

**ROWAN COLLEGE AT BURLINGTON COUNTY**

**BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING**

**Tuesday, September 19, 2017**

**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 5:38PM.

**FLAG SALUTE**

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

**SWEARING IN RCBC TRUSTEE (Term Renewal)**

Chair Nyikita announced Trustee Kevin Brown's renewal for a three-year term to the Rowan College at Burlington County Board of Trustees. Trustee Brown also serves as the Board Personnel Committee Chair.

At the direction of Chair Nyikita, Board Solicitor William Burns administered the Oath of Allegiance and Oath of Office. The Board members, Acting President Cioce and all meeting attendees thanked Trustee Kevin Brown for his service on the Board and look forward to continuing their work with him. The Oath was officially signed and photos were taken.

**ROLL CALL**

*Board Present:* Mr. Kevin Brown, Mr. Primitivo Cruz (by phone), Mr. Brian Kamp, Ms. Renee Liciaga, Mr. George Nyikita, Ms. Cassadie Hynd (Alumni Trustee)

*Board Absent:* Mr. Christopher Brown, Mr. Daniel Gee, Ms. Jamie Martin, Mr. Daryl Minus-Vincent, Mr. Mickey Quinn

*RCBC Present:* Mr. Michael Cioce (Acting President and Acting Board Secretary), Ms. Jaclyn Angermeier, Ms. Leah Arter, Dr. Cathy Briggs, Ms. Emmy Casa, Mr. Matthew Farr, Dr. Martin Hoffman, Ms. Rosemary Kelleher, Mr. Mark

Meara, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Dr. Elizabeth Price, Mr. David Quinnan, Ms. Anika Ragins-Riley, Dr. Anita Rudman, Ms. Linda Schmidt, Dr. David Spang, Dr. Edem Tetteh, Ms. Donna Vandergrift, Mr. Greg Volpe, Mr. William Burns (Board Solicitor), and Ms. Lynne Marie Devericks (Board Recorder)

*RCBC Journalism Students Present:* Jelani Champion, Brianna Benson, Daulton Morrison, Madison Curry, Delores Craver, Joshua Ortiz, Shannon Gallagher, Marc Bannerman, Lauren Purnell, Nicole Simons, Angela Riccitello, Caroline Calalary, Christopher Tsarouhas, Terrio Jenkins, Jesse Cungon, Andrew Britton, Mitchell Tanzini, Kevin Emmons, Myles Bolden, Zamel Robinson, Kevin Yeager, David Alaimo, Natalie Ward, Julie Studebaker, Dominic Zampinni

### **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 2, 2016, which was amended by a public notice released on August 29, 2017, 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 July 18, 2017, and the Special Board Meeting on August 30, 2017, as submitted. The motion was made by Trustee Kevin Brown 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 July 18 through September 15, 2017.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson and reviewed by Public Safety Assistant Director Andrew Eaton was presented in written form to the Board for the period July 18, 2017 to September 8, 2017.
- Acting President Michael Cioce made two announcements in addition to the written report provided in the Board packets:

1) The College's Director of Public Safety will present on the Emergency Operations Plan for the coming academic year.

2) Acting President Cioce expressed his excitement about the new Student Success Center. There were 24 journalism students in attendance at this evening's Board Meeting from Professor Tim Zatariny's class. Mr. Cioce added that the name of the Center is fitting with so many students in attendance this evening. The Student Success Center was a thought 12 months ago, followed by a groundbreaking in August 2016, and one year later we are here due to the support of the Board of Trustees. The students will benefit from this beautiful new space, as well as the staff who are almost entirely moved in.

Acting President Cioce also announced that Rowan College at Burlington County has the largest Fall class in over three years. He referenced the Fall 2017 Enrollment handout provided to the Board this evening (see attached). We are just under 9,000 students and the majority of them are located on the Mount Laurel Campus. Further, based on Institutional Research and conversations with peers, RCBC is the fastest growing community college in the entire State. He thanked everyone for all of their hard work to achieve this success.

- Mr. Cioce invited Director Schmidt to the podium for the Public Safety presentation.

### **PUBLIC SAFETY PRESENTATION**

Ms. Linda Schmidt, Director of Public Safety, addressed the Board and all in attendance. Director Schmidt provided an overview of revisions to the College's Emergency Operations Plan, which are reviewed every five years by mandate. Copies of the Emergency Operations Manual were provided to the Board members. Ms. Schmidt indicated that we received an extension to submit the Plan to the State of New Jersey due to the construction and many changes taking place at RCBC. The Plan contains the Continuity of Essential Functions, and Director Schmidt referenced Hurricane Sandy in 2012 when the Pemberton Campus served as an emergency evacuation shelter. This past summer, Public Safety held Table Top reviews and they are updating the Emergency Management Team. They are working with the Office of Emergency Management to encourage students to become CERT (Community Emergency Response Team) members. Ms. Schmidt's goal is to have an on-the-ground exercise in 2018. The next two Fridays, Public Safety will join law enforcement, fire, emergency medical services, and Office of Emergency Management representatives for a ground-level tour of the Mount Laurel Campus. They will also invite the crews back after hours to become familiar with our buildings in the event they need to respond to emergencies.

