

**ROWAN COLLEGE AT BURLINGTON COUNTY**

**BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING**

**Tuesday, January 17, 2017**

**Rowan College at Burlington County  
Laurel Hall, Room 320  
900 College Circle  
Mount Laurel, NJ 08054**

**MINUTES**

**CALL TO ORDER**

Board of Trustees Chair George Nyikita welcomed everyone in attendance and called the meeting to order at 5:33PM.

**FLAG SALUTE**

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

**SWEARING IN OF NEW TRUSTEE**

Chair Nyikita introduced and welcomed Ms. Renee Liciaga as a newly appointed Trustee to the Rowan College at Burlington County Board of Trustees by Governor Chris Christie.

At the direction of Chair Nyikita, Board Solicitor William Burns administered the Oath of Allegiance and Oath of Office. The Board members, President Paul Drayton and all meeting attendees welcomed Trustee Liciaga with applause. The Oath was officially signed and photos were taken.

**ROLL CALL**

*Members Present:* Mr. Christopher Brown, Mr. Kevin Brown, Mr. Brian Kamp, Ms. Renee Liciaga, Mr. Daryl Minus-Vincent, Mr. George Nyikita, Mr. Mickey Quinn

*Absent:* Mr. Primitivo Cruz, Mr. Daniel Gee, Mr. Michael Minton, Mr. Kevin Wright (Alumni Trustee)

*Also Present:* Mr. Paul Drayton (President and Board Secretary), Ms. Jaclyn Angermeier, Ms. Leah Arter, Dr. Cathy Briggs, Mr. Michael Cioce, Matthew Farr, Ms. Dawn Gorman, Mr. Martin Hoffman, Ms. Stacy Jankiewicz, Mr. Mark Meara, Dr. Karen Montalto, Ms. Anna Payanzo-Cotton, Dr. Elizabeth Price, Ms. Anika Ragins-Riley, Dr. Anita Rudman, Ms. Samantha Russell, Dr. David Spang, Mr. Zachary Taylor, Ms. Donna Vandergrift, Mr. Greg Volpe, Mr. Jonathan Weisbrod, Mr. William Whitfield, Mr. William Burns (Board Solicitor), and Ms. Lynne Marie Devericks (Board Recorder)

### **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, 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.”

### **NEW BUSINESS**

Chair Nyikita referenced the Vice Chair vacancy on the RCBC Board due to Trustee Linda Hughes’ resignation and move to the Burlington County Freeholders. He called for a motion to nominate trustees for the position of Vice Chair. Trustee Brian Kamp made the motion nominating Trustee Christopher Brown for Vice Chair, with a second by Trustee Kevin Brown. Chair Nyikita called for a voice vote. Trustees Kevin Brown, Brian Kamp, Renee Liciaga, Daryl Minus-Vincent, George Nyikita and Mickey Quinn all voted in favor and Trustee Christopher Brown was appointed Vice Chair to the Rowan College at Burlington County Board of Trustees.

### **MINUTES**

Chair George Nyikita requested a motion to approve the minutes of the Reorganization and Regular Meetings of the Rowan College at Burlington County Board of Trustees on November 2, 2016, as submitted. The motion was made by Trustee Mickey Quinn with a second by Trustee Brian Kamp. 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 through January 16, 2017.
- 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 October 25, 2016 through January 10, 2017.
- President Drayton announced this evening and at the Senior Leadership Meeting there are over 800 different initiatives that are occurring at the same time and things are very busy at the College. We will welcome the College community tomorrow at Welcome Back to Semester activities. President Drayton will update the Board on the progress of these initiatives throughout the Spring 2017 semester.
- President Drayton is proud to recommend eight faculty members for tenure this evening, which were recommended to him by the Tenure Committee led by Dr. David Spang. President Drayton explained that the College’s tenure policies were outdated, which placed our faculty in a difficult position. Dr. Spang, Stacy Jankiewicz and Board Solicitor Bill

Burns worked very closely with faculty during negotiations and this was one of the most important issues on the agenda. President Drayton agreed that the then-current system was unfair. Moving forward, the College's policies will reflect where other two- and four-year colleges are as it relates to the process and the timeliness for faculty to receive tenure. He named and congratulated each faculty member presented for tenure to the Board.

