

**BROOKDALE COMMUNITY COLLEGE**

**Board of Trustees  
Public Business Meeting Minutes**

**March 25, 2025**

**Brookdale Community College  
Automotive Technology Building, Room 102  
765 Newman Springs Rd.  
Lincroft, NJ 07738**

Chair Brennan called the meeting to order at 5:40 P.M. and roll call was taken.

<b>Present</b>	<b>Trustees</b>	<b>Administration:</b>
	<b>Ms. Tracey Abby-White, Trustee</b>	Dr. Katie Lynch
	<b>Ms. Mary Pat Angelini, Trustee</b>	Ms. Bonnie Passarella, Esq.
	<b>Ms. Latonya Brennan, Chair</b>	Ms. Nancy Kaari
	<b>Mr. Steve Clayton, Trustee</b>	Dr. Yesenia Madas
	<b>Mr. Paul Crupi, Trustee</b>	Ms. Teresa Manfreda-Foley
	<b>Dr. Stephanie D'Alessio, Trustee</b>	Dr. Joan Scocco
	<b>Ms. Barbara Horl, Vice-Chair</b>	Dr. Nancy Kegelman
	<b>Mr. Jean Guerdy Paul, Trustee</b>	Ms. Patricia Sensi
	<b>Mr. James McCracken, Trustee</b>	
	<b>Dr. David Stout, Secretary</b>	
	<b>Ms. Cyndie Williams, Trustee</b>	Ms. Cynthia Gruskos
<b>Absent</b>	<b>Ms. Dyese Davis, Trustee</b>	
	<b>Dr. Les Richens, Trustee</b>	
<b>College Counsel</b>	<b>Mr. Mitch Jacobs, Esq., General 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 March 19, 2025 at 12:30 PM advance written notice of this meeting was posted on the Brookdale Community College website; emailed to *The Asbury Park Press* and *the Star Ledger* and filed with the Clerk of the County of Monmouth.

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

Chair Brennan led the pledge of allegiance.

Dr. Stout led a moment of silence in honor Professor Franklyn Rother who had recently passed away.

After high school in Missouri, Frank entered the Passionist Fathers Monastery, but he left the monastery after a conflict with the Rector over his participation in Civil Rights activity. One of his favorite memories of this time was participating in a strategy meeting and later marching with the Reverend Dr. Martin Luther King, Jr.. He earned a Bachelor of Arts degree in American History, with a minor in Psychology from University of Missouri and a Master of Arts degree in Adult and Higher Education – Student Personnel Services from Teacher’s College, Columbia University.

Prior to being hired at Brookdale, Frank was employed at the College for Human Services (now Metropolitan College of NY) for 4 years. Frank also worked as an Academic Counselor for students employed in Social Services agencies then as the Bursar at Brooklyn College and as the Bursar at Brooklyn College, CUNY.

Frank joined the Brookdale family as a full-time faculty member on September 1, 1984. During his tenure as a Professor of Psychology and Human Services, he authored a book that put Brookdale’s Human Services Program on the international map. Throughout his teaching career at the college, Frank maintained human service professional and community service with organizations such as The Center of Asbury Park, NJ Higher Education Consortium for Alcohol and Other Drug Abuse Prevention and Education, Mid-Atlantic Consortium of Human Services, and National Organization for Human Services. He served in various leadership positions in these organizations, including president of three of them.

Professor Rother also served in numerous leadership roles at Brookdale, including Social Sciences Division Chair, Academic Division Dean of Social Science and Education, Dean of Academic and Career Transfer Programs, and Dean of K-12 Partnerships. He returned to his Professor role in 2018. Over the years, Frank received commendations from numerous colleagues including former president, Dr. Maureen Murphy; former Executive Vice President of Academic Affairs, Dr. Johanna Kobran; and the Freehold Regional Superintendent of Schools, Dr. Charles Sampson.

On behalf of the whole college, he offered deepest condolences to Frank’s long-time partner, Freddie, as well as his many family members, colleagues, and friends.

