

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, June 20, 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 5:38PM.

FLAG SALUTE

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

MOMENT OF SILENCE

Chair Nyikita called for a moment of silence in memory of a great friend and advocate of the College, Ms. Amanda Layton, who recently passed. Mr. Nyikita indicated he and other members of the Board had the privilege and honor to serve with her on the Board of Trustees. She was a 4'11" package of fierceness and fearlessness, and she will be sorely missed by the College and community. He asked that everyone please keep her and her family in their thoughts and prayers.

ROLL CALL

Board Present: Mr. Christopher Brown, Mr. Kevin Brown (arrived after roll call), Mr. Primitivo Cruz (by phone), Mr. Brian Kamp, Ms. Renee Liciaga, Ms. Jamie Martin (by phone), Mr. George Nyikita, Mr. Mickey Quinn, Mr. Jason Tosches

Board Absent: Mr. Daniel Gee, Mr. Daryl Minus-Vincent, Mr. Kevin Wright (Alumni Trustee)

RCBC Present: Mr. Paul Drayton (President and Board Secretary), Ms. Jaclyn Angermeier, Dr. Karen Archambault, Ms. Leah Arter, Dr. Cathy Briggs, Mr. Michael Cioce, Mr. Matthew Farr, Dr. Martin Hoffman, Ms. Stacy Jankiewicz, Ms. Rosemary Kelleher, Mr. Mark Meara, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Dr. Elizabeth Price, Mr. David Quinnan, Ms. Anika Ragins-Riley, Dr. Anita Rudman, Dr. David Spang, Ms. Donna Vandergrift,

Mr. Greg Volpe, Mr. William Whitfield, Mr. William Burns (Board Solicitor), and Ms. Lynne Marie Devericks (Board Recorder)

Guests Present: Mr. Brian Woods, Reporter, Burlington County Times

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 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.”

MINUTES

Chair George Nyikita requested a motion to approve the minutes of the Special Meeting of the Board on April 4, 2017, and the Regular Public Meetings of the Rowan College at Burlington County Board of Trustees on May 2 and May 16, 2017, as submitted. The motion was made by Trustee Christopher Brown with a second by Trustee Mickey Quinn. With a unanimous vote in favor, the minutes were approved as written.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from May 16 through June 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 May 10, 2017 through June 13, 2017.
- President Drayton announced, for those unaware, that this will be the last Board Meeting for Ms. Stacy Jankiewicz, Executive Director of Human Resources and Administrative Services. Stacy has resigned to accept another position and the President and Board thanked her for ten years of dedicated service and wished Stacy and her family all the best.
- President Drayton thanked the Board of Trustees, Burlington County Freeholders and College staff for their remarkable work in not raising tuition for the second straight year. This is particularly important at a time when nearly every college, two- and four-year, is measuring how much they will increase tuition. The President emphasized what this means for our students, who are struggling with paying their bills and being able to afford to go to college, at a time when a college degree has never been more important. He expressed his sincere appreciation to all involved for making Rowan College at Burlington County the most affordable college in the State of New Jersey.

This concludes the President's Report.

Chair Nyikita thanked President Drayton and College staff for their great work on the budget and programming.

2. Board Reports

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

Chair Nyikita announced that the Finance/Facilities Committee met on Tuesday, June 13, 2017 and discussed a wide range of items to include budget, facilities, projects and purchases. The Chair asked Jackie Angermeier to provide an update to the Board on budget.

Ms. Angermeier reported we have a balanced budget with no increase in tuition and fees. It reflects transformation at the College and incorporates 3 + 1, as well as shifting programs. Total revenue is \$2 million over projected revenue due to increased enrollment. Expenses increased \$1.2 million due to contractual obligations. We are investing in student success initiatives and increased faculty to accommodate our growing enrollment.

Chair Nyikita thanked Jackie and the County for their assistance. He 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 #2017-171-01, A Resolution to approve the adoption of the operating budget for fiscal year 2018.

Chair Nyikita requested a motion to move Tab 1, as recommended by the Finance/Facilities Committee. On motion by Trustee Christopher Brown, second by Trustee Brian Kamp, and a unanimous vote in favor, the Board approved Resolution 1.

Tab #2: Resolution #2017-171-02, A Resolution to approve the naming of Votta Hall (former Enterprise Center).

Chair Nyikita asked President Drayton to provide some background regarding Tab 2. President Drayton spoke to the Votta family's relationship with the College. The land that we are sitting on today was purchased from the Votta family. Before the Mount Laurel Campus was constructed, the family received multiple offers for the property. They were interested in education and made the decision to sell the property to the College. They also donated one-half million dollars to the College. The Pavilion was named after the Votta family. With the continued transformation of the College, we wanted to find a way to honor the family while also changing the name of the Enterprise

Center, which was associated with the Aramark partnership when the building was a Conference Center. It is no longer a conference center, but a home to our students, staff and faculty. As such, and in honor of the family's contributions, we will change the name from The Enterprise Center to Votta Hall.

Chair Nyikita requested a motion to move Tab 2, as recommended by the Finance/Facilities Committee. On motion by Trustee Christopher Brown, second by Trustee Mickey Quinn, and a unanimous vote in favor, the Board approved Resolution 2.

- Tab #3:** Resolution #2017-171-03, A Resolution to award a contract to Landscape Forms for the purchase of furniture and other outdoor items for the Mt. Laurel campus in an amount not to exceed \$200,000.00.
- Tab #4:** Resolution #2017-171-04, A Resolution to award contracts to Veritiv Operating Company and Paper Mart Inc. for the purchase of various types of paper and related items for a combined amount not to exceed \$105,000.00 for fiscal year 2018.
- Tab #5:** Resolution #2017-171-05, A Resolution to award a five year contract to Corporate Chefs, Inc. for the management and operations of food services at the college from July 1, 2017 through June 30, 2022.
- Tab #6:** Resolution #2017-171-06, A Resolution to award a five year contract to Rite-Vend, LLC to provide snack vending operations at the college from July 1, 2017 through June 30, 2022.
- Tab #7:** Resolution #2017-171-07, A Resolution to award a five year contract to Coca-Cola Refreshments USA, Inc. to provide beverage vending products and support food service operations at the college from July 1, 2017 through June 30, 2022.
- Tab #8:** Resolution #2017-171-08, A Resolution authorizing a contract with EJA/Capacity Insurance Agency, LLC as insurance broker of record for fiscal year 2018.
- Tab #9:** Resolution #2017-171-09, A Resolution authorizing a contract with EJA/Capacity Insurance Agency, LLC for the college's public entity insurance package in an amount not to exceed \$400,000.00 for fiscal year 2018.
- Tab #10:** Resolution #2017-171-10, A Resolution to award a contract to NJEDge.net for the Virtual Academic Library Environment (VALE) databases in the amount of \$48,910.69 for fiscal year 2018.
- Tab #11:** Resolution #2017-171-11, A Resolution to award a contract to The College Board for Accuplacer testing in an amount not to exceed \$65,000.00 for fiscal year 2018.