Chair Nyikita requested a motion to accept the Rowan College at Burlington County Emergency Operations Plan. With a motion by Trustee Brian Kamp, a second by Trustee Kevin Brown, and a unanimous vote in favor, the Board accepted the Rowan College at Burlington County Emergency Operations Plan.

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 Tuesday, September 12, 2017, and the Committee reviewed various financial, contractual and other matters, all of which are reflected in Tabs 1 through 7 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 #2017-262-01, A Motion to approve and ratify requested business related travel.

Chair Nyikita asked for a motion to move Tab 1 as recommended by the Finance/Facilities Committee. With a motion by Trustee Brian Kamp and a second by Trustee Kevin Brown, the Board approved Tab 1 with a unanimous vote in favor. There were no questions.

**Tab #2:** Resolution #2017-262-02, A Motion to approve and ratify contracts.

Chair Nyikita asked for a motion to move Tab 2 as recommended by the Finance/Facilities Committee. With a motion by Trustee Brian Kamp and a second by Trustee Kevin Brown, the Board approved Tab 2 with a unanimous vote in favor. There were no questions.

**Tab #3:** Resolution #2017-262-03, A Resolution to award a contract to Foveonics for Phase II of the RIMS document back-scanning project in the amount of \$63,441.44.

**Tab #4:** Resolution #2017-262-04, A Resolution to award a contract to Blackboard, Inc. for software and services related to a Hosted Course Management System in an annual amount not to exceed \$218,436.27, for a total amount of \$655,308.81, for the period of July 1, 2017 through June 30, 2020.

**Tab #5:** Resolution #2017-262-05, A Resolution to approve a contract with Graybar for public safety video security management system upgrades for Willingboro, Mt. Holly, Student Success and Health Sciences buildings in the amount of \$71,521.03.

**Tab #6:** Resolution #2017-262-06, A Resolution to enter into a lease with NextGen for the period of July 1, 2017 through June 30, 2018.

Chair Nyikita requested a motion to move Tabs 3 through 6 as recommended by the Finance/Facilities Committee. With a motion by Trustee Brian Kamp and a second by Trustee Renee Liciaga, the Board approved Tabs 3 through 6 with a unanimous vote in favor. There were no questions.

**Tab #7:** Resolution #2017-262-07, A Resolution to enter into an agreement with King, Kitrick, Jackson & McWeeney, LLC.

Chair Nyikita requested a motion to move Tab 7 as recommended by the Finance/Facilities Committee. With a motion by Trustee Brian Kamp and a second by Trustee Kevin Brown, the Board approved Tab 7 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  
September 19, 2017**

**RESOLUTION #2017-262-01**

**TO APPROVE AND RATIFY REQUESTED BUSINESS RELATED TRAVEL**

**APPROVE**

Martin Hoffman, Distance Education – 11/12-11/14/17  
ITC November Board Meeting  
Arlington, VA - \$946.11

Cathy Briggs, Student Success – 1/20-1/24/18  
The Alice Mancur Symposium - NASPA  
institute San Diego, CA - \$2,679.00

Dr. Edem Tetteh, Perkins Grant – 11/1-11/3-17  
Associations of Technology and Applied  
Engineering Annual Conference and  
Accreditation Workshop  
Cincinnati, OH - \$1,660.00

Rick Pancoast, Perkins Grant – 11/1-11/3/17  
Associations of Technology and Applied  
Engineering Annual Conference and  
Accreditation Workshop  
Cincinnati, OH - \$1,660.00

Fran DiLorenzo, Perkins Grant – 4/8-4/11/18  
American Academy of Professional Coders  
(AAPC)  
Orlando, FL - \$3,345.00

Fran DiLorenzo or Susan Scully, Perkins  
Grant – 10/7-10/11/17  
AHIMA National Convention  
Los Angeles, CA - \$3,049.76

Fran DiLorenzo or Susan Scully, Perkins  
Grant – 5/20-5/23/18  
National Cancer Registrars Association  
Annual Education Conference (NCRA's)  
New Orleans, LA - \$2,595.00

Karen Montalto, Perkins Grant – 9/24-9/26/17  
2017 NCSBN NCLEX Conference  
Rosemont, IL - \$1,372.40

Pat Price, Perkins Grant - 9/24-9/26/17  
2017 NCSBN NCLEX Conference  
Rosemont, IL - \$1,372.40

Karen Montalto, Perkins Grant – 10/12-10/13/17  
Accreditation Commission for Education in  
Nursing (ACEN) Fall 2017 Self-Study Forum  
Las Vegas, NV - \$1,424.40

