

BROOKDALE COMMUNITY COLLEGE
Board of Trustees
Workshop Meeting Minutes

Tuesday, February 16, 2016

Brookdale Community College
Lincroft Campus –Student Life Center, Navesink Rooms
Lincroft, New Jersey 07738

- A.** Chair Guzzo called the meeting to order at 5:30 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 February 10, 2016, advance written notice of this meeting was posted at Brookdale Community College on the first floor of the Brookdale Administrative Center.
 2. On February 10, 2016, advance written notice of this meeting was emailed to *The Asbury Park Press and the Star Ledger*.
 3. On February 10, 2016, advance written notice of this meeting was filed with the Clerk of the County of Monmouth.”

Roll Call:

Present	Trustees	Administration:
	Dr. Hank Cram, Trustee	Ms. Maureen Lawrence
	Mr. Joe DiBella, Trustee	Ms. Marie Lucier-Woodruff
	Mr. Paul Geissler, Trustee	Dr. Nancy Kegelman
	Mr. Bret Kaufmann, Trustee	Ms. Patricia Sensi
	Dr. Maureen Murphy, Secretary	Dr. Nancy Kegelman
	Dr. Les Richens, Trustee	Ms. Avis McMillon
	Mr. Gary Tolchin, Trustee	Mr. Robert Francis
	Dr. Carl Guzzo, Chair	Ms. Louise Horgan
		Ms. Cynthia Gruskos, Recorder
Absent	Ms. Tracey Abby-White, Trustee	
	Ms. Lora Campbell, Trustee	
	Mr. Paul Crupi, Trustee	
	Mr. William Dalton, Trustee	
	Mr. David Flaherty, Trustee	
College Counsel	Mr. Matthew Giacobbe, Esq., General and Labor Counsel; (left at 7 PM)	
	Mr. Mitchell Jacobs, Esq., General and Labor Counsel;	

D. A motion was made by Richens and seconded by Trustee Dalton to adopt resolution RES160012 (**Attachment A**) to authorize the Board to hold an Executive Session. Ms. Giacobbe read the resolution.

Motion carried by the following vote:

YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo

NAYS: None

ABSTENTIONS: None

E. Reopen Meeting to the Public

A motion was made to reopen the meeting by Trustee Richens and seconded by Trustee Cram.

Motion carried by the following vote:

YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo

NAYS: None

ABSTENTIONS: None

Chair Guzzo announced no action was taken on any of the items discussed in closed session.

F. Adoption of Agenda for Workshop and Public Meeting

A motion was made to adopt the workshop and public business meeting agendas by Trustee Richens and seconded by Trustee DiBella.

Motion carried by the following vote:

YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo

NAYS: None

ABSTENTIONS: None

G. Reports from the Board Committees and Liaisons

- ❖ **Executive** – Chair Guzzo reported that the Executive committee held on February 8 was productive and they had reviewed the available board materials.

- ❖ **Finance & Facilities**

- Vice-Chair DiBella recommended the approval of the FY17 Operating and Capital Budgets as presented and reported the budgets have no reliance on our reserves.
 - Vice-Chair DiBella recommended the authorization to seek FY Chapter 12 Funding for Infrastructure and Deferred Maintenance Projects.
 - Prioritization of deferred maintenance and facility master plan will continue this year.
 - Board of School estimate is scheduled for April 14 at 1 PM. Chair Guzzo requested that any available trustees attend.
 - The Special meeting to be held on January 25 to discuss the larger long range economic issues of the College was cancelled to weather... Chair Guzzo requested that the Finance & Facilities committee to hold an additional meeting to create a draft long rang financial strategic plan and then present the plan to the full board. Vice-Chair DiBella requested Ms. Gruskos to poll the committee for available dates to meet and to schedule the meeting based on their responses.
- ❖ – **Governance**—Chair Guzzo reported for the Governance Committee.
 - Thepresident evaluation process was discussed at the meeting and an acceptable evaluation process was created.

- The instrument will be chosen by the Governance committee attended by Trustees Cram and Richens.
 - Tonight, the president's short term mutually agreed upon goals will be established.
 - The review of the president will take place in June using the mutually acceptable instrument.
 - The Governance Committee Chair will collate the results.
 - The Board Chair and Governance Committee Chair will meet with the president in July; she will comment on the evaluation.
 - The president evaluation will be presented to the full board in August.
 - Memorandum of process will be circulated to the full board.
 - The board self-evaluation process timeline has been changed to November to November to match their terms of office.
- ❖ **Policy & Education** – Trustee Cram reported on the committee meeting held on February 11. **See Attachment B – Chair Notes.**

H. Report from the Engineer of the Record

- Mr. Charles Rooney reported on the two change orders.
 - French & Parelo Associates–Environmental testing per the state was required for additional soil removal at the Camp Evans site; Engineer of the Record recommended approval by the Board
 - Circle-A Construction Co. – Engineer described scope of work to the water main on the backside of the campus; Engineer of Record reviewed cost proposal and recommended approval.
- Mr. Charles Rooney performed services to assist in the preparation of bid documents for sprinkler head replacements and light fixture replacements; submitted a letter proposal for consideration to perform that service to Vice President Lawrence.
- Mr. Charles Rooney received a copy of the Facility Master Plan and reviewed it; Mr. Rooney will help to develop a priority list of improvements and will have site meetings during the next couple of weeks.
- Vice-Chair DiBella requested an agenda item be added to the Finance & Facilities Committee to evaluate the need for a clerk of the works for the Wall Campus Construction project.

I. Review of Consent Agenda and Business Meeting Agenda

No items were removed from the consent agenda.

