



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
2026-09-22 17:30 - 2026-09-22 20:30 EDT

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BROOKDALE COMMUNITY COLLEGE

Board of Trustees Public Business Meeting Minutes

August 25, 2026

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

Chair Horl called the meeting to order at 5:35 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
	Ms. Mary Pat Angelini, Trustee	
	Mr. Steve Clayton, Trustee	Mr. Kornipibob Kanthanjan
	Mr. Paul Crupi, Trustee	
	Dr. Stephanie D'Alessio	Dr. Laura Longo
	Ms. Dyese Davis, Trustee	Dr. Teresa Manfreda-Foley
	Ms. Stephanie L. Hoitt, Trustee	
	Mr. James McCracken, Trustee	
	Dr. Les Richens, Trustee	Ms. Cynthia Gruskos
	Dr. David Stout, Secretary	
	Mr. Montez Swartz, Trustee	
	Ms. Cyndie Williams, Trustee	
Absent		
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 August 20, 2026 at 4 pm 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 the Board in a moment of silence in memory of two members of the Brookdale family who recently passed away, Marilyn Siegler and Sondra Cannon.

Dr. Stout recognized Ms. Siegler, who served Brookdale as a faculty member during two periods of her career, teaching Food Service courses from 1977 to 1978 and returning to teach Nutrition from 2009 to 2011 following her retirement as a Registered Dietitian. He noted her lifelong commitment to education and to helping others through nutrition and healthcare.

Dr. Stout also recognized Ms. Cannon, who joined Brookdale in 2005 in Human Resources and dedicated many years of service to the College. He highlighted her contributions in recruitment, employee development, diversity, inclusion, and compliance, as well as her advocacy for a respectful and inclusive workplace and her belief in “One Brookdale.” He noted that she was respected for her professionalism, compassion, thoughtfulness, and advocacy for employees.

Dr. Stout acknowledged the lasting legacies of service, compassion, professionalism, and care left by both Ms. Siegler and Ms. Cannon, and extended sympathy to their families, friends, former students, and colleagues. The Board observed a moment of silence in their memory.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Adoption of Agenda	A motion to adopt the agenda was made by Trustee Richens and seconded by Vice-Chair Abby-White.	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Swearing in of Graduate Trustee Jocelyn Fajardo Mr. Jacobs conducted the swearing in ceremony of Graduate Trustee Jocelyn Fajardo.		
Resolution to Hold a Closed Meeting	A motion to approve by resolution (Attachment A) to hold an Executive Session was made by Trustee Richens and seconded by Trustee Hoitt.	
Motion to Re-Open the Meeting to the Public	A motion to reopen the meeting to the public was made by Trustee Richens and seconded by Trustee D'Alessio.	
President's Report Dr. David Stout expressed appreciation to retiring employees Barbara Devine and Rich Robinson for their years of service to the College. He announced that Brookdale's Middle States Self-Study had been completed and is ready for submission, recognizing the extensive work of the MSCHE Steering Committee and numerous faculty and staff members who contributed over an 18-month period. Dr. Stout noted that the College is preparing for the Middle States site visit scheduled for November 8 – 11, 2026 and emphasized the importance of campus-wide understanding of and engagement with the self-study findings. Trustees commended the quality and comprehensiveness of the report and its executive summaries Dr. Stout provided additional context regarding the College's growing financial challenges, focusing primarily on the rapid escalation of healthcare costs. He shared a financial projection illustrating the impact of remaining in the New Jersey School Employees' Health Benefits Program, noting that healthcare expenditures are projected to increase from approximately \$11.9 million in FY2026 to \$24.3 million by FY2028, effectively more than doubling within a short period of time. He emphasized that these costs represent the primary financial pressure facing the institution and is the principal reason the College is considering a potential reduction in force.		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Dr. Stout expressed appreciation to Trustee Fajardo for participating in more than 50% of the new student orientations, while also focusing on her training as a Resident Assistance (RA) at Stockton University focusing on transfer students. He also thanked Trustee McCracken for spending the entire day on campus which began with his participation in the New Student Orientation all way through tonight's meeting.		
Reports from the Board Committees and Liaisons A. Finance & Facilities Committee –Trustee McCracken reported on the August 18, 2026 Finance and Facilities Committee meeting. The committee received a facilities update indicating that the theater lighting project had been completed and that construction of the annual Haunted Theater attraction was underway, including required safety improvements. The committee also reviewed plans for the development of a new welding program and facility, which will be located in the current print shop area adjacent to the dental clinic. The project supports the College's efforts to expand career-focused workforce training opportunities and will include associated renovations and site improvements. From a financial perspective, the committee reviewed year-end budget information showing a modest increase in revenue primarily attributable to tuition increases. However, operating expenditures also increased, driven largely by healthcare benefit costs, utilities, and snow removal expenses. The College's cash balance was reported to be approximately \$4.9 million lower than the previous year. The committee additionally reviewed purchases and payments to vendors, students, and employees, and received reports related to grants, gifts, and Foundation activities. B. Graduate Trustee Report - Graduate Trustee Jocelyn Fajardo introduced herself and shared her educational journey from Brookdale to Stockton University, where she is pursuing further studies in psychology. She emphasized her commitment to serving Brookdale and supporting students through active engagement and advocacy. Ms. Fajardo reported participating in approximately half of the College's New Student Orientation sessions and educating incoming students about student leadership opportunities, Board governance, and campus resources. She noted strong orientation participation, with 902 students registering, 753 attending, and an overall attendance rate of 84 percent. Students were introduced to key support services including financial aid, accessibility services, and wellness resources. Ms. Fajardo also described efforts to connect with students through a Graduate Trustee social media presence and reported that common student concerns centered on tuition affordability, scholarships, technology needs, and academic resources. She indicated that increasing awareness and utilization of student support services will remain a priority during her term.		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
C. NJCCC Update – Chair Horl reported that the New Jersey Council of County Colleges had not met since the June workshop in Atlantic City. She advised that an Executive Committee meeting is scheduled for early September, followed by a full Council meeting on September 14, which she and Dr. Stout planned to attend. An update will be provided at a future Board meeting. D. Foundation Update – Vice Chair Abby-White encouraged participation in the Foundation’s Education Open Golf Outing scheduled for September 28, noting it is one of the Foundation’s largest fundraising events supporting student scholarships and assistance programs. Trustees were also reminded of the upcoming Breakfast with Brookdale event on November 17, which will serve as the kickoff celebration for Brookdale Community College’s 60th anniversary.		
Public Comment on Agenda Items Chair Horl opened the public comment section on agenda items only requesting commenter(s) to provide public comment in accordance with the instructions given by Mr. Jacobs. She further announced that public comment would be limited to 5 minutes per commenter. Terrence Wall, a Brookdale Community College alumni and Vice President with Marsh McLennan Agency, addressed the Board regarding employee healthcare costs and the proposed reduction in force. Mr. Wall discussed potential alternatives to the State Health Benefits Program and stated that his organization had developed a proposal that could result in healthcare cost savings while maintaining comparable benefits. He encouraged the Board to further evaluate alternative healthcare options and consider delaying action on the health insurance broker appointment to allow additional review of potential cost-saving opportunities. Ms. Gruskos confirmed there were no written comments submitted. In addition, she noted that Mr. Wall had previously submitted written comment but chose to provide his public comment in person. Seeing no additional public comment, Chair Horl closed the public comment portion of the meeting.		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
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	A motion to adopt the consent agenda was made by Trustee Richens and seconded by Trustee Clayton. Motion passed.	
Approval of Public Business Meeting Minutes - June 23, 2026	A motion to approve the minutes from the Public Business Meeting on June 23, 2026, was made by Trustee Angelini and seconded by Vice Chair Abby-White. Minutes Approved. ABSTENTIONS: Trustee D'Alessio	
Approval of Executive Session Minutes – June 23, 2026	A motion to approve the Executive Session Minutes on June 23, 2026, was made by Vice-Chair Abby-White and seconded by Trustee Hoitt. Minutes Approved. ABSTENTIONS: Trustee D'Alessio	
Approval of Consent Agenda A. Approval of Human Resources - August	A motion to approve the consent agenda was made by Trustee Angelini and seconded by Vice Chair Abby-White.	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
B. Ratification - Approval of Human Resources - July 2026 C. Acceptance of Gifts D. Acceptance of Grants E. Ratification - Acceptance of Grants - July 2026 F. Submission of Grants G. Ratification - Submission of Grants - July 2026 H. 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 I. Ratification - Purchase 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(s) - July 2026 J. Open Invoice Payment Requests for Vendor, Student and Employee Payments K. Ratification - Open Invoice Payment Requests for Vendor, Student and Employee Payments - July 2026 L. Monthly Financial Reports M. Capital Project Update	YES: Trustees Abby-White, Angelini, Clayton, Crupi, D'Alessio, Davis, Fajardo, Hoitt, McCracken, Richens, Williams and Chair Horl NO: None ABSTENTIONS: None Motion passed	
Approval of submission of MSCHE Self-Study Report	A motion to approve by resolution the submission of MSCHE Self-Study Report was made by Trustee Richens and seconded by Trustee Davis. YES: Trustees Abby-White, Angelini, Clayton, Crupi, D'Alessio, Davis, Fajardo,	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	Hoitt, McCracken, Richens, Williams and Chair Horl NO: None ABSTENTIONS: None Motion passed	
Approval of Declaration of Reduction in Force	A motion to adopt the resolution declaring a reduction in force and strategic reorganization in accordance with N.J.S.A. 18A:60-3, and further direct the President to develop and present a recommended implementation plan at the September 22, 2026 Board meeting, at which time the Board may take action on those recommendations was made by Trustee Crupi and seconded by Vice-Chair Abby-White. YES: Trustees Abby-White, Angelini, Clayton, Crupi, D'Alessio, Davis, Fajardo, Hoitt, McCracken, Richens, Williams and Chair Horl NO: None ABSTENTIONS: None Motion passed	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Public Comment Chair Horl opened the public comment section requesting commenters to provide public comment in accordance with the instructions given by Mr. Jacobs. She further announced that public comment would be limited to 5 minutes per commenter. Cameron Mount, President of the Brookdale Faculty Association, addressed the Board regarding the recently approved resolution declaring a reduction in force. Mr. Mount acknowledged the College's financial challenges and stated that the Faculty Association shares the goal of maintaining the College's long-term financial stability. He expressed concern about the potential impact of reductions in force on faculty, staff, administrators, and students, emphasizing the role of College employees in supporting student success through instruction and student services. Mr. Mount stated that the Faculty Association supports the College's mission of student success and access and expressed its willingness to work collaboratively with the College in addressing financial challenges. He encouraged the Board to consider the impact of reduction in force decisions on the College community and student experience. Ms. Gruskos confirmed there were no written comments submitted. Seeing no additional public comment, Chair Horl closed the public comment portion of the meeting.		
Old/New Business – Vice Chair Abby-White shared positive feedback regarding Brookdale's Esports program. She described a recent visit with her young grandson, who specifically requested to participate in Esports activities, and praised the program's quality and appeal. She also commended staff member Mateo for his patience, engagement with students, and efforts to promote the program through social media and graphic communications, noting the positive impression the experience left on her family. Dr. David Stout offered several closing remarks. He acknowledged the significance of the Board's action approving a declaration of reduction in force and strategic reorganization, recognizing the impact such actions may have on members of the College community. Dr. Stout reaffirmed the commitment of the leadership team to conduct the process as transparently and compassionately as possible while exploring every opportunity to minimize the impact on		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
employees and the institution. Dr. Stout also recognized the attendance of former Trustee and Brookdale benefactor Dr. Susie Whyman, whose family name is associated with the Whyman Center for Transformative Learning, and thanked her for her continued support of the College. Chair Horl, requested Trustees hold the date of November 10, 2026 at 3:30 pm for the meeting with the MSCHE Self-Evaluation Team. In addition, she encouraged the Trustees to hold the date of November 17 at 8 am for the Foundation Breakfast with Brookdale event. In closing comments, Chair Horl stated that the Board understands the seriousness of the actions taken regarding the reduction in force resolution and emphasized that all Trustees recognize the weight of the decision. She noted that the Board would carefully consider the concerns expressed during the meeting and remain mindful of the impact on employees, students, and the broader College community as future recommendations are reviewed.		
Adjournment Meeting adjourned at 7:35 pm	A motion to adjourn the meeting was made by Trustee Clayton and seconded by Vice-Chair Abby-White.	

