

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, July 18, 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 5:37PM.

FLAG SALUTE

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

SWEARING IN OF NEW ALUMNI TRUSTEE

Chair Nyikita introduced and welcomed Ms. Cassadie Hynd as the newly elected Alumni Trustee to the Rowan College at Burlington County Board of Trustees by her peers for Academic Year 2017-2018. Ms. Hynd is a May 2017 graduate of RCBC and the first 3+1 student appointed to the board. She is currently enrolled in RCBC's 3+1 Psychology program and plans to pursue her master's degree.

At the direction of Chair Nyikita, Board Solicitor William Burns administered the Oath of Allegiance and Oath of Office. The Board members, President Paul Drayton and all meeting attendees welcomed Ms. Cassadie Hynd with applause. The Oath was officially signed and photos were taken by Ms. Crystal Hill, RCBC photographer.

ROLL CALL

Board Present: Mr. Christopher Brown, Mr. Primitivo Cruz, Mr. Daniel Gee, Mr. Brian Kamp, Mr. Daryl Minus-Vincent, Mr. George Nyikita, Mr. Mickey Quinn, Mr. Jason Tosches, Ms. Cassadie Hynd (Alumni Trustee)

Board Absent: Mr. Kevin Brown, Ms. Renee Liciaga, Ms. Jamie Martin

RCBC Present: Mr. Paul Drayton (President and Board Secretary), Ms. Jaclyn Angermeier, Ms. Laura Bezich, Mr. Matthew Farr, Ms. Crystal Hill, Ms. Rosemary Kelleher, Dr. Karen Montalto, Ms. Anna Payanzo Cotton, Dr. Anita Rudman, Ms. Samantha Russell, Dr. David Spang, Ms. Donna Vandergrift,

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

PUBLIC ANNOUNCEMENT

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 2, 2016, which was amended by a public notice released on July 12, 2017, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Web site, sent to *The Burlington County Times*, *The Courier Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair George Nyikita requested a motion to approve the minutes of the Regular Meeting of the Board on June 20, 2017, as submitted. The motion was made by Trustee Christopher Brown with a second by Trustee Brian Kamp. With a unanimous vote in favor, the minutes were approved as written.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from June 19 through July 18, 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 June 14, 2017 through July 17, 2017.
- President Drayton announced that we are on schedule to meet all construction deadlines, which means, if all goes as planned, this will be the last Board of Trustees meeting to take place in Laurel Hall 320. The September Board Meeting is scheduled in the new Student Success Center. The President will talk more later about the incredible job the team has done to get us to this point in such a short period of time.
- There is a list of events and activities planned for the Fall 2017 Semester in celebration of the College transformation. Ms. Lynne Marie Devericks sent an e-mail to all Trustees with the event information and it is included in the Board Meeting packet this evening.

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

2. Board Reports

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

Chair Nyikita announced that the Finance/Facilities Committee met on Tuesday, July 11, 2017 and discussed a variety of items, all of which are included in Tabs 1 through 10. The Chair requested approval of Tabs 1 – 5 inclusive; Tab 8 was deferred to a future meeting; and Tabs 9 and 10 were introduced separately.

Chair Nyikita invited questions 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 #2017-199-01, A Resolution authorizing continued participation in the consortium led by Middlesex County College to establish an Inter-local Services Agreement for the purchase of primary and secondary service electricity from SJE for the term of August 2017 through July 2019 (Pemberton).

Chair Nyikita and Chief Operations Officer Matthew Farr indicated the College has participated in the consortium for more than ten years.

Tab #2: Resolution #2017-199-02, A Resolution authorizing continued participation in the consortium led by Middlesex County College to establish an Inter-local Services Agreement for the purchase of primary service electricity from CNE for the term of August 2017 through July 2019 (Mt. Laurel).