This concludes the President's Report.

## 2. **Board Reports**

A. **Finance/Facilities Committee:** Chair George Nyikita reported in Committee Chair Michael Minton's absence:

Chair Nyikita invited Ms. Jaclyn Angermeier, Chief Financial and Administrative Officer, to report on the financials. Ms. Angermeier reported that financials are in good order; expenses are within budget and revenue is up. Chair Nyikita invited questions. Trustee Chris Brown asked what attributed to the increase in revenue. Ms. Angermeier responded part is timing and receiving the County appropriation earlier this year than last.

Chair Nyikita reported on facilities and noted that construction is moving briskly along. There are several resolutions for the Board's approval this evening, two of which are specific to the Student Success Center, another for the Quad, and the civil work for the entire site. Mr. Matthew Farr, Chief Operations Officer, added that all work is on target.

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

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

- Tab #1:** Resolution #2017-017-01, 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 \$146,370.00 for the period of January 21, 2017 through November 19, 2017.
- Tab #2:** Resolution #2017-017-02, A Resolution to increase the contract to USA Architects, Planners & Interior Designers to provide additional conceptual and design services for the new Quad Design Project on the Mt. Laurel campus for an additional amount of \$33,000.00, for a total contract amount not to exceed \$228,000.00.
- Tab #3:** Resolution #2017-017-03, A Resolution to increase the contract to Taylor, Wiseman & Taylor to provide civil/site work design and related services for all of the construction and renovation projects on the Mt. Laurel campus for an additional amount of \$120,000.00, for a total contract amount not to exceed \$373,550.00.

- Tab #4:** Resolution #2017-017-04, A Resolution to approve the purchase of furniture for the Mt. Laurel Campus Transition from KI in the amount of \$1,833,202.02.
- Tab #5:** Resolution #2017-017-05, A Resolution to approve the purchase of furniture for the Mt. Laurel Campus Transition from Indiana Furniture in the amount of \$169,400.00.
- Tab #6:** Resolution #2017-017-06, A Resolution to award a contract to Broadview Networks, Inc. to enhance our current telephone system to the OfficeSuite System, in an amount of \$7,852.83 per month, for a 60 month term, for a total contract amount not to exceed \$471,169.80.
- Tab #7:** Resolution #2017-017-07, A Resolution authorizing and directing the college to complete an advertised and/or “fair and open” process for the various goods and services listed in this resolution
- a. Mt. Holly abatement and renovation
  - b. Central Energy Plant addition and renovation
  - c. Miscellaneous Phase II construction renovations

Chair Nyikita made a motion to approve Tabs 1 through 7 as recommended by the Finance/Facilities Committee. On motion by Mr. Nyikita, second by Trustee Mickey Quinn, and a vote of seven in favor, the Board approved Resolutions 1 through 7.

There were no questions and this concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-01**

**APPROVING THE AWARD OF A CONTRACT TO MOTORCYCLE TRAINING  
CENTER TO PROVIDE PROFESSIONAL INSTRUCTIONAL SERVICES IN AN  
AMOUNT NOT TO EXCEED \$146,370.00 FOR THE PERIOD OF JANUARY 21, 2017  
THROUGH NOVEMBER 19, 2017**

***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 17<sup>th</sup> day of January 2017, that a contract be awarded to **Motorcycle Training Center** in an amount not to exceed \$146,370.00 for the period January 21, 2017 through November 19, 2017; 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 AVAILABILITY OF FUNDS\*\*\*\*\***

I, Jaclyn Angermeier, Chief Financial Officer, do hereby certify that adequate funds are available in the Fiscal Year 2017-2018 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 **\$146,370.00**. 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)

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Jaclyn Angermeier  
Chief Financial Officer

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-02**

**TO INCREASE THE CONTRACT TO USA ARCHITECTS, PLANNERS & INTERIOR DESIGNERS TO PROVIDE ADDITIONAL CONCEPTUAL AND DESIGN SERVICES FOR THE NEW QUAD DESIGN PROJECT ON THE MT. LAUREL CAMPUS FOR AN ADDITIONAL AMOUNT OF \$33,000.00, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$228,000.00**

*WHEREAS*, the College has a need for a professional architectural firm to provide additional project design and conceptual services, prepare documents and assist with the construction management and oversight services for the new Quad Design Project on the Mt. Laurel campus; and

