



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
2026-05-26 17:30 - 2026-05-26 20:30 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. President's Report

VI. Reports from the Board Committees and Liaisons

A. Finance & Facilities Committee - May 19, 2026

1. Capital Project Update

2. Monthly Financial Reporting

B. Ad-Hoc Credential Expansion Committee - May 20, 2026

C. Governance Committee - May 20, 2026

D. Graduate Trustee Report

E. NJCCC Update

F. Foundation Update

VII. Public Comment on Agenda Items

VIII. 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

IX. Approval of Public Business Meeting Minutes - April 28, 2026.....4

BOT PBM Minutes - April 28, 2026 - DRAFT.docx.....4

Attachment A - Min BOT PBM April 28 2026.pdf.....16

X. Approval of Executive Session Meeting Minutes - April 28, 2026.....19

XI. Approval of Special Public Business Meeting (Board Retreat) - April 18, 2026.....	26
BOT Special PBM Minutes - April 18 2026.docx.....	26
XII. Approval of Special Public Business Meeting - May 5, 2026.....	29
BOT Special PBM Minutes - May 5, 2026 - DRAFT.docx.....	29
XIII. Approval of Consent Agenda	
A. Approval of Human Resources.....	31
BOT HR May 2026 .docx.....	31
B. Acceptance of Gifts.....	42
Acceptance of Gifts_May 2026.docx.....	42
C. Acceptance of Grants.....	43
Grant Acceptance_May 2026.docx.....	43
D. Purchases in Excess of \$44,900 and New Jersey "Pay-to-Play" bids, and Pursuant to the New Jersey "Pay to Play" Process, in Excess of \$17,500.....	45
5-26-26 4 2 Purchases (1).pdf.....	45
E. Open Invoice Payment Requests for Vendor, Student and Employee Payments.....	57
5-26-26 4 2c Summary.pdf.....	57
F. Monthly Financial Reports.....	58
5-26-26 4 1 Financial Report - March 2026.pdf.....	58
G. Capital Project Update.....	61
5-19-26 Facilities Project Summary - M Naparlo.pdf.....	61
XIV. Lodging of New or Revised Policy	
A. New Policy - 4.2003 Contract Management and Third Party Providers.....	65
4.2003 Contract Management and Third Party Providers - submitted for lodging 5-26-2026.docx.....	65
B. Revised Policy - 2.0015 Institutional Memberships.....	67
2.0015 Institutional Memberships - marked up copy - submitted for lodging 5-26-2026.docx.....	67
2.0015 Institutional Memberships - clean copy - submitted for lodging 5-26-2026.docx.....	69
C. Revised Policy - 5.0006 Effectiveness of Educational Programs.....	70
5.0006 Effectiveness of Educational Programs - marked up copy - submitted for lodging 5-26-2026.docx.....	70

5.0006 Effectiveness of Educational Programs - clean copy - submitted for lodging 5-26-2026.docx.....	72
XV. Public Comment	
XVI. Old/New Business	
XVII. Resolution to Hold a Closed Meeting	
XVIII. Motion to Re-Open the Meeting to the Public	
XIX. Ratification of Purchase and Sale Agreement - 195 Broadway, Long Branch and Lease Agreement of 131 Bath Ave., Long Branch.....	74
05-26-26 Board Brief Ratification Execution of Purchase and Sale Agreement of Long Branch Property (195 Broadway) and Lease 131 Bath Ave.docx.....	74
05-26-26 Ratification of Sale of Long Branch .docx.....	75
XX. Adjournment	
XXI. Appendix.....	77
Board Schedule, Board Committees	
Committees 2026 v2 04-28-26.docx.....	77
2026 BOT Annual Calendar v5 01-22-26.docx.....	78

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BROOKDALE COMMUNITY COLLEGE

**Board of Trustees
Public Business Meeting Minutes**

April 28, 2026

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

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

Present	Trustees	Administration:
	Ms. Barbara Horl, Chair	Dr. Katie Lynch
	Ms. Tracey Abby-White, Trustee, Vice-Chair	Ms. Nancy Kaari
	Mr. Steve Clayton, Trustee	Dr. Yesenia Madas
	Dr. Stephanie D’Alessio, Trustee	Mr. Kornipibob Kanthanjan
	Mr. James McCracken, Trustee	Dr. Nancy Kegelman
	Dr. Les Richens, Trustee	Ms. Bonnie Passarella, Esq.
	Dr. David Stout, Secretary	Dr. Teresa Manfreda-Foley
	Ms. Mary Pat Angelini, Trustee	Ms. Cynthia Gruskos
	Mr. Montez Swartz, Trustee	
	Ms. Cyndie Williams, Trustee	
Absent	Ms. Dyese Davis, Trustee	
	Mr. Paul Crupi, Trustee	
	Ms. Stephanie L. Hoitt, Trustee	
College Counsel	Mr. Mitch Jacobs, Esq., General 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 April 22, 2026 at 8:30 AM advance written notice of this meeting was posted on the Brookdale Community College website; posted on the BAC Bulletin Board 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 Horl led the pledge of allegiance followed by a welcome to those in attendance.

Chair Horl read our mission statement:

Brookdale Community College opens doors to education with courage and care, guiding diverse learners toward a lifetime of growth and success.

