

BROOKDALE COMMUNITY COLLEGE

**Board of Trustees
Public Business Meeting Minutes**

October 26, 2021

**Brookdale Community College
Student Life Center, Navesink Rooms
765 Newman Springs Rd.
Lincroft, NJ 07738**

And Zoom Webinar

Vice-Chair Kaufmann called the meeting to order at 5:30 P.M. and roll call was taken.

Present	Trustees	Administration:
	Ms. Abby-White, Trustee	Dr. Matthew Reed
	Ms. Latonya Brennan, Trustee	Dr. William Burns
	Ms. Suzanne Brennan, Trustee	Dr. Nancy Kegelman
	Dr. Hank Cram, Chair	Dr. Yesenia Madas
	Ms. Dyese Davis, Trustee	Dr. Joan Scocco
	Ms. Barbara Horl, Trustee	Mr. Edward Johnson
	Mr. Bret Kaufmann, Vice Chair	Ms. Patricia Sensi
	Ms. Marta Rambaud, Trustee	Ms. Teresa Manfreda
	Dr. David Stout, Secretary	Ms. Kathy Kamatani
	Mr. Austin Smith, Trustee	Dr. Anita Voogt
	Ms. Natalie Watson, Trustee	Ms. Bonnie Passarella
Absent	Mr. Paul Crupi, Trustee	
	Dr. Les Richens, Trustee	Ms. Cynthia Gruskos, Recorder
College Counsel	Mr. Mitch Jacobs, Esq., General and Labor Counsel	

Ms. Gruskos 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:

On October 21, 2021 at 2 PM advance written notice of this meeting was posted on the Brookdale Community College website; emailed to *The Asbury Park Press* and *the Star Ledger* and filed with the Clerk of the County of Monmouth.

Chair Cram led the Pledge of Allegiance.

Mr. Jacobs read the statement on giving public comment in a virtual meeting and announced that this meeting is being recorded.

Chair Cram read our mission statement:

Brookdale Community College empowers a diverse community by providing open access to high quality and cost-effective educational and lifelong learning options with clear paths to personal, educational, and economic success.

