

**ROWAN COLLEGE AT BURLINGTON COUNTY**

**BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING**

**Tuesday, May 22, 2018**

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

**MINUTES**

**CALL TO ORDER**

Board of Trustees Chair George Nyikita welcomed everyone in attendance and called the meeting to order at 8:35AM.

**FLAG SALUTE**

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

**ROLL CALL**

*Board Present:* Mr. James Anderson (by phone), Mr. Christopher Brown (by phone), Mr. Kevin Brown (by phone), Ms. Renee Liciaga, Mr. Daryl Minus-Vincent, Mr. Dorion Morgan, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn (by phone), Ms. Cassadie Hynd (Alumni Trustee)

*Board Absent:* Mr. Daniel Gee, Ms. Jamie Martin

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

*Public Present:* Ms. Sheri Oshinsky, Ms. Wilma Zane, Ms. Patricia Sebasto, Ms. SallyAnn Quinlan, Ms. Connie King, Ms. Helen Hulick, Ms. B. Karen Walder, Ms. Barbara Moore, Mr. William Walder, Ms. Karen Schumacher, Mr. Allen Weiner, Mr. Bill Cozzi, Mr. Jim Shoemaker, Mr. Michael Coleman, Ms. Karen Aiello, Mr. Darel Quinn, Ms. Donna Varo, Ms. Helda Sers, Ms. Laura Matacchiera, Ms. Micki Bowne, Mr. William J. Bowne

**PUBLIC ANNOUNCEMENT**

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 8, 2017, which was amended by a public notice released on May 16, 2018, setting forth the date, time, and location of the 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.”

**REPORTS**

1. **President’s Report:**

- The President’s Report was presented in written form to the Board, which included news and events from March 28, 2018 through May 11, 2018.
- 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 March 24, 2018 to April 11, 2018.
- Acting President Michael Cioce made the following announcements in addition to the written report provided in the Board packet:
  - Dr. Cioce thanked the Board of Trustees, faculty and staff for their participation in the Commencement ceremonies, which took place on Friday, May 18, 2018. The ceremonies were an amazing success despite the weather. The Liberal Arts and STEM ceremonies were originally scheduled to take place outdoors in the Quad, but heavy rain moved them inside Votta Hall’s Auditorium resulting in four back-to back Commencement ceremonies.
  - RCBC’s second annual Red Carpet Reception was held on March 28, 2018. The event was also successful with 40 high-achieving students in attendance, based on their high school academics, and their 75 parents and guests.
  - Chair Nyikita and Trustee Liciaga also remarked on the success of the Commencement ceremonies. There were many last-minute adjustments, yet everything went very smoothly. The weather outside did not dampen the spirits of the students, parents and friends that attended.

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 May 8, 2018 and the Committee discussed various issues including capital projects, finances and contracts.

This concluded the Board Finance and Facilities Committee Report. Chair Nyikita proceeded with a review of Tabs 1 through 12 for the Board's consideration:

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

- Tab #1:** Resolution #2018-142-01, A Motion to approve and ratify requested business related travel.
- Tab #2:** Resolution #2018-142-02, A Motion to approve and ratify contracts.
- Tab #3:** Resolution #2018-142-03, A Resolution to reject proposals for digital marketing services.
- Tab #4:** Resolution #2018-142-04, A Resolution to award a contract to 360 Translations International Inc. to provide interpreting services, in the amount of \$80,000.00 for fiscal year 2019 with an option to renew for an additional year.
- Tab #5:** Resolution #2018-142-05, A Resolution to approve a qualified list of collection agencies to be used by the College Office of Student Accounts.
- Tab #6:** Resolution #2018-142-06, A Resolution to award a contract to Nelnet Business Solutions, Inc. for the provision of electronic refunding services, payment plans and online payment processing for fiscal year 2019 with an option to renew for an additional year.
- Tab #7:** Resolution #2018-142-07, A Resolution to award contract to NJEDge.Net for membership and associated network services in an amount of \$188,765.25 for fiscal year 2019.
- Tab #8:** Resolution #2018-142-08, A Resolution to award a contract to ePlus Technology Inc. for maintenance on certain Cisco equipment in an amount of \$38,580.75 for fiscal year 2019.
- Tab #9:** Resolution #2018-142-09, A Resolution to award a contract to Ellucian Inc. to provide OIT managed services in the amount of \$1,249,022.00 annually, plus a negotiated annual escalator, for a five year period from July 1, 2018 through June 30, 2023.
- Tab #10:** Resolution #2018-142-10, A Resolution to reject proposals for online registration software for noncredit and business training courses.
- Tab #11:** Resolution #2018-142-11, A Resolution to approve the amendment of the NGET Project.
- Tab #12:** Resolution #2018-142-12, A Resolution authorizing RCBC to act as fiscal agent for the Workforce Innovation and Opportunity Act (WIOA) grant.

Chair Nyikita requested a motion to move Tabs 1 through 12 inclusive, as recommended by the Finance/Facilities Committee. With a motion by Trustee Dorion Morgan and a second by Trustee Daryl Minus-Vincent, the Board approved Tabs 1 through 12 with all in favor. There were no questions.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-01**

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

**APPROVE**

Cori Johnson, Enrollment Management – 6/6-6/7/18  
2018 NJASFAA Novice Training  
Princeton, NJ - \$149.00

David Peterson, Library – 5/31-6/1/18  
New Jersey Library Association Annual Conference  
Atlantic City, NJ - \$390.18

Justin Sewell, Library – 5/31-6/1/18  
New Jersey Library Association Annual Conference  
Atlantic City, NJ - \$396.32

Lanzhen Tian, Library – 5/31-6/1/18  
New Jersey Library Association Annual Conference  
Atlantic City, NJ - \$398.90

Jonathan Weisbrod, Mathematics (STEM) – 5/31-6/2/18  
Lilly Conference on Teaching & Learning  
Bethesda, MD - \$210.50

Jonathan Weisbrod, Mathematics (STEM) – 6/10-6/16/18  
Research Experience for Undergraduate Faculty Workshop fully-funded by the American  
Institute of Mathematics  
San Jose, CA - \$0.00

John Scott, NJ Transfer – 7/7-7/10/18  
2018 AACROA Technology and Transfer Conference  
Minneapolis, MN - \$2,183.01

Linda Tromp, NJ Transfer – 7/7-7/10/18  
2018 AACROA Technology and Transfer Conference  
Minneapolis, MN - \$2,049.12

**REIMBURSEMENT**

Karen Archambault, Enrollment Management – 3/20-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$182.44

Anthony Phillips, WDI (WIOA Grant) – 3/24-3/26/18  
National Association of Workforce Boards (NAWB) Forum 2018  
Washington, DC – \$90.02

Nicholas LaTorre, Enrollment Management – 3/21-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$30.00

