



## **Board of Trustees Public Business Meeting**

Brookdale Community College

Warner Student Life Center, Navesink Rooms, 765 Newman Springs, Rd.,  
Lincroft, NJ 07738 or Zoom Webinar

Sep 26, 2023 6:00 PM - Sep 26, 2023 8:00 PM EDT

## **Table of Contents**

### **I. Call to Order, Reading of Statement, Roll Call and Announcement of Procedures for**

#### **Making Public Comment**

### **II. Pledge of Allegiance**

### **III. Moment of Silence**

### **IV. Adoption of Agenda**

### **V. Swearing in of Trustee Rebekah Fischhoff**

### **VI. President's Report**

#### **A. Recognition of Employees with 50 Years of Service - Sandy Grande, Don Nigro and Jack Ryan**

### **VII. Reports from the Board Committees and Liaisons**

#### **A. Finance & Facilities Committee**

##### **1. Capital Project Update**

##### **2. Monthly Financial Reporting**

#### **B. Student Success & Educational Excellence Committee**

#### **C. Student's Perspective**

#### **D. NJCCC Update**

#### **E. Foundation Update**

### **VIII. Public Comment on Agenda Items**

### **IX. Review of Consent Agenda**

\*Any item may be removed from the consent agenda for discussion by any voting member of the Board of Trustees.

#### **A. Acceptance of Consent Agenda**

### **X. Approval of Public Business Meeting Minutes - August 22, 2023.....3**

BOT PBM Minutes August 22 2023 DRAFT.docx.....3

### **XI. Approval of Consent Agenda**

#### **A. Approval of Human Resources.....11**

BOT HR Sept 2023 (004).docx.....11

<b>B. Acceptance of Grants.....</b>	<b>22</b>
09-26-2023 2.1 Acceptance of Grants-NASA Rutgers Subcontract.docx.....	22
<b>C. Application for Grants.....</b>	<b>24</b>
09-26-23 Board Grant Submissions EVE-NJ NIH EDA .docx.....	24
<b>D. Purchases in Excess of \$41,600 and New Jersey "Pay-to-Play" bids, and Pursuant to the New Jersey "Pay to Play" Process, in Excess of \$17,500.....</b>	<b>27</b>
9-26-23 4 2.doc.....	27
<b>E. Open Invoice Payment Requests for Vendor, Student and Employee Payments.....</b>	<b>31</b>
9-26-23 4 2c AP Check Register Summary.pdf.....	31
<b>F. Monthly Financial Reports.....</b>	<b>32</b>
9-26-23 4 1 Financial Reporting.doc.....	32
<b>G. Capital Project Update.....</b>	<b>38</b>
9-26-23 Brookdale Engineer Status Report 8-9-23.pdf.....	38
9-26-23 Facilities Brief - M Naparolo.docx.....	40
<b>XII. Public Comment</b>	
<b>XIII. Old/New Business</b>	
<b>XIV. Resolution to Hold a Closed Meeting</b>	
<b>XV. Motion to Re-Open the Meeting to the Public</b>	
<b>XVI. Adjournment</b>	
<b>XVII. Appendix .....</b>	<b>41</b>
Board Schedule, Board Committees	
Committees 2023 07-10-23.docx.....	41
BOT 2023 Calendar v5 08-18-23.pdf.....	42

**BROOKDALE COMMUNITY COLLEGE**

**Board of Trustees  
Public Business Meeting Minutes**

**August 22, 2023**

**Zoom Webinar –**

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

Dr. Stout announced that sealing of parking lot 3 caused a noxious odor across the campus. Employees affected by the odor were allowed to work remotely today, and we felt it was prudent to hold the Board meeting remotely as well.

<b>Present</b>	<b>Trustees</b>	<b>Administration:</b>
	<b>Ms. Tracey Abby-White, Trustee</b>	Ms. Teresa Manfreda
	<b>Mr. Steven Clayton, Trustee</b>	Dr. Joan Scocco
	<b>Mr. Paul Crupi, Chair</b>	Ms. Nancy Kaari
	<b>Ms. Dyese Davis, Trustee</b>	Dr. Nancy Kegelman
	<b>Ms. Rebekah Fischhoff, Trustee</b>	Ms. Bonnie Passarella
	<b>Ms. Barbara Horl, Trustee</b>	Dr. Anita Voogt
	<b>Mr. Bret Kaufmann, Trustee</b>	Dr. William Burns
	<b>Ms. Natalie Watson, Trustee</b>	Mr. Edward Johnson
	<b>Dr. David Stout, Secretary</b>	
		Ms. Cynthia Gruskos, Recorder
<b>Absent</b>	<b>Ms. Mary Pat Angelini, Trustee</b>	
	<b>Ms. Latonya Brennan, Trustee</b>	
	<b>Ms. Marta Rambaud, Trustee</b>	
	<b>Dr. Les Richens, Trustee</b>	
<b>College Counsel</b>	<b>Mr. Mitch Jacobs, Esq., General and Labor Counsel</b>	

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 August 16 at 9:54 am 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. The change of location to Zoom only was noticed by posting the change on the college website, sending out a College broadcast email message, and posting on the doors of the Student Life Center.

Chair Crupi announced that the meeting is being recorded.

Mr. Jacobs read the statement on giving public comment in a virtual meeting.  
Chair Crupi led the Pledge of Allegiance.

Dr. Stout led a moment of silence in memory of the following retired employees and recent former students who passed away this past month:

I'm sad to report that retired Brookdalian, Gene Citarella, passed away on July 11. Gene was an Operating Engineer in the Physical Plant Utilities department from April 2005 until February 28, 2023 when he retired from the College

I'm so sorry to report the passing of retired Brookdalian, Susan Gura. Susan graduated from Bloomfield College in 1967. Prior to joining the Brookdale family in 2000, she worked at Prudential (1977-1993) and Bell South Wireless (1993-2000). During her 14-year career at Brookdale she coordinated the New Employee Orientation and Mentoring programs, and she assisted employees through illnesses, family needs, and retirement processes as Benefits Specialist in Human Resources

I'm sorry to report the passing of retired Brookdalian, Dr. John Frey. John earned his B.S. in Chemistry from Marquette University and his Ph.D. in Organic Chemistry from Iowa State University. He served as Academic Dean at Worthington Community College in Minnesota before joining Brookdale as the Dean of Instruction in Natural & Applied Sciences from July 1974 through July 1986. His personnel file includes several letters of thanks for his valuable contributions to the National Science Foundation, Middle States, and Science Education Programs.

John was described as a natural born teacher and master storyteller by his family, friends, and family. He started his career in higher education as a Chemistry faculty member at Black Hawk College in Illinois, taught as a part-time instructor at Brookdale from 1977-1985, and eventually returned to his home in Wisconsin to teach in the University of Wisconsin system until his retirement in 1999.

#### I. Former Recent Students who studied with us within the past few years

According to Professor Michael Sullivan, Alexis "Lexi" Montgomery was a devoted student in the Paralegal program. She worked very hard in each class and brought a great sense of humor into the classroom that everyone enjoyed. Alexis was involved in many things while studying at Brookdale and developed positive relationships with many other students. She was only 32 years old at the time of her unexpected passing on July 5.