*WHEREAS*, the College's Board of Trustees entered into a Shared Services Agreement with the County of Burlington at their December 2, 2014 meeting; and

*WHEREAS*, the Board of Chosen Freeholders for the County of Burlington, previously approved and certified a list of qualified professionals at their March 11, 2015 meeting; and

*WHEREAS*, the College would like to use this prequalified list as part of the Shared Service Agreement with the County; and

*WHEREAS*, the contract for these services was awarded by the Board of Trustees on Tuesday, November 2, 2016; and

*WHEREAS*, the College has determined that **USA Architects, Planners and Interior Designers** has the experience and expertise to provide all said services and has provided a technical proposal detailing all the work; 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., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)) it appears in the best interest of the College to award a contract to **USA Architects, Planners and Interior Designers**, 20 North Doughty Avenue, Somerville, NJ 08876; 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., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)), the President recommends the award of this contract to the following vendor: **USA Architects, Planners and Interior Designers**, 20 North Doughty Avenue, Somerville, NJ 08876; and

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 17<sup>th</sup> day of January 2017, that the contract to **USA Architects, Planners and Interior Designers** be increased for a total contract amount not to exceed \$228,000.00.



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

I, Jaclyn Angermeier, Chief Financial Officer, do hereby certify that adequate funds are available in the Plant Budget funds to pay for the contract between Rowan College at Burlington County and **USA Architects, Planners and Interior Designers**.

The money necessary to fund said contract is **\$228,000.00**. 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 appropriations:

9-10021-9701 (Student Success Building, Contracted Services)

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Jaclyn Angermeier  
Chief Financial Officer

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

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George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-03**

**TO INCREASE THE CONTRACT TO TAYLOR, WISEMAN & TAYLOR TO  
PROVIDE ADDITIONAL CIVIL/SITE WORK DESIGN AND RELATED SERVICES  
FOR ALL OF THE CONSTRUCTION AND RENOVATION PROJECTS ON THE MT.  
LAUREL CAMPUS FOR AN ADDITIONAL AMOUNT OF \$120,000.00, FOR A TOTAL  
CONTRACT AMOUNT NOT TO EXCEED \$373,550.00**

*WHEREAS*, the College has a need for professional engineering firm to provide additional project civil/site work and consulting services, prepare necessary application and planning documents and assist with other related services for the civil/site work related to the new construction and renovation projects on the Mt. Laurel campus; and

*WHEREAS*, the College's Board of Trustees entered into a Shared Services Agreement with the County of Burlington at their December 2, 2014 meeting; and

*WHEREAS*, the Board of Chosen Freeholders for the County of Burlington, previously approved and certified a list of qualified professionals at their March 11, 2015 meeting; and

*WHEREAS*, the College would like to use this prequalified list as part of the Shared Service Agreement with the County; and

*WHEREAS*, the contract for these services was awarded by the Board of Trustees on Tuesday, January 26, 2016; and

*WHEREAS*, the College has determined that **Taylor, Wiseman & Taylor** has the experience and expertise to provide all said services and has provided a technical proposal detailing all the work; 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., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)) it appears in the best interest of the College to award a contract to **Taylor, Wiseman & Taylor**, 124 Gaither Drive, Suite 150, Mt. Laurel, NJ 08054; 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., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)), the President recommends the award of this contract to the following vendor: **Taylor, Wiseman & Taylor**, 124 Gaither Drive, Suite 150, Mt. Laurel, NJ 08054; and

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 17<sup>th</sup> day of January 2017, that the contract to **Taylor, Wiseman & Taylor** be increased for a total contract amount not to exceed \$373,550.00.

**\*\*\*\*\*CERTIFICATE OF AVAILABILITY OF FUNDS\*\*\*\*\***

I, Jaclyn Angermeier, Chief Financial Officer, do hereby certify that adequate funds are available in the Plant Budget funds to pay for the contract between Rowan College at Burlington County and **Taylor, Wiseman & Taylor**.