Eileen Swiatkowski, Perkins Grant – 4/16-4/19/18  
National Summit for Educational Equity  
Arlington, VA - \$290.52

Gregory Rindosh, WIOA Grant – 3/24-3/26/18  
National Association of Workforce Boards (NAWB) Forum 2018  
Washington, DC - \$318.90

Michelle Applegate, Enrollment Management – 3/21-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$30.00

Rosemarie Loughlin, Enrollment Management – 3/21-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$117.93

Christopher Crean, Enrollment Management – 3/21-3/23/18  
2018 NACADA Regional Conference  
Dover, DE – \$30.00

Zaneb Ghanem, Outreach and Admissions – 3/22-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$204.83

John Miller, WDI (WIOA Grant) – 3/23-3/26/18  
National Association of Workforce Boards (NAWB) Forum 2018  
Washington, DC - \$400.00

Zahirah Sabir (replacing Kelly West), WDI (WIOA Grant) – 3/23-3/26/18  
National Association of Workforce Boards (NAWB) Forum 2018  
Washington, DC – \$232.19

Jennifer Martin, Enrollment Management – 3/21-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$27.59

Kristin Bocci, Academic Advising - 3/22-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$80.53

Katherine Gonzalez, Academic Advising - 3/22-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$111.85

Louvenia Harmon, Academic Advising - 3/22-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$12.00

Jarrett Kealey, Academic Advising – 3/22-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$30.00

Sandra Koch, Academic Advising – 3/22-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$30.00

Matthew Vazquez, Academic Advising – 3/22-3/23/18  
2018 NACADA Regional Conference  
Dover, DE - \$79.03

Dr. Karen Montalto, Perkins Grant – 3/14-3/16/18  
Accreditation Commission for Education in Nursing (ACEN) Spring 2018 Self-Study Forum  
Providence, RI - \$378.61

Anna Payanzo Cotton, WDI – 4/4-4/6/18  
STEM Ecosystem National Community of Practice (cost is covered by The Teaching Institute of Excellence (TIES))  
Washington, DC - \$354.66

Edith Corbin, EOF Grant – 3/20-3/23/18  
EOFANJ 50th Anniversary Spring Leadership Conference  
Atlantic City, NJ - \$193.37

Mark Meara, OIT – 4/7-4/11/18  
Ellucian Live Colleague & Banner Users Conference  
San Diego, CA - \$90.27

Nicole Scott, Perkins Grant – 4/16-4/19/18  
National Summit for Educational Equity  
Arlington, VA - \$285.19

Fran DiLorenzo, Perkins Grant – 3/5-3/9/18  
Health Information Management Systems Society (HIMSS) Conference  
Las Vegas, NV - \$452.47

Susan Scully, Perkins Grant - 3/5-3/9/18  
Health Information Management Systems Society (HIMSS) Conference  
Las Vegas, NV - \$272.54

William Whitfield, Phi Theta Kappa – 4/19-4/22/18  
Annual meeting for Phi Theta Kappa  
Kansas City, MO - \$339.38

Dr. Edem Tetteh, Perkins Grant – 4/10-4/13/18  
2018 ABET Symposium  
San Diego, CA - \$272.66

Jeff Van Duyne, Perkins Grant – 4/10-4/13/18  
2018 ABET Symposium  
San Diego, CA - \$146.85

Donna Vandergrift, Liberal Arts – 4/26-4/28/18  
Annual CSCC Conference  
Addison, TX - \$262.32

**RATIFY**

Linda Schmidt, Public Safety – 4/18-4/20/18  
CUPSA Annual Conference  
Atlantic City, NJ - \$437.20

Andrew Eaton, Public Safety – 4/18-4/20/18  
CUPSA Annual Conference  
Atlantic City, NJ - \$437.20

Cathy Briggs, Student Success – 7/8-7/12/18  
Gehring Academy for Conduct Administrators  
Indianapolis, IN - \$2,450.00

John Costa, Student Success – 7/8-7/12/18  
Gehring Academy for Conduct Administrators  
Indianapolis, IN - \$2,220.00



Sepideh Abdollahzadeh, Health Sciences (DMS) – 5/7-5/10/18

The Leading Edge DMS Conference

Atlantic City, NJ - \$437.00

Courtney Dyott, Health Sciences (DMS) – 5/7-5/10/18

The Leading Edge DMS Conference

Atlantic City, NJ - \$437.00

Men's Baseball Team, Athletics – 4/27-4/28/18

Overnight double-header at Lackawanna Junior College (fundraised)

Scranton, PA - \$892.02

Dr. David Spang, NSF Grant – 6/24-6/28/18

2018 American Society for Engineering Education Annual Conference & Exposition

Salt Lake City, UT - \$2,563.50

Dr. Edem Tetteh, NSF Grant – 6/24-6/28/18

2018 American Society for Engineering Education Annual Conference & Exposition

Salt Lake City, UT - \$2,563.50

Dr. Eric Constans, NSF Grant – 6/24-6/28/18

2018 American Society for Engineering Education Annual Conference & Exposition

Salt Lake City, UT - \$2,563.50

Daniel Sullivan, NSF Grant - 6/24-6/28/18

2018 American Society for Engineering Education Annual Conference & Exposition

Salt Lake City, UT - \$2,563.50

Elaine Young, NSF Grant - 6/24-6/28/18

2018 American Society for Engineering Education Annual Conference & Exposition

Salt Lake City, UT - \$2,563.50

Dr. Nicole Scott, NSF Grant - 6/24-6/28/18

2018 American Society for Engineering Education Annual Conference & Exposition

Salt Lake City, UT - \$2,563.50

Eileen Swiatkowski, NSF Grant - 6/24-6/28/18

2018 American Society for Engineering Education Annual Conference & Exposition

Salt Lake City, UT - \$2,563.50

Dr. Karen Montalto, Perkins Grant – 3/14-3/16/18

Accreditation Commission for Education in Nursing (ACEN) Spring 2018 Self-Study Forum

Providence, RI - \$1,291.00

**Reimbursement**

Joseph Rizzo, Liberal Arts – 2/26/18

Senate Roundtable Technology to Improve Education and Reentry in Prisons

Washington, DC - \$118.00

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-02**

**TO APPROVE AND RATIFY CONTRACTS**

To ratify an affiliation agreement with Meridian Hospitals Corporation for certain programs in the Health Sciences Division for the period of September 1, 2018 through August 31, 2019.

To authorize RCBC to enter into Training Agreements with Talent Development Center Statewide Lead Entities to serve as a sub-contracted training provider for TDC-funded initiatives for the following industries:

- Advanced Manufacturing: Camden County College
- Financial Services: Rowan College at Gloucester County
- Health Care: Rutgers
- Retail, Hospitality & Tourism: Fairleigh Dickerson
- Utilities & Construction: NJIT

To ratify an MOA for professional services between the New Jersey Department of Education and RCBC to administer adult basic education tests for the period of July 1, 2018 through June 30, 2020.

