

BROOKDALE COMMUNITY COLLEGE

**Board of Trustees
Board Retreat Meeting Minutes**

April 12, 2025

**Brookdale Community College
Caroline Huber Holistic Wellness Center
765 Newman Springs Rd.
Lincroft, NJ 07733**

Present	Trustees	Administration:
	Ms. Mary Pat Angelini, Trustee	
	Ms. Latonya Brennan, Chair	
	Mr. Steve Clayton, Trustee	
	Mr. Paul Crupi, Trustee	
	Dr. Stephanie D'Alessio, Trustee	
	Ms. Dyese Davis, Trustee	
	Ms. Barbara Horl, Vice-Chair	
	Mr. Jean Guerdy Paul, Trustee	
	Mr. James McCracken, Trustee	
	Dr. Les Richens, Trustee	
	Dr. David Stout, Secretary	
	Ms. Cyndie Williams, Trustee	Ms. Cynthia Gruskos
Absent	Ms. Tracey Abby-White, Trustee	
	Dr. Les Richens, Trustee	
Facilitator	Mr. Michal Knapp, ACCT Consultant	

Chair Brennan called the meeting to order at 9 AM.

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 23, 2025 at 10 am advance written notice of this meeting was posted at Brookdale Community College website; emailed to the Star Ledger and the Asbury Park Press and filed with the Clerk of the County of Monmouth.

.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Adoption of Agenda for Public Business Meeting	A motion to adopt the meeting agenda was made by Trustee Abby-White and seconded by Vice-Chair Horl. Motion passed.	
Public Comment on Agenda Items There was no public comment made at the meeting.		
Board Succession and Election Process During the morning session of the Board Retreat, Trustees discussed enhancements to the Board's succession and election processes with the goal of creating a process that supports a fair and inclusive election process. The following agreements were reached: <ol style="list-style-type: none"> 1. Trustee bios/resumes will be included in the Board Orientation Handbook. 2. The roles and responsibilities of Chair and Vice-Chair and the nomination election process will be reviewed and communicated prior to the nomination election period. 3. The term limit for the Board Chair will remain one year; however, the Board acknowledged that one year may not allow sufficient time for substantive leadership impact. With Board support and the incumbent's interest, a second consecutive term will be encouraged. 4. A structured nomination process will begin each September for the Board Chair. 5. A similar nomination process for Vice-Chair will be held in October. 6. Elections for Chair and Vice-Chair will occur at the November Public Business Meeting. MSCHE SITE VISIT PREPARATION - Mr. Knapp reviewed the MSCHE Accreditation Standards, specifically Standards #1 and #7. The Board's role as the institutions governing body was also reviewed followed by a discussion of the Evidence of Compliance associated with Standard 7. The board then spent approximately one hour undertaking a mock site visit by responding to questions for each of the seven standards that were posed by Dr. Stout, Cynthia Gruskos, and Mike Knapp. Their responses were then reviewed and discussed by all as to appropriateness, completeness and thoroughness.		
Public Comment There was no public comment made at the meeting.		
Old/New Business No old or new business was discussed.		
Adjournment at 12 pm.	A motion to adjourn the meeting was made by Trustee Davis and seconded by Trustee Abby-White.	

Topic and Discussion	Votes Taken	Action and Follow-up Actions

Respectfully submitted:

David M. Stout, Ph.D., Secretary