

BROOKDALE COMMUNITY COLLEGE

Board of Trustees Public Business Meeting Minutes

January 23, 2024

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

And Zoom Webinar

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

| Present | Trustees | Administration: |
|-----------------|---|-------------------------------|
| | Ms. Mary Pat Angelini, Trustee | Dr. Katie Lynch |
| | Ms. Latonya Brennan, Trustee | Ms. Nancy Kaari |
| | Mr. Steve Clayton, Trustee | Ms. Teresa Manfreda |
| | Mr. Paul Crupi, Chair | Ms. Bonnie Passarella, Esq. |
| | Ms. Dyese Davis, Trustee | Ms. Patricia Sensi |
| | Ms. Rebekah Fischhoff, Trustee | Dr. Nancy Kegelman |
| | Ms. Barbara Horl, Vice-Chair | Dr. Joan Scocco |
| | Mr. Bret Kaufmann, Trustee | Dr. Yesenia Madas |
| | Ms. Marta Rambaud, Trustee | |
| | Dr. Les Richens, Trustee | Ms. Cynthia Gruskos, Recorder |
| | Dr. David Stout, Secretary | |
| Absent | Ms. Tracey Abby-White, Trustee | |
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| 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 January 18 at 7:32 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.

Mr. Jacobs read the statement on procedures and requirements for making public comment during the public meeting.

Vice-Chair Crupi 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 led a moment of silence for two retired Brookdalians.

Rosalie La Porta first joined Brookdale as a student after graduating from Marlboro High School. In addition to volunteering in the library at Marlboro High School, she volunteered in the Distribution & Technical Services Department of Brookdale's Learning Resource Center. Rosalie was hired at Brookdale to serve as a Library Assistant in January 1977. She became a Senior Library Assistant in February 2002 and held that position until her retirement in June 2013 after 36 years of service. I'm confident that many of you have fond memories of Rosalie.

On behalf of the College, I offer condolences to Rosalie's friends, colleagues, and family, especially Anne La Porta, Rosalie's sister-in-law who works in our Career Center

I'm so sorry to report that retired Brookdalian Maria Fernandez passed away on January 18 in Miami, Florida.

Maria earned her Associate in Fine Arts degree at Miami Dade Community College, Bachelor of Arts in Fine Arts at Florida International University, Master of Arts and Master of Education degrees in Student Personnel at Teachers College/Columbia University, and Doctorate in Higher Education at Teachers College/Columbia University. Prior to coming to Brookdale, she worked at New York Institute of Technology, Union County College, The New World Institute, and Apec University in Santo Domingo.

Dr. Fernandez joined Brookdale in September 1995 as an Instructor and Student Development Specialist in the Counseling Department. In 2015, she moved into the Sociology Department where she taught Intercultural Communication until her retirement in 2020. During her tenure at Brookdale, she was the recipient of many letters of commendation for activities such as her appointment as the Vice President of the New Jersey Community College Counselor Association in 1999, her completion of the Academy for Leadership Training & Development in England in 2003, her presentation at the Day of Tolerance program at Brookdale in 2007, her participation in a faculty-led study abroad trip to Rwanda in 2012, and her presentation at Brookdale's Great Ideas for Teaching Students (GIFTS) program in 2014.

On behalf of the entire College, I offer condolences to Maria's family, loved ones, colleagues, and her many friends throughout the College who remember her so fondly

