPPOINTMENT OF ALL OTHER TENURED FACULTY – 169 - Effective 9/1/16

Joseph	Accurso	Professor	Music
Roseanne	Alvarez	Professor	English
Chad	Anderson	Associate Professor	Communication Media
Torina	Armstrong	Assistant Professor	Counseling
Barbara	Baron	Professor	Speech Communication
Brooke	Batchler	Assistant Professor	Reading & Learning Dis
Kerry	Behler	Associate Professor	Mathematics
Rosemarie	Bello-Truland	Assistant Professor	Sociology
Claire	Berg	Professor	Business Management
Thomas	Berke	Professor	Chemistry
Catherine	Blackburn	Professor	Speech Communication
Patricia	Blaser	Professor	Interior Design
Antonio	Blaser	Professor	Fine Art
Bettejane	Bolan-Kenney	Professor	English
Valerie	Bonilla	Assistant Professor	Library
Diane	Booker	Assistant Professor	Nursing
Joanne	Boyd	Assistant Professor	Respiratory Therapy
Barbara	Boyington	Professor	Business Management
William	Boyke	Assistant Professor	Chemistry
Mary Beth	Boylan	Associate Professor	Psychology
Joseph	Boyle	Professor	Sociology
Michael	Broek	Associate Professor	English
John	Bukovec	Professor	Theater
Richard	Burke	Professor	English
Caroline	Calogero	Assistant Professor	Sociology

Carole	Carney	Associate Professor	Mathematics
Celeste	Chirichello	Professor	Interior Design
Thomas	Cioppa	Professor	Political Science
James	Cody	Professor	English
Douglas	Coil	Professor	Anthropology
Brent	Costleigh	Assistant Professor	Psychology
James	Crowder	Professor	Biology
Karen	D'Agostino	Professor	English
Nathalie	Darden	Assistant Professor	Mathematics
Deborah	DeBlasio	Associate Professor	Languages/ESL
Shay	Delcurla	Professor	Library
Eugene	DeRobertis	Professor	Psychology
Richard	Dery	Assistant Professor	English
Patricia	Dillon	Professor	Biology
Alice	Dressner-Ehrlich	Professor	Counseling
Kenneth	Duffie'	Professor	Accounting
Michael	Elmes	Assistant Professor	Mathematics
Bernice	Eng	Professor	Computer Science
Joanne	Eskola	Professor	Computer Science
Dara	Evans	Assistant Professor	English
Cheryl	Fencik	Assistant Professor	Biology
Maria	Fernandez	Professor	Sociology
Howard	Finkelstein	Professor	Sociology
Robert	Fiore	Assistant Professor	Mathematics
Carey	Fox	Professor	Biology
Carl	Francese	Professor	History
Marlena	Frank	Assistant Professor	Psychology
Daijuan	Gao	Assistant Professor	Human Geography
Eric	Goll	Professor	Chemistry
Barbara	Gonos	Professor	Criminal Justice
Cathleen	Goode	Professor	Counseling
Brandon	Gramer	Associate Professor	English
Christine	Greco-Covington	Assistant Professor	Psychology
Lisa	Hailey	Professor	Engineering & Technology
Gail	Harrigan	Professor	Nursing
Lawrence	Hartzell	Professor	History

Teresa	Healy	Professor	Mathematics
William Keith	Heimann	Associate Professor	Music
Charles	Heuser	Associate Professor	Accounting
Linda	Hoffman	Professor	Nursing
Eleanor	Horgan	Associate Professor	Counseling
Hanli	Huang	Assistant Professor	Mathematics
Carol	Hunter	Professor	Speech Communication
Alex	Idavoy	Associate Professor	Languages/ESL
Nicole	Jackson-Walker	Assistant Professor	Psychology
Floresta	Jones	Professor	English
Abdul Rahman	Kamara	Assistant Professor	Mathematics
Jennifer	Kaminski	Assistant Professor	English
Isaac	Kanu	Associate Professor	Anthropology
Thomas	Kapsak	Assistant Professor	Criminal Justice
Kathleen	Kennedy	Associate Professor	English
Joseph	King	Professor	English
Terry	Konn	Professor	Radiologic Technology
Marcia	Krefetz-Levine	Professor	English
Gitanjali	Kundu	Assistant Professor	Biology
Ave	Latte	Associate Professor	Education
James	Lawaich	Professor	Computer Science
Sarah	Leahy	Associate Professor	Economics
Jess	LeVine	Professor	History
Daniel	Leyes	Professor	Speech Communication
Gregory	Liano	Professor	Mathematics
Colleen	Lineberry	Associate Professor	English
Judith	Lipke	Professor	Reading & Learning Dis
Xiaoxiang	Liu	Professor	Physics
Dina	Long	Assistant Professor	English
Daniel	Lopez	Associate Professor	Mathematics
Marilee	Luick	Professor	Nursing
Darlene	Macomber	Professor	Philosophy
Yesenia	Madas	Associate Professor	Counseling
Olga	Malpica Proctor	Associate Professor	Mathematics
Arthur	Marshall	Professor	Education
Robert	Martens	Assistant Professor	Biology

Martin	McDermott	Associate Professor	Speech Communication
Robert	McGovern	Assistant Professor	English
Brian	McKeon	Professor	Mathematics
Charles	Mencel	Assistant Professor	English
John	Mensing	Associate Professor	Computer Science
Geanna	Merola	Professor	Photography
Debbie	Meyer	Professor	Economics
Howard	Miller	Associate Professor	Speech Communication
Diditi	Mitra	Assistant Professor	Sociology
Susan	Monroe	Assistant Professor	Mathematics
Gerry	Monroy	Professor	Languages/ESL
Jonathan	Moschberger	Associate Professor	Political Science
Sally	Mulvey	Assistant Professor	Mathematics
Andrea	Murowski	Associate Professor	Accounting
Margaret	Natter	Assistant Professor	English
Laura	Neitzel	Associate Professor	History
Dominick	Nigro	Professor	Counseling
Nancy	Noe	Professor	English
Glenn	Noe	Professors	Mathematics
Brian	Oland	Associate Professor	Counseling
Elaine	Olaoye	Professor	Psychology
Edward	O'Neill	Professor	Architecture
Andrew	Panitz	Associate Professors	Mathematics
Suzanne	Parker	Associate Professor	English
Anthony	Pellicane	Professor	Criminal Justice
Shahin	Pirzad	Professor	Chemistry
James	Poinsett	Assistant Professor	Mathematics
Donna	Pope	Assistant Professor	English
Stephen	Propert	Professor	Counseling
Michael	Qaissaunee	Professor	Engineering & Technology
George	Reklaitis	Associate Professor	History
Joseph	Robinson	Professor	Education
Bonnie	Ross	Assistant Professor	Nursing
Rebecca	Rozario	Assistant Professor	Mathematics
John	Ryan	Assistant Professor	English
Joan	Santa Croce	Assistant Professor	Nursing