BROOKDALE COMMUNITY COLLEGE BOARD OF TRUSTEES

RESOLUTION AUTHORIZING EXECUTIVE SESSION – First 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 **1** issue is 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 **August 25, 2026 at approximately 5:45 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 –

"(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: **Attorney client advice/privilege as to a potential declaration of a Reduction in Force.**

☐ "(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 60 minutes after which the public meeting of the Brookdale Community College Board of Trustees shall (select one) ☐ 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.

Approved: Board of Trustees Public Business Meeting: August 26, 2026

BROOKDALE COMMUNITY COLLEGE

**Board of Trustees
Special Public Business Meeting Minutes**

September 15, 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
	Ms. Mary Pat Angelini, Trustee	
	Mr. Steve Clayton, Trustee	Mr. Kornipibob Kanthanjan
	Mr. Paul Crupi, Trustee	
	Dr. Stephanie D'Alessio	
	Ms. Dyese Davis, Trustee (5:40 PM)	Dr. Teresa Manfreda-Foley
	Ms. Stephanie L. Hoitt, Trustee	Dr. Laura Longo
	Mr. James McCracken, Trustee	
	Dr. Les Richens, Trustee (5:40 PM)	Ms. Cynthia Gruskos
	Dr. David Stout, Secretary	
	Mr. Montez Swartz, Trustee	
	Ms. Cyndie Williams, Trustee	
Absent		
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 September 10, 2026 at 11:30 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.

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Adoption of Agenda	A motion to adopt the agenda was made by Trustee D'Alessio and seconded by Vice Chair Abby-White. Motion approved.	
Resolution to Hold a Closed Meeting	A motion to approve by resolution (Attachment A) to hold an Executive Session was made by Trustee Crupi and seconded by Vice Chair Abby-White. Motion approved.	
Motion to Re-Open the Meeting to the Public	A motion to reopen the meeting to the public was made by Trustee Richens and seconded by Trustee Hoitt. Motion approved.	
Public Comment on Agenda Items		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Chair Horl opened the meeting to public comment. She stated anyone wishing to make public comment on agenda items only may do so in accordance with the instructions provided by Mr. Jacobs, and that all speakers would be given 5 minutes to make public comment. No public comment was made and Ms. Gruskos confirmed that no written public comments were submitted. Seeing no other public comment, Chair Horl closed the public comment on agenda items only.		
Approval of 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 - Health Insurance Consultant/Broker	A motion to approve by resolution 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 - Health Insurance Consultant/Broker was made by Trustee Richens and seconded by Trustee Crupi. YES: Trustees Abby-White, Angelini, Clayton, Crupi, D’Alessio, Davis, Fajardo, Hoitt, McCracken, Richens, Williams and Chair Horl NO: None ABSTENTIONS: None Motion approved.	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
Public Comment Chair Horl opened the meeting to public comment. She stated anyone wishing to make public comment may do so in accordance with the instructions provided by Mr. Jacobs, and that all speakers would be given 5 minutes to make public comment. Caroline Calogero, Associate Professor of Sociology and Vice President of the Faculty Association, addressed the Board regarding the anticipated layoffs. Ms. Calogero stated that the anticipated layoffs would significantly affect impacted employees and their families and noted that, based on her more than 20 years at Brookdale, she believes employees are dedicated stewards of College resources. She encouraged the Board to consider permanent and structural solutions to the College's financial circumstances in addition to cost reductions. Ms. Calogero stated that the College cannot sustain itself on tuition revenue alone and encouraged consideration of additional sources of revenue and funding, including increased support from the County and State. She urged Board members to use their networks to advocate with legislators and the Governor for sustainable funding levels for community colleges and to involve members of the Brookdale community in those efforts. Ms. Calogero also encouraged Board members and others in positions of influence to promote Brookdale by inviting individuals to visit the College, attend student events, and observe classes. She concluded by asking Board members to consider their role in fundraising and identifying additional resources for the College during the current financial circumstances. Jack Ryan, Assistant Professor, English - addressed the Board regarding the anticipated reduction in force and the uncertainty surrounding the process. He referenced the issue of rumors and stated that employees were experiencing uncertainty because information about the process could not yet be publicly distributed. He expressed concerns being raised about the lack of clarity regarding the voluntary separation agreement, eligibility, timing, and procedures associated with the reduction in force. He stated that the uncertainty was affecting employees across the College community and that students were also aware of the situation. He recalled a prior reduction in force during which an employee voluntarily separated, allowing another employee to retain their position. He asked the Board to provide greater clarity regarding the process during the period leading up to the anticipated actions. He also acknowledged the difficulty of the decisions facing the Board and thanked the Board for its consideration. Ms. Gruskos confirmed that no written comments were submitted. After all public comment was made, Chair Horl and Dr. Stout addressed concerns raised. Chair Horl responded to the public comments and acknowledged the deeply personal impact that the anticipated reduction in force would have on employees and their families. She shared that she had personally experienced the loss of employment, as had members of her family, and		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
expressed her understanding of how profoundly such a loss can affect an individual, particularly for those who have dedicated their careers to education. Chair Horl stated that the Board recognizes the significant responsibility it carries in making these decisions and that the process has been deeply difficult for the Board as well. Chair Horl stated that the Board has extensively considered the College's structural deficit and continues to investigate every possible avenue to lessen the impact on employees. She emphasized that the people of Brookdale are central to the College and expressed her appreciation for their dedication and contributions. She assured those affected that the Board would continue to consider every available option to lessen the hardship resulting from the decisions before it. Chair Horl stated that the Board understands the human impact of these decisions and that this consideration has remained at the forefront of its deliberations. Dr. Stout responded to the public comments and acknowledged the difficulty and emotional impact of the circumstances facing the College. He stated that the Board understands that the Brookdale employees are central to the institution and that many employees have dedicated significant portions of their careers to the College and its mission. He recognized that the decisions before the Board are difficult and that the Board is confronted with difficult choices. Dr. Stout stated that the Board has extensively considered the College's structural deficit and has been examining a range of options to address the College's financial circumstances and lessen the impact on employees. He noted that the Board has engaged in advocacy efforts with County, State, and federal representatives and has considered additional opportunities for funding and revenue, including entrepreneurial opportunities, leasing, naming opportunities, and potential asset sales, in an effort to avoid actions that would negatively affect employees. Dr. Stout also addressed the transparency of the current process, noting that the approach has differed from the College's prior reduction-in-force process. He stated that the College has sought to be more transparent about the financial circumstances and the process, while recognizing that greater transparency during a period of uncertainty can also contribute to anxiety among employees. He acknowledged the stress experienced by employees and expressed regret for the anxiety associated with the process. Dr. Stout emphasized that the decision before the College is not simply whether to take action, but that choosing not to act is also a decision, with consequences for the College's financial circumstances and its ability to address the structural deficit. He stated that the Board must consider the difficult choices before it in light of their potential longer-term impact on the institution and its employees. Dr. Stout stated that the College would continue to communicate as openly as possible as the process moves forward. He noted that meetings with union presidents would begin the following day and that additional information would begin to be communicated more broadly during the		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
following week. He thanked the members of the public who addressed the Board and those they represented for sharing their concerns. Chair Horl closed the public comment portion of the meeting.		
Old/New Business – There was no old or new business discussed.		
Adjournment Meeting adjourned at 6:32 pm	A motion to adjourn the meeting was made by Trustee Richens and seconded by Trustee Clayton. Motion approved.	

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** issue is 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 **September 15, 2026 at approximately 4:30 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 –

"(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: **Attorney client advice/privilege as to Reduction in Force and the appointment of a health insurance broker/consultant.**

☐ "(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 to 60 minutes after which the public meeting of the Brookdale Community College Board of Trustees shall (select ☐ one) 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 38 recommended items. A summary of the action items is listed below with supporting documentation attached.

A. HiresAdjunct Faculty
Coaches**Recommendations**30
2**B. Change of Status**Supervisor – Administrative Operations
Support Staff**Recommendations**1
2**C. Separations**Non-Supervisor – Administrative Operations
Support Staff**Recommendations**1
2

A. HIRES**ADJUNCT FACULTY**

1. Name: Richard W. Allen, Ed.S.
Department: Education
2. Name: Nolan Aucone
Department: Architecture
3. Name: Vina Castillo
Department: Respiratory Therapy
4. Name: Kevin Costello
Department: Radiologic Technology
5. Name: Sarah DeStefano
Department: Nursing
6. Name: Danielle DiAgostino
Department: Nursing
7. Name: Tyler Dickie
Department: Nursing
8. Name: Andreea DiLorenzo
Department: Psychology
9. Name: Ranya Elsayed
Department: Architecture
10. Name: Maryann Fernandes
Department: Nursing
11. Name: Diane Ficchi
Department: Radiologic Technology
12. Name: Ruby Gallipani
Department: Nursing

13. Name: Angela Guerrero
Department: Nursing
14. Name: Marissa Guzman
Department: Nursing
15. Name: Melissa Hernandez
Department: Respiratory Therapy
16. Name: Matthew Holt
Department: Nursing
17. Name: Dakota LaRocca
Department: Radiologic Technology
18. Name: Yanyll A. Malaquias
Department: Criminal Justice
19. Name: John McGrath
Department: Culinary
20. Name: Taylor Modafferi
Department: Radiologic Technology
21. Name: Ashley Parise
Department: Nursing
22. Name: Christopher Postlewaite
Department: Photography
23. Name: Shanique Robinson
Department: Nursing
24. Name: Theresa Rue
Department: Nursing
25. Name: Theodore Scheffler
Department: Languages

26. Name: Deniz Seden
Department: Mathematics
27. Name: Nicole Slota-Terry
Department: Art
28. Name: Jennifer Smock
Department: Nursing
29. Name: Marcelino Stuhmer
Department: Art
30. Name: Maggie Wells
Department: Marketing

ADJUNCT DEGREE SUMMARY

Doctoral	Masters	Bachelors	Associates
2	20	3	5

COACHES

1. Name: Elizabeth Lubrano Lavadera
Department: Athletics
Position: Women's Assistant Volleyball Coach
Salary: \$2,325
Dates: 9/8/26, subject to completion of all final contingencies
2. Name: Rebecca Valentin
Department: Athletics
Position: Women's Assistant Volleyball Coach
Salary: \$2,325
Dates: 9/8/26, subject to completion of all final contingencies

B. CHANGE OF STATUS**SUPERVISOR – ADMINISTRATIVE OPERATIONS**

1. Name: Jenna Moltisanti
Department: Registration & Records
Position: Associate Registrar
Action: Change in A4 title and department through bona fide search
New Salary: \$84,783 to be prorated accordingly
Effective: 10/1/26, subject to completion of all final contingencies

SUPPORT STAFF

1. Name: Barbara Taylor
Department: Admissions
Position: Operations Specialist, Admissions
Action: Title change only
New Salary: No change
Effective: 10/1/26
2. Name: Kristina Diaz
Department: Admissions
Position: Operations Specialist, Admissions
Action: Title change only
Salary: No change
Effective: 10/1/26

C. SEPARATIONS**NON-SUPERVISOR – ADMINISTRATIVE OPERATIONS**

1. Name: Edna Mary Chiarella
Department: Continuing & Professional Studies
Position: Program Administrator, Lifelong Learning
Action: Retirement
Effective: 9/30/26, with retirement on 10/1/26



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

SUPPORT STAFF

1. Name: Denise Presti
Department: Enrollment Services
Position: One Stop Specialist
Action: Retirement
Effective: 8/31/26, with retirement on 9/1/26

2. Name: Adam Winkler
Department: Mathematics
Position: Academic Tutor, Mathematics
Action: Resignation
Effective: 9/2/26

**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
8/25/26	General Motors Corporation – WWP Global Asset Recovery	2024 Cadillac XT6 for Auto Technology training
8/25/26	Estate of Francis Peter Craig	1969 Gazelle Volkswagen for Auto Technology training

2.1 Submission of Grants**Executive Summary****A. Funding Agency:** New Jersey Office of the Secretary of Higher Education**Funding Opportunity:** GEAR UP/College Bound**Program Title:** GEAR UP Grant Program – Year 4**Short Title:** NJ GEAR UP

Goal/Purpose: The mission of NJ GEAR UP is to increase the number of low-income New Jersey students who are prepared to enter and succeed in college. In partnership with Asbury Park High School and Martin Luther King, Jr. Middle School in Asbury Park, Brookdale will provide activities, workshops, and enrichment experiences for students in grades 7-12 and their parents through the academic year and summer months. The program will support academic achievement, student retention and the transition from high school to college through tutoring, test preparation, career exploration, financial aid workshops, college tours and cultural experiences.