Dr. Stout lead a moment of silence to honor the memory of our retired colleague, Ann Murphy, who worked in the Bankier Library for more than 25 years as a media specialist. On behalf of the entire College, Dr. Stout offered condolences to her family.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Adoption of Agenda	A motion to adopt the agenda was made by Trustee Suzanne Brennan and seconded by Trustee Rambaud. Motion passed.	
Swearing in of Trustee Natalie Watson -Mr. Jacobs performed the swearing in ceremony of Trustee Natalie Watson who was appointed by the Governor and her term of service continues until October 31, 2024. (Attachment A)		
President's Report – <ul style="list-style-type: none">Center for Holocaust, Human Rights & Genocide Education (Chhange) – Dr. Sara Brown, Executive Director of Chhange, which is located on the Lincroft Campus next to the Bankier Library presented on the early history of Chhange which was founded by two Faculty members, Dr. Sy Siegler and Jack Needle with the support of Dean Norma Klein in 1979. Over the last 42 years, Chhange has grown in scope and size. Dr. Brown reviewed their mission statement and work, which is to focus on harnessing innovative education about the Holocaust, genocide and human rights, in order to promote the elimination of all forms of racism, antisemitism and all forms of prejudice. She further explained that Chhange operated under the auspices of the Brookdale Community College Foundation, but in 2013 with the support of the College, Chhange filed for and received 501C3 education nonprofit status. She provided information on the highlights of their service to our community:		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<ul style="list-style-type: none"> • Chhange hosts annual programs that reach 25,000 students, educators and community members across Monmouth County but also across the state and now beyond with the virtual world. • Chhange exists as an interdisciplinary resource to the College community, serving our students, faculty, staff and the broader community. • Is home to a permanent exhibit that tells the human story of 3 genocides, the Armenian genocide, the Holocaust and the genocide against the Tutsi in Rwanda. • Houses a 6000 volume library that is attached to the Brookdale lending library system. • House the only archives in the state that is dedicated to Holocaust and genocide related topics. <p>She expressed gratitude to the College for their warm relationship. Dr. Brown highlighted recent programming collaborations with the History Department, the Global Citizenship Project, and as a co-sponsor of Civility Week. Chhange will also host a number of tours of the permanent exhibit for Brookdale students.</p> <p>She highlighted the unexpected silver lining of the pandemic, which offered new opportunities and since April 2020 Chhange has reached 67,000 people across 6 continents.</p> <p>She provided information on the heart of their educational model which is to tell the human story of these moments in history and current events, integrating them into lessons that address, the historical facts, the chronology of events and the lessons we can learn. They share narratives because they are central to the human experience and telling the human story does not replace textbooks but rather it adds to it.</p> <p>Dr. Brown stressed that the need for meaningful and impactful education on these topics is all the more pressing, because today we are witnessing a resurgence in xenophobia, hatred, bigotry including antisemitism.</p> <p>This spring Chhange will hold a student art installation at the Brookdale CVA Gallery and the Colloquium will return on May 11 to an in-person event in the Arena, which regularly brings more than 2000 students and community members to Brookdale each year.</p> <p>She announced that they will be relaunching the Professors Seymour Siegler and Jack Needle Teaching Fellowship, a syllabus development grant opportunity to be offered to Brookdale faculty. She provided information on their fall upcoming programs and invited all to attend.</p> <p>Dr. Stout continued his report and brought attention to two Human Resource recommendations, which included the promotion of Jimmy Episcopia to Associate Vice President for accepting additional responsibilities and also Yesenia Madas to Vice President of Student Affairs for accepting additional responsibilities. He congratulated them on those impending promotions, pending approval later this evening.</p> <p>Dr. Stout highlighted the retirements and achievements of the following, as well as thanking them for their service to Brookdale:</p> <ul style="list-style-type: none"> • Professor Paul Tucker who helped to establish the best automotive program in the State. • Rita Lo, our Interim Director of our Library 		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<ul style="list-style-type: none"> Professor Art Marshall, who was an original faculty member since October 1969 and has had a positive impact on thousands of students during his 52 year history at Brookdale. Dr. Stout also noted that Professor Marshall hired him and had a personal impact on his life. <p>Dr. Stout welcomed our three newest members of the Brookdale family, Trustee Natalie Watson and her family, and the newest grandchildren of Trustee Abby-White and Chair Cram.</p>		
<p>Reports from the Board Committees and Liaisons</p> <p>A. Finance & Facilities Committee – October 19, 2021 - Dr. Stout reported on the Finance & Facilities meeting chaired by Trustee Horl. He provided the following highlights from the meeting:</p> <ol style="list-style-type: none"> Capital Project Update - - Engineer of Record, Mr. Savacool, reported that all work is complete on the Lincroft athletic fields and the lightening project is ongoing. Mr. Naparolo provided updates on the installation of the retaining wall and the work to demolish the houses on Newman Spring's Rd. is proceeding as planned. The design plans for the Wellness Center have been revised and a cost estimate is currently being negotiated. It was suggested that the 6 older elevators, including the one that is no longer functional be modernized with a cost estimate of approximately \$300,000 a piece. Financial Reporting - VP Manfreda reviewed the financial reporting as of August 31, 2021, compared to FY 22 budget, at the same time last year. She highlighted the following: <ol style="list-style-type: none"> Total operating revenue for the month was 7.6% lower than the same time last year. Tuition revenue reported as of August 2020 included federal stimulus funds to cover revenue losses. Total operating expenditures were \$8.9 M of the \$77 million FY22 budget and we are well within our budget at this time. Our cash balance increased by \$1.9 million over the same time last year. Purchases – VP Manfreda reviewed the 8 recommendations for purchases, which include the purchases for Chapter 12 projects, software and hardware equipment funded by grants, and operating purchases to support the diagnostic medical scientific course, snow removal and new furniture for the Student Life Center's club room and locker rooms Enrollment Audit - The Enrollment Audit was reviewed by the Audit Committee on October 18 and the Audit Committee recommends the acceptance of the Audit. HR - AVP sensi reviewed six positions requested to be filled, which include two new positions one position will be for the Wellness Center which will be funded entirely by donation to the Foundation and the second position will be part of reorganization of the accounts receivable department, the committee supported these requests. AVP. Sensi brought attention to the retirement of Art Marshall who was one of the 7 Founding Faculty and has worked at the College for over 52 years. Grants – VP Kaari reviewed the acceptance of 3 grants which are recommended for approval on tonight's agenda. Grant Revenue Report – VP Kaari reported that \$3.5 million of grants have been awarded in FY22 with another \$2.2 million pending. Foundation - – VP Kaari reviewed the Statement of Activities and Changes in Net Assets for the month ending August 31. She highlighted that net assets are down in comparison 		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>to last year, and is attributable to investment income declining due to changes in the Market since last summer. She highlighted that Miscellaneous expenses are substantially higher than last year which is attributable to the implementation costs of the new CRM, Salesforce</p> <p>i. Investments – Our new Executive Director of Finance, Matt Siuzdak presented a preliminary analysis on investment plans to allow us to earn additional interest and to diversity our investments. His initial analysis projected investing additional funds which will yield approximately \$35,000 upon year end.