To ratify the first amendment to the Virtua recording studio booking agreement for the period of August 1, 2018 through May 31, 2019 in the amount of \$12,000.00.

To ratify a contract with Roderick Blackstone to provide a musical performance at the EOF Celebration and Awards Dinner on May 10, 2018 in the amount of \$300.00.

To approve a contract with U.S. Baseball Academy, Inc. to have RCBC act as Site Director and staff for U.S. Baseball Academy, Inc. clinics on the Pemberton Campus from January 6, 2019 through January 27, 2019 and to authorize the President his designee to do all things necessary to execute said agreement including negotiating its terms.

To approve a contract with National Softball Academy, Inc. to have RCBC act as Site Director and staff for National Softball Academy, Inc. clinics on the Pemberton Campus from February 3, 2019 through February 24, 2019 and to authorize the President his designee to do all things necessary to execute said agreement including negotiating its terms.

To approve a contract with Fearing International LLC to provide OSHA 30 General Industry Training for Holt Logistics through the TDC/TLD Grant for the period of June 4, 2018 through June 8, 2018 in an amount not to exceed \$3,240.00.

To approve a contract with Fearing International LLC to provide OSHA 30 General Industry Training for Incumbent Workers through the TDC/TLD Grant or the period of June 18, 2018 through June 26, 2018 in an amount not to exceed \$3,240.00.

To approve a non-fair and open contract with Real Estate Strategies, Inc./RES Advisors for professional consulting services related to the Pemberton Campus.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-03**

**TO REJECT PROPOSALS FOR DIGITAL MARKETING SERVICES**

*WHEREAS*, a Request for Proposal was advertised and released on Friday, January 19, 2018 and were opened on Tuesday, February 13, 2018, at 2:00 PM; and

*WHEREAS*, twelve (12) firms responded to the request for proposal; and

*WHEREAS*, in accordance with P.L. 1982 c.189 (C.18A:64A-25.15) it appears in the best interest of the College to reject all proposals; and

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that the Board rejects all proposals.

\*\*\*\*\***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, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

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 Michael Cioce  
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-04**

**TO AWARD A CONTRACT TO 360 TRANSLATIONS INTERNATIONAL INC.  
TO PROVIDE INTERPRETING SERVICES IN THE AMOUNT OF  
\$80,000.00, ON A BILLABLE HOURLY BASIS,  
FOR FISCAL YEAR 2019**

*WHEREAS*, the College has a need to provide qualified interpreters to ensure that communications with applicants, participants, and members of the public with disabilities are as effective as communication with others; and

*WHEREAS*, Requests for Proposals were advertised on Tuesday, April 3, 2018 and were opened Thursday, April 26, 2018, at 2:00 PM, four (4) vendors responded; and

*WHEREAS*, it has been determined that **360 Translations International Inc.** has the experience and expertise to continue to provide these services to the College; and

*WHEREAS*, The American with Disabilities Act mandates that under Section 504 of the Rehabilitation Act, under Title II of the ADA, the responsibilities of public services and state and local governments which include L.E.A. (local educational agency); and

*WHEREAS*, the number of deaf or hard of hearing students continues to increase and so does the need for interpreting services; and

*WHEREAS*, our current contract expires on June 30, 2018; and

*WHEREAS*, this contract is for a period of one (1) year and the RFP also contained language which would allow the College to extend the term of the contract for an additional one (1) year term based on mutual agreement and Board approval; and

*WHEREAS*, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4 & C.18A:64A-25.5 (1)) it appears in the best interest of the College to award a contract to **360 Translations International Inc.**, 334 Lincoln Avenue North, Cherry Hill, NJ 08002; and

*WHEREAS*, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4 & C.18A:64A-25.5 (1)), the President recommends a contract be awarded to the following vendor: **360 Translations International Inc.**, 334 Lincoln Avenue North, Cherry Hill, NJ 08002;

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that a contract be awarded to **360 Translations International Inc.** in the amount of **\$80,000.00**, on a billable hourly basis, for a twelve (12) month term.

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

I, Jaclyn Angermeier, Executive Director, Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2019 Operating Budget to pay for the contract between Rowan College at Burlington County and **360 Translations International Inc.**

The money necessary to fund said contract is **\$80,000.00**. 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:

1-42310-9701 (Student Support, Contracted Services)

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Jaclyn Angermeier  
Executive Director, Financial Services



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

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

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 George Nyikita  
 Chairperson

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 Michael Cioce  
 Acting Secretary

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<b>BID ANALYSIS SHEET</b>
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BID NAME: *Interpreting Services*

BID NUMBER: *Bid 18-10-P*

ADVERTISED: *Tuesday April 23, 2018 (BCT, Courier Post, Trenton Times, & RCBC Website)*

BID OPENING: *Thursday, April 26, 2018 @ 2:00 PM*

<b>Vendor</b>	<b>Hourly Rate</b>	<b>Weekend / Holiday</b>	<b>Mileage Rate</b>	<b>Compliance</b>
360 Translation Services	\$ 59.00	\$ 63.00	\$ 0.54	Compliant
Bromberg Translations	\$ 117.00	\$ 117.00	\$ 0.00	Compliant
Indus Translation Services Inc.	\$ 84.00	\$ 90.00	\$ 0.54	Compliant
Integrity Group	\$ 65.00	N/A	\$ 0.545	Compliant

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-05**

**TO APPROVE A QUALIFIED LIST OF COLLECTION AGENCIES TO BE USED BY  
THE COLLEGE OFFICE OF STUDENT ACCOUNTS**

**WHEREAS**, the College may have a need for qualified firms to perform services in the area of bad debt collections on our behalf; and

**WHEREAS**, a Request for Qualifications/Proposals (RFP/Q) was advertised and released on Tuesday, April 4, 2018 and opened on Tuesday, April 24, 2018, at 2:00 PM, four (4) vendors responded; and

**WHEREAS**, it appears that the attached list of debt collection agencies have the experience and expertise to provide debt collections services for the college; and

**WHEREAS**, this qualified list is for an period of one (1) year and the RFQ/P also contained language which would allow the College to extend the term of the approved list for an additional one (1) year term based on mutual agreement and Board approval; 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(14), it appears in the best interest of the College to approve the list of qualified debt collection agencies; 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(14), the Acting President recommends contracts be awarded to approve the list of qualified debt collection agencies; and

**NOW THEREFORE**, be it resolved, by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, authorizes the College to approve the list of qualified debt collection agencies to work with the Office of Student Accounts at the College to collect bad debt, on behalf of the College, for the contracted period.