Angela	Saragusa	Associate Professor	English
Carol	Schedel	Professor	Respiratory Therapy
Kurt	Scheffler	Professor	English
Jane	Scimeca	Professor	History
Linda	Servidio	Professor	Nursing
Thomas	Setaro	Professor	Computer Science
Phyllis	Shafer	Professor	Business Management
Mohammad	Shanehsaz	Professor	Engineering & Technology
Robin	Smith	Professor	Nursing
Maryann	Smith	Associate Professor	Biology
Claire	Smuga	Assistant Professor	Fine Art
Anthony	Snyder	Professor	History
Richard	Sorrell	Professor	History
Gabriela	Sprague	Assistant Professor	Mathematics
Edward	Stein	Professor	Fine Art
Michael	Sullivan	Assistant Professor	Paralegal
Ashley	Tasy	Assistant Professor	Mathematics
Ana	Teodorescu	Assistant Professor	Mathematics
Robert	Thomas	Assistant Professor	Philosophy
Paula	Thonney	Assistant Professor	Mathematics
Michael	Toomey	Professor	Fitness
Barbara	Tozzi	Professor	Mathematics
Paul	Tucker	Professor	Automotive
Lori	Uffer	Professor	Fine Art
Joseph	Varone	Associate Professor	English
Christine	Vasquez	Associate Professor	English
Jeanne	Vloyanetes	Professor	Library
Linda	Wang	Professor	Mathematics
Townsend	Weeks	Associate Professor	Environmental Sciences
Douglas	Welsh	Professor	Automotive
Nambrath	Wesley	Associate Professor	Psychology
Arminda	Wey	Professor	Mathematics
David	Wiseman	Professor	Psychology
Caroline	Wong	Associate Professor	Biology
Joseph	Zavaglia	Professor	Legal Studies
Michelle	Zuppe	Associate Professor	Culinary Arts

I. PERFORMANCE RECOGNITION – Effective 7/1/16. Supporting documentation is provided as attachments.

1. Name: Eunice Clark
 Department: EOF Office
2. Name: Kathryn Furlong
 Department: Financial Aid
3. Name: Robert Gant
 Department: Biology
4. Name: Amy Gingold
 Department: Learning Commons
5. Name: Kristen Petersen
 Department: Biology
6. Name: Helen Vota
 Department: College Store

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 April 12, 2016.

Brookdale Community College
Paid Invoice Register
April 19, 2016

	Student	Vendor	Employee	Totals
ASBCC	\$ 80.00	\$ 27,151.65	\$ 447.26	\$ 27,678.91
Athletics	-	27,194.79	15,690.51	42,885.30
Bookstore	-	66,508.55	-	66,508.55
College	1,500.00	2,207,061.82	12,973.92	2,221,535.74
CPS	2,320.00	86,842.93	3,499.45	92,662.38
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	\$ 3,900.00	\$ 2,414,759.74	\$ 32,611.14	\$ 2,451,270.88
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4.1 *Monthly Financial Report*

Operating and payroll disbursements for the month ending February 29, 2016, were \$12,426,629.48.

The Monthly Financial Report contains summary information regarding all financial transactions of the College for the month of February. 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 Finance Committee meeting held April 12, 2016.

April 19, 2016: Vice President, Finance & Operations, Maureen Lawrence

Brookdale Community College
Monthly Analysis of Change

	02/29/16	01/31/16	CHANGE
OPERATING EXPENDITURES *			
Learning Division	\$27,953,871	\$ 27,729,349	\$ 224,522
Benefits & General Institutional	12,531,326	11,333,080	1,198,246
Sub Total	40,485,197	39,062,429	1,422,768
All other divisions	25,193,982	24,999,360	194,622
Total Operating Expenses	65,679,179	64,061,789	1,617,390
OPERATING REVENUE			
Tuition	36,949,948	36,540,938	409,010
General Service Fees	4,148,559	4,106,096	42,463
Sub Total	41,098,507	40,647,034	451,473
State Appropriations	6,900,576	6,038,004	862,572
County Appropriations	13,351,346	11,682,428	1,668,918
All other revenue	4,251,063	3,970,957	280,106
Total Operating Revenue	65,601,492	62,338,423	3,263,069
CASH			
Cash	13,814,936	10,454,743	3,360,193
Total Cash	13,814,936	10,454,743	3,360,193
CAPITAL EXPENDITURES *			
Renewals & Replacements	22,757,161	22,678,347	78,814
Minor Capital	3,767,676	3,765,335	2,341
Total Capital Expenses	26,524,837	26,443,682	81,155
CAPITAL REVENUE			
State	760,553	563,824	196,729
County	3,239,075	2,830,717	408,358
Other	4,446,389	3,984,918	461,471
Total Capital Revenue	8,446,017	7,379,459	1,066,558
GRANTS			
Federal Grants	1,638,881	1,536,769	102,112
State Grants	505,996	472,170	33,826
Other Grants	206,512	175,302	31,210
Total Grants	\$ 2,351,389	\$ 2,184,241	\$ 167,148

Note:

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

**Brookdale Community College
Operating Fund
Budget Summary Report
FY16**

AS OF FEBRUARY 29, 2016

	BUDGET	ADJUST*	TOTAL AVAILABLE	YTD ACTUAL	COMMIT **	BALANCE
President's Division	\$ 575,718	\$ 3,029	\$ 578,747	\$ 374,477	\$ 167,119	\$ 37,151
HR & Organizational Safety	2,263,510	9,439	2,272,949	1,420,276	624,067	228,606
Planning & Institutional Effectiveness	594,037	(65,380)	528,657	301,437	152,724	74,496
Advancement Division	1,499,035	(49,526)	1,449,509	863,841	384,194	201,474
Finance & Operations Division	10,628,702	42,353	10,671,055	6,757,831	3,261,776	651,448
Learning Division	33,168,629	63,585	33,232,214	18,929,007	9,024,864	5,278,343
Student Success Division	5,975,883	30,847	6,006,730	3,782,270	1,672,423	552,037
Continuing & Professional Studies	3,121,953	6,060	3,128,013	1,953,147	621,531	553,335
Utilities	2,884,162	-	2,884,162	1,666,773	1,190,096	27,293
Benefits & General Institutional	21,118,951	(40,407)	21,078,544	11,746,252	785,074	8,547,218
Total	<u>\$81,830,580</u>	<u>\$ -</u>	<u>\$81,830,580</u>	<u>\$47,795,311</u>	<u>\$17,883,868</u>	<u>\$16,151,401</u>

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
Income Summary Report
FY16

AS OF FEBRUARY 29, 2016

	BUDGET	ADJUST	TOTAL AVAILABLE	YTD ACTUAL	BALANCE
State of New Jersey	\$ 10,352,862	\$ -	\$ 10,352,862	\$ 6,900,576	\$ 3,452,286
County of Monmouth	20,027,019	-	20,027,019	13,351,346	6,675,673
Student Tuition	41,105,238	-	41,105,238	36,949,948	4,155,290
General Service Fee	4,667,620	-	4,667,620	4,148,559	519,061
Other Student Fees	1,597,296	-	1,597,296	1,402,472	194,824
Continuing & Prof Studies	3,052,625	-	3,052,625	2,421,734	630,891
Approp from Reserve	92,920	-	92,920	-	92,920
Miscellaneous	935,000	-	935,000	426,857	508,143
Total	<u>\$ 81,830,580</u>	<u>\$ -</u>	<u>\$ 81,830,580</u>	<u>\$ 65,601,492</u>	<u>\$ 16,229,088</u>

ENCL. NO. 4

**Brookdale Community College
Summary of Cash
FY16**

AS OF FEBRUARY 29, 2016

Cash:

Operating
Payroll

\$ 13,807,565.24
7,370.68

\$ 13,814,935.92

Brookdale Community College
Capital Fund
Budget Summary Report
FY16

AS OF FEBRUARY 29, 2016

	PROJECTED REVENUE	ALLOCATED	ACTUAL & COMMIT	BALANCE
FY12 Chapter 12 Projects	\$ 4,427,165		\$ -	\$ -
8120520 - Gorman Hall	-	74,933	25,416	49,517
8120540 - Megastructure Water Main	-	32,576	32,576	-
8120545 - Back Campus Walkway	-	2,220,778	2,220,778	-
8120550 - Wall Campus Expansion	-	2,098,878	1,257,820	841,058
FY13 Chapter 12 Projects	1,500,000	-	-	700,000
8130515 - Replacement of Carpet and Flooring MAC	-	800,000	226,352	573,648
FY14 Chapter 12 Projects	4,250,000	-	-	-
8140505 - Renovation of MAS Science Labs	-	4,000,000	268,000	3,732,000
8140510 - Infrastructure Improvement Lincroft Campus	-	250,000	230,345	19,655
FY15 Chapter 12 Projects	3,200,000	-	-	3,200,000
FY16 Chapter 12 Projects*	3,000,000	-	-	3,000,000
FY16 Capital Projects	-	-	-	-
8131005 - Higher Ed Bond Administration	11,237,162	-	10,345,857	891,305
8132450 - College Higher Ed Bond Administration Match	3,745,721	-	3,448,619	297,102
8131010/8131030 - Equipment Leasing Fund (ELF)	2,724,218	-	1,699,703	1,024,515
8131015/8131025 - Hi Ed Technology Infrastructure (HETI)	1,160,554	-	1,054,693	105,861
8132455/8132460 - College HETI Match	1,160,554	-	1,054,693	105,861
8142425 - Fascia Replacement	56,122	-	56,122	-
FY16 Infrastructure Projects	750,000	-	-	-
8162415 - General	-	602,730	43,167	559,563
8162417 - Heat Trace	-	96,529	79,270	17,259
8162418 - Freehold Campus Parking Lot	-	705,000	705,000	-
8162450 -Higher Ed Bond Administration MAS Labs	-	8,750	8,750	-
Renewals & Replacements	37,211,496	10,890,174	22,757,161	15,117,344
SLC/B4 Debt Service	1,120,658	-	782,594	338,064
Brookdale @ Freehold Debt Service	840,246	-	131,206	709,040
ELF Debt Services	23,645	-	10,246	13,399
Minor Capital	400,000	-	127,002	272,998
ASBCC	-	20,000	6,941	13,059
TIP	750,000	-	535,406	214,594
Student & BCD Tech Fee	2,238,274	-	2,174,281	63,993
Minor Capital	5,372,823	20,000	3,767,676	1,625,147
Total	\$ 42,584,319	\$ 10,910,174	\$ 26,524,837	\$ 16,742,491

* Pending Approval

**Brookdale Community College
Capital Fund
Income Summary Report
FY16**

AS OF FEBRUARY 29, 2016

	BUDGET	ADJUST *	PROJECTED REVENUE	YTD ACTUAL	BALANCE
State of New Jersey	\$ 1,500,000	\$ 21,810,517	\$ 23,310,517	\$ 760,553	\$ 22,549,964
County of Monmouth	1,500,000	8,561,443	10,061,443	3,239,075	6,822,368
Other	6,122,823	3,089,536	9,212,359	4,446,389	4,765,970
Total	<u>\$ 9,122,823</u>	<u>\$ 33,461,496</u>	<u>\$ 42,584,319</u>	<u>\$ 8,446,017</u>	<u>\$ 34,138,302</u>

*** Adjustments reflect prior year capital funding balances**

ENCL. NO 7

**Brookdale Community College
Grants
Budget Summary Report
FY16**

AS OF FEBRUARY 29, 2016

	BUDGET	ADJUST	FUNDS AVAILABLE	ACTUAL & COMMIT	BALANCE
Federal Grants					
Brookdale	\$ 2,838,118	\$ 134,576	\$ 2,972,694	\$ 1,540,764	\$ 1,431,930
Subgrants	192,000	-	192,000	98,117	93,883
SUBTOTAL	3,030,118	134,576	3,164,694	1,638,881	1,525,813
State Grants	636,596	-	636,596	505,996	130,600
Other Grants	653,131	-	653,131	206,512	446,619
TOTAL	<u>\$ 4,319,845</u>	<u>\$ 134,576</u>	<u>\$ 4,454,421</u>	<u>\$ 2,351,389</u>	<u>\$ 2,103,032</u>

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 and Facilities Committee of the Board of Trustees at a meeting held April 12, 2016.

April 19, 2016: Vice President, Finance & Operations, Maureen Lawrence

RES160018

RESOLUTION

WHEREAS, County College Contracts Law, Chapter 64A, title 18A, requires Board approval for any purchase in excess of \$35,000, or purchases with a combined total in excess of \$35,000; 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.

Change Order Reconciliation
April 19, 2016

Projects

			Change Orders	Current		Contract	Proposed %
Vendor Name	Description	Contract Award	Approved	Contract Value	Proposed C/Os	Total	Increase
1 French & Parrello Associates	Coordinate proper removal and inspection of soil piles (by Lurch Demolition) at Wall Higher Education	\$ 58,692.00	\$ 18,250.00	\$ 76,942.00	\$ 1,600.00	\$ 78,542.00	2%
2 Circle-A Construction Co., Inc.	Expanded scope Back Campus Walkway project. Chapter 12 Funds	1,911,000.00	-	1,911,000.00			
		<u>\$ 1,969,692.00</u>	<u>\$ 18,250.00</u>	<u>\$1,987,942.00</u>	<u>\$ 1,600.00</u>	<u>\$ 78,542.00</u>	

RES160018

5.1 Curriculum

The faculty and administration of the College have proposed to realign the Business Administration Associate in Arts to an Associate in Science degree program. A Program Announcement for the Business Administration Associate in Science has been sent to the Presidents of New Jersey's Colleges and Universities for their consideration and comment.

The Business Administration Associate in Science is designed for students seeking to transfer to a four-year institution. The restructuring of the curriculum to an associate in science degree provides students with an in-depth business curriculum. An evaluation by an external consultant confirmed that offering a broader scope of career studies courses is appropriate and consistent with business programs offered by both two- and four-year institutions. Graduates of bachelor's programs in business have varied employment opportunities in business, accounting, marketing, and management.

Articulation agreements will continue with Georgian Court University, New Jersey City University, New Jersey Institute of Technology, Rutgers University, and William Paterson University.

The Business Administration Associate in Science has been reviewed by Institute Deans, Academic Council, the General Education Committee, the Registrar, the Vice President for Learning, the President, and the Policy and Education Committee of the Board.

The President recommends that the Board of Trustees adopt a resolution approving the Business Administration Associate in Science program.

WHEREAS, the faculty and administration of the College have proposed to realign the Business Administration Associate in Arts to an Associate in Science degree program; and

WHEREAS, a Program Announcement for the Business Administration Associate in Science has been sent to the Presidents of New Jersey's Colleges and Universities for their consideration and comment; and

WHEREAS, the Business Administration Associate in Science is designed for students seeking to transfer to a four-year institution; and

WHEREAS, the restructuring of the curriculum to an associate in science degree provides students with an in-depth business curriculum, and an evaluation by an external consultant confirmed that offering a broader scope of career studies courses is appropriate and consistent with business programs offered by both two- and four-year institutions; and

WHEREAS, graduates of bachelor's programs in business have varied employment opportunities in business, accounting, marketing, and management; and

WHEREAS, articulation agreements will continue with Georgian Court University, New Jersey City University, New Jersey Institute of Technology, Rutgers University, and William Paterson University; and

WHEREAS, the Business Administration Associate in Science program has been reviewed by Institute Deans, Academic Council, the General Education Committee, the Registrar, the Vice President for Learning, the President, and the Policy and Education Committee of the Board;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Brookdale Community College that the Business Administration Associate in Science Program be and is hereby approved.

April 19, 2016

RES160019

PROGRAM ANNOUNCEMENT COVER PAGE

Date: January 29, 2016

Institution:	Brookdale Community College
New Program Title:	Business Administration
Degree Designation:	Associate in Science
Programmatic Mission Level for the Institution	Associate
Degree Abbreviation:	A.S.
CIP Code and Nomenclature (if possible) <i>If outside the classification indicate Not Applicable</i>	520201
Campus(es) where the program will be offered.	Lincroft
Date when the program will begin (month and year).	September 2016
List the institutions with which articulation agreements will be arranged:	Georgian Court University New Jersey City University New Jersey Institute of Technology Rutgers University William Paterson University

Is licensure required of program graduates to gain employment?