Chair Brennan 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.*

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<b>Adoption of Agenda</b>	A motion to adopt the agenda was made by Vice-Chair Horl and seconded by Trustee Abby-White.  Motion passed.	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>Recognition of Sara Calvo - All USA Academic Team</b>  Presenter: Chair Brennan</p> <p>Chair Brennan welcomed Sara Calvo and a resolution was read to honor her accomplishments and national recognition. (<b>Attachment A</b>).</p>		
<p><b>Presentation: Automotive Technology Program</b>  Presenter: Ivan Anderson, Department Chair, Automotive Technology</p> <p>Ivan Anderson provided an update to the Board on the Automotive Technology program. He highlighted that the program is designed to train students with no prior automotive experience into skilled technicians, with many students gaining employment after just one semester. The program currently serves over 350 students and continues to grow.</p> <p>Anderson announced two recent grant awards: a \$566,000 grant to develop electric vehicle (EV) curriculum and a \$97,000 grant for equipment to support this initiative. The EV curriculum will be infused into all courses, starting with EV safety in entry-level classes and expanding to include more advanced instruction. The department also plans to offer specialized EV training for industry professionals.</p> <p>Additionally, General Motors donated a 2024 Corvette Z06 convertible, which will serve as a recruitment tool and promotional asset for the program. He expressed enthusiasm for the program's continued growth and innovation.</p>		
<p><b>President's Report</b> - Dr. Stout thanked Professor Anderson for the tour of the Automotive Technology facility and praised the impressive work being done. He described the facility as a "gem" in the Northeast region and emphasized its potential to serve as a training hub for electric vehicles. Dr. Stout commended Professor Anderson and the faculty for elevating the program's reputation, noting its growing recognition both regionally and nationally</p> <p><b>A. The Middle States Commission on Higher Education (MSCHE): Reaffirmation of Accreditation</b>  Presenter: Dr. David Stout, President -</p> <p>Dr. Stout shared materials with the Board to help familiarize them with key Middle States accreditation standards in preparation for the upcoming Board retreat on April 11–12. He noted that the focus would be on Standards 1, 2, 6, and 7, which are most relevant to governance and institutional effectiveness.</p> <p>He also announced that Dr. Connie Clifton, Vice President of MSCHE, would be visiting the college on Tuesday, April 8. The visit is part of the college's early preparation for its self-study process and is intended to support—not evaluate—the institution. Dr. Stout emphasized the high level of engagement among the college's teams and expressed confidence in their readiness. He also reminded the Trustees of their scheduled meeting with Dr. Clifton during her visit.</p> <p><b>B. Sabbaticals &amp; Transitional Sabbaticals</b>  Presenter: Dr. Katie Lynch, Provost and VP Academic Affairs - Dr. Lynch spoke about Brookdale's long-standing tradition of offering faculty sabbaticals, explaining the historical and etymological roots of the word "sabbatical," which comes from the Hebrew word <i>shabbat</i>, meaning "to rest." She emphasized the importance of sabbaticals as a time for faculty to rejuvenate and engage in scholarly</p>		