Total \$ Requested: \$680,739 (includes \$33,566 College Bound award)

Institutional Match: in-kind match of \$38,000 from Asbury Park School District for the use of classroom space.

Date to be Submitted: September 4, 2026

Project Timeline: July 1, 2026 – June 30, 2027

Program Administrator: Euniqha Cox

B. Funding Agency: NJ Office of the Secretary of Higher Education (OSHE)**Funding Opportunity:** Centers for Adult Transition**Program Title:** N/A**Short Title:** CAT

Goal/Purpose: Brookdale Community College's Center for Adult Transition (CAT) is providing students with intellectual and developmental disabilities (ages 18-24) with the support, programming, and resources necessary to experience meaningful and successful transitions from secondary school to the next steps for becoming contributing members of society. This grant funding will provide support to continue offering these services on campus through June 30, 2027.

Total \$ Requested: \$100,000

Institutional Match: N/A

Date to be Submitted: September 16, 2026

Project Timeline: July 1, 2026 – June 30, 2027

Program Administrator: Noreen Kane

C. Funding Agency: NJ Council of Community Colleges/Tepper Foundation

Funding Opportunity: Community to Opportunity 2.0

Program Title: N/A

Short Title: CTO 2.0

Goal/Purpose: As part of this demonstration initiative, The Tepper Foundation will select a cohort of five (5) New Jersey community colleges to participate in this transformative, four-year initiative. Selected institutions will receive substantial funding to build out internal holistic student support systems, integrate predictive data tracking, and establish a proven Return on Investment (ROI) model to identify the strategies that are most effective at increasing student retention and completion and thus have financial return on college budget investments.

Total \$ Requested: \$485,000 over 4 years

Institutional Match: N/A

Date to be Submitted: September 18, 2026

Project Timeline: October 1, 2026 – June 30, 2030

Program Administrator: Summer Deaver

D. Funding Agency: Monmouth County Workforce Development Board

Funding Opportunity: WFNJ Employment Directed Activities

Program Title: N/A

Short Title: WFNJ

Goal/Purpose: The purpose of this grant is to solicit proposals for the provision of employment and training activities to eligible Work First NJ (WFNJ) clients. WFNJ funds programs are designed to provide welfare applicants, recipients, non-custodial

parents and non-cash recipients with a connection to the labor market resulting in unsubsidized employment that leads to self-sufficiency. Work experience activities provide the client with an opportunity to acquire the general skills, training, knowledge and work habits necessary to obtain employment. Programs are to provide services to assist these clients with job placement, transitional employment and other employment related training and support services they need to make the successful progression into long-term unsubsidized employment. Programs should be labor market driven.

Total \$ Requested: up to \$100,000

Institutional Match: N/A

Date to be Submitted: September 29, 2026

Project Timeline: November 1, 2026 – September 30, 2027

Program Administrator: Susan Pagano

E. Funding Agency: NJ Office of the Secretary of Higher Education & New Jersey Council of County Colleges

Funding Opportunity: College Readiness Now XII

Program Title: N/A

Short Title: CRN

Goal/Purpose: To reduce the need for remediation upon college entry, the New Jersey Council of Community Colleges and the State of New Jersey Office of the Secretary of Higher Education award Brookdale Community College the College Readiness Now Grant. The program identifies and addresses the remediation needs of high school students prior to graduation and offers free, high-quality academic programs that not only help them reach proficiency and possibly avoid remediation but also give them the tools to successfully transition to college and, in some cases, allow them to earn college credit.

Total \$ Requested: \$45,578

Institutional Match: N/A

Date to be Submitted: October 1, 2026

Project Timeline: July 1, 2026 – June 30, 2027

Program Administrator: Sheri Stanford

Recommendation:

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

2.2 Acceptance of Grants**Executive Summary****A. Funding Agency:** New Jersey Office of the Secretary of Higher Education**Funding Opportunity:** GEAR UP/College Bound**Program Title:** GEAR UP Grant Program – Year 4**Short Title:** NJ GEAR UP

Goal/Purpose: The mission of NJ GEAR UP is to increase the number of low-income New Jersey students who are prepared to enter and succeed in college. In partnership with Asbury Park High School and Martin Luther King, Jr. Middle School in Asbury Park, Brookdale will provide activities, workshops, and enrichment experiences for students in grades 7-12 and their parents through the academic year and summer months. The program will support academic achievement, student retention and the transition from high school to college through tutoring, test preparation, career exploration, financial aid workshops, college tours and cultural experiences.

Total \$ Received: \$680,739 (includes \$33,566 College Bound award)**Institutional Match:** in-kind match of \$38,000 from Asbury Park School District for the use of classroom space.**Project Timeline:** July 1, 2026 – June 30, 2027**Program Administrator:** Euniqha Cox**B. Funding Agency:** NASA**Lead Institute:** Rutgers University**Funding Opportunity:** New Jersey Space Grant Consortium**Program Title:** NASA Internship Program**Short Title:** N/A

Goal/Purpose: Established in 1991 with generous support from the National Aeronautics and Space Administration (NASA), the New Jersey Space Grant Consortium aims to advance space science, aerospace, and STEM education in the Garden State. It also seeks to promote research and development within New Jersey. Students in Brookdale's NASA

Internship Program complete a year-long research project under the guidance of a faculty mentor and may have the opportunity to work with a NASA center over the summer.

Total \$ Received: \$13,000

Institutional Match: \$21,847.99 (in-kind)

Project Timeline: Academic year 2026-2027

Program Administrator: Ana Teodorescu

Recommendation:

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

RESOLUTION

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

<u>Funding Agency</u>	<u>Name</u>	<u>Amount</u>
New Jersey Office of the Secretary of Higher Education	GEAR UP/College Bound	\$680,739
NASA/Rutgers University	NJ Space Grant Consortium - NASA Internship Program	\$13,000

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

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

WHEREAS, the President recommends acceptance of said grant funds;

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



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.

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
September 22, 2026**

Board Item No.	Vendor/Contractor	Category / Description	Basis of Award	Amount of Purchase
Chapter 12				
1	Reliable Communications Systems International	Access Control System and Camera Migration / Exempt 18A:64A25.10 (Joint purchases by county colleges, municipalities, or counties; authority). This contract is for the supply of equipment and installation services to support the migration of the access control system and cameras to the Genetec platform at the Wall Regional Location. This contract is funded by Chapter 12.	Exempt	\$38,622.88
Grants				
2	ATech Training	Electric Vehicle Training System / Exempt 18A:64A-25.5.a.(3) (Sole Source; proprietary). This contract is for the supply and delivery of 13 Electric Vehicle Training Systems to introduce students to EV systems with simulated components that are found on today's electric vehicles. The low-voltage simulation provides hands-on training without the danger of working with active high-voltage systems. This contract is funded by the EVE-NJ Grant.	Exempt	\$ 43,895.00
Operating				
3	Study Abroad Association, LLC	Travel Services for Faculty-Led Short Term Program / Exempt 18A:64A-25.5.a.(23) (Expenses for travel or conferences). This contract is for the payment of travel expenses for a faculty-led short term program to the Netherlands with a focus on Criminal Justice. The cost includes tour services, airfare, hotel accommodations, airport transportation, meals, and insurance. This contract is funded by Student Program Fees.	Exempt	\$ 79,648.00 *
4	Lufthansa Airlines or Other Airline (subject to lowest cost)	Travel Services for Faculty-Led Short Term Program / Exempt 18A:64A-25.5.a.(23) (Expenses for travel or conferences). This contract is for the purchase of airline tickets for the faculty-led short term program to Denmark. This contract is funded by Student Program Fees.	Exempt	\$ 34,000.00 *

5	Electric Symphony Media	Student Recruitment Advertising / Exempt 18:64A-25.5.a.(20) (Student recruitment and advertising). This contract is for strategic media services to increase student enrollment, branding, and institutional initiatives. This contract is funded by the Institutional Marketing Budget.	Exempt	\$ 200,000.00	
6	Collegiate Basketball Officials Organization, LLC (CBOO)	Basketball Officials / Exempt 18A:64A-25.10. (Joint purchases by county colleges, municipalities or counties; authority). This New Jersey County College Joint Purchasing Consortium contract is for the payment of basketball officials for both men's and women's teams. This contract is funded by the Athletics Budget. FY26 \$15,580.	Exempt	\$ 25,000.00	*
7	United Collegiate Umpires; Mid Atlantic Softball Umpires Association	Umpire Officials and Assigning Fees / Exempt 18A:64A-25.10. (Joint purchases by county colleges, municipalities or counties; authority). These New Jersey County College Joint Purchasing Consortium contracts are for the payment of umpire officials and assigning fees for the baseball and softball teams. These contracts are funded by the Athletics Budget. FY26 \$20,570.	Exempt	\$ 25,000.00	*
8	Varsity Brands Holding Co., Inc. dba, BSN Sports, LLC.; Ampro Sports; Smart Stitch; Varsity Spirit	Athletic Uniforms, Sports Apparel, and Supplies / Exempt 18A:64A-25.10. (Joint purchases by county colleges, municipalities or counties; authority). These one-year New Jersey County College Joint Purchasing Consortium contracts are for the supply and delivery of athletic uniforms, sports apparel, and supplies. These contracts are funded by the Athletics Budget. FY26 \$37,204.	Exempt	\$ 40,000.00	*
9	Alta Bus Group Inc.	Charter Bus Services for Athletics, Bid 27-03 / Notice was sent to 8 vendors, received 3 replies. This contract is for charter bus services for 11 intercollegiate athletic events during the Fall and is funded by the Athletics Budget.	Bid	\$ 17,500.00	*
10	Eastern, LLC	Snow Removal Services, Bid 26-02 / This is the 2nd year of the contract with an option for a 3rd year renewal for snow removal services. This contract is funded by the Facilities Budget. FY26 \$1,390,480.	Bid	\$1,225/Hour	

11	SHI International Corporation	BitSight License Renewal / Exempt 18A:64A25.10 (Joint purchases by county colleges, municipalities, or counties; authority). This is a one-year contract renewal for BitSight Security Posture Management (SPM) Essentials license. SPM Essentials provides real time cyber risk assessment and security scoring. The BitSight Security Rating assists with validating effectiveness of security initiatives and identifying areas for improvement. This contract is funded by the IT Budget. FY26 \$16,480.	Exempt	\$ 17,963.20
12	SHI International Corporation	Qumulo Subscription and License Renewal / Exempt 18A:64A25.10 (Joint purchases by county colleges, municipalities, or counties; authority). This is a three-year contract renewal for Qumulo software subscriptions and support licenses for the HPE Apollo storage node that supports the College's security camera environment. In addition, this renewal extends existing subscriptions and licenses on other security camera storage nodes by six months to a co-terminus date of 10/7/2029. This contract is funded by the IT Budget.	Exempt	NTE \$34,000.00
13	Dell Technologies	Dell PowerEdge R360 Network Domain Controller Server Replacement / Exempt 18A:64A-25.9 (State Contract). This State Contract is for the purchase of three Dell PowerEdge R360 servers and five years of support and maintenance to replace the existing physical domain controller infrastructure in the Gorman Hall Data Center. The new solution reduces the physical server footprint from four servers to three while continuing to utilize a combination of virtual and physical servers to optimize performance, resiliency, and cost efficiency. This replacement will modernize the domain controller environment, improve reliability, and ensure ongoing vendor-supported operation of critical authentication and directory services. This contract is funded by the IT Budget.	Exempt	\$ 18,798.60

*** Estimated expense based on historical data**

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

4.2c *Accounts Payable Check Register Summary*

The Check Register Summary reflects payments made to vendors, students, and employees in the month ending July 31, 2026, which totaled \$3,085,147.86. 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 September 15, 2026.