Dr. Stout led a moment of silence in memory of

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Adoption of Agenda	<p>A motion to adopt the agenda was made by Trustee Richens and seconded by Trustee Abby-White.</p> <p>Motion passed.</p>	
Approval of Resolution Recognizing and Celebrating the month of April as National Community Month	<p>A motion to adopt a resolution that the Board of Trustees recognizes April as National Community College Month and celebrates the College’s enduring service to the residents, businesses and communities of Monmouth County was made by Vice Chair Abby-White and seconded by Trustee Montez.</p> <p>Motion passed.</p>	
<p>Employee Recognition - The Board of Trustees conducted a comprehensive employee recognition segment honoring faculty, staff, and administrators for tenure, promotion, and exemplary performance. The recognition program underscored the College’s commitment to excellence, professional growth, and service aligned with Brookdale’s mission and strategic priorities.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>A. Faculty Tenure Promotion & Recognition</p> <p>1. Tenure Recognition - The Board recognized seven faculty members who were recommended for and granted tenure following a rigorous review process led by Academic Affairs. Dr. Katie Lynch presented the tenure candidates, noting their teaching excellence, service, innovation, and long-term commitment to student success and institutional advancement. The Board formally acknowledged the awarding of tenure as a critical milestone that reinforces academic continuity, intellectual freedom, and sustained excellence at the College.</p> <p>2. Promotion Recognition - The Board recognized faculty recommended for promotion to Associate Professor and Full Professor following evaluation by the College-Wide Promotion Committee. Dr. Katie Lynch and Professor Rob Martins, Chair, College Wide Promotion Committee, highlighted that promotion decisions were grounded in sustained teaching excellence, continued professional growth, meaningful service, and demonstrated leadership with institutional impact. Professor Martins further highlighted each faculty promotion candidate’s individual achievements, emphasizing their instructional excellence, governance participation, scholarly activity, and leadership contributions. The recognition served as a recommendation to approve the promotion of eight faculty members to Associate Professor and two faculty members to Full Professor, in recognition of their significant contributions to instruction, governance, scholarship, and leadership</p> <p>B. Professional Staff Association Performance Recognition & Administrative Association Recognition</p> <p>1. Professional Staff Performance Recognition Committee - The Board recognized the recipients of the Professional Staff Performance Recognition Program, a long-standing, competitive, peer-reviewed initiative honoring support staff who consistently exceed expectations and demonstrate exceptional dedication to the College. The program, presented by Molly Dillon with the Performance Recognition Committee, acknowledged three staff members for their sustained excellence, professional growth, and meaningful contributions to students, colleagues, and institutional operations.</p> <p>2. Administrative Association Promotion within Band - The Board recognized five Administrators selected for promotion within band as part of the second year of the pilot Promotion Within Band program. The program was presented as a structured, merit-based process designed to recognize administrators who demonstrate sustained excellence, leadership, professional development, and impact aligned with the College’s mission. Committee members and program leadership were acknowledged for their collaborative efforts in ensuring a fair, rigorous, and meaningful review process. Susan Scarangella and Victoria Massa, two members of this year’s Promotion Within Band Committee introduced this year’s five successful candidates and highlighted their achievements leading to promotion.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>C. Recognition of Emeriti - Dr. Stout presented the formal recognition of the 2026 Emeriti Class, honoring retired professional staff, faculty, and administrators whose careers at Brookdale spanned more than 25 years of distinguished service. A formal proclamation was read recognizing the lifelong contributions of the Emeriti recipients, whose dedication, leadership, teaching excellence, and service helped shape the College’s reputation and impact. The Board acknowledged that each honoree’s name would be permanently inscribed on a plaque housed in the Bankier Library in recognition of their enduring legacy. This year’s Emeriti Class includes the following retired employees:</p> <p>Tara Deedmeyer Professional Staff, Emerita Vivian DeLosSantos Administrator, Emerita Elaine Klett Professor, Emerita Peter Lucyk Professional Staff, Emeritus Marie Maber Professor, Emerita Frank Rother Administrator, Emeritus (posthumously) Patricia Sensi Administrator, Emerita</p>		
<p>Approval of Human Resources</p>	<p>A motion to approve human resources was made by Trustee Richens and seconded by Vice Chair Abby-White.</p> <p>Motion passed.</p> <p>YES: Trustees Abby-White, Angelini, Clayton, D’Alessio, McCracken, Richens, Swartz, Williams, and Chair Horl</p> <p>NO: None</p> <p>ABSTENTIONS: None</p>	
<p>Board Recess</p>	<p>A motion was made to recess by Trustee Richens- and seconded by Vice Chair Abby-White.</p> <p>Motion passed.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Reconvene	<p>A motion to reconvene the meeting was made by Trustee Richens and seconded by Trustee Hoitt.</p> <p>Motion passed.</p>	
<p>President’s Report</p> <p>Dr. Stout delivered his President’s Report, emphasizing progress on the College’s strategic plan, the upcoming Middle States reaccreditation visit, and continued institutional planning efforts. He highlighted preparations for the visiting team chair’s campus visit, noted progress on accreditation documentation, and recognized retiring faculty members for their long service and lasting contributions to Brookdale. Dr. Stout concluded by reaffirming the College’s commitment to transparency, strategic alignment, and student success.</p>		
<p>Reports from the Board Committees and Liaisons</p> <p>A. Finance & Facilities Committee – Trustee McCracken reported on the April 21, 2026 meeting of the Facilities and Finance Committee. The Committee reviewed the College’s February 2026 financial statements, with presentations from senior Finance and Facilities leadership. A comprehensive facilities update was provided, including operational impacts related to winter conditions. The Committee noted approximately \$1.3 million in snow removal expenses incurred during the season and discussed the College’s application for state reimbursement to offset a portion of those costs. The Committee also reviewed the February check register and purchase items included in the Board packet. In addition, the Committee discussed a previously awarded tree grant, which the College elected to decline due to implementation restrictions, timing concerns, and feasibility challenges identified by Facilities staff. The Committee further received an update from Foundation leadership highlighting significant year-over-year growth in revenue and increased programmatic investment supporting institutional priorities</p> <p>B. Student Success & Educational Excellence Committee - Dr. D’Alessio reported on the April 22, 2026 meeting of the Student Success and Educational Excellence Committee, outlining student engagement, academic, and operational highlights. Student Affairs updates included the Spring Open House, which hosted 407 attendees, exceeded five-year participation benchmarks, and was supported by student volunteers and ambassadors. Commencement planning was discussed, noting more than 1,500 graduation applications, with enhanced student experience features scheduled for the ceremonies, including simulcast overflow viewing and digital programming access. Academic Affairs updates included the launch of a 15-week First-Year Experience road-to-graduation model focused on engagement, wellness,</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>readiness, and completion, as well as exploration of a student-led language bank to support multilingual learners. Faculty advancement highlights were reviewed, including the granting of tenure, multiple faculty promotions, professional staff performance recognition, and administrator promotions within band. Programmatic and institutional updates included new and renewed clinical partnerships, proposed adjustments to Nursing program credit requirements pending Board approval, progress toward Dental Hygiene accreditation, and strategic assessments of regional locations resulting in paused operations or transitioned use to reduce costs while maintaining access.</p> <p>C. Graduate Trustee Report – The Graduate Trustee provided a student-focused report highlighting campus engagement, achievement, and community building throughout April. Trustee Swartz noted student participation in advising, transfer, and financial aid events, as well as student success stories including full-ride scholarship awards and acceptances to highly competitive institutions. Major student life milestones included the Wilbur Ray Scholarship Celebration, recognition of Brookdale NASA interns presenting research projects in partnership with NASA and the New Jersey Grant Consortium, Business Club success at the statewide case competition, and cultural and wellness programming such as Shakespeare events, spring performances, and Anti-Stress Week activities. The report emphasized that these initiatives reflect Brookdale’s commitment to leadership development, scholarship, wellness, and holistic student success.</p> <p>A. NJCCC Update – Chair Horl reported on her recent activities with the New Jersey Council of Community Colleges (NJCCC), focusing on statewide advocacy related to funding and rising operational costs impacting community colleges. She described multiple meetings held with state legislators, members of the Governor’s Office, and higher education stakeholders to advocate for continued support of community colleges and to address escalating state health benefits costs affecting all institutions across the sector. Chair Hall noted that while Brookdale was flat-funded in the current state budget, increasing benefits expenses continue to place significant financial pressure on community colleges statewide.</p> <p>Chair Horl reported that NJCCC is working collaboratively with legislative partners and statewide organizations to pursue potential relief measures, including discussion of a proposed supplemental appropriation that would provide proportional assistance to community colleges. She also noted participation in NJCCC executive and legislative committee meetings and attendance at a recent Assembly budget hearing, where testimony from higher education leaders underscored shared fiscal challenges. Chair Horl concluded by emphasizing the importance of continued advocacy leading up to the June 30 budget deadline and reaffirmed Brookdale’s active role in statewide efforts through NJCCC.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>B. President’s Advisory Council - Trustee Clayton reported on the April meeting of the President’s Community Advisory Council, held at the Culinary Education Center in Asbury Park. The meeting highlighted the College’s continued community engagement and partnerships, including an update from Dr. Stout regarding the planned sale of the Long Branch location while maintaining strong service connections within the community. Trustee Clayton noted that the Advisory Council featured a spotlight presentation from the Fashion Design and Merchandising Program, which emphasized student outcomes, transfer success to nationally recognized institutions, experiential learning opportunities, and the upcoming student fashion show. The meeting was described as well attended, informative, and reflective of Brookdale’s role as a regional workforce and educational leader.</p> <p>C. Foundation Update - Vice Chair Abby-White provided a brief Foundation update, echoing appreciation for the successful Scholarship event and the collaborative efforts of trustees, staff, donors, and volunteers. She advised that finalized fundraising and revenue figures would be shared with the Board at a subsequent meeting, noting the Foundation’s continued momentum and impact in advancing student scholarships and College initiatives.</p>		
<p>Public Comment on Agenda Items</p> <p>Chair Horl opened the meeting for public comment on agenda items only and no one in attendance or online requested to speak. Ms. Gruskos confirmed no written comments were 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>Chair McCracken requested that #33 of Purchases, Independent Auditors be removed from the Consent Agenda for a separate vote.</p> <p>A. Acceptance of Consent Agenda</p>	<p>A motion to adopt the revised consent agenda was made by Vice Chair Abby-White and seconded by Trustee Angelini.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	Motion passed.	
Approval of Public Business Meeting Minutes - March 24, 2026	A motion to approve the minutes from the Public Business Meeting on March 24, 2026, was made by Trustee Richens and seconded by Vice Chair Abby-White. Minutes Approved.	
Approval of Executive Session Minutes - March 24, 2026	A motion to approve the Executive Session Minutes on March 24, 2026, was made by Trustee Angelini and seconded by Vice Chair Abby-White. Minutes Approved.	
Approval of Consent Agenda A. Submission of Grants B. Acceptance of Grants C. Withdrawal of Grant D. Purchases in Excess of \$44,900 and New Jersey "Pay-to-Play" bids, and Pursuant to the New Jersey "Pay to Play" Process, in Excess of \$17,500 (#33 removed) E. Open Invoice Payment Requests for Vendor, Student and Employee Payments F. Monthly Financial Reports G. Capital Project Update	A motion to approve the revised consent agenda was made by Trustee Richens and seconded by Vice Chair Abby-White. Motion passed YES: Trustees Abby-White, Angelini, Clayton, D'Alessio, McCracken, Richens, Swartz, Williams, and Chair Horl NO: None ABSTENTIONS: None	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>H. Clinical Contracts, MOUs for Credit & Professional Studies, Clinicals & Internships</p> <p>I. Recognition of Student Employees and their Supervisors</p>		
<p>Purchases in Excess of \$44,900 and New Jersey "Pay-to-Play" bids, and Pursuant to the New Jersey "Pay to Play" Process, in Excess of \$17,500 - Purchase #33 - Independent Audit Services, RFP NO. 08-26 (FY27)</p>	<p>A motion was made to approve Purchase #33 – Independent Audit Services to be awarded to CliftonLarsonAllen LLP in the amount of \$75,600 was made by Vice Chair Abby-White and seconded by Trustee Angelini.</p> <p>Motion passed</p> <p>YES: Trustees Abby-White, Angelini, Clayton, D’Alessio, Richens, Swartz, Williams, and Chair Horl</p> <p>NO: None</p> <p>ABSTENTIONS: Trustee McCracken</p>	
<p>Approval to increase the authorized credit limit for the Nursing Program, Associate in Applied Science (A.A.S.) from 64 credits to 65 credits</p>	<p>A motion to approve by resolution to increase the authorized credit limit for the Nursing Program, Associate in Applied Science (A.A.S.) from 64 credits to 65 credits was made by Trustee Richens and seconded by Vice Chair Abby-White.</p> <p>Motion passed</p> <p>YES: Trustees Abby-White, Angelini, Clayton,</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	D'Alessio, McCracken, Richens, Swartz, Williams, and Chair Horl NO: None ABSTENTIONS: None	
<p>Public Comment</p> <p>Chair Horl opened the meeting for public comment and no one in attendance or online requested to speak. Ms. Gruskos confirmed no written comments were submitted.</p>		
<p>Resolution to Hold a Closed Meeting</p>	<p>A motion to approve by resolution (Attachment A) to hold an Executive Session was made by Trustee Richens and seconded by Vice Chair Abby-White.</p> <p>Motion passed</p>	
<p>Motion to Re-Open the Meeting to the Public</p>	<p>A motion to reopen the meeting to the public was made by Trustee Richens and seconded by Trustee Hoitt.</p> <p>Motion passed.</p>	
<p>Approval of the closure of Additional Location - Eastern Monmouth Higher Education Center at 61 Neptune Boulevard, Neptune, NJ and authorize Classroom Use Agreement at Neptune High School</p>	<p>A motion to approve by resolution the closure of Additional Location - Eastern Monmouth Higher Education Center at 61 Neptune Boulevard, Neptune, NJ and authorize Classroom Use Agreement at Neptune High School</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>was made by Trustee Angelini and seconded by Vice Chair Abby-White.</p> <p>Motion passed</p> <p>YES: Trustees Abby-White, Angelini, Clayton, D’Alessio, McCracken, Richens, Swartz, Williams, and Chair Horl</p> <p>NO: None</p> <p>ABSTENTIONS: None</p>	
<p>Approval of sale of property located at 195 Broadway, Long Branch, NJ and Authorization for Lease Agreement of 131 Bath Ave, Long Branch, NJ</p>	<p>A motion to approve by resolution authorizing the President of Brookdale Community College to negotiate the final terms of a purchase and sale agreement and lease agreement, and to take all actions necessary to effectuate the sale of the property (195 Broadway, Long Branch) to in leasing of the property (131 Bath Ave., Long Branch) from the City of Long Branch, including but not limited to executing any documents related thereto on the College's behalf was made by Vice Chair Abby-White and seconded by Trustee Richens.</p> <p>Motion passed</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p>YES: Trustees Abby-White, Angelini, Clayton, D’Alessio, McCracken, Richens, Swartz, Williams, and Chair Horl</p> <p>NO: None</p> <p>ABSTENTIONS: None</p>	
<p>Old/New Business – Chair Horl announced that our Middle States Self-Study Team Chair, Dr. McGorry will be visiting the campus on May 5. The Board will be meeting with her in the Student Life Center, Ft. Hancock Roo at 4 pm.</p> <p>Chair Horl announced that Trustee Richens resigned from the Audit Committee and Trustee Clayton was appointed as Chair of the Audit Committee.</p>		
<p>Adjournment Meeting adjourned at 8:45 pm</p>	<p>A motion to adjourn the meeting was made by Trustee Clayton and seconded by Vice Chair Abby-White.</p> <p>Meeting adjourned.</p>	

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 **April 28, 2026 at approximately 7:40 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 _____

"(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 – **consideration of leasing real property, as well as negotiations of a contract for the sale of property**

"(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:

a) "(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: **two matters of attorney client privilege**

"(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

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

3.1 Human Resources Recommendations

Hires, Change of Status & Separations - This month, there are a total of 196 recommended items. A summary of the action items is listed below with supporting documentation attached.

A. Hires	Recommendations
Adjunct Faculty	2
B. Reappointment of Administrators	171
C. Change of Status	Recommendations
Faculty	7
Supervisor – Direct Student Contact	1
Supervisor – Administrative Operations	
Non-Supervisor – Direct Student Contact	1
Non-Supervisor – Administrative Operations	1
Support Staff	7
D. Separations	Recommendations
Executive	1
Supervisor – Direct Student Contact	1
Supervisor – Administrative Operations	1
Non-Supervisor – Direct Student Contact	1
Non-Supervisor – Administrative Operations	1

A. HIRES

ADJUNCT FACULTY

1. Name: Christopher Boehmer
Department: Communication Media

2. Name: Doris Itubo
Department: Chemistry

ADJUNCT DEGREE SUMMARY

- 1
Doctoral

B. REAPPOINTMENT OF ADMINISTRATORS – This year, annual contracts are to be issued to 171 administrators

Grant Funded Administrators

Pending grant-funding, reappointments through 6/30/27, unless otherwise noted

Borre, Melissa	Director, Adult & Youth Literacy	Adult & Youth Literacy
Caruso, Joseph	Academic Advisor, Educational Partnerships	Educational Partnerships
Colaiani, Daniel	Program Coordinator, NJ Film Academy	New Jersey Film Academy
Colicelli, Joseph	Program Manager, NJ Film Academy	New Jersey Film Academy
Cox, Euniqha	Director, GEAR UP for Success	GEAR UP for Success
Kunzman, Patricia	Program Administrator, Teacher Apprenticeships	Continuing & Professional Studies
	• Funding through 12/14/26	
McGrath, Nohora	Program Administrator	ABE/GED
Mejias-Fuertes, Jackeline	Director, Small Business Development Center	Small Business Development
Mendez, Daris	Academic Advisor, GEAR UP for Success	GEAR UP for Success
Menza, Gregory	Program Administrator, Displaced Homemaker	Displaced Homemaker Program
Murad, Jennifer	Program Administrator, Displaced Homemaker	Displaced Homemaker Program
Nolan, Kevin	Academic Advisor, EOF	EOF Office
Santos, Sacha	Program Coordinator	ABE/GED
Snell, Maurice	Program Administrator, One Stop Operator	Continuing & Professional Studies
		Governmental Affairs &
Terreros, Jorge	Director, CCOG Community Engagement	Community Relations