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<p>or creative projects that differ from teaching but ultimately enrich the classroom experience.</p> <p>She expressed gratitude for the Board's continued support of this tradition, noting that sabbaticals allow faculty to pursue advanced study, research, educational travel, and other forms of professional development. Dr. Lynch introduced the three sabbatical candidates, two of whom presented during the meeting, and she summarized the proposal of the third, Professor Valerie Bonilla.</p> <p><b>Sabbatical Project: Professor Bonilla</b>, a faculty librarian, will complete a post-master's certificate in data science at San Jose State University. Her sabbatical will focus on data analysis, AI, and ethical data practices. She plans to apply this expertise to enhance data-driven decision-making at Brookdale, develop workshops on AI and data literacy, and support strategic planning through improved data visualization of library usage and resources.</p> <p><b>Sabbatical Project: Michael Cohen, Assistant Professor of Psychology</b> Professor Cohen's sabbatical will support his enrollment in the first year of a Doctor of Psychology (PsyD) program, with a focus on clinical training. His goal is to bridge his research-based academic background in statistics and methodology with practical therapeutic applications, aligning with the career interests of many of his students who aspire to enter the helping professions. Through this sabbatical, he will gain direct clinical experience and insights into how data and research inform effective therapy. This experience will enhance his teaching by allowing him to demonstrate the real-world application of statistical concepts in mental health practice, while also expanding his contributions to the department and college-wide governance.</p> <p><b>Sabbatical Presentation – Professor Daniel Lopez</b> Professor Daniel Lopez of the Mathematics Department presented an overview of his sabbatical project, which has two main components. First, he will continue his doctoral studies in education at Rutgers University, using the sabbatical to analyze qualitative and quantitative data collected through the STEM Scholars Program. His research focused on “community cultural wealth” — the often-overlooked assets underserved students bring to education — will form the foundation of his Ph.D. dissertation.</p> <p>Secondly, Professor Lopez will work on submitting a Track 2 NSF STEM grant application. If awarded, the grant could bring up to \$1.5 million to Brookdale, expanding on the existing \$650,000 Track 1 grant that has supported 40 students. The proposed program would aim to serve at least 80 students, offering scholarships and support to help them succeed in STEM fields, in alignment with the College's mission of fostering opportunity and inclusion. Professor Lopez expressed gratitude to President Stout and the Board for their support</p> <p><b>Transitional Sabbaticals</b> - Dr. Lynch provided an overview of transitional sabbaticals, which allow faculty members to complete a significant year-long project that supports the College's mission before formally retiring. While these sabbaticals are a valuable opportunity to benefit from faculty expertise, they are also bittersweet, as they mark the departure of long-serving colleagues. This year, two highly accomplished faculty members have proposed projects aimed at supporting Brookdale's foundational math and literature students, as well as the faculty who teach those courses.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>Professor Terry Healy – Transitional Sabbatical</b></p> <p>Professor Terry Healy of the Math Department presented her transitional sabbatical project, which will focus on enhancing Brookdale’s foundational math course, MATH 015. This developmental course plays a vital role in helping first-time, full-time students gain essential math skills and confidence. Professor Healy aims to revise and improve the course by integrating updated financial literacy content, enhanced FYE (First-Year Experience) elements, and interactive learning tools such as MyOpenMath (MOM). Her project also seeks to promote early enrollment in MATH 015, addressing the current issue of delayed math progress among 40% of new students. With decades of experience at Brookdale—as a faculty member, dean, and division chair—Professor Healy returns to her roots to strengthen one of the College’s most impactful entry-level courses.</p> <p><b>Professor Nancy Noe – Transitional Sabbatical</b></p> <p>Professor Nancy Noe's sabbatical project focuses on creating Canvas course shells for four literature classes: Introduction to Literature, Introduction to Poetry, American Literature I, and American Literature II. The project aims to streamline teaching by developing a shared digital repository of resources, such as free online literary works and instructional materials, reducing costs for students and easing faculty workloads. It also incorporates local literary experiences, like field trips to Stephen Crane's boyhood home, to enhance student learning. The project is designed to foster collaboration among faculty, support adjuncts, and promote continuity in teaching, while also encouraging faculty to explore new courses. Ultimately, her project seeks to create a more accessible, engaging, and supportive learning environment for both students and faculty.</p> <p>Dr. Lynch concluded by acknowledging the value these projects bring not only to the individual faculty members but to the broader campus community and student experience.</p> <p>Dr. Stout acknowledged the significant contributions of two retiring individuals, Terry Healy and Nancy Noe, who have been influential leaders in the governance system at Brookdale. He expressed gratitude for their years of dedication and noted how their leadership shaped the institution. Dr. Stout also recognized the retirement of Pat Sensi with nearly 26 years of service, highlighting her impact on the college's culture and resources. He expressed well wishes for their future endeavors and personal time, emphasizing the lasting influence they have had on the Brookdale community.</p>		
<p><b>Reports from the Board Committees and Liaisons</b></p> <p>Chair Brennan expressed deep appreciation for the dedication and hard work of the Board members, emphasizing that their contributions often go unrecognized. She highlighted the significant time and effort invested in meetings, calls, and other responsibilities that are not immediately visible to the public. Brennan acknowledged the collaborative and functional nature of the recent meetings, noting how they were a pleasure to be a part of. She also thanked her fellow board members for their commitment and emphasized her honor in being part of the team.</p>		