J. Adjournment.

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

Motion carried by the following vote:

YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo

NAYS: None

ABSTENTIONS: None

➤ Meeting adjourned at 7:40 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

RESOLUTION NO. RES160012

BROOKDALE COMMUNITY COLLEGE BOARD OF TRUSTEES

RESOLUTION AUTHORIZING EXECUTIVE SESSION

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Brookdale Community College Board of Trustees to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Brookdale Community College Board of Trustees has determined that **3** issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on **February 16, 2016 at 5:30_P.M.**, and

WHEREAS, the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

☐ "(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: _____ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

☐ "(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

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

RESOLUTION NO. RES160012 – Approved February 16, 2016
RESOLUTION AUTHORIZING EXECUTIVE SESSION

disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

☒

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body." **The collective bargaining contract(s) discussed are between the Board and BCCFA, BCCAA, PSA, and FOP.**

☐ "(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

☐ "(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

☒

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are **BCC vs Frank Lurch**; and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is **an update on the ongoing litigation with Frank Lurch.**

☒

"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible

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without undermining the need for confidentiality are a discussion on the President's evaluation and board self-evaluation process.

☐ "(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

WHEREAS, the length of the Executive Session is estimated to be 60 minutes after which the public meeting of the Brookdale Community College Board of Trustees shall (select one) ☐ reconvene and immediately adjourn or ☒ reconvene and proceed with business where formal action will be taken.

NOW, THEREFORE, BE IT RESOLVED that the Brookdale Community College Board of Trustees will go into Executive Session for only the above stated reasons; and

BE IT FURTHER RESOLVED that the Brookdale Community College Board of Trustees hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed; and

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall post this Resolution on the Board website and furnish a copy of this Resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

RESOLUTION NO. RES160012 – Approved February 16, 2016
RESOLUTION AUTHORIZING EXECUTIVE SESSION

Policy & Education Committee of the Board of Trustees
Thursday, February 11, 2016
Chairman's Notes

The meeting was called to order by the Committee Chair at approximately 5:05 PM

1. CURRICULUM CHANGES

a. Conversion of Environmental and Earth Sciences Option to Environmental Science AS-

Following a discussion of the reasons for the staff recommendation the committee agreed that the recommended change **should be presented to the Board at the February 16, 2016 meeting**. The changes which provide a more prescriptive career path were presented as consistent with the student success goal. It will expedite program completion and increase employment opportunities for students. No significant additional program costs are required by the change.

b. Discontinuance of Medical Laboratory Technology AAS-

Following a discussion of the reasons for the staff recommendation the committee agreed that the recommended change **should be tabled with a charge to the college to seek alternate clinical partners**. The change was precipitated by the conclusion of grant funding for the program and the withdrawal of the clinical partner. The committee members expressed concern about the elimination of the program and the administration was charged with seeking new funding and additional clinical partners. Students currently in the program will have a viable teach out option.

2. POLICY REVIEW

a. Policy Consultant-

Staff reported on the availability of a policy consultant. Based on the search conducted it appears that a policy service similar to those available to k-12 institutions in the state do not exist for community college policy development.

b. Counsel Review of Policies-

Several revised policy exhibits were presented for the committee's consideration. All of the policies had been reviewed by counsel and counsel participated in the discussion of each of the policies as per the committee's previous request. Staff provided background on the recommended changes and explained any related, supporting regulations and guidelines. The following actions were recommended by the committee.

1.2051 Declaration of Financial Exigency - the policy was referred back to counsel for further investigation of the authority of the board and the president to declare financial exigency. **The policy was tabled.**

5.0000 Academic Freedom and Responsibility- after confirming that the policy implementation exists in complementary regulations and codes of conduct the policy was **recommended to be lodged at the February 16, 2016 Board meeting**.

5.1000 Standards for granting degrees and certificates- following clarification of the citations for authority and questions related to granting credit for experiences and on-line credit hours the policy was **recommended to be lodged at the February 16, 2016 Board meeting**.

5.0002- Educational Programs- following discussion as to the need for further elaboration as to the policy's objective and its expression of the technical core and mission of the college **the policy was tabled.**

5.0003- Institutionalized and Specialized Program Accreditation- following discussion of the policy objective a **recommendation was made to lodge the policy at the February 16, 2016 Board meeting.**

5.0004- General Education- following discussion of the policy objective and the proposed changes it was again suggested that the policy may not adequately express the technical core and mission of the college. It was agreed that the staff should be charged with writing a preamble to section 5.0000 that would provide the necessary context for this and other 5.0000 series policies and allow the specific policies to be stated concisely and without redundancy. With that modification a **recommendation was made to lodge the policy at the February 16, 2016 Board meeting.**

5.0006- Accountability for the Effectiveness of Educational Program- following discussion of the policy objective and the proposed changes it was suggested that specific measures and outcomes should continue to be enumerated in the policy statement that are consistent with the outcomes of the student success goal. With that modification a **recommendation was made to lodge the policy at the February 16, 2016 Board meeting.**

5.0007- Establishment or Discontinuance of Programs- following discussion of the policy and distinguishing the difference between this policy related to programs and actions taken with respect to individual courses it was agreed that **the policy should be tabled** pending the report scheduled for April related to revisions to the current program review process.

Policy 1.7060 Code of Ethics for the Trustees of Brookdale Community College and Policy 1.3021 Trustee Appointments **were referred to the Governance Committee for their consideration prior to presentation to the Board of Trustees.**

3. EARLY COLLEGE HIGH SCHOOL

An update was provided on efforts to expand the early college high school program with possible pilots in Asbury Park and Hazlet. Each of the programs will operate individually and be matched to the needs of each of the school communities. The programs will utilize to varying degrees the higher education learning centers as well as the Lincroft campus. Funding for the programs is still under consideration.

