

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, February 27, 2018

**Mount Laurel Campus, Student Success Center
Executive Conference Room 138
1500 College Circle
Mount Laurel, New Jersey**

MINUTES

CALL TO ORDER

Board of Trustees Chair George Nyikita welcomed everyone in attendance and called the meeting to order at 5:36PM.

FLAG SALUTE

The meeting was opened with the Flag Salute by all in attendance.

MOMENT OF SILENCE

The Chair requested a moment of silence for the victims of the school shooting at Marjory Stoneman Douglas High School in Parkland, Florida.

ROLL CALL

Board Present: Mr. James Anderson, Mr. Christopher Brown (by phone), Ms. Renee Liciaga, Ms. Jamie Martin, Mr. Daryl Minus-Vincent, Mr. George Nyikita, Mr. Mickey Quinn

Board Absent: Mr. Kevin Brown, Mr. Daniel Gee, Mr. Gino Pasqualone, Ms. Cassadie Hynd (Alumni Trustee)

RCBC Present: Mr. Michael Cioce (Acting President and Acting Board Secretary), Ms. Jaclyn Angermeier, Dr. Karen Archambault, Ms. Leah Arter, Dr. Cathy Briggs, Mr. Thomas Czerniecki, Mr. Matthew Farr, Ms. Linda Higgins, Dr. Martin Hoffman, Mr. Mark Meara, Ms. Anna Payanzo Cotton, Mr. David Quinnan, Ms. Michelle Russell, Dr. David Spang, Dr. Edem Tetteh, Ms. Donna Vandergrift, Mr. Greg Volpe, Mr. Jonathan Weisbrod, Mr. William Whitfield, Mr. William Burns (Board Solicitor), and Ms. Lynne Marie Devericks (Board Recorder)

Other Guests: Mr. David Levinsky, Reporter, Burlington County Times

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 8, 2017, which was amended by a public notice released on February 9, 2018, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Web site, sent to *The Burlington County Times*, *The Courier Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair George Nyikita requested a motion to approve the minutes of the Regular Board Meeting on January 16, 2018, as submitted. The motion was made by Trustee Daryl Minus-Vincent with a second by Trustee Renee Liciaga. With a unanimous vote in favor, the minutes were approved as written.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from January 10, 2018 through February 23, 2018.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson and reviewed by Public Safety Director Linda Schmidt was presented in written form to the Board for the period January 9, 2018 to February 12, 2018.
- Acting President Michael Cioce made the following announcements in addition to the written report provided in the Board packet:
 - 1) The College hosted the 14th Annual Give Kids a Smile Day on February 2, 2018, in the Health Sciences Building. This was the first time the event was held in the new Health Sciences Center. It provides children to age 12 with access to free, quality dental care. There was standing room only.
 - 2) Enrollment is up the third consecutive semester. Acting President Cioce thanked the Board of Trustees for their continued support. We are the only community college in the State of New Jersey to have three straight terms of growth.
 - 3) Upcoming events: February is Black History Month and Trustee Renee Liciaga was a celebrity at one of the events last week. There are two events scheduled for tomorrow:

Guest Speaker and American Fashion Model, Ms. Pat Cleveland, and Mr. Rick Williams from Channel 6 ABC, and their news team are special guests at the College tomorrow.

Last Thursday, February 22, 2018, was The Celebration of Philanthropy. The final numbers are still being tallied, but the College raised over \$225,000 for student scholarships, which is the highest amount the Foundation has raised to date. Trustee Renee Liciaga serves on the Foundation Board as well, and Acting President Cioce thanked Ms. Liciaga for her support. The event took place in the Student Success Center with a Mardi Gras theme.

The County Freeholders will take special action tomorrow evening at their Freeholder Meeting to designate March 1st as 3 + 1 Day. Acting President Cioce will be in attendance and deliver t-shirts for the occasion.

There were no questions and this concluded the President's Report.

2. **Board Reports**

A. **Finance/Facilities Committee:** Chair George Nyikita reported:

Chair Nyikita announced that the Finance/Facilities Committee met on Wednesday, February 21, 2018 and the Committee reviewed various business and facility related items, all of which are reflected in Tabs 1 through 3 for the Board's approval.

Chair Nyikita proceeded with a review of the following resolutions for the Board's consideration:

Finance/Facilities Committee Action (Resolution(s) for Approval)

Tab #1: Resolution #2018-058-01, A Motion to approve and ratify requested business related travel.

Tab #2: Resolution #2018-058-02, A Motion to approve and ratify contracts.

Tab #3: Resolution #2018-058-03, A Resolution to award a contract to Motorcycle Training Center to provide professional instructional services done in partnership with the WDI in an amount not to exceed \$141,120.00 for the period of March 24, 2018 through November 18, 2018.