Pat Price, Perkins Grant - 10/12-10/13/17  
Accreditation Commission for Education in  
Nursing (ACEN) Fall 2017 Self-Study Forum  
Las Vegas, NV - \$1,424.40

Sepideh Abdollahzadeh, Perkins Grant –  
3/17-3/21/18  
2018 Annual AIUM Convention  
Las Vegas, NV - \$3,040.00

Courtney Dyott, Perkins Grant - 3/17-3/21/18  
2018 Annual AIUM Convention  
Las Vegas, NV - \$3,040.00

CTE student advisor #1, Perkins Grant –  
11/6-11/9/17  
National Symposium on Student Retention  
Destin, FL - \$1,935.00

CTE student advisor #2, Perkins Grant –  
11/6-11/9/17  
National Symposium on Student Retention  
Destin, FL - \$1,935.00

Nicole Scott, Perkins Grant – 4/16-4/19/18  
National Summit for Educational Equity  
Arlington, VA - \$1,774.40

Eileen Swiatkowski, Perkins Grant – 4/16-  
4/19/18  
National Summit for Educational Equity  
Arlington, VA - \$1,774.40

Women's Soccer Team, Athletics – 11/3-  
11/5/17  
Region XIX NJCAA District Tournament (if  
team wins Region Championship) - furthest  
possible host would be County College of  
Morris Randolph, NJ - \$5,366.00

Men's Soccer Team, Athletics – 11/3-11/5/17  
Region III NJCAA District Tournament (if  
team wins Region Championship) - furthest  
possible host would be Monroe Community  
College Rochester, NY - \$8,716.00

Women's Soccer Team, Athletics – 11/12-  
11/19/17  
Nationals (if team wins District  
Championship) Melbourne, FL - \$31,076.00

Men's Soccer Team, Athletics – TBD  
Nationals (if team wins District  
Championship) Prescott, AZ - \$32,476.00

Men's Baseball Team, Athletics – 3/9-3/18/18  
2018 Spring Break Trip - Russ Matt Central  
Florida Invitational (supported by student fee)  
Orlando, FL - \$32,910.00

Women's Softball Team, Athletics – 3/9-  
3/19/18  
2018 Spring Break Trip (supported by student  
fee) Myrtle Beach, SC - \$21,580.00

Men's Golf Team, Athletics – 3/9-3/18/18  
2018 Spring Break Trip (supported by student  
fee)  
Pinehurst, NC - \$4,764.00

Mike Cioce, President's Office – 9/22/17  
EAB Community College Executive Forum  
Washington, DC - \$279.30

Nicole Scott, NSF Grant – 10/23-10/25/17  
NSF ATE Conference  
Washington, DC - \$1,292.05

Mike Cioce, President's Office – 10/23-  
10/24/17  
EAB Conference  
Washington, DC - \$588.00

Mark Meara, President's Office – 10/23-  
10/24/17  
EAB Conference  
Washington, DC - \$588.00

### **Reimbursement**

Christine Kimber, Nursing – 7/23-7/27/17  
National League for Nursing (NLN)  
Baltimore, MD - \$242.96

**RATIFY**

Karen Archambault, Enrollment Management  
– 10/9-10/15/17  
NACADA 2017 Annual Conference  
St. Louis, MO - \$2,461.24

Diane Schellack, Liberal Arts – 10/12-  
10/14/17  
Mid-Atlantic College Reading + Writing  
Association Conference  
Ocean City, MD - \$504.20

Women’s Softball Team, Athletics – 10/14-  
10/15/17  
Softball Overnight Trip (student club funded)  
Philadelphia, PA - \$1,750.00

Dr. David Spang, NSF Grant – 10/23-  
10/25/17  
NSF ATE Conference  
Washington, DC - \$374.00

Dr. Edem Tetteh, NSF Grant – 10/23-  
10/25/17  
NSF ATE Conference  
Washington, DC - \$425.00

Eileen Swiatkowski, NSF Grant – 10/23-  
10/25/17  
NSF ATE Conference  
Washington, DC - \$1,390.00

Daniel Sullivan, NSF Grant – 10/23-10/25/17  
NSF ATE Conference  
Washington, DC - \$1,306.00

Elaine Young, NSF Grant – 10/23-10/25/17  
NSF ATE Conference  
Washington, DC - \$1,310.00

Heather Conger, Athletics – 10/4-10/5/17  
October Region XIX Meeting  
Mt. Pocono, PA - \$560.00

Women’s Soccer Team, Athletics – 8/25-  
8/26/17  
Overnight trip  
Baltimore, MD - \$1,000.00

Men’s Soccer Team, Athletics – 9/3-9/4/17  
Overnight trip  
Bronx, NY - \$1,400.00

Women’s Basketball Team, Athletics – 11/3-  
11/5/17  
Overnight trip  
Fredericksburg, MD - \$2,400.00