- Tab #12:** Resolution #2017-171-12, A Resolution to award a one-year contract extension to 360 Translations International Inc. to provide interpreting services in an amount not to exceed \$80,000.00 for fiscal year 2018.
- Tab #13:** Resolution #2017-171-13, A Resolution to approve a qualified list of collection agencies to be used by the College Office of Student Accounts.
- Tab #14:** Resolution #2017-171-14, A Resolution to award a contract to NWN for the purchase of CISCO network switches for the Student Success Building and other renovated areas on the Mt. Laurel campus in the amount of \$298,230.96.
- Tab #15:** Resolution #2017-171-15, A Resolution to approve the amendment of the NGET Project.
- Tab #16:** Resolution #2017-171-16, A Resolution to approve the amendment of the CAST Project.
- Tab #17:** Resolution #2017-171-17, A Resolution to award a contract to Dell Marking LP for the purchase of computers for the NGET Project in the amount of \$198,513.58.
- Tab #18:** Resolution #2017-171-18, A Resolution to approve an agreement with Virtua Health, Inc. for nursing clinical placement of our health science students in an amount not to exceed \$130,000.00 for fiscal year 2018.
- Tab #19:** Resolution #2017-171-19, A Resolution approving application for the competitive grant funds fiscal year 2018 provided by Workforce Innovation and Opportunity Act of 2014, (WIOA) Title II, Adult Education and Literacy Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs Continuation Application.
- Tab #20:** Resolution #2017-171-20, A Resolution to award a one-year contract extension to Bartash Printing Inc. for the web-press printing of fiscal year 2018 non-credit brochures in the amount of \$27,061.80.
- Tab #21:** Resolution #2017-171-21, A Resolution to award a one-year contract extension to E.F.K. Group LLC to provide digital marketing services of fiscal year 2018 in the amount of \$108,420.00.

Chair Nyikita requested a motion to move Tabs 3 through 21, as recommended by the Finance/Facilities Committee. On motion by Trustee Christopher Brown, second by Trustee Brian Kamp, and a unanimous vote in favor, the Board approved Resolutions 3 through 21.

- Tab #22:** Introduction of proposed By-Law Amendments by Chairman Nyikita.

Several months ago, Chair Nyikita asked Solicitor Burns to look into updating the Bylaws of the Board of Trustees and policies because many of them were outdated. This is the first part of the process, which is an introduction, and final adoption will be made at the July Board Meeting. The Chair requested a motion to move Tab 22, as recommended by the Finance/Facilities Committee. On motion by Trustee Christopher Brown, second by Trustee Kevin Brown, and a unanimous vote in favor, the Board approved Tab 22.

Tab #23: Resolution #2017-171-23, A Resolution to adopt a Fiscal Accountability, Efficiency and Transparency Policy.

Chair Nyikita indicated this is another update to policies to be consistent with NJ Statutes. The Chair made the motion to approve Tab 23, as recommended by the Finance/Facilities Committee. With a second by Trustee Jason Tosches, and a unanimous vote in favor, the Board approved Resolution 23.

Tab #24: Resolution #2017-171-24, A Resolution to approve the naming of the new road to 3plus1 Drive.

President Drayton explained, with the help of County Engineer, Joe Brickley, the naming of the new road will be 3plus1 Drive. This provides another opportunity to market a transformational time for our College and students. There are approximately 1,000 students in the 3 + 1 pipeline, with 360 students committed to the program. It is a unique way of continuing to brand a great program.

Chair Nyikita made a motion to move Tab 24, as recommended by the Finance/Facilities Committee. With a second by Trustee Christopher Brown, and a unanimous vote in favor, the Board approved Resolution 24.

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

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 20, 2017**

RESOLUTION #2017-171-01

**TO APPROVE THE ADOPTION OF THE OPERATING BUDGET
FOR FISCAL YEAR 2018**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has determined it is necessary to adopt the operating budget for fiscal year 2018; and

WHEREAS, the Board of Trustees has determined that the amount necessary for the Operating Budget is \$ 42,119,447.00; and

WHEREAS, the Board of Trustees is required to submit an operating budget to the Burlington County Board of School Estimate;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees, now assembled in public session this 20th day of June 2017, hereby approves the submission to the Burlington County Board of School Estimate of an Operating Budget in the amount of \$42,119,447.00.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-02

**TO APPROVE THE NAMING OF VOTTA HALL
(FORMER ENTERPRISE CENTER)**

WHEREAS, Rowan College at Burlington County's Mount Laurel Campus is growing on the site of a former farmer, Louis Votta, who generously supported the college's expansion through a donation and resisting more lucrative offers to sell his land to developers; and

WHEREAS, Louis Votta's support of education in Burlington County was a catalyst for the recent transformation of RCBC; and

WHEREAS, the college's transformation has created the need to convert an outdated conference center into a facility to house classrooms and administrative offices; and

WHEREAS, this center is situated on a prominent site visible from Route 38.

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, has considered and now approves naming the college's former Enterprise Center to Votta Hall in recognition of Louis Votta's generous gift that helped RCBC transform into the modern model of higher education.

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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**

June 20, 2017

RESOLUTION #2017-171-03

**TO AWARD A CONTRACT TO LANDSCAPE FORMS FOR THE PURCHASE OF
FURNITURE AND OTHER OUTDOOR ITEMS FOR THE MT. LAUREL CAMPUS IN
AN AMOUNT NOT TO EXCEED \$200,000.00 (NEW JERSEY STATE CONTRACT
#A81429)**

WHEREAS, the College has a need to purchase furniture and other outdoor items for the Mt. Laurel campus; 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 **Landscape Forms** 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 (#A81429); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, it appears in the best interest of the College to award a contract to **Landscape Forms**, 7800 E. Michigan Avenue, Kalamazoo, MI 49048-9543 (#A81429); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, the President recommends a contract be awarded to the following vendor: **Landscape Forms**, 7800 E. Michigan Avenue, Kalamazoo, MI 49048-9543 (#A81429);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, to award a contract to **Landscape Forms** in an amount not to exceed \$200,000.00.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, 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 **Landscape Forms**.

The money necessary to funds said contract is in an amount not to exceed **\$200,000.00**. 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:

6-05094-9506 (Minor Capital FY17-18, Furniture & Equipment)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
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4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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George Nyikita
Chairperson

Paul Drayton
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING**

June 20, 2017

RESOLUTION #2017-171-04

**TO AWARD CONTRACTS TO VERITIV OPERATING COMPANY AND PAPER
MART, INC. FOR THE PURCHASE OF VARIOUS TYPES OF PAPER AND RELATED
ITEMS FOR A COMBINED AMOUNT NOT TO EXCEED \$105,000.00 FOR FISCAL
YEAR 2018 (NEW JERSEY STATE CONTRACT #81662 & #81663)**

WHEREAS, the College has a need to purchase various types of paper and related items for use by the Print and Mail Facility and the College; and

WHEREAS, the sizes range from 8.5" X 11" to 26" X 40", textures range from matte and gloss coated to finished and special stocks as requested by clients; and

WHEREAS, this paper is used for both internal and external print jobs; and

WHEREAS, Veritiv Operating Company and Paper Mart, Inc. both have a large inventory of many different types of paper and related items; and

WHEREAS, these different types of paper and related items are included under New Jersey State Contract (#81662 and #81663); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, it appears in the best interest of the College to award contracts to **Veritiv Operating Company**, 1000 Abernathy Rd., NE Bldg 400, Atlanta, GA 30328-5606 (New Jersey State Contract #81662) and **Paper Mart, Inc.**, 151 Ridgedale Ave., East Hanover, NJ 07936 (New Jersey State Contract #81663); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, the President recommends the award of this contract to the following vendor(s): **Veritiv Operating Company**, 1000 Abernathy Rd., NE Bldg 400, Atlanta, GA 30328-5606 (New Jersey State Contract #81662) and **Paper Mart, Inc.**, 151 Ridgedale Ave., East Hanover, NJ 07936 (New Jersey State Contract #81663);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, that contracts be awarded to **Veritiv Operating Company** and **Paper Mart, Inc.** for a combined amount not to exceed \$105,000.00 for fiscal year 2018.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2018 Operating & Auxiliary budgets to pay for the contract between Rowan College at Burlington County and **Veritiv Operating Company and Paper Mart, Inc.**

The money necessary to fund said contracts is **\$105,000.00**. 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:

1-36500-9420 (Print Facility-Operating, Printing)
2-36502-9420 (Print Facility-Auxiliary, Printing)

Jaclyn Angermeier
Executive Director of Financial Services

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

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Voice Vote								
Roll Call								
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4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-05