4. MIDDLE STATES UPDATE

An update was provided on the ongoing preparations for the Middle States self-study process. The committee chair suggested that to the extent possible the process should be used to build on and reinforce the Board's planning efforts and strategic goals.

5. MISCELLANEOUS ITEMS

- a. **Volunteer Policy-** staff was requested to investigate development of a policy related to volunteers as suggested by counsel and recommended by the Board chair.
- b. **Non-Credit/Degree Programs-** the committee chair requested that an inventory of programs including non-credit, non-degree and certifications be assembled. The purpose of the inventory would be to determine if the college is doing enough in these areas and if an effort must be made to more effectively promote and market these programs.

Meeting Adjourned at approximately 6:20 PM

BROOKDALE COMMUNITY COLLEGE

**Board of Trustees
Public Business Meeting Minutes**

Tuesday, February 16, 2016

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

- A. Chair Guzzo called the meeting to order at 7:40 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 February 10, 2016, advance written notice of this meeting was posted at Brookdale Community College on the first floor of the Brookdale Administrative Center.
 - 2. On February 10, 2016, advance written notice of this meeting was emailed to *The Asbury Park Press and the Star Ledger*.
 - 3. On February 10, 2016, advance written notice of this meeting was filed with the Clerk of the County of Monmouth.”

Roll Call:

Present	Trustees	Administration:
	Dr. Hank Cram, Trustee	Ms. Maureen Lawrence
	Mr. Joe DiBella, Trustee	Ms. Marie Lucier-Woodruff
	Mr. Paul Geissler, Trustee	Dr. Nancy Kegelman
	Mr. Bret Kaufmann, Trustee	Ms. Patricia Sensi
	Dr. Maureen Murphy, Secretary	Dr. Nancy Kegelman
	Dr. Les Richens, Trustee	Ms. Avis McMillon
	Mr. Gary Tolchin, Trustee	Mr. Robert Francis
	Dr. Carl Guzzo, Chair	Ms. Louise Horgan
		Ms. Cynthia Gruskos, Recorder
Absent	Ms. Tracey Abby-White, Trustee	
	Ms. Lora Campbell, Trustee	
	Mr. Paul Crupi, Trustee	
	Mr. William Dalton, Trustee	
	Mr. David Flaherty, Trustee	
College Counsel	Mr. Mitchell Jacobs, Esq., General and Labor Counsel;	

C.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>Special Event – Celebration of signing of articulation agreement of our A.S. Business Administration to a B.A. Business Administration with Rutgers University with all classes to be taught at the Freehold Campus.</p> <p>Special Guests, Dr. Snehamay Banerjee, Associate Dean of Undergraduate Programs and Mr. Shino John, Associate Vice President spoke on behalf of Rutgers...</p> <p>Dr. Reed read the ceremonial resolution and officials from both institutions signed the resolution.</p>		
<p>Approval of Minutes of the January 19, 2016, Workshop and Public Business meetings.</p>	<p>There were no revisions to the minutes.</p> <p>A motion to approve the January 19, 2016 minutes of the Workshop and Public Business meetings was made by Trustee DiBella and seconded by Trustee Cram.</p> <p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo NAYS: None ABSTENTIONS: None</p>	
<p>Approval of Minutes of the January 19, 2016 Executive session.</p>	<p>There were no revisions to the minutes.</p> <p>A motion to approve the January 19, 2016 minutes of the Executive session was made by Trustee DiBella and seconded by Trustee Cram.</p>	

	YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo NAYS: None ABSTENTIONS: None	
Public Common on Agenda Items Professor Jack Ryan urged the Trustees to reconsider reassessing the benefits of decreasing our out of county tuition costs. He also encouraged improving the marketing message on the value of a Brookdale education.		
President's Report - President Murphy congratulated Professor Ryan for being inducted into the Athletic Hall of Fame. President Murphy acknowledged Trustees involvement at the college. Trustee Tolchin, recently spoke at the Math Club and provided career information on investment banking and careers in STEM. He also provided common sense advice to investing in the stock market. He is sponsoring a stock market contest and the winners will be able to make donations to their charity of their choices. President Murphy introduced Associate Professor Laura McCullough, the founder of our Creative Writing Option and the Visiting Writers Series. She shared why creative writing matters and gave the opportunity to former talented students, Damian Rucci, Tara Tomaino, Dallas Griffin, Andrew Fleming, Darren D'Amato, Allison Kehoe Tevald to share why our programs mattered to them. Attachment A – student testimonials		
Approval of Consent Agenda 1. Acceptance of Grants – RES160006 2. Acceptance of Gifts	A motion to approve the consent agenda was made by Trustee Richens and seconded by Trustee	

3. Approval of Human Resources 4. Open Invoice Payment Requests for Vendor, Student and Employee Payments 5. Monthly Financial Report	DiBella. YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo NAYS: None ABSTENTIONS: None	
Approval of conversion of the Environmental and Earth Sciences Option to the Environmental Associate in Science program - RES160007	A motion to approve the Environmental and Earth Sciences Option to the Environmental Associate in Science program was made by Trustee Cram and seconded by Trustee Kaufmann. YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo NAYS: None ABSTENTIONS: None	
Approval of Discontinuance of Medical Laboratory Technology A.A.S. Degree - RES160008 Chair Guzzo announced this degree change would be tabled for further review.	No vote.	
Approval of Change Order Request - RES160009 - Chair Guzzo Chair Guzzo announced there was a revision to the Finance Change Order Request and the document has been amended to include a decrease in the change order for the French & Parrello Associates to \$18,250 - Attachment B	A motion to approve the change order request was made by Trustee DiBella and seconded by Trustee Tolchin. YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo NAYS: None ABSTENTIONS: None	
Approval of FY17 Operating and Capital Budgets - RES160010	A motion to approve the FY17 Operating and Capital Budgets was made by Trustee DiBella and seconded by Trustee	