**Reimbursement**

John Scott, NJ Transfer – 7/8-7/11/17  
2017 AACRAO Technology & Transfer  
Conference  
New Orleans, LA - \$235.01

Linda Tromp, NJ Transfer – 7/8-7/11/17  
2017 AACRAO Technology & Transfer  
Conference  
New Orleans, LA - \$72.00

Martin Hoffman, Distance Education – 7/16-  
7/22/17  
Instructional Technology Council Leadership  
Academy and ITC Summer Board Meeting  
Portland, OR - \$484.21

Jonathan Weisbrod, STEM – 7/26-7/29/17  
Attending and presenting at Mathfest 2017  
Chicago, IL - \$149.96



**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 19, 2017**

**RESOLUTION #2017-262-02**

**TO APPROVE AND RATIFY CONTRACTS**

To approve a contract with Unique Entertainment, LLC to provide a silent disco at the RCBC Mount Holly Campus Welcomes the Arts Event on October 21, 2017 in an amount not to exceed \$1,020.00.

To approve a contract with Burlington County Institute of Technology to provide advanced manufacturing machinist boot camp training for Cohort 2 from June 23, 2017 through August 29, 2017 in an amount not to exceed \$21,585.55.

To approve a contract with Burlington County Institute of Technology to provide advanced manufacturing machinist boot camp training for Cohort 3 from October 23, 2017 through March 15, 2018 in an amount not to exceed \$43,777.50.

To approve a contract with ABC Consulting Group International, LLC to provide instructional services for the period of October 24, 2017 through December 5, 2017 in an amount not to exceed \$12,600.00.

To approve a contract with Burlington County Golf Academy to provide instructional services for the period of September 9, 2017 through October 29, 2017 in an amount not to exceed \$1,662.50.

To approve a contract with Connection School of Real Estate to provide instructional services for the period of September 9, 2017 through November 14, 2017 in an amount not to exceed \$18,720.00.

To approve a contract with MassBay Community College to provide instructional services for the period of September 19, 2017 through November 16, 2017 in an amount not to exceed \$4,200.00.

To approve a contract with Maximum Leverage Solutions to provide instructional services for the period of October 17, 2017 through December 19, 2017 in an amount not to exceed \$4,000.00.

To approve a contract with MidAtlantic Employers' Association to provide instructional services for the period of October 27, 2017 through December 8, 2017 in an amount not to exceed \$13,965.00.

To approve a contract with Rutgers Small Business Development Center to provide instructional services for an Entrepreneur Certificate Program for the period of October 14, 2017 through December 13, 2017 in an amount not to exceed \$4,750.00.

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 September 13, 2017 through September 20, 2017 in an amount not to exceed \$900.00.

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 October 22, 2017 through December 3, 2017 in an amount not to exceed \$7,380.00.

To approve a contract with Fearing International LLC to provide OSHA 30 General Industry Training for Advanced Manufacturing Machinist Certificate Program for the period of October 23, 2017 through November 27, 2017 in an amount not to exceed \$3,120.00.

To approve a contract with Scanzano Sports, LLC for the rental of space for the purpose of practice and training for the RCBC Baseball and Softball teams beginning on September 1, 2017 and renewed on a week to week basis as agreed to by both parties in an amount not to exceed \$0.00 per session.

To ratify a contract with Burlington County Golf Academy to provide instructional services for the period of June 14, 2017 through August 18, 2017 in an amount not to exceed \$8,038.10.

To ratify a contract with Alice Paul Institute to provide instructional services for the period of June 26, 2017 through July 28, 2017 in an amount not to exceed \$7,550.00.

To ratify a contract with Sciansational Workshop for Kids, Inc. to provide instructional services for the period of June 26, 2017 through August 4, 2017 in an amount not to exceed \$7,860.00.

To ratify a contract with Wickline Associates Inc. to provide instructional services for the period of July 10, 2017 through August 11, 2017 in an amount not to exceed \$10,237.50.

To ratify a contract with Camden Dream Center Technology Training School to provide instructor training for CISCO CCNA Fast Track for Chenor Bah and Essong Knoko for the period of July 17, 2017 through July 21, 2107 in an amount not to exceed \$3,990.00.

To ratify a contract with Connection School of Real Estate to provide instructional services for the period of July 17, 2017 through August 28, 2017 in an amount not to exceed \$4,260.00.

To ratify a contract with Mercurius Quality Training LLC to provide Advanced Manufacturing training for Machinist Certificate Program for the period of August 7, 2017 to August 11, 2017 in an amount not to exceed \$3,000.00.

To ratify a contract with Fearing International LLC to provide OSHA 30 General Industry Training for Advanced Manufacturing Machinist Certificate Program for the period of August 24, 2017 through August 29, 2017 in an amount not to exceed \$3,064.00.