**TO AWARD A FIVE YEAR CONTRACT TO CORPORATE CHEFS, INC. FOR THE
MANAGEMENT AND OPERATIONS OF FOOD SERVICES AT THE COLLEGE
FROM JULY 1, 2017 THROUGH JUNE 30, 2022**

WHEREAS, the College has a need to provide consistent food services to the college community; and

WHEREAS, a Request for Proposals was advertised and released on Monday, February 13, 2017 and opened on Tuesday, March 21, 2017 at 2:00 PM and there were three (3) firms that responded; and

WHEREAS, our current contract expires on June 30, 2017; and

WHEREAS, it has been determined that Corporate Chefs, Inc. has the experience and expertise to continue to provide these services; and

WHEREAS, in accordance with P.L. 1982 c.189 (C.18A:64A-25.5.a (7) & C.18A:64A-25.28.h), it appears in the best interest of the College to award a five (5) year contract to **Corporate Chefs, Inc.**, 22 Parkridge Road, Haverford, MA 01835; and

WHEREAS, in accordance with P.L. 1982 c.189 (C.18A:64A-25.5.a (7) & C.18A:64A-25.28.h), the President recommends the award of this five (5) year contract to the following vendor(s): **Corporate Chefs, Inc.**, 22 Parkridge Road, Haverford, MA 01835;

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 20th day of June 2017, that a five (5) year contract be awarded to **Corporate Chefs, Inc.** for the period of July 1, 2017 through June 30, 2022.

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

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Roll Call								
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9 George Nyikita, Chair								9
10 Mickey Quinn								10
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George Nyikita
Chairperson

Paul Drayton
Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 20, 2017**

RESOLUTION #2017-171-06

**TO AWARD A FIVE YEAR CONTRACT TO RITE-VEND, LLC TO PROVIDE
SNACK VENDING OPERATIONS AT THE COLLEGE
FROM JULY 1, 2017 THROUGH JUNE 30, 2022**

WHEREAS, the College has a need to provide consistent vending operations to the college community; and

WHEREAS, our current contract expires on June 30, 2017; and

WHEREAS, it has been determined that Rite-Vend, LLC has the experience and expertise to continue to provide these services; and

WHEREAS, in accordance with P.L. 1982 c.189 (C.18A:64A-25.5.a (7) & C.18A:64A-25.28.h), it appears in the best interest of the College to award a five (5) year contract to **Rite-Vend, LLC**, 434 Virginia Dr., Fort Washington, PA 19034; and

WHEREAS, in accordance with P.L. 1982 c.189 (C.18A:64A-25.5.a (7) & C.18A:64A-25.28.h), the President recommends the award of this five (5) year contract to the following vendor(s): **Rite-Vend, LLC**, 434 Virginia Dr., Fort Washington, PA 19034;

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 20th day of June 2017, that a five (5) year contract be awarded to **Rite-Vend, LLC** for the period of July 1, 2017 through June 30, 2022.

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
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4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-07

**TO AWARD A FIVE YEAR CONTRACT TO COCA-COLA REFRESHMENTS USA,
INC. TO PROVIDE BEVERAGE VENDING OPERATIONS AT THE COLLEGE
FROM JULY 1, 2017 THROUGH JUNE 30, 2022**

WHEREAS, the College has a need to provide consistent vending operations to the college community; and

WHEREAS, our current contract expires on June 30, 2017; and

WHEREAS, it has been determined that Coca-Cola Refreshments USA, Inc. has the experience and expertise to continue to provide these services; and

WHEREAS, in accordance with P.L. 1982 c.189 (C.18A:64A-25.5.a (7) & C.18A:64A-25.28.h), it appears in the best interest of the College to award a five (5) year contract to **Coca-Cola Refreshments USA, Inc.**, 2500 Windy Ridge Parkway, Atlanta, GA 30339; and

WHEREAS, in accordance with P.L. 1982 c.189 (C.18A:64A-25.5.a (7) & C.18A:64A-25.28.h), the President recommends the award of this five (5) year contract to the following vendor(s): **Coca-Cola Refreshments USA, Inc.**, 2500 Windy Ridge Parkway, Atlanta, GA 30339;

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 20th day of June 2017, that a five (5) year contract be awarded to **Coca-Cola Refreshments USA, Inc.** for the period of July 1, 2017 through June 30, 2022.

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-08

**A RESOLUTION AUTHORIZING A CONTRACT WITH EJA/CAPACITY
INSURANCE AGENCY LLC, AS INSURANCE BROKER OF RECORD
FOR FISCAL YEAR 2018**

WHEREAS, the Board of Trustees has determined that there is a need for various insurance brokerage services and risk management support; and

WHEREAS, a Request for Qualifications/Proposals was advertised and released on Friday, May 12, 2017 and opened on Tuesday, June 6, 2017 at 2:00 PM and there were three (3) firms that responded; and

WHEREAS, the College's current contract expires June 30, 2017; and

WHEREAS, it appears that **EJA/Capacity Insurance Agency, LLC** has the experience and expertise to act as the College's broker of record and provide risk management support; and

WHEREAS, this will be a one (1) year contract to **EJA/Capacity Insurance Agency, LLC**, as the College's broker of record with the option to extend for one (1) additional year; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. and P.L. 1982, c.189 N.J.S.A. 18A:64A-25.5(11), it appears in the best interest of the College to award a contract to **EJA/Capacity Insurance Agency, LLC**, 217 Route 130, Bordentown, NJ 08505; 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. and P.L. 1982, c.189 N.J.S.A. 18A:64A-25.5(11), the President recommends the award of this contract to the following vendor(s): **EJA/Capacity Insurance Agency, LLC**, 217 Route 130, Bordentown, NJ 08505; and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, that a contract be awarded to **EJA/Capacity Insurance Agency, LLC** for fiscal year 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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-09

**A RESOLUTION AUTHORIZING A CONTRACT WITH EJA/CAPACITY
INSURANCE AGENCY LLC FOR THE COLLEGE'S PUBLIC ENTITY INSURANCE
PACKAGE IN AN AMOUNT NOT TO EXCEED \$400,000.00
FOR FISCAL YEAR 2018**

WHEREAS, the Board of Trustees has determined that there is a need to purchase a public entity insurance package; and

WHEREAS, the College's current public entity insurance package (NJ Community College Insurance Pool (NJCCIP)) coverage expires June 30, 2017; and

WHEREAS, at the June 21, 2016 Board of Trustees meeting a contract was awarded for a one (1) year contract extended for one additional year by mutual agreement; and

WHEREAS, it appears that **EJA/Capacity Insurance Agency, LLC** has the experience and expertise to provide this insurance coverage; and

WHEREAS, the College is hereby empowered to participate in any joint Liability and Property Insurance Coverage(s) which may be offered by the NJCCIP or EJA & Associates, LLC; and

WHEREAS, this will be a one (1) year contract of the public entity insurance package consortium program through **EJA/Capacity Insurance Agency, LLC**; 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. and P.L. 1982, c.189 N.J.S.A. 18A:64A-25.5(11), it appears in the best interest of the College to award a contract to **EJA/Capacity Insurance Agency, LLC**, 217 Route 130, Bordentown, NJ 08505; 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. and P.L. 1982, c.189 N.J.S.A. 18A:64A-25.5(11), the President recommends the award of this contract to the following vendor(s): **EJA/Capacity Insurance Agency, LLC**, 217 Route 130, Bordentown, NJ 08505; and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, that a contract be awarded to **EJA/Capacity Insurance Agency, LLC** for in an amount not to exceed \$400,000.00 for fiscal year 2018.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2018 Operating Budget to pay for the contract between Rowan College at Burlington County and **EJA/Capacity Insurance Agency, LLC**.