☐ Yes ☒ No

Will the institution seek accreditation for this program?

☐ Yes ☒ No

■ If yes, list the accrediting organization:

Program Announcement narrative:

- ☒ Objectives
- ☒ Need
- ☒ Student enrollments
- ☒ Program resources

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page(s) 4

page(s) 4

**Brookdale Community College
Associate in Science
Business Administration**

DESCRIPTIVE INFORMATION:

1. Objectives.

The College is realigning the Business Administration A.A. to an A.S. program. This program is designed to provide students with a deeper general knowledge of the major career areas in Business, as well as sufficient general education studies to enable students to successfully transfer into a Baccalaureate degree program.

2. Evaluation and Learning Outcomes Assessment plan for the program.

The following table shows how program goals and learning outcomes will be assessed. Direct and Indirect measures are included:

Institutional Learning Goals	Program Learning Outcomes	How Program Learning Outcomes are Assessed	
		Course	Method
Student will use social science theories and concepts to analyze human behavior and social and political institutions and to act as responsible citizens.	Students will acquire a common body of knowledge in Business and demonstrate competencies by appropriately applying the relevant theories and implementation of practices.	BUSI 105 – Introduction to Business	Written and oral profiles of publicly-traded companies which: 1. Supports students' understanding of key business concepts and theories (domestic and international) 2. Builds a foundation for upper-level courses.
		ECON 105 – Macro Economics	Research via publications to: 1. Determine the impact of macroeconomic factors on small and large businesses 2. Define and explain the interrelationship.
		ECON 106 – Micro Economics	Research via actual interviews and publications to: 1. Determine the impact of microeconomic factors on small and large businesses 2. Define and explain the interrelationship.

Institutional Learning Goals	Program Learning Outcomes	How Program Learning Outcomes are Assessed	
		Course	Method
<p>Students will gain an understanding of ethical issues and situations.</p> <p>Students will think critically.</p> <p>Students will use appropriate mathematical and statistical concepts and operations to interpret data and to solve problems.</p>	<p>Students will develop and awareness of ethical issues in the business world.</p> <p>Students will demonstrate a proficiency in critical thinking skills to analyze and solve business problems.</p> <p>Students will apply analytical and quantitative skills.</p>	COMP 129 Information Technology	<p>Presentation of a Research Paper focusing on an issue representing a threat to cyber-business activity:</p> <ul style="list-style-type: none"> ▪ Cyberstalking ▪ Phishing ▪ Keyloggers ▪ Online Identity Theft ▪ Search Engine Censorship ▪ Software Piracy.
		BUSI 205 – Principles of Management	Written and oral evaluation of current business situations that demonstrate students' ability to use analytical and critical-thinking skills in a decision-making context.
		ECON 105 - Macro Economics	E-portfolio presentation of gathered research, supported with graph exhibits, data, and a personal reflection using APA citations of required readings, that determines the impact of macroeconomic factors on small and large businesses.
		ECON 106 - Micro Economics	Presentation of interview findings, illustrated with graphs and a supporting narrative that demonstrates students' understanding of microeconomic factors on small businesses.
		ECON 225 – Business Statistics	Quantitative analysis and problem solving, where results are interpreted within the context of practical business applications.

Program instructors assess all learning outcomes. Program Assessment findings for courses designated as general education are reported annually to the Office of Planning and Institutional Effectiveness (PIE). Program Learning Outcomes in degree programs also are assessed and reported periodically to PIE. All Degree Programs undergo a five-year program review to ensure the programs' continuous enhancement and improvement.

Graduates of this program will be able to:

- **Acquire a common body of knowledge in Business and demonstrate competencies by appropriately applying the relevant theories and implementation of practices.**
- Develop an awareness of ethical issues in the business world.
- Demonstrate a proficiency in critical thinking skills to analyze and solve business problems.
- Apply analytical and quantitative skills.

3. Relationship of the program to institutional strategic plan and its effect on other institutional programs at the same institution.

The Business Administration A.S. program aligns with Brookdale Community College's mission to provide "a comprehensive array of quality, affordable educational choices leading to transfer and career opportunities."

Priority 1 of the College's 2015-2017 Strategic Plan is student success. Replacing the College's Business Administration A.A. with a Business Administration A.S. will provide students with a greater in-depth business curriculum and is designed for successful transfer to a four year institution. Graduates of bachelor's programs in business have varied employment opportunities in business including finance, marketing, and management.

Brookdale also offers a Business Management A.A.S. career program. The A.S. program will be a viable alternative to students who desire to transfer to a four-year institution.

4. Need. Provide justification of the need for this program.

This degree is designed for students seeking to transfer to a four year institution to major in business fields such as Accounting, Business Analytics, Finance, Global Business, Global Supply Chain Management, Management, Marketing and Sports Management.

The Business Administration A.A. degree is one of the top two transfer programs at the College. Enrollment is strong and stable. The fall 2015 enrollment for the Business Administration A.A. is 1,651. It is expected that the conversion to an A.S. in Business will continue to attract students and will permit students to complete the required business core courses in a more parallel manner to the four year institutions.

The change to an A.S. program is predicated upon the necessity of maintaining a direct linkage between our courses and curriculum and current and emerging business practices. The additional required major courses will enhance our program design by strengthening students' knowledge required for their success in an increasingly competitive business environment.

The United States Department of Labor, Bureau of Labor Statistics, and Occupational Outlook Handbook projects an employment growth of 8% for business and financial occupations from 2014 to 2024, about as fast as average for all occupations, adding about 632,400 new jobs. Management occupations are expected to grow 6% from 2014-2024 resulting in about 505,400 new jobs. Employment growth will be driven by the formation of new organizations and expansion of existing ones, which will require more workers to manage these operations.

The New Jersey Department of Labor and Workforce Development labor market study for Monmouth County projects a 13% employment growth by 2019 for Market Research and Management Analysts occupations.

Job titles for graduates with Bachelor's degrees include Accountants and Auditors, Administrative Services Managers, Advertising, Appraisers and Assessors of Real Estate, Budget Analysts, Buyers, Purchasing Agents, Claims Adjusters, Appraisers, Examiners and Investigators, Compensations,

Benefits, Job Analysis Specialists, Cost Estimators, Financial Analysts , Fundraisers, Human Resources Specialists, Insurance Underwriters, Labor Relations Specialists, Loan Officers, Logisticians, Management Analysts, Market Research Analysts, Personal Financial Analysts, Tax Examiners and Collectors, Revenue Agents and Training and Development Specialists.

As stated by the National Association of Colleges and Employers, Winter 2008 Salary Survey, after the first year in the workforce, business majors earn 16 percent more than the average salary for all majors.

Similar programs within the state and neighboring states for an Associate's degree in Business:

- Atlantic Cape Community College – Business Administration AS
- Cumberland County College – Business Studies AA
- Mercer County Community College – Business Administration AS
- Ocean County College – Business Administration AS
- Rider University – Business Administration AA
- Rowan College at Gloucester County – Business Administration AS
- Salem Community College – Business Administration AS
- Hudson County Community College – Business Administration AS
- Camden County College – Business Administration AS
- Essex County College – Business Administration AS
- County College of Morris – Business Administration AS
- Thomas Edison State College – Business Administration AS
- Middlesex County College – Business Administration AS
- Sussex County Community College – Business Administration AS
- Saint Peters University – Business Management AS

5. Students.

Anticipated enrollment will draw from the existing A.A. degree program, students who will not have completed their degree by August 2016, and new freshman entering the college for the fall 2016 semester. The pool of potential students will consist of enrollment in our A.A. program which has fluctuated between 1,651 and 1,721 from Fall 2011- Fall 2015.

6. Program Resources.

Existing resources in support of the A.A. program will be continued to support the A.S. program.