	<p>Kaufmann.</p> <p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo</p> <p>NAYS: None</p> <p>ABSTENTIONS: None</p>	
<p>Authorization to seek FY17 Chapter 12 Funding for Infrastructure and Deferred Maintenance Projects - RES160011</p>	<p>A motion to approve the authorization to seek FY17 Chapter 12 Funding for infrastructure and deferred maintenance projects was made by Trustee DiBella and seconded by Trustee Richens.</p> <p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo</p> <p>NAYS: None</p> <p>ABSTENTIONS: None</p>	
<p>Lodging of Policy 5.0000 – Academic Freedom and Responsibility</p> <p>Attachment C</p>	<p>A motion to approve the lodging of Policy 5.0000 – Academic Freedom and Responsibility was made by Trustee Cram and seconded by Trustee DiBella.</p> <p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo</p> <p>NAYS: None</p> <p>ABSTENTIONS: None</p>	
<p>Lodging of Policy 5.1000 – Standards for granting degrees and certificates</p> <p>Attachment C</p>	<p>A motion to lodge Policy 5.1000 – Standards for granting degrees and certificates was made by Trustee Cram and seconded by Trustee DiBella.</p>	

	<p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo</p> <p>NAYS: None</p> <p>ABSTENTIONS: None</p>	
<p>Lodging of Policy 5.-0003 – Institutionalized and Specialized Program Accreditation</p> <p>Attachment C</p>	<p>A motion was made to lodge Policy 5.-0003 – Institutionalized and Specialized Program Accreditation</p> <p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo</p> <p>NAYS: None</p> <p>ABSTENTIONS: None</p>	
<p>Lodging of Policy 5.0004 – General Education</p> <p>Attachment C</p>	<p>A motion was made to lodge Policy 5.0004 – General Education was made by Trustee Cram and seconded by Trustee DiBella.</p> <p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo</p> <p>NAYS: None</p> <p>ABSTENTIONS: None</p>	
<p>Lodging of Policy 5.0006 – Accountability for the Effectiveness of Educational Programs</p> <p>Attachment C</p>	<p>A motion to lodge Policy 5.0006 – Accountability for the Effectiveness of Educational Programs was made by Trustee Cram and seconded by Trustee DiBella.</p> <p>YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo</p> <p>NAYS: None</p> <p>ABSTENTIONS: None</p>	

Public Comment Jill Donovan spoke as a parent to bring awareness and support to the disease of galactosemia. On February 29 she is hosting a blue jeans for rare genes day. All monetary contributions will support research for galactosemia and she encouraged supporters to wear jeans on February 29 to spread awareness or wear a supplied blue jean ribbon.		
Old/New Business 1. Mr. Jacobs reported on a new state legal requirement to report emergency and crime information to college trustees. Going forward the President will supply a monthly report in the board packet. Attachment D		
Closed Session – at 9:15 PM	A motion was made to go back into closed session and the board will not be returning for any additional action after they adjourn executive session was made by Trustee DiBella and seconded by Trustee Richens. No further action will be taken tonight. YES: Trustees Cram, DiBella, Geissler, Kaufmann, Richens, Tolchin and Chair Guzzo NAYS: None ABSTENTIONS: None	
Adjournment – The Executive session adjourned at 10:00 PM.		

D. Chair Guzzo adjourned the meeting at 10:00 PM. .

Respectfully submitted



Maureen Murphy, Ph.D., Secretary

Laura McCullough, Associate Professor of English

I. Introduction:

Program History

Major

Visiting Writers Series

Collage Literary Magazine

Creative Writing Club

Program Faculty (some highlights)

Humanities Institute faculty accomplishments this year

Laura McCullough—founding director of program

Michael Broek

Suzanne Parker—current director of program

Former Brookdale Students:

DAMIAN RUCCI

TARA TOMAINO

ANDREW FLEMING

ALLISION KEHOE TEVALD, Co-founder and Program Director, Project Write Now,
Red Bank

DALLAS GRIFFIN reads “Personal” by Tony Hoagland

DARREN D’AMATO, Adjunct Professor of English, Brookdale Community College
reads “Those Winter Sundays” by Robert Hayden

II. Former student testimonials:

DAMIAN RUCCI

When I came to Brookdale, I came from a broken home and had put my dreams of an education and a career as a writer on the back burner. During my time in Creative Writing classes I found a place I belonged, where my imagination wasn't critiqued but encouraged, where the dream of being a writer was dealt with seriously. The lessons in these classes sculpted my personality and gave me skills that I lacked. During our prompts, I learned to grasp an abstract concept and create concrete prose, in our round table critiques I learned modesty and humility, and due to our deadlines, I learned responsibility. Brookdale's creative writing classes gave me the tools I needed to be a writer. I have two books of poetry forthcoming in 2016/2017, have been published in seven journals, and am going on a national tour this year with some big names in contemporary poetry. None of this would be remotely possible without the creative writing classes I enrolled in during my time at Brookdale. I can't imagine myself without them. None of this would be possible.