The money necessary to fund said contract is **\$400,000.00**. 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:

1-10410-9710 (General Institutional, Insurance)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-10

**TO AWARD A CONTRACT TO NJEDGE.NET FOR ACCESS TO SELECT
DATABASES, JOURNALS AND E-BOOKS THROUGH THE VIRTUAL ACADEMIC
LIBRARY ENVIRONMENT OF NEW JERSEY (VALE-NJ) IN THE AMOUNT OF
\$48,910.69 FOR FISCAL YEAR 2018**

WHEREAS, the College has a need to access and use Virtual Academic Library Environment of New Jersey (VALE-NJ) databases, journals and e-book services; and

WHEREAS, the VALE-NJ consortium provides many of the academic databases, journals and e-books students and faculty need to access for coursework and research, both on campus and offsite, at significant savings to the participating academic library members; and

WHEREAS, **NJEDge.net** is the originator and facilitator of the VALE-NJ databases, journals and e-book services for library access to these academic resources; and

WHEREAS, it appears that **NJEDge.net (VALE-NJ)** has the experience and expertise to provide these services; and

WHEREAS, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(6), it appears in the best interest of the College to award a contract to **NJEDge - VALE**, 218 Central Avenue - GITC 3902, Newark NJ, 07102-1982; and

WHEREAS, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(6), the President recommends the award of this contract to the following vendor(s): **NJEDge - VALE**, 218 Central Avenue - GITC 3902, Newark NJ, 07102-1982;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, that a contract be awarded to **NJEDge.net (VALE-NJ)** in the amount of \$48,910.69 for fiscal year 2018.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the 2018 Operating Budget funds to pay for the contract between Rowan College at Burlington County and **NJEDge.net (VALE)**.

The money necessary to funds said contract is **\$48,910.69**. 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:

1-60310-9701 (Library, Contracted Services)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-11

**TO AWARD A CONTRACT TO THE COLLEGE BOARD FOR ACCUPLACER
TESTING IN AN AMOUNT NOT TO EXCEED \$65,000.00 FOR FISCAL YEAR 2018**

WHEREAS, the College has a need for online testing for student assessment; and

WHEREAS, the ACCUPLACER is a testing product that is exclusively published and sold by the College Board; and

WHEREAS, there are no other testing vendors that produce or sell this exam. The College currently utilizes the ACCUPLACER OnLine™ computerized exam for our assessment testing and utilizes the pencil paper ACCUPLACER exam for our special needs assessment at BCC. The community colleges in the State of NJ utilize the ACCUPLACER to determine the student's appropriate placement in reading, writing, and math; 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, **The College Board** has completed and submitted a Business Entity Disclosure Certification which certifies that **The College Board** 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 **The College Board** 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) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **The College Board**, 45 Columbus Ave., New York, NY 10023-6992; 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(3), the President recommends the award of this contract to the following vendor(s): **The College Board**, 45 Columbus Ave., New York, NY 10023-6992;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, that a contract be awarded to **The College Board** in an amount not to exceed \$65,000.00 for fiscal year 2018; and

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

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

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

The money necessary to fund said contract is **\$65,000.00**. 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 appropriation:

1-36410-9505 (Educational Measurement Services, Instructional Materials)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-12

**TO AWARD A CONTRACT TO 360 TRANSLATIONS INTERNATIONAL INC.
TO PROVIDE INTERPRETING SERVICES IN AN AMOUNT NOT TO EXCEED
\$80,000.00, ON A BILLABLE HOURLY BASIS,
FOR FISCAL YEAR 2018**

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 Wednesday, April 27, 2016 and were opened Tuesday, May 24, 2016, at 2:00 PM, two (2) vendors responded, all were compliant; 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, 2017; and

WHEREAS, the RFP 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 one (1) year contract extension 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 one (1) year contract extension 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 20th day of June 2017, that a one (1) year contract extension be awarded to **360**

Translations International Inc. in an amount not to exceed **\$80,000.00**, on a billable hourly basis, for fiscal year 2018.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, do hereby certify that adequate funds are available in the Fiscal Year 2018 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:

1-42620-9701 (Academic Advisement, Contracted Services)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-13

**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 Friday, May 13, 2016 and opened on Wednesday, May 25, 2016, at 1:00 PM, fifteen (15) vendors responded; and

WHEREAS, our current qualified list expires on June 30, 2017; 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

(Refer to attached list of debt collection agencies.)

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 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 20th day of June 2017, 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; and

**COLLECTION AGENCIES – FY18 – Pre-Qualified
July 2017 – June 2018**

Ability Recovery Services LLC
284 Main Street
Dupont, PA 18641
(855) 207-1892 ext. 205

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

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-14

TO AWARD A CONTRACT TO NWN FOR THE PURCHASE OF CISCO NETWORK SWITCHES FOR THE STUDENT SUCCESS BUILDING, OTHER AREAS ON THE MT. LAUREL AND MOUNT HOLLY CAMPUSES IN THE AMOUNT OF \$298,230.96 (NEW JERSEY STATE CONTRACT #87720)

WHEREAS, the College has a need to purchase CISCO network switches for the Student Success Building, other renovations on the Mt. Laurel and Mount Holly campuses; 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: **NWN**, 303 Fellowship Road, Suite 110, Mt. Laurel, New Jersey 08054 (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 **NWN**, 303 Fellowship Road, Suite 110, Mt. Laurel, New Jersey 08054 (New Jersey State Contract #87720);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, to award a contract to **NWN** in the amount of \$298,230.96.

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

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

The money necessary to fund said contract is **\$298,230.96**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

6-05094-9850 (Minor Capital FY17-18, Data Processing Machinery and Equipment)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-15

**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, as originally approved, the NGET Project was to be implemented on both of the College's Pemberton and Mt. Laurel campuses; and

WHEREAS, since the approval of the NGET Project, the College has adopted a new strategic direction which focuses on development of the College's Mt. Laurel campus; and

WHEREAS, in order for the NGET Project to support the College's new strategic direction, the Board wishes to amend the NGET Project and allocate the implementation of the NGET Project, including the specified substituted equipment, to the Mt. Laurel campus and accordingly wishes to approve the substitution application of ELF Grant in accordance with the amended NGET Project; and

WHEREAS, in order for the NGET Project to support the College's new strategic direction, the NGET Project, and the specified substituted equipment, is amended to be implemented on the Mt. Laurel campus;

NOW, THEREFORE, be it resolved by the Board of Trustees of Rowan College at Burlington County that the authorized 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 reallocate more of the NGET project's technology equipment, including the proposed equipment substitutions, to its Mt. Laurel campus than as 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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-16

**RESOLUTION RELATING TO CHANGES IN THE COLLEGE'S CENTER FOR THE
ADVANCEMENT OF SCIENCE & TECHNOLOGY (CAST) 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 Center for the Advancement of Science & Technology project (the "CAST Project"); and

WHEREAS, in order to finance the costs of the CAST Project, the College, with the approval of the Board, applied for, and was awarded a grant in the amount of \$2,640,000 pursuant the Higher Education Facilities Trust Fund Act, N.J.S.A. 18A: 72A- 49 et seq. (the "HEFT Grant"); and

WHEREAS, as originally approved, the CAST Project was to be implemented on both of the College's Pemberton and Mt. Laurel campuses; and

WHEREAS, since the approval of the CAST Project, the College has adopted a new strategic direction which focuses on development of the College's Mt. Laurel campus; and

WHEREAS, the Science and Technology Buildings Project on the Mt. Laurel Campus has been certified as the amended HEFT Project; and

WHEREAS, the Board wishes to ratify and confirm the application to the Secretary of Higher Education to transfer the Grant to the Science and Technology Buildings Project (NJSA 18A:72A-54(a)); and

WHEREAS, the Board commits to use the grant amount to finance costs of the Science and Technology Buildings Project, and to operate and maintain the Science and Technology Buildings Project (Section 1.5 of the original HEFT Grant Agreement); and

WHEREAS, the Board authorizes the execution and delivery of the Amendment No. 1 to the HEFT Grant Agreement, by which (among other things) the college commits to commence construction of the Science and Technology Buildings Project within 12 months (NJSA 18A:72A-54(d)); and

NOW, THEREFORE, be it resolved by the Board of Trustees of Rowan College at Burlington County that the authorized officers of the College are authorized and directed to apply the HEFT Grant to the costs and implementation of the Science and Technology Buildings Project as amended by this resolution.