Chair Nyikita asked Ms. Anna Payanzo Cotton, Vice President of Workforce Development and Lifelong Learning, to provide an explanation of the Motorcycle Training. Ms. Payanzo Cotton explained this is possible through the College's relationship with an organization that provides motorcycle training throughout various locations. We currently partner with the organization to bring these courses

to our Pemberton Campus, and are looking at a transition timeline and working out details for the courses to take place on Saturdays at the Mount Laurel Campus. We partner with them as we do with many of our training experts. We find experts in the industry, register students through our offices, and receive a percentage of the revenue from which the vendor is paid. This program includes safety courses and new motorcyclist driving training.

Chair Nyikita requested a motion to move Tabs 1 through 3 inclusive, as recommended by the Finance/Facilities Committee. With the motion by Trustee James Anderson and a second by Trustee Jamie Martin, the Board approved Tabs 1 through 3 with a unanimous vote in favor. There were no questions.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-01

TO APPROVE AND RATIFY REQUESTED BUSINESS RELATED TRAVEL

APPROVE

Dr. David Spang, NSF Grant – 6/24-6/27/18
2018 American Society for Engineering Education Annual Conference & Exposition
Salt Lake City, UT - \$2,563.50

Dr. Edem Tetteh, NSF Grant – 6/24-6/27/18
2018 American Society for Engineering Education Annual Conference & Exposition
Salt Lake City, UT - \$2,563.50

Dr. Eric Constans, NSF Grant – 6/24-6/27/18
2018 American Society for Engineering Education Annual Conference & Exposition
Salt Lake City, UT - \$2,563.50

Daniel Sullivan, NSF Grant - 6/24-6/27/18
2018 American Society for Engineering Education Annual Conference & Exposition
Salt Lake City, UT - \$2,563.50

Elaine Young, NSF Grant - 6/24-6/27/18
2018 American Society for Engineering Education Annual Conference & Exposition
Salt Lake City, UT - \$2,563.50

Dr. Nicole Scott, NSF Grant - 6/24-6/27/18
2018 American Society for Engineering Education Annual Conference & Exposition
Salt Lake City, UT - \$2,563.50

Eileen Swiatkowski, NSF Grant - 6/24-6/27/18
2018 American Society for Engineering Education Annual Conference & Exposition
Salt Lake City, UT - \$2,563.50

Dr. Edem Tetteh, Perkins Grant – 4/12-4/13/18
2018 ABET Symposium
San Diego, CA - \$2,713.08

Jeff Van Duyne, Perkins Grant – 4/12-4/13/18

2018 ABET Symposium
San Diego, CA - \$2,713.08

Zaneb Ghanem, Outreach and Admissions – 3/22-3/23/18
2018 NACADA Regional Conference
Dover, DE - \$681.11

Kristin Bocci, Academic Advising - 3/22-3/23/18
2018 NACADA Regional Conference
Dover, DE - \$297.80

Katherine Gonzalez, Academic Advising - 3/22-3/23/18
2018 NACADA Regional Conference
Dover, DE - \$315.80

Louvenia Harmon, Academic Advising - 3/22-3/23/18
2018 NACADA Regional Conference
Dover, DE - \$354.00

Jarrett Kealey, Academic Advising – 3/22-3/23/18
2018 NACADA Regional Conference
Dover, DE - \$315.80

Sandra Koch, Academic Advising – 3/22-3/23/18
2018 NACADA Regional Conference
Dover, DE - \$315.80

Matthew Vazquez, Academic Advising – 3/22-3/23/18
2018 NACADA Regional Conference
Dover, DE - \$354.00

Dr. Karen Montalto, Perkins Grant – 3/15-3/16/18
Accreditation Commission for Education in Nursing (ACEN) Spring 2018 Self-Study Forum
Providence, RI - \$1,291.00

Maria Lauer, Perkins Grant – 3/15-3/16/18
Accreditation Commission for Education in Nursing (ACEN) Spring 2018 Self-Study Forum
Providence, RI - \$1,029.00

Anna Payanzo Cotton, WDI – 4/4-4/6/18
STEM Ecosystem National Community of Practice (cost is covered by The Teaching Institute of Excellence (TIES))
Washington, DC - \$313.43

Gregory Rindosh, WIOA Grant – 3/24-3/26/18
National Association of Workforce Boards
(NAWB) Forum 2018
Washington, DC - \$2,132.71

Diane Schellack, Liberal Arts – 2/21-2/23/18
NADE Conference (NJCCC is covering registration and hotel costs of approx. \$900)
National Harbor, MD - \$212.58

Elizabeth Brendle, Nursing – 3/1-3/2/18
New Jersey Student Nurses Association Convention (club advisor for RCBC SNA)
Atlantic City, NJ - \$208.02