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
|---|---|------------------------------|
| Adoption of Agenda | A motion to adopt the agenda was made by Vice-Chair Horl and seconded by Trustee Brennan. Motion passed. | |
| <p>Recognition of Trustee Watson for her service to the Board of Trustees</p> <p>Chair Crupi announced that tonight we congratulate Natalie Watson on her appointment to the Superior Court of New Jersey. She was confirmed by the New Jersey Senate on Monday, January 8 following her nomination by Governor Phil Murphy and will sit in Monmouth County. He stated that this is bittersweet for us, as a result, she has had to step down from the Board of Trustees.</p> <p>She was recognized for her service to the Board of Trustees and the College by the reading of a Board resolution (Attachment A)</p> <p>Ms. Watson stated that it has been an honor and a privilege to serve on the Board of Trustees. She recounted that her parents impressed upon her that the most important thing you can do in society is to help foster education, and her appointment to the Board of Trustees allowed her to fulfill this personal goal shaped by her parents' encouragement.</p> | | |
| <p>Reports from the Board Committees and Liaisons</p> <p>A. Finance & Facilities Committee – January 16, 2024 – Trustee Brennan provided an update on the Finance & Facility Meeting held on January 15, 2024 (<i>Attachment B.</i>)</p> <p>B. Governance Committee – January 17, 2024 – Trustee Davis reported on the meeting held on January 17 and highlighted the following:</p> <ul style="list-style-type: none"> a. Committee Chair Selection – Trustee Davis was unanimously selected as Committee Chair. b. Policy Review <ul style="list-style-type: none"> i. Policy 1.8000 Adoption, Review and Amendment of Mission, Vision, Values, and Strategic Priorities of Brookdale Community College – was reviewed. The Committee directed the President to conduct a college-wide review of the mission statement and present a recommendation for a simplified mission statement. The timing of this review aligns well with the timing of our next Middle States Commission on Higher Education (MSCHE) reaccreditation visit. ii. Revision of Policy 3.9006 Drug Free Workplace and Campus – recommended for lodging tonight. iii. New Policy – 2.1004 Title VI Non-Discrimination Policy and Procedures Pertaining to Transportation Services – recommended for lodging. Trustee Davis requested that Dr. Stout report on progress of the Transportation Grant and seek input from the Board with the establishment of any transportation system to serve the community. | | |

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
|--|-------------|------------------------------|
| <p>c. The Board of Trustees Self-Evaluation/Board Retreat – was administered in early January, and there was 100 percent participation. The results of the self-evaluation will be utilized to guide the development of the Board Retreat to be held on March 22 and March 23 in the Carline Huber Wellness Center. Topics being considered are improved board governance and our MSCHE accreditation. Retreat topics are welcomed and should be shared by January 31, 2024.</p> <p>d. Professional Development – opportunities to participate in the ACCT National Legislative Summit and the National Leadership Congress in October were encouraged.</p> <p>e. MSCHE Reaccreditation Timeline and Planning: Dr. Stout reviewed the timeline for our next MSCHE reaccreditation visit which will take place in spring of 2027. The following timeline and steps were shared:</p> <ul style="list-style-type: none"> i. Spring 2024 - Administration to identify the Chairs and Committee Chairs of each of the 7 Standards. ii. Fall 2024 - Chairs attend the MSCHE Fall Academy iii. Fall 2024 - Self-Study Design to be developed. Board of Trustees to identify Institutional priorities that the Self-Study will be designed around. iv. 2025 - Self-Study written v. Fall 2026 - Draft of Self-Study completed and submitted. vi. Spring 2027 - MSCHE Accreditation visit <p>f. President’s Employment Timeline – Trustee Davis reported that the president’s employment agreement ends on June 30, 2024. The Board is responsible for making a decision to renew the contract at the executive session tonight.</p> <p>C. Student’s Perspective – Trustee Fischhoff reported that the Graduate Trustee Advisory Council is composed of 9 members, and she introduced the students who were carefully selected as the most qualified candidates. Members include Joey Scilia, Andrew Haren, Joshua Cabral, Ashleigh Kennedy, Samuel Tsai, Chris Pflaum, Lauren Carroll, Fernando Camerino, and Regina Eason. Dr. Stout and herself conducted an orientation session on January 18th and an in-depth explanation about the role of a Board of Trustees was provided and the role of the Council members. The next meeting is scheduled for February 13.</p> <p>Trustee Fishoff reported that she attended the ribbon-cutting ceremony for the Cybersecurity Center for Excellence with Vice-Chair Horl, Trustee Calyton and Dr. Stout. She highlighted that Brookdale is one of only two community colleges in the state to hold an NSA/Department of Homeland Security Designation as a National Center of Excellence in Cyber Defense Education. Distinguished guests included Congressman Chris Smith, Monmouth County Commissioner Director Tom Arnone and other legislative representatives.</p> <p>Trustee Fishoff presented at the Finance & Facilities Committee where she emphasized the importance of holistic advising for student success based on personal experiences, student experiences shared with her, and evidence from the Student Satisfaction Inventory. She referenced a study prepared by the Community College Research Center who was contracted in the past to evaluate our advising model, and they noted to accommodate the number of students at Brookdale that we would need to address staffing challenges. She expressed gratitude for the support of Dr. Stout, the Board and the administration in fostering a supportive and enriching educational experience at Brookdale.</p> | | |