TARA TOMAINO

The Creative Writing Program at Brookdale Community is, without a doubt, gave me the foundation for my life and helped me decide to center around the art and process of writing. The Creative Writing Club, where I was president for a year in 2008/2009 under the direction of Laura McCullough, continues to be the basis for my ability to speak publicly not only in an artistic forum, but my day to day life. Without the program in my early studies, I would not now be enrolled in the MFA program at Sierra Nevada College, where I am currently the Poetry Editor for the Sierra Nevada Review.

ANDREW FLEMING

The Creative Writing Program made me a better writer through the honest, critical feedback of my peers and instructors. I am now working on my Masters degree. Without the Creative Writing Program at Brookdale Community College, and the insights acquired therein, I can honestly say that I would not have reached this level of competence, confidence, and joy in the otherwise toiling path of being a writer.

ALLISION KEHOE TEVALD, Co-founder and Program Director, Project Write Now, Red Bank <http://projectwritenow.org>

Four years ago I took a creative writing class at Brookdale and met Laura McCullough, who convinced me to apply to graduate school. Even if I hadn't pursued a master's degree in creative writing, Laura's class would have given me the lifelong reward of wanting to learn more, which is a fraction of the benefits of becoming a writer. Reading creative writing provides perspective (with translations, even global). Perspective helps create understanding. Understanding leads to change, change that is necessary. Project Write Now is a nonprofit organization I started almost two years ago with another writer. We hold fee-based classes where our students don't want to leave our studio, don't want to stop trying to understand themselves and others. Through these classes and services like one-on-one editing, we send teachers into low-income communities to provide workshops for free. I have hundreds of thank-you notes. Here is one of my favorites from a 13-year-old boy: "Ms. Allison's class has changed me for the better. I am now inspired to read more, write more, try harder in school in all my classes, and become better in general." This note proves to me there is a need for creative writing, for reflection, for thinking in ways in which we are trying to create rather than repeat. Through Project Write Now, I have created jobs, and **hired four English or Creative writing Brookdale graduates** to provide this valuable experience to children, teens, and adults of all income levels. I hop to hire new writing instructors from Brookdale's Creative Writing Program graduates and expand our services throughout Monmouth County and beyond.

DALLAS GRIFFIN

When I walked into Brookdale to obtain my English degree, I thought I could only be a journalist. Through my experiences in creative writing classes, not only did I learn the many jobs I could go for, but I also learned the important role the writer once held in community. I take what I learned from my classes and wish to bring that

important role back to not only the American people, but people world-wide. I will be visiting Osaka, Japan this spring to understand their culture, and my dream is to travel the globe and understand the other cultures, so when I write a poem, it can touch the hearts of the collective.

Personal by Tony Hoagland

Don't take it personal, they said;
but I did, I took it all quite personal—

the breeze and the river and the color of the fields;
the price of grapefruit and stamps,

the wet hair of women in the rain—
And I cursed what hurt me

and I praised what gave me joy,
the most simple-minded of possible responses.

The government reminded me of my father,
with its deafness and its laws,

and the weather reminded me of my mom,
with her tropical squalls.

Enjoy it while you can, they said of Happiness
Think first, they said of Talk

Get over it, they said
at the School of Broken Hearts

but I couldn't and I didn't and I don't
believe in the clean break;

I believe in the compound fracture
served with a sauce of dirty regret,

I believe in saying it all
and taking it all back

and saying it again for good measure
while the air fills up with *I'm-Sorries*

like wheeling birds
and the trees look seasick in the wind.

Oh life! Can you blame me
for making a scene?

You were that yellow caboose, the moon
disappearing over a ridge of cloud.

I was the dog, chained in some fool's backyard;
barking and barking:

trying to convince everything else
to take it personal too.

DARREN D'AMATO, Adjunct Professor of English, Brookdale Community College

A decade ago, I waddled into Brookdale like a lost puppy with a bachelor's degree but no direction in life. Fortunately, I went to a Creative Writing Club meeting, which led to enrollment in Creative Writing classes, which led to Laura McCullough's encouragement to earn an MFA and then teaching *here* at Brookdale. For the past five years, I've taught three classes each semester. It's a dream come true, and it wouldn't have been possible without the Creative Writing program. I have been lucky enough to help mold lives, and the only reason I get to do so is because Laura McCullough, Suzanne Parker, and students in the Brookdale Creative Writing program molded mine.

Those Winter Sundays by Robert Hayden

Sundays too my father got up early
and put his clothes on in the blueblack cold,
then with cracked hands that ached
from labor in the weekday weather made
banked fires blaze. No one ever thanked him.

I'd wake and hear the cold splintering, breaking.
When the rooms were warm, he'd call,
and slowly I would rise and dress,
fearing the chronic angers of that house,

Speaking indifferently to him,
who had driven out the cold
and polished my good shoes as well.
What did I know, what did I know
of love's austere and lonely offices?

HUMANITIES INSTITUTE FACULTY WRITERS, ARTISTS, AND SCHOLARS Summer/fall 015, professional accomplishments in their fields

Marc Bonagura

- Published a book with Leslie Schwartz:
<http://www.amazon.com/Surviving-Hell-Auschwitz-Dachau-Selbstbehauptung/dp/3643903685>
- Wrote the keynote speech for the 70th anniversary commemoration of the liberation of Dachau: "On the 70th Anniversary of the Liberation" Given by Leslie Schwartz at Dachau, May 2015.