Edith Corbin, EOF Grant – 3/20-3/23/18
EOFPANJ 50th Anniversary Spring Leadership Conference
Atlantic City, NJ - \$629.03

Michael Cioce, President's Office – 4/28-5/1/18
AACC (American Association of Community Colleges) Annual Convention
Dallas, TX - \$2,109.46

Mark Meara, OIT – 4/7-4/11/18
Ellucian Live Colleague & Banner Users Conference
San Diego, CA - \$2,813.00

Brina Sedar, Human Services – 5/17-5/18/18
Accompany Human Services students to the 18th Annual Addictions Conference
Atlantic City, NJ - \$199.16

Erika Baldt, Liberal Arts – 6/27-6/30/18
Presenting paper at Katherine Mansfield: New Directions conference at Birbeck, University for
London (employee covering transportation costs)
London, England - \$522.00

Donna Vandergrift, Liberal Arts – 4/26-4/28/18
Annual CSCC Conference
Addison, TX - \$1,205.00

Women's Softball Team, Athletics – 3/3-3/4/18
Overnight trip (fundraised) in Maryland

Women's Basketball Team, Athletics – 2/20/18
Region XIX First Round TBD - \$205.00

Women's Basketball Team (includes Athletic Director's travel costs), Athletics – 2/24-2/25/18
Region XIX Championship
Lackawana - \$3,851.00

Women's Basketball Team (includes Athletic Director's travel costs), Athletics – 3/3-3/4/18
Districts, Winner of Region 15/21 - \$7,310.00

Women's Basketball Team (includes Athletic Director's travel costs), Athletics – 3/20-3/24/18
National Championship
Harrison, AR - \$18,070.00

Men's Basketball Team, Athletics – 3/6-3/7/18
Region XIX First Round TBD - \$205.00

Men's Basketball Team (includes Athletic Director's travel costs), Athletics – 3/9-3/11/18
Region XIX Championship
Lackawana - \$4,251.00

Men's Basketball Team (includes Athletic Director's travel costs), Athletics – 3/20-3/24/18
National Championship
Dannville, IL - \$19,270.00

Men's Baseball Team (includes Athletic Director's travel costs), Athletics – 5/5-5/6/18
Region XIX First Round TBD - \$5,168.00

Men's Baseball Team (includes Athletic Director's travel costs), Athletics – 5/11-5/13/18
Region XIX Championship
Mercer CC - \$510.00

Men's Baseball Team (includes Athletic Director's travel costs), Athletics – 5/26-6/2/18
National Championship
Enid, OK - \$34,130.00

Women's Softball Team (includes Athletic Director's travel costs), Athletics – 5/1-5/2/18
Region XIX First Round TBD - \$3,916.00

Women's Softball Team, Athletics – 4/28-4/29/18
Region XIX Championship
Morris CC - \$3,752.00

Women's Softball Team (includes Athletic Director's travel costs), Athletics – 5/5-5/6/18
Districts, Winner of Region 15/21 - \$7,757.00

Women's Softball Team (includes Athletic Director's travel costs), Athletics – 5/16-5/19/18

National Championship
Clinton, MS - \$18,004.00

Men's Golf Team, Athletics – 4/23/18
GSAC Tournament
Cranbury, NJ – \$135.00

Men's Golf Team, Athletics – 5/2/18
Region Qualifier
Cranbury, NJ - \$740.00

Men's Golf Team, Athletics – 5/6-5/8/18
Region Tournament
Cranbury, NJ - \$1,140.00

Men's Golf Team, Athletics – 6/5-6/8/18
Nationals
Chautaugua, NY - \$2,500.00

REIMBURSEMENT

Elizabeth Price, STEM – 1/24-1/27/18
ACAD and AAC&U Annual Meeting
Washington, DC - \$218.79

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-02

TO APPROVE AND RATIFY CONTRACTS

To approve a contract with Burlington County Institute of Technology to provide advanced manufacturing machinist boot camp training for Cohort 4 for the period of March 1, 2018 through June 28, 2018 in an amount not to exceed \$37,000.00.

To approve a contract with Fearing International Group, LLC to provide OSHA 10 training for Advanced Manufacturing, Machinist Certificate, Cohort #4 for the period of March 1, 2018 through March 19, 2018 in an amount not to exceed \$3,096.00.

To approve a contract with MidAtlantic Employers' Association to provide instructional services for the period of April 6, 2018 through May 17, 2018 in an amount not to exceed \$13,965.00.

To approve a contract with ABC Consulting Group International, LLC to provide instructional services for the period of March 20, 2018 through April 19, 2018 in an amount not to exceed \$12,600.00.

To approve a contract with Maximum Leverage Solutions to provide instructional services for the period of March 6, 2018 through May 8, 2018 in an amount not to exceed \$4,000.00.