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
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| <p>D. NJCCC Update – Trustee Horl provided an update on the changes to the Monmouth County delegation representing us in Trenton and the new chairs on the Assembly and Senate Higher Education Committees. She reported on new legislation signed by the Governor that is impactful to the community college sector:</p> <ul style="list-style-type: none"> a. A5417 / S3890 - Prohibits limiting number of county college credits that may be applied towards educator preparation program and teacher certification requirements. b. S3897 - Authorizes Higher Education Student Assistance Authority to award annual summer tuition aid grants. c. A1181 - Requires high school students to complete financial aid applications. This bill will provide some financial support for county colleges to provide instruction to the high schools on filling out financial aid applications. d. S2242 - Establishes a Center for Career Relevant Education and Talent Evaluation of New Jersey at Thomas Edison State University. The center would be the State's central resource for the evaluation and translation of learning experiences into a validated record of academic credit, career credentials, pre-apprenticeship and apprenticeship credits, and pertinent knowledge, skills, and abilities. The validated record developed by the center, under the provisions of the bill, is to be known as the CreateNJ Workforce Transcript. A Steering Committee will be established and a representative from NJCCC will be included in the committee. <p>She reported that Dr. Stout, Trustees Clayton and Fischhoff and Ms. Gruskos will be attending the ACCT Legislative Summit in Washington D.C. in February. She will also be attending the ACCT Federal Policy and Legislative Committee prior to the conference.</p> <p>She urged all to participate in the NJCCC Budget Letter Campaign to advocate for an increase of \$20 million for state funding for community colleges.</p> <p>E. Foundation Update – Dr. Stout announced that the Scholarship Bash will be held on May 3rd at 6:30 PM at Branches. The following will be honored:</p> <ul style="list-style-type: none"> 1. Andrew Kroon Memorial Scholarship Richard Kroon & Suzanne Keller, THE SOURCE, Red Bank Regional High School 2. Automated Building Controls The Golden Family 3. Robert Kash | | |

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
|---|--|------------------------------|
| <p>President's Report – Dr. Stout welcomed Dr. Katie Lynch, our new Provost to Brookdale. He also congratulated Summer Deaver who is our new Director of the Caroline Huber Holistic Wellness Center. He thanked Assistant Professor Tom Kapsak, Michele Stathum, Bruce Thompson and Robert Yamello for their many years of service to the College and wished them well on their retirement. He also thanked Maria Bouchard, Mary Egan and Dolores LaCosta for their service to the College and wished them well in their next endeavors.</p> <p>Dr. Stout reported on Spring Convocation 2024 which took place after a snowstorm, which lead to a compressed schedule but a successful event despite the challenges. Convocation was focused on belongingness. Our Achieving the Dream Coaches joined us at Convocation despite the weather.</p> <p>Dr. Stout thanked Chair Crupi and Trustees Clayton and Fischhoff, as well as our elected officials who were in attendance of the ribbon cutting ceremony for the Cybersecurity Center for Excellence. He also thanked the Events Team for organizing the Event in a short timeframe.</p> | | |
| <p>Public Comment on Agenda Items</p> <p>Chair Crupi opened the meeting to public for comments on agenda items only. He instructed them to follow the instructions provided by Mr. Jacobs at the beginning of the meeting.</p> <p>Jack Ryan. Assistant Professor English - commended Trustees Horl and Fischhoff for their efforts in involving students in important decision-making processes. He praised the efforts of reaching out to students who can then engage with other students, emphasizing its effectiveness in addressing issues faced by community colleges. He also acknowledged positive aspects of the Spring Convocation and highlighted the value of viewing data points that could lead to further discussion on improving student success outcomes. Additionally, he expressed appreciation of the Board's request for assessment of marketing efforts but emphasized the difference between assessing such external services and educational assessments. He emphasized the importance of effective assessment in the educational field, especially as the institution approaches our next reaccreditation. He urged the college to focus on closing the loop more efficiently and transparently, ensuring that assessments are followed by clear actions and communication of outcomes.</p> <p>Ms. Gruskos confirmed there were no written comments submitted.</p> | | |
| <p>Review of Consent Agenda</p> <ul style="list-style-type: none"> <i>Any item may be removed from the consent agenda for discussion by any voting member of the Board of Trustees.</i> | <p>A motion to adopt the consent agenda was made by Trustee Richens and seconded by Trustee Davis.</p> | |