Non-Grant-Funded Administrators

Agha, Margaret	Confidential Assistant to the Vice President	Advancement
Alfieri, Ann Marie	Director, Academic Affairs Operations	Academic Affairs
Almeida, Deborah	Manager, Accounts Payable	Accounts Payable
Amundson, Katelyn	Director, Athletics & Recreation	Athletics & Recreation
Andrade, Leonardo	Coordinator, Esports	Esports
Arduini, Lauren	Academic Advisor	Academic Advising
Arnold, Karyn	Associate Director, Financial Aid	Financial Aid
Arthur, Melissa	Administrator, Purchasing	Purchasing
		School of Business, Humanities & Social Science
Ashar, Trupti	Administrator, Business & Social Sciences	Enrollment Services
	Administrator, One Stop Services & Regional Locations	Accounts Payable
Austin, Peggy	Administrator, Accounts Payable	Culinary Arts
Barker, Jennifer	Administrator, Storeroom Operations	Grants & Institutional Dev
Bauer, Christopher	Associate Director, Perkins Grant	Esports
Benziger, Katharine	Director, ESport	School of STEAM
Boehmer, Christopher	Administrator, STEAM	
Boutote, Mary	Confidential Administrator, Facilities & Capital Projects	Facilities
Branagan, Michelle	Manager, Radio Station	Radio Station
Brennan, Thomas	Manager, Print Shop	Print Shop
Brown, Richard	Director, Student Life & Activities	Student Life & Activities
Brutsman, Lauren	Administrator, TLC Curriculum Management	Teaching & Learning Center
Carey, Tiffany	Coordinator, Auto Lab	Automotive
Cattelona, Barbara	Director, Security and Public Safety	Security and Public Safety
Ceglie, Anthony	Program Administrator, Lifelong Learning Program	Continuing & Professional Studies
Chiarella, Edna	Program Administrator, Healthcare Training	Health Sciences
Cosentino, Joyce		Center for Holocaust, Human Rights & Geocide Education
Darbinyan, Asya	Director, Chchange	
	Director, Caroline Huber Holistic Wellness Center	Wellness Center
Deaver, Summer	Assistant Manager, Student Accounts	Student Accounts
Del Priore, Vanessa	Director, Digital Strategy & Web Services	College Relations
del Rosario, Aldrick	Program Administrator, Alternate Rte to Teaching	
DeRose, Kristin	Program Manager, Career & Technical Education	Continuing & Professional Studies
Devine, Barbara	Director, Educational Support & Testing Services	Continuing & Professional Studies
DeVoe, William		Edu. Support & Testing Svcs.
		School of Business, Humanities & Social Sciences
DiBuccio, Carol	Administrator, Humanities	



Dillon, Molly	Director, Human Resources	BOARD OF TRUSTEES
Donahue, Andrea	Coordinator, Foundation & Alumni Affairs	General Functions
Donovan, Jill	Director, Career Center	Administration
Doran, Melissa	Confidential Assistant to the Vice President	HUMAN RESOURCES
	Associate Director, Grants & Institutional	Finance & Operations
	Development	Policy & Education
Dorman, Stephanie	Administrative Assistant II	Human Resources
Eckert, Paige	Director, Educational Outcomes Assessment	Foundation & Alumni Affairs
Edward, Katherine	Associate Director, Information Systems	Career Center
Ercolino, Nina	Career Coach, Career Center	Academic Affairs
Farnkopf, Stephanie	Confidential Coordinator, Office of the President	
	and Board	Grants & Institutional Developmet
Finn, Marcia	Administrative Assistant, International Center	Athletics & Recreation
Flood, Anna	Manager, Sales & Development	Teaching & Learning Center
Florio, Kristin	Manager, Information Commons & Library	Registration & Records
	Systems	Career Center
Foglia, John	Instructional Designer, Teaching & Learning	
	Center	President's Office
Fowler, Stephen	Assistant Director, Athletics & Recreation	International Education Center
Galante, Edward	Advisor, Enrollment Services	Innovation & Resources
Garcia, Stacy	Academic Advisor	
Gingold, Amy	Registrar	Library
Glazewski, Eleanor	Manager, TLC Systems	
Goscinski, Ryan	Senior Assistant to the President & BOT	Teaching & Learning Center
Gruskos, Cynthia	Associate Director, Development	Athletics & Recreation
Hartman, Rebecca	Academic Advisor	Enrollment Services
Humphrey Byer, Lauren	Senior Analyst, Institutional Research	Academic Advising
Jacondin, Jesse	Executive Director, Student Services	Registration & Records
Jeune, Christopher	Academic Advisor	Teaching & Learning Center
Jimenez, Annette	Administrator, Institutional Research	President's Office
Johnson, AnnMarie	Executive Director, Governmental Affairs &	Foundation & Alumni Affairs
	Community Relation	Academic Advising
Johnson, Edward	Transfer Credit Evaluator	Planning & Inst Effectiveness
Jolley, Karina	Associate Director, Financial Aid Technology	Student Affairs
Jordan, Jennifer	Director, Achieve Academy	Academic Advising
Jordan, Linda	Bilingual Academic Advisor	Planning & Inst Effectiveness
Kamphuis, Joir	Director, Community Outreach & Lifelong	Governmental Affairs & Community
	Learning	Relations
Kane, Noreen	Director, Transformative Learning	Admissions
Kariotis Kotsonis, Angela	ESL Administrator	Financial Aid
Kaufman, Synde	Coordinator, Financial Aid	Achieve Academy
King, Catherine		Academic Advising
		Continuing & Professional Studies
		Academic Affairs
		Languages/ESL
		Financial Aid



Kirkwood, Laura	Administrator, Academic Access Program	Academic Access Program
Kosulavage, Betty	Administrator, Scheduling	Scheduling
Krampah, Julia	Assistant Director, EOF	EOF Office
Kruijssen, Elizabeth	Director, EOF	EOF Office
Krupa, Yvette	Administrator, Governmental Affairs & Community Relations	Governmental Affairs & Community Relations
LaGaipa, Anthony	Coordinator, Graphic Artist/Design	Marketing & Creative Service
Langford, Lauren	Academic Advisor	Academic Advising
LaPorta, Anne	Assistant Director, Career Center	Career Center
Lee, Tyler	Coordinator, Graphic Artist/Design	College Relations
Leimburg, Stacy	Director, Grants & Institutional Development	Grants & Institutional Dev
Longo, Laura	Director, Institutional Research & Evaluation	Planning & Inst Effectiveness
Loori, Helen	Assistant to the Vice President, Finance & Operations	Finance & Operations Office
Mangold, Jessica	Academic Advisor	Academic Advising
Mannino, Susan	Assistant Director, Financial Aid	Financial Aid
Marius, Louis	Director, Academic Advising	Academic Advising
Marlowe, Ryan	Confidential Administrator, Student Affairs	Student Affairs
Massa, Victoria	Manager, Finance & Grants	Finance & Operations Office
Mateo, Shannen	Assistant Director, Admissions	Admissions
Mattsson, Erin	Director, Operations & Workforce Programs	Continuing & Professional Studies
McCarron, Erin	Director, Student Conduct & Compliance	Student Conduct & Compliance
McCarthy, James	Administrator, Educational Access & Innovation	Educational Access/Innovation
McNelis, William	Director, Library	Library
McTigue, Shaun	Manager, Central Utility Plant	Central Utility Plant
Messina, Joan	Manager, Payroll	Payroll
Moltisanti, Jenna	Associate Director, Regional Location Wall	Brookdale At Wall
Mora, Carmen	Social Worker, Caroline Huber Holistic Wellness Center	Wellness Center
Murphy, Julie	Manager-Student Records Systems	Registration & Records
Murray, Dawn	Supervisor, Common Services	Common Services-Administration
Naparolo, Michael	Director, Facilities & Capital Projects	Facilities
Ng, Jonathan	Director, Financial Aid	Financial Aid
Nolan, Jennifer	Assistant Director, Accessibility Services	Accessibility Services
Novak, Cara	Director, Educational Partnerships	Educational Partnerships
Oncea, Laura	Director, Communications	College Relations
Onder, Nilufer	Supervisor, Event Management	Events Management
Oversen, Ernest	Director, Accessibility Services	Accessibility Services
Pagano, Susan	Executive Director, Continuing & Professional Studies	Continuing & Professional Studies
Patel, Prem Prakash	Manager, Student Accounts	Student Accounts

BOARD OF TRUSTEES

General Functions
Administration
HUMAN RESOURCES
Finance & Operations
Policy & Education



Patterson, Julie	Coordinator, Testing Services	BOARD OF TRUSTEES
Perez, Christian	Transfer Coach, Transfer Pathways	General Functions
Petak, Victor	Multimedia Developer	Administration
Ponce Napolitano, Arielle	Coordinator, Graphic Artist/Design Bilingual (Spanish) Assistant Director, Admissions	HUMAN RESOURCES
Pyciak, Tara	Executive Director, College Relations	Finance & Operations
Quezada, Joselyn	Coordinator, Student Life & Activities	Policy & Education
Quint, Lauren	Administrator, Employment	Testing Services
Ramos, Wanda	Director, New Jersey Film Academy	Transfer Pathways
Raver, Diane	Manager, Benefits & Records	Teaching & Learning Center
Rehman, Rasha	Coordinator, Financial Aid	College Relations
Reilly, Caela	Executive Director, Enrollment Services	Admissions
Reilly, Mary Beth	Associate Director, EOF Office	College Relations
Rodriguez, Michael	Associate Director, Transfer Pathways	Student Life & Activities
Ross, Nicole	Associate Director, Caroline Huber Holistic Wellness Center	Human Resources
Rossano, GiAnna	Associate Registrar	New Jersey Film Academy
Rudinski, Joan	Administrator, Workforce Programs	Human Resources
Rudinski, Nicholas	Advisor, Enrollment Services	Financial Aid
Sanders, Alexander	Supervisor, Conference Services	Student Affairs
Sanders, Kelli	Administrator, School of Health Sciences	EOF Office
Scarangella, Susan	Manager, Buildings and Grounds	Transfer Pathways
Schork, Bryan	Assistant Director, Financial Aid	Wellness Center
Schworn, Edward	Associate Director, Admissions	Registration & Records
Sellino, John	Director, Teaching & Learning Center	Continuing & Professional Studies
Shaloum, Jonathan	Manager, Healthcare Training	Enrollment Services
Shanes, Scott	Assistant Director, Admissions	Conference Services
Shea, Kathleen	Confidential Administrator, CPS	Health Sciences
Silletti, Teresa	Executive Director, Finance	Buildings & Grounds
Siuzdak, Matthew	Associate Director, Student Engagement	Financial Aid
Smith, Gregory	Academic Advisor	Admissions
Smith, Tyrone	Assistant Director, Admissions	Teaching & Learning Center
Snow, Jessica	Confidential Administrator, Human Resources	Health Sciences
Stamboni, Kathleen	Assistant Director, College Readiness	Admissions
Stanford, Sheri	Confidential Administrator, PIE	Continuing & Professional Studies
Stengel, Maryann	Administrator, Payroll	Finance & Operations Office
Sullivan, Emily	Director, Teacher Education	Student Life & Activities
Swan, Karin	Advisor, Enrollment Services	Academic Advising
Tarantino, Beth	Associate Director, Academic Advising	Admissions
Taylor, Ashley	Assistant Director, Athletics & Recreation	Human Resources
Taylor, Tricia		Educational Partnerships
		Planning & Inst Effectiveness
		Payroll
		Continuing & Professional Studies
		Enrollment Services
		Academic Advising
		Athletics & Recreation