Tab #3: Resolution #2017-199-03, A Resolution authorizing continued participation in the consortium led by Middlesex County College to establish an Inter-local Services Agreement for the purchase of secondary service electricity from Direct Energy for the term of August 2017 through July 2019 (Mt. Laurel, Mt. Holly and Willingboro).

Tab #4: Resolution #2017-199-04, A Resolution to award a contract to ARI for fleet management services in an amount not to exceed \$150,000.00 for fiscal year 2018.

Tab #5: Resolution #2017-199-05, A Resolution to award a contract to Foveonics for Phase I of the RIMS document back-scanning project in the amount of \$42,608.70.

Chair Nyikita made a motion to move Tabs 1 through 5, as recommended by the Finance/Facilities Committee. With a second by Vice Chair Christopher Brown and a unanimous vote in favor, the Board approved Resolutions 1 through 5.

Tab #8: Resolution #2017-199-08, A Resolution to enter into a lease with NextGen for the period July 1, 2017 through June 30, 2018.

Chair Nyikita deferred Tab 8 to a future meeting.

Tab #9: A Motion to approve requested business related travel.

Chair Nyikita made a motion to move Tab 9, as recommended by the Finance/Facilities Committee. With a second by Vice Chair Christopher Brown and a unanimous vote in favor, the Board approved Tab 9.

Tab #10: A Motion to approve and adopt the amended Bylaws of the Rowan College at Burlington County Board of Trustees, as introduced at the Board of Trustees' regular meeting on June 20, 2017.

Chair Nyikita indicated this is the second reading of the motion and this will formally adopt the amended Bylaws. Mr. Nyikita made a motion to move Tab 10, as recommended by the Finance/Facilities Committee. With a second by Vice Chair Christopher Brown and a unanimous vote in favor, the Board approved Tab 10.

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

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
July 18, 2017**

RESOLUTION #2017-199-01

**AUTHORIZING CONTINUED PARTICIPATION IN THE CONSORTIUM LED BY
MIDDLESEX COUNTY COLLEGE TO ESTABLISH AN INTER-LOCAL SERVICES
AGREEMENT FOR THE PURCHASE OF PRIMARY AND SECONDARY SERVICE
ELECTRICITY FROM SJE FOR THE TERM OF AUGUST 2017 TO JULY 2019**

WHEREAS, the College requires a consistent supply of both primary and secondary electricity in the JCP&L (First Energy) electricity delivery service area to operate certain facilities on the Pemberton campus; and

WHEREAS, the College has joined with Middlesex County College, located at 2600 Woodbridge Avenue, Edison, NJ 08818 and several other similar situated county colleges for the purpose of obtaining electric supply at the lowest possible cost; and

WHEREAS, N.J.S.A. 18A:64-25.10 allows two or more colleges to enter into a joint purchasing agreement; and

WHEREAS, Middlesex County College at the designated entity for the purchase of soliciting and receiving bids for the provision of electricity has prepared a request for proposals, with assistance from NORESKO, from third party suppliers of secondary service electricity pursuant to the terms of the County College Contracts Law; and

WHEREAS, the Consortium reviewed the proposals from several third party suppliers of electricity and will execute a contract with the lowest qualified bidder, SJE, for a maximum of twenty-four (24) months beginning in August 2017; and

WHEREAS, the College agrees to be bound by Middlesex County Colleges execution of the Master Electric Supply Agreement with the selected third party supplier in the same manner as if the College had individually executed said contract; and

WHEREAS, the anticipated cost to the College during the term of these agreements would be \$682,480.00;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of July 2017, that the College enter into an Inter-local Services Agreement with Middlesex County College for the purchase of primary and secondary service electricity.

*******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 & 2019 Operating Budget to pay for the contract between Rowan College at Burlington County and **SJE**.