Barbara Baron

- Is President of the International Forensics Association (IFA)
- This coming March, she will host a tournament for up to 175 students and faculty/judges in Vienna, Austria.
- In November, she will attend the 101st National Communication Association Convention to be held in Las Vegas, NV. There, I will preside over the IFA Annual Business meeting and present on two panels: "The International Experience" and "Embracing the Opportunity to Examine the "Public" in an Online "Public Speaking" course: Part 2 of a 2 part Discussion"

Michael Broek

- His first full length poetry collection, *Refuge/es*, was published by Alice James Books
- Feature reader at Richard Stockton University's World Above Poetry Series
- Accepted to present a manuscript of poetry at the Bread Loaf Translation Conference at Middlebury College.
- Feature reader at the Two Moons Café Reading series in Brooklyn in October.

Basem Hassan

- Worked with YouTube Studios in the Chelsea Market NYC doing fashion/glamour shoots for one of their celebrities

Keith Heimann

- Delivered a paper at the RIdIM conference. "Evil at a Glance: The Iconography of American Illustration As Found in *The Etude Music Magazine*."

Kathleen Kennedy

- Attended 30th Annual Rutgers/Camden Summer Writers Conference
- finalist in Glimmer Train's June 2015 Fiction Open "The Value of a Life"

Dan Leyes

- Co-wrote with Howard Miller an e-book, *Public Speaking in the Semiosphere: Creating a Meaningful Experience for Your Audience*.
- Speaker at Arthur J. Gallagher and Co. Inc. (Whippany, NJ) for their Summer Interns. Topic: "Communicating in the Semiosphere and What it Means for You".
- Speaker at the Garden State Journalists Association. Topic: "Public Speaking in the Semiosphere for Journalists"

Marie Maber

- Running Visiting Artist Program starting spring 015
- Received \$500 mini grant for fall Visiting Artist Series
- Attended 2-week course at the Haystack School of Crafts on Deer Isle, Maine.
- Have had several of her figural wall sculptures bought after exhibitions at the Art Alliance of Monmouth County and the Monmouth Museum.

Kelsey Maki

- her short story "Open Space" was published in *Indie Woman Anthology*
- Presented at the national ATEG (Assembly for Teaching of English Grammar) conference: Using Insight from the Social Sciences to Engage First-Year Composition Students in Editing
- Has article in ATEG journal: "Using Insight from the Social Sciences to Engage First-Year Composition Students in Editing"

Laura McCullough

- Poem "There Were Dandelions" selected by Sherman Alexi for *Best American Poetry 2015*
- Awarded partial scholarship to attend the Vermont College of Fine Arts Writers Conference, August
- Two readings at the Decatur Book Festival in Sept. One for *Best American Poetry* and one for her recent edited anthology *A Sense of Regard: Essays on Poetry & Race*
- Reading *Best American Poetry 2015* launch, The New School, Sept.
- Guest Poetry Editor, Bridge Eight Literary Magazine, fall 2015
- Invited as key note speaker at the annual conference of The Georgia Carolinas College English Association (GACCEA)
- Awarded a writing residency at The Betsy House Writers Room in Miami
- Awarded a writing residency at the Virginia Center for the Creative Arts VCCA
- *Molecularity & the Science of Light*, poems finalist, Homebound Publications, and finalist, The Washington Prize, 2015
- *Jersey Mercy*, fifth book of poems, accepted by Black Lawrence Press, forthcoming April, 2016

- Marble House Residency July, 2016
- *FEED*, semi-finalist, The Miller Williams Poetry Award, University of Arkansas
- Individual poems accepted:
 - *Boxcar Review* "In Aggregate"
 - *All We Can Hold: A Collection of Poetry on Motherhood* "Hunger Always Returns"
 - *American Poetry Review* "I am calling you" and "Calling it Jelly Rather than Jam"
 - *The Evansville Review* "The Internet of things", "Salt and Stars" and "Temple of Sacrifice: Temple of Beauty"
 - *The Southern Review* "Angle of Refraction with Dog #1"
 - *THAT Literary Review* "Salt and Stars" and "we all walk from one world to the next"
 - *Michigan Quarterly Review* "Wearing Sunglasses Against the Sun & Smell of Smoke"
 - *Blue Lyre Press Anthology* "Libretto of Myrrh Plume "End of Sorrow Lies" Fall, 2015
 - *Meat for Tea: The Valley Review* "Dark Sea of Awareness" and "Walking the highline in the landscape of marginal encounters" fall 2015
 - *Hermeneutic Chaos Literary Journal* "In His Sleep He is Gone" and "The ocean was unintentional" summer, 2015
 - *The Philadelphia Review of Books*, "The Now" series, "Credit Rating" summer, 2015
- Association of Writers and Writing Programs Conference: March Two panels accepted, one on Poetry and Creative Non-fiction, the other on Race and Diversity in the Creative Writing Classroom
- Awarded residency at The Betsy House writers room, January, 2016

Howard Miller

- Co-wrote with Dan Leyes an e-book, *Public Speaking in the Semiosphere: Creating a Meaningful Experience for Your Audience*.