Thomas, Janice	Director, International Education Center	International Education Center
Thulen, Kelly	Supervisor, Library	Library
Tierney, ErinMarie	Associate Director, Student Involvement	Student Life & Activities
Van Lew, Kim	Manager, Purchasing	Purchasing
Vanderspiegel, Sherri	Supervisor, Performing Arts Center	Performing Arts Center
	Assistant Director, International Education Center	
Wadych-Ketley, Lucyna	Associate Director, Education Partnerships	International Education Center
Watts, Candice	Administrator, Enrollment Communications	Educational Partnerships
Williams, Shanna	Director, One Stop Services & Regional Locations	Enrollment Services
Wilson, Fidel	Director, Admissions	Enrollment Services
Worthley, Kristin	Supervisor, BCCTV & Event Production Services	Admissions
Zerbe, Nathan	Administrator, Social Media	Event Production Services
Ziegler, Gina		College Relations

BOARD OF TRUSTEES
 General Functions
 Administration
 HUMAN RESOURCES
 Finance & Operations
 Policy & Education

C. CHANGE OF STATUS

FACULTY

1. Name: Joanne Boyd
 Department: Respiratory Therapy
 Position: Associate Professor
 Action: Extension of unpaid leave
 Effective: 9/1/26

2. Name: Christine Greco-Covington
 Department: Psychology
 Position: Assistant Dean, Humanities & Social Sciences / Professor Psychology
 Action: Extension of temporary assignment as Assistant Dean with .7 release time from faculty position
 New Salary: No change
 Effective: 7/1/26

3. Name: Michelle Locandro
 Department: English
 Position: Assistant Dean, English & College Success / Associate Professor, English
 Action: Extension of temporary assignment as Assistant Dean with .7 release time from faculty position
 New Salary: No change
 Effective: 7/1/26

4. Name: Karina Ochs
 Department: Mathematics



Position: Assistant Dean, Mathematics, Computer Science, Physics & Engineering / Associate Professor, Mathematics
 Action: Extension of temporary assignment as Assistant Dean with .7 release time from faculty position
 New Salary: No change
 Effective: 7/1/26

5. Name: Tara Rostron-Lorenz
 Department: Nursing
 Position: Assistant Dean, Health Sciences / Assistant Professor, Nursing
 Action: Temporary assignment as Assistant Dean with .7 release time from faculty position
 New Salary: No change
 Effective: 7/1/26

6. Name: Claire Smuga
 Department: Fine Art
 Position: Assistant Dean, Art, Design, Science & Technology / Professor Art
 Action: Extension of temporary assignment as Assistant Dean with .7 release time from faculty position
 New Salary: No change
 Effective: 7/1/26

7. Name: Michelle Zuppe
 Department: Culinary Arts & Hospitality Management
 Position: Assistant Dean, Business / Professor, Culinary Arts & Hospitality Management
 Action: Extension of temporary assignment as Assistant Dean with .7 release time from faculty position
 New Salary: No change
 Effective: 7/1/26

SUPERVISOR – DIRECT STUDENT CONTACT

1. Name: Christian Perez
 Department: Transfer Pathways
 Position: Transfer Coach, Transfer Pathways
 Action: Change in effective date for status change A4 to A3 position
 New Salary: No change
 Effective: 6/1/26

NON-SUPERVISOR – DIRECT STUDENT CONTACT

1. Name: Eunice Clark
Department: Brookdale at Wall
Position: Associate Director, Regional Location, Wall
Action: Change in location
Effective: 6/1/26 – 6/30/26

NON-SUPERVISOR – ADMINISTRATIVE OPERATIONS

1. Name: Megan Mullooly
Department: Human Resources
Position: Interim Assistant Director, temporary one-year position
Action: Temporary change in status from N4 to A3 position
New Salary: \$67,996
Effective: 7/1/26

SUPPORT STAFF

1. Name: Melissa De Sousa-Fernandes
Department: Human Resources
Position: Associate, Human Resources
Action: Change in position & department through reorganization
New Salary: No change
Effective: 6/1/26
2. Name: Nicole Fancera
Department: Business & Social Science Office
Position: Laboratory/Studio Assistant, Fashion & Hospitality
Action: Partial leave of absence without pay
Effective: 6/1/26 – 6/12/26
3. Name: Jennifer Mehm
Department: Health Sciences Office
Position: Specialist, Health Sciences Compliance
Action: Reclassification from N3 to N4 position
New Salary: No change per PSA Contractual Agreement Article 8.5
Effective: 6/1/26
4. Name: Lauren Pacelli
Department: Health Sciences Office
Position: Specialist, Health Sciences Clinical



Action: Reclassification from N3 to N4 position
New Salary: \$50,672
Effective: 6/1/26

5. Name: Susan Powers
 Department: Enrollment Services
 Position: Specialist, One Stop
 Action: Change in position & department through reorganization
 New Salary: No change
 Effective: 6/1/26

6. Name: Lisa Savage
 Department: Enrollment Services
 Position: Specialist, One Stop
 Action: Change in position & department through reorganization
 New Salary: No change
 Effective: 6/1/26

7. Name: Laura Tuzzolino
 Department: Student Accounts
 Position: Specialist, Student Accounts
 Action: Change in position & department through reorganization
 New Salary: No change
 Effective: 6/1/26

C. SEPARATIONS

EXECUTIVE

1. Name: Nancy Keglman
 Department: Associate Vice President, Planning & Institutional Effectiveness
 Position: Planning & Institutional Effectiveness
 Action: Retirement
 Effective: 6/30/26, with retirement effective 7/1/26



BOARD OF TRUSTEES
General Functions
Administration
HUMAN RESOURCES
Finance & Operations
Policy & Education

SUPERVISOR – DIRECT STUDENT CONTACT

1. Name: Eunice Clark
Department: Brookdale at Wall
Position: Associate Director, Regional Location, Wall
Action: Job Elimination, Non-renewal of contract
Effective: 6/30/26

SUPERVISOR – ADMINISTRATIVE OPERATIONS

1. Name: Christopher Carroll
Department: Continuing & Professional Studies
Position: Program Manager
Action: Job Elimination, Non-renewal of contract
Effective: 6/30/26

NON-SUPERVISOR – DIRECT STUDENT CONTACT

1. Name: Elimanuel Aviles-Barreto
Department: Continuing & Professional Studies
Position: Program Administrator, JOBS Program
Action: Job Elimination, Non-renewal of contract
Effective: 6/30/26

NON-SUPERVISOR – ADMINISTRATIVE OPERATIONS

1. Name: Richard Robinson
Department: Radio Station
Position: Coordinator, Programming
Action: Job Elimination, Non-renewal of contract
Effective: 6/30/26

- 1 General Functions
- 2 Administration**
- 3 Human Resources
- 4 Business & Finance

**1.51 Acceptance of Gifts
Background**

Board Policy 2.0000 provides that the President may accept unconditional gifts for the College and that acceptance of such gifts shall be reported to the Board of Trustees each month.

The College continues to receive a variety of useful and welcome gifts from many sources. These are generally donated by private individuals, business firms, students, and staff whose continued interest and support are evidenced in these actions.

The following gifts have been accepted and acknowledged for Brookdale Community College by the President:

DATE	DONOR	ITEM
3/30/26	General Motors Corp.	2024 GMC Canyon – for Auto Technology training
4/3/26	Joseph Pagnotta	2005 Chrysler 300 Limited – for Auto Technology training
4/3/26	General Motors Corp.	2023 GMC Terrain – for Auto Technology training

**2.2 Acceptance of Grants
Executive Summary**

- A. Funding Agency:** NJ Office of the Secretary of Higher Education (OSHE)
Funding Opportunity: Additional FY26 CCOG Student Success Initiative (SSI) Funding
Short Title: CCOG SSI

Goal/Purpose: The additional funding will support community outreach and CCOG program connections, FAFSA information events with individualized completion assistance, Pathway mentor support for summer immersion students, and college information visits for diverse learner populations. These efforts will strengthen access to financial aid, improve college readiness, and support persistence for first-generation, non-traditional, and adult learners.

Total \$ Received: \$9,615
Institutional Match: N/A
Project Timeline: 7/1/2025 – 8/31/2026
Program Administrator: Ed Johnson

Recommendation:

The President recommends that the Board of Trustees approve acceptance of the grant(s) listed.

R E S O L U T I O N

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

Funding Agency	Name	Amount
OSHE	Additional FY26 CCOG SSI Funding	\$9,615

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

- 1 General Functions
- 2 Administration**
- 3 Human Resources
- 4 Business & Finance

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.



4.2 *Purchases in Excess of \$44,900 and New Jersey “Pay-to-Play” bids, and Pursuant to the New Jersey “Pay to Play” Process equal to or exceeding \$17,500*

The following resolution and attached list of proposed Public Contracts for Brookdale Community College are equal to or exceed \$44,900. 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, and 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, the Finance & Facilities Committee, and Executive Committee of the Board of Trustees at a meeting held May 19, 2026.

R E S O L U T I O N

WHEREAS, County College Contracts Law, Chapter 64A, title 18A, requires Board approval for any purchase equal to or exceeding \$44,900, or purchases with a combined total equal to or exceeding \$44,900; 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 \$44,900
May 26, 2026**

Board Item No.	Vendor/Contractor	Category / Description	Basis of Award	Amount of Purchase
Auxiliary				
1	Culinart LLC Compass Group USA	Management and Operation of Dining and Catering Services (FY27) / Exempt 18A:64A-25.10 (Joint purchases by county colleges, municipalities or counties; authority). This is the 4th year of a 5-year contract for the management and operation of dining and catering services. This contract is funded by the Dining Services Budget and various departmental budgets. FY26 YTD \$318,543.	Exempt	\$ 420,000.00 *
2	Colts Neck, Holmdel, Red Bank, and Englishtown Police Departments	Security Services for Events (FY27) / Exempt 18A:64A-25.5.b. (Contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). These contracts are for security services for events sponsored by external vendors at the Collins Arena and Warner Student Life Center. These contracts are funded by Events Management's Revenue Generating Programs. FY26 YTD \$0.	Exempt	\$ 25,000.00 *
3	Hart Halsey LLC dba Extra Duty Solution (Sheriff's Department; Middletown Township Police Department)	Security Services System for Events (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). These contracts are for the scheduling and payment system of security services for events sponsored by external vendors at the Collins Arena and Warner Student Life Center. These contracts are funded by Events Management's Revenue Generating Programs. FY26 YTD \$49,464.	Exempt	\$ 90,000.00 *
Chapter 12				
4	Trane U.S. Inc.	Chiller Upgrades and Repairs (FY27) / Exempt 18A:64A-25.5.a.(3) (Sole Source; proprietary). This is a one-year contract for various chiller upgrades and repairs not covered under the maintenance agreement. This contract is funded by Chapter 12.	Exempt	\$ 75,000.00 *