**COLLECTION AGENCIES – FY19 – Pre-Qualified  
July 2018 – June 2019**

AR Resources, Inc.  
1777 Sentry Parkway West  
Merion Towle Building #101  
Blue Bell, PA 19422  
(866) 804-5501

HS Financial Group  
25651 Detroit Road  
Suite 203  
Cleveland, Ohio 44145  
(888) 774-0272

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

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Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
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8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11

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

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

\_\_\_\_\_  
 Michael Cioce  
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-06**

**TO AWARD A CONTRACT TO NELNET BUSINESS SOLUTIONS, INC.  
TO PROVIDE ELECTRONIC REFUNDING SERVICES, PAYMENT PLANS AND  
ONLINE PAYMENT PROCESSING FOR THE COLLEGE IN FISCAL YEAR 2019**

*WHEREAS*, the College has a need to provide an electronic method for students to pay tuition and receive financial aid; and

*WHEREAS*, this method needs to be a secure online system for both the Student and the College; and

*WHEREAS*, Requests for Proposals were advertised on Tuesday, April 3, 2018 and were opened Wednesday, May 2, 2018, at 2:00 PM, one (1) vendor responded; and

*WHEREAS*, it appears that **Nelnet Business Solutions, Inc.** has the experience and expertise to provide these services; and

*WHEREAS*, our current contract expires on June 30, 2018; and

*WHEREAS*, this contract is for a period of one (1) year and the RFP also contained language which would allow the College to extend the term of the contract for an additional one (1) year term based on mutual agreement and Board approval; 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-25.4, it appears in the best interest of the College to appoint **Nelnet Business Solutions, Inc.**, 121 South 13<sup>th</sup> Street, Suite 201, Lincoln, NE 68508; and

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that a contract be awarded to **Nelnet Business Solutions, Inc.** for fiscal year 2019.

\*\*\*\*\***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, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Michael Cioce  
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-07**

**TO AWARD A CONTRACT TO NJEDGE.NET FOR THE RENEWAL OF ANNUAL  
MEMBERSHIP AND ASSOCIATED NETWORK SERVICES IN THE AMOUNT OF  
\$188,756.25 FOR FISCAL YEAR 2019**

**WHEREAS**, **NJEDge.net**, a non-profit corporation of the New Jersey Presidents' Council, is a broadband statewide network designed to enhance the teaching, research and public service missions of New Jersey's colleges and universities; and

**WHEREAS**, the College uses **NJEDge.net** connection to their private state wide network in order to provide higher bandwidth applications such as video conferences, video classes, Internet and Internet II; and

**WHEREAS**, in addition to the network services, RCBC receives the following benefits as a member of NJ EDge:

- Access to NJEDge.Net team of technical consultants, network engineers and education professionals
- Participation in Edge Networks - an alliance of member-driven activity groups that investigate pedagogies, methodologies and technologies in the academic community
- Attendance at Events – Annual Conference, Best Practices Showcase, monthly webinars and face-to-face workshops
- Communication forums through discussions, blogs and mailing lists
- Training in innovative teaching tools for faculty
- Training in emerging technologies for professional and technical staff
- E-rate assistance
- RFP assistance
- Eligibility to purchase from NJEDge.Net publicly bid contracts
- Discounted voice minutes based on publicly bid RFP
- Maintenance to cover software licenses for VMware server environment.

The annual fees for NJEDge services, (July 1, 2018– June 30, 2019) for a total of \$188,756.25 are as follows:

- Network Services - \$164,367.00
- NJEDge Membership - \$12,000.00
- VMWare software license and support - \$12,389.25

**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**, **NJEdge.net** completed and submitted a Business Entity Disclosure Certification which certifies that **NJEDGE.net** 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 **NJEDGE.net** 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-25.10, it appears in the best interest of the College to award a contract to **NJEDGE.net**, P.O. Box 18110, Newark, NJ 07191-8110; 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-25.10, the President recommends the award of this contract to the following vendor(s): **NJEDGE.net**, P.O. Box 18110, Newark, NJ 07191-8110; and

**NOW THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that a contract be awarded to **NJEDGE.net** in an amount of \$188,756.25.

**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, Executive Director, Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2019 Operating Budget to pay for the contract between Rowan College at Burlington County and **NJEDge.Net**.

The money necessary to fund said contract is **\$188,756.25**. 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:

- 1-00800-9601 (Information Technology, Maintenance Contracts)
- 1-00800-9701 (Information Technology, Service Contracts)

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Jaclyn Angermeier  
Executive Director, Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Michael Cioce  
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-08**

**TO AWARD AN ANNUAL CONTRACT TO ePLUS TECHNOLOGY, INC. FOR THE  
CISCO SMARTNET MAINTENANCE AND SUPPORT ON VARIOUS NETWORK  
SWITCHES AND VIDEO CONFERENCE EQUIPMENT IN THE AMOUNT OF  
\$38,580.75  
(NEW JERSEY STATE CONTRACT #87720)**

*WHEREAS*, the College has a need for vendor supplied maintenance and support services for various Cisco network and video conferencing equipment (July 1, 2018 – June 30, 2019); and

*WHEREAS*, these services are included under New Jersey State Contract (#87720); 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: **ePlus Technology, Inc.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720); 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 **ePlus Technology, Inc.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720);

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, to award a contract to **ePlus Technology, Inc.** in the amount of \$38,580.75.

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

I, Jaclyn Angermeier, Executive Director, Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2019 Operating Budget to pay for the contract between Rowan College at Burlington County and **ePlus Technology, Inc.**

The money necessary to fund said contract is **\$38,580.75**. 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:

1-00800-9601 (Information Technology, Maintenance Contracts)

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Jaclyn Angermeier  
Executive Director, Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Michael Cioce  
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-09**

**TO AWARD A CONTRACT TO ELLUCIAN INC. TO PROVIDE OIT MANAGED SERVICES IN THE AMOUNT OF \$1,249,022.00 ANNUALLY, PLUS A NEGOTIATED ANNUAL ESCALATOR, FOR A FIVE YEAR PERIOD FROM JULY 1, 2018 THROUGH JUNE 30, 2023**

*WHEREAS*, the College has a continuing need for onsite Information Technology (IT) management services; and

*WHEREAS*, our current contract expires on June 30, 2018; and

*WHEREAS*, the onsite services include Data Center Management and Systems Administration, Network Management, and Colleague Application Support; and

*WHEREAS*, due to the proprietary nature of the Colleague ERP software and its components, this service should be provided by individuals that have specific training, certifications, and expertise; and

*WHEREAS*, it appears that **Ellucian Inc.** has the experience and expertise to provide these services; 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*, **Ellucian Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Ellucian Inc.** 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 **Ellucian Inc.** from making any reportable contributions through the term of the contract; and

*WHEREAS*, in accordance with 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 **Ellucian Inc.** with offices located at 4375 Fair Lakes Court, Fairfax, VA 22033; and

*NOW THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that a five year contract be awarded to **Ellucian Inc.** in an amount not to exceed \$1,249,022.00 for fiscal year 2019.