4.1 *Financial Report*

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

This report was reviewed by the President and the Finance & Facilities Committee of the Board of Trustees at the September 15, 2026 meeting.

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

Financial Overview

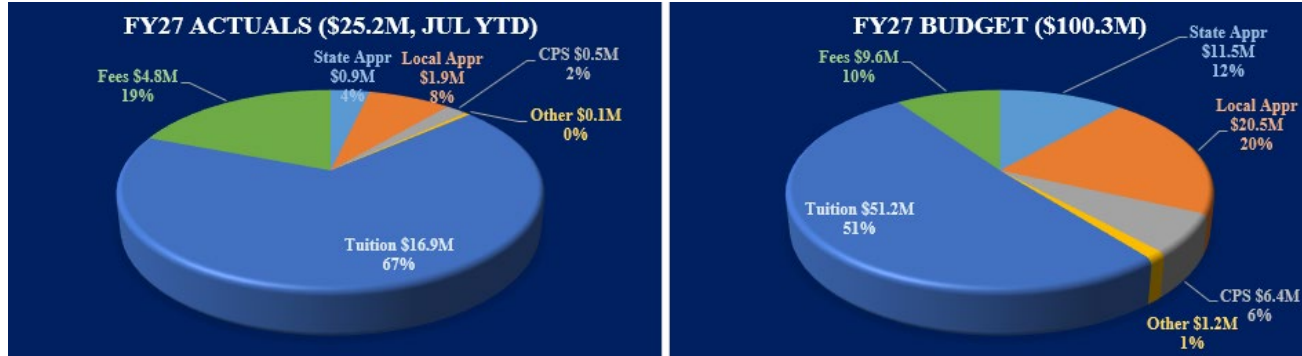
July 31, 2026

The following financial summary provides an overview of year-to-date financial performance at July 2026 compared to the FY27 budget, and to the same period last year.

REVENUE

Budget to Actual

Total operating revenue through July 2026 was \$25.2M and represents 25.1% of the \$100.3M FY27 budget.

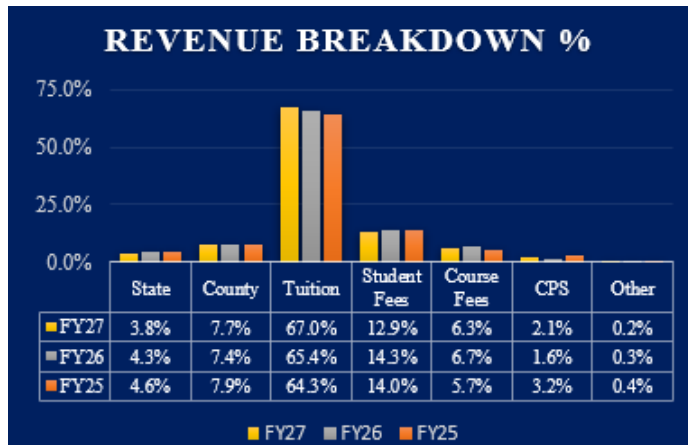


Compared to Prior Year

Operating revenue through July 2026 was 10.4% higher than the same time last year. Of the \$2.4M increase, \$2.0M is in tuition & fee revenue and \$0.4M is from all other operating revenue sources.

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

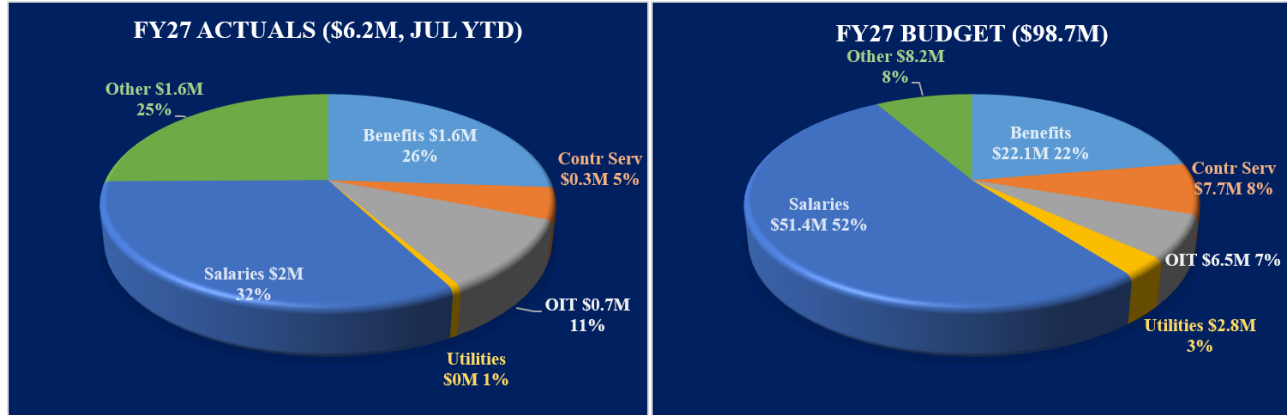
Revenue	FY27	FY26	FY25
State	\$ 946	\$ 977	\$ 977
County	1,940	1,690	1,690
Tuition	16,862	14,904	13,786
Student Fees	3,251	3,257	3,006
Course Fees	1,583	1,539	1,214
CPS	540	372	676
Other	59	64	90
	\$ 25,181	\$ 22,803	\$ 21,439
Tuition	\$ 16,862	\$ 14,904	\$ 13,786
Student Fees	3,251	3,257	3,006
Total	\$ 20,113	\$ 18,161	\$ 16,792



EXPENDITURES

Budget to Actual

Total operating expenditures through July 2026 were \$6.2M, representing 6.3% of the \$98.7M FY27 budget.

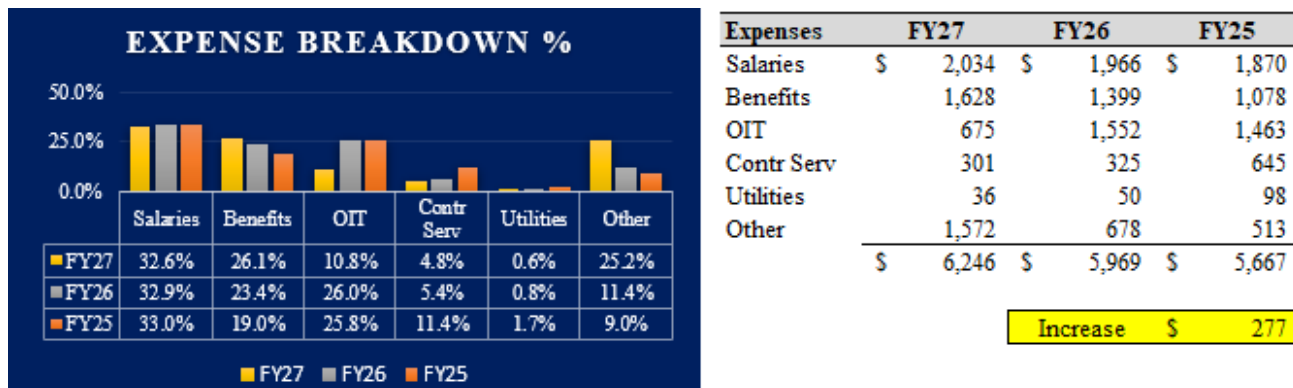


Other Expenses	Actuals	Budget	Division	Actuals	Budget
Insurance (GI)	\$ 754,464	\$ 2,302,000	President/BOT	\$ 55,216	\$ 505,148
Tuition Waivers	414,117	1,215,300	Human Resources	105,861	938,800
Program Rental	164,089	356,927	Planning & Institute Effect	58,734	409,255
Memberships	134,021	240,129	Advancement	198,438	1,996,358
Supplies	25,955	840,542	Finance & Operations	1,151,616	17,035,270
Printing/Paper	8,979	197,204	Academic Affairs	961,050	35,365,402
Audit/Legal	5,250	241,250	Student Affairs	514,475	7,546,036
Advertising	2,345	362,050	Continuing & Prof Studies	215,905	4,461,553
Postage	2,160	176,248	Utilities	35,957	2,813,989
Bank Service Charges	70	85,000	Benefits	1,627,862	22,089,419
Other	60,616	1,468,115	General Expenses	1,320,483	5,516,922
	\$ 1,572,065	\$ 8,234,917		\$ 6,245,596	\$ 98,678,152

Compared to Prior Year

Total operating expenses for the same period last year were \$6.0M compared to \$6.2M this year, indicating an increase in operating costs of \$0.2M or 4.6%.

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



Project Summary: Facilities Overview as of September 15, 2026

Updates are reported in red text

1. 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. Theatrical lighting has been completed; a walk-through inspection was held on June 5, 2026, with the engineer. **Finalizing the closeout documentation.**

2. 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. The proposal submitted by T&M Associates will be presented at the June meeting for approval by the Board. Kick off meeting was held on Monday, July 12, 2026. Meeting held on August 5, 2026, with engineer to review scope of work and conduct a preliminary walkthrough of the site. **Construction drawings are currently being developed.**

3. 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. A kick-off meeting is scheduled in June. Work has begun in the MAC and MAS buildings.

4. 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 will be scheduled to start August 15, 2026, and completed by September 7, 2026. **This work has been postponed and is now scheduled to take place during the 2026 holiday break.**

5. ADA Upgrades

Cost: \$41,316

Architect/Engineer: N/A

PO Date: N/A

Contractor: GPC

PO Date: 8/18/26

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. Work is in progress. **After another site walkthrough we are continuing to replace damaged concrete at the Lincroft campus.**

6. Freehold Basement Water Remediation Project

Cost: TBD

Architect/Engineer: Artheon Inc.

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. CME is now Artheon Inc.

7. 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. This project has been rescheduled to start mid-summer. Work is scheduled to start in the beginning of August. **Work began on August 11, 2026, and has been completed.**

9. 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. Kick-off meeting was held on May 15, 2026. Biweekly project status meetings will be held to address issues and ensure the project completion remains on target. Construction drawings should be completed for review by July 22, 2026. **Construction drawings are complete and we are finalizing a few remaining details. Once the details are finalized, the project will be sent to our Purchasing department and issued for public bid.**

10. New Bloomberg Program – Larrison Hall

Cost: TBD

Architect/Engineer: N/A

PO Date: TBD

Contractor: TBD

PO Date: TBD

The Facilities, IT and Business departments met on June 2, 2026, to discuss the needs, requirements, and design of the space. The Facilities department is currently developing a layout that incorporates needs and requirements while ensuring ADA compliance. The proposed layout includes the placement of furniture within space. Purchase order issued to contractor on August 4, 2026. The work is expected to start the week of August 10. **The construction is now under way.**

Brookdale Community College College Policy

4.6000 Auxiliary Services

I. Title of Policy

Auxiliary Services

II. Objective of Policy

To establish guidelines for the classification, ~~and~~ operation, ~~and financial feasibility and sustainability~~ of Auxiliary Services.