Madison "Madi" Gerhard died in a tragic hit-and-run incident in West Palm Beach, Florida on July 8. She was only 23 years old. Madison was a psychology student at Brookdale before transferring to Florida State University.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>Adoption of Agenda</b></p> <p>Chair Crupi announced that the agenda was noticed with an Executive Session, and we no longer need to meet in Closed Session. The agenda has been revised to remove the Executive Session, the President's report and the Committee reports.</p>	<p>A motion to adopt the revised agenda was made by Trustee Watson and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
<p><b>Swearing in of Trustee Rebekah Fischhoff</b></p> <p>Chair Crupi welcomed our newly elected Graduate Trustee, Rebekah Fischhoff, who was sworn in during July. He announced that we will hold a public ceremonial swearing in ceremony during our September meeting, when we can all be together in person.</p>		
<p><b>Public Comment on Agenda Items – Chair Crupi</b></p> <p>Chair Crupi opened the meeting to public comment on agenda items only and stated that anyone wishing to make public comment on agenda items only may do so in accordance with the instructions for making comment provided by Mr. Jacobs at the beginning of the meeting.</p> <p>No public comment was made.</p> <p>Ms. Gruskos confirmed that no written comments were submitted.</p>		
<p><b>Review of Consent Agenda</b></p> <ul style="list-style-type: none"> <li><i>Any item may be removed from the consent <b>agenda</b> for discussion by any voting member of the Board of Trustees.</i></li> </ul> <p><b>A. Acceptance of Consent Agenda</b></p>	<p>A motion to adopt the consent agenda was made by Trustee Clayton and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
<p><b>Approval of Public Business Meeting Minutes</b></p> <p><b>A. Approval of Public Business Meeting Minutes – June 27, 2023</b></p>	<p>A motion to approve the minutes from the public business meeting held on June 27, 2023 was made</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>by Trustee Clayton and seconded by Trustee Abby-White.</p> <p><b>Motion passed.</b></p> <p><b>ABSTAIN: Trustees Crupi, Fischhoff, and Watson</b></p>	
<p><b>Approval of Special Public Business Meeting Minutes –</b></p> <p><b>B. Approval of Special Public Business Meeting Minutes – August 8, 2023</b></p>	<p>A motion to approve the minutes from the public business meeting held on August 8, 2023 was made by Trustee Kaufmann and seconded by Trustee Clayton.</p> <p>Motion passed.</p> <p><b>ABSTAIN: Trustee Fischhoff</b></p>	
<p><b>Approval of Consent Agenda</b></p> <p><b>A. Ratification of Human Resources - July 2023</b></p> <p><b>B. Approval of Human Resources</b></p> <p><b>C. Ratification of Acceptance of Gifts - July 2023</b></p> <p><b>D. Ratification of Acceptance of Grants - July 2023</b></p> <p><b>E. Acceptance of Grants</b></p> <p><b>F. Ratification of Submission of Grants - July 2023</b></p> <p><b>G. Approval of Submission of Grants</b></p> <p><b>H. Ratification of Purchase in Excess of \$37,500 and New Jersey “Pay-to-Play” bids, and Pursuant to the New Jersey</b></p>	<p>A motion to approve the consent agenda was made by Trustee Clayton and seconded by Vice-Chair Kaufmann.</p> <p>Motion passed.</p> <p><b>YES:</b> Trustees Abby-White, Clayton, Davis, Fischhoff, Horl, Kaufmann, Watson and Chair Crupi</p> <p><b>NO:</b> None</p> <p><b>ABSTAIN:</b> None</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>"Pay to Play" Process, in Excess of \$17,500 Purchase(s) - July 2023</b></p> <p><b>I. Purchases in Excess of \$41,600 and New Jersey "Pay-to-Play" bids, and Pursuant to the New Jersey "Pay to Play" Process, in Excess of \$17,500</b></p> <p><b>J. Ratification of Open Invoice Payment Requests for Vendor, Student and Employee Payments - July 2023</b></p> <p><b>K. Open Invoice Payment Requests for Vendor, Student and Employee Payments</b></p> <p><b>L. Ratification Monthly Financial Report - July</b></p> <p><b>M. Capital Project Update</b></p>		
<p><b>Approval of Utilization of Purchasing Cooperative with the National Association of Educational Procurement (NAEP)</b></p>	<p>A motion to approve by resolution the Utilization of Purchasing Cooperative with the National Association of Educational Procurement (NAEP) was made by Vice-Chair Kaufmann and seconded by Trustee Watson.</p> <p>Motion passed.</p> <p><b>YES:</b> Trustees Abby-White, Clayton, Davis, Fischhoff, Horl, Kaufmann, Watson and Chair Crupi</p> <p><b>NO:</b> None</p> <p><b>ABSTAIN:</b> None</p>	
<p><b>Approval of Monmouth County Shared Services and Commodity Resale Agreement</b></p>	<p>A motion to approve by resolution the Monmouth County Shared Services and Commodity Resale Agreement was made by</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>Trustee Horl and seconded by Trustee Clayton.</p> <p>Motion passed.</p> <p><b>YES:</b> Trustees Abby-White, Clayton, Davis, Fischhoff, Horl, Kaufmann, Watson and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	
<p><b>Approval of Sale Agreement of Hazlet Higher Education Center, 1 Crown Plaza, Hazlet, NJ</b></p>	<p>A motion to approve by resolution the Sale Agreement of the Hazlet Higher Education Center, 1 Crown Plaza, Hazlet, NJ to Four Brothers Properties LLC, was made by Vice-Chair Kaufmann and seconded by Trustee Abby-White.</p> <p>Motion passed.</p> <p><b>YES:</b> Trustees Abby-White, Clayton, Davis, Fischhoff, Horl, Kaufmann, Watson and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p>	
<p><b>Approval to lease The Children's Learning Center to Voyagers' Community School</b></p>	<p>A motion to approve by resolution to lease The Children's Learning Center to Voyagers' Community School was made by Vice-Chair Kaufmann and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	



Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p><b>YES:</b> Trustees Abby-White, Clayton, Davis, Fischhoff, Horl, Kaufmann, Watson and Chair Crupi</p> <p><b>NO:</b> None</p> <p><b>ABSTAIN:</b> None</p>	
<p><b>Approval of New or Revised Policy</b> Presenter: Chair Crupi</p> <p><b>A. 3.5000 Tenure of Faculty (Non-Adjunct) Policy</b>  <b>B. 4.2000 Public Contracts Policy</b>  <b>C. 5.0019 Internship Program Policy – NEW</b>  <b>D. 7.1006 Demonstrations Policy - NEW</b></p>	<p>A motion to approve the following policies was made by Vice-Chair Kaufmann and seconded by Trustee Watson.</p> <p>A. 3.5000 Tenure of Faculty (Non-Adjunct) Policy  B. 4.2000 Public Contracts Policy  C. 5.0019 Internship Program Policy  D. 7.1006 Demonstrations Policy</p> <p>Motion passed.</p> <p><b>YES:</b> Trustees Abby-White, Clayton, Davis, Fischhoff, Horl, Kaufmann, Watson and Chair Crupi</p> <p><b>NO:</b> None</p> <p><b>ABSTAIN:</b> None</p>	
<p><b>Public Comment</b></p> <p>Chair Crupi opened the meeting to public comment and stated that anyone wishing to make public comment may do so in accordance with the instructions for making comment provided by Mr. Jacobs at the beginning of the meeting.</p> <p>No public comment was made.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Ms. Gruskos confirmed that no written comments were submitted.		
<p><b>Old/New Business -</b></p> <p>Chair Crupi announced that the September 21st Governance Committee has been changed to October 18 and the October Audit Committee on October 18 has been changed to October 16.</p> <p>Dr. Stout provided a welcome to Trustee Fischhoff. He stated that he appreciated the Trustees who were able to participate in the campus-wide tour and commended the Finance and Operations Department for all of their very hard work. He offered an invitation to any Trustees who were not available that day, to take a tour of the new facilities with him.</p>		
<p><b>Adjournment</b></p> <p><b>Meeting adjourned at 5:55 PM</b></p>	<p>A motion to adjourn the meeting was made by Vice Chair Kaufmann and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	

### 3.1 Human Resources Recommendations

Hires, Change of Status & Separations - This month there are a total of 35 recommended items. A summary of the action items is listed below with supporting documentation attached.

**A. Hires**

	<b>Recommendations</b>
Faculty	3
Non-Supervisor – Direct Student Contact	2
Adjunct Faculty	17
Coaches	3

**B. Change of Status**

	<b>Recommendations</b>
Executive	1
Faculty	1
Supervisor – Direct Student Contact	2
Non-Supervisor – Direct Student Contact	2
Support Staff	2

**C. Separations**

	<b>Recommendations</b>
Supervisor – Direct Student Contact	2

**A. HIRES****FACULTY**

1. Name: Stacie Carter  
Department: Reading & Academic Access  
Position: Instructor, temporary fall semester  
Salary: \$32,419, prorated from an annual base of \$66,943  
Effective: 9/1/23 – 12/23/23, pending all final contingencies
2. Name: Sheila Duane  
Department: English  
Position: Instructor, temporary fall semester  
Salary: \$32,419, prorated from an annual base of \$66,943  
Effective: 9/1/23 – 12/23/23, pending all final contingencies
3. Name: Mathew Siegel  
Department: English  
Position: Instructor, temporary fall semester  
Salary: \$32,419, prorated from an annual base of \$66,943  
Effective: 9/1/23 – 12/23/23, pending all final contingencies

**FACULTY DEGREE SUMMARY**

Masters

3

**NON-SUPERVISOR – DIRECT STUDENT CONTACT**

1. Name: Tara Pyciak  
Department: Admissions  
Position: Bilingual Assistant Director  
Salary: \$62,712, to be prorated accordingly  
Effective: 10/2/23, pending completion of all final contingencies
2. Name: Patrick Zavorskas  
Department: Wellness Center  
Position: Coordinator, Wellness Center  
Salary: \$58,871, to be prorated accordingly  
Effective: 10/2/23, pending completion of all final contingencies

**ADJUNCT FACULTY**

1.     Name:                 Matthew Barros  
       Department:        Language/ESL
2.     Name:                 Leah Coppola  
       Department:        English
3.     Name:                 Andrew Cusick  
       Department:        English
4.     Name:                 Amanda DiPasquale  
       Department:        Nursing
5.     Name:                 Anthony Elia  
       Department:        Language/ESL
6.     Name:                 Brenda Hamlet  
       Department:        Communication Media
7.     Name:                 Nicole Hughes  
       Department:        Nursing
8.     Name:                 Alyssa Licata  
       Department:        Radiologic Technology
9.     Name:                 Michael Martin  
       Department:        Criminal Justice
10.    Name:                 Roy Palijaro  
       Department:        Language/ESL
11.    Name:                 Elizabeth Platenyk  
       Department:        Nursing and Radiologic Technology
12.    Name:                 Leo Ross  
       Department:        English
13.    Name:                 Brogan Savage  
       Department:        Nursing

14. Name: Margaret Stepe  
Department: English
15. Name: Heather Walsh  
Department: Language/ESL
16. Name: Galyna Zakhalyavko  
Department: Chemistry
17. Name: Sylvia Zukowski  
Department: Radiologic Technology

**ADJUNCT DEGREE SUMMARY**

Doctoral	Masters	Associates
1	14	2

**COACHES**

1. Name: Michael Abood  
Department: Esports  
Position: Head Coach, Esports  
Compensation: \$7,000  
Dates: 9/12/23, pending completion of all final contingencies
2. Name: Frankie Gleeson  
Department: Esports  
Position: Head Coach, Esports  
Compensation: \$7,000  
Dates: 9/12/23, pending completion of all final contingencies
3. Name: Vincent Nelson  
Department: Esports  
Position: Head Coach, Esports  
Compensation: \$7,000  
Dates: 9/14/23, pending completion of all final contingencies

**B. CHANGE OF STATUS****EXECUTIVE**

1. Name: Sarah McElroy  
Department: Pathways & Partnerships  
Position: Executive Director  
Action: Change in department name  
New Salary: No change  
Effective: 10/1/23

**FACULTY**

1. Name: Patricia D'Aloia Gandolfo  
Department: Nursing  
Position: Assistant Professor  
Action: Change in status from A5 position returning to faculty  
New Salary: \$78,209  
Effective: 9/1/23

**SUPERVISOR – DIRECT STUDENT CONTACT**

1. Name: Jill Donovan  
Department: Career Center  
Position: Director  
Action: Change in department name  
New Salary: No change  
Effective: 10/1/23
2. Name: Elizabeth Kruijssen  
Department: EOF Office  
Position: Director, EOF Office  
Action: Change in status from a confidential to represented A5 position, through bona fide search  
New Salary: No change  
Effective: 10/1/23, pending completion of all final contingencies

**NON-SUPERVISOR – DIRECT STUDENT CONTACT**

1. Name: William Kelly  
Department: Career Center  
Position: Assistant Director  
Action: Change in department name  
New Salary: No change  
Effective: 10/1/23

2.     Name:                     Anne LaPorta  
       Department:           Career Center  
       Position:               Assistant Director  
       Action:                 Change in department name  
       New Salary:            No change  
       Effective:             10/1/23

**SUPPORT STAFF**

1.     Name:                     Jennifer Mehm  
       Department:           Wellness Center  
       Position:               Associate, Wellness Center  
       Action:                 Change in status from N3 to N4 through bona fide search  
       New Salary:            \$43,655 subject to current contract negotiations  
       Effective:             10/1/23, pending completion of all final contingencies
2.     Name:                     Susan Tencer  
       Department:           Career Center  
       Position:               Senior Office Assistant  
       Action:                 Change in department name  
       New Salary:            No change  
       Effective:             10/1/23