</p> <p>B. Audit Committee – October 18, 2021 – Dr. Stout reported on behalf of Trustee Crupi and provided the following highlights from the meeting:</p> <p>a. VP Manfreda reviewed the sample size and procedures utilized by our External Auditors to perform the Enrollment Audit. She reported that no exceptions were noted. Upon the Board’s acceptance of the Audit, it will be filed by the deadline of November 1 with all the State Agencies who have requested the Enrollment Audit.</p> <p>b. The Audit Committee recommends the acceptance of the FY21 Enrollment Audit at tonight’s meeting.</p> <p>c. Ethics Hotline - One anonymous ethics complaint was filed recently against a College department, alleging that the Director was spending money recklessly. AVP Sensi is performing an investigation and will report back to Dr. Stout and to the Audit Committee</p> <p>d. Internal Audit. VP Manfreda will be meeting with the Internal Auditors to determine an audit schedule.</p> <p>e. Office of the State Comptroller – Audit Update - VP Manfreda reported that she and Dr. Stout will participate in a preliminary final meeting on Thursday. The Auditors have continued to test areas, and request more information on the bookstore contract and renovations. It is the Auditors goal to wrap up the Audit by early November</p> <p>C. Student’s Perspective – Trustee Smith reported he attended a meeting with the Student Life Board President and Dr. Stout. The students raised a concern that temperature taking is not effective in detecting people who have COVID-19 but are asymptomatic. They wanted to know if more effective medical testing could be offered.</p> <p>D. ACCT National Leadership Congress - Trustee Smith and Trustee Horl each provided a report on their experience at the conference.</p> <p>a. Trustee Smith attended a Student Trustee Advisory Committee meeting where they discussed issues that other Student Trustees face and issues that their Boards are concentrating on such as mental health well being, financial aid , potential free tuition, environmental stability, basic needs and enrollment and retention issues. He also attended an Effective Board Governance Meeting where he learned more about diversity, equity and inclusion, increasing overall education of the population’s skill development and how to potentially increase enrollment.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>b. Trustee Horl reported that we received information on how to approach our work through the lens of DEI. DEI policies underscore that all are welcome at our college, they foster a diverse environment throughout the entire organizational culture and communicate a message of inclusion to students, staff, visitors, and the community at large. She particularly enjoyed the Advocacy and Public Policy Clinic she attended. They reviewed advocacy techniques and strategies, as well as received information on the Biden agenda and issues facing all community colleges. Trustee Horl provided an update on President Biden's economic plan. She said the best part of the conference was the opportunity to be present when Cynthia Gruskos was presented with the Northeast Regional Professional Staff Member award.</p> <p>E. NJCCC Update –Trustee Horl reported that NJCCC had a State and Federal Policy Committee Meeting and since the legislature remains on break, there was not much to report. Shortly after the meeting, the Governor signed the Trustee Training legislature into law on October 18. This legislation was one of the Council's legislative priorities and the Council has been closely working with the Governor's Office on this bill. This legislation requires that new Trustees of public institutions of higher education complete training no later than one year after the person is appointed as a member. It requires NJCCC to provide the training. This requirement goes into effect 180 days after the signing of the bill and would apply to any Trustees appointed after mid April 2022, and does not require trustees appointed before then to complete training. In anticipation of this bill the Council convened a Trustee Training Task Force a few months ago to guide the development of their training program. Trustee Horl sent a copy of our orientation handbook as an example of the training provided at Brookdale. The Task Force will reconvene to further discuss the steps for developing and implementing this training. Trustee Horl requested if any member of the Board of Trustees has a suggestion of what should be included in the training, to communicate their suggestion to Cynthia or herself.</p> <p>Trustee Horl expressed her interest to serve as an Associate Committee member of NJCCC and requested the support of the Board and a letter of nomination.</p> <p>A motion was made to nominate and support Trustee Horl as an Associate Committee member of NJCCC. Motion passed.</p> <p>F. Foundation Update – Trustee Abby-White announced the Golf Outing raised over \$56,000 for scholarships. She also reported that Chef David Burke is providing 20 \$500 scholarships for the fall for the culinary and hospitality students, which includes internships at his restaurants. She asked everyone to save the date of September 22, 2022 for the next Golf Outing.</p>		
<p>Public Comment on Agenda Items</p> <p>Jack Ryan, Associate Professor, English –congratulated Cynthia Gruskos on her ACCT award and he expressed appreciation for her work and her representation of Brookdale Community College.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Review of Consent Agenda <ul style="list-style-type: none"> Any item may be removed from the consent agenda for discussion by any voting member of the Board of Trustees. <p>A. Acceptance of Consent Agenda</p>	<p>A motion to adopt the consent agenda was made by Trustee Abby-White and seconded by Trustee Horl.</p> <p>Motion Passed.</p>	
Approval of Public Business Meeting Minutes <p>A. Approval of Public Business Meeting Minutes – September 28, 2021</p> <p>B. Approval of Executive Session Meeting Minutes – September 28, 2021</p>	<p>A motion to approve the minutes from the public business meeting held on September 28, 2021 was made by Trustee Abby-White and seconded by Trustee Smith.</p> <p>Motion passed.</p> <p>Abstentions: Trustees Kaufmann and Watson</p> <p>A motion to approve the Executive Session Minutes for the meeting held on September 28, 2021 was made by Trustee Abby-White and seconded by Trustee Davis.</p> <p>Motion passed.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	Abstentions: Trustees Kaufmann and Watson	
Consent Agenda A. Approval of Human Resources B. Acceptance of Grants C. Approval of Application for Grants D. Purchases in Excess of \$37,500 and New Jersey “Pay-to-Play” bids, and Pursuant to the New Jersey “Pay to Play” Process, in Excess of \$17,500 E. Open Invoice Payment Requests for Vendor, Student and Employee Payments F. Legal Costs, Government Relations & Public Relations G. Monthly Financial Reports H. Capital Project Update	A motion to approve the consent agenda was made by Trustee Rambaud and seconded by Trustee Watson. Motion passed. YES: Trustees Abby-White, L. Brennan, S. Brennan, Davis, Horl, Kaufmann, Rambaud, Smith, Watson and Chair Cram NO: None ABSTENTIONS: None	
Acceptance of Brookdale Community College’s FY21 Enrollment Audit	A motion was made to accept the FY21 enrollment audit by Trustee Suzanne Brennan and seconded by Trustee Smith. YES: Trustees Abby-White, L. Brennan, S. Brennan, Davis, Horl, Kaufmann, Rambaud, Smith, Watson and Chair Cram	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	NO: None ABSTENTIONS: None	
Approval of Memorandum of Understanding with the Brookdale Community College Police Officer Association	<p>A motion to approve by resolution the agreement between the Police Officer Association and the College was made by Trustee Horl and seconded by Trustee Abby-White.</p> <p>YES: Trustees Abby-White, L. Brennan, S. Brennan, Davis, Horl, Kaufmann, Rambaud, Smith, Watson and Chair Cram</p> <p>NO: None</p> <p>ABSTENTIONS: None</p>	
Approval of New Policy – 6.1006 Service Animals and the ADA Policy	<p>A motion to approve new policy 6.1006 Service Animals and the ADA Policy was made by Trustee Suzanne Brennan and seconded by Trustee Davis.</p> <p>YES: Trustees Abby-White, L. Brennan, S. Brennan, Davis, Horl, Kaufmann, Rambaud, Smith, Watson and Chair Cram</p> <p>NO: None</p> <p>ABSTENTIONS: None</p>	
Public Comment Jack Ryan – Associate Professor, English - requested that the recordings of the Public Business Meeting be available on the website. He strongly urged the College to require mandatory Covid-19 vaccination. He		


Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>appreciates that our current Board of Trustees embraces diversity and a willingness to accept people who are different from each other.</p> <p>Written Comments from Tom Riley, Michele Halat, and Amy Clark on behalf of members of the Faculty were read into the minutes (Attachment B)</p>		
<p>Old/New Business -</p> <p>Trustee Suzanne Brennan had requested all Trustees to consider if they would want to serve as Chair and Vice-Chair in the coming year. She announced that Chair Cram and Vice-Chair Kaufmann would like to continue to serve in their current positions in the upcoming year. The Election will take place next month.</p>		
<p>Resolution to Hold a Closed Meeting</p> <p>College Counsel read the Resolution to hold a closed meeting (Attachment C)</p>	<p>A motion was made to approve by resolution to hold a closed session by Trustee Horl and seconded by Trustee Abby-White.</p> <p>Motion Passed</p>	
<p>Motion to Re-Open the Meeting to the Public</p>	<p>A motion to re-open the meeting to the public was made by Trustee Horl and seconded by Trustee Rambaud.</p> <p>Motion passed.</p>	
<p>Adjournment</p> <p>Meeting adjourned at 8:23 PM</p>	<p>A motion to adjourn the meeting was made by Trustee Horl and seconded by Trustee Watson.</p> <p>Motion passed.</p>	