Curriculum

Associate in Science Business Administration

This program is for students wishing to transfer to four-year colleges that offer Bachelor's degrees in business or business education. It contains a broad range of business-related courses plus the general education studies required for transfer to most four-year schools. Upon graduation from this program, and subsequent completion of a four-year degree, students will be prepared to begin careers in financial management, marketing, personnel management, sales, operations management, government, and other business-related activities with opportunities for promotion to management positions. Students who wish to become business education teachers upon completion of a four-year degree should also begin in this program.

NOTE: Four-year colleges accredited by the Association to Advance Collegiate Schools of Business (AACSB) or the Accreditation Council for Business Schools and Programs may require demonstration of proficiency for selected 200-level courses.

Graduates of this program will be able to:

- **Acquire a common body of knowledge in Business and demonstrate competencies by appropriately applying the relevant theories and implementation of practices.**
- Develop an awareness of ethical issues in the business world.
- Demonstrate a proficiency in critical thinking skills to analyze and solve business problems.
- Apply analytical and quantitative skills.

General Education 32-33

Course Code	Title	Credits
ENGL 121	English Composition: The Writing Process	3
ENGL 122	English Composition: Writing and Research	3
MATH 145 MATH 151	Algebraic Modeling or Intermediate Algebra	4
MATH 152 MATH 156	College Algebra & Trigonometry or Mathematics for Management and the Social Science	3-4
Any General Education	Lab Science	4
COMP 129	Information Technology	3
Humanities		3
HIST 105	World Civilization or	
HIST 106	World Civilization II or	
ENGL 235	World Literature I or	
ENGL 236	World Literature II	
Social Science		3
PSYC 105	Introduction to Psychology I or	
PSYC 106	Introduction to Psychology II	
Humanities or Social Science		3
PHIL 227	Introduction to Ethics or	
SOCI 101	Principles of Sociology	
SPCH 115	Public Speaking	3

Career Studies 18 credits as follows:

BUSI 105	Introduction to Business	3
ECON 105	Macro Economics	3
ECON 106	Micro Economics	3
ACCT 101	Principles of Accounting I	3
ACCT 102	Principles of Accounting II	3
ECON 225	Business Statistics	3

Career Studies 9-11 credits from among the following:

ACCT 112	Managerial Accounting	3
BUSI 205	Principles of Management	3
BUSI 221	Business Law I	3
MRKT 101	Introduction to Marketing	3
MATH 153	Pre-Calculus	4
MATH 171 or	Calculus	4
MATH 176	Calculus with Business Applications	
COMP 128	Basic Programming	1

Electives 0-3

Total credits required for the degree: 60-62Sequence:**Fall Term - 1st Semester**

BUSI 105	Introduction to Business	3
COMP 129	Information Technology	3
ECON 105	Macro Economics	3
ENGL 121	English Composition: The Writing Process	3
MATH 145 or	Algebraic Modeling	4
MATH 151	Intermediate Algebra	
Total credits for the semester		16

Spring Term - 2nd Semester

ACCT 101	Principles of Accounting I	3
ECON 106	Micro Economics	3
ENGL 122	English Composition: Writing and Research	3
MATH 152 or	College Algebra and Trigonometry	3-4
MATH 156	Math for Management and the Social Science	
Career Studies		3
Total credits for the semester		15-16

Fall Term - 3rd Semester

ACCT 102	Principles of Accounting II	3
PSYC 105 or	Introduction to Psychology	
PSYC 106	Introduction to Psychology II	3
HIST 105 or	World Civilization I	3
HIST 106 or	World Civilization II	
ENGL 235 or	World Literature I	
ENGL 236	World Literature II	
SPCH 115	Public Speaking	3
Career Studies		3-4
Total credits for the semester		15-16

Spring Term-4th semester

ECON 225	Business Statistics	3
General Education Lab Science		4
PHIL 227 or	Introduction to Ethics	3
SOCI 101	Introduction to Sociology	
Career Studies		3-4
Elective		0-3
Total credits for the semester		13-17

ACCT 101 Principles of Accounting I (Cr3) (3:0)

An introduction to basic concepts and principles of recording and posting financial information, preparation of trial balance, worksheet and financial statements. Current assets and liabilities are emphasized.

ACCT 102 Principles of Accounting II (Cr3) (3:0)

This course is a continuation of ACCT 101. It introduces partnership and corporate accounting. Long-term assets and liabilities, cash flow and analysis of financial statements are emphasized.

ACCT 112 Managerial Accounting (Cr3) (3:0)

A study of financial information as presented for internal management purposes, with a focus on cost determination, cost control, performance evaluation and techniques for analyzing information for planning and decision making.

BUSI 105 Introduction to Business (Cr3) (3:0)

In this survey course, the student will receive an overview of functional areas of business and learn the basic concepts of the business world. Some topics covered include management, managing human resources, labor relations, ethics and social responsibility, accounting, money and banking, securities and investments, marketing, and globalization. Upon completion of this course, students will understand the various forms of business ownership and the free enterprise system and how it contrasts with other systems. This course will assist the student in making career choices and will serve as an entry level foundation course.

BUSI 205 Principles of Management (Cr3) (3:0)

The student will develop an insight into the basic concepts, functions and techniques of administrative management. The student will obtain specific knowledge of how to manage the planning, organizing, leading and controlling that is involved in any type of organization. Upon completion of the course, the student will have an understanding of the principles of good management.

BUSI 221 Business Law I (Cr3) (3:0)

The student will identify, define and describe contracts, agency, employment, wills, bailment, personal and real property.

ECON 105 Macro Economics (Cr3) (3:0)

Students will understand how a market economy operates using the fundamental principles of supply and demand. They will be able to relate the significance of unemployment, inflation and other indicators to our nation's economy. They will be able to explain the effects of monetary and fiscal policy and the impact of foreign trade on the phenomenon of economic growth.

ECON 106 Micro Economics (Cr3) (3:0)

Students will understand principles of supply and demand including sensitivity analysis to price, income and utility. They will analyze cost under various market structures. Both the output and input markets will be examined.

ECON 225 Business Statistics (Cr3) (3:0)

Students will summarize statistical data, both graphically and as measures of center and dispersion. Discrete and continuous probability, sampling techniques, distributions, hypothesis testing, confidence intervals, regression, time series analysis and index numbers are also covered.

MRKT 101 Introduction to Marketing (Cr3) (3:0)

The student will master the fundamentals of marketing and marketing theory. The students will study theories relevant to marketing and the business environment, marketing and the social environment, research, product strategies and development, distribution, promotion and pricing.

NEW MASSAGE THERAPY TRAINING PROGRAM

Under the Trade Act grant awarded to Brookdale Community College, the Center for Career Development in the Continuing & Professional Studies division has developed a 609 hour Massage Therapy Training Program to prepare students to work as New Jersey licensed massage therapists and be eligible for financial aid for the program.

Massage Therapists are reported as a high demand occupation by the NJ Labor and Workforce Development Department. The U.S. Bureau of Labor Statistics anticipates an 18% increase in the number of massage therapists in New Jersey from 2012-2022. The U.S. Bureau of Labor Statistics reports the current median hourly pay rate for massage therapists in New Jersey is \$19.70, the median yearly salary is \$41,000.

The program will include 100 hours of clinical education in addition to classroom didactic and lab instruction. A brief outline of the curriculum is attached. The lead instructor, Sharyn Ross, is an RN and a NJ licensed massage therapist who has maintained a private massage therapy practice, taught massage therapy techniques to nurses at Brookdale Community College in the past, and has owned and managed a massage therapy school. Resumes of both instructors are attached.

New Jersey regulations require that a massage therapy instructional program be at least 500 hours in length to prepare students for a New Jersey license. Federal regulations require that a non-credit training program be at least 600 hours in length for financial aid eligibility. Both sets of regulations require a resolution by the Board of Trustees for Brookdale Community College to participate in providing a massage therapy program that is eligible for federal financial aid and prepares students for New Jersey licensure.