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<p><b>A. Finance &amp; Facilities Committee - March 18, 2025</b>  Presenter: Trustee McCracken</p> <p>Trustee McCracken reported that the Finance and Facilities Committee met on March 18th, with all members present. The committee received a financial overview for the period ending January 31, 2025, which showed operating revenue of \$67.9 million, a 6% increase from the previous year. Expenditures totaled \$47.1 million, reflecting a 5.7% increase. The committee also reviewed dining services, noting that while operating at a loss, sales were increasing and new initiatives such as a pizza program, salad bar, and themed events were introduced. Despite challenges like inflation and rising food costs, efforts to keep meals affordable for students were highlighted. Additionally, McCracken praised the availability of Chapter 12 state funding for capital improvements, which is matched by county government, helping to maintain campus facilities. The committee also discussed grant submissions, with significant awards including a \$695,000 Perkins grant and a \$160,000 displaced homemaker program. Notably, \$1 million in funding was secured through collaboration with the New Jersey Economic Development Authority to develop a talent pipeline for the film and digital media industry, supporting scholarships and creating new positions.</p> <p><b>B. Governance Committee - March 19, 2025</b></p> <p>Trustee Crupi reported that the Governance Committee met on March 19th and reviewed several key policies and initiatives. Three policies were recommended for lodging: the revised Institutional Review Board (IRB) policy, focusing on the protection of research participants' rights; the revised background check policy, ensuring non-discriminatory practices for volunteers; and the revised staffing and hiring policy, which now emphasizes attracting a broad pool of qualified applicants while removing references to diversity.</p> <p>Dr. Stout provided an overview of the Middle States accreditation process, noting that the Board will meet with Dr. Clifton, the Middle States liaison, on April 1st to discuss the process and Board responsibilities.</p> <p>Trustee Davis reported on the Board's self-evaluation, which had 100% participation. A key suggestion from the evaluation was to conduct the self-evaluation twice a year, in May and December, to allow timely feedback and participation from the graduate trustee.</p> <p>The committee also discussed planning for the Board retreat on April 11th and 12th, which will focus on self-evaluation and accreditation topics.</p> <p>Trustee Davis outlined upcoming professional development opportunities, including the NJCC Trustee Leadership Academy, the NJCC State Conference in June, and the ACCT National Leadership Congress in October. Trustees interested in attending should contact Cynthia.</p> <p><b>C. Student Success &amp; Educational Excellence Committee - March 17, 2025</b>  Presenter: Trustee Abby-White</p> <p>Trustee Abby-White reported on the Student Success &amp; Educational Excellence Committee meeting</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>held on March 17, 2025. The committee has shifted to shorter, one-hour meetings to allow more time for focused discussion and questions. During the meeting, Dr. Stout provided updates on national developments concerning the U.S. Department of Education, including potential restructuring of federal programs. While key initiatives like TRIO and GEAR UP remain secure, there are concerns about disruptions if other programs shift to departments like Treasury or Justice. Dr. Nancy Kegelmann presented a detailed timeline for the Middle States accreditation process, with peer evaluation visits set for fall 2026 and final accreditation expected in spring 2027. The committee emphasized the importance of preparation, especially in light of challenges noted in the 2018 accreditation visit. Katie Lynch presented updates on faculty sabbaticals, tenure, and promotions. Five faculty members hired during the pandemic are recommended for tenure, and nine others for promotion, based on performance and departmental contributions. The faculty-led review process was outlined, and final recommendations will be brought to the full Board in April. Dr. Lynch also noted that next month's meeting will include recommendations for employee recognition and administrative promotions</p> <p><b>D. Graduate Trustee Report</b> Presenter: Trustee Paul</p> <p>Trustee Paul provided his Graduate Trustee report, expressing appreciation for the continued work of the Board and college community in supporting students. He highlighted attending the Student Speak Out event on March 4, where students voiced concerns, particularly around scheduling advising appointments. He thanked Student Life and Activities for organizing the event. In response to student feedback, the Graduate Trustee Advisory Council met for the third time on March 25, focusing on advising concerns. Trustee Paul commended the participation of senior staff, including Dr. Madas, who provided valuable insights. The discussion revealed that fluctuations in advising demand often correlate with seasonal registration cycles, which can lead to temporary strain. Trustee Paul concluded by recognizing the advising department for their ongoing improvements and responsiveness.</p> <p><b>E. Foundation Update</b> Presenter: Trustee Abby-White</p> <p>Trustee Abby-White provided an update on the Foundation, highlighting the meeting held on Thursday, March 20. The meeting began with a video featuring a student scholarship recipient, followed by Dr. Stout's update on college initiatives. The Foundation discussed donor engagement and the importance of recruiting new board members, emphasizing the need to clearly communicate expectations—a step that had been lacking in the past. Volunteers have committed to refining these expectations for future approval. Trustee Abby-White also reported on the Foundation's scholarship bash campaign, noting 100% participation from the Board. Although the original fundraising goal was \$150,000 with 250 attendees, adjustments were made due to economic challenges, lowering the target to \$125,000. As of the report, \$105,000 had been raised with 178 tickets sold. Excitement continues to build for the upcoming event, featuring silent and live auctions. The Foundation is also working to strengthen board governance by clarifying member commitments, inspired by best practices from other nonprofit boards</p> <p><b>1. Distinguished Alumni Awards at Commencement 2025</b></p>		



Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>Dr. Stout reported that two individuals will be honored as Distinguished Alumni during Brookdale's Commencement Ceremony in May 2025. The first is a posthumous recognition for a well-known member of the Brookdale community, Jody Calendar. The second honoree is Dr. Susan Looney, a former student who overcame significant personal challenges to pursue her education at Brookdale and is now serving as President of Reading Area Community College. Although she will not be able to attend the ceremony, efforts are being made to find another time to formally recognize her achievement.</p> <p><b>F. NJCCC Update</b> Presenter: Trustee Horl</p> <p>Vice-Chair Horl shared a detailed update on recent New Jersey Council of County Colleges (NJCCC) activities. She attended the Assembly Budget Committee hearing, where several community college presidents testified about the severe impacts of the Governor's proposed budget cuts on students and institutions. Colleges reported significant contributions to local healthcare and workforce development, while warning of dire consequences if funding is not restored. Moving stories were shared by students who benefited from programs like CCOG, highlighting how cuts would jeopardize their futures. Horl emphasized that NJ's state funding ranks near the bottom nationally and noted the economic ripple effects of reduced investment in community colleges. She presented slides showing cuts to CCOG and the Student Success Initiative, both critical to student access and support. Horl also addressed recent federal developments, including executive orders affecting the U.S. Department of Education and student aid programs, which are being challenged in court. She closed by encouraging board members to attend upcoming budget hearings to support advocacy efforts and reported positive engagement with key legislators.</p>		
<p><b>Public Comment on Agenda Items –</b></p> <p>Chair Brennan announced that she opened the meeting to the public for comment on agenda items only. Anyone wishing to make public comment was instructed to do so according to the instructions for making public comment provided by Mr. Jacobs at the beginning of the meeting.</p> <p><b>Jack Ryan, Associate Professor</b> - provided remarks in tribute to Jody Calendar, highlighting her trailblazing career as the first woman to lead a newspaper editorial board in the United States. He shared a personal anecdote that demonstrated her tenacity and ingenuity as a journalist. Mr. Ryan then spoke about the value of Brookdale's Auto Tech program, emphasizing its history, impact, and importance as a workforce development pathway. He underscored its role as part of Brookdale's founding vision of a "three-legged stool" — transfer education, community service, and terminal degrees leading directly to employment. Drawing from personal experience, he shared stories of family members who graduated from the program and secured well-paying jobs immediately. He also acknowledged the contributions of long-time faculty and staff involved in the program and emphasized the continued success of Brookdale's career and technical programs in serving students and the community.</p> <p>Ms. Gruskos confirmed that no written comments were submitted on agenda items.</p>		