**C.     SEPARATIONS****SUPERVISOR – DIRECT STUDENT CONTACT**

1.     Name:                     Dinneen Jackson  
       Department:           Wellness Center  
       Position:               Director  
       Action:                 Resignation  
       Effective:             9/1/23
2.     Name:                     Jisenia Torres  
       Department:           Admissions  
       Position:               Associate Director  
       Action:                 Resignation  
       Effective:             10/15/23



**2.2 Acceptance of Grants**  
**Executive Summary****NJ Space Grant Consortium (subcontract with Rutgers University)**

**Program Title:** National Space Grant College and Fellowship Program: The New Jersey Space Grant Consortium 2020-2024 (Support of STEM Scholars at BCC)

**Short Title:** NASA grant

**Goal/Purpose:** To continue BCC's relationship with the New Jersey Space Grant Consortium (NJS GC) through Rutgers University which is now in its 10<sup>th</sup> year. The subaward will fund release time for the program administrators to oversee the grant activities which will include the creation of a STEM Series seminar, hiring and managing of peer tutors for the STEM lounge, creation and maintenance of a Brookdale website with NJS GC information, STEM outreach and co-curricular activities, and mentoring and managing of four student interns.

**Program Administrator:** . Ana Teodorescu and Karina Ochs, Math Department

**Total \$ Award:** \$13,000

**Award Period:** 6/1/2023 – 3/31/24

**Recommendation:**

The President recommends that the Board of Trustees adopt a resolution accepting the funds listed and authorizing the President to sign funding notification forms and any appropriate amendments.

**RESOLUTION**

**WHEREAS**, the Board of Trustees of Brookdale Community College has applied for the grant funds listed below:

	<u><b>Amount</b></u>
<b>NASA Subcontract through Rutgers University:</b> National Space Grant College and Fellowship Program: The New Jersey Space Grant Consortium 2020-2024	\$13,000

**WHEREAS**, the College has been notified that the funds have been approved; and

**WHEREAS**, Board Policy 2.0000 requires Board acceptance of all grants received by Brookdale Community College; and

**WHEREAS**, the President recommends acceptance of said grant funds;

**NOW THEREFORE BE IT RESOLVED**, that the Board of Trustees of Brookdale Community College authorizes the President to accept the grant funds listed above and to sign the funding notification forms and any appropriate amendments thereto.

**2.1 Submission of Grants**  
**Executive Summary****A. Funding Agency:** National Science Foundation**Program Title:** Electric Vehicle Education for New Jersey**Short Title:** EVE-NJ

**Goal/Purpose:** Brookdale Community College proposes the Electric Vehicle Education for New Jersey (**EVE- NJ**) project which involves developing an education program in the high-growth field of EV Technology to strengthen automotive technician workforce preparation. The project will meet the rapidly growing demand for automotive technicians trained in EV repair and maintenance. EVE-NJ is designed to fuel economic growth and fill a critical need for trained EV automotive technicians in NJ.

Brookdale automotive faculty alongside a subject matter expert, will 1a) revise eight courses in the current Automotive Technology (AT) Associate of Applied Science (AAS) degree program to include EV governing standards to ensure program graduates are fully trained in EV technology. Brookdale will also 1b) develop a stackable certificate in EV service and repair. The revised AT program and will focus on educating new AT workers while the certificate will focus on incumbent NJ automotive technicians identified through 2) partnering with smaller automotive repair shops, automotive dealerships, and industry with workers in need of new and/or enhanced EV training and real-world experience. An EV advisory board was recently created to provide input at all stages of curriculum development and adaptation and includes small and large automotive repair shop managers, NJ community college AT faculty, and Amazing Women in Automotive (AWiA).

Recruiting, mentoring and supporting high school women in(to) the program will be emphasized to support them on their educational journey. Specifically, women will be encouraged 3) to enter and remain in the AT field via a series of events, workshops, and conferences. The project team will also 4) host workshops to provide training to automotive industry professionals and auto tech faculty community at other community colleges and career and technical high school (CTHS) in NJ to assist them in developing their own EV programs ensuring all NJ automotive students have access to the most current, high quality AT education.

**Total \$ Requested:** \$650,000

September 26, 2023: Director of Grants and Institutional Development, Ellen Burke

**Date Submitted:** October 5, 2023

**Program Administrators:** Ivan Anderson and Dr. Jim Crowder

**Timeframe:** 7/1/23-6/30/26

- B. **Funding Agency:** NIH/NIGMS (National Institutes of Health/National Institute of General Medical Science)

**Program Title:** NIH Bridges to the Baccalaureate grant: "New Jersey Biomed-Bridge Scholars (NJBBS): Supporting Central NJ Community College Students in their Transition to Biomedical Research Pathways at The College of New Jersey"

**Short Title:** NJBBS

**Goal/Purpose:** The overall purpose of the grant is to help create a pipeline to either industry or graduate school for community college students interested in the biomedical sciences (e.g., genetics, molecular bio, cell bio, biochemistry) selected from full-time BCC biology or chemistry majors with a specific GPA. The grant is pointedly not intended for students interested in professional school (MD, DO, DNP, DPT, et al).

The selected students (initially 3) will be provided the following:

- tuition at Brookdale for the year (to facilitate being able to attend full time),
- a Brookdale faculty mentor,
- a paid summer research experience for undergraduates (REU) with a TCNJ faculty member the summer after they graduate from Brookdale),
- a TCNJ faculty/research advisor, and
- tuition for at least one year at TCNJ.

Additionally, these students will be offered paid internships, paid REUs associated with graduate programs, or similar experiences, depending on their specific interests, during the summer after their junior year at TCNJ. The students will also present their work at conferences, symposia, and we're thinking also at Brookdale-related events involving groups like WEST, Chemistry Club, Biology Club, Current Topics in Biology, and the like. Brookdale students, staff, and faculty will also be invited to Bridges and Science-related events at TCNJ and vice versa.

**Total \$ Requested:** \$42,445

**Date to be submitted:** September 25, 2023

**Program Administrator:** James Crowder, Nancy Cizin (mentor/liaison)

September 26, 2023: Director of Grants and Institutional Development, Ellen Burke

**Timeframe:** AY 24 through AY 28, inclusive

**C. Funding Agency:** USED- Department of Commerce

**Program Title:** Brookdale Community College- Monmouth County Joint Planning Project

**Short Title:** N/A

**Goal/Purpose:** This grant funding would fund a new Comprehensive Economic Development Strategy for Monmouth County and a five-year planning document for the BCC- Social Impact Collaboratory.

**Total \$ Requested:** \$250,000 (\$250,000 in-kind salary match divided between BCC and Monmouth County)

**Date to be Submitted:** late October 2023

**Program Administrators:** PI: Nancy Kegelman, BCC Assoc. VP Planning and Institutional Effectiveness

**Timeframe:** January through December 2024

**Recommendation:**

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

*4.2 Purchases in Excess of \$41,600 and New Jersey “Pay-to-Play” bids, and  
Pursuant to the New Jersey “Pay to Play” Process in Excess of \$17,500*

Enclosed is a resolution with an attached list indicating proposed Public Contracts for Brookdale Community College in excess of \$41,600. These proposed contracts have been bid on in accordance with “County College Contracts Law,” N.J.S. Chapter 64A-Title 18A, and Board of Trustees’ Policy No. 4.2000, are under State contract or are legal exceptions to the Public Contracts Law.