5	TEC Elevator Inc.	Elevator Maintenance Services and Repairs, Bid No. 26-08 (FY27) / Notice was sent to 6 vendors, received 2 replies. This is a one-year contract with an option for a 2nd year renewal for elevator maintenance services and repairs. This contract is funded by Chapter 12.	Bid	\$ 25,000.00 *
6	GPC Inc.	Carpentry Services T&M, Bid No. 26-09 (FY27) / Notice was sent to 9 vendors, received 7 replies. This is a one-year contract with an option for a 2nd year renewal for carpentry services. This contract is funded by Chapter 12. The low bid was rejected as it did not meet the bid requirements.	Bid	\$ 200,000.00 *
7	J1 Door Company, Inc.	On-Call Locksmith Services, Bid No. 26-10 (FY27) / Notice was sent to 1 vendor, received 1 reply. This is a one-year contract with an option for a 2nd year renewal for on-call locksmith services. This contract is funded by Chapter 12.	Bid	\$ 100,000.00 *
8	GPC Inc.	Painting Services T&M, Bid No. 26-12 (FY27) / Notice was sent to 9 vendors, received 6 replies. This is a one-year contract with an option for a 2nd year renewal for painting services. This contract is funded by Chapter 12.	Bid	\$ 50,000.00 *
9	Premier Enterprises, LLC, dba Premier Roofing	Roof Repairs and Replacement T&M, Bid No. 26-13 (FY27) / Notice was sent to 16 vendors, received 9 replies. This is a one-year contract with an option for a 2nd year renewal for roof repairs and replacement. This contract is funded by Chapter 12.	Bid	\$ 150,000.00 *
10	Automated Building Controls, Inc.	Building Automation, HVAC, and Repairs T&M, Bid No. 26-14 (FY27) / Notice was sent to 12 vendors, received 1 reply. This is a one-year contract with an option for a 2nd year renewal for building automation, HVAC, and repairs. This contract is funded by Chapter 12.	Bid	\$ 150,000.00 *
11	Fire Security Technologies, Inc.	Fire Alarm Inspection, Testing, and Repairs, Bid No. 25-11 / This contract is for the implementation of a digital mapping system designed to identify the precise location of one or multiple smoke detectors when they are activated or experiencing faults. This contract is funded by Chapter 12.	Bid	\$ 137,000.00

12	Magic Touch Construction Co., Inc.	Plumbing Services T&M, Bid No. 26-07 / This contract is for the removal of 40 existing water fountains and installation of 30 new bottle filling stations. This contract is funded by Chapter 12.	Bid	\$	40,810.50
13	Grainger Inc.	Bottle Filling Stations / Exempt 18A:64A-25.9 (State Contract). This State Contract is for the supply and delivery of 30 bottle filling stations. This contract is funded by Chapter 12.	Exempt	\$	47,802.30
14	Magic Touch Construction Co., Inc.	Plumbing Services T&M, Bid No. 26-07 / This contract is for the installation of indirect water heaters at the BREC. This contract is funded by Chapter 12.	Bid	\$	45,768.23
15	J1 Door Company, Inc.	On-Call Locksmith Services, Bid No. 25-16 / This contract is for the design and installation of electrified locking hardware in the SLC building, which will integrate with the Genetec Security access control system. This contract is funded by Chapter 12.	Bid	\$	26,097.90
16	GPC Inc.	Carpentry Services T&M, Bid No. 24-10 / This contract is for the renovation of the CAR Building's lower-level and is funded by Chapter 12.	Bid	\$	45,992.60
Grants					
17	MOESC	Transportation Services / Exempt 18A:64A-25.5.b. (Contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). This contract is for transportation services for 7th - 12th grade students from Asbury Park who are enrolled in the 6-week Summer Academy Program. This contract is funded by the GearUp for Success Grant.	Exempt	\$	40,000.00 *
Operating					
18	NJ Institute of Technology	NJ Transfer Assessment Fee (FY27) / Exempt 18A:64A-25.5.b. (Contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). This contract is for the payment of the NJ Transfer Assessment Fee and is funded by the Operating Budget. FY26 \$16,265.	Exempt	\$	22,000.00 *

19	N.J. Council of County Colleges (NJCCC)	Council and JPC Assessment Fee (FY27) / Exempt 18A:64A-25.5.b. (Contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). This contract is for the payment of the Council and JPC Assessment Fee and is funded by the Operating Budget. FY26 \$90,639.	Exempt	\$ 96,000.00 *
20	Middle States Commission on Higher Education	Institutional Membership Dues (FY27) / Exempt 18A:64A-25.5.b. (Contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). This contract is for the payment of Institutional Membership Dues and is funded by the Operating Budget. FY26 \$16,385.	Exempt	\$ 22,000.00 *
21	Luminace Aggregator LLC	Solar Generator Utility (FY27) / Exempt 18A:64A-25.5.a.(8) (Utility). This is a one-year contract for the payment of the solar generator utility and is funded by the Operating Budget. FY26 YTD \$220,773.	Exempt	\$ 385,000.00 *
22	Cleary Giacobbe Alfieri Jacobs LLC	Legal Services, RFP No. 10-25 (FY27) / This is the 2nd year of 2-year contract for legal services. This contract is funded by the Operating Budget. FY26 YTD \$80,752.	RFP	\$185/Hour
23	Monmouth County Vocational School District	Lease Agreement for Culinary Education Center (FY27) / Exempt 18A:64A-25.5.b. (Contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). This is a one-year contract for the lease payment of the Culinary Education Center located in Asbury Park. This contract is funded by the Operating Budget. FY26 \$180,000.	Exempt	\$ 180,000.00 *
24	**See List of Vendors	Food Supplies for Culinary Program (FY27) / Exempt 18:64A-25.5.a.(7) (Food supplies). These are one-year contracts for the supply and delivery of food supplies for the Culinary Program and are funded by the Culinary Arts and Hospitality Budget. FY26 YTD \$169,260.	Exempt	\$ 185,000.00 *
25	Hart Halsey LLC dba Extra Duty Solution (Asbury Park Police Department)	Security Services (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is a one-year contract for the scheduling and payment system of security services for events at the Culinary Education Center in Asbury Park and is funded by the Culinary Arts and Hospitality Budget. FY26 YTD \$9,582.	Exempt	\$ 20,000.00 *

26	Monmouth County Vocational School District	Custodial Services (FY27) / Exempt 18A:64A-25.5.b. (Contract entered into with the United States of America, State of NJ, a county or municipality or any board, body, or officer, agency or authority or any other state or subdivision). This is a one-year contract for custodial services at the Culinary Education Center in Asbury Park and is funded by the Culinary Arts and Hospitality Budget. FY26 YTD \$1,957.	Exempt	\$ 17,500.00 *
27	Universal Protection Service LLC dba Allied Universal Security Services	Armed Security Guard Services (FY27) / Exempt 18A:64A.25.9 (State Contract). This is a one-year State Contract for armed security guard services for the Regional Locations. This contract is funded by the Public Safety & Security Budget. FY26 YTD \$311,321.	Exempt	\$ 360,000.00 *
28	Apple Inc.	Computers (FY27) / Exempt 18A:64A-25.10 (Joint purchases by county colleges, municipalities or counties; authority). This is a one-year contract for the purchase of Apple computers and products. This contract is funded by the IT Budget, grants, and various departmental budgets. FY26 YTD \$47,778.	Exempt	\$ 175,000.00 *
29	CDW Government LLC	Computers (FY27) / Exempt 18A:64A-25.10 (Joint purchases by county colleges, municipalities or counties; authority). This is a one-year contract for the purchase of Lenovo computers and products. This contract is funded by the IT Budget, grants, and various departmental budgets. FY26 YTD \$121,590.	Exempt	\$ 675,000.00 *
30	CDW Government LLC	VMWare License Renewal (FY27) / Exempt 18A:64A-25.9 (State Contract). This is a one-year State Contract for the renewal of VMWare vSphere license subscription and support. VMWare vSphere provides a hypervisor platform for deploying and serving virtual servers. Virtualization creates efficiencies by enabling automatic reallocation of resources to adapt to dynamic workloads when compared to traditional models. This contract is funded by the IT Budget. FY26 \$56,784.	Exempt	\$ 76,012.00

31	Hyland Software, Inc.	Perceptive Content Image Now Software, Services and Maintenance (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is a one-year contract for software and technical services for Perceptive Content ImageNow, CaptureNow and Adrenaline users in Admissions & Records, Recruitment, Advising, Counseling, Human Resources, and Finance & Operations. This contract is funded by the IT Budget. FY26 \$28,339.03.	Exempt	\$	31,172.93
32	SHI International Corp.	Microsoft EES Agreement Renewal (FY27) / Exempt 18A:64A-25.10 (Joint purchases by county colleges, municipalities, or countries; authority). This is a one-year contract for Microsoft Windows Operating Systems, Office 365, Entra ID, Visual Studio, Project Pro, SQL Servers, Windows Servers, Defender Endpoint Detection and Response, and Office 365 A5 Security licenses. This contract is funded by the IT Budget. FY26 \$144,423.67.	Exempt	\$	145,948.47
33	International Business Machines Corporation	Software License Subscription (FY27) / Exempt 18A:64A-25.5.a.(3) (Sole Source) and Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is a one-year contract for the IBM SPSS Statistics Campus Edition license subscription and support. This contract is funded by the IT and Academic Affairs Budgets. FY26 \$47,888.40.	Exempt	\$	50,120.70
34	Dell Marketing LP	Software License Subscription (FY27) / Exempt 18A:64A-25.9 (State Contract). This is a one-year State Contract for the software and maintenance of the KACE Systems Management Appliance. KACE SMA provides IT asset and inventory management, software license management, and patch management for all College managed computers. This contract is funded by the IT Budget. FY26 \$20,891.44.	Exempt	\$	23,402.20
35	Kaltura, Inc.	Software License Subscription (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is a 3-year license subscription for streaming media repository. This license will provide faculty with the ability to record and upload videos directly to their Canvas courses for students to view. It will also enable faculty to edit video, and to add video quizzes to courses, thus adding accountability for student viewing. The service also covers a site for third-party videos that the Bankier Library licenses, and the ability to livestream video of up to three concurrent events. This contract is funded by the IT Budget. FY26 \$16,500.	Exempt	\$	49,500.00

36	Illumia (formerly Transact Campus Inc.)	Maintenance Renewal for Brookdale OneCard Solution (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is the 2nd year of a 3-year contract with an option for a 4th and 5th year renewal of the software and hardware maintenance agreement for the OneCard solution and the cloud-based point of sale (POS) solution throughout the campus. This contract also includes the purchase of ID cards and other related supplies. This contract is funded by the IT, Student Life & Activities, One Stop Regional Locations, and Auxiliary Services Budgets. FY26 YTD \$105,179.34	Exempt	\$ 200,000.00 *
37	Georgetown Learning Centers, Inc. dba, Thinkingstorm Online Tutoring	Online Tutoring Services Renewal (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is a one-year contract for online tutoring services and is funded by the Teaching and Learning Center Budget. FY26 YTD \$25,776.	Exempt	\$ 35,000.00 *
38	Respondus Inc.	Respondus LockDown Browser and Monitor Renewal (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is a one-year contract for site licensing of Respondus LockDown Browser and unlimited use of Respondus Monitor. LockDown Browser is a custom browser that locks down the testing environment to secure online exams in classrooms or proctored environments. Respondus Monitor allows students to take online assessments from a remote location while ensuring the integrity of the exam process. The site license cost is based on Student FTE and is funded by the Teaching and Learning Center Budget. FY26 \$29,955.	Exempt	NTE \$34,000.00
39	McGraw Hill LLC	ALEKS Placement Assessment for Students (FY27) / Exempt 18A:64A-25.5.a.(19) (Software peripherals). This is a one-year contract for on-line placement assessments and access to the Prep and Learning Module for students. This contract is funded by the Testing Center Budget. FY26 YTD \$77,975.	Exempt	\$ 82,000.00 *
40	Trane U.S. Inc.	Chiller Maintenance Services and Repairs (FY27) / Exempt 18A:64A-25.5.a.(3) (Sole Source; proprietary). This is a one-year contract for various chiller maintenance services and repairs. This contract is funded by the Facilities Budget. FY26 \$68,889.	Exempt	\$ 74,601.00