O A T H O F O F F I C E

**Member of the Board of Trustees
Of**

Brookdale Community College

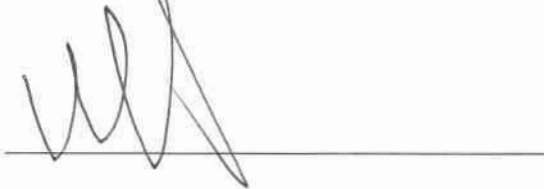
“I, Natalie Watson, solemnly swear, that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will faithfully, impartially and justly perform and discharge the duties of the office of Trustee of Brookdale Community College according to the best of my ability.”


Natalie Watson, Trustee

County of Monmouth:

State of New Jersey:

Sworn and subscribed to before me this 26th day of October, 2021



Mitchell B. Jacobs, An Attorney at
Law of the State of New Jersey

Cynthia Gruskos

From: Michele Halat
Sent: Monday, October 25, 2021 3:35 PM
To: Cynthia Gruskos
Cc: Amy Clark
Subject: Comments for the Board of Trustees Meeting

Dear Cynthia,

Your e mail was given to me as the person to write if I wanted to send comments for the Board of Trustees meeting Tuesday evening.

Thank you for helping in this matter.

Michele

Dear Dr. Stout and the Board of Trustees of Brookdale Community College,

I appreciate having the opportunity to have my voice heard even though I can not be present at this meeting. I am in my ninth year here at Brookdale Community College and I am currently an Assistant Professor of Nursing with 35 years of experience as a registered nurse in Monmouth and Ocean County. I am writing to request your support in mandating full vaccination for our student population for the upcoming semesters here at Brookdale. The Delta variant, currently the dominant strain continues to be a major threat to all of us whether we are vaccinated or not. However, it is much more deadly to those who are not vaccinated.