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

**This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at a meeting held September 19, 2023.**

## **RESOLUTION**

**WHEREAS**, County College Contracts Law, Chapter 64A, title 18A, requires Board approval for any purchase in excess of \$41,600, or purchases with a combined total in excess of \$41,600; and

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

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

**WHEREAS**, the vendor has completed all the required certifications and disclosures; and

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

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

**WHEREAS**, the College certifies the availability of funds to cover the maximum dollar value of the pending contract as set forth in this resolution.

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

**Agenda for Purchases in Excess of \$41,600  
September 26, 2023**

<b>Board Item No.</b>	<b>Vendor/Contractor</b>	<b>Category / Description</b>	<b>Basis of Award</b>	<b>Amount of Purchase</b>	
<b>Chapter 12</b>					
1	Allstate Office Interiors	<b>Flooring Replacement</b> / Exempt 18A:64A.25.9 (State Contract). This State Contract is for various flooring replacement projects and is funded by Chapter 12.	Exempt	\$ 200,000.00	*
2	William J. Guarini, Inc.	<b>Plumbing Services T&amp;M</b> / Exempt 18A:64A-25.10 (Joint purchases by county colleges, municipalities or counties; authority). This contract is for various plumbing service projects. This contract is funded by Chapter 12 and the Facilities Budget.	Exempt	\$ 100,000.00	*
3	Ascend Construction Management, Inc.	<b>Carpentry Services T&amp;M, Bid No. 22-19</b> / This contract is for various carpentry service projects. This contract is funded by Chapter 12 and the Facilities Budget.	Bid	\$ 100,000.00	*
4	Automatic Door Systems, LLC	<b>Automatic Door Maintenance, Repair, and Replacement Services, Bid No. 24-03</b> / Notice was sent to 3 vendors, received 2 replies. This is a 9-month contract with an option for a 2nd year renewal for automatic door maintenance, repair, and replacement services. This contract is funded by Chapter 12 and the Facilities Budget.	Bid	\$ 50,000.00	*
<b>Grants</b>					
5	CSAV Systems, LLC	<b>Professional and Custom Design of Classroom Technology for the Center of Excellence for Cybersecurity Education (CECE), RFP No. 01-24</b> / Notice was sent to 12 vendors, received 2 replies. This contract is for the supply, delivery, and installation of A/V Equipment for the Center of Excellence for Cybersecurity Education (CECE). This contract is funded by the County College Career and Technical Education Program Expansion Grant.	RFP	\$ 355,720.93	*



## Operating

6	BSN Sports, Inc. Star Sports Ampro Sports Riddell/All American	<b>Athletic Uniforms, Sports Apparel, and Supplies</b> / Exempt 18A:64A-25.10. (Joint purchases by county colleges, municipalities or counties; authority). These are one year co-op contracts with the New Jersey County College Joint Purchasing Consortium for the supply and delivery of athletic uniforms, sports apparel, and supplies. These contracts are funded by the Athletics Budget. FY23 \$22,327.	Exempt	\$ 40,000.00 *
7	R. Helfrich & Son Bus Company American Dream Coaches, Inc.	<b>Charter Bus Services for Athletics, Bid No. 24-02</b> / Notice was sent to 10 vendors, received 2 replies. These contracts are for charter bus services for 18 intercollegiate athletic events during the Fall and is funded by the Athletics Budget.	Bid	\$ 18,000.00
8	Turnitin, LLC	<b>Software Service Renewal</b> / Exempt 18A:64A-25.10. (Joint purchases by county colleges, municipalities or counties; authority). This is a one year co-op renewal agreement with New Jersey County College Joint Purchasing Consortium for Turnitin which is a web-based plagiarism detection software. The current cost includes an optional AI Detection Tool (\$5,899.72). This contract is funded by the Library Budget. FY23 \$28,265.16.	Exempt	\$ 35,578.14 *
9	Maxient LLC	<b>Student Behavior, Conduct, and Records Management Software, RFP No. 03-21</b> / This is the 4th year of the contract with an option for a 5th year renewal for student behavior, conduct, and records management software. This contract is funded by the Student Affairs Budget.	RFP	\$ 7,000.00
10	SHI International	<b>BitSight License Renewal</b> / Exempt 18A:64A-25.10 (Joint purchases by county colleges, municipalities or counties; authority). This is a 3-year contract for BitSight Security Performance Management (SPM Lite) licenses. BitSight SPM Lite provides real time cyber risk assessment and security scoring. The BitSight Security Rating assists with validating effectiveness of security initiatives and identifying areas for improvement. This contract is funded by the IT Budget. Annual cost is \$16,480. FY23 \$17,284.	Exempt	\$ 49,440.00

\* Estimated expense based on historical data

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

#### 4.2c *Accounts Payable Check Register Summary*

The Check Register Summary reflects payments made to vendors, students, and employees in the month ending July 31, 2023, which totaled \$3,035,922.66. This summarizes all payment transactions of the College and includes payments made on previously approved purchase orders as well as travel expenses and varied monthly expenses in accordance with collective bargaining contracts.

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

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at a meeting held September 19, 2023.

#### 4.1 *Financial Report*

The following is the unaudited Financial Report for the month ending July 31, 2023.

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at a meeting September 19, 2023.

### Financial Overview at July 31, 2023

The following financial summary provides an overview of year-to-date financial performance at July 2023 compared to FY24 budget, and to the same period last year.

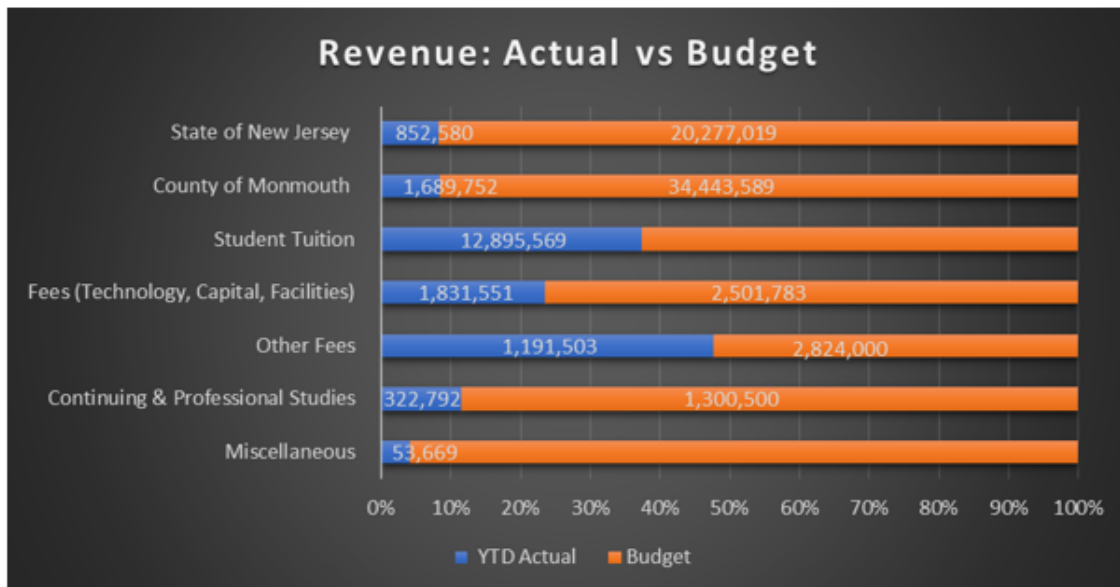
#### Revenue:

##### *Compared to Budget*

Total operating revenue through the month of July 2023 was \$18.8M and represents 23.7% of the FY24 budget of \$79M.