41	Trane U.S. Inc.	Chiller Repairs (FY27) / Exempt 18A:64A-25.5.a.(3) (Sole Source; proprietary). This is a one-year contract for repairs to various chillers not covered under the maintenance agreement. This contract is funded by the Facilities Budget. FY26 YTD \$8,368.	Exempt	\$ 20,000.00 *
42	TEC Elevator Inc.	Elevator Maintenance Services and Repairs, Bid No. 26-08 (FY27) / Notice was sent to 6 vendors, received 2 replies. This is a one-year contract with an option for a 2nd year renewal for elevator maintenance services and repairs. This contract is funded by the Facilities Budget. FY26 YTD \$29,052.	Bid	\$ 65,000.00 *
43	GPC Inc.	Carpentry Services T&M, Bid No. 26-09 (FY27) / Notice was sent to 9 vendors, received 7 replies. This is a one-year contract with an option for a 2nd year renewal for carpentry services. This contract is funded by the Facilities Budget. The low bid was rejected as it did not meet the bid requirements.	Bid	\$ 65,000.00 *
44	J1 Door Company, Inc.	On-Call Locksmith Services, Bid No. 26-10 (FY27) / Notice was sent to 1 vendor, received 1 reply. This is a one-year contract with an option for a 2nd year renewal for on-call locksmith services. This contract is funded by the Facilities Budget. FY26 YTD \$50,551.	Bid	\$ 55,000.00 *
45	Mazza Recycling Services, Ltd.	Trash Disposal and Recycling Services, Bid No. 26-11 (FY27) / Notice was sent to 4 vendors, received 1 reply. This is a one-year contract with an option for a 2nd and 3rd year renewal for trash disposal and recycling services. This contract is funded by the Facilities Budget. FY26 YTD \$69,144.	Bid	\$ 95,000.00 *
46	GPC Inc.	Painting Services T&M, Bid No. 26-12 (FY27) / Notice was sent to 9 vendors, received 6 replies. This is a one-year contract with an option for a 2nd year renewal for painting services. This contract is funded by the Facilities Budget. FY26 YTD \$21,875.	Bid	\$ 100,000.00 *
47	Premier Enterprises, LLC, dba Premier Roofing	Roof Repairs and Replacement T&M, Bid No. 26-13 (FY27) / Notice was sent to 16 vendors, received 9 replies. This is a one-year contract with an option for a 2nd year renewal for roof repairs and replacement. This contract is funded by the Facilities Budget. FY26 YTD \$36,923.	Bid	\$ 50,000.00 *

48	Automated Building Controls, Inc.	Building Automation, HVAC, and Repairs T&M, Bid No. 26-14 (FY27) / Notice was sent to 9 vendors, received 1 reply. This is a one-year contract with an option for a 2nd year renewal for building automation, HVAC, and repairs. This contract is funded by the Facilities Budget. FY26 YTD \$307,518.	Bid	\$ 330,000.00 *
49	W.B. Mason Co., Inc.; Veritiv Operating Co.; Checkomatic Inc.	Copy Paper, Miscellaneous Paper, and Envelopes, Bid No. 26-15 (FY27) / Notice was sent to 12 vendors, received 3 replies. This is a 6-month contract for the supply and delivery of copy paper, miscellaneous paper, and envelopes. This contract is funded by the Printing Services Budget. FY26 YTD \$33,906.24.	Bid	\$ 45,000.00 *
50	ProEducation Solutions, LLC	Remote Verification Services - Student Financial Aid Applications (FASFA), RFP No. 11-25 (FY27) / This is the 2nd year of the contract with an option for annual renewals up to a total of 5 years for remote verification services for student financial aid applications. This contract is funded by the Financial Aid Budget. FY26 YTD \$27,520.	RFP	\$ 40,000.00 *

* Estimated expense based on historical data.

**Listed at the end of the report.

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

Item No. 24

Food Supply Vendors for Culinary Program

- A&J Produce
- Seashore Produce
- US Foods (Trinity-Seafood)
- Sysco-NY Metro
- Dairy Land-Chef's Warehouse
- Dawn Foods / NE Distribution
- Wegmans
- Carl Streit and Son
- J. VROLA Meat (Tidal Seafood)
- Lusty Lobster Seafood
- Local 130 Seafood
- Corim Coffee
- Saker Shoprite
- Coast Linen
- Johnsons Restaurant Supply
- Seaboard Welding

4.2c *Accounts Payable Check Register Summary*

The Check Register Summary reflects payments made to vendors, students, and employees in the month ending March 31, 2026, which totaled \$3,322,163.26. 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.

This report was reviewed by the President, the Finance & Facilities Committee and the Executive Committee of the Board of Trustees at a meeting held May 19, 2026.



4.1 *Financial Report*

The following is the unaudited Financial Report for the month ending March 31, 2026.

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at the May 19, 2026 meeting.

The President recommends that the Financial Report be accepted by the Board of Trustees as submitted.

Financial Overview

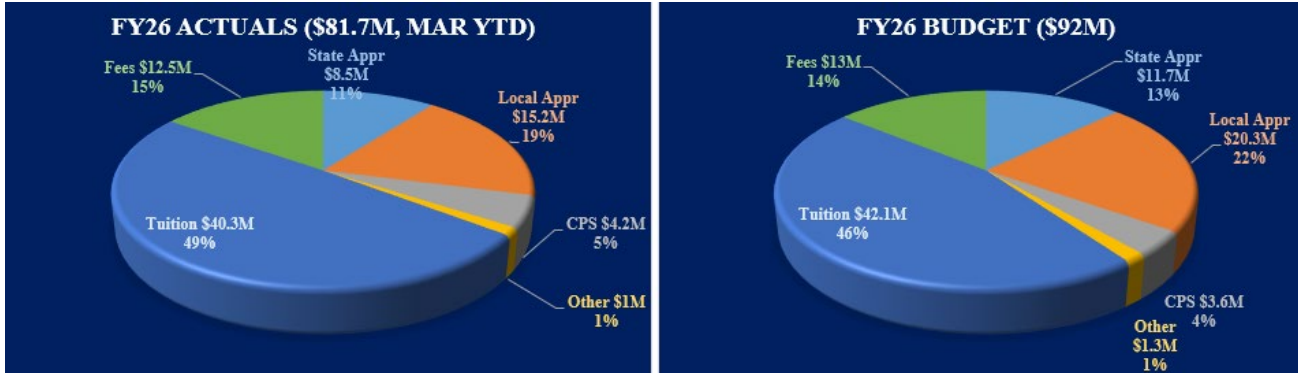
March 31, 2026

The following financial summary provides an overview of year-to-date financial performance at March 2026 compared to the FY26 budget, and to the same period last year.

REVENUE

Budget to Actual

Total operating revenue through March 2026 was \$81.7M and represents 89.0% of the \$92M FY26 budget.

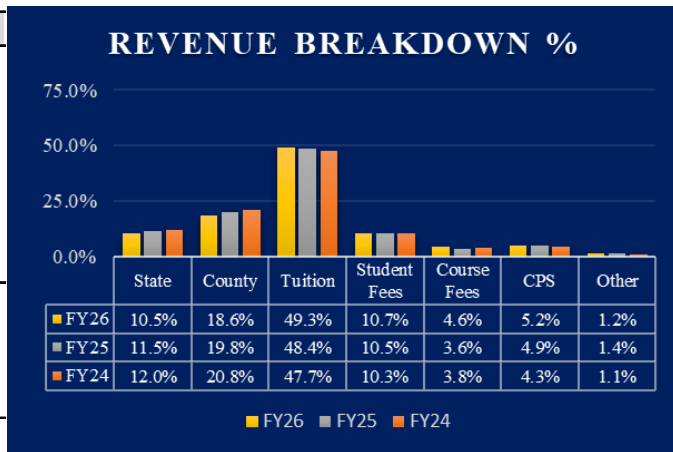


Compared to Prior Year

Operating revenue through March 2026 was 6.5% higher than the same time last year. Of the \$5.0M increase, \$4.8M is in tuition & fee revenue and \$0.2M from all other operating revenue sources.

Revenue Source by Year – March YTD (dollars in thousands)

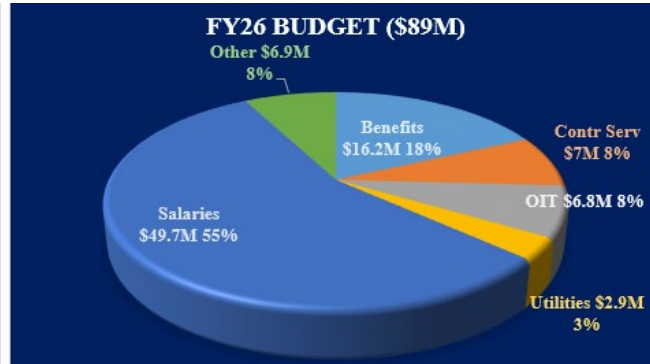
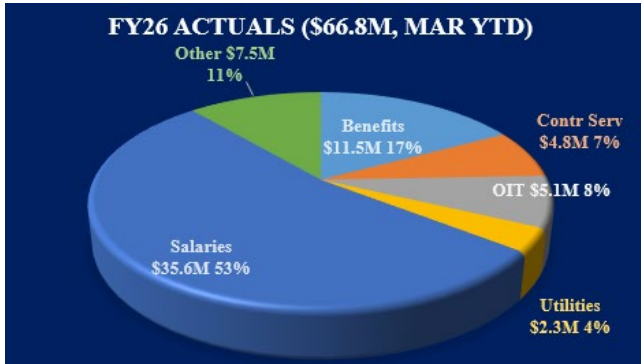
Revenue	FY26	FY25	FY24
State	\$ 8,548	\$ 8,794	\$ 8,795
County	15,208	15,208	15,208
Tuition	40,270	37,121	34,842
Student Fees	8,710	8,022	7,502
Course Fees	3,743	2,781	2,756
CPS	4,244	3,729	3,117
Other	1,016	1,069	798
	\$ 81,739	\$ 76,724	\$ 73,018
Tuition	\$ 40,270	\$ 37,121	\$ 34,842
Student Fees	8,710	8,022	7,502
Total	\$ 48,980	\$ 45,143	\$ 42,344



EXPENDITURES

Budget to Actual

Total operating expenditures through March 2026 were \$66.8M, representing 74.7% of the \$89M FY26 budget.



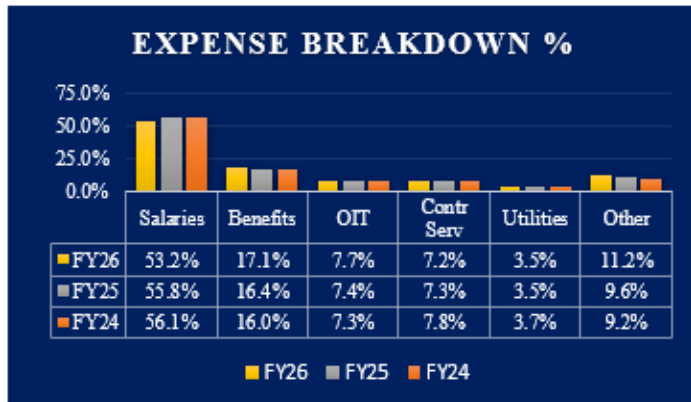
Other Expenses	Actuals	Budget
Insurance (GI)	\$ 2,069,304	\$ 2,201,550
Tuition Waivers	1,464,346	1,295,000
Snow Removal	1,399,082	450,000
Supplies	406,364	666,156
Program Rental	312,874	369,959
Memberships	211,918	233,601
Vehicles	155,013	23,190
Advertising	153,568	311,300
Lease of Facilities	150,000	180,000
Audit/Legal	144,231	196,036
Postage	137,983	185,507
Printing/Paper	127,480	243,082
Overnight Travel	122,209	138,401
Bank Service Charges	98,134	77,560
Other	551,019	351,655
	\$ 7,503,523	\$ 6,922,997

Division	Actuals	Budget
President/BOT	\$ 461,139	\$ 631,502
Human Resources	692,594	965,173
Planning & Institute Effect	397,858	541,908
Advancement	1,335,166	1,539,738
Finance & Operations	13,638,254	16,756,583
Academic Affairs	24,115,893	33,840,000
Student Affairs	5,034,886	7,006,701
Continuing & Prof Studies	2,548,734	3,006,205
Utilities	2,310,179	2,856,344
Benefits	11,450,451	16,185,635
General Expenses	4,787,819	6,078,823
	\$ 66,772,973	\$ 89,408,612

Compared to Prior Year

Total operating expenses for the same period last year were \$60.9M compared to \$66.8M this year, indicating an increase in operating costs of \$5.9M or 9.7%.