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

I, Jaclyn Angermeier, Executive Director, Financial Services, do hereby certify that adequate funds are available in the FY 2019 Operating Budget funds to pay for the contract between Rowan College at Burlington County and **Ellucian Inc.**

The money necessary to funds said contract is **\$1,249,022.00**. 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:

1-00800-9701 (Information Technology, Contracted Services)

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Jaclyn Angermeier  
Executive Director, Financial Services



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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

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

\_\_\_\_\_  
Michael Cioce  
Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-10**

**TO REJECT PROPOSALS FOR ONLINE REGISTRTION SOFTWARE FOR  
NONCREDIT AND BUSINESS TRAINING COURSES**

**WHEREAS**, a Request for Proposal was advertised and released on Tuesday, April 20, 2018 and were opened, Thursday, May 10, 2018 at 2:00 PM; and

**WHEREAS**, two (2) firms responded to the request for proposal; and

**WHEREAS**, in accordance with P.L. 1982 c.189 (C.18A:64A-25.15) it appears in the best interest of the College to reject all proposals; and

**NOW, THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that the Board rejects all proposals.

\*\*\*\*\***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, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Michael Cioce  
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-11**

**RESOLUTION RELATING TO CHANGES IN THE COLLEGE'S NEXT  
GENERATION EDUCATIONAL TECHNOLOGY (NGET) PROJECT**

**WHEREAS**, on March 19, 2013, the Board of Trustees (the "Board") of Rowan College at Burlington County (the "College") approved the undertaking, implementation and financing of the Next Generation Educational Technology project (the "NGET Project"); and

**WHEREAS**, in order to finance the costs of the NGET Project, the College, with the approval of the Board, applied for, and was awarded a grant in the amount of \$1,427,852 pursuant to the Higher Education Equipment Leasing Fund Act, N.J.S.A.18A:72A-40 et seq. (the "ELF Grant"); and

**WHEREAS**, utilizing available ELF grant funds achieved as a result of obtaining lower pricing on the NGET project technology equipment purchases originally proposed, the College is purchasing additional equipment including the specified substituted equipment, and accordingly wishes to approve the substitution application of ELF Grant in accordance with the amended NGET Project;

**NOW THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, the designated ELF grant officers of the College are authorized and directed to apply the ELF Grant to the costs and implementation of the NGET Project as amended by this resolution. Board is authorizing the College to add additional equipment to the NGET project, utilizing available approved grant funds achieved as a result of obtaining lower pricing on the equipment purchases originally proposed in its form of the ELF application.

**BE IT FURTHER RESOLVED**, that no further approvals by the Board are necessary to implement this Resolution.

\*\*\*\*\***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, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

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

\_\_\_\_\_  
 Michael Cioce  
 Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-12**

**RESOLUTION AUTHORIZING ROWAN COLLEGE AT BURLINGTON COUNTY TO  
SERVE AS THE FISCAL AGENT FOR THE WORKFORCE INNOVATION AND  
OPPORTUNITY ACT GRANT ON BEHALF OF THE BURLINGTON COUNTY  
BOARD OF CHOSEN FREEHOLDERS**

***WHEREAS***, Burlington County is designated as a Workforce Investment Area for the receipt and distribution of federal funds under the Workforce Innovation and Opportunity Act of 2014 (the “WIOA”), 29 U.S.C.A. § 3121 et seq.; and

***WHEREAS***, the local Workforce Development Board (WDB) governs, coordinates planning, policy guidance, and oversight for workforce readiness programs in accordance with the State’s overall unified State Plan for New Jersey’s Workforce Readiness System; and

***WHEREAS***, the main mission of the Burlington County Workforce Development Institute is to develop a well-educated, highly skilled workforce to provide enhanced opportunities for individuals and to ensure that the businesses within the County will succeed and excel in a highly competitive, rapidly changing economy; and

***WHEREAS***, personnel from both Burlington County and Rowan College at Burlington County (“RCBC”) work together to implement the objectives of WIOA through the Workforce Development Institute, which was authorized as a component of the Shared Services Agreement initially authorized on May 19, 2015 and continuing; and

***WHEREAS***, the Burlington County Board of Chosen Freeholders (“County”) as the Grantee for the receipt and distribution of federal funds under WIOA believes that the designation of RCBC to act as the designated Fiscal Agent for the WDB will maintain adequate financial management and promote efficiencies; and

***WHEREAS***, RCBC agrees that it is in the best interest of RCBC, the County and the residents of Burlington County that RCBC be designated Fiscal Agent for WDB; and

***WHEREAS***, RCBC agrees to maintain adequate financial management and accounting process of the funds received and distributed; and

***WHEREAS***, the Burlington County Board of Chosen Freeholders at their May 9, 2018, Regular Meeting appointed RCBC to serve as the fiscal agent for the workforce development board; and

***WHEREAS***, the County designated RCBC’s President or his designee the authority to enter into agreements with vendors or pursue new vendors as necessary to carry out the objectives of the Workforce Innovation and Opportunity Act for the Workforce Development Board;

***NOW, THEREFORE***, be it resolved by the Board of Trustees, now assembled in public session this 22<sup>nd</sup> day of May 2018, that the Board of Trustees of Rowan College at Burlington County accept the designation of RCBC as Fiscal Agent for the Workforce Development Board; and

***BE IT FURTHER RESOLVED*** that the President of RCBC is hereby authorized to enter into agreements with vendors and/or pursue new and additional vendors, as necessary, to carry out the objectives of the WIOA, in accordance with established policies and procedures; and

***BE IT FURTHER RESOLVED*** that the President of RCBC and/or his designee shall provide regular reports and annual audits to the County relating to the receipt and distribution of federal funds.

\*\*\*\*\***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, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Michael Cioce  
 Acting Secretary



- B. Personnel Committee:** Chair George Nyikita gave the report since Committee Chair Kevin Brown was participating by phone. The Chair reported that the Personnel Committee met on Wednesday, May 9, 2018, and discussed various personnel actions.

Mr. Nyikita 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 #13:** Resolution #2018-142-13, A Resolution approving personnel actions for Rowan College at Burlington County.

**Tab #14:** Resolution #2018-142-14, A Resolution approving the Acting President's recommendation to award promotion to certain faculty.

Chair Nyikita requested a motion to move Tabs 13 and 14, as recommended by the Personnel Committee. With a motion by Trustee Gino Pasqualone, a second by Trustee Daryl Minus-Vincent, and a unanimous vote in favor, the Board approved Resolutions 13 and 14.

