



**Board of Trustees Special Public Business Meeting**  
Brookdale Community College  
Brookdale Community College, Lincroft Campus, 765 Newman Springs Rd.,  
BAC, President's Conference Room, Lincroft, NJ 07739 or Zoom  
Apr 14, 2022 5:30 PM - 6:00 PM EDT

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#### 4.4 *Approval to Execute Broker Agreement with CBRE*

On November 16, 2021 the Board of Trustees (“BOT”) of Brookdale Community College (“College”) awarded the contract for RFP 02-22, Real Estate Brokerage Services, to CBRE, Inc. (“CBRE”). Following the contract award and in normal course within the real estate industry, CBRE submitted an Agency/Brokerage Agreement (“Broker Agreement”) for the College’s consideration. The Broker Agreement details the roles and responsibilities of the parties, duration of the relationship, terms and conditions relating to commissions and marketing strategies. Negotiations have concluded and the parties have amicably reached an agreement on the terms and conditions outlined in the Broker Agreement.

The effective date of the Broker Agreement would be April 15, 2022 for an initial one year term (4/15/2022 – 4/15/2023) with the College’s option to extend for an additional twelve month term 4/15/2023 – 4/15/2024). The Broker Agreement grants CBRE the exclusive right to act as the agent of Brookdale Community College to sell, lease or sell-leaseback the College’s Hazlet and Long Branch properties; with the exception of four current tenants being excluded from the commission arrangement if their lease agreements are extended by the College. Should either or both properties be leased to new tenants, sold, and/or sold and leased back to the College, CBRE as the exclusive broker would receive a 5% commission per transaction. CBRE will market the Hazlet and Long Branch properties using advertising, canvassing, solicitation of outside brokers and other promotional and marketing materials as agreed upon by the College and CBRE. Additionally, CBRE will perform a comprehensive analysis of existing market conditions in Monmouth County including sales comparables, rental rates, vacancy options, comparable leasing and sales transaction terms, sale leaseback transactions, ground leases, capitalization rates and other matters affecting the real estate market in order to assist the College in repositioning its presence within Monmouth County while continuing to serve students and community members in creative, new ways and locations. It is not the intention of the College to abandon the communities it serves but rather restructure its real estate portfolio in a strategic, meaningful manner.

The College seeks Board of Trustees approval for the President to execute the CBRE Broker Agreement.

This report was reviewed by the President and Board of Trustees at the meeting held April 14, 2022.

## **RESOLUTION**

**WHEREAS**, it is Brookdale Community College's ("College") fundamental philosophy and Mission to provide the Monmouth County Community with maximum access to quality educational programs and services; and

**WHEREAS**, the College owns and has maintained regional locations at 11 Crown Plaza, Hazlet, NJ and Broadway and 3<sup>rd</sup> Avenue, Long Branch, NJ and;

**WHEREAS**, while Hazlet and Long Branch properties have been satisfactory in terms of access and general accommodations for providing Monmouth County residents with the opportunity for accessible continued education, the College is desirous of restructuring its real estate portfolio and repositioning its presence within Monmouth County; and

**WHEREAS**, in order to achieve the foregoing, CBRE, Inc., as the College's exclusive real estate Broker, would assist with the sale, lease, and/or sale-leaseback of said properties as well as with the identification of new locations and real estate options for the College's consideration; and

**WHEREAS**, the general terms and conditions for entering into a Broker Agreement with CBRE, Inc., dated April 15, 2022, have been review by the Board of Trustees; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of Brookdale Community College that the Broker Agreement with CBRE, Inc., with an effective date of April 15, 2022, contains satisfactory terms and conditions with respect to the College's Hazlet and Long Branch properties and which Broker Agreement has been approved by the Board of Trustees.

**BE IT FURTHER RESOLVED**, the Board of Trustees shall approve any agreements related to the sale, lease or sell-leaseback of the College's Hazlet and Long Branch properties.

April 14, 2022

## **Caroline Huber Holistic Wellness Center**

### **Background:**

In 2020, based off a campus wide survey on how to better service the campus community, a recommendation was made to create a campus wellness center that would serve students, employees, and the community by offering a safe and inclusive space that centralized activities related to personal well-being.

Student survey results (296 Respondents, Spring 2020) indicated the following as priorities for a campus center:

#### Part I: Importance of Issues

On a scale of 1 (unimportant) to 5 (very important), please rank the importance of these issues to Brookdale students:

1. Mental health and wellness—average score: 4.64
2. Racism and other forms of bias—average score: 4.29
3. Climate change and environmental damage—average score: 4.08
4. Food deprivation and hunger—average score: 4

#### PART II: Campus Center

On a scale of 1 (unnecessary) to 5 (very necessary), please rate the need for the following things on Brookdale's campus:

1. Additional mental health counselors 4.12
2. Expanded food pantry 3.97
3. Gardens and peaceful outdoor spaces 3.96
4. Green technology and sustainability 3.92
5. Centralized space for information about things that are happening at Brookdale 3.86
6. Yoga and meditation areas 3.33

Caroline Huber was an educator and the founder of the Stone Foundation of NJ whose mission “helps build vibrant communities and a just society by supporting organizations working cooperatively to provide for a thriving and diverse natural environment and to increase access to social services, the arts, and education”.