RESOLUTION

WHEREAS, at the January, 2015 Board of Trustees meeting the Board of Trustees of Brookdale Community College approved the College's acceptance of the Trade Act grant award sponsored by the US Department of Labor.

WHEREAS, under this grant the Continuing & Professional Studies division proposed to develop new curriculum for a massage therapy program that will prepare candidates for NJ state licensure and will qualify for Federal Pell Grants; and

WHEREAS, State licensure is required to practice massage therapy in New Jersey, and federal financial aid for non-credit training is an added incentive and maximizes the opportunity for students to achieve their educational goals regardless of financial resources;

NOW THEREFORE BE IT RESOLVED that the Policy and Education Committee and the Board of Trustees hereby adopt a resolution approving the massage therapy program so that students who are participating will be eligible to apply for state licensure as well as apply for financial aid.

April 19, 2016

MASSAGE THERAPY TRAINING PROGRAM COURSE DESCRIPTION

The 609 hour Massage Therapy program consists of lecture and lab hours as well as a 100 hour clinical experience. The program is designed to prepare qualified individuals to become New Jersey licensed massage therapists. It also prepares students to take the MBLEX exam, which is a national certification.

Areas of Study include: Swedish massage skills, myofascial release, neuromuscular therapy, reflexology, aromatherapy, sports massage, anatomy & physiology, kinesiology, pathology, health and hygiene, business practices and professional ethics, and an MBLEX exam review. Students receive hands-on experience through the lab exercises and the clinical experience of supervised massage therapy sessions.

Brookdale Community College Massage Therapy Program Official Transcript
765 Newman Springs Road, Lincroft, NJ 0738

Student Name:

Entry Date:

Graduation Date:

Total Clock Hours: 609

<u>Course Title</u>	<u>Hours</u>	<u>Grade</u>
Anatomy & Physiology	100	
Pathology	50	
Kinesiology	21	
History Modern and Ancient	14	
Student Clinic/ Community Outreach	100	
Assessment Skills	25	
Swedish Massage Theory & Practice	100	
Neuromuscular Therapy	40	
Active Isolated Stretching	32	
Business, Ethics & Law Federal & State Regulations NJ License education and application requirements	22	
Modalities and Adjunct Therapies Reflexology	14	
Chair Massage	7	
Hot Stone and Hydrotherapy	14	

Sports Massage Techniques	7
<u>Myofascial Release</u>	14
<u>Manual Lymph Drainage</u>	14
<u>Asian Techniques</u>	21
<u>Medical/ Hospice/ Energy Work</u>	7
<u>Prenatal, infant, postnatal Massage</u>	7
<u>Total Clock Hours:</u>	<u>609</u>

CPR, First Aid and AED (American Heart)

Date of Certification

School Official: _____ Date: _____ Official School Seal

SHARYN ROSS, R.N., C.M.T.

15 Rimwood Drive, Lincroft, NJ 07738

Home: 732.383.8191 • Mobile: 908.433.4624 • E-Mail: sharynrr@gmail.com

OBJECTIVE

To apply my extensive experience in massage therapy studies, instruction, and related curriculum writing to the development of a 650-hour massage therapy training program at Brookdale Community College.

PROFESSIONAL EXPERIENCE

Nurse Manager, Robert Wood Johnson Fitness and Wellness Center in Parlin, NJ 2008-2013

- Duties included facilitating client assessments and demonstrating the importance of on-site nursing services for education and emergency response
- Counseling responsibilities focused on weight management, diabetic education, stress management, and hypertension
- Spearheaded community health initiatives, including lectures, health fairs and seminars on the benefits of conventional, alternative, and preventive medicine to maintain optimum health

Owner, Private Massage Practice 1988 - present

- Specialize in Swedish Massage
- Integrate range of motion exercises, hot stone therapy, aromatherapy, pregnancy massage and chair massage techniques

Adjunct Professor, Monmouth University 2008

- Taught Health in Developing Countries & Cross Cultural Issues and Yoga Exercise Techniques.

Owner/Lead Instructor, Time Out Massage School 1991 - 2007

- Owner and creator of 100 hour massage training course and 500 hour full certification program.
- Prepared the students to sit for the NCTMB (National Certification in Therapeutic Massage and Bodywork) exam
- Program director and developer of Department of Education-approved vocational school

Program Developer, Brookdale Community College 1996-2006

- Developed curriculum for Massage Therapy for Nurses Levels One and Two.
- Developed assessment tools and integrated massage practices within nursing content.

Lead Instructor, Massage Therapy for the Sight Impaired 1995-1996

- Hired by the commission for the blind to teach a class of 10 sight impaired students the theory and practice of unsighted massage therapy.

PROFESSIONAL CERTIFICATIONS & LICENSES

- Registered Professional Nurse, New Jersey Board of Nursing, #26N007109800
- Forensic Nurse Examiner, Licensed by New Jersey Board of Nursing #26NF00011700
- Registered Professional Nurse, Licensed by State of Maine, #RN65304
- A.B.M.P. Certified Massage Therapist (1995- 2004)
- Nationally Certified in Therapeutic Massage and Bodywork by Exam, # 2572
- NJ Therapeutic Massage and Bodywork Division of the Board of Nursing (2007-Present)

EDUCATION

Master of Science, Natural Health & Science

Degree earned in 2005
Clayton College, Birmingham, AL (*Highest Honors*)

Bachelor of Science, Natural Health & Sciences

Degree earned in 2003
Clayton College, Birmingham, AL (*Highest Honors*)

Sexual Assault Nurse Examiner

Degree earned in 2002
Rutgers University, College of Nursing, Newark NJ

Certified Massage Therapist

Degree earned in 1988
Kinley Course of Scientific Massage

Associates Degree, Applied Science/ Registered Nursing

Degree earned in 1979
Brookdale Community College, Lincroft, NJ

PROFESSIONAL ASSOCIATIONS

- NANMT : National Association of Nurse Massage Therapist
- AMTA American Massage Therapy Association
- ABMP : Associated Bodywork and Massage Professionals
- AMTA Advanced training in the field of Massage Therapy
- Mother Massage / Massage During Pregnancy Certification

COMMUNITY OUTREACH

- Volunteer for Change a Life: Uganda
- Volunteer Camp Nurse for Manitou Experience in Oakland, MN
- Coordinated volunteer programs with massage students within the community

Agnes M. Shanley LMT

926 Woodmere Drive, Keyport, NJ 07735

732-500-3191 - ashanleylmt@gmail.com

License Number: 18KT00741200

Education:

American Institute of Alternative Medicine, 555 New Jersey Route 18, East Brunswick, NJ. - 2013 - 2014. 680 hour training program. Owner/ Mark Carangelo, LMT.

Time Out Massage, Eatontown, NJ - 1994 -1995. 500 hour program, including Swedish, deep tissue, foot reflexology, and pre-natal massage using the Body Cushion Support system. Received Certification Certificate March, 1995. Teacher/ Owner: Sharyn Ross.

Emelliani, Union NJ 1995. Received Salon Shiatzu Certification, www.emeliani.com.

Young Living Oils, Lawrenceville, NJ. Four day course.

CPR/AED and First Aid Certified. Re-certified, July 29, 2014.

Work Experience:

2014 - Present - Body Wellness, 777 Washington Ave, Sayerville, NJ.

2013 - Present - Advanced Health & Education, 3 Corbet Way, Eatontown, NJ.

2012 - Present - Dr. Barbara Currie, Chiropractic, 6 East Front Street, Keyport, NJ 07735. Working independently as a massage therapist.

2011 - Present - RWJ, 100 Kirkpatrick St, New Brunswick, NJ. Chair Massage.