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

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-13**

**ADJUNCT AND PART-TIME TRAINER LISTING**

**Liberal Arts**

Gartner, Sandra  
Hallanan, Sharon  
Blystone, Mark  
Langley, Mary "Betsy"  
Haruch, Amanda  
Perrotta, Martin  
Milligan, Richard  
Fischer, Michael  
Reutter, Robert  
Cinquini, Amanda  
Newborn, Melissa  
Scott, Deborah  
Stabler, Samuel

**STEM**

Schuyler, Jessica  
Possible, Cassandra  
Rosa, Kyle  
Amin, Sushila  
Lai, Junnie  
Bohinski, Selena  
Harris, Christopher  
Guay, Catherine  
Sein, Lawrence  
Groover, Robert  
Gibson, Frank  
Drury, Brian  
Bonora, Stephen

**Nursing/Health Sciences**

Custis, Valerie J.  
Mbaluka, Penninah  
Lynch, Nina  
McCormack, Rachel  
Vasilenko, Gail  
Mitchell-Bauducco, Lara

Garcia, Vanessa

Ridgeway, Vanessa

**Part-Time Trainers**

Green, William

Gallagher, Dan

Philips, Anthony R.

Robinson, Jessica

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-13**

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

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

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

Danielle Davis as PT Academic Advisor at \$18/hour;  
Hellen Carroll as PT Training Coordinator at \$16/hour;  
Dylan Casmer as PT Public Safety Officer at \$11/hour;  
Kaysha Rentas as PT Public Safety Officer at \$11/hour;  
Jason Woodruff as PT Public Safety Officer at \$11/hour;  
Kellen Fletcher as PT Lifeguard at \$8.75/hour;  
Jake Basatemur as PT Lifeguard at \$8.75/hour;  
Richard Robinson as Assistant Coach Men's Basketball at \$1,750;  
Shayna Wiggins as Assistant Coach Softball at \$1,500;  
Kaitlyn Atmore as Volunteer Assistant Women's Coach at \$0;  
Julia Brown as Assistant Coach Women's Soccer at \$0;  
Mike Scanzano as Head Coach Baseball at \$11,000;  
William Stonis as Assistant Coach Baseball at \$3,000;  
Ryan Cerino as Assistant Coach Baseball at \$2,000;  
Seigha Omuso as Head Coach Men's Basketball at \$11,000;  
Davis Graham as Assistant Coach Men's Basketball at \$1,250;  
Carolyn Jones as Head Coach Women's Basketball at \$11,000;  
Mama Traore as Assistant Coach Women's Basketball at \$5,000;  
Maureen Cascio as Assistant Coach Softball at \$3,500;  
Jeff Suwak as Head Coach Golf at \$6,000;  
Craig Dewar as Head Coach Men's Soccer at \$11,000;  
Richard Morris as Assistant Coach Men's Soccer at \$5,000;  
Kathe DeLitta as Head Coach Women's Soccer at \$11,000; and

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

Dominique Parker as Career Services Advisor at \$43,000;  
Jessica Grill as a temporary promotion as PINES Coordinator at \$18/hour;  
Jacinda Chaney as Cashier at \$32,500; and

**WHEREAS**, the College's administration requested the authority, from the Board of Trustees' Executive Committee, to fill a critical position prior to the May 22, 2018 Board meeting, namely;

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

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

Lisa E. Jones, Adjunct, Nursing;  
Eric Pancoast, Instructor, STEM;  
Dr. Katharine Milani, Instructor, Biology;  
Dr. Regina Green, Instructor, Nursing;  
Kidane Yohannes, Instructor, English;  
Edward Reynolds, Adjunct, Liberal Arts;  
Randi Ferguson, PT EOF Counselor;  
Alisha Mays, Custodian, Facilities; and

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

Kathy Bates, Purchasing, Unpaid LOA;  
Mary Bavi, Distance Learning Department, Paid LOA;  
Carmela Williams, Finance, Paid and then Unpaid LOA (Approved Sick Pool);  
Michele Hays, Facilities, Paid LOA,  
Ranceford Byles, Facilities, Paid LOA;  
Jessica Gicking-Aspden, Liberal Arts, Paid and then Unpaid LOA; and

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

**NOW THEREFORE**, be it resolved that the Board of Trustees, now assembled in public session this 22<sup>nd</sup> day of May 2018, hereby approves the above stated personnel actions for Rowan College at Burlington County.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
Michael Cioce  
Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-14**

**APPROVAL OF ACTING PRESIDENT'S RECOMMENDATION TO  
AWARD PROMOTION TO CERTAIN FACULTY**

**WHEREAS**, certain faculty members, are eligible for promotion; and

**WHEREAS**, certain faculty members have prepared and submitted for review appropriate application for promotion to the ranks of Associate Professor and Assistant Professor, respectively; and

**WHEREAS**, eligible faculty members prepared promotion review files, which included their entire record of service and employment at the College, which were evaluated by their respective Divisional Dean who provided an affirmative recommendation for their promotion; and

**WHEREAS**, in accordance with Board Policy 126, *Promotion Policy Faculty Holding Academic Rank*, the Promotion Review Board reviewed carefully the Dean's affirmative recommendations as well as the evidence and information presented in each promotion review file; and

**WHEREAS**, in carrying out its responsibilities, the Promotion Review Board was governed by Board Policy 126, which states in relevant parts that:

*Promotion in academic rank is awarded by the Board of Trustees based upon an affirmative recommendation by the President that an applicant for promotion is qualified and that his or her record of employment in academic rank at Rowan College at Burlington County evidences demonstrable proof of excellence in teaching, professional accomplishment and distinguished service to the college and the community, and*

*The qualifications and criteria for advancement in academic rank are expressed below.*

*Associate Professor: An earned doctorate or other appropriate terminal degree from an accredited institution in an appropriate field of study is required.*

*Demonstrable evidence of exceptional teaching and effective student learning, including recognized professional accomplishment and distinguished service to the college and community, are the expectations and criteria for promotion to this rank.*

*Assistant Professor: An earned doctorate or other appropriate terminal degree from an accredited institution in an appropriate field of study or completion of all requirements for the doctorate in an accredited institution except the dissertation, is required; and*

*Demonstrable evidence of excellence in teaching and effective student learning, including the ability to make and achieve positive professional accomplishments and render high quality service to the college and community, are the expectations and criteria for promotion to this rank.*

**WHEREAS**, the Promotion Review Board finds that the evidence and information presented and considered in the applications for promotion to the ranks of Associate Professor and Assistant Professor, respectively, and record of employment are consistent with the criteria expressed in Board Policy 126, and has, subsequently, recommended to the Acting President the promotion to the rank of Associate Professor for the following faculty member:

- Dr. Erika Baldt

and promotion to the rank of Assistant Professor for the following faculty members:

- James Judge
- Elizabeth Kerr
- Meral Muyesser
- William Wend
- Kidane Yohannes; and

**WHEREAS**, the Acting President of Rowan College at Burlington County (hereinafter referred to as Acting President) has reviewed carefully the affirmative recommendations of the Dean and Promotion Review Board for the promotion of the above listed faculty members to the ranks of Associate Professor and Assistant Professor, respectively, commencing in the academic year 2018-2019, in light of all appropriate institutional needs, policies, criteria and requirements; and,