The money necessary to funds said contract is **\$373,550.00**. 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 appropriations:

6-05092-9895 (Transition, Architect/Engineer)

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Jaclyn Angermeier  
Chief Financial Officer

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
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<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

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George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-04**

**TO APPROVE THE PURCHASE OF FURNITURE FOR MULTIPLE MT. LAUREL  
CAMPUS CONSTRUCTION AND RENOVATION PROJECTS FROM KRUEGER  
INTERNATIONAL INC. (KI) IN AN AMOUNT NOT TO EXCEED \$1,833,202.02**

***WHEREAS***, the College has a need to purchase furniture for the multiple Mt. Laurel campus construction and renovation projects; and

***WHEREAS***, these projects include, but are not limited to, furniture for a portion of the following buildings: Student Success Building and Health Sciences Building; and

***WHEREAS***, the College's facilities and purchasing departments worked to identify furniture lines available under New Jersey State Contract and the qualified distributors that would be able to provide these lines in order to meet the College's needs; and

***WHEREAS***, the **Krueger International Inc. (KI)** was identified as the manufacturer that could provide the necessary items for this project; and

***WHEREAS***, these products and services are available under New Jersey State Contract (#81720); and

***WHEREAS***, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and N.J.S.A. 18A:64A-25.5(24)), it appears in the best interest of the College to award a contract to **KI**, c/o Education Furniture Solution, 1330 Bellevue Street, Greenbay, Wisconsin 54302; and

***WHEREAS***, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and N.J.S.A. 18A:64A-25.5(24)), the President recommends a contract be awarded to the following vendor: **KI**, c/o Education Furniture Solution, 1330 Bellevue Street, Greenbay, Wisconsin 54302;

***NOW THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 17<sup>h</sup> day of January 2017, to approve the purchases from **KI** in an amount not to exceed \$1,833,202.02.

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

I, Jaclyn Angermeier, Chief Financial Officer, do hereby certify that adequate funds are available in the Plant Funds Budget to pay for the contract between Rowan College at Burlington County and **KI**.

The money necessary to funds said contract is not to exceed **\$1,833,202.02**. 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 appropriations:

6-05026-9506 (Briggs Road, Furniture & Equipment)  
9-10021-9506 (Student Success Building, Furniture & Equipment)

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Jaclyn Angermeier  
Chief Financial Officer

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

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\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-05**

**TO APPROVE THE PURCHASE OF FURNITURE FOR MULTIPLE MT. LAUREL  
CAMPUS CONSTRUCTION AND RENOVATION PROJECTS FROM INDIANA  
FURNITURE IN AN AMOUNT NOT TO EXCEED \$169,400.00**

*WHEREAS*, the College has a need to purchase furniture for the multiple Mt. Laurel campus construction and renovation projects; and

*WHEREAS*, these projects include, but are not limited to, furniture for a portion of the following buildings: Student Success Building and Health Sciences Building; and

*WHEREAS*, the College's facilities and purchasing departments worked to identify furniture lines available under New Jersey State Contract and the qualified distributors that would be able to provide these lines in order to meet the College's needs; and

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

*WHEREAS*, these products and services are available under New Jersey State Contract (#A81622); and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and N.J.S.A. 18A:64A-25.5(24)), it appears in the best interest of the College to award a contract to **Indiana Furniture**, 1224 Mill Street, Jasper, Indiana 47547; and

*WHEREAS*, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and N.J.S.A. 18A:64A-25.5(24)), the President recommends a contract be awarded to the following vendor: **Indiana Furniture**, 1224 Mill Street, Jasper, Indiana 47547;

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 17<sup>th</sup> day of January 2017, to approve the purchases from **Indiana Furniture** in an amount not to exceed \$169,400.00.

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

I, Jaclyn Angermeier, Chief Financial Officer, do hereby certify that adequate funds are available in the Plant Funds Budget to pay for the contract between Rowan College at Burlington County and **Indiana Furniture**.