To ratify a contract with Arlene Shrut (Juliard) to provide guest residency, coaching sessions, and public masters class for the period of September 14, 2017 through September 15, 2017 in an amount not to exceed \$2,000.00.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 19, 2017**

**RESOLUTION #2017-262-03**

**TO AWARD A CONTRACT TO FOVEONICS FOR PHASE II OF THE RIMS  
DOCUMENT BACK-SCANNING PROJECT IN THE AMOUNT OF \$63,441.44**

*WHEREAS*, the College has a need for services for Phase II of the RIMS document back-scanning project; and

*WHEREAS*, these products and services are available under the Educational Services Commission of New Jersey Cooperative (ECSNJ) (#65MCESCCPS); and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **Foveonics**, 999 Willow Grove Street, Suite 3A, Hackettstown, New Jersey 07840; and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor **Foveonics**, 999 Willow Grove Street, Suite 3A, Hackettstown, New Jersey 07840;

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of September 2017, to award a contract to **Foveonics** in the amount of \$63,441.44.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Plant Budgets to pay for the contract between Rowan College at Burlington County and **Foveonics**.

The money necessary to fund said contract is **\$63,441.44**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

6-05094-9701 (Minor Capital FY17-18, Professional Services)

---

Jaclyn Angermeier  
Executive Director of 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, September 19, 2017** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 Primitivo J. Cruz								4
5 Daniel Gee								5
6 Brian E. Kamp								6
7 Renee Liciaga								7
8 Jamie Martin								8
9 Daryl Minus-Vincent								9
10 George Nyikita, Chair								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  
September 19, 2017**

**RESOLUTION #2017-262-04**

**TO AWARD A CONTRACT TO BLACKBOARD, INC. FOR SOFTWARE AND SERVICES RELATED TO A HOSTED COURSE MANAGEMENT SYSTEM IN AN AMOUNT NOT TO EXCEED \$218,436.27 ANNUALLY, FOR A TOTAL CONTRACT AMOUNT OF \$655,308.81 FOR THE PERIOD OF JULY 1, 2017 THROUGH JUNE 30, 2020**

*WHEREAS*, Rowan College at Burlington County has been using the Blackboard course management system since the inception of on-line learning at the College and Blackboard is the primary on-line learning platform for the College; and

*WHEREAS*, **Blackboard, Inc.** is the market leader in the field of on-line course management systems; and

*WHEREAS*, this contract is for a three (3) year term in an amount not to exceed \$218,436.27 per year; and

*WHEREAS*, this new contract will replace Resolution #2017-136-13 for that was awarded by the Board of Trustees on May 16, 2017; and

*WHEREAS*, the College has determined that **Blackboard, Inc.** has the experience and expertise to continue to provide the on-line learning platform and services; 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) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), it appears in the best interest of the College to award a contract to **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6<sup>th</sup> Floor, Washington, DC 20001; 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) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), the President recommends the award of this contract to the following vendor: **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6<sup>th</sup> Floor, Washington, DC 20001;

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of September 2017, that a contract be awarded to **Blackboard, Inc.** in an amount not to exceed \$218,436.27 annually, for a total contract amount of \$655,308.81 for the period of July 1, 2017 through June 30, 2020.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2018-20 Operating budget to pay for the contract between Rowan College at Burlington County and **Blackboard, Inc.**

The money necessary to fund said contract is **\$218,436.27** annually. 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:

1-60315-9701 (Distance Education, Contracted Services)

---

Jaclyn Angermeier  
Executive Director of 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, September 19, 2017** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 Primitivo J. Cruz								4
5 Daniel Gee								5
6 Brian E. Kamp								6
7 Renee Liciaga								7
8 Jamie Martin								8
9 Daryl Minus-Vincent								9
10 George Nyikita, Chair								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  
September 19, 2017**

**RESOLUTION #2017-262-05**

**TO APPROVE THE PURCHASE OF PUBLIC SAFETY VIDEO SECURITY  
MANAGEMENT UPGRADES FROM GRAYBAR IN THE AMOUNT OF \$71,521.03**

*WHEREAS*, the College has a need to purchase public safety video security management system upgrades for the Willingboro, Mt. Holly, Student Success and Health Sciences buildings; and

*WHEREAS*, the installation of these fixtures and additional electrical work in these buildings will all be completed through a coordinated effort between the College and County with the support of the various trades based on the shared services agreement and the County's Memorandum of Understanding with the Local Trader Unions; and

*WHEREAS*, **Graybar** was identified as the manufacturer that could provide the necessary items for this project; and

*WHEREAS*, these products and services are available under US Communities; and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **Graybar**, 800 Huyler Street, Teterboro, New Jersey 07608; and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor: **Graybar**, 800 Huyler Street, Teterboro, New Jersey 07608;

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of September 2017, to approve the purchases from **Graybar** in the amount of \$71,521.03.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Plant Budgets to pay for the contract between Rowan College at Burlington County and **Graybar**.