**WHEREAS**, the Acting President, in exercise of his best professional judgment, has determined that the promotion of the above listed faculty members effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements; 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 Acting President to promote the above listed faculty members to the ranks of Associate Professor and Assistant Professor, respectively; and

**NOW, THEREFORE**, be it resolved that the Board of Trustees, now assembled in public session this 22<sup>nd</sup> day of May 2018, hereby accepts the recommendation of the Acting President to promote said faculty members to the ranks of Associate Professor and Assistant Professor, respectively;

**BE IT FURTHER RESOLVED**, that the Board of Trustees approves the promotion to the rank of Associate Professor to:

- Dr. Erika Baldt



and promotion to the rank of Assistant Professor to:

- James Judge
- Elizabeth Kerr
- Meral Muyesser
- William Wend
- Kidane Yohannes

\*\*\*\*\***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, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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 George Nyikita  
 Chairperson

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 Michael Cioce  
 Acting Secretary

C. **Academic Committee:** Committee Chair Daniel Gee was not in attendance and Dr. David Spang, Senior Vice President and Provost, reported in Trustee Gee's absence. The Academic Committee met on Wednesday, May 9, 2018, and discussed the following items:

- The RCBC/Rowan University 3 + 1 partnership: On the RCBC side, the AS and AAS in Advanced and Continuous Studies, as well as the AAS in Mechanical Engineering Technology were granted final approval at an Executive Session of the NJ Presidents' Council on April 16, 2018.

On the Rowan University side, the BS in Mechanical Engineering Technology (MET) and the Electrical Engineering Technology (EET) will be considered for final approval at the NJ Presidents' Council Meeting on June 4, 2018.

- The Middle States discussion included a summary of the workgroups' findings, which will be compiled into the Self-Study document over the next several weeks. The Board has a summary of each of the workgroups' findings regarding compliance with the standards and we will update the Board as we move closer to the March 2019 site visit.
- The Substantive Change document has been approved and distributed under the leadership of Dr. Anita Rudman, Associate Provost. This will officially change the main campus to Mount Laurel effective July 1, 2018.
- On academic grants, the National Science Foundation grant team we will be traveling to the Salt Lake City, UT, to deliver a presentation entitled, "A Model for Aligning Engineering Technology Curriculum with Industry Needs," at the American Society of Engineering Education (ASEE) Conference in June 2018. Also, there is an advisory committee meeting the evening of Wed., May 23, 2018, and discussion will entail the development of applications for various principles with partners and incorporating those into our curriculum.
- The Academic Committee discussed nomenclature changes to update the names of existing AAS programs at RCBC, which will be presented by resolution to the Board for approval this morning. This is just to align the names of programs and outcomes with those that other schools have in order to make transfer easier for students.

Dr. Spang invited questions on his Academic Committee Report. There were none and he invited Ms. Anna Payanzo Cotton, Vice President of Workforce Development and Lifelong Learning, to provide an update on workforce development for the Board.

- Ms. Payanzo Cotton provided more background on Tab 12 presented during the Finance/Facilities Committee report. The Workforce Innovation and Opportunity Act (WIOA) allows RCBC to serve as the fiscal agent, and for the Workforce Development Institute at the College to continue the component of the shared services integration of all reports training staff from across the County that began in 2015.

- The Committee also discussed the selection of a vendor for non-credit online enrollment software. They have put forward a resolution to reject bids as they did not have any selections that met the criteria.
- On new business partnerships, they are working with Fearing International to provide OSHA 30 General Industry Training for Holt Logistics on their site through the TDC/TLD Grant, as well as on the RCBC Campus to provide this training to a consortium of other business partners. Also, as was approved by the Board in November, they have two new contracts with Rowan College at Gloucester County and Camden County College for both to provide training as a subcontractor to our grants.
- Workforce is also moving forward with a partnership with Denton Vacuum to have a tuition reimbursement program. We will begin with In-County tuition and work with them to identify training and educational opportunities for their employees.
- As RCBC is the recipient of the Transportation Logistics and Distribution Talent Development Center Grant in the State, there are other identified leads throughout the State in which we may serve as a subcontracted training provider for the following industries:
  - Advanced Manufacturing: Camden County College
  - Financial Services: Rowan College at Gloucester County
  - Health Care: Rutgers University
  - Retail, Hospitality and Tourism: Fairleigh Dickinson
  - Utilities and Construction: NJIT

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

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

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

- Tab #15:** Resolution #2018-142-15, A Resolution for the change in nomenclature of an Associate of Applied Science in Information Assurance and Cybersecurity (AAS.IAC) to Cybersecurity (AAS.IAC)
- Tab #16:** Resolution #2018-142-16, A Resolution for the change in nomenclature of an Associate of Applied Science in Electronics Engineering Technology (AAS.EET) to Engineering Technology (AAS.EET)
- Tab #17:** Resolution #2018-142-17, A Resolution to update certain Board Policies (Code of Conduct Policy and Fiscal Accountability, Efficiency and Transparency Policy)

**Tab #18:** Resolution #2018-142-18, A Resolution to authorize Rowan College at Burlington County (RCBC) to enter into agreements with area businesses for tuition reimbursement and the development of specialized courses and/or training programs

- a. Denton Vacuum

Chair Nyikita requested a motion to move Tabs 15 through 18 as recommended by the Academic Committee. With a motion by Trustee Gino Pasqualone, a second by Trustee Renee Liciaga, and a unanimous vote in favor, the Board approved Resolutions 15 through 18. There were no questions.

This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-15**

**CHANGE IN NOMENCLATURE OF AN ASSOCIATE OF APPLIED SCIENCE IN  
INFORMATION ASSURANCE AND CYBERSECURITY (AAS.IAC) TO  
CYBERSECURITY (AAS.IAC)**

**WHEREAS**, the Program Advisory Board, Faculty, and Program Coordinator's review of the program objectives show that the program is focused on Cybersecurity, which is an industry-recognized term; and

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

**WHEREAS**, the AAS.IAC program will continue to support the needs of the cybersecurity industry in Burlington County, NJ; and

**WHEREAS**, RCBC will seek accreditation of the Cybersecurity Program by the Computing Accreditation Commission (CAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET);

**NOW, THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that the change in nomenclature from Associate of Applied Science in Information Assurance and Cybersecurity to Associate of Applied Science in Cybersecurity be approved for implementation in September 2018.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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George Nyikita  
Chairperson

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Michael Cioce  
Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-16**

**CHANGE IN NOMENCLATURE OF AN ASSOCIATE OF APPLIED SCIENCE IN  
ELECTRONICS ENGINEERING TECHNOLOGY (AAS.EET) TO ELECTRICAL  
ENGINEERING TECHNOLOGY (AAS.EET)**

**WHEREAS**, the Program Advisory Board, Faculty, and Program Coordinator’s review of the program objectives show that the term “electronics” is too restrictive for a modern Engineering Program, potentially limiting student specialization; and

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

**WHEREAS**, the AAS.EET program will continue to support the needs of the electrical engineering technology industry in Burlington County, NJ; and

**WHEREAS**, the latest available data from the Bureau of Labor Statistics (BLS) predicts that the number of jobs in electrical engineering technology will increase through 2026;

**NOW, THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that the change in nomenclature from Associate of Applied Science in Electronics Engineering Technology to Associate of Applied Science in Electrical Engineering Technology be approved for implementation in September 2018.