The money necessary to funds said contract is **\$682,480.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-78100-9640 (Facilities, Pemberton, Utilities)

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, July 18, 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
July 18, 2017**

RESOLUTION #2017-199-02

**AUTHORIZING CONTINUED PARTICIPATION IN THE CONSORTIUM LED BY
MIDDLESEX COUNTY COLLEGE TO ESTABLISH AN INTER-LOCAL SERVICES
AGREEMENT FOR THE PURCHASE OF PRIMARY SERVICE ELECTRICITY
FROM CNE FOR THE TERM OF AUGUST 2017 TO JULY 2019**

WHEREAS, the College requires a consistent supply of primary service electricity in the PSE&G electricity delivery service area to operate the Central Energy Plant facility on the Mt. Laurel campus; and

WHEREAS, the College has joined with Middlesex County College, located at 2600 Woodbridge Avenue, Edison, NJ 08818 and several other similar situated county colleges for the purpose of obtaining electric supply at the lowest possible cost; and

WHEREAS, N.J.S.A. 18A:64-25.10 allows two or more colleges to enter into a joint purchasing agreement; and

WHEREAS, Middlesex County College at the designated entity for the purchase of soliciting and receiving bids for the provision of electricity has prepared a request for proposals, with assistance from NORESKO, from third party suppliers of secondary service electricity pursuant to the terms of the County College Contracts Law; and

WHEREAS, the Consortium reviewed the proposals from several third party suppliers of electricity and will execute a contract with the lowest qualified bidder, CNE, for a maximum of twenty-four (24) months beginning in August 2017; and

WHEREAS, the College agrees to be bound by Middlesex County Colleges execution of the Master Electric Supply Agreement with the selected third party supplier in the same manner as if the College had individually executed said contract; and

WHEREAS, the anticipated cost to the College during the term of these agreements would be \$583,417.00;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of July 2017, that the College enter into an Inter-local Services Agreement with Middlesex County College for the purchase of primary service electricity.

*******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 & 2019 Operating Budget to pay for the contract between Rowan College at Burlington County and CNE.

The money necessary to funds said contract is **\$583,417.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-78110-9640 (Facilities, Mt Laurel, Utilities)

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, July 18, 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
July 18, 2017**

RESOLUTION #2017-199-03

**AUTHORIZING CONTINUED PARTICIPATION IN THE CONSORTIUM LED BY
MIDDLESEX COUNTY COLLEGE TO ESTABLISH AN INTER-LOCAL SERVICES
AGREEMENT FOR THE PURCHASE OF SECONDARY SERVICE ELECTRICITY
FROM DIRECT ENERGY FOR THE TERM OF AUGUST 2017 TO JULY 2019**

WHEREAS, the College requires a consistent supply of secondary service electricity in the PSE&G electricity delivery service area to operate certain facilities on the Mt. Laurel, Mt. Holly, and Willingboro campuses; and

WHEREAS, the College has joined with Middlesex County College, located at 2600 Woodbridge Avenue, Edison, NJ 08818 and several other similar situated county colleges for the purpose of obtaining electric supply at the lowest possible cost; and

WHEREAS, N.J.S.A. 18A:64-25.10 allows two or more colleges to enter into a joint purchasing agreement; and

WHEREAS, Middlesex County College at the designated entity for the purchase of soliciting and receiving bids for the provision of electricity has prepared a request for proposals, with assistance from NORESKO, from third party suppliers of secondary service electricity pursuant to the terms of the County College Contracts Law; and

WHEREAS, the Consortium reviewed the proposals from several third party suppliers of electricity and will execute a contract with the lowest qualified bidder, Direct Energy, for a maximum of twenty-four (24) months beginning in August 2017; and

WHEREAS, the College agrees to be bound by Middlesex County Colleges execution of the Master Electric Supply Agreement with the selected third party supplier in the same manner as if the College had individually executed said contract; and

WHEREAS, the anticipated cost to the College during the term of these agreements would be \$616,736.00;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of July 2017, that the College enter into an Inter-local Services Agreement with Middlesex County College for the purchase of secondary service electricity.

*******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 & 2019 Operating Budget to pay for the contract between Rowan College at Burlington County and **Direct Energy**.