The money necessary to fund said contract is **\$71,521.03**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

6-05041-9810 (Mt. Holly Center, Buildings, Construction and Alterations)

---

Jaclyn Angermeier  
Executive Director of 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, September 19, 2017** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 Primitivo J. Cruz								4
5 Daniel Gee								5
6 Brian E. Kamp								6
7 Renee Liciaga								7
8 Jamie Martin								8
9 Daryl Minus-Vincent								9
10 George Nyikita, Chair								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  
September 19, 2017**

**RESOLUTION #2017-262-06**

**TO ENTER INTO A LEASE AGREEMENT WITH NEXT GEN USA LEADERSHIP  
FOUNDATION**

***WHEREAS***, The College has identified and determined that certain facilities on the Pemberton Campus of Rowan College at Burlington County are not currently necessary for College use; and

***WHEREAS***, Next Gen USA Leadership Foundation desires to lease educational and athletic facilities in Burlington County; and

***WHEREAS***, Next Gen USA Leadership Foundation (Next Gen) is a duly incorporated IRC 501(c)(3) not-for-profit company that provides educational and athletic opportunities to minority and disadvantaged students and students from distressed communities; and

***WHEREAS***, Next Gen provides a rigorous educational program coupled with exceptional soccer instruction on the Pemberton Campus to a diverse groups of students from across the region, state, and country, including students from Pemberton Township; and

***WHEREAS***, the College feels that Next Gen's use of the Pemberton Campus is consistent with the property's historic and current use by the College and other community groups; and

***WHEREAS***, Next Gen's use of the property for academic and athletic instruction serves an important public function and has a significant positive impact on legitimate local interest; and

***WHEREAS***, the College and Next Gen has agreed to enter into a lease agreement for the use instruction, office and athletic facilities on the Pemberton Campus; and

***WHEREAS***, the anticipated term of this lease is for one year (July 1, 2017 through June 30, 2018); and

***WHEREAS***, the annual rent for the premises further described in the lease agreement is \$200,000.00; and

***NOW THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of September 2017, authorizes the College to enter into a lease agreement with Next Gen for approximately 42,000 rentable square feet of the Integrated Learning Resource Center (ILRC) on the Pemberton Campus of Rowan College at Burlington County along with

athletic facilities for an annual rent of \$200,000.00 in accordance with the terms and conditions set forth in the lease agreement.

**\*\*\*\*\*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, September 19, 2017** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 Primitivo J. Cruz								4
5 Daniel Gee								5
6 Brian E. Kamp								6
7 Renee Liciaga								7
8 Jamie Martin								8
9 Daryl Minus-Vincent								9
10 George Nyikita, Chair								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  
September 19, 2017**

**RESOLUTION #2017-262-07**

**TO ENTER INTO AN AGREEMENT WITH KING, KITRICK, JACKSON &  
McWEENEY, LLC**

**WHEREAS**, the College and the Board of Trustees have a need for various types of legal services during the course of normal operations as a non-fair and open contract pursuant to the provisions of N.J.S.A. 20.4; and

**WHEREAS**, the College feels it would be beneficial to have a law firm serve as Rowan College at Burlington County and the Board of Trustees' special counsel to provide legal advice in circumstances that may result in institutional conflicts that necessitate the retention of Special Counsel through a non-fair and open process; and

**WHEREAS**, this will be a Business Entity Disclosure Resolution 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 contracts, in aggregation, awarded to King, Kitrick, Jackson & McWeeney, LLC will exceed \$17,500.00 during this fiscal year; and

**WHEREAS**, the anticipated term of this contract is from September 1, 2017 through December 31, 2017, and may be extended for one year as approved by the Board of Trustees; and

**WHEREAS**, King, Kitrick, Jackson & McWeeney, LLC has submitted a proposal dated September 8, 2017 indicating that they will provide legal services at a rate of \$225.00 per hour; and

**WHEREAS**, King, Kitrick, Jackson & McWeeney, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that King, Kitrick, Jackson & McWeeney, LLC has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that approval of this resolution will prohibit King, Kitrick, Jackson & McWeeney, LLC from making any reportable contributions during the remainder of this fiscal year; 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-25.3, it appears in the best interest of the College to enter into a contract with King, Kitrick, Jackson & McWeeney, LLC, 241 Brick Boulevard, Brick, NJ 08723; and



***NOW THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 19<sup>th</sup> day of September 2017, authorizes the College to enter into an agreement with King, Kitrick, Jackson & McWeeney, LLC to represent the College as needed during the period of September 1, 2017 through December 31, 2017 under the rates as set forth in the law firm's proposal.

***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; and

***BE IT FURTHER RESOLVED*** that authorization to commence work on behalf of the College must first be approved by the full Board of Trustees with an established "not to exceed amount" to be paid for said services. No expenses shall be paid for work that predates Board of Trustees approval.