On February 9, 2021, after conversations with President Stout and recognizing a mission match, Caroline Huber made a generous donation of \$500,000 to the College Foundation the purpose of which was twofold. \$350,000 was to be designated to the building of a wellness center. \$150,000 was designated to create an endowed scholarship fund. Shortly thereafter, Caroline passed away leaving her family to ensure her vision for the center came to fruition.

**Current status:**

Since Covid, we have seen the need for services that address mental health, food insecurities, wellness services grow at an exponential rate which makes the need for programs and services that will be offered on campus and at the center even more relevant. We have identified partners to help deliver services including mental health, secured a \$150,000 donation from Monmouth Medical to support nutrition and hired an internal candidate with a background in wellness to serve as the center's director. We are currently in the process of accepting bids for construction.

**Recommendation:**

It is our recommendation that the center be named the Caroline Huber Holistic Wellness Center to honor the woman who spearheaded the project and embodied the center's mission and vision:

**Mission:** To connect students, employees, and community members to campus resources and local partners that will support basic needs, enhance individual and community wellness, and promote social justice

**Vision:** Empowering a compassionate community dedicated to personal wellbeing, social connection, and collective engagement.

**RESOLUTION**

**WHEREAS**, the Board of Trustees of Brookdale Community College wish to acknowledge the outstanding generosity Caroline Huber has provided to the College of Monmouth; and

**WHEREAS**, Mrs. Huber, and educator, was personally committed to learning, and encouraged others to learn alongside her; and

**WHEREAS**, through her vision, advocacy, and outstanding leadership and civic endeavors, Mrs. Huber has significantly contributed to the quality of life of residents of Monmouth County; and

**WHEREAS**, Mrs. Huber served on a variety of non-profit boards, helped establish Red Bank's Two River Theater and promoted environmental protection, food security, housing stability, and mental health services; and

**WHEREAS**, Mrs. Huber established the Stone Foundation of New Jersey, and served as its guiding visionary until her final days, helping build vibrant communities and a just society by supporting organizations working cooperatively to provide for a thriving and diverse natural environment and to increase access to social services, the arts, and education; and

**WHEREAS**, throughout her career, Mrs. Huber has been a model of professional public service with insistence on the highest standards of performance, integrity, and community commitment; and

**WHEREAS**, the Brookdale Community College Board of Trustees is authorized to periodically assign recognition designations to its facilities;

**NOW THEREFORE BE IT RESOLVED** that the Board of Trustees authorizes the naming of the College's Wellness Center as the Caroline Huber Holistic Wellness Center in honor of Mrs. Huber's support and dedication to education, human services, social justice, and community wellbeing in Monmouth County.

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Dr. Henry Cram  
Chair, Board of Trustees

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Dr. David Stout, Ph.D.  
President

April 14, 2022

### **Achieving the Dream**

Achieving the Dream (ATD) is a non-profit organization leading a comprehensive reform movement for student success in higher education. The mission of this organization is “to lead and support a national network of community colleges to achieve sustainable institutional transformation through sharing knowledge, innovative solutions and effective practices and policies leading to improved outcomes for all students.” The ATD Network consists of more than 300 colleges across 45 states that are committed to improving equity and student outcomes. Colleges in the ATD Network benefit from customized coaching, programs, and resources, as well as opportunities to learn from Network peers. ATD is committed to integrity, accountability, equity, reflective practice, improvement, and the success of their network colleges.

Joining the ATD network secures the following services:

- Participation in the 2022 Kickoff Institute: work with an ATD coach to plan for the integration and alignment of student success work into a single cohesive effort.
- Work with expert coaches to support our transformative work.
- Assessment of our capacity in key areas critical for creating a student-centered culture.
- Access to professional development resources, such as ATD’s annual conference, webinar series, other in-Network learning events, and guidelines.

Moreover, joining the services outlined above will be critical to the design and implementation of the actions supporting Brookdale’s Strategic Plan 2025.

## **RESOLUTION**

**WHEREAS**, Achieving the Dream is a non-profit organization leading a comprehensive reform movement for student success in higher education; and

**WHEREAS**, the mission of Achieving the Dream is “to lead and support a national network of community colleges to achieve sustainable institutional transformation through sharing knowledge, innovative solutions and effective practices and policies leading to improved outcomes for all students;” and

**WHEREAS**, Achieving the Dream is committed to integrity, accountability, equity, reflective practice, improvement, and the success of their network colleges; and

**WHEREAS**, colleges in the Achieving the Dream network benefit from customized coaching, programs, resources, and opportunities to learn from peers; and

**WHEREAS**, joining the Achieving the Dream network secures access to expert coaches to support the College’s transformative work, opportunities to assess the College’s capacity to create a student-centered culture, and access to professional development resources, such as conferences, webinars, other learning events, and guidelines; and

**WHEREAS**, joining the services outlined above will be critical to the design and implementation of the actions supporting Brookdale’s Strategic Plan 2025.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees authorizes the College to apply for membership into the Achieving the Dream Network; and

**BE IT FURTHER RESOLVED** that the College shall commit to fund the required 3-year annual membership fee of \$78,000 to join the 2022 Achieving the Dream Cohort; and

**BE IT FURTHER RESOLVED** upon the acceptance into the 2022 Achieving the Dream Cohort, award of this membership shall follow 4.8000 Contracts Policy.

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Dr. Henry Cram  
Chair, Board of Trustees

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Dr. David Stout, Ph.D.  
President