The money necessary to funds said contract is **\$616,736.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-78110-9640 (Facilities, Mt Laurel, Utilities)

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, July 18, 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
July 18, 2017**

RESOLUTION #2017-199-04

**TO APPROVE A CONTRACT WITH AUTOMOTIVE RENTALS, INC (ARI) FOR
FLEET MANAGEMENT SERVICES IN AN AMOUNT NOT TO EXCEED \$150,000.00
FOR FISCAL YEAR 2018**

WHEREAS, the College has a need for vehicle fleet management services; and

WHEREAS, these fleet management services include, but are not limited to, tracking vehicle service requirements, providing fuel cards and tracking usage, vehicle tracking and reporting services, tracking and management of vehicle repair records, billing pass-through for authorized repair centers and gas stations; and

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

WHEREAS, the Board of Chosen Freeholders for the County of Burlington approved Phase II of their agreement with **Automotive Rentals, Inc. (ARI)**, which included the College, at their May 11, 2016 meeting; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51, N.J.S.A. 19:44A-20.4 et seq., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)) it appears in the best interest of the College to award a contract to **Automotive Rentals, Inc. (ARI)**, dba Automotive Resources International, 4001 Leadenhall Road, Mt. Laurel, NJ 08054;

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51, N.J.S.A. 19:44A-20.4 et seq., N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:64A-25.5(1)), the President recommends the award of this contract to the following vendor: **Automotive Rentals, Inc. (ARI)**, dba Automotive Resources International, 4001 Leadenhall Road, Mt. Laurel, NJ 08054;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of July 2017, that a contract be awarded to **ARI** in an amount not to exceed \$150,000.00 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 FY 2018 Operating Budget to pay for the contract between Rowan College at Burlington County and **ARI**.

The money necessary to fund said contract is not to exceed **\$150,000.00**. 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:

1-78100-9340 (Facilities, Operation of Vehicles)
1-78100-9701 (Facilities, 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, July 18, 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
July 18, 2017**

RESOLUTION #2017-199-05

**TO AWARD A CONTRACT TO FOVEONICS FOR PHASE I OF THE RIMS
DOCUMENT BACK-SCANNING PROJECT IN THE AMOUNT OF \$42,608.70**

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

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

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

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

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 18th day of July 2017, to award a contract to **Foveonics** in the amount of \$42,608.70.

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

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

The money necessary to fund said contract is **\$42,608.70**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

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

Jaclyn Angermeier
Executive Director of Financial Services

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, July 18, 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:** Board Chair George Nyikita reported on the Personnel Committee in Committee Chair Kevin Brown's absence:

The Personnel Committee met on Wednesday, July 12, 2017, and discussed various personnel items.

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

Personnel Committee Action (Resolution(s) for Approval)

- Tab #6:** Resolution #2017-199-06, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Nyikita requested a motion to move Tab 6, as recommended by the Personnel Committee. With a motion by Vice Chair Christopher Brown, second by Trustee Jason Tosches, and a unanimous vote in favor, the Board approved Resolution 6.

Chair Nyikita invited questions and noted that all positions and amounts have been properly vetted and budgeted for. There were no questions and this concluded the Personnel Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
July 18, 2017**

RESOLUTION #2017-199-06

**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;

Anna Beth Williams as Simulation Lab Coordinator at \$75,000;
Regina Green as Nursing Instructor at \$60,000;
Joseph Cipriano as Nursing Instructor at \$60,000;
Helen Feliciano as Accounting Specialist at \$54,000;
Diana Davenport as Rowan Relations Specialist at \$42,000;
Janine Smiley as Benefits Specialist at \$54,000;
Samuel Jay as Adult Basic Education Instructor, PT at \$18,500;
Rafaela Schwann as Dean, Lifelong Learning at \$101,800;
Lydia Henry as Student Life Assistant, PT at \$15/hour.; 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;