**\*\*\*\*\*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, September 19, 2017** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 Primitivo J. Cruz								4
5 Daniel Gee								5
6 Brian E. Kamp								6
7 Renee Liciaga								7
8 Jamie Martin								8
9 Daryl Minus-Vincent								9
10 George Nyikita, Chair								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:** Committee Chair Kevin Brown reported on the Personnel Committee:

The Personnel Committee met on Wednesday, September 13, 2017, and discussed various personnel items.

Trustee Kevin Brown 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 #8:** Resolution #2017-262-08, A Resolution approving personnel actions for Rowan College at Burlington County.

Committee Chair Brown requested a motion to move Tab 8, as recommended by the Personnel Committee. With a motion by Trustee Brian Kamp, second by Trustee Renee Liciaga, and a unanimous vote in favor, the Board approved Resolution 8.

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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 19, 2017**

**RESOLUTION #2017-262-08**

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

**WHEREAS**, Rowan College at Burlington County has identified the need for additions, modifications and terminations 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;

None

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

Laura Bezich stipend of \$5,000 (no title change);  
Cathy Briggs as interim Title IX Coordinator; and

**WHEREAS**, the College's administration requested the authority, from the Board of Trustees' Executive Committee, to fill a critical position prior to the September 19, 2017 Board meeting, namely;

Janine Smiley as Benefits Specialist at \$56,000 (correction);  
Regina Green as Nursing Instructor at \$70,000 (correction);  
Kathleen Bates as Purchasing Agent at \$50,000;  
Laura Skrable as Simulation Lab Coordinator at \$75,000;  
Maria Pfrommer as Nursing Instructor at \$60,000;  
Allison Millward as Instructor at \$47,627 (January start);  
June Sernak as Dean of Lifelong Learning at \$100,000;  
Tyrone Rouse as PT Custodian at \$11/hour;  
Daniel Garcia as PT Custodian at \$11/hour;  
William Sawyer as PT Custodian at \$11/hour;  
Orlam Garcia as PT Custodian at \$11/hour;  
James Johnson as PT Custodian at \$11/hour;  
Thomas Bower as Assistant Lead Groundskeeper at \$37,500;  
Savannah Rivera-Ainaga as PT Academic Advisor at \$18/hour;  
Bareeq Barqawi as PT Academic Advisor at \$18/hour;  
Desiree Saraceno as PT Academic Advising Intern at \$12/hour;

Adjuncts, STEM (spreadsheet attached);  
Adjuncts, Liberal Arts (spreadsheet attached);  
Adjuncts, Nursing and Allied Health (spreadsheet attached); and

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

Susanne Baum, Customized Training Coordinator, WDI  
Brian Hill, PT RSVP Outreach Coordinator, WDI  
Linda Shannon, PT RSVP Coordinator, WDI

**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 terminate said employees;

**NOW THEREFORE**, be it resolved that the Board of Trustees, now assembled in public session this 19<sup>th</sup> day of September 2017, 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, September 19, 2017** 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 Christopher J. Brown, Vice Chair								2
3 Kevin Brown								3
4 Primitivo J. Cruz								4
5 Daniel Gee								5
6 Brian E. Kamp								6
7 Renee Liciaga								7
8 Jamie Martin								8
9 Daryl Minus-Vincent								9
10 George Nyikita, Chair								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 Tuesday, September 12, 2017 and reviewed a number of items of strategic importance:

- The RCBC/Rowan University 3 + 1 partnership. As of the start of semester, there are 400 students engaged in our 3 + 1 program. There are an additional 400 students that have declared interest in the program.
- The College continues to track the projected student enrollment, program expenses, as well as assessment. We will optimize all of these in order to maximize effective delivery of Rowan University's fourth year courses on our campus.
- We are pursuing Mechanical Engineering Technology (MET) with Rowan University and are in the final stages of developing curriculum. The Rowan University Dean, Associate Provost and faculty visited RCBC yesterday. Dr. Edem Tetteh, RCBC Dean of Science, Technology, Engineering and Math, and his Associate Dean, Dr. Elizabeth Price, reviewed curriculum with Rowan University colleagues to produce a very robust program. RCBC will seek approval for the Associates degree program and Rowan University will seek approval for the Baccalaureate program. We will pursue accreditation by the American Board of Engineering and Technology (ABET), which we already have for the Electrical Engineering Technology (EET) program. Dr. Spang spoke with Acting President Cioce regarding the investment in equipment and infrastructure for these programs, and they are developing a plan for this in the next several weeks.
- For the 3 + 1 programs timeline, we began Computing and Informatics, Psychology, and Nursing this semester. Mechanical Engineering Technology is slated for this time next year in Fall 2018, as are the Health Science and Electrical Engineering Technology programs.
- Middle States accreditation efforts are ongoing and we are in the midst of the 18-month accreditation process. Under the leadership of Associate Provost Dr. Anita Rudman, we have a Self-Study document, which addresses areas of compliance. Every college in the nation has a regional accreditor. We had a visit from Dr. Sean McKitrick, Middle States Vice President and liaison to RCBC, and a number of the Trustees met with him on September 6<sup>th</sup>. Dr. Spang thanked the Trustees for participating in the meeting with Dr. McKitrick. Dr. Spang provided a detailed explanation of the seven standards with which the College must be in compliance.
- The Substantive Change report to officially change the main campus from Pemberton to Mount Laurel is almost complete.
- On academic grants, the College received over \$750,000 from the National Science Foundation Grant for a three-year project. We just completed the first year, and activities included an industry forum and a week-long curriculum planning workshop. Upcoming activities include a curriculum adjustment for the Mechanical Engineering Technology program, which will include a concentration in Advanced Manufacturing, as well as a database with Business and Scientific applications. The Principal Investigators