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
|---|---|------------------------------|
| A. Acceptance of Consent Agenda | Motion passed. | |
| Approval of Public Business Meeting Minutes A. Approval of Public Business Meeting Minutes – December 19, 2023 | A motion to approve the minutes from the public business meeting held on December 19, 2023 was made by Trustee Horl and seconded by Trustee Rambaud. Motion Passed. Abstentions: Chair Crupi | |
| Approval of Executive Session Meeting Minutes A. Approval of Executive Session Meeting Minutes – December 19, 2023 | A motion to approve the minutes from the executive session meeting held on December 19, 2023 was made by Trustee Davis and seconded by Trustee Rambaud. Motion Passed. Abstentions: Chair Crupi | |
| Consent Agenda A. Approval of Human Resources B. Acceptance of Gifts C. Acceptance of Grants | A motion to approve the consent agenda was made by Trustee Davis and seconded by Trustee Rambaud. | |

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
|---|--|------------------------------|
| <p>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</p> <p>E. Open Invoice Payment Requests for Vendor, Student and Employee Payments</p> <p>F. Monthly Financial Reports</p> <p>G. Capital Project Update</p> | <p>YES: Trustees Angelini, Brennan, Clayton, Davis, Fischhoff, Horl, Kaufmann, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p> | |
| <p>Lodging of Policies</p> <p>A. Revision of Policy 3.9006 Drug Free Workplace and Campus (previously titled - 3.9006 Drug Free Workplace)</p> <p>B. New Policy - 2.1004 Title VI Non-Discrimination Policy and Procedures Pertaining to Transportation Services</p> | <p>A motion to approve the lodging of policies listed below was made by Trustee Davis and seconded by Trustee Rambaud.</p> <p>A. Revision of Policy 3.9006 Drug Free Workplace and Campus (previously titled - 3.9006 Drug Free Workplace)</p> <p>B. New Policy - 2.1004 Title VI Non-Discrimination Policy and Procedures Pertaining to Transportation Services</p> <p>YES: Trustees Angelini, Brennan, Clayton, Davis, Fischhoff, Horl, Kaufmann, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p> | |

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
|--|--|------------------------------|
| Change Order Request - MTB Contracting LLC | <p>A motion to approve by resolution a change order request for MTB Contracting was made by Trustee Brennan and seconded by Trustee Davis.</p> <p>YES: Trustees Angelini, Brennan, Clayton, Davis, Fischhoff, Horl, Kaufmann, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p> | |
| Public Comment No public comment was made, and no written comments were submitted. | | |
| Old/New Business - Chair Crupi stated that based on the recommendation of the Governance Committee, the Board of Trustees requests that Dr. Stout conduct a College wide review of the College's mission statement and present your recommendations this year. | | |
| Resolution to Hold a Closed Meeting Mr. Jacobs read the resolution to hold a closed session (<i>Attachment C</i>). | <p>A motion to approve by resolution to hold an Executive Session was made by Trustee Richens and seconded by Trustee Davis.</p> <p>Motion passed.</p> | |
| Motion to Re-Open the Meeting to the Public | <p>A motion to reopen the meeting to the public was made by Trustee Richens and seconded by Trustee Horl.</p> | |