- **“Unvaccinated people remain the greatest concern:** The greatest risk of transmission is among unvaccinated people who are much more likely to get infected, and therefore transmit the virus. Fully vaccinated people get COVID-19 (known as breakthrough infections) less often than unvaccinated people. People infected with the Delta variant, including fully vaccinated people with symptomatic breakthrough infections, can transmit the virus to others. CDC is continuing to assess data on whether fully vaccinated people with asymptomatic breakthrough infections can transmit the virus.” (CDC.gov)

As a mother, wife, teacher, nurse and citizen I implore you to recognize the pandemic is not over, COVID-19 is a public health threat and policies need to reflect this. Variants will continue to emerge unless we have an increase in the numbers of those fully vaccinated.

Many crowded social events in the tri state area mandate proof of full vaccination. It doesn't make sense that for our young adult, adult population of students we wouldn't require the same. Especially for those attending face to face classes. I don't understand the apathy that has developed among those not promoting full vaccination. Lives are at stake including students, faculty and staff members here at Brookdale. I have lost people I care about to this disease. I don't want to lose any more and I don't want my family to have to worry about me being exposed on a regular basis to unvaccinated people because I come to work here.

Please, please, please consider implementing a vaccine mandate as soon as possible. We are almost two years in to this pandemic.

As of yesterday, in New Jersey, there were 787 new cases, positivity rate is at 15.6%.

Nationally there have been **45,470,130** positive covid 19 cases, and 736,305 deaths. Almost a million people have died in less than two years. (coronavirus.jhu.edu) People whose deaths could have been prevented had they been vaccinated.

New Jersey has had 1,867,569 cases, 27,848 deaths including 23 on the most recent date recorded (coronavirus.jhu.edu). I have already lost a child in this lifetime, I don't even want to think about losing another to a disease I can't cure. But, I and the rest of the residents of this country can flatten the curve of infection and deaths by being vaccinated. It is a no brainer to me. I don't understand why it is even an option to not be vaccinated. Why do more people need to die?

Thank you for allowing my voice to be heard.

Michele

Michele Halat, MSN, RN, CNE
Assistant Professor of Nursing
Certified Nurse Educator

Brookdale Community College
765 Newman Springs Road
Lincroft, NJ 07732

732 224 2617 (Office)
732 224 2998 (Fax)

Cynthia Gruskos

From: Amy Clark
Sent: Monday, October 25, 2021 4:59 PM
To: Cynthia Gruskos
Subject: RE: Comment for the 10/26 BOT meeting

Dear Cynthia,

Please add: Maryann Smith, Associate Professor, Biology

Thank you!

Amy

From: Amy Clark
Sent: Monday, October 25, 2021 4:57 PM
To: Cynthia Gruskos <cgruskos@brookdalecc.edu>
Cc: Valerie Bonilla <vbonilla@brookdalecc.edu>
Subject: Comment for the 10/26 BOT meeting

Good afternoon, Cynthia.

I will not be able to attend tomorrow evening's meeting, but I'm submitting the following letter for the public comments. If you would please read the letter on my behalf, I would be most grateful.

Many thanks,
Amy

For Public Comment:

Dear President Stout, Chairman Cram, and Members of the Board,

We, the undersigned members of the Brookdale Community College Faculty Association, on behalf of our membership at large, write in support of a COVID-19 vaccination requirement for employees, students, and members of our CPS community, to be announced as soon as possible and to be in place no later than the start of the Spring 2022 semester.

Like you, each of us has a vested interest in the safety and well-being of our community. We have watched as many of our 4-year partners and local community college counterparts have announced requirements for testing and/or vaccination and wondered "why not Brookdale?"

As we all like to say, "community" is our middle name, and like you, we take great pride in the way we care for our students, community members, and each other. To ensure that we are able to *safely* carry out our mission and support our community – our Brookdale family – we urge you to act on this request as expeditiously as possible.