Topic and Discussion	Votes Taken	Action and Follow-up Actions
<b>Review of Consent Agenda</b> <ul style="list-style-type: none"> <li>Any item may be removed from the consent <b>agenda</b> for discussion by any voting member of the Board of Trustees.</li> </ul> <b>A. Acceptance of Consent Agenda</b>	<p>A motion to adopt the consent agenda was made by Trustee Abby-White and seconded by Vice-Chair Horl.</p> <p><b>Motion passed.</b></p>	
<b>Approval of Public Business Meeting Minutes</b> <p><b>A. Approval of Public Business Meeting Minutes – February 25, 2025</b></p>	<p>A motion to approve the minutes from the public business meeting held on February 25, 2025 was made by Vice-Chair Horl and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
<b>Approval of Executive Session Meeting Minutes - February 25, 2025</b>	<p>A motion to approve the minutes from the executive meeting held on February 25, 2025 was made by Trustee Crupi and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
<b>Approval of Consent Agenda</b> <p><b>A. Approval of Human Resources</b></p> <p><b>B. Acceptance of Grants</b></p> <p><b>C. Submission of Grants</b></p> <p><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></p> <p><b>E. Open Invoice Payment Requests for Vendor, Student and Employee Payments</b></p>	<p>A motion to approve the consent agenda was made by Trustee Crupi and seconded by Trustee Abby-White.</p> <p>Motion passed.</p> <p><b>YES:</b> Trustee Abby-White, Angelini, Clayton, Crupi, D'Alessio, Horl, McCracken, Guerdy, Richens, Williams and Chair Brennan</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<b>F. Monthly Financial Reports</b> <b>G. Capital Project Update</b>	<b>NO:</b> None  <b>ABSTAIN:</b> None	
<b>Authorization to present to Orrie Schulman an Honorary Associate Degree at Commencement 2025</b>	A motion to approve presentation to Orrie Schulman an Honorary Associate Degree at Commencement 2025 was made by Trustee Clayton and seconded by Trustee Crupi.  Motion passed.	
<b>Lodging of Revised Board Policies</b>  <b>A. 5.0036 Institutional Review Board</b> <b>B. 3.0004 Background Checks Policy</b> <b>C. 3.0001 Staffing and Hiring</b>	A motion to lodge the following policies was made by Vice-Chair Horl and seconded by Trustee Crupi.  A. 5.0036 Institutional Review Board B. 3.0004 Background Checks Policy C. 3.0001 Staffing and Hiring Motion passed.  <b>YES:</b> Trustee Abby-White, Angelini, Clayton, Crupi, D'Alessio, Horl, McCracken, Guerdy, Richens, Williams and Chair Brennan  <b>NO:</b> None  <b>ABSTAIN:</b> None	
<b>Public Comment –</b>  Chair Brennan announced that she opened the meeting to the public for comment. Anyone wishing to make public comment was instructed to do so according to the instructions for making public comment provided by Mr. Jacobs at the beginning of the meeting		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>Dean Jayne Edman, Dean of the Health Science Institute</b>, addressed the Board of Trustees to express gratitude for their ongoing support of the nursing program and to highlight several key points on behalf of the nursing faculty:</p> <ul style="list-style-type: none"> <li>• <b>Program Excellence:</b> She proudly shared that Brookdale had more graduates take and pass the NCLEX licensing exam in 2024 than any other community college in New Jersey. Of the 131 students who took the exam, 98.7% passed on their first attempt.</li> <li>• <b>Emerging Competition:</b> She informed the Board that another nursing program from Union County is expanding into Monmouth County and gaining access to a critical clinical site with inpatient mental health, pediatrics, and obstetric services—resources that are essential for comprehensive nursing education.</li> <li>• <b>Need for Clinical Access:</b> Dean Edman stressed that Brookdale students need unrestricted access to local clinical sites in order to learn essential hands-on skills. While simulation is a valuable tool, she emphasized that true learning happens in real clinical settings.</li> <li>• <b>Importance of Brookdale Faculty:</b> She credited Brookdale’s general education courses—such as science, psychology, and communication—for helping nursing students think critically and communicate effectively. She advocated that courses offered in Monmouth County should be taught by Brookdale faculty, not instructors from external institutions.</li> <li>• <b>Call to Action:</b> Dean Edman asked the Board to help preserve the integrity and quality of Brookdale’s nursing program by ensuring these credits and opportunities remain under the College’s purview.</li> </ul> <p>Written public comment was submitted by Helen Heinmets, Patricia D’Aloia Gandolfo, Tara Rostron-Lorenz, Georgia Cassidy, Lissa Manino, Charlotte Cole, and Lisa Servidio, Professors of Nursing.</p> <p>Per our procedures for reading duplicative written comments, the names of each commenter were read, and the public comment submitted by Helen Heinmets was read in its entirety in the meeting. Concerns were raised regarding the Trinitas School of Nursing's partnership with Union County Community College and the proposed Robert Wood Johnson/Barnabas agreement to offer a nursing diploma program at Fort Monmouth. She highlighted the increasing difficulty in securing clinical placement sites, particularly in specialized areas, and warned that this new proposal could exacerbate competition for these sites, potentially limiting Brookdale's Nursing Program admissions. Professor Heinmets emphasized the high regard for Brookdale's nursing students, noting their impressive academic and clinical achievements, including the impressive NCLEX pass rate and recent accreditation through 2033. She urged the Board to carefully evaluate the implications of Trinitas hosting students at Fort Monmouth and recommended exploring future partnerships with Brookdale to better serve the local community</p>		
<p><b>Old/New Business –</b></p> <p>Chair Brennan made the following announcements:</p> <p>The Board of School Estimate will be held this Thursday at 11 am at the Hall of Records. Trustee</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>McCracken and myself will be serving on the Board.</p> <p>The Trustees will be meeting with Dr, Clifton on our Middle States Self-Study Preparation Site Visit on April 1 at 2 PM in the Trustees conference room or via Zoom. Meeting is expected to be 45 minutes long.</p> <p>Our Board Retreat is on Friday, April 11 at 5:30 pm and Saturday, April 12 at 9 am in the Caroline Huber Holistic Wellness Center.</p> <p>The Local Government Ethics Law (LGEL) requires all local government officers to file an annual Financial Disclosure Statement. Each Trustee is required to file their financial disclosure statement beginning April 1 and you must file by April 30. You will receive an email from Marcia Finn with directions and information on filing. She will be your contact if you have any questions. If you do not file on time you could be fined up to \$500.</p>		
<p><b>Resolution to Hold a Closed Meeting</b></p> <p>Mr. Jacobs read the resolution to hold a closed session (<b><i>Attachment B</i></b>)</p>	<p>A motion to close the meeting to the public was made by Vice-Chair Horl and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
<p><b>Motion to Re-Open the Meeting to the Public</b></p>	<p>A motion to reopen the meeting to the public was made by Trustee Crupi and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
<p><b>Adjournment</b></p> <p><b>Meeting adjourned at 9:45 PM</b></p>	<p>A motion to adjourn the meeting was made by.</p>	