| Topic and Discussion | Votes Taken | Action and Follow-up Actions |
|--|---|------------------------------|
| Approval of Settlement Agreement with MTB Contracting | <p>A motion was made to approve by resolution a settlement agreement with MTB Contracting by Trustee Richens and seconded by Trustee Davis.</p> <p>YES: Trustees Angelini, Brennan, Clayton, Davis, Fischhoff, Horl, Kaufmann, Rambaud, Richens and Chair Crupi</p> <p>NO: None</p> <p>ABSTAIN: None</p> | |
| Adjournment Meeting adjourned at 8 PM | <p>A motion to adjourn the meeting was made by Trustee Richens and seconded by Trustee Horl.</p> <p>Motion passed.</p> | |

RESOLUTION

WHEREAS, Natalie Watson has served with distinction on the Board of Trustees of Brookdale Community College from September 2021 through December 2023; and

WHEREAS, she was appointed by Governor Murphy, and served with honor as a respected civic leader, attorney, and as a loyal and enthusiastic ambassador of Brookdale Community College; and

WHEREAS, Trustee Watson has consistently championed the mission of Brookdale Community College to provide accessible, affordable, quality, education to our community, recognizing the importance of education as a catalyst for individual and community growth; and

WHEREAS, Trustee Watson has served with exceptional distinction on the Finance & Facilities Committee, contributing her acumen to matters concerning financial stewardship of Brookdale Community College; and

WHEREAS, she played a pivotal role in guiding the Board of Trustees in making thoughtful decisions that led to the successful implementation of our solar project, showcasing her ability to navigate complex legal frameworks for the benefit of Brookdale Community College and ultimately having the dual benefit of creating a more environmentally friendly college while reducing our expenses; and

WHEREAS, Trustee Watson’s tenure on the Governance Committee has been marked with a rigorous dedication to advancing the development of policies, substantiating her commitment to upholding the principles of legal compliance and institutional excellence; and

WHEREAS, in her capacity as a Board of Trustees member, she ardently championed diversity, equity and inclusion, promoting decision making that is fair and reflective of the diverse tapestry of our community; and

WHEREAS, she exhibited deep respect, encouragement and appreciation for her fellow Trustees, the President, the Administration, Faculty, and Staff; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees, the President, and the entire College community extends their appreciation to Natalie Watson for her dedication, diligence, and unwavering commitment to Brookdale Community College; and

BE IT FURTHER RESOLVED that the College expresses its sincere regrets as Ms. Watson’s tenure as Trustee concludes, and wishes her well in her forthcoming appointment as Judge Watson, confident that she will bring the same level of dedication, compassion and enthusiasm to her new role; and

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of this meeting and a true copy presented to Trustee Watson so that she has a permanent reminder of the high esteem she has earned among her colleagues; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to Governor Murphy.

Dr. David M. Stout
President
Brookdale Community College

Mr. Paul Crupi
Chair
Brookdale Community College

BROOKDALE COMMUNITY COLLEGE
Board of Trustees
Finance & Facilities Meeting (January 16, 2024)

Dr. Stout welcomed Dr. Katie Lynch, Provost, for her first meeting of the F&F committee, as well as the Achieving the Dream Coaches and Trustee Fischhoff who joined as guests of the committee.

Trustee Fischhoff attended the committee meeting to discuss perceptions of advising at Brookdale among students, noting that an insufficient number of academic advisors creates a transactional experience which leads to lower-than-desirable satisfaction. She stressed the importance of advising and the direct correlation to student outcomes such as retention and graduation rates. She recommended investing in advising to allow for holistic advising, mentoring, and guiding students with their personal, professional and academic goals. In addition, she recommended investing in the Peer Mentoring Program which can enhance the advising experience. The Committee and Administration thanked her for her thoughtful recommendations and acknowledged the need to address this issue.