Geanna Merola

- Photographs in the two person exhibition, "Other Worlds" at bahdeebahdu (lower case) Philadelphia, PA
- Photographs in the group exhibition, "In Time" at Pipeline, Philadelphia, PA (part of the celebration of the centennial year of the Print Center in Philadelphia)
- Photographs in the group exhibition, "Inspire: Everyday People Changing New Jersey" a portrait exhibition of NJ Heroes commissioned by the Drumthwacket Foundation, the Governor's residence, Princeton, NJ

Suzanne Parker

- Winner of a partial Fellowship to the Vermont Studio Center in June.
- Poetry chapbook *Feed* was a finalist for Tupelo Press's Snowbound Prize.
- Reading in the Lunar Walk Series in Brooklyn in October.
- Reading at Valencia College in FL, December
- Individual poems published or upcoming in: *Clockhouse*: "Gauguin in Paradise"
Diode: "As in the Poem," "Like the Gulls" and "Metrics" *Interim*: "If, in
Separation" *Lunch Ticket*: "Post-Reunion" *Passages North*: "Possibly Picasso's"
and "This" *Tampa Review*: "So I Buy a Record of Fernanda Maria" *Third
Wednesday*: "At the Rail"

**Brookdale Community College
Change Order Reconciliation
February 16, 2016**

				Change Orders Approved	Current Contract Value	Proposed C/Os	Contract Total	Proposed % Increase
Vendor Name	Description	Contract Award						
1 Circle-A Construction Co.	Work to establish final connection at Library and South end for the repairs to water main and service line.	\$ 141,985.00		\$ -	\$ 141,985.00	\$ 20,134.00	\$162,119.00	14%
2 French & Parrello Associates	Soil pile sampling and reuse evaluation at the Wall Higher Education Center.	58,692.00			58,692.00	18,250.00	76,942.00	31%
		\$ 223,850.00		\$ -	\$ 223,850.00	\$ 38,384.00	\$262,234.00	

RES160009 - Revised -
Addendum to Board Packet

Lodging of Board Policies

The Board of Trustees and the College Administration continues to review and revise Board policies to ensure they meet legal or regulatory requirements, support compliance, reduce risk, conserve resources and promote consistency in processes and outcomes. Board Policies constitute the basic method by which the Board exercises their leadership in the operation of the College.

The following policies have been reviewed by, and include input from, the Policy & Education committee of the Board of Trustees, the President, and the Vice President of Learning, College faculty, administrators and staff, and college counsel. Students were also given the opportunity to provide input.

- 5.0000 Academic Freedom
- 5.0003 Accreditation
- 5.0004 General Education
- 5.0006 Accountability for the Effectiveness of Educational Programs
- 5.1000 Standards for Granting Degrees and Certificates

Per Board of Trustee Bylaw 1.6020 Lodging of Policy;

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 adoption of policy requires the affirmative vote of a majority of all Trustees then in office.

The Policy & Education Committee and the President recommend that the Board of Trustees lodge the policies listed.

**BROOKDALE COMMUNITY COLLEGE
BOARD POLICY**

5.0000

I TITLE OF POLICY

Academic Freedom and Responsibility

II OBJECTIVE OF REGULATION

To provide academic freedom guidelines for faculty and staff.

III AUTHORITY

Board of Trustees Bylaws; N.J.S. 9A:1-1.8

IV STATEMENT OF POLICY

Academic Freedom is essential to the search for truth and to the free exercise of the right of expression by all members of the academic community. The College encourages a free exchange of ideas and opinions representing a broad spectrum of positions and points of view.

Academic Freedom ensures that the rights and beliefs of others are respected.

For faculty and staff, Academic Freedom provides:

1. Freedom to determine the content and methodology of instruction and student evaluation process consistent with course, program and institutional learning outcomes congruent with the course and program descriptions;
2. Freedom in the classroom to discuss controversial issues relating to their discipline, with an obligation to remember the extent of their influence on the opinions and values of the students;
3. Retention of all rights as a citizen to free speech and publication. Such rights are not subject to institutional censorship or discipline;
4. Freedom in research and publication where these activities do not interfere with the adequate performance of academic duties.

In accepting the right of Academic Freedom, faculty and staff accept these corollary responsibilities:

1. To present material with clarity, fairness and accuracy.
2. To avoid introducing controversial issues where such issues are not relevant to instruction.

3. To handle controversial issues with respect for the expression of differing points of view.
4. To distinguish between facts, and opinions.
5. To avoid presenting personal philosophy as fact.
6. To impart clearly to all that viewpoints expressed in an academic setting do not represent the official position of the College.

V RESPONSIBILITY FOR IMPLEMENTATION

The President

Approved: May 1970

Revised: Jan 2002

Feb 2016

Lodged: Feb 2016

Approved:

BROOKDALE COMMUNITY COLLEGE

BOARD POLICY

5.1000

I. Title of Policy

Standards for Granting Degrees and Certificates

II. Objective of Policy

To establish curriculum requirements for awarding degrees and certificates and direct the President to develop appropriate College regulations to implement this policy.

III. Authority

Office of the Secretary of Higher Education, N.J.S.A. 18A:68-3, N.J.A.C. 9A:1, NJ Presidents' Council: Academic Issues Committee Manual 2014-2015

IV. Policy Statement

The College is authorized to award degrees of Associate in Arts, Associate in Science, Associate in Applied Science, and Associate in Fine Arts, and to award certificates and degrees to students who have successfully completed the curriculum requirements of approved programs as established by the Board of Trustees and set forth in the College Catalog.

An Associate degree program shall consist of college courses totaling at least 60 but not more than 66 credit hours. The 66-credit hour maximum may be exceeded when required for licensure or accreditation by a recognized agency. Multiple degrees will be awarded as per the requirements listed in the Eligibility for Graduation Regulation, 6.1700R.

Requirements for the Associate's degree shall include courses contributing to the student's acquisition of program and institutional learning outcomes, including appropriate levels of general education, in accordance with Regulation 5.0030R which emphasizes student acquisition of forms of expression, fields of knowledge,

and methods of inquiry fundamental to intellectual growth and to a mature understanding of the world and of the human condition.

Academic credit certificates shall consist of 30-36 credits, including six credits of general education. Certificates of less than 30 credits must contain the following in their name "Certificate of Achievement."

Degree and certificate programs shall be consistent with the mission of the College.