Breakdown of Expenses by Year – March YTD (dollars in thousands)



Expenses	FY26	FY25	FY24
Salaries	\$ 35,555	\$ 33,980	\$ 32,615
Benefits	11,450	9,991	9,323
OIT	5,124	4,484	4,252
Contr Serv	4,829	4,431	4,517
Utilities	2,310	2,105	2,131
Other	7,504	5,868	5,335
	\$ 66,773	\$ 60,859	\$ 58,173

Increase \$ 5,914

Project Summary: Facilities Overview as of May 19, 2026

Updates are reported in red text

1. Transformers and Switch Gears**Cost:** \$15,150**Architect/Engineer:** *Colliers Engineering***PO Date:** 6/12/23**Contractor:** *TBD***PO Date:** *TBD*

Safety items are being addressed — assessment/recommendation of the Performing Arts Center will be first. The College will go out to bid for the Performing Arts Center work. We identified an exterior transfer switch that needs to be replaced and are working with our electrical contractor. We met with another electrical contractor on Friday March 6, 2026, to request another quote to replace the existing transformer/switch gear.

2. Theatre Lighting at the Performing Arts Center, Lincroft**Cost:** \$2,306,900**Architect/Engineer:** *H2M Associates, Inc.***PO Date:** 8/13/24**Contractor:** *SAL Electric***PO Date:** 9/9/25

Contractor received submittals for the house lighting and work expected to start January 12. Contractor is working on removing the house lighting and installing the house lighting as shipments arrive. An onsite meeting was held on Thursday February 5 to review progress and the construction drawings. Continuing the removal of existing lights, electrical components, theatre lights. New LED house lights installation is underway.

3. HVAC Upgrades at various buildings**Cost:** *TBD***Architect/Engineer:** *TBD***PO Date:** *TBD***Contractor:** *TBD***PO Date:** *TBD*

A request for proposals was sent to mechanical engineering firms for the design drawings and construction documents. **Once the proposals are received, they will be reviewed and submitted to the June board for approval.**

4. Building Automation Control upgrade

Cost: \$91,200

Architect/Engineer: PS&S

PO Date: 9/2/25

Contractor: Automated Building Controls

PO Date: TBD

Bid documents were advertised on February 25, 2026, and pre-bid meeting was held on March 4, 2026. Bid opening is scheduled for March 24, 2026. Contract to be awarded to Automated Building Controls for \$878,845 pending April Board approval. **Once the required documents are finalized, the purchase order will be issued to contractor.**

5. Installation of Carbon Monoxide Detectors

Cost: 27,000

Architect/Engineer: N/A

PO Date: N/A

Contractor: Fire Security Technologies

PO Date: 3/2/26

Carbon monoxide detectors need to be installed in various locations per the fire code. A proposal for the MAS building is scheduled to go to the February Board Meeting for approval with Chapter 12 funding. Purchase order was issued to contractor on March 4, 2026. Work to be scheduled Aug 15 through September 7.

6. ADA Upgrades

Cost: \$136,186

Architect/Engineer: N/A

PO Date: N/A

Contractor: Garden State Sealing

PO Date: 9/2/25

This project is a targeted infrastructure improvement initiative aimed at enhancing pedestrian accessibility and safety throughout the College. Concrete repair at Freehold is scheduled for Saturday, April 18, 2026. **Site walk through to identify areas that need to be repaired or replaced was conducted in May. The work is scheduled to start in June.**

7. Freehold Basement Water Remediation Project

Cost: TBD

Architect/Engineer: Colliers Engineering

PO Date: TBD

Contractor: TBD

PO Date: TBD

Colliers Engineering continues the investigative work to determine a solution to remediate the water intrusion in the basement. Once completed, construction documents will be developed for bid. We are now working with CME Engineering firm to continue the investigative work and direct the College in the best course of action for resolving the issue.

8. Central Utility Plant Energy Efficiency Project Statement

Cost: \$102,720

Architect/Engineer: N/A

PO Date: N/A

Contractor: Automated Building Controls

PO Date: 10/29/25

This project aims to enhance efficiency of the campus boilers by optimizing their use of water, electricity, and natural gas. These improvements will reduce resource consumption, improve system performance, and support the College's sustainability and cost-savings goals. Currently, the contractor is in the process of collecting information and researching the scope of work to provide a detailed quote for the project. The quote was presented at the October 2025 Board for approval. Purchase Order was issued to contractor for a project starting in spring 2026. **Project has been rescheduled to start in the summer.**

9. Old Wall Building – HVAC Unit Equipment

Cost: \$255,000

Architect/Engineer: N/A

PO Date: N/A

Contractor: Automated Building Controls

PO Date: 9/29/25

As part of ongoing facility improvements, the HVAC unit at the Old Wall Building is scheduled for replacement. The new unit will be significantly more energy efficient contributing to reduced utility costs and improved environmental performance. To enhance building aesthetics and accessibility, the new unit will be installed at the rear of the building, rather than at the main entrance where the previous unit was located. Installation of the HVAC unit and all other components began the week of April 6, 2026. **Project completed.**

10. Parker Family Health Center Dental Clinic (old police station)

Cost: N/A

Architect/Engineer: N/A

PO Date: N/A

Contractor: N/A

PO Date: N/A

Demolition of the interior is complete. Fire suppression piping has been installed. Plumbing and electrical are underway. Roof installation will start in 3-4 weeks. The interior framing work will start after the plumbing and electrical rough-in work is inspected. The rubber roof for the new entrance was installed the week of March 9, 2026. Construction work continues and includes plumbing, electrical, HVAC, and sheetrock installation. Installing new shingle roof the week of April 20. **Interior work is underway; this includes flooring, lighting, doors, door hardware, and painting. Exterior power washing will start next week, painting the exterior will follow.**

11. Print Shop Building Renovation for Welding Program

Cost: 264,000

Architect/Engineer: *PS&S*

PO Date: *5/12/26*

Contractor: *N/A*

PO Date: *N/A*

An on-site meeting was held with PS&S, an architectural firm, to show them the space and review the scope of work. A proposal was submitted and it is expected to go to the April Board meeting for approval. **A purchase order was issued on May 12 to PS&S.**

BROOKDALE COMMUNITY COLLEGE BOARD POLICY

4.2003 Contract Management and Third-Party Providers

I. Title of Policy

Contract Management and Third-Party Providers

II. Objective of Policy

To establish a centralized framework for the review, approval, administration, oversight, and record-keeping of College contracts, legally binding agreements, and third party provider arrangements (hereafter, referred to collectively as “Agreements”). To ensure that Brookdale Community College maintains appropriate institutional control, accountability, compliance, and transparency with respect to Agreements entered into on behalf of the College.

III. Authority

New Jersey Statutes 18A:64A-12 and other applicable law; Board of Trustees Bylaws 1.2050 and 1.3054 and the College’s policies and regulations governing signature authority, procurement, records retention, contract administration, and third-party providers. Where applicable, this policy shall also be implemented in accordance with Middle States Commission on Higher Education (“MSCHE”) requirements.

IV. Policy Statement

Brookdale Community College shall maintain a centralized framework for the administration, review, approval, oversight, and retention of Agreements.

All Agreements entered into on behalf of the College shall be subject to appropriate review, approval, routing, record-keeping, and monitoring in accordance with College regulations and procedures. No employee shall execute any Agreement on behalf of the College except as authorized by College policy, regulation, or delegated signature authority.

The College shall maintain appropriate institutional oversight of third-party provider arrangements, including arrangements that may implicate academic delivery, student support services, student learning assessment, operational functions, accreditation obligations, or other regulatory requirements. Where applicable, the College shall

comply with MSCHE requirements related to third-party providers, written arrangements, substantive change, public disclosures, and related obligations.

The Chief Financial Officer shall oversee the College's centralized contract management function. The President is authorized to establish regulations and procedures governing general contract management and third-party provider arrangements, including but not limited to intake, review routing, repository requirements, monitoring, renewals, third-party provider oversight, and compliance with external requirements. Where appropriate, the Provost and other responsible College officers shall participate in the administration of such regulations and procedures.

The President shall retain such approval authority as may be required by Board policy, applicable law, or College regulation with respect to Agreements of institutional significance.

V. Responsibility for Implementation

President and Chief Financial Officer

Approved: Board of Trustees, MM/DD/YYYY

**BROOKDALE COMMUNITY COLLEGE
COLLEGE POLICY**

2.0015 Institutional Memberships

I. Title of Policy

Institutional Memberships

II. Objective of Policy

To establish the guidelines within which Brookdale Community College shall join and maintain memberships in local, state, and national organizations.

III. Authority

New Jersey Statutes 18A:64A-12; Bylaws of the Board of Trustees, Section 1.30343054

IV. Policy Statement

In order that Brookdale Community College may best serve Monmouth County, its students and College Community and further its professional standing in the field of education, training, and workforce development, ~~the~~ The Board of Trustees recognizes the necessity for the College ~~and certain of its personnel~~ to maintain memberships in various local, state, and national organizations.

The Board of Trustees delegates to the President the authority to develop appropriate College Regulations identifying and defining ~~and identifying defining general institutional~~ memberships, ~~as well as organizations in which personnel of the College may hold membership, at College expense.~~ all such organizations that the President decides is in the best interests of the College

~~The Board of Trustees may hold membership in local, state, and/or national organizations at College expense.~~ Membership costs will be reviewed and provided for through the annual budget process.

V. Responsibility for Implementation

President

Approved: Board of Trustees, 7/25/1974

Reviewed and Revised: 4/17/2017 and additional change on 1/11/2018

Approved: Board of Trustees, 2/27/2018

Updated: X/X/2026

Tracking: 2.0015 3-9-2026 tm cg bp

**BROOKDALE COMMUNITY COLLEGE
COLLEGE POLICY**

2.0015 Institutional Memberships

I. Title of Policy

Institutional Memberships

II. Objective of Policy

To establish the guidelines within which Brookdale Community College shall join and maintain memberships in local, state, and national organizations.

III. Authority

New Jersey Statues 18A:64A-12; Bylaws of the Board of Trustees, Section 1.3054

IV. Policy Statement

In order that Brookdale Community College may best serve Monmouth County, its students and College Community and further its professional standing in the field of education, training, and workforce development, the Board of Trustees recognizes the necessity for the College to maintain memberships in various local, state, and national organizations.

The Board of Trustees delegates to the President the authority to develop appropriate College Regulations identifying and defining memberships...all such organizations that the President decides is in the best interests of the College

Membership costs will be reviewed and provided for through the annual budget process.

V. Responsibility for Implementation

President

Approved: Board of Trustees, 7/25/1974

Reviewed and Revised: 4/17/2017 and additional change on 1/11/2018

Approved: Board of Trustees, 2/27/2018

Updated: X/X/2026

Brookdale Community College College Policy

5.0006 Effectiveness of Educational Programs

I. Title of Policy

Effectiveness of Educational Programs

II. Objective of Policy

~~Consistent with its Mission, Brookdale Community College will provide educational opportunities to empower a diverse community by providing open access to high-quality and cost effective educational and lifelong learning opportunities leading to personal, educational and economic success.~~ Brookdale Community College will systematically assess ~~that whether~~ students have achieved the knowledge, skills, and abilities ~~consistent aligned~~ with their program of study and ~~the College's~~ institutional learning ~~objectives~~ outcomes. ~~These institutional learning outcomes are synonymous.~~ Institutional learning objectives are consistent with general education knowledge, skills and abilities learning outcomes and reflect broad competencies expected of all graduates, regardless of discipline.