##### *Compared to Prior Year*

Operating revenue through July 2023 was 4.7% higher than the same time last year. Of the \$852K increase, \$715K is in tuition & fee revenue and \$137K from all other operating revenue sources.



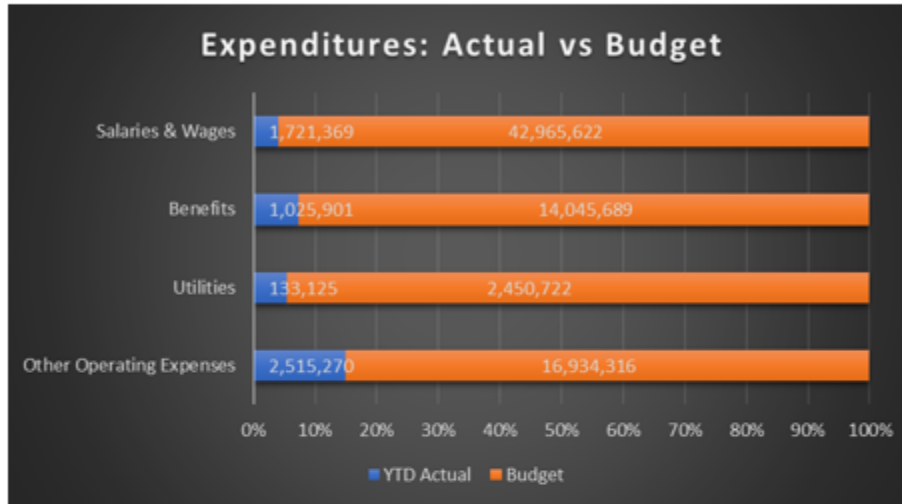
**Expenditures:**

***Compared to Budget***

Total operating expenditures through July 2023 were \$5.4M or 7.1% of the \$76M FY24 budget.

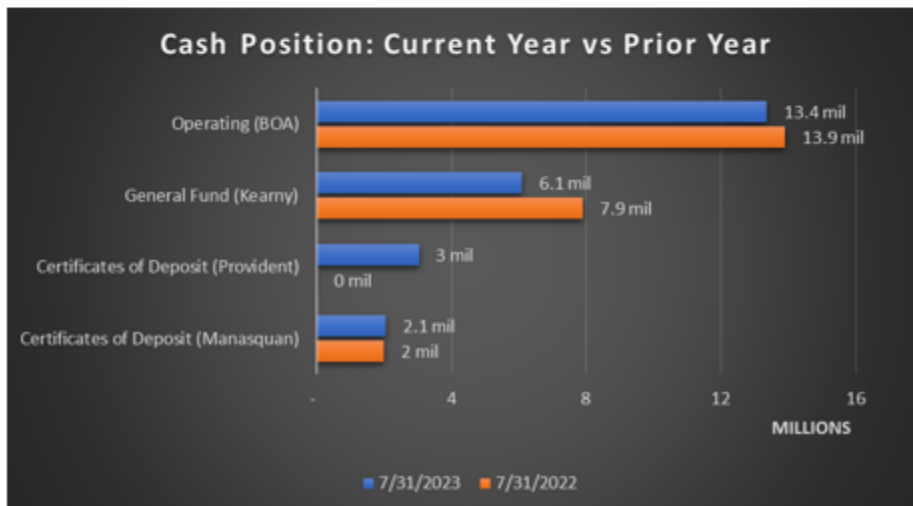
***Compared to Prior Year***

Total operating expenses for the same period last year were \$4.9M compared to \$5.4M this year, indicating an increase of operating costs of 10.3% or \$505K.



**Cash Balance:**

At July 31, 2023, the College's total cash position was \$24.5M, which represents a \$753K increase over the same time last year. This variance is due to the timing of Federal Financial Aid drawdown of \$400K. The College's total interest earned through July was \$41,864 compared to \$10,066 last year.



**Brookdale Community College**  
**Operating Revenue Report**  
**For the month ending July 31, 2023**

	YTD Actual	Budget	Balance	% Actual to Budget
State of New Jersey	\$ 852,580	\$ 10,250,000	\$ (9,397,420)	8.3%
County of Monmouth	1,689,752	20,277,019	(18,587,267)	8.3%
	<b>2,542,331</b>	<b>30,527,019</b>	<b>(27,984,688)</b>	<b>8.3%</b>
Student Tuition:				
Summer III	859,202	896,718	(37,517)	95.8%
Fall 15	11,403,532	14,931,789	(3,528,257)	76.4%
Fall 11	511,103	1,014,146	(503,043)	50.4%
Fall 7A & 7B	121,733	146,956	(25,223)	82.8%
Winterim	-	282,893	(282,893)	0.0%
Spring 15	-	12,854,552	(12,854,552)	0.0%
Spring 11	-	800,641	(800,641)	0.0%
Spring 7A & 7B	-	126,512	(126,512)	0.0%
Summer I	-	1,665,334	(1,665,334)	0.0%
Summer II	-	1,724,048	(1,724,048)	0.0%
	<b>12,895,569</b>	<b>34,443,589</b>	<b>(21,548,020)</b>	<b>37.4%</b>
Fees:				
Fees (Technology, Capital, Facilities)	1,831,551	7,776,303	(5,944,752)	23.6%
Application Fee	13,325	199,814	(186,489)	6.7%
Installment Plan Fee	26,775	138,398	(111,623)	19.3%
Lab Fees	1,145,541	2,105,230	(959,689)	54.4%
Late Fees	1,440	19,203	(17,763)	7.5%
Transcript Fee	4,397	38,221	(33,824)	11.5%
Bad Check Fee	25	917	(892)	2.7%
	<b>3,023,054</b>	<b>10,278,086</b>	<b>(7,255,032)</b>	<b>29.4%</b>
Continuing & Professional Studies:				
Contract Training Direct Pay	-	215,000	(215,000)	0.0%
Alternate Route	104,986	325,000	(220,014)	32.3%
Healthcare Services	141,495	980,000	(838,505)	14.4%
Business & Career Training	29,105	275,000	(245,895)	10.6%
Computer Training	4,398	140,000	(135,602)	3.1%
CTE Grant	3,568	400,000	(396,432)	0.9%
Trips / Excursions	-	89,000	(89,000)	0.0%
Misc. Open Enrollment Programs	39,240	250,000	(210,760)	15.7%
Summer Adventure Camps	-	70,000	(70,000)	0.0%
Accelerated Career & Technology	-	80,000	(80,000)	0.0%
	<b>322,792</b>	<b>2,824,000</b>	<b>(2,501,208)</b>	<b>11.4%</b>
Miscellaneous:				
Partnerships/Rent	10,143	430,576	(420,433)	2.4%
Indirect Cost Recovery	927	254,885	(253,958)	0.4%
Interest Income	41,864	357,141	(315,277)	11.7%
International Center	450	155,069	(154,619)	0.3%
Miscellaneous	286	102,829	(102,544)	0.3%
	<b>53,669</b>	<b>1,300,500</b>	<b>(1,246,831)</b>	<b>4.1%</b>
<b>Total</b>	<b>\$ 18,837,416</b>	<b>\$ 79,373,194</b>	<b>\$ (60,535,777)</b>	<b>23.7%</b>