The curriculum requirements, as set forth in the most recent College Catalog for the degree and certificate programs offered by Brookdale, are hereby made a part of the regulations implementing this policy. The College President is authorized to approve course revisions, program changes, new courses, and course and program discontinuance, and is responsible for submission of curriculum changes to the state wide Academic Issues Committee of the NJ Presidents Council, the New Jersey Office of the Secretary of Higher Education, and to the Brookdale Board of Trustees, as required. .

V. Responsibility for Implementation

President

Approved: May 1998
Revised: Sept 2010
Approved: Jan 2011
Revised: Feb 2016
Lodged: Feb 2016
Approved:

PROPOSED REVISION: JANUARY 2016

5.0003

**BROOKDALE COMMUNITY COLLEGE
BOARD POLICY**

5.0003

I. Title of Policy

Institutional and Specialized Program Accreditation

II. Objective of Policy

To maintain appropriate accreditation and meet eligibility requirements related to Title IV program participation and for licensure in the state of NJ.

III. Authority

Higher Education Opportunity Act 2008; NJS 9A; NJS 18A; Middle States Commission on Higher Education

IV. Policy Statement

In order to strengthen and sustain quality and integrity in the learning and instruction process the College shall seek continued accreditation from the Middle States Commission on Higher Education (MSCHE). Such accreditation is dependent on the Commission's recognition that the College is fulfilling its mission.

Specialized accreditation of certain programs of the College shall be sought when appropriate.

V. Responsibility for Implementation

The President

Approved: Sept 1980
Revised: July 2001
Revised: Feb 2016
Lodged: Feb 2016
Approved:

5.0004

**BROOKDALE COMMUNITY COLLEGE
BOARD POLICY**

5.0004

I. Title of Policy

General Education

II. Objective of Policy

The goal of general education at Brookdale Community College is to assist students to acquire knowledge and skills that are useful and important for all educated persons, regardless of their jobs or professions. Regulation 5.0030R *General Education* explicates specific General Education requirements.

III. Authority

New Jersey Administrative Code 9A: 1-1.2, 9A:1-2.3—Associate degree programs and Chapter 62 of Title 18A of the New Jersey Statutes.

IV. Policy Statement

As defined by the New Jersey Administrative Code, general education is “instruction that presents forms of expression, fields of knowledge, and methods of inquiry fundamental to intellectual growth and to a mature understanding of the world and the human condition, as distinguished from ‘specialized education,’ which prepares individuals for particular occupations or specific professional responsibilities” (9A:1-1.2).

General Education consists of courses beyond the area of specialization which help students grow as individuals and participate more actively in society. The general education courses are broad-based and general rather than narrowly focused. It is that part of students’ programs which does not involve the major concentration and/or career studies.

In keeping with our educational philosophy and mission, the goal of general education at Brookdale Community College shall be to have students develop into inquisitive and informed individuals by preparing them for lifelong learning and helping them to develop the ability to function successfully in our ever-changing society.

5.0004

To this end and in keeping with the regulations of the State of New Jersey and the State Wide Transfer Agreement commonly known as the Lampitt Law, the President shall promulgate, as appropriate, College regulations to ensure that graduating students have ample opportunity to successfully complete their general education core, as determined by their program of study.

V. Responsibility for Implementation

The President

Approved: August 1984
Revised: May 2000
Revised: Feb 2016
Lodged: Feb 2016
Approved:

5.0006

BROOKDALE COMMUNITY COLLEGE

BOARD POLICY

5.0006

I. Title of Policy

Accountability for the Effectiveness of Educational Programs

II. Objective of Policy

Consistent with its philosophy, Brookdale Community College will provide educational opportunities to meet diverse interests and needs ranging from short-term course work for upgrading or acquiring new skills to full degree programs in career and transfer programs. Brookdale Community College subscribes to the concept that it is accountable for the defined outcomes of the educational experiences it offers.

III. Authority

Brookdale's Mission and Philosophy

IV. Policy Statement

The President shall implement periodic evaluation of the instructional program, and shall report the findings to the Board of Trustees on an annual basis to include outcomes and measures of student success in compliance with performance based criteria, such as student performance and student learning, including acquisition of general education knowledge and skills, and workforce preparation and student satisfaction. The goal of all evaluations is to increase recognition of the accomplishments of the college while providing specific areas of focus for improvement.

II. Responsibility for Implementation

The President

Approved: Sept 1970
Revised: July 2001
Revised: Feb 2016
Lodged: Feb 2016
Approved:



Brookdale Community College Police Department
765 Newman Springs Rd.
Lincroft, NJ, 07738
(732) 224-2222
FAX (732) 219-0871



Robert S. Kimler, Jr.
Captain
Officer-In-Charge

Michael Halpin
Lieutenant
Accreditation

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

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

MONTH OF JANUARY, 2016

Category	Count	Classification	Site
Crimes Reported to SOs and PD	4	Vandalism Theft Vandalism Theft	LINC LINC LINC LINC
Fire Calls Recorded by SO, PD, and Local Fire Depts.	3	Alarm Activation Alarm Activation Odor/electrical burning	LINC LINC LINC
Emergencies	9	Motor Vehicle Crash Motor Vehicle Crash Motor Vehicle Crash Motor Vehicle Crash Mutual Aid-Holmdel Burglar Alarm Water Leak/Burst First Aid Call Welfare Check	FREE LINC LINC LINC LINC LINC LINC LINC LINC
Threats	0	N/A	N/A
Alerts	4	NJSP Graduation College Closing College Closing College Delayed Opening	LINC ALL ALL LINC