To approve a contract with United States Coast Guard Auxiliary - Flotilla 18-08 to provide instructional services for Boating Skills for NJ Boaters & PWC Operators for the period of April 4, 2018 through April 11, 2018 in an amount not to exceed \$1,000.00.

To approve a contract with Thomas Beard to provide an operatic baritone concert program on February 28, 2018 in an amount not to exceed \$1,700.00.

To approve a contract with Pat Cleveland as a guest interview speaker on February 28, 2018 in an amount not to exceed \$350.00.

To approve a contract with Terrell Strayhorn, dba Do Good Work, LLC to deliver an interactive session and professional development workshop with EMSS on April 4, 2018 in an amount not to exceed \$4,000.00.

To approve a contract with DLM Architects, Ltd. to provide digital renderings for the Athletics Complex in an amount not to exceed \$3,000.00.

To approve a contract with Maria Belcher to perform a program review for the Mechanical Engineering Technology Program and provide an external consultant's report upon conclusion of review for the period of February 9, 2018 through February 28, 2018 in an amount not to exceed \$2,000.00.

To approve a contract with Connection School of Real Estate to provide instructional services for the period of January 20, 2018 through April 7, 2018 in an amount not to exceed \$8,520.00.

To approve a contract with W.I.T.S. Fitness and Training to provide instructional services for Personal Trainer Certificate & Nutrition Concepts for the period of February 11, 2018 through April 14, 2018 in an amount not to exceed \$7,380.00.

To approve a contract with Puleo Pharmacy Services, LLC to provide instructional services for the period of February 19, 2018 through May 30, 2018 in an amount not to exceed \$10,800.00.

To approve a contract with Rutgers Small Business Development Center to provide instructional services for an Entrepreneur Certificate Program for the period of February 21, 2018 through May 2, 2018 in an amount not to exceed \$7,237.50.

To approve a contract with Dr. Cyrus Whaley to participate in the curriculum revision project for Radiography which would entail creating a new model which reflects JRCERT's curriculum mapping and compliance and also satisfies RCBC guidelines and policies for the period of March 1, 2018 through March 31, 2018 in an amount not to exceed \$6,000.00.

To approve a contract with Dr. Monique Gary to provide an informative, educational, motivation speaking engagement for the period of February 15, 2018 through February 16, 2018 in an amount not to exceed \$350.00.

To approve a contract with the County of Burlington for professional services provided by Taylor Wiseman & Taylor related to Athletics Complex from April 3, 2017 through November 12, 2017 in an amount not to exceed \$22,870.00.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-03

**APPROVING THE AWARD OF A CONTRACT TO MOTORCYCLE TRAINING
CENTER TO PROVIDE PROFESSIONAL INSTRUCTIONAL SERVICES IN AN
AMOUNT NOT TO EXCEED \$141,120.00 FOR THE PERIOD OF MARCH 24, 2018
THROUGH NOVEMBER 18, 2018**

WHEREAS, the College has a need for contracted services for the provision of curriculum, instructor and instructional materials to fulfill the needs of students enrolled in several non-credit, open enrollment classes; and

WHEREAS, the Workforce Development Institute will be offering an Introduction to Motorcycle Course and a Basic Rider Safety Course; and

WHEREAS, the student pays tuition to RCBC, who in turn reimburses Motorcycle Training Center for their services, minus a per-student fee earned by RCBC. Motorcycle Training Center develops/maintains curriculum, supplies instructional materials and provides instructors. RCBC markets the program and provides classroom space. Classes will not run, and no expense will be sustained by RCBC, if the minimum required enrollment in any class is not achieved; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Motorcycle Training Center** has completed and submitted a Business Entity Disclosure Certification which certifies that **Motorcycle Training Center** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **Motorcycle Training Center** from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(15), it appears in the best interest of the College to award a contract to **Motorcycle Training Center**, 513 Laurel Wood Court, Howell, NJ 07731; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(15), the President recommends the award of this

contract to the following vendor(s): **Motorcycle Training Center**, 513 Laurel Wood Court, Howell, NJ 07731;

NOW THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 27th day of February 2018, that a contract be awarded to **Motorcycle Training Center** in an amount not to exceed \$141,120.00 for the period March 24, 2018 through November 18, 2018; and

BE IT FURTHER RESOLVED, that the Business Entity Disclosure Certification, Chapter 271 Political Contribution Disclosure Form, Political Contribution Disclosure and the Determination of Value be placed on file with this resolution.

*******CERTIFICATE OF AVAILABILTY OF FUNDS*******

I, Jaclyn Angermeier, Executive Director, Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2018-2019 Auxiliary budget to pay for the contract between Rowan College at Burlington County and **Motorcycle Training Center**.