**Brookdale Community College**  
**Operating Expenditure Report**  
**For the month ending July 31, 2023**

	YTD Actual	Budget	Balance	% Actual to Budget
Academic Affairs	830,571	31,485,882	30,655,311	2.6%
Benefits	1,025,901	14,045,689	13,019,788	7.3%
Finance & Operations	2,005,312	13,974,590	11,969,278	14.3%
Student Affairs	507,222	6,956,275	6,449,053	7.3%
General Expenses	411,721	1,646,522	1,234,801	25.0%
Continuing & Professional Studies	147,678	2,417,389	2,269,711	6.1%
Utilities	133,125	2,450,722	2,317,597	5.4%
Human Resources & Organizational Safety	74,518	926,408	851,890	8.0%
Planning & Institutional Effectiveness	43,910	514,198	470,289	8.5%
President & Board of Trustees	64,396	549,200	484,804	11.7%
Advancement Division	151,312	1,429,474	1,278,162	10.6%
	<b>5,395,665</b>	<b>76,396,349</b>	<b>71,000,684</b>	<b>7.1%</b>
Salaries & Wages	1,721,369	42,965,622	41,244,253	4.0%
Other Expenses	3,674,296	33,430,727	29,756,431	11.0%
	<b>\$ 5,395,665</b>	<b>\$ 76,396,349</b>	<b>\$ 71,000,684</b>	<b>7.1%</b>

**Brookdale Community College**  
**Current Year vs Prior Year**  
**For the month ending July 31, 2023**

	7/31/23	7/31/22	Change	% Change
<b>Operating Revenue</b>				
State of New Jersey	\$ 852,580	\$ 860,768	\$ (8,189)	-1.0%
County of Monmouth	1,689,752	1,668,918	20,833	1.2%
Student Tuition	12,895,569	11,451,675	1,443,894	12.6%
Fees	3,023,054	3,752,387	(729,334)	-19.4%
Continuing & Professional Studies	322,792	239,395	83,398	34.8%
Miscellaneous	53,669	11,573	42,097	363.8%
	<b>18,837,416</b>	<b>17,984,716</b>	<b>852,700</b>	<b>4.7%</b>
<b>Operating Expenditures</b>				
Academic Affairs	830,571	634,358	196,212	30.9%
Benefits	1,025,901	1,255,987	(230,086)	-18.3%
Finance & Operations	2,005,312	1,207,777	797,535	66.0%
Student Affairs	507,222	428,688	78,534	18.3%
General Expenses	411,721	636,937	(225,216)	-35.4%
Continuing & Professional Studies	147,678	148,866	(1,188)	-0.8%
Utilities	133,125	164,927	(31,802)	-19.3%
Human Resources	74,518	207,861	(133,343)	-64.2%
Planning & Institutional Effectiveness	43,910	35,519	8,391	23.6%
President & Board of Trustees	64,396	55,551	8,845	15.9%
Advancement Division	151,312	114,101	37,211	32.6%
	<b>5,395,665</b>	<b>4,890,572</b>	<b>505,093</b>	<b>10.3%</b>
<b>Surplus/(deficit) Operating</b>	<b>13,441,751</b>	<b>13,094,144</b>	<b>347,606</b>	
<b>Auxiliary</b>				
Receipts	22,725	1,180	21,545	1826.0%
Disbursements	162,239	91,359	(70,880)	-77.6%
<b>Surplus/(deficit) Auxiliary</b>	<b>\$ (139,514)</b>	<b>\$ (90,179)</b>	<b>\$ (49,335)</b>	



**BROOKDALE COMMUNITY COLLEGE**  
**Engineering Status Report**  
**September 8, 2023**

**A. CONSTRUCTION PROJECTS – CHAPTER 12 FUNDS**

**1. Bid No. 23-02, Drainage Improvements/General Site Work**

The project consists of replacement of the existing under-capacity drainage system with an expanded drainage system along with the regrading of the adjacent access cartway. The improvements are in the area adjacent to ATEC and MAC.

Construction is completed. Project is closed out and on Maintenance Bond.

**2. Children's Learning Center**

Colliers Engineering & Design (CED) developed two (2) distinct scopes of work. The first task is for the replacement of HVAC, Fire Protection System, and sewer ejector pump. The second task is an Architectural review for ADA/accessibility compliance and ingress/egress of the building. Our office prepared a recommended scope of improvements.

Construction Documents were completed for the first task, and the project advertised on January 27, 2023. The bids were received on February 22, 2023. Post Award Agreement was signed on March 2, 2023. A Preconstruction Meeting was held March 16, 2023. Work commenced the week of April 3, 2023. A punch list inspection was performed on July 27<sup>th</sup> and written report circulated on August 3<sup>rd</sup>. Contractor has already started to address the deficiencies. The building has had reports of high humidity on sporadic days. The contractor, our office, ABC Control, and Carrier have been working on a remedy.

The Architectural Report and recommendations to address the building accessibility was submitted on January 20, 2023. The findings were discussed with staff and a scope of work prepared. A proposal for the engineering costs associated with the preparation of the construction documents was submitted on February 21, 2023. On June 23, 2023, 95% plans were submitted for review and comment. Our office is finalizing the plans for bidding.

**3. Lincroft - Various Buildings**

The inspection of the seven (7) interior transformers and switch gear was performed on June 14, 2023. Available documentation has been reviewed. Report of observations and recommendations was issued on July 14, 2023 and is under review by school staff.

A preliminary walkthrough of various buildings (PAC, CAR, ATEC) was performed to review ADA access to building, bathrooms and handicap parking spaces. The intent is to determine the required improvements/upgrades and potentially package them into a single contract as a cost savings method.

Michael Naparlo and I walked the campus to discuss the various drainage issues. We will be further assessing the cause and mitigation methods.

#### **4. Freehold**

The Manufacturer Stormwater Treatment Device associated with the previous parking lot expansion requires maintenance which consists of replacement of the numerous filter cartridges at a substantial cost per the two (2) quotes that were obtained. CED is preparing specification documents to go out to bid as the cost will exceed the bid threshold. The project is anticipated to be bid out the end of September with construction to follow shortly afterward.