Sincerely,

Amy Clark, Professor-Librarian, and BCCFA President

M. Beth Boylan, Professor, Psychology

Gabriela Sprague, Associate Professor, Mathematics

Sarah Leahy, Professor, Economics

Bernice Eng, Professor, Computer Science

Ashley Tasy, Associate Professor, Mathematics

Lori Uffer, Professor, Art

Valerie Bonilla, Associate Professor, Librarian

Jane Scimeca, Professor, History

Phyllis T Shafer, Professor, Business

Jess Le Vine, Professor, History

Nancy Noé, Professor, Mathematics

Michael Broek, Associate Professor, English

Patricia K. Dillon, Professor, Biology

Carey Fox, Professor, Biology

Robert A. Martens, Associate Professor, Biology

Suzanne Parker, Professor, English

Lawrence Hartzell, Professor, History

Laura McCullough, Professor, English

Judith A. Ungar, Assistant Professor, Librarian

Arianne Ross, Assistant Professor, Mathematics

Brian Oland, Professor, Psychology

James Poinsett, Assistant Professor, Mathematics

Bob McGovern, Assistant Professor, English

Donna Pope, Associate Professor, English

Jennifer Salvo, Assistant Professor, Reading

Cathleen Goode, Professor, Counseling

Debbie Mura, Professor, Communications

Michele Locandro, Assistant Professor, English

Dara Evans, Professor, English

Diana Glynn, Professor, Psychology

These comments are being submitted as public comment to the BoT.

As the department chair of chemistry, I have the duty to hire hourly instructional assistants (nee learning assistants) and adjuncts.

I was hired in 2008 as a full-time learning assistant. At that time, the chemistry department hired hourly learning assistants to teach labs that were unable to be taught by full time learning assistants.

In 2008 we offered \$19.18/hr. NJ minimum wage was \$7.15/hr. Working for us was attractive.

Brookdale was flush with cash and full time staffing at that time met almost all our needs. If we hired an hourly, they taught 2-3 labs, each lab paid for 4 hours of work.

When the economy crashed, enrollment swelled. We offered even more sections which required more hourlies. They were relatively easy to find as many students were graduating without employment.

Since then, county and state governments implemented and continue harsh austerity policies on community colleges. The college has had to make hard choices about staffing. During the RIF of 2014, we lost 2 LAs in chem. The college has made it clear, since that time, hiring instructional assistants is a low priority. We have had to rely on the same level of hourly staffing that we required when the economy crashed 12 years ago. This isn't factoring in health issues of our staff.

This is a very difficult county to find qualified candidates in the sciences. Most with required degrees live in and around the NJ Turnpike. The problem is compounded by the minimum wage growing significantly over the last 5 years. It is now \$12/hr, slated for \$15 by 2024. While I can offer \$19.18/hr, I might be only able to offer 8-12 hours. Why come to Brookdale when Starbucks will give you 30 hours per week or Amazon where one can make \$22/hr.

Not to mention the pandemic has made finding people even worse.

Using the Federal Reserve's calculator, \$19.18 adjusted for inflation since 2008 is \$24.52. The N5 band, which science hourlies are hired, is STILL \$19.18/hr.

I received the schedule of increases of all hourlies in the N and A bands. The N5 band is increasing to \$19.30/hr. That's not even 0.5%. The hourly rates for all other N bands and lower A bands are increasing by at LEAST 2%.

At least cracking \$20/hr might, psychologically, look attractive to those with STEM degrees. This increase wouldn't even represent a rounding error on the college's balance sheet.

Please look into this.

Regards,
Tom Riley
Assistant Professor and Department Chair – Chemistry

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 4 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 **October 26, 2021 at approximately 6:55 PM** 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 disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is _____

RESOLUTION

Approved: October 26, 2021

☒ "(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 : **negotiations with the Sergeants Association and Adjunct Faculty**

☐ "(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 –

☐ "(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 and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: **matters falling within the attorney client privilege regarding issues with COVID Vaccine/Testing Mandate, cybersecurity and anticipated litigation with a contractor.**

☐ "(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 without undermining the need for confidentiality.

☐ "(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 a

WHEREAS, the length of the Executive Session is estimated to 60 minutes after which the public (select one) ☒ meeting of the Brookdale Community College Board of Trustees shall reconvene and immediately adjourn or ☐ reconvene and proceed with business where formal action may 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
Approved: October 26, 2021