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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

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Michael Cioce  
Acting Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-17**

**ADOPTION/AFFIRMATION OF CERTAIN BOARD POLICIES**

**WHEREAS**, the College administrative staff, along with counsel, have reviewed existing Board Policies and provide advice and recommendations regarding said policies; and

**WHEREAS**, the Academic and Finance/Facilities Committees of the Board has undertaken a review of and has recommended that certain existing policies be affirmed and/or modified; and

**WHEREAS**, the Board concurs with the recommendations of the Academic and Finance/Facilities Committees and has determined to take formal action with respect thereto;

**NOW, THEREFORE**, be it resolved by the Trustees of the College, now assembled in public session this 22<sup>nd</sup> day of May 2018, that:

1. Existing Policy numbered 903-B (Code of Conduct Policy) is hereby adopted as amended/modified upon the recommendation of the Academic Committee (policy attached); and
2. Existing Policy (Fiscal Accountability, Efficiency, and Transparency Policy) is hereby adopted as amended/modified upon the recommendation of the Academic Committee (policy attached); and

\*\*\*\*\***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, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
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5 Renee Liciaga								5
6 Jamie Martin								6
7 Daryl Minus-Vincent								7
8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

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 George Nyikita  
 Chairperson

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 Michael Cioce  
 Acting Secretary

## **Board Policy: Student Conduct Policy**

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Title: Student Conduct Policy

Number: 903-B  
Effective:  
Supersedes: March 1982

The Rowan College at Burlington County (RCBC) Student Conduct Policy is created to ensure that all students have a safe and secure environment in which to learn while ensuring that the rights of the individual, the community, and the institution are all protected. All RCBC students are considered to be adults in the eyes of the College and are expected to conduct themselves accordingly. This policy confirms that students are ultimately responsible for their own conduct as well as the conduct of their guests and visitors.

The Policy mandates that a specific Student Code of Conduct be maintained by the institution. The Code of Conduct must define all prohibited conduct and ensure due process in the investigation and hearings for alleged violator(s). The Code of Conduct must also detail a range of sanctions to be imposed, up to and including expulsion from the college, if a student is found in violation of the listed standards of conduct.

Regardless of whether an individual is on or off campus, RCBC students are members of the college community and are expected to adhere to the Code of Conduct standards at all times. The College reserves the right to use the processes and procedures outlined in the Code of Conduct to address behavior on and off campus.

The Student Code of Conduct shall be available on the RCBC website and in appropriate publications. Any changes to the Code of Conduct must be approved through the President's office.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
May 22, 2018**

**RESOLUTION #2018-142-18**

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

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

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

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

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

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 22<sup>nd</sup> day of May 2018, that:

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

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, May 22, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
2 Christopher J. Brown, Vice Chair								2
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4 Daniel Gee								4
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6 Jamie Martin								6
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8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11

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

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George Nyikita  
Chairperson

\_\_\_\_\_  
Michael Cioce  
Acting Secretary

### **COMMENTS FROM THE BOARD**

Chair Nyikita talked about the extensive discussions with the Personnel Committee and other Board Committees regarding the President of the College. Mr. Paul Drayton tendered his resignation effective in August 2018. There were numerous discussions on how the Board should handle the selection of our next permanent President. After various considerations and detailed discussions, it was a unanimous decision of the Board's Personnel Committee, as well as all of the Board Committees who deliberated on this matter, to appoint Michael Cioce as our next permanent President effective September 1, 2018.

Chair Nyikita requested a motion to make the decision official, as recommended by the Board Committees. With a motion by Trustee Renee Liciaga, a second by Trustee Dorion Morgan, and a unanimous vote in favor by roll call, the Board approved the appointment of Dr. Michael A. Cioce as the next permanent President of Rowan College at Burlington County effective September 1, 2018. There were no questions.

Chair Nyikita congratulated Acting President Cioce and there was applause in response to the Board's decision and announcement.

Acting President Cioce thanked the Board for their trust in his leadership and others who have assisted him through this process. Looking to the future, there are a number of initiatives that need to be finalized, as well as some new ones that Dr. Cioce is excited to begin as he gets to work in his new capacity. He thanked everyone for their support.

### **COMMENTS FROM THE PUBLIC**

Chair Nyikita invited anyone from the public interested in addressing the Board to come forward so they can be heard by Trustees on the phone.

The following people spoke regarding the Pemberton pool:

Ms. Carol Melman was first to address the Board regarding the Pemberton pool. She asked everyone in attendance regarding the pool to stand. Based on the sign-in sheet circulated by RCBC staff, there were approximately 23 people in attendance. Per Ms. Melman, they are concerned about the pool closing.

Chair Nyikita indicated the Board is pursuing closing the Pemberton Campus for college operations. The Board is sensitive to the concerns of those that are frequent users of the pool and understands it is an important part of their everyday activities. A final decision has not been made, and the Board is doing everything they can to continue to serve the community.

Chair Nyikita invited others in attendance to address the Board.

Ms. Karen Schumacher, Southampton; Ms. Joann Kirby, Columbus; and Ms. Micki Bowne, Southampton, spoke on behalf of groups with special needs and a program at the Pemberton pool for people with brain injuries.

Mr. Bill Cozzi, Southampton Township, referenced the expenses and tax burden of building a new pool and athletic facility.

Mr. Jim Shoemaker, Burlington Township, spoke on behalf of the pool community.

Ms. Carolyn Stevenson, Burlington Township, compared the Pemberton aquatics class schedules and cost with other area pools.

Ms. Connie King, Pemberton Borough, requested information on prospective buyers of the Pemberton pool. The Board advised that RES Advisors is a consulting firm that prepared the original report for the Pemberton Campus about some of the proposed redevelopment options that could exist there, which was shared with Pemberton Township.

Ms. Laura Maticchiera, Hainesport, spoke on behalf of the high schools and Special Olympics.

Ms. SallyAnn Quinlan, Pemberton Borough, spoke on behalf of those overcoming a fear of water, as well as the added cost to drive further distance to other area pools.

The Board Chair appreciated their attendance to express their concerns and assured them that the Board would take their comments under serious consideration as they move through the process of making this decision.

**COMMENTS FROM THE BOARD**

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

**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 Gino Pasqualone made the motion, second by Trustee Dorion Morgan, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 9:25 A.M.

Respectfully submitted,

Dr. Michael A. Cioce  
Acting Board Secretary

MAC:imd