The money necessary to fund said contract is **\$141,120.00**. The contract is subject to the availability of funds and upon approval of the contract the funds will be charged to the following budget line item appropriation:

2-85106-9702 (Personal Development, Professional Fees)

Jaclyn Angermeier
Executive Director, Financial Services

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, February 27, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 James C. Anderson, Jr.								2
3 Christopher J. Brown, Vice Chair								3
4 Kevin Brown								4
5 Daniel Gee								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11

Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting

George Nyikita
Chairperson

Michael Cioce
Acting Secretary

- B. Personnel Committee:** Chair George Nyikita reported in Committee Chair Kevin Brown's absence:

The Personnel Committee met on Wednesday, February 21, 2018, and discussed various personnel matters.

Chair Nyikita invited questions on the Personnel Committee Report, and seeing none, he proceeded with a review of the following resolution for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

- Tab #4:** Resolution #2018-058-04, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Nyikita requested a motion to move Tab 4, as recommended by the Personnel Committee. With a motion by Trustee Daryl Minus-Vincent, a second by Trustee Mickey Quinn, and a unanimous vote in favor, the Board approved Resolution 4.

There were no questions and this concluded the Personnel Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-04

**RESOLUTION FOR PERSONNEL ACTIONS FOR
ROWAN COLLEGE at BURLINGTON COUNTY**

WHEREAS, Rowan College at Burlington County has identified the need for additions, modifications and separation of employment of certain positions; and

WHEREAS, the following were determined to meet the qualifications that best meet the needs of the college in the designated departments for the following vacancies, namely;

Brittany Goldberg as Water Safety Instructor at \$9.25/hour;
Ali John Gocmez as PT ESL Tutor at \$12/hour;
Aaron Dyess as Custodian at \$25,467;
Eric Marshall as Custodian at \$25,467;
Keith Belmont as Custodian at \$25,467;
Cameron Shroppe as PT Custodian at \$11/hour;
Rachel Pieters as PT Information Specialist at \$16.50/hour;
Amy Penwell as PT Information Specialist at \$16.50/hour;
Janisa Lovelace as Career Services Advisor at \$45,000;
Dr. Martin Manno as Nursing Fundamentals/Medical/Surgical Instructor at \$60,000; and

WHEREAS, the following internal individuals were found to meet the qualifications that best meet the needs of the college in the designated departments, namely;

Najah Jones as EOF Counselor at \$43,000; and

WHEREAS, the College's administration requested the authority, from the Board of Trustees' Executive Committee, to fill a critical position prior to the February 27, 2018 Board meeting, namely;

Bin Xioa as PT Custodian at \$12.25/hour;
Sarah Salah as Logistics/Operations Coordinator at \$36,000;
Linda Shieh as PT Academic Advisor at \$21/hour;
Liz Ditzel as PT Academic Advisor at \$12/hour;
Carole Weisbrod as PT Notetaker at \$15/hour;
Michael Barteld as Public Safety Officer II at \$29,000;
Edward Emrich as Public Safety Officer II at \$29,000;
Otis King as Public Safety Officer II at \$29,000;
Adjuncts, STEM (listing attached);

Adjuncts, Liberal Arts (listing attached);
Adjuncts, Nursing and Health Sciences (listing attached);
Part-Time Trainers (listing attached); and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the full Board, the separation of employment of employees, namely;

Karen McPherson, Adjunct, Nursing;
Amber Lee, Promotions Coordinator, Radio Station;
David Wright, Adjunct, Liberal Arts;
Catherine Wishart, Adjunct, Liberal Arts;
Jennifer Shiroff, Adjunct, Nursing;
Dashae Parker, Custodian, Facilities;
Thaddeus Lowden, Coordinator for Fire Science Academy, STEM;
Thongsa Keokham, Stationary Engineer, Facilities;
Matthew Kalos, Adjunct, Liberal Arts;
Martin DeGeorge, Adjunct, STEM;
Sandra Furness, Adjunct, Liberal Arts;
Reza Bavi, Adjunct, STEM;
Donald Alexis, Custodian, Facilities;
Anika Ragins-Riley, Foundation; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, the approval and ratification of the following leave of absences, namely;

John Allen, Operations, Paid Intermittent LOA;
Cathy Briggs, Student Success, Paid LOA;
Pamela Joseph, Radiography, Paid LOA;
Cara McMullen, Facilities, Paid Intermittent LOA;
Traci Soto, Graphics, Paid Intermittent LOA;
Rita Vora, Accounting, Paid Intermittent LOA;
Laura Bezich, Human Resources, Paid LOA;
Anika Ragins-Riley, Foundation, Paid Administrative Leave; and

WHEREAS, the Board of Trustees has the authority to appoint or modify said full time vacancies and positions and to determine issues of lawful and appropriate compensation and applicable related employee benefits for a full-time employees and/or separate said employees;

NOW THEREFORE, be it resolved that the Board of Trustees, now assembled in public session this 27th day of February 2018, hereby approves the above stated personnel actions for Rowan College at Burlington County.