III. Authority

New Jersey Statutes 18A:64A-12

IV. Policy Statement

Auxiliary Services are intended to provide goods, services, facilities and activities that support Brookdale Community College students, employees, and where appropriate, the broader community, while enhancing the to advance the educational and personal development of Brookdale Community College students and staff for the educational, operational, student support, and community engagement purposes of the College.

Auxiliary Services are defined as ~~these~~ College operations that providewhich offer goods, s and services, facilities, or activities to students, employees, visitors, partners, and members of the broader community, and for which a fee, charge, or other revenue is generated. for sale at a price above the cost of the goods or services.

Auxiliary Services are generally intended to be financially self-supporting over time, to the extent practicable, through user fees, sales, contracts, commissions, or other related revenues. Auxiliary Services shall be operated with the goal of financial sustainability and, where practicable, shall recover direct costs and an appropriate share of indirect costs.

The College may consider institutional mission, student support, community benefit, market conditions, contractual obligations, and operational needs when evaluating the financial performance of an Auxiliary Service. Any surplus of revenues over expenditures shall be retained in the Auxiliary Services Fund for reinvestment in auxiliary operations, student services, facilities, or other College purposes consistent with the annual budget approved by the Board of Trustees.

Auxiliary Services offered at Brookdale Community College shall be included in the annual audit prepared by the College's independent auditor. , wherever possible, be

For Review at Governance Committee: 9-16-26Submitted for Lodging: September 22, 2026

~~used as laboratory experiences for Brookdale students as part of the instructional program.~~

~~It is the intention of the College that Auxiliary Services shall pay for all direct costs and a *pro rata* share of its indirect costs, and that the operation be self-sufficient. Any excess revenue over expenditures will be retained in the Auxiliary Services fund.~~

~~Auxiliary Services shall be included in the annual audit prepared by the College's independent auditor. The President shall be authorized to determine and incorporate into the annual budget request those auxiliary services which shall appropriately be offered by Brookdale Community College. The President, or designee, shall determine which Auxiliary Services are appropriate to offer and shall include the related revenues and expenditures in the College's annual budget request. The Auxiliary Services budget shall will be submitted for approval to the Board of Trustees annually annually to the Board of Trustees for approval.~~

V. Responsibility for Implementation

President

Approved: 4/26/73

Revised: 10/24/96

Updated: X/X/20252026

TMF 8.24.2025

Brookdale Community College College Policy

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Auxiliary Services are defined as College operations that provide goods, services, facilities, or activities to students, employees, visitors, partners, and members of the broader community, and for which a fee, charge, or other revenue is generated.

Auxiliary Services are generally intended to be financially self-supporting over time, to the extent practicable, through user fees, sales, contracts, commissions, or other related revenues. Auxiliary Services shall be operated with the goal of financial sustainability and, where practicable, shall recover direct costs and an appropriate share of indirect costs.

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Auxiliary Services offered at Brookdale Community College shall be included in the annual audit prepared by the College's independent auditor. The President, or designee, shall determine which Auxiliary Services are appropriate to offer and shall include the related revenues and expenditures in the College's annual budget request.

The Auxiliary Services budget shall be submitted annually to the Board of Trustees for approval.

V. Responsibility for Implementation

President

Approved: 4/26/73

Revised: 10/24/96

Approved: X/X/2026

Brookdale Community College College Policy

6.1006 SERVICE ANIMALS AND THE AMERICANS WITH DISABILITIES ACT POLICY

I. Title of Policy

Service Animals and the Americans with Disabilities Act Policy

II. Objective of Policy

This Policy, in conjunction with and related Regulation 6.1006R, ensures access for individuals who demonstrate a need for a service animal on campus and are in compliance with the American with Disabilities Act and guarantees access to individuals with disabilities who require the use of a service animal on campus or at a regional location. For College-related activities taking place at locations not owned or controlled by the College, the policies and requirements of the property owner or operator apply, and this Policy does not supersede or replace those requirements.

III. Authority

Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. 12101 et. seq.,; Section 504 of the Rehabilitation Act of 1973; and ADA 2010 Revised Requirements, US Department of Justice, Civil Rights Division.

IV. Policy Statement

Brookdale Community College is committed to supporting individuals with disabilities and recognizes the vital role service animals play in their lives.

Under the ADA, a service animal is defined as a dog (or, in some cases, a miniature horse) that is individually trained to perform specific tasks for a person with a disability. These tasks may include, but are not limited to:

- Guiding individuals with visual impairments
- Alerting individuals who are deaf or hard of hearing
- Retrieving dropped items
- Assisting during seizures
- Providing physical support or balance
- Pulling a wheelchair

Service animals are permitted in public areas of the College where individuals are normally allowed access.

Animals that solely provide emotional support, companionship, or comfort do not qualify as service animals under the ADA. As such, emotional support animals and non-service animals (e.g., pets) are not allowed on campus or at regional locations, with the following exceptions:

- Approved therapy animals coordinated by Student Life & Activities during specific events (e.g., anti-stress week)
- Animals used in academic or training programs
- Approved special events authorized by the College President (e.g., outdoor Graduation ceremonies)
- Visitors accessing outdoor campus spaces with well-behaved, leashed, non-aggressive pets (e.g., while walking or attending outdoor sports)

All individuals with animals on campus/regional locations must adhere to relevant College policies, including Regulation 6.1006R ([Service Animals and the American with Disabilities Act](#)) and Policy 7.1000 (Community Use of College Facilities).

Liability and Responsibility

Any individual bringing an animal to Brookdale is responsible for:

- All actions and behavior of the animal
- Any injuries or damages caused by the animal
- Cleaning or repair costs resulting from the animal's presence
- Indemnifying, defending, and holding the College harmless from any liability, claims, or legal actions resulting from the animal's behavior or the individual's failure to comply with this policy and related regulation.

~~Brookdale Community College recognizes the importance of service animals to individuals with disabilities. A service animal is defined as “an animal individually trained to do work or perform tasks for the benefit of an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals who are hearing impaired to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair or fetching dropped items” (ADA as amended). If an animal meets the definition of a service animal, it is considered a service animal regardless of whether it has been licensed or certified by a state or local government or a training program. Service animals are generally dogs. Individuals with disabilities may bring their service animals to areas of the College where the public is normally permitted.~~

~~Animals whose sole function is to provide comfort or emotional support do not qualify as service animals under ADA. Therefore, emotional support animals and non-service dogs/animals (collectively, a “family pet”) are not allowed on campus subject to limited~~

~~exceptions such as dog therapy sessions coordinated by Student Life & Activities during student anti-stress week, animals used in educational training/learning programs, a special event approved by the College President (e.g., family pets allowed at outdoor Graduation ceremony), and individuals visiting, walking, jogging, attending outdoor sporting events or otherwise accessing the campus property, not buildings, with their well-behaved, non-vicious leashed family pet. Such individuals shall comply with all College Policies and Regulations, including Regulation 6.1006 and 7.1000 Community Use of College Facilities Policy.~~

~~A person who has an animal on campus agrees to indemnify, defend and hold harmless the College against any and all liabilities, judgments, costs and reasonable attorney fees for anything done or omitted by the person and his/her animal while on campus. The individual with an animal on campus is also financially responsible for property damage caused by his or her animal including but not limited to cost of repairs, replacement or cleaning of facilities, fields or furnishings, and any injury caused to other persons by the animal.~~

V. Responsibility for Implementation

President

Approved: Board of Trustees 10/26/2021

Updated: X/X/2026

BP 8.13.2025

MJ 9.17.2025

BP 10.10.2025; 5.8.2026

Brookdale Community College College Policy

6.1006 SERVICE ANIMALS AND THE AMERICANS WITH DISABILITIES ACT POLICY

I. Title of Policy

Service Animals and the Americans with Disabilities Act Policy

II. Objective of Policy

This Policy, in conjunction with Regulation 6.1006R, ensures compliance with the American with Disabilities Act and guarantees access to individuals with disabilities who require the use of a service animal on campus or at a regional location. For College-related activities taking place at locations not owned or controlled by the College, the policies and requirements of the property owner or operator apply, and this Policy does not supersede or replace those requirements.

III. Authority

Americans with Disabilities Act of 1990 (ADA), 42 U.S.C. 12101 et. seq.; Section 504 of the Rehabilitation Act of 1973; and ADA 2010 Revised Requirements, US Department of Justice, Civil Rights Division.

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- Alerting individuals who are deaf or hard of hearing
- Retrieving dropped items
- Assisting during seizures
- Providing physical support or balance
- Pulling a wheelchair

Service animals are permitted in public areas of the College where individuals are normally allowed access.

Animals that solely provide emotional support, companionship, or comfort do not qualify as service animals under the ADA. As such, emotional support animals and non-service animals (e.g., pets) are not allowed on campus or at regional locations, with the following exceptions:

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- Animals used in academic or training programs
- Approved special events authorized by the College President (e.g., outdoor Graduation ceremonies)
- Visitors accessing outdoor campus spaces with well-behaved, leashed, non-aggressive pets (e.g., while walking or attending outdoor sports)

All individuals with animals on campus/regional locations must adhere to relevant College policies, including Regulation 6.1006R (Service Animals and the American with Disabilities Act) and Policy 7.1000 (Community Use of College Facilities).

Liability and Responsibility

Any individual bringing an animal to Brookdale is responsible for:

- All actions and behavior of the animal
- Any injuries or damages caused by the animal
- Cleaning or repair costs resulting from the animal's presence
- Indemnifying, defending, and holding the College harmless from any liability, claims, or legal actions resulting from the animal's behavior or the individual's failure to comply with this policy and related regulation.

V. Responsibility for Implementation

President

Approved: Board of Trustees 10/26/2021
Updated: X/X/2026

BROOKDALE COMMUNITY COLLEGE COLLEGE POLICY

2.9005 Artificial Intelligence Governance And Responsible Use Policy

I. Title of Policy

Artificial Intelligence Governance and Responsible Use Policy

II. Objective of Policy

Brookdale Community College recognizes that Artificial Intelligence (AI) technologies have the potential to enhance teaching and learning, student success, research, administrative operations, and institutional effectiveness. The College also recognizes that AI presents important considerations relating to privacy, security, intellectual property, transparency, accessibility, academic integrity, and ethical decision-making.

The purpose of this Policy is to establish the College's commitment to the responsible, ethical, secure, and lawful use of Artificial Intelligence and to authorize the President to develop and implement regulations governing the use of AI throughout the College.

III. Authority

- N.J.S.A. 18A:64A-12
- Board Bylaws 1.2050 and 1.3054
- Applicable federal and State of New Jersey laws governing privacy, records management, accessibility, cybersecurity, and data protection.

IV. Policy Statement

Brookdale Community College supports the responsible use of Artificial Intelligence in furtherance of its educational mission and institutional operations.

The College is committed to ensuring that AI technologies are used in a manner that:

1. Promotes innovation, teaching, learning, research, and operational excellence;
2. Protects the privacy, confidentiality, security, and integrity of institutional, employee, and student information;
3. Complies with applicable federal and state laws, accreditation expectations, and College policies;

4. Promotes fairness, transparency, accountability, accessibility, and ethical decision-making;
5. Supports academic integrity and responsible scholarship; and
6. Appropriately manages risks associated with the acquisition, development, implementation, and use of AI technologies.

All members of the College community who utilize Artificial Intelligence in connection with College activities are expected to do so in accordance with College regulations.

The President is authorized to establish, amend, and implement regulations, procedures, standards, and guidance governing the acquisition, development, implementation, management, and use of Artificial Intelligence technologies. Such regulations may include, but are not limited to:

- acceptable uses of AI technologies;
- data privacy, cybersecurity, and confidentiality requirements;
- governance and oversight responsibilities;
- academic and administrative uses of AI;
- procurement and vendor requirements;
- disclosure and transparency expectations;
- risk assessment and approval processes;
- training and professional development; and
- compliance with accreditation standards and applicable law.