The money necessary to funds said contract is not to exceed **\$169,400.00**. 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 appropriations:

6-05026-9506 (Briggs Road, Furniture & Equipment)  
9-10021-9506 (Student Success Building, Furniture & Equipment)

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Jaclyn Angermeier  
Chief Financial Officer

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-06**

**TO AWARD A CONTRACT TO BROADVIEW NETWORKS INC. TO ENHANCE OUR  
CURRENT TELEPHONE SYSTEM TO THE OFFICESUITE SYSTEM, IN AN  
AMOUNT OF \$7,852.83 PER MONTH, FOR A 60 MONTH TERM, FOR A TOTAL  
CONTRACT AMOUNT NOT TO EXCEED \$471,169.80**

***WHEREAS***, the College obtains its telephone services to all of its locations from Broadview Networks Inc. (BVN); and

***WHEREAS***, the College will replace its existing 3Com telephone system purchased in 2003 (upgraded in 2010) with BVN's OfficeSuite cloud-based telephone system and integrated local/long-distance calling services, as well as coinciding telephone handsets; and

***WHEREAS***, this contract is for a sixty (60) month term and a rate of \$7,852.83 per month; and

***WHEREAS***, this new contract will replace Resolution #2016-138-10 for BVN telephone services that was awarded by the Board of Trustees on May 17, 2016; and

***WHEREAS***, these products and services are available under the U.S. General Services Administration (GSA) contracts; and

***WHEREAS***, in accordance with P.L. 1982, c.189 (C.18A:64A-25.5b) it appears in the best interest of the College to award a contract to **Broadview Networks Inc.**, 2100 Renaissance Blvd., King of Prussia, PA 19406 (GSA Contract #GS-35F-0348X); and

***WHEREAS***, in accordance with P.L. 1982, c.189 (C.18A:64A-25.5b), the President recommends the award of this contract to the following vendor: **Broadview Networks Inc.**, 2100 Renaissance Blvd., King of Prussia, PA 19406 (GSA Contract #GS-35F-0348X); and

***NOW THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 17<sup>th</sup> day of January 2017, that a contract be awarded to **Broadview Networks Inc.** in an amount not to exceed of \$471,169.80, during the sixty (60) month term.

**\*\*\*\*\*CERTIFICATE OF AVAILABILITY OF FUNDS\*\*\*\*\***

I, Jaclyn Angermeier, Chief Financial Officer, do hereby certify that adequate funds are available in the 2017-2022 Operating Budget funds to pay for the contract between Rowan College at Burlington County and **Broadview Networks Inc.**

The money necessary to fund said contract is **\$471,169.80**. 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 appropriations:

1-00510-9401 (Telephone Operations, Telephone)

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Jaclyn Angermeier  
Chief Financial Officer

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-07**

**A RESOLUTION AUTHORIZING AND DIRECTING THE COLLEGE TO COMPLETE  
AN ADVERTISED AND/OR “FAIR AND OPEN” PROCESS FOR THE VARIOUS  
GOODS, SERVICES AND PROJECTS LISTED IN THIS RESOLUTION**

*WHEREAS*, the College has determined that it requires certain services that (1) may render the cost of the goods, services and projects to exceed the public advertising threshold; and/or (2) require that a fair and open procurement process be undertaken pursuant to applicable law to procure services that are otherwise exceptions to the public advertisement and bidding requirements of the County College Contracting Law; and

*WHEREAS*, the College’s Board of Trustees wishes to authorize the formulation and public distribution/advertisement of bids, Requests for Proposals and/or Qualifications for such necessary goods and/or services in the following areas:

- a. Mt. Holly abatement and renovation
- b. Central Energy Plant addition and renovation
- c. Miscellaneous Phase II construction renovations;

*WHEREAS*, the College’s Board of Trustees will have an opportunity to review the applicable contracts prior to their award;

*NOW, THEREFORE*, be it resolved by the Trustees of the College, now assembled in public session this 17<sup>th</sup> day of January 2017, that the College’s Administration be authorized to formulate and publicly advertise for the foregoing necessary goods, services or projects.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

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George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary



**B. Personnel Committee:** Committee Chair Kevin Brown reported on the Board Personnel Committee:

The Personnel Committee met on Wednesday, January 11, 2017, and discussed various personnel items.

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

**Personnel Committee Action (Resolution(s) for Approval)**

**Tab #8:** Resolution #2017-017-08, A Resolution appointing new full time employees for Rowan College at Burlington County

Committee Chair Kevin Brown made a motion to approve Tab 8, as recommended by the Personnel Committee. On motion by Trustee Kevin Brown, second by Trustee Mickey Quinn, and a unanimous vote in favor, the Board approved Resolution 8.