Leah Arter as Business Development Administrator (title change only);
Dr. Nicole Scott as Director, Educational Programs & Grants (title change only);
Anthony Phillips as Director, Adult Basic Education (title change only);
John Miller as Director, Career Services (title change only);
Felice Tietz as Administrative Assistant (title change only);
Dominique Parker as Employment Specialist at \$39,500;
Ruth (Valerie) Hawkins as Counselor at \$45,955;
Ruth (Valerie) Hawkins as Counselor for \$1,200 stipend for FY17;
Linda Bobo as Executive Director of Business Engagement at \$90,000;
Stacy Hunt as Talent Development Manager at \$60,000;
Heather Evans as Resource Specialist at \$45,000;
Mary Kay Comegys stipend of \$379.77;
Bethy Reyna as HRIS Specialist, Human Resources at \$50,693 effective July 1, 2017;
Stephanie Wallack as PT Human Resources Assistant \$13.50/hour effective July 1, 2017;
William Mena as Public Safety Officer at \$27,170;
Justin Moore as Maintenance Mechanic at \$35,000; and

WHEREAS, the College's administration requested the authority, from the Board of Trustees' Executive Committee, to fill a critical position prior to the July 18, 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;

Lisa Hulick, Benefits Specialist, Human Resources
Stacy Jankiewicz, Executive Director, Human Resources
Marcellina Grant-Reese, PT, Benefits Specialist, Human Resources
Stephanie Reitzel, PT, Academic Advisor, Enrollment Management & Student Success
Jeannine Baumgartner, Admissions Counselor, Enrollment Management & Student Success
Celeste Brown-Apoh, Instructor, Nursing Program, Health Sciences
Michelle Iden, History Instructor, Liberal Arts
Frank Hesson, Head Golf Coach, Athletics

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 18th day of July 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, July 18, 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:** Committee Chair Daniel Gee reported:

The Academic Committee met on Wednesday, July 12, 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: We continue to pursue the Mechanical Engineering Technology degree. We received an equipment list from Rowan University and are creating a detailed plan for delivery that will be submitted to President Drayton for his consideration. This includes Mechanical Engineering and Technology, as well as Electrical Engineering and Technology. It is expected that there could be leveraging of equipment in both programs.
- There are approximately 380 declared students in the 3 + 1 program and 560 who have expressed interest. We are currently analyzing the projected 3 + 1 student enrollments and programs to optimize the onsite availability of fourth year courses.
- Additional 3 + 1 Programs for Fall 2017 include: B.A. Computing and Informatics, as well as B.A. in Psychology and B.S. in Nursing. We are targeting Mechanical Engineering Technology for Fall 2018, as well as Health, Exercise Science and Wellness. Rowan University has expressed interest in pursuing Electrical Engineering and Technology with us. Other programs in discussion include: B.S. in Business Administration, B.A. Inclusive Education, B.A. Health Studies and B.S. Computer Science.
- Middle States Regional Accreditation: Dr. Anita Rudman, Associate Provost, has led the outline of Self-Study questions that eight workgroups will be addressing throughout the next 18 months. At Welcome Back, scheduled for August 28, 2017, we will be underway in terms of our regional accreditation efforts.
- We located historic files in the Academic Building on the Pemberton Campus, which have been reviewed, retained or discarded as appropriate. We are creating a collection for Middle States historic needs.
- Our Substantive Change document is being framed for the campus consolidation and to make the Mount Laurel Campus the main campus of note.
- Academic Grants: The National Science Foundation (NSF) Grant activities continue. Recently, Dr. Edem Tetteh, Dean of S.T.E.M. and Dr. Constance, Rowan University, and Dr. Spang co-authored a paper titled, "Two-Year College and University Collaboration in Creating Advanced Manufacturing Curricula and Programs," to be delivered to the American Society for Engineering Education Conference in Columbus, Ohio.
- The paper is the first part of our dissemination efforts. The National Science Foundation requires that we disseminate results of our efforts, and we have filed the first annual report.
- A Curriculum Planning Workshop is scheduled for this week. We have approximately 55 RCBC faculty, secondary education partners and representatives from Rowan University to review and align elements of our curriculum with the skills identified from a previous industry forum. This is to ensure our students that graduate have the skills required by industry.