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, February 27, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 James C. Anderson, Jr.								2
3 Christopher J. Brown, Vice Chair								3
4 Kevin Brown								4
5 Daniel Gee								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Michael Cioce
 Acting Secretary

C. **Academic Committee:** Dr. David Spang, Senior Vice President and Provost, reported in Committee Chair Daniel Gee's absence:

The Academic Committee met on Monday, February 19, 2018 and reviewed a number of items of importance:

- The RCBC/Rowan University 3 + 1 partnership: As of mid-February, there are nearly 700 declared 3 + 1 students in Biology, Computing and Informatics, Law and Justice, Liberal Studies, Nursing and Psychology.
- In addition, the College is pursuing Engineering Technology as a 3 + 1 program. Rowan is creating a Department of Engineering Technology to house Mechanical Engineering Technology (MET) and Electrical Engineering Technology (EET). At RCBC, we are creating a Mechanical Engineering Technology program to link to Rowan University's program through 3 + 1. We already have an EET program, which is ABET accredited.
- RCBC is also pursuing additional 3 + 1 programs in Inclusive Education and Health Professions with Rowan University. More details are forthcoming.
- RCBC submitted two degrees (AS and AAS) to the New Jersey Presidents' Council in Advanced and Continuous Studies. We are required to submit some additional clarification to the Academic Issues Committee (AIC) of the New Jersey Presidents' Council for consideration, and submission is planned for early March 2018.
- The Middle States accreditation efforts are progressing well under the direction of Dr. Anita Rudman, Associate Provost. The various workgroups are gathering information to demonstrate compliance with the Middle States standards. Chair Nyikita met with Standard 7 representatives prior to the Board Meeting this evening regarding College Governance and he answered their specific questions.
- The Substantive Change report to officially change the main campus from Pemberton to Mount Laurel is complete and will be submitted by the end of this week.
- On academic grants, work on the National Science Foundation Grant continues. There have been several events in honor of Black History Month, as well as National Engineers' Week, which was last week. Additional activities included a Calculation Workshop with about 80 attendees, some of which were faculty and their students, as well as an Industry Forum last Friday.
- Drs. Spang and Tetteh, along with Dr. Constance, Rowan University, are presenting a paper in June entitled, A Model for Aligning Engineering Technology Curriculum with Industry Needs. The goal is to make our degrees more relevant and position our students well.

Dr. Spang invited questions on the Academic Committee Report. Trustee Renee Liciaga remarked on Mr. Sam Thevanayagam, President and CEO of Parts Life, Inc., who recently presented at the College. Mr. Thevanayagam talked about the need for more American students to pursue S.T.E.M and S.T.E.A.M. studies. Dr. Spang invited Ms. Anna Payanzo Cotton, Vice President of Workforce Development and Lifelong Learning, to provide an update for the Board.

Ms. Payanzo Cotton described new initiatives and projects in Workforce Development to include:

- Professional services agreements: Workforce Development is moving forward the Career Coach contract. Ms. Payanzo Cotton explained that Career Coach is a publicly available career exploration tool, which can be found on the College's Website, along with educational pathways at RCBC to those careers. Additionally, two contracts with the Talent Development Center were presented. Ms. Payanzo Cotton recognized Ms. Leah Arter for all of her work in bringing RCBC this award. Further, WDI moved an agreement forward with the New Jersey Manufacturing and Extension Program as one of the subcontracted vendors. The College will also be a subcontracted training provider for Camden County College's Advanced Manufacturing Award. They will fund us to conduct some of the training.
- Other Subcontracted Training Programs include: Small Business programs, boating skills and safety, machinist boot camp training through our relationship with BCIT, project management programs, real estate, personal trainer certificates, pharmacy technology, and entrepreneurial certificate programs.
- A resolution is presented for the Board's approval to enter into an agreement with Allies, Inc., which is a non-profit behavioral health organization based in Hamilton, New Jersey. Allies has approximately 1,000 employees and the College will partner with them to maximize use of their tuition reimbursement benefits, as well as potentially hire some of our students part-time and explore career activities with shadow days and real world experiences on site.

Ms. Payanzo Cotton invited questions on the Workforce Report. There were no questions and this concluded the Academic Committee Report.

Academic Committee Action (Resolution(s) for Approval)

- Tab #5:** Resolution #2018-0158-05, Approval to amend the Fiscal Year 2018 Carl D. Perkins Postsecondary Federal/State Vocational Formula Grant in the amount of \$442,309.00.
- Tab #6:** Resolution #2018-058-06, A Resolution to establish an Associate of Science Degree Program: Mechanical Engineering Technology (AS.MET)
- Tab #7:** Resolution #2018-058-07, Substantive Change proposal to reclassify RCBC's Mount Laurel Campus as its Main Campus
- Tab #8:** Resolution #2018-058-08, A Resolution to authorize Rowan College at Burlington County (RCBC) to enter into agreements with area businesses for tuition reimbursement and the development of specialized courses and/or training programs
- a. Allies, Inc.