**Tab #9:** Resolution #2017-017-09, A Resolution appointing the reclassification, promotion or transfer of full time employees of Rowan College at Burlington County

Committee Chair Kevin Brown made a motion to approve Tab 9, as recommended by the Personnel Committee. On motion by Trustee Kevin Brown, second by Trustee Mickey Quinn, and a unanimous vote in favor, the Board approved Resolution 9.

**Tab #10:** Resolution #2017-017-10, A Resolution ratifying the appointment of full time employees for Rowan College at Burlington County

Committee Chair Kevin Brown made a motion to approve Tab 10, as recommended by the Personnel Committee. On motion by Trustee Kevin Brown, second by Trustee Christopher Brown, and a unanimous vote in favor, the Board approved Resolution 10.

**Tab #11:** Resolution #2017-017-11, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Dr. Erica Baldt)

**Tab #12:** Resolution #2017-017-12, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Crystal Bourne)

**Tab #13:** Resolution #2017-017-13, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Christopher Gazarra)

- Tab #14:** Resolution #2017-017-14, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Michelle Harkins)
- Tab #15:** Resolution #2017-017-15, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Dr. Elizabeth Lavertu)
- Tab #16:** Resolution #2017-017-16, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Jianene Meola)
- Tab #17:** Resolution #2017-017-17, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Dr. Erica Osmond)
- Tab #18:** Resolution #2017-017-18, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Dr. Laura Stewart)

Committee Chair Kevin Brown made a motion to approve Tabs 11 through 18, as recommended by the Personnel Committee. On motion by Trustee Kevin Brown, second by Trustee Christopher Brown, and a unanimous vote in favor, the Board approved Resolutions 11 through 18.

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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-08**

**RESOLUTION APPOINTING NEW FULL TIME EMPLOYEES FOR  
ROWAN COLLEGE at BURLINGTON COUNTY**

***WHEREAS***, Rowan College at Burlington County has vacancies for full time employees; and

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

Amber Ciccanti as Instructor, Criminal Justice at \$47,627;  
Jules Elter as Public Safety Officer I at \$27,170;  
Daniel Hill as Public Safety Officer I at \$27,170;  
Eric Johnson as Public Safety Officer I at \$27,170;  
Eric Kelly as Admissions Counselor at \$35,000;  
Valerie Mendez as VA Certifying Official at \$42,175;  
Richard Motta as Public Safety Officer I at \$27,170;  
Patricia Price as Nursing Program Success Manager at \$80,000; and

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

***NOW THEREFORE***, be it resolved that the Board of Trustees, now assembled in public session this 17<sup>th</sup> day of January 2017, hereby appoints the above stated employees 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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-09**

**RESOLUTION APPOINTING THE RECLASSIFICATION, PROMOTION  
OR TRANSFER OF FULL TIME EMPLOYEES FOR  
ROWAN COLLEGE at BURLINGTON COUNTY**

*WHEREAS*, Rowan College at Burlington County has vacancies for full time employees; 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;

Stephen Amitrano as Director, Print and Mail Services (title change only);

Ann McCollum as Project Manager, Business Engagement at \$50,000;

David Peterson as Library Director at \$60,000;

Brahima Traore as Technical Support Specialist I at \$40,000;

Jason Varga as Operations Manager of the Radio Station at \$40,000

Tina West as Manager, Foundation Operations at \$50,000; and

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

*NOW THEREFORE*, be it resolved that the Board of Trustees, now assembled in public session this 17<sup>th</sup> day of January 2017, hereby appoints the above stated employees 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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

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George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-10**

**RATIFICATION OF THE APPOINTMENT OF NEW FULL TIME EMPLOYEES FOR  
ROWAN COLLEGE at BURLINGTON COUNTY**

*WHEREAS*, Rowan College at Burlington County had vacancies for full time employees; and

*WHEREAS*, applications for respective positions were received; and

*WHEREAS*, the College's administration requested the authority, from the Board of Trustees' Executive Committee, to fill a critical position prior to the January 17, 2017 Board meeting; and

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

Sepideh Abdollahzadeh as Diagnostic Medical Sonography Program Director at \$75,000;

Carolyn R Bujak as Instructional Services/Reference Librarian at \$40,000;

Maureen Chalako as Test Coordinator at \$32,177;