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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-17

**TO AWARD A CONTRACT TO DELL MARKETING LP FOR THE PURCHASE OF
DELL COMPUTERS FOR THE NGET PROJECT IN THE AMOUNT OF \$198,513.58
(NEW JERSEY STATE CONTRACT #89967)**

WHEREAS, the College has a need to purchase additional computers to upgrade various student computer labs; and

WHEREAS, this equipment will be purchased under the New Jersey Higher Education Equipment Leasing Fund (ELF) grant within the scope of the College's Next Generation Educational Technology (NGET) project; and

WHEREAS, the IT refresh plan calls for the College to maintain a PC inventory that ensures that the technology utilized on campus is less than five (5) years; and

WHEREAS, the new PCs will be used for the new Student Success Building and to upgrade computer labs in the renovated PC labs in the Laurel Hall and TEC buildings on the Mt. Laurel Campus; and

WHEREAS, these computers are included under New Jersey State Contract #89967; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, it appears in the best interest of the College to award a contract to **Dell Marketing LP**, 1 Dell Way, Round Rock, TX 78760 (#89967); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, the President recommends the award of this contract to the following vendor: **Dell Marketing LP**, 1 Dell Way, Round Rock, TX 78760 (#89967);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, that a contract be awarded to **Dell Marketing LP** in the amount of **\$198,513.58**.

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

I, Jaclyn Angermeier, Executive Director of Financial Services, 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 **Dell Marketing LP**.

The money necessary to fund said contract is **\$198,513.58**. 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 appropriations:

6-05089-9506 (ELF FY14, Furniture & Equipment)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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**

June 20, 2017

RESOLUTION 2017-171-18

**ESTABLISHMENT OF A CONTRACT BETWEEN ROWAN COLLEGE AT
BURLINGTON COUNTY AND VIRTUA HEALTH, INC. FOR THE PURPOSE OF
ESTABLISHING AN OFFICE OF CLINICAL EDUCATION ADMINISTRATION
(OCEA) WITHIN THE HEALTH SCIENCES DIVISION OF THE COLLEGE IN AN
AMOUNT NOT TO EXCEED \$130,000.00 FOR FISCAL YEAR 2018**

WHEREAS, Rowan College at Burlington County (the “College”) offers degree, certificate and non-degree programs to qualified students; and

WHEREAS, Virtua Health, Inc. (“Virtua”) provides a variety of health and wellness services to residents of southern New Jersey; and

WHEREAS, the College’s degree, certificate and non-degree programs in the fields of healthcare require clinical educational experiences with local health providers to maintain accreditation status; and

WHEREAS, these clinical learning experiences or clinical rotations and placements are over a duration of 15 weeks during the academic semester; and

WHEREAS, Virtua has had a long standing practice of providing students from the College with clinical learning opportunities at Virtua’s facilities; and

WHEREAS, the College seeks Virtua’s management and advisory services to assist the College in the management of clinical placements including, but not limited to, contracting with local healthcare providers, managing relationships with local health care providers, preparing students for orientation and on-boarding at clinical sites, ensuring clinical evaluations are conducted, and evaluating the educational merits of the clinical sites;

NOW THEREFORE, be it resolved by the Board of Trustees of the College, now assembled in public session on this 20th day of June 2017, that the collaborative agreement between Virtua Health, Inc. and Rowan College at Burlington County to establish an Office of Clinical Education Administration (OCEA) within the Health Sciences Division of the College, working under the administration of the Dean of Health Sciences and Virtua Health, Inc. be established at Rowan College at Burlington County for implementation in Summer 2017 as outlined in the contract, for the nursing program (year 1) and other programs (year 2 and subsequent years), excluding the Paramedic Science program, in an amount not to exceed \$130,000.00 for fiscal year 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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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**

June 20, 2017

RESOLUTION #2017-171-19

**APPROVAL TO APPLY FOR THE COMPETITIVE GRANT FUNDS FISCAL YEAR
2018 PROVIDED BY WORKFORCE INNOVATION AND OPPORTUNITY ACT OF
2014, (WIOA) TITLE II, ADULT EDUCATION AND LITERACY CONSOLIDATED
ADULT BASIC SKILLS AND INTEGRATED ENGLISH LITERACY AND CIVICS
EDUCATION GRANT PROGRAMS CONTINUATION APPLICATION**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereafter referred to as Board of Trustees) agrees to apply for funding in the amount of \$369,849.00 administered by the New Jersey Department of Labor and Workforce Development (LWD); and

WHEREAS, Rowan College at Burlington County will offer programs that provide adult education and literacy services to assist adults to become literate and obtain the knowledge and skills necessary for employment and self-sufficiency; to assist adults who are parents to obtain the skills necessary to become partners in the education of their children; and to assist adults in the completion of a secondary school education.

WHEREAS, the Board of Trustees agrees to implement and administer the program in accordance with the fiscal year 2018 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program, approved as part of the Workforce Innovation and Opportunity Act (WIOA); and

WHEREAS, the fiscal year 2018 Burlington County Adult Basic Education Consortium led by Rowan College at Burlington County, will offer a variety of literacy services at convenient times and locations throughout the county, through three educational institutions and a volunteer literacy organization; and

WHEREAS, the Board of Trustees acknowledges the partnership members of this grant are Rowan College at Burlington County, Literacy Volunteers of New Jersey, Bordentown School District, and Willingboro Adult School;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees, now assembled in public session this 20th day of June 2017, hereby authorizes the College to apply for the following grant funds: Workforce Innovation and Opportunity Act (WIOA) Title II Adult Education and Literacy Grant Program Fiscal Year 2018 funding in the amount of \$369,849.00.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-20

**TO AWARD A CONTRACT TO BARTASH PRINTING INC. FOR THE WEB-PRESS
PRINTING OF FISCAL YEAR 2018 NON-CREDIT BROCHURES
IN THE AMOUNT OF \$27,061.80**

WHEREAS, the College has a need to have brochures printed periodically; and

WHEREAS, the College produces brochures of non-credit class listings three times a year: Spring, Summer and Fall. Historically, this brochure has been mailed to every home in the county and to selected zip codes outside the county and has served as the key marketing tool for the personal and professional development courses for the College; and

WHEREAS, the College's print facility cannot accommodate printing these brochures because they require a web press and is the driving force to having to rely on an outside vendor; and

WHEREAS, proposals were advertised on Wednesday, April 27, 2016 and were opened on Tuesday, May 17, 2016, at 2:00 PM, four (4) vendors responded, all were compliant; and

WHEREAS, our current contract expires June 30, 2017; and

WHEREAS, the RFP also contained language which would allow the College to extend the term with agreed upon changes 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) it appears in the best interest of the College to award a contract to **Bartash Printing Inc.**, 5400 Grays Ave., Philadelphia, PA 19143; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) the President recommends the award of this contract to the following vendors: **Bartash Printing Inc.**, 5400 Grays Ave., Philadelphia, PA 19143;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 20th of June 2017 that a contract will be awarded to **Bartash Printing Inc.** in the amount of \$27,061.80.