An inspection of the building's basement and the outside perimeter was conducted by the CED team on June 26, 2023 to determine possible causes and mitigation methods for the water infiltration from a number of locations into the basement. All available documents were reviewed. A letter report will be prepared outlining the investigation step.

#### **5. All Campuses**

A meeting was held on June 27, 2023, to discuss the installation of Carbon Monoxide sensors through the entire school. Overall Code requirements and the existing facilities were discussed. The assistance of College's HVAC Maintenance Contractor will be needed to determine the layout of the HVAC for sensor placement pertaining to those units. Other rooms with gas burning appliances will be identified by college staff.



WILLIAM H. R. WHITE, III, PE, PP, CME, CPWM  
Engineer of Record

WHW/dmm

cc: Michael Naparlo, Manager of Facilities (via email)

R:\Projects\2022\22009865A\Reports\Status Reports\230908\_BrookdaleEngStatusRpt.docx

### Brief: Facilities Overview as of September 26, 2023

#### Major projects in-progress:

Project	Architect/Engineer	Contractor	Comments
Center of Excellence for Cybersecurity Education (formerly Gorman Hall South)	Posen Architects	Shoreland Construction Inc.	<ul style="list-style-type: none"> <li>Furniture installation and inspections were done on September 12.</li> </ul>
Wellness Center	Posen Architects	M&M Construction	<ul style="list-style-type: none"> <li>CO inspection was completed, and building passed.</li> </ul>
Modernization of Lincroft Elevators	USA Architects	West End-KB Builders & Developers	<ul style="list-style-type: none"> <li>MAS and Freehold elevators to be completed in September.</li> </ul>
Esports HVAC and Electrical Upgrade	T&M Associates	EACM Corp	<ul style="list-style-type: none"> <li>Punchlist and closeout documents being worked on.</li> </ul>
Culinary & Hospitality Center	SSP Architects		<ul style="list-style-type: none"> <li>The Board approved moving forward with the Grant application for the relocation of the Culinary school to the Lincroft Campus.</li> <li>Application submitted.</li> <li>Working with Colliers to develop assessment and layout for culinary modulars at Lincroft.</li> </ul>
Children's Learning Center	Colliers Engineering	Kappa Construction	<ul style="list-style-type: none"> <li>Construction documents being worked on.</li> </ul>
Transformers and Switchgears	Colliers Engineering		<ul style="list-style-type: none"> <li>Safety items being addressed, and an assessment of the Performing Arts Center will be first.</li> </ul>

#### Projects in-planning stage:

- Drainage Phase 2 – Lincroft – Colliers working on construction drawings.

**BROOKDALE COMMUNITY COLLEGE**  
**Board of Trustees**  
**2023 Committee Appointments**

**Board Bylaw 1.4010, appointments to Standing Committee**

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

<b>Committees meeting monthly</b>	<b><u>Executive Committee (5)</u></b> <b>Mr. Paul Crupi – Chair</b> <b>Mr. Bret Kaufmann, Vice-Chair</b> Ms. Tracey Abby-White Ms. Dyese Davis Ms. Latonya Brennan		<b><u>Finance and Facilities (5)</u></b> <b>Ms. Latonya Brennan, Chair</b> Mr. Bret Kaufmann Ms. Natalie Watson Ms. Barbara Horl Ms. Dyese Davis
<b>Committees meeting 4 times per year</b>	<b><u>Student Success &amp; Educational Excellence (4)</u></b> <b>Ms Tracey Abby-White, Chair</b> Ms. Rebekah Fischhoff Dr. Les Richens Ms. Latonya Brennan Ms. Mary Pat Angelini	<b><u>Governance (4)</u></b> <b>Ms. Dyese Davis, Chair</b> Dr. Les Richens Ms. Natalie Watson Mr. Steve Clayton	<b><u>Audit Committee (4)</u></b> <b>Ms. Marta Rambaud, Chair</b> Ms. Mary Pat Angelini Mr. Steve Clayton Ms. Rebekah Fischhoff
<b>Liaisons</b>	<b><u>Liaisons</u></b> <b><u>Liaison to New Jersey Council of County Colleges (NJCCC)</u></b> Ms. Barbara Horl <b><u>NJCCC Trustees Ambassador</u></b> Ms. Barbara Horl	<b><u>Liaison to Brookdale Community College Foundation</u></b> Ms. Tracey Abby-White	

\* The Human Resources Committee – A committee of the whole

**BROOKDALE COMMUNITY COLLEGE SCHEDULE OF BOARD OF TRUSTEE MEETINGS FOR 2023 -**

<b>2023 Public Business Meetings (PBM)</b>	<b>Executive</b>	<b>Finance &amp; Facilities</b>	<b>Governance</b>	<b>Student Success &amp; Educational Excellence</b>	<b>Audit</b>	<b>NJCCC Council</b>	<b>Foundation</b>
DATES/LOCATIONS Public Business Meeting 5:30 PM/ All Meetings will be held in SLC/Navesink Rooms and Zoom	Shall meet prior to each regular meeting	Shall meet monthly	Shall meet a minimum of four times per year or as	Shall meet a minimum of four times per year or as needed	Shall meet a minimum of four times per year or as requested.		
Tuesday, January 24, 2023 SLC, Twin Lights Rooms	January 17 5:15 PM	January 17 5:30 PM	January 18 5:30 PM		January 23 5:30 PM		January 19
Tuesday, February 28, 2023	February 21 5:15 PM	Feb. 21 5:30 PM		Feb. 22 5:30 PM	Feb. 23 5:30 PM		
Tuesday, March 28, 2023	March 21 5:15 PM	March 21 5:30 PM	March 22 5:30 PM			March 20 5 PM	March 16
Tuesday, April 25, 2023	April 18 5:15 PM	April 18 5:30 PM		April 12 5:30 PM			
Tuesday, May 30, 2023	May 23 5:15 PM	May 23 5:30 PM					May 18
Tuesday, June 27, 2023 f	June 20 5:15 PM	June 20 5:30 PM			June 19 5:30 PM	June 12 5 PM	
NO Public Board Meeting	July 18 <b>Follows F &amp; F</b>	July 18 5:30 PM					
Tuesday, August 22, 2023	August 15 5:15 PM	August 15 5:30 PM					
Tuesday, September 26, 2023	September 19 5:15 PM	Sept. 19 5:30 PM	<del>Sept. 21 5:30 PM</del>	Sept 20 5:30 PM		Sept. 18 5 PM	Sept. 21 or 28
Tuesday, October 24, 2023	October 17 5:15 PM	October 17 5:30 PM	October 18 5:30 PM		Oct. 16 5:30 PM		
Tuesday, November 28, 2023	November 8 5:15 PM	November 8 5:30 PM	Nov. 6 5:30 PM	Nov. 9 5:30 PM		Nov. 20 5 PM	Nov. 9
Tuesday, December 19, 2023	December 12 5:15 PM	December 12 5:30 PM			December 13 5:30 PM		

Human Resources is a Committee of the whole

08-18-23 – Rescheduled Governance Sept. 21 mtg to Oct. 18 and moved Audit Committee from Oct. 18 to Oct. 16