III. Authority

~~Brookdale's Mission, Title IV Higher Education Opportunity Act 2008; 20 USC Chapter 28, Subchapter IV;~~ Student Assistance; NJS 9A; NJS 18A; Middle States Commission on Higher Education, NJ Administrative Code, Title 9A, Chapter 1 (9A:1-1.3 Licensure)

IV. Policy Statement

The President shall implement periodic evaluation of the effectiveness and efficiency of ~~the College's~~ educational offerings ~~via through the~~ analysis of student achievement ~~of in~~ ~~both program program specific~~ and institutional ~~learning outcomes~~ objectives, ~~and Findings of these evaluations shall be reported annually the findings~~ to the Board of Trustees, ~~on an annual basis~~ along with identified areas of focus for continuous improvement.

The primary goal of ~~all these~~ evaluations is to ensure that students are acquiring the knowledge and skills established by the faculty, and that these outcomes align with the objectives of each academic program. These evaluations serve to confirm that the College is fulfilling its Mission ~~via through~~ its educational offerings and remains in compliance with the standards set forth by the United States Department of

Education and its ~~regional~~ accrediting body, Middle States Commission ~~of~~ on Higher Education.

V. Responsibility for Implementation

President

Approved: Sept 1970
Revised: July 2001
Revised: Feb 2016
Lodged: Feb 2016
Approved: March 2016
Approved: December 14, 2021
Updated: X/X/2026

Tracking: 5.0006 Effectiveness of Educational Programs Draft NK 7-21-2025 KL Comments 2-16-2026; reviewed Cabinet 2/18/26 with one revision; reviewed Gov Committee and 1 revision – under authority

**Brookdale Community College
College Policy**

5.0006 Effectiveness of Educational Programs

I. Title of Policy

Effectiveness of Educational Programs

II. Objective of Policy

Brookdale Community College will systematically assess whether students have achieved the knowledge, skills, and abilities aligned with their program of study and the College's institutional learning outcomes. These institutional learning outcomes are synonymous with general education learning outcomes and reflect broad competencies expected of all graduates, regardless of discipline.

III. Authority

Student Assistance; NJS 9A; NJS 18A; Middle States Commission on Higher Education, NJ Administrative Code, Title 9A, Chapter 1 (9A:1-1.3 Licensure)

IV. Policy Statement

The President shall implement periodic evaluation of the effectiveness and efficiency of the College's educational offerings through the analysis of student achievement in both program specific and institutional learning outcomes. Findings of these evaluations shall be reported annually to the Board of Trustees, along with identified areas of focus for continuous improvement.

The primary goal of these evaluations is to ensure that students are acquiring the knowledge and skills established by the faculty, and that these outcomes align with the objectives of each academic program. These evaluations serve to confirm that the College is fulfilling its Mission through its educational offerings and remains in compliance with the standards set forth by the United States Department of Education and its accrediting body, Middle States Commission on Higher Education.

V. Responsibility for Implementation

President

Approved: Sept 1970
Revised: July 2001
Revised: Feb 2016
Lodged: Feb 2016

Approved: March 2016
Approved: December 14, 2021
Updated: X/X/2026

Board of Trustees

Board Brief

Ratification of Execution of the Purchase and Sale of Long Branch Property (195 Broadway) and Authorization to Enter into Long-Term Lease at 131 Bath Avenue/Third Avenue, with no rental fee during the lease term.

The Administration seeks Board ratification of the Purchase and Sale Agreement between Brookdale Community College and the City of Long Branch for the disposition of the College's Long Branch regional location at 195 Broadway.

Under the terms of the executed agreement, the City will pay the College \$3.5 million at closing, with closing anticipated on or before June 30, 2026, following completion of a defined due diligence period.

In addition to the cash consideration, the agreement includes a material lease component, under which the City will provide the College with approximately 1,972 square feet of replacement space at 131 Bath Avenue for a 15-year term with no base rent, ensuring the continued presence of Brookdale programming in Long Branch.

This transaction aligns with the College's broader strategy to optimize its real estate footprint, reduce operating costs, and reinvest resources in core academic and workforce programs, while maintaining service delivery in the region.

Ratification of this agreement formalizes actions previously authorized by the Board on April 28, 2026 and enables the Administration to proceed with finalizing the lease and completing all closing requirements

RESOLUTION

WHEREAS, the Board of Trustees of Brookdale Community College (“Board”) adopted a resolution on April 28, 2026 authorizing the President to negotiate final terms and execute a Purchase and Sale Agreement for the disposition of the College’s Long Branch regional location at 195 Broadway, Long Branch, New Jersey (the “Property”), together with a related lease agreement for replacement space; and

WHEREAS, pursuant to that authorization, the College has entered into a fully executed Purchase and Sale Agreement for Real Property (the “Agreement”) with the City of Long Branch (the “City”); and

WHEREAS, the Agreement provides that the City will pay the College the sum of \$3,500,000, which will be paid to the College upon closing of title; and

WHEREAS, as additional consideration and as a material component of the sale transaction and overall sales price, the Agreement includes terms for the City to lease to the College approximately 1,972 square feet of space at 131 Bath Avenue, Long Branch, New Jersey, for a fifteen (15) year period, without any charge for base rent.; and

WHEREAS, the Agreement establishes a timeline and certain terms to be included in a formal lease (“Lease Agreement”) that is to be negotiated during the Agreement’s due diligence period; and

WHEREAS, by agreement of the parties, the aforesaid due diligence period commenced on May 15, 2026 and will terminate forty-five (45) days thereafter, and

WHEREAS, the closing of title is anticipated to occur on or before June 30, 2026, at which time the Lease Agreement will be effectuated; and

WHEREAS, the Agreement also sets forth the respective rights and obligations of the parties, including closing conditions, due diligence provisions, and standard representations and warranties; and

WHEREAS, the Board of Trustees has determined that the execution of the Agreement by the President is consistent with the authority granted in the April 28, 2026 resolution and is in the best interests of the College; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Brookdale Community College that the Board hereby ratifies the execution and delivery of the Purchase and Sale Agreement for Real Property between the College and the City of Long Branch for the sale of the College’s property located at 195 Broadway, Long Branch, New Jersey (also known as Block 275, Lots 10 and 11), together with the material terms and conditions set forth therein; and

RESOLUTION

BE IT FURTHER RESOLVED that the Board hereby recognizes the value of the Lease Agreement as a material part of the sale price of the sale transaction and hereby ratifies the inclusion of the lease arrangement for space at 131 Bath Avenue, Long Branch, New Jersey, including the timeline for negotiation during the due diligence period and commencement following closing for a fifteen (15) year term; and

BE IT FURTHER RESOLVED that the President and other authorized officers of the College are hereby authorized and directed to take all actions necessary or appropriate to carry out the terms of the Agreement, including but not limited to finalizing and executing the related Lease Agreement and any closing or ancillary documents necessary for the conveyance of title to the Property; and

BE IT FURTHER RESOLVED that all actions previously taken by the President and College officials in connection with the Agreement are hereby ratified.

BROOKDALE COMMUNITY COLLEGE
Board of Trustees
2026 Committee Appointments

Board Bylaw 1.4010, appointments to Standing Committee

Membership on standing committees of the Board of Trustees, shall consist of the number of Trustees set forth in the provisions applying to each Committee as hereafter provided and shall include in such number, a Chair of such Committee. For each Committee, the Board Chair shall be an ex officio member and the Vice Chair serve as an alternate to the Board Chair as an ex-officio voting member for purposes of a quorum.

Committees meeting monthly	<u>Executive Committee (5)</u> Ms. Barbara Horl, Chair Ms. Tracey Abby-White, Vice Chair Ms. Mary Pat Angelini Ms. Dyese Davis Mr. Jim McCracken		<u>Finance and Facilities (5)</u> Mr. Jim McCracken, Chair Ms. Tracey Abby-White Mr. Paul Crupi Ms. Cyndie Williams Ms. Stephanie Hoitt
Committees meeting 4 to 6 times per year	<u>Student Success & Educational Excellence (5)</u> Dr. Stephanie D’Alessio, Chair Ms. Tracey Abby-White Mr. Jim McCracken Dr. Les Richens Mr. Montez Swartz	<u>Governance (5)</u> Ms. Mary Pat Angelini, Chair Mr. Paul Crupi Ms. Dyese Davis Mr. Steve Clayton Ms. Cyndie Williams	<u>Audit Committee (4)</u> Mr. Steve Clayton, Chair Ms. Mary Pat Angelini Mr. Montez Swartz
Liaisons	<u>Liaison to New Jersey Council of County Colleges (NJCCC)</u> Ms. Barbara Horl	<u>Liaison to Brookdale President’s Community Advisory Council</u> Mr. Steve Clayton	<u>Liaison to Brookdale Community College Foundation</u> Ms. Tracey Abby-White
National & State Committees	<u>ACCT Impact and Success Committee</u> Ms. Barbara Horl	<u>NJCCC State and Federal Policy Committee & Executive Committee</u> Ms. Barbara Horl	
Ad-Hoc	<u>Credential Expansion</u> Ms. Cyndie Williams, Chair Dr. Stephanie D’Alessio Ms. Tracey Abby-White Ms. Dyese Davis Ms. Stephanie Hoitt		

V1 - 12/12/2025; v2 – 4-28-26 – Trustee Richens steps down from the Audit Committee and Trustee Clayton appointed Chair

BROOKDALE COMMUNITY COLLEGE SCHEDULE OF BOARD OF TRUSTEE MEETINGS FOR 2026 – 01-22-26

2026 Public Business Meetings (PBM)	Executive	Finance & Facilities	Governance	Student Success & Educational Excellence	Audit	Ad-Hoc Credential Expansion	NJCCC Council	Foundation
DATES/LOCATIONS Public Business Meeting 5:30 PM/ All Meetings will be	Shall meet monthly	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			
Tuesday, January 27, 2026	Jan. 20 4:30 PM	Jan. 20 5:30 PM	Jan. 21 5 PM	Jan. 22 5:30 PM		Jan 21 6 PM		Jan 15 4 PM
Wednesday, February 25, 2026	Feb.17 4:30 PM	Feb. 17 5:30 PM		Feb. 18 5:30 PM			Feb. 23, 5 PM Middlesex	
Tuesday, March 24, 2026	March 17 4:30 PM	March 17 5:30 PM		March 18 5:30 PM	March 16 5 PM			March 19 4 PM
Saturday, April 18, 2026 BOARD RETREAT								
Tuesday, April 28, 2026	April 21 4:30 PM	April 21 5:30 PM		April 22 5:30 PM				
Tuesday, May 26, 2026	May 19 4:30 PM	May 19 5:30 PM	May 20 5 PM	May 21 5:30 PM		May 20 6 PM		May 19 4 PM
Tuesday, June 23, 2026	June 16 4:30 PM	June 16 5:30 PM		June 18 5:30 PM	June 17 5 PM		June 15, 6 PM virtual	
NO Public Board Meeting	July 21 6:30 PM	July 21 5:30 PM						
Tuesday, August 25, 2026	August 18 4:30 PM	August 18 5:30 PM						
Tuesday, September 22, 2026	Sept. 15 4:30 PM	Sept. 15 5:30 PM	Sept. 16 5 PM	Sept. 17 5:30 PM		Sept. 16 6 PM	Sept. 14, 5 PM Middlesex	
Tuesday, October 27, 2026	Oct. 13 4:30 PM	Oct. 13 5:30 PM		Oct. 14 5:30 PM	Oct. 15 5 PM			
Tuesday, November 24, 2026	Nov.16* Monday 4:30 PM	Nov. 16 Monday 5:30 PM		Nov. 19 5:30 PM			Nov. 16, 5 PM Middlesex Reorg	
Tuesday, December 15, 2026	Dec. 8 4:30 PM	Dec. 8 5:30 PM	Dec 2 5 PM		Dec. 7 5 PM	Dec. 2 6 PM		