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

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

The money necessary to fund said contract is **\$27,061.80**. 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 appropriations:

- 2-85104-9421 (Professional Development, Printing (outside))
- 2-85107-9421 (Personal Development, Printing (outside))
- 2-57103-9421 (Aquatics, Printing (outside))

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-21

**TO AWARD A ONE-YEAR CONTRACT EXTENSION TO EFK GROUP LLC FOR
DIGITAL MARKETING SERVICES FOR FISCAL YEAR 2018**

WHEREAS, the College has identified that digital marketing services are necessary to encourage student enrollment and promote College programs in Burlington County and throughout the region; and

WHEREAS, the college has several new and significant programs to promote as well as a need to conduct more cost-effective advertising of noncredit programs; and

WHEREAS, proposals were advertised on Thursday, July 14, 2016 and were opened on Tuesday, August 9, 2016, at 2:00 PM, nine (9) vendors responded; and

WHEREAS, our current contract expires June 30, 2017; and

WHEREAS, the RFP also contained language which would allow the College to extend the term with agreed upon changes of the contract for an additional one (1) year term based on mutual agreement and Board approval; and

WHEREAS, the services provided by EFK were a key part of the College's marketing strategy that helped the college achieve its first enrollment increase in five years; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) it appears in the best interest of the College to award a one (1) year contract extension to **EFK Group LLC**, 1027 S Clinton Ave, Trenton, NJ 08611; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) the President recommends the award of this contract to the following vendors: **EFK Group LLC**, 1027 S Clinton Ave, Trenton, NJ 08611;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 20th of June 2017 that a contract will be awarded to **EFK Group LLC** in the amount of \$108,420.00.

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

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

The money necessary to fund said contract is **\$108,420.00**. 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 appropriations:

1-00900-9470 (Strategic Marketing & Communications, Advertising)

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-23

**RECOGNIZING THE IMPORTANCE OF FISCAL ACCOUNTABILITY, EFFICIENCY
AND TRANSPARENCY IN THE ADMINISTRATION AND GOVERNANCE OF
ROWAN COLLEGE AT BURLINGTON COUNTY**

WHEREAS, The Board of Trustees is committed to fulfilling its fiduciary and governance responsibilities to the residents and taxpayers of Burlington County as well as the students of Rowan College at Burlington County to ensure public funds are being used in an appropriate and efficient manner; and

WHEREAS, an open, accessible, accountable and legally compliant administration of the College is vital to establishing and maintaining the trust and confidence in the College's ability to effectively serve the students, residents and taxpayers of Burlington County; and

WHEREAS, the Board of Trustees is committed to enhancing the openness, transparency and full communication between the Board of Trustees, Administration, College Community and the residents and taxpayers of Burlington County; and

WHEREAS, N.J.S.A. 18A:64A-12.1(o) authorizes the Board of Trustees to determine policies for the organization, administration and development of the College and to promulgate rules and regulations that are necessary and proper for the efficient administration and operation of a county college; and

WHEREAS, The By-laws of the Board of Trustees of Rowan College at Burlington County confers on the Board of Trustees all of those powers and duties specifically authorized by N.J.S.A. 18A:64A-1 et seq. and N.J.S.A. 18A:64A-12; and

WHEREAS, Pursuant to the Article 3.2 of the Bylaws of the Board of Trustees, the Board of Trustees "is responsible for the management and control" of Rowan College at Burlington County; and

WHEREAS, Article 3.2 of the By-laws of the Board of Trustees of Rowan College at Burlington County authorizes the Board of Trustees to adopt, revise, and maintain policies in the fulfillment of the purpose and objectives of the College; and

WHEREAS, Article 3.2 of the By-laws charges the Board of Trustees with the responsibility to "not permit the expenditures or projected expenditures of the College to exceed appropriated resources"; and

WHEREAS, The Board of Trustees of Rowan College believes it appropriate and in the public interest to set forth and adopt policies relating to the governance and administration of the College to assure the financial accountability of the College.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ROWAN COLLEGE AT BURLINGTON COUNTY THAT THE FOLLOWING POLICIES ARE HEREBY ADOPTED:

**ROWAN COLLEGE AT BURLINGTON COUNTY FISCAL ACCOUNTABILITY,
ADMINISTRATION AND ADMINISTRATIVE OPERATIONS POLICIES**

Policy **PERSONNEL**

- a. All new, open or vacant positions shall be presented to and discussed by the Chair of the Board of Trustees and the Chair of the Personnel Committee of the Board of Trustees and when time permits the Personnel Committee prior to posting for the position. No position will be posted until the Chair of the Board of Trustees and Chair of the Personnel Committee of the Board of Trustees approves the position, job description, and job posting.
- b. All proposed appointments and re-appointments including but not limited to annual and multi-year; full-time and part-time; and aligned and unaligned positions shall be presented to and discussed by the Personnel Committee of the Board of Trustees. The proposed appointment or re-appointment, if recommended by the Personnel Committee, shall be placed on the agenda for consideration by the Board of Trustees at a public meeting prior to the employee being appointed or re-appointed. No prospective employee or employee will be appointed or re-appointed prior to approval by the Board of Trustees at a public meeting.
- c. No offers of employment, including conditional offers, unless the proposed appointment has been deemed an emergent situation by the President, Chair of the Board of Trustees, and Chair of the Personnel Committee, shall be made to prospective employees unless the prospective employee is recommended by the Board of Trustees Personnel Committee and considered and approved by the Board of Trustees at a public meeting.
- d. In the event the President deems an appointment an emergency he shall advise the Chair of the Board of Trustees and the Chair of the Personnel Committee. If both the Chair of the Board of Trustees and the Chair of the Personnel Committee concur that the appointment is critical to College operations a conditional offer may be made after the Chair of the Board of Trustees and Chair of the Personnel Committee agree with the conditional appointment. In the event either Chair disagrees no conditional appointment shall be made. The offer of employment is conditioned upon review and discussion by the Personnel Committee at the next regularly scheduled Committee meeting and formal approval by the Board of Trustees at a public meeting. In the

event that either the Personnel Committee or the Board of Trustees does not approve the appointment the offer will be withdrawn.

- e. The terms and conditions of employment, including but not limited to, job duties, compensation, job title, hours of work, and job descriptions shall not be changed unless recommended by the Board of Trustees Personnel Committee and considered and approved by the Board of Trustees at a public meeting.
- f. No employee shall be terminated or non-renewed unless such termination or non-renewal is recommended by the Board of Trustees Personnel Committee and considered and approved by the Board of Trustees at a public meeting.

Policy . **PURCHASING (CONTRACTS/AGREEMENTS)**

- a. All contracts, leases and agreements, including but not limited to annual and multi-year employment contracts, professional service contracts, sales contracts, commercial leases, purchase agreements, and consultant agreements shall be reviewed by the Board of Trustee's Finance and Facilities Committee. No contract or agreement shall be executed by the College until it has been recommended by the Finance and Facilities Committee and considered and approved by the Board of Trustees at a public meeting.
- b. All contracts and agreements shall be drafted in accordance with the laws of the State of New Jersey.
- c. All contracts and agreements shall be reviewed by the certified purchasing agent, the College Chief Financial Officer and legal counsel prior to presentation to the Finance and Facilities Committee. No contract shall be presented to the Finance Facilities committee that has not been approved by the certified purchasing agent, the College Chief Financial Officer and legal counsel.
- d. The President of the College, the certified purchasing agent and the Chairman of the Board of Trustees are the only individuals authorized to execute a contract or agreement on behalf of the College. No other employee may sign or execute an agreement on behalf of the College. No contract or agreement may be executed until approved by the Board of Trustees at a public meeting.

Policy . **TRAVEL**

- a. All business related travel must receive pre-approval from the Board of Trustees. Employees will not be reimbursed for travel that was not pre-approved by the Board of Trustees.
- b. Travel must be related to and within the scope of the employee's current responsibilities. No travel will be approved by the Board of Trustees unless the

employee requesting the travel demonstrates a legitimate business need and purpose that directly benefits either the students of the College or the residents and taxpayers of Burlington County.