V. Responsibility for Implementation

The President shall be responsible for implementing this Policy and for establishing such regulations and administrative procedures as may be necessary to ensure consistent compliance throughout the College.

Implementation of the President's regulations shall be College-wide. All Trustees, employees, students, contractors, and other authorized users of College resources are responsible for complying with this Policy and its implementing regulations.

Approved: Board of Trustees, XX/XX/XXXX

Board of Trustees

Board Brief

Reduction in Force Plan (RIF) and Strategic Reorganization Plan

Recommendation:

Brookdale's routine budget planning processes revealed a projected \$8 million deficit in the FY2028 budget driven by an anticipated \$6.6 million increase in health benefit costs and \$1.4 million in employee wages. The proposed Reduction in Force (RIF) and Strategic Reorganization Plan decreases the College's projected FY2028 salary and benefit costs by \$7,362,191 through the reduction of the following identified positions as of 9/22/26:

	RIF	Vacancies	TOTAL
Staff	19	10	29
Administrator	11	7	18
Faculty	8	3	11
Executive	3		3
Total	41	20	61

The remaining \$637,809 to close the deficit will be addressed through expense control measures (e.g., attrition, reduction of discretionary spending, operational efficiency, and additional layoffs/separations if necessary), as well as an increase in alternative revenues.

**BROOKDALE COMMUNITY
COLLEGE**

**BOARD OF TRUSTEES
RESOLUTION**

Approval of the Reduction In Force Plan for Strategic Reorganization and Authorization of the Terms of Voluntary Separation Agreements

WHEREAS, on August 25, 2026, the Board of Trustees of Brookdale Community College (the College) adopted a Declaration of Reduction in Force directing the President to develop and present a strategic reorganization plan; and

WHEREAS, the Board-ordered reorganization plan is the result of enrollment declines of approximately 5.9% since FY2020 and significant operational cost increases including substantial increases in utilities, as well as the escalating health benefit premiums under the New Jersey School Employee Health Benefits Program (“SEBHP”), which increased 33.2% in January 2026 and is anticipated to increase an additional 30% or more in January 2027, resulting in the College’s need to realign staffing levels; and

WHEREAS, in accordance with the Board’s directive, the President has completed and presented a strategic reorganization plan that includes a reduction in force necessary to ensure the College’s long-term financial sustainability; and

WHEREAS, the strategic reorganization plan was developed following a comprehensive review of enrollment trends, instructional delivery patterns, operational costs, organizational efficiency, and fiscal constraints, and reflects a reallocation of resources to preserve the College’s core mission and protect student access, success, and affordability; and

WHEREAS, the Board finds that the strategic reorganization plan that includes a reduction in force is consistent with the goals and intent of the Board’s August 25, 2026 resolution and is necessary to responsibly steward institutional and public resources;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees hereby formally accepts and approves the President’s strategic reorganization plan, including the reduction in force outlined therein; and

BE IT FURTHER RESOLVED, that the Board authorizes the President and Administration to take all steps necessary to implement the reorganization plan in accordance with N.J.S.A. 18A:60-3 and all other applicable statutes, regulations, collective bargaining agreements, and College policies; and

BE IT FURTHER RESOLVED, that the Board approves the terms of the voluntary separation agreements and authorizes the President to offer all employees impacted by the reduction in force a voluntary separation agreement; and

BE IT FURTHER RESOLVED, that the Board directs the President to implement the reorganization plan in a manner that prioritizes transparency and minimizes disruption to students and student services.

September 22, 2026

**FULL AND FINAL
SEVERANCE AGREEMENT AND RELEASE**

This Severance Agreement and Release (hereinafter referred to as the “Agreement”) is entered into as of the _____ day of October, 2026, by and between the **COLLEGE OF TRUSTEES OF BROOKDALE COMMUNITY COLLEGE**, (hereinafter “College”), **THE _____ ASSOCIATION (an NJEA affiliate) (hereinafter “Association”)** and _____[EMPLOYEE], (hereinafter “[last name]” or “Employee”) (College and [Employee] collectively referred to herein as the “Parties”).

WHEREAS, [Employee] has been an employee of the College since _____; and

WHEREAS, [Employee] currently holds the position of _____ at the College; and

WHEREAS, [Employee] has been identified as an employee affected by the College’s reduction in force and administrative reorganization; and

WHEREAS, as of the date of this Agreement, [Employee] has accepted a severance payment for his/her irrevocable resignation in lieu of separation from employment with the College as a result of a reduction in force; and

WHEREAS, the date of separation from employment shall be December 31, 2026; and

WHEREAS, the Parties to this Agreement wish to reach a full and final resolution of all matters related to the employment relationship between them; and

NOW THEREFORE, in consideration of the mutual promises of the Parties to this Agreement, the receipt and sufficiency is hereby acknowledged, the Parties agree as follows:

1. IRREVOCABLE RESIGNATION FROM EMPLOYMENT

a. [Employee] acknowledges that in executing this Agreement, s/he will irrevocably resign from his/her employment with the College in lieu of separation as a result of reduction in force (“Irrevocable Resignation”) effective December 31, 2026 (see Exhibit “A” attached hereto).

b. [Employee] acknowledges that participation in this Severance Agreement and Release does not relieve [Employee] of the obligation to perform the duties and responsibilities of [Employee]'s position through _____. [Employee] agrees to remain in good standing, satisfactorily perform assigned work, comply with all College policies and the applicable Collective Bargaining Agreement, and cooperate with transition and knowledge-transfer activities as reasonably requested. Failure to fulfill these obligations, including significant performance deficiencies, misconduct, excessive absenteeism, or refusal to perform assigned duties, may result in corrective action and may affect eligibility for benefits provided under this Agreement.

c. [Employee] acknowledges that all College equipment and property that s/he is in the possession of, including, but not limited to, keys, documents, electronic devices, and records, will be returned to the College on or before December 31, 2026, unless otherwise arranged.

d. [Employee] acknowledges that final grading for the fall semester (if applicable) must be completed and entered on or before _____.

e. [Employee] acknowledges that s/he is not permitted to conduct College business after December 31, 2026. In the event that [Employee] needs to contact the College, s/he shall direct questions or requests for information relating to his/her separation to _____.

f. [Employee] acknowledges and understands that in irrevocably resigning from his/her employment with the College in lieu of separation as a result of the reduction in force, notwithstanding the fact that s/he may be entitled to continued employment with the College based

upon his/her seniority, bumping and/or recall rights, and/or based upon his/her qualifications, [Employee] freely chooses to enter into this Agreement and accept the terms and conditions contained herein.

g. The Association has reviewed this Agreement and agrees to waive all applicable collective negotiation agreements rights on behalf of itself and/or the Employee and will not file any grievance and/or legal action on behalf of itself and/or the Employee.

h. [Employee] acknowledges and agrees that s/he can apply for future employment opportunities and the decision to rehire is at the sole discretion of the College.

2. SEVERANCE PAYMENT

a. In consideration for [Employee]'s Irrevocable Resignation (See Exhibit A attached hereto), the College agrees to compensate [Employee] with a one-time payment in the amount of \$_____.00, which represents one (1) week of pay for each year of service up to a maximum of twelve (12) weeks of paid leave at [Employee]'s current rate of pay. The one-time payment shall be paid to [Employee] on or about January 15, 2027 and shall be subject to the appropriate taxes and other payroll deductions required by law. The College waives all repayment and service obligations associated with identified tuition/sabbatical benefits, where applicable.

b. [Employee] acknowledges that the College shall maintain [Employee]'s health and dental benefits until December 31, 2026. The continuation of health insurance coverage under the Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA") shall be available to [Employee] for up to eighteen (18) months directly through the NJ State Health Benefits Program following the date of separation, December 31, 2026.

c. [Employee] acknowledges and agrees that the Severance Payment constitutes adequate consideration for his/her resignation in lieu of separation from employment as a result of a reduction in force without recall, continuing seniority, and/or bumping rights, if any.

d. [Employee] acknowledges that education benefits will remain in effect through December 31, 2026 and tuition reimbursement will be determined in accordance with College policy or the applicable Collective Bargaining Agreement.

e. [Employee] acknowledges that the College shall reimburse the [Employee] for his/her accrued and unused vacation time pursuant to College Policy or the applicable Collective Bargaining Agreement in force on December 31, 2026.

f. [Employee] understands that this Agreement and the negotiations leading up to it shall not be precedent setting in any grievance, action or proceeding of any kind between the College and any employee or officer of the College.

g. The College will not contest [Employee]'s application for New Jersey unemployment benefits.

h. The College will provide a positive job reference and will advise prospective employers that the [Employee] was subject to a layoff for reasons of economy and efficiency.

3. COMPLETE RELEASE AND COVENANT NOT TO SUE

In consideration for the Severance Payment as set forth in this Agreement, [Employee], his/her heirs, assigns and agents (hereinafter referred to collectively as "[Employee]") voluntarily enters into this Agreement, and certifies that s/he has not been threatened or coerced into signing this Agreement, upon the terms which follow:

a. [Employee] hereby releases, waives and discharges the College, its affiliated departments, and its officers, trustees, agents, employees, successors and assigns (hereinafter collectively referred to as the "Releasees") from each and every claim, demand, cause of action, obligation, damage, complaint, or action or writ of any kind, nature, character or description that [Employee] had, now has, or may in the future have against the Releasees on account of or arising out of any matter or thing that has happened, developed or occurred prior to the date of this

Agreement including, but not limited to, the employment of [Employee]. This Complete Release includes, but is not limited to, any claim, demand, cause of action, obligation, claim for damages of any kind, complaint, expense, compensation, or action or writ of any kind, nature, character or description arising out of or under Federal, State or municipal statute or ordinance and any other law (whether such be common law, decisional law or statutory law), rule, regulation, executive order or guideline, and any and all claims for attorney's fees and costs

arising from the above acts including, but not limited to:

- i. Any claim, cause of action, demand or complaint arising out of or under the New Jersey Law Against Discrimination (NJLAD) which, among other things, prohibits discrimination in employment on the basis of an individual's race, creed, color, religion, sex, national origin, ancestry, age, marital status, affectional or sexual orientation, familial status, handicap, atypical hereditary cellular or blood trait or liability for service in the Armed Forces of the United States.
- ii. Any claim, cause of action, demand or complaint arising out of or under the federal Worker Adjustment and Retraining Notification ("WARN") Act (29 U.S.C. § 2101 et seq.), and the New Jersey Millville Dallas Airmotive Plant Job Loss Notification Act (commonly referred to as the NJ WARN) (N.J.S.A. 34:21-2 et seq.) which, among other things, requires employers to provide employees with sixty (60) days' notice of mass layoff from the employer.
- iii. Any federal claim, cause of action demand or complaint arising out of or under the Federal Title VII of the Civil Rights Act of 1964 (Title VII) or

the Civil Rights Act of 1991, as amended, which, among other things, prohibit discrimination in employment on account of a person's race, color, religion, sex or national origin.

- iv. Any claim, cause of action, demand or complaint arising out of or under the Federal Age Discrimination in Employment Act of 1967, as amended (ADEA), which among other things, prohibits discrimination in employment on account of a person's age.
- v. Any claim, cause of action, demand or complaint arising out of or under the Federal Americans with Disabilities Act (ADA), which, among other things, prohibits discrimination in employment on account of a person's disability or handicap.
- vi. Any claim, cause of action, demand or complaint arising out of or under the Federal Family and Medical Leave Act (FMLA) which, among other things, entitles an employee to take reasonable leave for medical reasons for the birth or adoption of a child, and for the care of a child, spouse or parent who has a serious health condition and any claim, cause of action, demand or complaint arising out of under the New Jersey Family Leave Act (NJFLA).
- vii. Any claim, cause of action demand or complaint arising out of or under the Federal Rehabilitation Act of 1973, as amended, which among other things, prohibits discrimination in employment by Federal contractors against individuals with disabilities.
- viii. Any claim, cause of action, demand or complaint arising out of or under the Federal Employee Retirement Income Security Act of 1974, as amended

(ERISA), which among other things, regulates pension and welfare plans and prohibits interference with individual rights protected under that statute.