Conference is scheduled for late October 2017 to share what has been learned from the grant.

Dr. Spang invited questions on the Academic Committee Report, and there were none. He then 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:

- In Classroom to Career, Workforce staff and 12 students visited the Title Resource Group yesterday.
- The first in a series of career readiness workshops took place this afternoon.
- Their kickoff, Business Leader Networking at Night, is scheduled for September 27<sup>th</sup>, 6:30PM. This is the first Networking at Night business leader speaking series with the CEO of Maximum Leverage Solutions, a technology and digital marketing company, Navarrow Wright, which will celebrate the Classroom to Career model at the Willingboro Campus.
- Workforce discussed changes to the Grants Office, with a new approach and initiatives around identifying and prioritizing academic grant areas and seeking federal resources.
- There was discussion about changes to their non-credit enrollment process. This is the first time in a number of years that they did not produce the non-credit Fall 2017 book. A slimmed down brochure was mailed to residences instead and the course catalog has been moved to the College's Website. Interest forms may be submitted digitally now. They plan to do some follow up communication and evaluate the outcomes of these changes. The plan is to move all course offerings for Spring 2018 to an online system.

Ms. Payanzo Cotton invited questions on the Workforce Report, and there were none.

This concludes the Academic Committee Report.



**RECOGNITION OF ALUMNI TRUSTEE KEVIN WRIGHT**

Chair Nyikita and Acting President Cioce recognized Mr. Kevin Wright, RCBC Alumni Trustee, for his service on the Board of Trustees for Academic Year 2016 – 2017 and his participation in many of the College’s activities. Mr. Wright was also the College’s Valedictorian in 2015. The Chair presented Mr. Wright with a Board Resolution and thanked him for his active participation on the Rowan College at Burlington County Board of Trustees and his commitment to the College. All Trustees, faculty and staff present this evening wished Mr. Wright well as he pursues his degree as a Nurse Practitioner.

Mr. Wright thanked the Board for this recognition. It has been an enlightening and enjoyable experience.

Chair Nyikita requested a motion to approve the Resolution presented to Mr. Wright. With a motion by Trustee Brian Kamp, second by Trustee Kevin Brown, and a unanimous vote in favor, the Board approved the Resolution.

Chair Nyikita gave a special welcome to the students of the Journalism class. The Trustees, faculty and staff applauded their participation. Chair Nyikita inquired about their professor. All of the students this evening are in Professor Timothy Zatzariny’s class; he encouraged them to attend the Board Meeting this evening. The Chair indicated they are always welcome. He asked how they feel about the new Center. They love it and replied how beautiful it is. Also, they love the addition of Starbucks. The Chair wished them luck and the students thanked the Board for welcoming them.

**COMMENTS FROM THE PUBLIC**

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

**COMMENTS FROM THE BOARD**

Chair Nyikita invited comments from the Board. Trustee Renee Liciaga publicly thanked Megan Riffle, RCBC Community Events Coordinator, for her work at the Mount Laurel Day Fall Fest 2017. More than 20,000 people attended this year. Trustee Liciaga praised Megan’s work, particularly since she was working solo that day. The College tent was at the festival and students were flocking to get information. As a Mount Laurel resident, Ms. Liciaga thanked everyone involved for supporting the festival this year and she is proud to be a member of the Board.

Mr. Greg Volpe, Executive Director of Strategic Marketing and Communications, thanked Trustee Liciaga for her remarks and added that Ms. Riffle has moved the RCBC tent all over Burlington County.

Chair Nyikita closed with a thank you to everyone for their support and hard work in getting the Mount Laurel Campus transformed from what we know was a high quality institution into an even higher quality institution. The Chair asked everyone to enjoy it as you work and go to class here. The Board will do their best to continue to maintain those high levels.

**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 Kevin Brown made the motion, second by Trustee Renee Liciaga, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:09 P.M.

Respectfully submitted,

Mr. Michael Cioce  
Acting Board Secretary

MC:imd