Alison DeJoseph as Secretary of Workforce Development at \$38,000;

Bryannah Fearon-Hester as Workforce Readiness Career Service Advisor at \$45,000;

Mahirym Holguin-Pagan as Health Science Division Coordinator at \$60,000;

Christine Kimber as Clinical Education & Simulation Coordinator at \$60,000;

Jennifer Martin as International Coordinator at \$31,758;

Rhonda Seaborn as Test Coordinator at \$32,240;

Bijal Shah as Manager of Student Accounts Accounting at \$78,000;

Daniel Torres as Sergeant at \$31,758

Patricia Zanichelli as Secretary of Science, Technology, Engineering and Mathematics at \$38,000; and

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

***NOW THEREFORE***, be it resolved that the Board of Trustees, now assembled in public session this 17<sup>th</sup> day of January 2017, hereby ratifies the appointments of the above stated employees 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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-11**

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (DR. ERICA BALDT) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Dr. Erica Baldt, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Dr. Erica Baldt has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Dr. Erica Baldt’s tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Dr. Erica Baldt’s tenure review file, which included her entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Dr. Erica Baldt’s application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Dr. Erica Baldt; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Dr. Erica Baldt to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and

**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Dr. Erica Baldt effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Dr. Erica Baldt; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Dr. Erica Baldt;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Dr. Erica Baldt.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

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George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-12**

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (CRYSTAL BOURNE) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Crystal Bourne, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Crystal Bourne has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Crystal Bourne's tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Crystal Bourne's tenure review file, which included her entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Crystal Bourne's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Crystal Bourne; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Crystal Bourne to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and

**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Crystal Bourne effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Crystal Bourne; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Crystal Bourne;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Crystal Bourne.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

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Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-13**

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (CHRISTOPHER GAZARRA) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Christopher Gazarra, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Christopher Gazarra has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Christopher Gazarra’s tenure review file, which included his entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for his reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Christopher Gazarra’s tenure review file, which included his entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Christopher Gazarra’s application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Christopher Gazarra; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Christopher Gazarra to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and



**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Christopher Gazarra effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Christopher Gazarra; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Christopher Gazarra;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Christopher Gazarra.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-14**

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (MICHELLE HARKINS) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Michelle Harkins, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Michelle Harkins has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Michelle Harkins’ tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Michelle Harkins’ tenure review file, which included her entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Michelle Harkins’ application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Michelle Harkins; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Michelle Harkins to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and

**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Michelle Harkins effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Michelle Harkins; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Michelle Harkins;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Michelle Harkins.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-15**

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (DR. ELIZABETH LAVERTU) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Dr. Elizabeth Lavertu, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Dr. Elizabeth Lavertu has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Dr. Elizabeth Lavertu’s tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Dr. Elizabeth Lavertu’s tenure review file, which included her entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Dr. Elizabeth Lavertu’s application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Dr. Elizabeth Lavertu; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Dr. Elizabeth Lavertu to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and

**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Dr. Elizabeth Lavertu effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Dr. Elizabeth Lavertu; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Dr. Elizabeth Lavertu;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Dr. Elizabeth Lavertu.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-16**

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (JIANENE MEOLA) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Jianene Meola, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Jianene Meola has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Jianene Meola’s tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Jianene Meola’s tenure review file, which included her entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Jianene Meola’s application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Jianene Meola; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Jianene Meola to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and

**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Jianene Meola effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Jianene Meola; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Jianene Meola;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Jianene Meola.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-17**

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (DR. ERICA OSMOND) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Dr. Erica Osmond, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Dr. Erica Osmond has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Dr. Erica Osmond’s tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Dr. Erica Osmond’s tenure review file, which included her entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Dr. Erica Osmond’s application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Dr. Erica Osmond; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Dr. Erica Osmond to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and

**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Dr. Erica Osmond effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Dr. Erica Osmond; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Dr. Erica Osmond;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Dr. Erica Osmond.