- ix. Any claim, cause of action, demand or complaint arising out of or under the Federal Older Workers Benefit Protection Act (OWBPA) which, among other things, amends provisions of ADEA and prohibits discrimination in employment and employment benefits on account of a person's age.

b. [Employee] waives the right to any money damages with respect to any claim, charge or complaint of any nature with the New Jersey Division on Civil Rights and the U.S. Equal Employment Opportunity Commission (EEOC). [Employee] has not filed and shall not hereafter file any claim, charge or complaint of any nature with the New Jersey Public Employment Commission (PERC) or with any Federal, State or local court or agency against the College or the Releasees.

c. If [Employee] violates this Complete Release by filing any claim, charge or complaint as prohibited above, [Employee] agrees to pay all costs and expenses of defending against the suit incurred by the College and/or the Releasees, including reasonable attorney's fees and all costs associated with a judicial determination that [Employee] violated the Agreement and Release.

4. CONFIDENTIALITY

The Parties shall not disclose, either directly or indirectly, in any manner whatsoever, any information regarding the existence of the terms or contents of this Agreement, to any third party, person or organization, including but not limited to, any governmental agency, members of the press and media, present and former officers, employees and agents of the College and other members of the public. This paragraph shall not preclude the Parties from discussing the existence or terms of this Agreement to governmental authorities who require such information by subpoena duly issued by a court or agency within competent jurisdiction or when disclosure is reasonably

necessary in connection with a claim for unemployment insurance benefits or any related proceeding before a state unemployment insurance agency. Additionally, this paragraph shall not preclude the Parties from providing copies of this Agreement pursuant to an order of the New Jersey Government Records Council and/or a court of competent jurisdiction. It shall not be considered a breach of his/her obligation of confidentiality for [Employee] to make disclosure of the terms of the Agreement to his/her attorney(s), immediate family members (who shall be expressly advised of, and also be bound by, the same requirement of confidentiality), or accountants in order to obtain private and confidential legal, tax, or financial advice. [Employee] may reveal information concerning this settlement as legally required to his/her tax accountants and financial advisors and to comply with State and Federal laws with respect to the reporting of income. Although the Parties agree to keep the settlement and underlying facts confidential, this provision is unenforceable against the College if [Employee] reveals settlement and claim details in such a way that the College is reasonably identifiable.

5. MUTUAL NON-DISPARAGEMENT

[Employee] agrees that, in any communications with the press, other media or any other individual, s/he shall not criticize, ridicule or make any statement which disparages or is derogatory of the College or its employees, elected officials, directors or senior officials. Likewise, the College and its senior officials will not criticize, ridicule or make any statement which disparages or is derogatory of [Employee]. In the event of any inquiries into this matter, the Parties shall respond that [Employee] resigned from his/her employment with the College.

6. INDEMNIFICATION

If there is a judicial determination that [Employee], the Association or the College violated this Agreement in any way, then the violating party agrees to pay in addition to all other remedies allowed by law or this Agreement, all costs and expenses incurred by the non-violating party as a

result of such violation, including reasonable attorney's fees.

7. CONSULTATION WITH ATTORNEY

[Employee] has had an opportunity to consult with his/her attorney and the Association with respect to this Agreement and has had an opportunity to review with his/her Attorney and the Association all of the terms and conditions of this Agreement prior to executing this Agreement.

8. COMPLETE AGREEMENT

This Agreement contains the entire agreement between [Employee], the Association and the College with respect to the subject matter and supersedes all prior agreements, understandings and/or dealings whether written or otherwise with respect to the same subject matter. There is no agreement on the part of the College to do anything other than what is expressly stated in this Agreement.

9. MODIFICATION

No modification or amendment of this Agreement will be enforceable unless it is in writing and signed by both Brookdale Community College and [Employee].

10. SEVERABILITY

Should any provision of this Agreement be declared or determined by any court of competent jurisdiction to be illegal, invalid or unenforceable, the legality, validity, and enforceability of the remaining parts, terms, or provisions shall not be affected thereby and said illegal, unenforceable or invalid part, term, or provision shall be deemed not part of this Agreement.

11. ATTESTATION

[Employee] represents and warrants that s/he has carefully read each and every provision of this Agreement and that s/he fully understands all of the terms and conditions contained in each provision of this Agreement. [Employee] represents and warrants that s/he enters into this Agreement voluntarily, of his/her own free will, without any pressure or coercion from any person or entity including, but not limited to, the College.

12. GOVERNING LAW

This Agreement shall be governed by the laws of the State of New Jersey.

13. VENUE

Any controversies or disagreements arising out of, or relating to this Agreement or the breach thereof, shall be resolved in the Monmouth County Superior Court of New Jersey.

14. REVOCATION

[Employee] may revoke this Agreement within seven (7) calendar days after the date this Agreement is signed by [Employee]. The revocation must in writing, dated, and expressly state "I, [Employee's full legal name], hereby revoke my acceptance of this Agreement." The written revocation must be hand delivered to _____ of Brookdale Community College. This seven (7) calendar day revocation period may not be waived. In the event [Employee] revokes her/his acceptance of this Agreement, any/all payments to [Employee] from the College made pursuant to this Agreement must be returned with the written letter of revocation.

15. REASONABLE PERIOD OF TIME

[Employee] agrees that s/he has been given a reasonable period of time of at least forty-five (45) calendar days, in accordance with the Age Discrimination in Employment Act (29 U.S.C. 621 et seq.), within which to review and consider this Agreement prior to executing this Agreement, but that s/he may waive this forty-five (45) calendar day period by signing in the space

provided at the end of this Agreement. (See Exhibit B, attached hereto.)

16. PRECATORY PHRASES

The precatory phrases (“whereas clauses”) are not mere recitals, but are specifically agreed to by the Parties and are incorporated herein by reference.

[INTENTIONALLY LEFT BLANK]

BY SIGNING BELOW, THE PARTIES ACKNOWLEDGE THAT EACH HAS READ THE TERMS OF THIS AGREEMENT, UNDERSTANDS THE TERMS OF THIS AGREEMENT AND INTENDS TO BE LEGALLY BOUND BY THIS AGREEMENT AND ITS PROVISIONS. ADDITIONALLY, THE PARTIES ARE SIGNING BELOW VOLUNTARILY AND WITHOUT THREAT OR COERCION OF ANY KIND.

IN WITNESS WHEREOF, and intending to be legally bound hereby, I, [Employee],
executed the foregoing Agreement this ____ day of _____, 2026.

[EMPLOYEE]

[ASSOCIATION]

BROOKDALE COMMUNITY COLLEGE

EXHIBIT A

RESIGNATION LETTER

Dear President Stout:

Effective December 31, 2026, I am irrevocably resigning from my employment with Brookdale Community College in lieu of separation as a result of a reduction in force. I also understand that by signing this letter of resignation in exchange for receiving a severance payment as listed in the Severance Agreement, I give up any and all seniority, bumping and/or recall rights I may have in my employment with the College as well as any future employment rights at Brookdale Community College.

Very truly yours,

[Employee]

DATED: _____

EXHIBIT B

WAIVER

By signing below, the undersigned hereby irrevocably elects to waive the 45-calendar day period referred to in Paragraph 15 of this Agreement.

[Employee- Print Name]

[Employee- Signature]

DATED: _____

**FULL AND FINAL
SEVERANCE AGREEMENT AND RELEASE**

This Severance Agreement and Release (hereinafter referred to as the “Agreement”) is entered into as of the _____ day of October, 2026, by and between the **COLLEGE OF TRUSTEES OF BROOKDALE COMMUNITY COLLEGE**, (hereinafter “College”), **THE _____ ASSOCIATION (an NJEA affiliate) (hereinafter “Association”)** and _____[EMPLOYEE], (hereinafter “[last name]” or “Employee”) (College and [Employee] collectively referred to herein as the “Parties”).

WHEREAS, [Employee] has been an employee of the College since _____; and

WHEREAS, [Employee] currently holds the position of _____ at the College; and

WHEREAS, [Employee] has been identified as an employee affected by the College’s reduction in force and administrative reorganization; and

WHEREAS, as of the date of this Agreement, [Employee] has accepted a severance payment for his/her irrevocable resignation in lieu of separation from employment with the College as a result of a reduction in force; and

WHEREAS, the date of separation from employment shall be June 30, 2027; and

WHEREAS, the Parties to this Agreement wish to reach a full and final resolution of all matters related to the employment relationship between them; and

NOW THEREFORE, in consideration of the mutual promises of the Parties to this Agreement, the receipt and sufficiency is hereby acknowledged, the Parties agree as follows:

1. IRREVOCABLE RESIGNATION FROM EMPLOYMENT

a. [Employee] acknowledges that in executing this Agreement, s/he will irrevocably resign from his/her employment with the College in lieu of separation as a result of reduction in force (“Irrevocable Resignation”) effective June 30, 2027 (see Exhibit “A” attached hereto).

b. [Employee] acknowledges that participation in this Severance Agreement and Release does not relieve [Employee] of the obligation to perform the duties and responsibilities of [Employee]'s position through _____. [Employee] agrees to remain in good standing, satisfactorily perform assigned work, comply with all College policies and the applicable Collective Bargaining Agreement, and cooperate with transition and knowledge-transfer activities as reasonably requested. Failure to fulfill these obligations, including significant performance deficiencies, misconduct, excessive absenteeism, or refusal to perform assigned duties, may result in corrective action and may affect eligibility for benefits provided under this Agreement.

c. [Employee] acknowledges that all College equipment and property that s/he is in the possession of, including, but not limited to, keys, documents, electronic devices, and records, will be returned to the College on or before June 30, 2027, unless otherwise arranged.

d. [Employee] acknowledges that final grading for the spring semesters (if applicable) must be completed and entered on or before _____.

e. [Employee] acknowledges that s/he is not permitted to conduct College business after June 1, 2027 through June 30, 2027. In the event that [Employee] needs to contact the College, s/he shall direct questions or requests for information relating to his/her separation to _____.

f. [Employee] acknowledges and understands that in irrevocably resigning from his/her employment with the College in lieu of separation as a result of the reduction in force, notwithstanding the fact that s/he may be entitled to continued employment with the College based

upon his/her seniority, bumping and/or recall rights, and/or based upon his/her qualifications, [Employee] freely chooses to enter into this Agreement and accept the terms and conditions contained herein.

g. The Association has reviewed this Agreement and agrees to waive all applicable collective negotiation agreements rights on behalf of itself and/or the Employee and will not file any grievance and/or legal action on behalf of itself and/or the Employee.

h. [Employee] acknowledges and agrees that s/he can apply for future employment opportunities and the decision to rehire is at the sole discretion of the College.

2. SEVERANCE PAYMENT

a. In consideration for [Employee]'s Irrevocable Resignation (See Exhibit A attached hereto), the College agrees to compensate [Employee] with a one-time payment in the amount of \$_____.00, which represents one (1) week of pay for each year of service up to a maximum of eight (8) weeks of paid leave at [Employee]'s current rate of pay. The one-time payment shall be paid to [Employee] on or about July 15, 2027 and shall be subject to the appropriate taxes and other payroll deductions required by law. The College waives all repayment and service obligations associated with identified tuition/sabbatical benefits, where applicable.

b. [Employee] acknowledges that the College shall maintain [Employee]'s health and dental benefits until June 30, 2027. The continuation of health insurance coverage under the Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA") shall be available to [Employee] for up to eighteen (18) months directly through the NJ State Health Benefits Program following the date of separation, June 30, 2027.

c. [Employee] acknowledges and agrees that the Severance Payment constitutes adequate consideration for his/her resignation in lieu of separation from employment as a result of a reduction in force without recall, continuing seniority, and/or bumping rights, if any.

d. [Employee] acknowledges that education benefits will remain in effect through June 30, 2027 and tuition reimbursement will be determined in accordance with College policy or the applicable Collective Bargaining Agreement.

e. [Employee] acknowledges that the College shall reimburse the [Employee] for his/her accrued and unused vacation time pursuant to College Policy or the applicable Collective Bargaining Agreement in force on June 30, 2027.

f. [Employee] understands that this Agreement and the negotiations leading up to it shall not be precedent setting in any grievance, action or proceeding of any kind between the College and any employee or officer of the College.

g. The College will not contest [Employee]'s application for New Jersey unemployment benefits.

h. The College will provide a positive job reference and will advise prospective employers that the [Employee] was subject to a layoff for reasons of economy and efficiency.