- c. The Board of Trustees may deny reimbursement of any travel related expense it deems inappropriate or excessive. Employees shall provide receipts and proof of all business related travel expenses.
- d. Business related employee travel may not be subsidized by any individual, country, entity, corporation, association, trade group or agency unless the subsidization or reimbursement is recommended by the Finance and Facilities Committee and considered and pre-approved by the Board of Trustees at a public meeting. The Board of Trustees will not approve any subsidization or reimbursement for business related employee travel from any individual, entity, corporation, association, trade group or agency that is a prospective or actual partner, contractor, independent agent of the College or has a prospective or actual business relationship with the College.

Policy . **NAMING COLLEGE FACILITIES**

- a. The Board of Trustees reserves the right to name its buildings and other facilities. All proposed building or facility names shall be presented to and discussed by the Finance and Facilities Committee of the Board of Trustees. The proposed naming or re-naming, if recommended by the Finance and Facilities Committee, shall be placed on the agenda for consideration by the Board of Trustees at a public meeting. No building or facility can be named or renamed unless approved by the Board of Trustees.
- b. The naming of any physical facility, campus grounds or academic program is usually only appropriate when a significant gift is received or when a dedicated and accomplished institutional leader retires from service.
- c. The merits of naming any physical facility, space, academic program or endowed fund should be determined by carefully weighing one's high scholarship, devotion or distinguished service, and should be able to stand the test of time.
- d. All naming requests will take into account that the honoree meets the highest values and societal standards.
- e. All naming opportunities are negotiable and the Board of Trustees recognize that, notwithstanding this policy, that the Board of Trustees of the College retains its discretion to make exceptions or alter criteria or conditions as appropriate to the circumstances.
- f. **PROCEDURES:**
 - i. Rowan College at Burlington County and its Foundation seek private funds to enhance the College's ability to meet the higher education needs of the community, particularly toward a level of excellence that would otherwise not be possible. To that end, the College seeks to provide recognition to donors.
 - ii. This procedure establishes guidelines for the naming of facilities and programs for donor recognition. The opportunity to place the name of an individual, family or corporation on a building, room, center, institute,

professorship, or scholarship at the College recognizes an individual's high scholarly distinction, devotion, distinguished service, or a generous gift while keeping the Rowan College at Burlington County's mission and policies in mind when making decisions.

- iii. The College reserves the right to rescind a naming opportunity at any time should the naming bring negative public perception and/or attention upon the College due to a donor's inappropriate behavior or public legal issues or any other situation that will reflect negatively on the College. Removal of a donor's name will not be taken lightly and will be carefully considered, with the best interests of all parties involved in mind, by the Finance and Facilities Committee and the Board of Trustees.

*******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 20th day of JUNE, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
5 Brian E. Kamp								5
6 Renee Liciaga								6
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9 George Nyikita, Chair								9
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11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-24

TO APPROVE THE NAMING OF A NEW ROAD TO 3plus1 DRIVE

WHEREAS, Rowan College at Burlington County's transformation has resulted in a number of advancements to the Mount Laurel Campus including improved traffic flow to and on campus; and

WHEREAS, Traffic improvements include a new entrance to the college from Briggs Road between the new Health Sciences Center and Evans Hall; and

WHEREAS, RCBC is the first college in our region and one of a few in the nation that offers a 3+1 path to a bachelor's degree that allows students to save up to \$75,000 on a high-quality university degree; and

WHEREAS, RCBC's 3+1 program debuted this spring and helped to make RCBC one of the region's fastest growing colleges; and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, has considered and now approves naming the college's new road 3plus1 Drive in recognition of the importance of how 3+1 is driving the institution and its students forward into the future.

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

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

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, June 14, 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 #25: Resolution #2017-171-25, A Resolution approving personnel actions for Rowan College at Burlington County.

Committee Chair Kevin Brown made a motion to approve Tab 25, as recommended by the Personnel Committee. On motion by Trustee Kevin Brown, second by Trustee Brian Kamp, and a unanimous vote in favor, the Board approved Resolution 25.

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

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 20, 2017**

RESOLUTION #2017-171-25

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

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

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

Dee Royer as Rowan Relations Specialist at \$39,000;
Keturah Ford as Adult Basic Education/Workforce Learning Link Instructor at \$48,000;
Kristen Wagner as Assistant Director of Financial Aid at \$51,000;
Brianna Harrison and Stephanie Rudd as Employment Services Secretary at \$30,000;
Marcellina Grant-Resse as Part Time Benefits Specialist at \$30/hour;
Michael Scanzano as Head Baseball Coach at \$11,000;
Seigha Omuso as Head Men's Basketball Coach at \$11,000;
Tyrone Crawley as Assistant Men's Basketball Coach at \$2,000;
Greg Lewis as Assistant Men's Basketball Coach at \$2,500;
Jarvis Perry as Assistant Men's Basketball Coach at \$500;
Carolyn Jones as Head Women's Basketball Coach at \$11,000;
Mama Traore as Assistant Women's Basketball Coach at \$3,000;
Erika Messam as Assistant Women's Basketball Coach at \$2,000;
Craig Dewar as Head Men's Soccer Coach at \$11,000;
Richard Morris as Assistant Men's Soccer Coach at \$2,000;
Richard Esposito as Assistant Men's Soccer Coach at \$3,000;
Kathleen DeLitta as Head Women's Soccer Coach at \$11,000;
Jennifer Bechtel as Assistant Women's Soccer Coach at \$5,000;
Sammie Jo Garofalo as Head Softball Coach at \$11,000;

Sarah Polis-Murphy as Assistant Softball Coach at \$4,000;

Maureen Cascio as Assistant Softball Coach at \$1,000; 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;

Nicholas LaTorre as NJ Stars Coordinator at \$43,000;

Kelsey Austin Acting Stipend of \$945;

Rita Webber as Financial Aid Specialist at \$48,706;

Louise Hill as Financial Aid Junior Officer at \$41,455;

Dana Carter as Financial Aid Junior Officer at \$40,749;

Julie Ritter as Assistant Director, Finance at \$83,895; and

WHEREAS, the College's administration requested the authority, from the Board of Trustees' Executive Committee, to fill a critical position prior to the June 20, 2017 Board meeting, namely;

None

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

Harold Wilson, Maintenance Mechanic

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

NOW THEREFORE, be it resolved that the Board of Trustees, now assembled in public session this 20th day of June 2017, hereby approves the above stated personnel actions for Rowan College at Burlington County.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

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

George Nyikita
Chairperson

Paul Drayton
Secretary

C. Academic Committee: Chair George Nyikita reported in Trustee Daniel Gee's absence:

The Academic Committee met on June 13, 2017 and discussed a number of items, which he asked Dr. David Spang, Senior Vice President and Provost, to summarize for the Board:

- The RCBC/Rowan University 3 + 1 partnership. A multi-functional team meeting took place in Mt. Laurel on June 12th with 25 personnel from both institutions in attendance. They discussed details and development of the partnership.
- Enrollment in 3 + 1 and 2 + 2 programs were discussed.
- Middle States accreditation efforts are ongoing. The Self-Study design is currently underway, and the proposed outline of personnel assignments has been created. Activities will begin in Fall 2017.
- Substantive Change for campus consolidation with the closing of Pemberton Campus. The target for completion of the substantive change document is Fall 2017.
- Four new programs have been approved by the NJ Presidents' Council on June 5, 2017. The programs are AAS.HCI in Healthcare Informatics, AS.GSC in Geoscience (in partnership with Palmyra Cove), AS.HSC in Health Science, and AS. HWP in Exercise Science Health and Wellness Promotion.
- On the National Science Foundation grant, an industry forum with approximately 35 industry partners was held on Thurs., June 8, 2017. The next activity will be a week-long curriculum planning workshop in July 2017 with RCBC faculty, Rowan University and secondary school partners.
- They have chosen the Faculty Excellence Coordinator, Professor Kidane Yohannes. Professor Yohannes will report to the Associate Provost, Dr. Anita Rudman.
- Board Resolution 6 establishing a contract between RCBC and Virtua Health to assist in managing clinical placements and contracting with local healthcare providers.
- The Gateway to College Initiative, which Dr. Spang asked Ms. Anna Payanzo-Cotton to explain in more detail. Anna explained the Gateway to College Initiative will authorize RCBC to enter into an affiliation agreement with the Gateway to College National Network, and with area school districts for joint funding and education of high school-eligible students who have experienced difficulty in completing their high school education. Commitments have been established with Willingboro Township, Burlington City and Burlington Township for Fall 2017. RCBC will continue working with all county school districts to promote the program and to expand participation with interested districts throughout the academic year.