2010 - 2012 - Sue's Therapeutic Massage and Rehabilitation Center, 272 Route 34, Old Bridge, NJ 08857. Owner: Susan Agosto. www.oldbridgемassage.abmp.com. Retired.

2006 - 2010 The Comfort Zone, 70 Main Street, Matawan, NJ 07747. Owner: Vicki Bilinski. Retired.

1996 - 2005 Red Bank Family Health & Wellness Center YMCA, 166 Maple Avenue, Red Bank, NJ 07701.

Member: ABMP - Associated Bodywork and Massage Professionals - insured.

Agnes M. Shanley LMT

926 Woodmere Drive, Keyport, NJ 07735
732-500-3191 ashanleylmt@gmail.com
License Number: 18KT00741200

September 8, 2015

References:

Dr. Barbara K. Currie DC

Chiropractor
6 East Front Street
Keyport, NJ 07735
732-739-4770
curriebk@yahoo.com

Dr. John Marullo DC

Chiropractor
Body Wellness & Rehabilitation LLC
777 Washington Road
Parlin, NJ 08859
732-613-1122
bodywellnesschiro@gmail.com

BROOKDALE COMMUNITY COLLEGE
BOARD POLICY

5.0002

I. Title of Policy

Educational Programs

II. Objective of Policy

To emphasize the College's commitment to learning through the offer of credit and non-credit educational programs to benefit students, employers and its community.

~~III.~~ transfer and career programs~~III.~~ Authority

N.J.S.A. 18A & N.J.S.A 9A General Powers of Boards

~~IV.~~ IV. Policy Statement

~~1.~~ Recognizing its role as a comprehensive community college, Brookdale offers has an obligation of offer a variety of educational programs to meet the diverse needs of its community. These include but are not limited to: Types of programs include:

- a. Transfer programs which lead to the associate degree and provide the credits for the first half of a the first two years of a four year college education baccalaureate degree. Transfer programs are will be offered both in the Arts (AA) and Sciences (AS), as well as in a variety of specific career disciplines;
- b. Two-year career programs that prepare the graduate for employment; career oriented education programs of less than 60 credits ;
- c. Short Term Certificate programs, both credit and non-credit, to prepare the student for employment. Whenever possible, these programs will qualify the students for an external credential or licensure, continuing education units, certifications, or other evidence of completion/mastery, to meet personal and/or professional requirements.

~~2.1.~~ All educational programs will be developed on the basis of community demand, industry need, resource availability, and suitability for college level instruction. and transferability.

~~V.~~ Responsibility for Implementation

The President

Approved: September 1980

Revised: February 2002

PROPOSED REVISION: April 2016

BROOKDALE COMMUNITY COLLEGE
BOARD POLICY

5.0002

I. Title of Policy

Educational Programs

II. Objective of Policy

To emphasize the College's commitment to learning through the offer of credit and non-credit educational programs to benefit students, employers and its community.

III. Authority

N.J.S.A. 18A & N.J.S.A 9A

IV. Policy Statement

Recognizing its role as a comprehensive community college, Brookdale offers a variety of educational programs to meet the diverse needs of its community. These include but are not limited to:

- a. Transfer programs which lead to the associate degree and provide the credits for the first half of a baccalaureate degree. Transfer programs are offered in the Arts (AA) and Sciences (AS), as well as in a variety of specific career disciplines;
 - b. Two-year; career oriented education programs of less than 60 credits ;
 - c. Short Term Certificate programs, both credit and non-credit, to prepare the student for employment. Whenever possible, these programs will qualify the student for an external credential or licensure, continuing education units, certifications, or other evidence of completion/mastery, to meet personal and/or professional requirements.
1. All educational programs will be developed on the basis of community demand, industry need, resource availability, and suitability for college level instruction.

V. Responsibility for Implementation

The President

Approved: September 1980
Revised: February 2002
PROPOSED REVISION: April 2016



Strategic Priorities

2015-2017



Strategic Priorities 2015 – 2017: Goals

In fulfilling the mission of the College, the overarching goals of the Board of Trustees Strategic Priorities are to focus the College on its future and establish the groundwork for the next strategic plan.

BROOKDALE COMMUNITY COLLEGE SCHEDULE OF BOARD OF TRUSTEE MEETINGS FOR 2016

2016 Workshop/Public Business Meetings (PBM)	Executive	Audit	Finance & Facilities	Policy & Education	Governance	Foundation Board Meetings	NJCCC
DATES/LOCATIONS Public Workshop 5:30 PM Public Business Mtg. 7:30 PM	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		
Tuesday, January 19 Lincroft, SLC, Twin Lights	Mon., Jan. 11 5:00 PM*		Tues., Jan. 12 6:00 PM	Wed., Jan. 13 5:00 PM	Mon., Jan. 11 6:00 PM	Thur., Jan. 28 2:30 PM	
Tuesday February 16 Lincroft, SLC, Navesink Rooms	Mon., Feb. 8 5:00 PM*		Thur., Feb. 11 6:00 PM*	Thur., Feb. 11 5:00 PM			
Tuesday, March 15 Freehold Campus, 103/104	Mon., Mar. 7 5:00 PM*	Tue., March 8 5:00 PM	Tue., March 8 6:00 PM*		Mon., March 7 6:00 PM	Thur., March 24 3:00 PM	March 10 or 14 Ocean CC
Tuesday, April 19 Lincroft, SLC, Navesink Rooms	Mon., Apr. 11 5:00 PM*		Tue., April 12 6:00 PM	Thur., April 14 5:00 PM			
Tuesday, May 17 Lincroft, SLC, Navesink Rooms	Mon., May 9 5:00 PM*	Tue., May 10 5:00 PM	Tue., May 10 6:00 PM*		Mon., May 9 6:00 PM	Thur., May 19 4:00 PM	
Tuesday, June 21 Lincroft, SLC, Navesink Rooms	Mon., June 13 5:00 PM*		Tue., June 14 6:00 PM	Thurs., June 16 6:00 PM	Mon., June 13 6:00 PM	Thur., June 16 4 PM	
Tuesday, July 19 (5:00 PM) * – Executive Conference call for routine matters only							
Tuesday, August 16 Hazlet Higher Ed. Center	Mon., Aug. 8 5:00 PM*		Tue., Aug. 9 6:00 PM*		Mon., Aug. 8 6 PM		
Tuesday, September 20 Lincroft, SLC, Navesink Rooms	Mon., Sept. 12 5:00 PM*		Tues., Sept. 13 6:00 PM*	Mon., Sept. 12 6:00 PM			
Tuesday, October 18 Lincroft, SLC, Navesink Rooms	Mon. Oct. 10 5:00 PM*		Mon., Oct. 10 6:00 PM				
Tuesday, November 22 Lincroft, SLC, Navesink Rooms	Mon., Nov. 14 5:00 PM*	Tue., Nov. 15 5:00 PM	Tue., Nov. 15 6:00 PM	Thur., Nov. 17 5:00 PM			
Tuesday, November 29 Reorganization Meeting , Lincroft, SLC, Navesink Rooms							
Tuesday, December 20 Lincroft, SLC, Navesink Rooms	Mon., Dec. 12 5:00 PM*		Tue., Dec. 13 6:00 PM		Mon., Dec. 12 6:00 PM		

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

Revised Dates in Blue -

***Indicates Conference Call Conference Call Number is: 1-866-537-1618 - passcode: 6392 734#**

Approved – December 17, 2015 – v1; v3 – locations entered

Feb. 3, 2016 – changed P & E committee meetings, v4

March 2, 2016 – changed to reflect March Audit meeting will be rescheduled, v5

BROOKDALE COMMUNITY COLLEGE
Board of Trustees
2016 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.