Chair Nyikita requested a motion to move Tabs 5 through 8, as recommended by the Academic Committee. With a motion by Trustee James Anderson, a second by Trustee Mickey Quinn, one recusal on Tab 5 by Trustee Daryl Minus-Vincent, and a unanimous vote in favor on Tabs 6 through 8, the Board approved Resolutions 5 through 8. There were no questions.

This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-05

**APPROVAL TO AMEND THE FISCAL YEAR 2018 CARL D. PERKINS
POSTSECONDARY FEDERAL/STATE VOCATIONAL FORMULA GRANT FROM
THE NEW JERSEY DEPARTMENT OF EDUCATION,
IN THE AMOUNT OF \$442,309.00**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) received notification from the New Jersey Department of Education (NJDOE), Office of Career and Technical Education, that it is eligible to amend the grant in the amount of \$442,309.00 for fiscal year 2018; and

WHEREAS, Rowan College at Burlington County believes there is a need for funding to improve academic career and technical education programs; and

WHEREAS, fiscal year 2018 Perkins grant resources will be used to improve teaching and instruction of College career and technical education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions and Health Sciences Divisions. Perkins funding will also be used for allowable activities related to career awareness, tutoring, student success, quality and effectiveness, and professional development; and

WHEREAS, to facilitate student instruction, using relevant, up-to-date programming that meets business and industry standards, fiscal year 2018 Perkins grant expenditures will focus on the purchase of equipment, instructional salaries, materials and supplies for academic programs such as: Paramedic Sciences, Radiography, Nursing, Dental Hygiene, Fashion Design, Entertainment Technology and Electronic Engineering Technology. The type of instructional equipment, materials and supplies that may be purchased includes industry-required equipment, laboratory supplies, print and database resources, instructional software and computers; and

WHEREAS, Rowan College at Burlington County agrees to amend the Fiscal Year 2018 Postsecondary Federal/State Vocational Fiscal Year 2018 One-Year Spending Plan in accordance with the Fiscal Year 2018 Carl D. Perkins Grant Guidelines, and all other appropriate state and federal rules and regulations; and

WHEREAS, submission of the amendment of the One-Year Spending Plan to the NJDOE, Office of Career and Technical Education, and approval by the Board of Trustees are required for funding approval;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees, assembled in public session this 27th day of February 2018, hereby authorizes the College to amend the Carl D. Perkins Fiscal Year 2018 funding in the amount of \$442,309.00.

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, February 27, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 James C. Anderson, Jr.								2
3 Christopher J. Brown, Vice Chair								3
4 Kevin Brown								4
5 Daniel Gee								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Michael Cioce
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-06

**ESTABLISHMENT OF AN ASSOCIATE OF APPLIED SCIENCE DEGREE IN
MECHANICAL ENGINEERING TECHNOLOGY (AAS.MET)**

WHEREAS, in an ongoing effort to provide opportunities for accessible and affordable educational pathways, Rowan College at Burlington County (RCBC) has identified the need to provide a high-quality educational opportunity that prepares students to achieve career goals in the field of Mechanical Engineering Technology (MET); and

WHEREAS, the program will further enhance the educational offerings provided by RCBC and potentially stimulate and encourage engagement of underrepresented populations in a STEM field; and

WHEREAS, the program is designed to be a two-year Associate of Applied Science degree that will be transferable primarily to a Bachelor of Science in Mechanical Engineering Technology degree, which is under development through a partnership with Rowan University as part of the RCBC/RU “3+1” program; and

WHEREAS, RCBC will seek accreditation of the program by the Engineering Technology Accreditation Commission (ETAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET); and

WHEREAS, the AAS.MET program will support the needs of the manufacturing and service industry in Burlington County, NJ; and

WHEREAS, the latest available data from the Bureau of Labor Statistics (BLS) predicts that the number of jobs in Mechanical Engineering Technology will increase through 2026;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 27th day of February 2018, that the Associate of Applied Science degree in Mechanical Engineering Technology be approved for implementation in September 2018.