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

Academic Committee Action (Resolution(s) for Approval)

Tab #26: Resolution #2017-171-26, A Resolution for approval to apply for and accept the Fiscal Year 2018 Carl D. Perkins Postsecondary Federal/State Vocational Formula Grant in the amount of \$400,021.00.

Tab #27: Resolution #2017-17-27, A Resolution indicating The Board of Trustees acknowledges receipt and authorizes the filing of the Corrective Action Plan for the Fiscal Year 2016 Carl D. Perkins Audit (OFAC Case #SG-0018-16).

Tab #28: Resolution #2017-171-28, A Resolution to approve the Gateway to College Partnership agreement with Burlington City, Burlington Township, and Willingboro school districts.

Chair Nyikita made a motion to approve Tabs 26 through 28, as recommended by the Academic Committee. With a second by Trustee Mickey Quinn, and a unanimous vote in favor, the Board approved Resolutions 26 through 28.

This concludes the Academic Committee Report.

Note: Chair Nyikita requested an amendment for the Board's discretion. Inadvertently, the list of all part-time coaches was not included in the all-inclusive personnel resolution, Tab 25. They were discussed individually last week at the Personnel Committee Meeting and approved for recommendation by the Board. As such, Chair Nyikita requested a motion to amend the resolution to include all coaches on the list. With a motion by Trustee Kevin Brown and a second by Trustee Jason Tosches, and a unanimous vote in favor, the Board approved the amendment to Resolution 25.

Vice Chair Christopher Brown requested distribution of the list to everyone.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 20, 2017**

RESOLUTION #2017-171-26

**APPROVAL TO APPLY FOR AND ACCEPT THE FISCAL YEAR 2018 CARL D.
PERKINS POSTSECONDARY FEDERAL/STATE VOCATIONAL FORMULA GRANT
FROM THE NEW JERSEY DEPARTMENT OF EDUCATION,
IN THE AMOUNT OF \$400,021.00**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) received notification from the New Jersey Department of Education (NJDOE), Office of Career and Technical Education, that it is eligible for funding in the amount of \$400,021.00 for fiscal year 2018; and

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

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

WHEREAS, to facilitate student instruction, using relevant, up-to-date programming that meets business and industry standards, fiscal year 2018 Perkins grant expenditures will focus on the purchase of equipment, instructional salaries, materials and supplies for academic programs such as: Health Information Technology, Geospatial, Human Services, Computer Servicing and Network Technology, Nursing, Biotechnology, Diagnostic Medical Sonography, Culinary Arts, Sustainable & Alternative Energy Technologies, Radiography, Dental Hygiene, Fashion Design, Entertainment Technology and Paralegal. The type of instructional equipment, materials and supplies that may be purchased includes industry-required equipment, laboratory supplies, print and database resources, instructional software and computers; and

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees, assembled in public session this 20th day of June 2017, hereby authorizes the College to apply for and to accept the Carl D. Perkins Fiscal Year 2018 funding amount of \$400,021.00.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 Christopher J. Brown, Vice Chair								1
2 Kevin Brown								2
3 Primitivo J. Cruz								3
4 Daniel Gee								4
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7 Jamie Martin								7
8 Daryl Minus-Vincent								8
9 George Nyikita, Chair								9
10 Mickey Quinn								10
11 Jason Tosches								11
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
June 20, 2017**

RESOLUTION #2017-171-27

**THE BOARD OF TRUSTEES ACKNOWLEDGES RECEIPT AND AUTHORIZES THE
FILING WITH THE STATE OF THE CORRECTIVE ACTION PLAN FOR THE
FISCAL YEAR 2016 CARL D. PERKINS AUDIT**

WHEREAS, the Department of Education, Office of Fiscal Accountability and Compliance has completed a fiscal audit of the postsecondary Carl D. Perkins Grants of Rowan College at Burlington County covering the period July 1, 2015 to June 30, 2016 (OFAC Case #SG-0018-16); and

WHEREAS, the college administration has proposed the corrective action plan attached to this resolution;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, to approve and accept the corrective action plan for the Fiscal Year 2016 Carl D. Perkins audit.

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
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9 George Nyikita, Chair								9
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11 Jason Tosches								11
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**

June 20, 2017

RESOLUTION #2017-171-28

**AUTHORIZING ROWAN COLLEGE AT BURLINGTON COUNTY (RCBC) TO
ENTER INTO AN AFFILIATION AGREEMENT WITH GATEWAY TO COLLEGE
NATIONAL NETWORK (GTCNN) REGARDING THE DEVELOPMENT AND
OPERATION OF A HIGH SCHOOL COMPLETION DUAL ENROLLMENT
PROGRAM (Gateway to College)**

WHEREAS, the College has prepared an Affiliation Agreement and reviewed it with our legal counsel; and

WHEREAS, both RCBC and GTCNN are guided by similar visions, missions and values; the commitment to educational access and attainment for all permeates both institutional cultures; and

WHEREAS, the organizing principle of Gateway to College is the collaboration of people and resources to create an opportunity for high school diploma completion and college preparation through partnership with district high schools for Burlington County residents; and

WHEREAS, the Gateway to College option is intended to provide entry into higher education for students who otherwise have experienced difficulty in completing their high school education, affording them the opportunity to concurrently earn credits towards an Associate's degree while also achieving their high school diploma; and

WHEREAS, RCBC desires to collaborate with GTCNN to provide County students with an accelerated path to diploma completion through college that saves participants both time and money;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 20th day of June 2017, that:

1. The College President, or designee, is authorized to enter into an Affiliation Agreement with Gateway to College National Network to provide this program effective the Fall 2017 semester;
2. The College President, or designee, is authorized to enter into Agreements with area school districts to refer eligible students into the Gateway to College program (it is noted that the districts of Burlington City, Burlington Township, and Willingboro Township have begun planning to be part of the first round of schools); and

3. The College President, or designee, is hereby authorized to sign, seal, execute and witness/attest the Agreement in accordance with the Rules of the Board and take any actions necessary to implement the terms of this Memorandum of Understanding.

*******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, June 20, 2017** on the Mount Laurel Campus, Laurel Hall, Mount Laurel, New Jersey.

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

George Nyikita
Chairperson

Paul Drayton
Secretary

COMMENTS FROM THE PUBLIC

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

COMMENTS FROM THE BOARD

Chair Nyikita invited comments from the Board. Trustee Kevin Brown indicated he will miss Stacy as Executive Director of Human Resources and she made his job easy. He wished her luck in her next endeavor. Chair Nyikita seconds that. He has been with the College all ten years that Stacy has been here. He added she has been a pleasure to work with and a consummate professional.

Ms. Jankiewicz thanked the Board and added it has been an honor to work with them.

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 6:07 P.M.

Respectfully submitted,

Mr. Paul Drayton
Board Secretary

PD:lmd