3. COMPLETE RELEASE AND COVENANT NOT TO SUE

In consideration for the Severance Payment as set forth in this Agreement, [Employee], his/her heirs, assigns and agents (hereinafter referred to collectively as "[Employee]") voluntarily enters into this Agreement, and certifies that s/he has not been threatened or coerced into signing this Agreement, upon the terms which follow:

a. [Employee] hereby releases, waives and discharges the College, its affiliated departments, and its officers, trustees, agents, employees, successors and assigns (hereinafter collectively referred to as the "Releasees") from each and every claim, demand, cause of action, obligation, damage, complaint, or action or writ of any kind, nature, character or description that [Employee] had, now has, or may in the future have against the Releasees on account of or arising out of any matter or thing that has happened, developed or occurred prior to the date of this

Agreement including, but not limited to, the employment of [Employee]. This Complete Release includes, but is not limited to, any claim, demand, cause of action, obligation, claim for damages of any kind, complaint, expense, compensation, or action or writ of any kind, nature, character or description arising out of or under Federal, State or municipal statute or ordinance and any other law (whether such be common law, decisional law or statutory law), rule, regulation, executive order or guideline, and any and all claims for attorney's fees and costs arising from the above acts including, but not limited to:

- i. Any claim, cause of action, demand or complaint arising out of or under the New Jersey Law Against Discrimination (NJLAD) which, among other things, prohibits discrimination in employment on the basis of an individual's race, creed, color, religion, sex, national origin, ancestry, age, marital status, affectional or sexual orientation, familial status, handicap, atypical hereditary cellular or blood trait or liability for service in the Armed Forces of the United States.
- ii. Any claim, cause of action, demand or complaint arising out of or under the federal Worker Adjustment and Retraining Notification ("WARN") Act (29 U.S.C. § 2101 et seq.), and the New Jersey Millville Dallas Airmotive Plant Job Loss Notification Act (commonly referred to as the NJ WARN) (N.J.S.A. 34:21-2 et seq.) which, among other things, requires employers to provide employees with sixty (60) days' notice of mass layoff from the employer.
- iii. Any federal claim, cause of action demand or complaint arising out of or under the Federal Title VII of the Civil Rights Act of 1964 (Title VII) or

the Civil Rights Act of 1991, as amended, which, among other things, prohibit discrimination in employment on account of a person's race, color, religion, sex or national origin.

- iv. Any claim, cause of action, demand or complaint arising out of or under the Federal Age Discrimination in Employment Act of 1967, as amended (ADEA), which among other things, prohibits discrimination in employment on account of a person's age.
- v. Any claim, cause of action, demand or complaint arising out of or under the Federal Americans with Disabilities Act (ADA), which, among other things, prohibits discrimination in employment on account of a person's disability or handicap.
- vi. Any claim, cause of action, demand or complaint arising out of or under the Federal Family and Medical Leave Act (FMLA) which, among other things, entitles an employee to take reasonable leave for medical reasons for the birth or adoption of a child, and for the care of a child, spouse or parent who has a serious health condition and any claim, cause of action, demand or complaint arising out of under the New Jersey Family Leave Act (NJFLA).
- vii. Any claim, cause of action demand or complaint arising out of or under the Federal Rehabilitation Act of 1973, as amended, which among other things, prohibits discrimination in employment by Federal contractors against individuals with disabilities.
- viii. Any claim, cause of action, demand or complaint arising out of or under the Federal Employee Retirement Income Security Act of 1974, as amended

(ERISA), which among other things, regulates pension and welfare plans and prohibits interference with individual rights protected under that statute.

- ix. Any claim, cause of action, demand or complaint arising out of or under the Federal Older Workers Benefit Protection Act (OWBPA) which, among other things, amends provisions of ADEA and prohibits discrimination in employment and employment benefits on account of a person's age.

b. [Employee] waives the right to any money damages with respect to any claim, charge or complaint of any nature with the New Jersey Division on Civil Rights and the U.S. Equal Employment Opportunity Commission (EEOC). [Employee] has not filed and shall not hereafter file any claim, charge or complaint of any nature with the New Jersey Public Employment Commission (PERC) or with any Federal, State or local court or agency against the College or the Releasees.

c. If [Employee] violates this Complete Release by filing any claim, charge or complaint as prohibited above, [Employee] agrees to pay all costs and expenses of defending against the suit incurred by the College and/or the Releasees, including reasonable attorney's fees and all costs associated with a judicial determination that [Employee] violated the Agreement and Release.

4. CONFIDENTIALITY

The Parties shall not disclose, either directly or indirectly, in any manner whatsoever, any information regarding the existence of the terms or contents of this Agreement, to any third party, person or organization, including but not limited to, any governmental agency, members of the press and media, present and former officers, employees and agents of the College and other members of the public. This paragraph shall not preclude the Parties from discussing the existence or terms of this Agreement to governmental authorities who require such information by subpoena duly issued by a court or agency within competent jurisdiction or when disclosure is reasonably

necessary in connection with a claim for unemployment insurance benefits or any related proceeding before a state unemployment insurance agency. Additionally, this paragraph shall not preclude the Parties from providing copies of this Agreement pursuant to an order of the New Jersey Government Records Council and/or a court of competent jurisdiction. It shall not be considered a breach of his/her obligation of confidentiality for [Employee] to make disclosure of the terms of the Agreement to his/her attorney(s), immediate family members (who shall be expressly advised of, and also be bound by, the same requirement of confidentiality), or accountants in order to obtain private and confidential legal, tax, or financial advice. [Employee] may reveal information concerning this settlement as legally required to his/her tax accountants and financial advisors and to comply with State and Federal laws with respect to the reporting of income. Although the Parties agree to keep the settlement and underlying facts confidential, this provision is unenforceable against the College if [Employee] reveals settlement and claim details in such a way that the College is reasonably identifiable.

5. MUTUAL NON-DISPARAGEMENT

[Employee] agrees that, in any communications with the press, other media or any other individual, s/he shall not criticize, ridicule or make any statement which disparages or is derogatory of the College or its employees, elected officials, directors or senior officials. Likewise, the College and its senior officials will not criticize, ridicule or make any statement which disparages or is derogatory of [Employee]. In the event of any inquiries into this matter, the Parties shall respond that [Employee] resigned from his/her employment with the College.

6. INDEMNIFICATION

If there is a judicial determination that [Employee], the Association or the College violated this Agreement in any way, then the violating party agrees to pay in addition to all other remedies allowed by law or this Agreement, all costs and expenses incurred by the non-violating party as a

result of such violation, including reasonable attorney's fees.

7. CONSULTATION WITH ATTORNEY

[Employee] has had an opportunity to consult with his/her attorney and the Association with respect to this Agreement and has had an opportunity to review with his/her Attorney and the Association all of the terms and conditions of this Agreement prior to executing this Agreement.

8. COMPLETE AGREEMENT

This Agreement contains the entire agreement between [Employee], the Association and the College with respect to the subject matter and supersedes all prior agreements, understandings and/or dealings whether written or otherwise with respect to the same subject matter. There is no agreement on the part of the College to do anything other than what is expressly stated in this Agreement.

9. MODIFICATION

No modification or amendment of this Agreement will be enforceable unless it is in writing and signed by both Brookdale Community College and [Employee].

10. SEVERABILITY

Should any provision of this Agreement be declared or determined by any court of competent jurisdiction to be illegal, invalid or unenforceable, the legality, validity, and enforceability of the remaining parts, terms, or provisions shall not be affected thereby and said illegal, unenforceable or invalid part, term, or provision shall be deemed not part of this Agreement.

11. ATTESTATION

[Employee] represents and warrants that s/he has carefully read each and every provision of this Agreement and that s/he fully understands all of the terms and conditions contained in each provision of this Agreement. [Employee] represents and warrants that s/he enters into this Agreement voluntarily, of his/her own free will, without any pressure or coercion from any person or entity including, but not limited to, the College.

12. GOVERNING LAW

This Agreement shall be governed by the laws of the State of New Jersey.

13. VENUE

Any controversies or disagreements arising out of, or relating to this Agreement or the breach thereof, shall be resolved in the Monmouth County Superior Court of New Jersey.

14. REVOCATION

[Employee] may revoke this Agreement within seven (7) calendar days after the date this Agreement is signed by [Employee]. The revocation must in writing, dated, and expressly state “I, [Employee’s full legal name], hereby revoke my acceptance of this Agreement.” The written revocation must be hand delivered to _____ of Brookdale Community College. This seven (7) calendar day revocation period may not be waived. In the event [Employee] revokes her/his acceptance of this Agreement, any/all payments to [Employee] from the College made pursuant to this Agreement must be returned with the written letter of revocation.

15. REASONABLE PERIOD OF TIME

[Employee] agrees that s/he has been given a reasonable period of time of at least forty-five (45) calendar days, in accordance with the Age Discrimination in Employment Act (29 U.S.C. 621 et seq.), within which to review and consider this Agreement prior to executing this Agreement, but that s/he may waive this forty-five (45) calendar day period by signing in the space

provided at the end of this Agreement. (See Exhibit B, attached hereto.)

16. PRECATORY PHRASES

The precatory phrases (“whereas clauses”) are not mere recitals, but are specifically agreed to by the Parties and are incorporated herein by reference.

[INTENTIONALLY LEFT BLANK]

BY SIGNING BELOW, THE PARTIES ACKNOWLEDGE THAT EACH HAS READ THE TERMS OF THIS AGREEMENT, UNDERSTANDS THE TERMS OF THIS AGREEMENT AND INTENDS TO BE LEGALLY BOUND BY THIS AGREEMENT AND ITS PROVISIONS. ADDITIONALLY, THE PARTIES ARE SIGNING BELOW VOLUNTARILY AND WITHOUT THREAT OR COERCION OF ANY KIND.

IN WITNESS WHEREOF, and intending to be legally bound hereby, I, [Employee],
executed the foregoing Agreement this ____ day of _____, 2027.

[EMPLOYEE]

BEOOKDALE COMMUNITY COLLEGE

EXHIBIT A

RESIGNATION LETTER

Dear President Stout:

Effective June 30, 2027, I am irrevocably resigning from my employment with Brookdale Community College in lieu of separation as a result of a reduction in force. I also understand that by signing this letter of resignation in exchange for receiving a severance payment as listed in the Severance Agreement, I give up any and all seniority, bumping and/or recall rights I may have in my employment with the College as well as any future employment rights at Brookdale Community College.

Very truly yours,

[Employee]

DATED: _____

EXHIBIT B

WAIVER

By signing below, the undersigned hereby irrevocably elects to waive the 45-calendar day period referred to in Paragraph 15 of this Agreement.

[EMPLOYEE]

[ASSOCIATION]

BROOKDALE COMMUNITY COLLEGE

DATED: _____

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 Ms. Jocelyn Fajardo	<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 Ms. Jocelyn Fajardo
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		

V2: 5-19-26 – Les Richens resigned from Audit Committee and Steve Clayton new Chair of Audit Committee; V3 – 8-14-26 – removed Montez Swartz and added Jocelyn Fajardo

BROOKDALE COMMUNITY COLLEGE SCHEDULE OF BOARD OF TRUSTEE MEETINGS FOR 2026 – 06-15-26

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			July 8 5 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		