**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

\_\_\_\_\_  
George Nyikita  
Chairperson

\_\_\_\_\_  
Paul Drayton  
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
January 17, 2017**

**RESOLUTION #2017-017-18**

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD  
TENURE TO CERTAIN FACULTY (DR. LAURA STEWART) HOLDING  
ACADEMIC RANK**

**WHEREAS**, Dr. Laura Stewart, is eligible for reappointment that would confer tenure; and

**WHEREAS**, Dr. Laura Stewart has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

**WHEREAS**, Dr. Laura Stewart's tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

**WHEREAS**, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Dr. Laura Stewart's tenure review file, which included her entire record of employment and performance at the College; and

**WHEREAS**, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

*"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,*

*Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."*

**WHEREAS**, the Tenure Review Board finds that the evidence and information presented and considered in Dr. Laura Stewart's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President the reappointment and award of tenure to Dr. Laura Stewart; and

**WHEREAS**, the President of the College (hereinafter referred to as President) has, reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Dr. Laura Stewart to the next Academic Year, 2017-2018, in light of all appropriate institutional needs, policies, criteria and requirements; and

**WHEREAS**, the President, in the exercise of his best professional judgment, has determined that the reappointment of Dr. Laura Stewart effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; and

**WHEREAS**, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint Dr. Laura Stewart; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees meeting in public session this 17<sup>th</sup> day of January 2017 hereby accepts the recommendation of the President to reappoint Dr. Laura Stewart;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the reappointment and subsequent award of tenure to Dr. Laura Stewart.



**\*\*\*\*\*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, January 17, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
<b>1</b> Vacant								<b>1</b>
<b>2</b> Christopher J. Brown								<b>2</b>
<b>3</b> Kevin Brown								<b>3</b>
<b>4</b> Primitivo J. Cruz								<b>4</b>
<b>5</b> Daniel Gee								<b>5</b>
<b>6</b> Brian E. Kamp								<b>6</b>
<b>7</b> Renee Liciaga								<b>7</b>
<b>8</b> Michael D. Minton, Treasurer								<b>8</b>
<b>9</b> Daryl Minus-Vincent								<b>9</b>
<b>10</b> George Nyikita, Chair								<b>10</b>
<b>11</b> Mickey Quinn								<b>11</b>
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

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George Nyikita  
Chairperson

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Paul Drayton  
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 January 11, 2017. Dr. Spang highlighted items that were discussed at the meeting:

- The RCBC/Rowan University 3 + 1 partnership. Students will begin in the 3 + 1 program this semester in the areas of Biology, Liberal Studies and Law and Justice.
- Additional 3 + 1 opportunities will be offered in the Fall 2017 semester to include Informatics, Nursing (RN to BSN).
- RCBC is also moving forward with their 2 + 2 programs. They will include Mechanical Engineering and Business Administration for the Fall 2017. In Fall 2018, they will Electrical and Computer Engineering. We are in discussions regarding Education and Engineering Technology programs.
- The Middle States accreditation progress report was submitted on October 1, 2016. The report was accepted and approved by Middle States. The Self Study is scheduled for the 2018-2019 Academic Year. A substantive change document will be submitted for the campus consolidation. Additional assessment areas are being reviewed by Dr. Anita Rudman, Associate Provost.
- The National Science Foundation (NSF) Advanced Technological Education (ATE) grant entitled "Comprehensive Integration of Advanced Manufacturing Competencies throughout Associates degree and Stackable Certificate Curricula" in the amount of \$768,272, for a three year project, was also discussed.
- Program viability: A formal process has been created to review programs for viability to be sure they are robust and meaningful. We will be updating our program offerings shortly.
- The eight very deserving faculty that were reviewed and recommended for tenure.

Chair Nyikita invited questions on the Academic Report. Seeing none, this concluded the Academic Committee Report.

**COMMENTS FROM THE PUBLIC**

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

**COMMENTS FROM THE BOARD**

Trustee Kamp welcomed Trustee Liciaga, offered the Board's help, and mentioned there is currently a vacancy on the Foundation Board. Trustee Kevin Brown also welcomed Trustee Liciaga.

**OTHER BUSINESS**

No other business.

**ADJOURNMENT OF PUBLIC SESSION**

Chair Nyikita called for a motion to adjourn the Public Session. There is no need for an Executive Session. With no further business, Trustee Christopher Brown made the motion, second by Trustee Kevin Brown, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:58 P.M.

Respectfully submitted,

Mr. Paul Drayton  
Board Secretary

PD:imd