Engineer of Record Mr. White of Colliers reported that they are going to develop the concept layouts with the Culinary staff's input to design the new Culinary & Hospitality Center at Lincroft. Also, a feasibility study was developed to determine the size and location of a potential building on the Toop Property on Phalanx Rd., which could be potentially built by a university partner. Mr. White displayed a site map and recommended that a 20,000 square foot building could be constructed with a parking lot. Concerns were raised regarding the entrance to the property, with a preference to have accessibility from the campus versus Phalanx Rd which would create hazards and issues with the neighbors.

Facilities Director Mr. Naparlo reported on the elevator modernization project and specifically that the MAS elevator is completed. Two additional elevators on the Lincroft campus will undergo modernization in the near future. The new Cybersecurity Center will be operational for the first day of the semester and the ribbon cutting ceremony is planned for January 22 at 1 PM. Dr. Stout thanked Mr. Naparlo for overseeing snow removal and assured the committee that we will be ready for the first day of the semester.

VP Manfreda-Foley reported on the financial overview for the period ending November 30, 2023. She reported that total operating revenue for the month of November was \$50.7 million, which was 7.6% higher than the same time last year. Operating expenditure was \$31.4 million, an increase of 3 million dollars from the same time last year. The cash position was 29.3 million dollars, with an increase of \$694,000 over the same time last year. Interest earned through November was \$215,963 compared to about \$85,000 last year. In addition, she reviewed upcoming Requests for Proposals (RFPs), Bids, and RFQs and this year legal services and audit services are being reviewed now.

VP Manfreda-Foley reported on 4 recommended purchases funded by Chapter 12, Grants and the Operating Budgets. Noteworthy purchases include automatic door maintenance services, an x-ray system for our Radiology Department, auto technology equipment and software for our electrified vehicle systems, and uninterruptible power supply replacements.

No change orders were requested at the meeting; however, it should be noted that it was recommended to include a change order request to MTB Contracting which was added to the Board agenda after the meeting.

A discussion of FY25 tuition and fees was folded into the discussion of the FY25 operating and capital budgets. VP Mandreda-Foley encouraged the committee to review the supplied explanation of fees.

VP Manfreda-Foley presented on three financial models and reviewed each of the assumptions. The Committee raised issues about college affordability, competitiveness with other NJ colleges and universities,

and financial instability if the college is dependent on reserves to balance the budget. It was the recommendation of the committee with the concurrence of the Board Chair to postpone approving FY25 tuition and fees and all of the FY25 Budgets to February to allow for further analysis of expenditures by the Administration.

Associate Vice President Pat Sensi presented two positions for posting, and the committee approved the positions for posting which were approved by the committee.

Ms. Sensi informed the committee there are 20 recommended action items to be approved in January, which include new hires, change of status and 7 separations. These recommendations included 10 Adjunct Faculty and the new Director of the Caroline Huber Holistic Wellness Center.

Vice President Nancy Kaari then presented on alternative revenues, including acceptance of gifts, acceptance of grants, grant revenue, and Foundation performance. She noted that a collection of books for the Digital Animation suite was recommended for acceptance. The College also received 3 grant awards including the NJ Gear Up grant in the amount of \$400,000, the One Stop Operator grant in the amount of \$100,000 and the Centers for Adult Transition grant in the amount of \$492,266 which were all recommended for acceptance by the committee. VP Kaari noted that \$4.4 million in grants have been awarded to the College so far this year with another \$3.5 million pending. Finally, VP Kaari reported on the financial summary for the Foundation for the period ending November 30, 2023. Total revenue reported is \$408,652 compared to \$514,388 last year, which is directly related to investment income. She highlighted that contributions are up 41% which are restricted to funding scholarships. Total expenses in comparison to last year are down 36%.

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 2 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 **January 23, 2024 at approximately 6:40 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: **January 23, 2024**

☐ "(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 :

☐ "(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: **litigation: MTB Contracting**

☒ "(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..: **discussion of Dr. Stout's contract**

☐ "(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 45 -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 will be taken.

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

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

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

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

RESOLUTION
Approved: January 23, 2024