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, February 27, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 James C. Anderson, Jr.								2
3 Christopher J. Brown, Vice Chair								3
4 Kevin Brown								4
5 Daniel Gee								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Michael Cioce
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-07

**SUBSTANTIVE CHANGE PROPOSAL TO RECLASSIFY RCBC'S MOUNT
LAUREL CAMPUS AS ITS MAIN CAMPUS**

WHEREAS, Rowan College at Burlington County (RCBC) is submitting a substantive change request to the Middle States Commission on Higher Education (MSCHE) that requires institutional review and approval prior to implementation; and

WHEREAS, a comprehensive facilities study conducted in 2015 determined that RCBC did not have sufficient student demand to maintain campuses in both Pemberton and Mount Laurel, New Jersey; and

WHEREAS, a review of student enrollment data over the past decade demonstrated a clear trend of students showing a preference for taking courses on the Mount Laurel campus and online rather than traveling to the Pemberton campus; and

WHEREAS, the Mount Laurel campus is conveniently located just off I-295 and Route 38, which are major thoroughfares in Burlington County, in a heavily populated and growing part of the County; and

WHEREAS, according to the most recent census conducted in 2010, population density in the townships surrounding the Mount Laurel campus increased, while those abutting the Pemberton campus decreased; and

WHEREAS, constituents agreed that consolidating the Pemberton and Mount Laurel campuses and transitioning academic and support services to Mount Laurel would make it easier for students, faculty, and staff to engage with each other and collaborate; and

WHEREAS, RCBC's Board of Trustees previously passed Resolution #2016-110-09 on April 19, 2016, approving capital projects for improvements to the Mount Laurel campus; and

WHEREAS, this substantive change proposal clearly aligns with RCBC's mission and goals;

NOW, THEREFORE, be it resolved by the Trustees of Rowan College at Burlington County now assembled in public session this 27th day of February 2018, that this substantive change proposal to reclassify RCBC's Mount Laurel campus as its main campus be approved for implementation in September 2018.

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, February 27, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 James C. Anderson, Jr.								2
3 Christopher J. Brown, Vice Chair								3
4 Kevin Brown								4
5 Daniel Gee								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 George Nyikita
 Chairperson

 Michael Cioce
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
February 27, 2018**

RESOLUTION #2018-058-08

**AUTHORIZING ROWAN COLLEGE AT BURLINGTON COUNTY (RCBC) TO
ENTER INTO AN AGREEMENTS WITH AREA BUSINESSES FOR TUITION
REIMBURSEMENT AND THE DEVELOPMENT OF SPECIALIZED COURSES
AND/OR TRAINING PROGRAMS**

WHEREAS, the County established as Workforce Development Institute at Rowan College of Burlington County in July 2016 for the purpose of establishing a coordinated system across institutional partners and preparing the workforce for the business needs of the future; and

WHEREAS, the Workforce Development Institute has identified a need to expand training and engagement opportunities with area businesses; and

WHEREAS, through business engagement business partners have chosen to partner with RCBC to support continuing education for their associates; and

WHEREAS, RCBC is committed to supporting these businesses in promoting their tuition reimbursement programs, and partnering for the development of new training and coursework, to meet the continuing training needs of their workforce;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 27th day of February 2018, that:

1. Rowan College of Burlington County is authorized to enter into tuition reimbursement and course/training development partnerships with the following partners:
 - a. Allies, Inc.
2. The College President is hereby authorized to take any actions necessary to implement the terms of the Agreement, and to sign, seal, execute and witness/attest the Agreement in accordance with the Rules of the Board.

*******CERTIFICATION OF THE SECRETARY*******

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, February 27, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Vacant								1
2 James C. Anderson, Jr.								2
3 Christopher J. Brown, Vice Chair								3
4 Kevin Brown								4
5 Daniel Gee								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

George Nyikita
Chairperson

Michael Cioce
Acting Secretary

COMMENTS FROM THE PUBLIC

Chair Nyikita invited comments from the public. There were none.

COMMENTS FROM THE BOARD

Chair Nyikita talked with a number of people that were first time visitors to the College and the Student Success Center at the Celebration of Philanthropy. To say they were very impressed would be an understatement. The Chair indicated that it is a statement of where RCBC is headed and we should all be proud to be part of it. With all the staff and Foundation folks involved to make this event a success, it goes without saying that Trustee Renee Liciaga was a major part of the success of this event.

Trustee Liciaga thanked the Chair and recognized many others involved in this effort. It was particularly special seeing and hearing the students', Christina, Jared and Mary, testimonies.

The Chair added, as it relates to Black History Month, that Trustee Liciaga's family has a broad legacy in the African American community and the general Burlington County community that goes back centuries. Dr. James Still and his brother, William Still of Medford, helped Harriott Tubman with the Underground Railroad. They are Ms. Liciaga's Grandmother's side of the family, four generations. Jacob's Chapel A.M.E. Church, in Mt. Laurel, New Jersey, served as an integral part of the Underground Railroad.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Nyikita called for a motion to adjourn the Public Session. There was no need for an Executive Session. With no further business, Trustee Jamie Martin made the motion, second by Trustee Renee Liciaga, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:00 P.M.

Respectfully submitted,

Mr. Michael Cioce
Acting Board Secretary

MC:imd