<u>Executive Committee</u> Dr. Carl Guzzo, Jr., Chair Mr. Joseph DiBella, Vice Chair Ms. Lora Campbell Mr. Paul Crupi Mr. Bret Kaufmann	<u>Audit Committee</u> Mr. William Dalton Ms. Lora Campbell Dr. Les Richens New Trustee	<u>Finance and Facilities</u> Mr. Joseph DiBella Mr. Gary Tolchin Mr. Paul Crupi Mr. Paul Geissler Mr. Bret Kaufmann
<u>Policy and Education</u> Dr. Hank Cram Ms. Lora Campbell Mr. Paul Crupi Dr. Les Richens New Trustee	<u>Governance</u> Mr. Paul Crupi Mr. Joseph DiBella Ms. Tracey Abby-White New Trustee	<u>Nominating Committee</u> Ms. Lora Campbell Mr. William Dalton Mr. Bret Kaufmann
<u>Liaison to New Jersey Council of County Colleges</u> Ms. Tracey Abby-White	<u>New Jersey Council of County Colleges Trustees Ambassador</u> Ms. Tracey Abby-White	<u>Liaison to Brookdale Community College Foundation</u> Mr. Gary Tolchin Ms. Tracey Abby-White
<u>The Human Resources Committee</u> A Committee of the whole	<u>Ad-Hoc By Laws Committee</u> Ms. Lora Campbell, Chair Mr. Paul Crupi Dr. Hank Cram Mr. William Dalton Mr. Joseph DiBella Created (11/20/14)	<u>Ad-Hoc Human Resources</u> Dr. Carl Guzzo, Jr., Chair Dr. Hank Cram Dr. Les Richens Mr. Joseph DiBella Mr. Bill Dalton Mr. Paul Geissler Created (08/20/15)

Committee Assignments Approved on December 17, 2015

Ad-Hoc Engineering Committee – created 07/16/15 and dissolved – 12/17/2015

Ad-Police Committee – created 01/29/15 and dissolved 08/12/15

Added Les Richens to Audit Committee – 2/9/2016 – version 3

BROOKDALE COMMUNITY COLLEGE
UPCOMING EVENTS

BOLD indicates off Lincroft campus

2016

March 24	Annual Scholarship Recognition Reception – 4:30 PM -6:30 PM – Collins Arena
April 11	BOT Executive Committee – 5 PM
April 12	BOT Finance & Facilities Committee – 6 PM
April 14	Board of School Estimate – Freehold – 1 PM
April 14	BOT Policy & Education Committee– 5 PM
April 14	Scholarship Cocktail Party – 6 PM – 8 PM– Candy Langan -Sattenspeil’s home, 41 Dana Court, Manalapan, NJ 07726
April 19	Special BOT MSCHE Meeting – 4 PM – SLC, Ft. Hancock Room
April 19	BOT Workshop/Public Business Meeting – 5:30 PM- SLC, Navesink Rooms
May 5	Special Finance & Facilities Committee – President’s Conference Room - 6 PM
May 6	Holocaust Commemoration, 9:30 AM – Brookdale Recreation Center (BREC)
May 6	Alumni Association Barringer Dinner – Riverview Pavilion in Belmar – 6 PM
May 9	BOT Executive Committee – 5 PM
May 9	BOT Governance Committee – 6 PM
May 10	BOT Audit Committee – 5 PM
May 10	BOT Finance & Facilities Committee – 6 PM
May 11	Nursing Pinning – Respiratory and Radiology Students – 4 PM
May 11	Chhange – Annual Colloquium – An Eyewitness Account – Little Rock Nine, Dr. Terrence Robert to speak
May 12	Scholar’s Day/Staff Appreciation Day
May 13	Commencement – 9 AM – Arena
May 17	BOT Workshop/Public Business Meeting – 5:30, SLC, Navesink Rooms
May 19	Foundation BOT Meeting – 4 PM
May 27	Scholarship Ball – Eagle Oaks Golf & Country Club – 7 PM
June 13	BOT Executive Committee – 5 PM
June 13	BOT Governance Committee – 6 PM
June 14	BOT Finance & Facilities– 6 PM
June 16	Foundation BOT – 4 PM
June 16	BOT Policy & Education Committee – 6 PM
June 20	NJCCC Spirits Awards and Dinner – 5:30 PM – Wyndham Garden Hotel, Trenton, NJ
June 21	BOT Workshop/Public Business Meeting – 5:30 PM, SLC, Navesink Rooms
June 22	Foundation/Board Point of Entry Event – CVA Gallery 6 PM
July 19	BOT Executive Committee – 5 PM
August 8	BOT Executive Committee – 5 PM
August 8	BOT Governance Committee – 6 PM
August 9	BOT Finance & Facilities Committee – 6 PM
August 16	BOT Workshop & Public Business Meeting – 5:30 PM, Hazlet HEC
August 25	CPS Completion Ceremony – 6:30 PM – SLC, Navesink Rooms

September 12 BOT Executive Committee – 5 PM
 September 12 BOT Policy & Education Committee– 6 PM
 September 13 BOT Finance & Facilities Committee– 6 PM
September 15 Education Open Golf Outing and Dinner
 September 20 BOT Workshop/Public Business Meeting – 5:30 PM, SLC, Navesink Rooms

October 5 – 8 ACCT Leadership Congress, New Orleans

October 10 BOT Executive Committee – 5 PM
 October 10 Finance & Facilities Committee – 6 PM
 October 18 BOT Workshop & Pubic Business Meeting – 5:30 PM, SLC, Navesink Rooms

November 14 BOT Executive Committee – 5 PM
 November 15 BOT Audit Committee – 5 PM
 November 15 BOT Finance & Facilities Committee – 6 PM
 November 17 BOT Policy & Education Committee – 5 PM
 November 22 BOT Workshop/Public Business Meeting – 5:30 PM, SLC, Navesink Rooms
 November 29 BOT Reorganization Meeting – 5:30 PM, SLC, Navesink Rooms

December 12 BOT Executive Committee – 5 PM
 December 12 BOT Governance Committee – 6 PM
 December 13 BOT Finance & Facilities Committee– 6 PM
 December 20 BOT Workshop & Public Business Meeting – 5:30 PM, SLC, Navesink Rooms

Brookdale Community College Police Department

765 Newman Springs Rd.

Lincroft, NJ, 07738

(732) 224-2222

FAX (732) 219-0871



REPORT TO THE B.C.C. BOARD OF TRUSTEES

'Crimes, Fires, and Emergencies Reported to the BCC Campus Police and Security Officers'

MONTH OF MARCH, 2016

Submitted by Capt Robert S. Kimler, Jr.

Category	Count	Classification	Site
Crimes Reported to SOs and PD	4	Disorderly Person	LINC
	3	Harassment	LINC
	1	Vandalism/Alleged Bias (transferred to MCPO)	LINC
	4	Vandalism	LINC
	1	Burglary/Theft of Property	LINC
	1	Theft of Property	LINC
	2	Municipal Code Violation	LINC
	1	Criminal Mischief – transferred to Freehold PD	FREEHLD
	1	Criminal Mischief – transferred to Wall PD	WALL
Fire Calls Recorded by SO, PD, and Local Fire Depts.	1	Car Oil Drippings	LINC
	1	Fuel Tank Alarm	FREEHLD
Emergencies	3	Motor Vehicle Crashes – no injuries	LINC
	1	Motor Vehicle Crashes – with injuries	LINC
	5	Hit and Run Crashes	LINC
	2	Crisis Calls	LINC
	1	Mutual Aid/DWI Call	LINC
	4	Alarms-Burglar	LINC
	2	Alarms-Burglar	FREEHLD
	1	Alarm - Generator	LINC
	1	Alarm – Car	LINC
	4	Welfare Checks	LINC
	3	EMS/First Aid Calls	LINC
Threats	0	N/A	N/A
Campus Alerts	0		N/A