**RESOLUTION**

**WHEREAS**, the mission of Brookdale Community College includes fostering academic excellence, leadership, and community engagement among its students; and

**WHEREAS**, student Sara Calvo has exemplified these values through her exceptional academic performance as a General Science major, consistently earning Dean’s List honors; and

**WHEREAS**, Ms. Calvo has demonstrated outstanding leadership and service as Vice President of Service for the Phi Theta Kappa Honor Society, President of the Food Science Club, and as a Student Success Mentor; and

**WHEREAS**, she has actively contributed to community initiatives, notably serving as a Beach Sweep Captain for Clean Ocean Action; and

**WHEREAS**, Ms. Calvo's dedication to personal and professional development is further evidenced by her selection as a fellow with America Needs You, a competitive two-year career development program for first-generation college students in New Jersey; and

**WHEREAS**, her exemplary achievements have culminated in her being named to the prestigious 2025 All-USA Academic Team, an honor awarded to only 20 students nationwide from nearly 2,100 nominees, which includes a \$5,000 scholarship; and

**WHEREAS**, Ms. Calvo has also been named a 2025 New Century Transfer Scholar, an honor awarded to only one student per state., This prestigious distinction, selected from nearly 2,100 students across more than 1,300 college campuses nationwide, includes a \$2,500 scholarship sponsored by The Coca-Cola Foundation, the Coca-Cola Scholars Foundation, Phi Theta Kappa, and the American Association of Community Colleges (AACC

**WHEREAS**, Ms. Calvo will be recognized for these well-deserved honors at the Phi Theta Kappa's Presidents Breakfast during the AACC Convention on April 15, 2025, in Nashville, Tennessee; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of Brookdale Community College hereby commends and honors Sara Calvo for her outstanding academic achievements, leadership, and dedicated service to the college and the community; and

**BE IT FURTHER RESOLVED**, that this resolution be spread upon the minutes of this meeting and that a copy be presented to Ms. Calvo as a testament to her exemplary contributions and accomplishments as a student at Brookdale Community College.

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**Dr. David M. Stout**  
President  
Brookdale Community College

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**Ms. Latonya Brennan**  
Chair  
Brookdale Community College

## BROOKDALE COMMUNITY COLLEGE BOARD OF TRUSTEES

### RESOLUTION AUTHORIZING EXECUTIVE SESSION

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

WHEREAS, the Brookdale Community College Board of Trustees has determined that 3 issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on **March 25, 2025 at approximately 8 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 \_\_\_\_\_

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☐ "(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 \_\_\_\_\_

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☐ "(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 \_\_\_\_\_

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☐ "(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: **Cybersecurity at Brookdale\_**

☒ "(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: **attorney client privilege: RWJ Barnabas Nursing School at Ft. Monmouth ; contract negotiations: RFP legal services**

☐ "(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality...:

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

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WHEREAS, the length of the Executive Session is estimated to 45 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.