- Drs. David Spang and Anita Rudman have chosen the Faculty Excellence Coordinator, Professor Kidane Yohannes. Professor Yohannes will report to the Associate Provost, Dr. Anita Rudman. Professor Yohannes will be tasked with professional development and support activities for full-time and adjunct faculty.
- Dr. Spang introduced Ms. Anna Payanzo Cotton, Vice President of Workforce Development and Lifelong Learning, for a report: Anna and her team provided an update on the Classroom to Career Initiative to the Academic Committee. They plan to hire a Dean of Lifelong Learning and Talent Development Manager to help move forward programming that is slated for the Willingboro Campus. There were more than 150 participants that responded to the survey sent to the business community, and Ms. Payanzo Cotton thanked all those in attendance that responded.
- Ms. Payanzo Cotton reported on the seven new training areas that will be industry-driven to include IT Cisco Networking, Transportation/Logistics/Distribution, IT Technician, Women in Sustainable Employment (WISE), Solar Ready, 911 Dispatch, and Pharmacy Technician.

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

Academic Committee Action (Resolution(s) for Approval)

Tab #7: Resolution #2017-199-07, 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 \$442,309.00.

Trustee Gee made a motion to approve Tab 7, as recommended by the Academic Committee. With a second by Trustee Christopher Brown, and one recusal by Trustee Daryl Minus-Vincent, Resolution 7 was approved with seven votes favor.

This concludes the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
July 18, 2017**

RESOLUTION #2017-199-07

**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 \$442,309.00**

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

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

WHEREAS, fiscal year 2018 Perkins grant resources will be used to improve teaching and instruction of College career and technical education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions and 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 18th day of July 2017, hereby authorizes the College to apply for and to accept the Carl D. Perkins Fiscal Year 2018 funding amount of \$442,309.00.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, July 18, 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. Newly appointed Alumni Trustee Cassadie Hynd requested clarification of the Electrical and Mechanical Engineering programs. Dr. David Spang explained these are more hands-on programs. There are engineering technology programs on the 200-course level and the baccalaureate 3 + 1 programs will help students acquire a higher degree and become more successful in their careers. President Drayton added that Workforce Development has added an Advanced Manufacturing program that is hands-on and working with industry. Anna Payanzo Cotton further explained the Machinist program, which is one of Workforce Development's signature programs that started this past year. It ties into Pathways and into an Associate Degree. Participants in the program can obtain their Machinist I and II Certifications, which can be applied to an Associate Degree followed by a Bachelor Degree.

Chair Nyikita thanked Trustee Jason Tosches for substituting for him in May at the Board of School Estimate Meeting and then subbing for Trustee Christopher Brown in June. He also thanked Trustee Mickey Quinn who stepped into the role of Trustee Ambassador to the New Jersey Council of County Colleges. Mr. Quinn works at the State House in Trenton, NJ, and made a presentation to the Council on how grass roots efforts can affect your legislative officials and what it means to lobby about issues that are important to the community. Chair Nyikita thanked Trustee Quinn for his time and providing representation from the College.

The Chair reminded the Trustees about Fall 2017 upcoming events, which have been sent in schedule format by e-mail and posted to their calendars.

Lastly, Mr. Nyikita referenced the former Drexel program and the high level of interest in Engineering programs at Rowan College at Burlington County. He praised President Drayton for his diligence and work with Rowan University to create the 3 + 1 programming and other cooperative programming we have in place with Rowan University, which provides an affordable education to the students of Burlington County and the Region. Additionally, the transformation of the Mt. Laurel Campus was not planned until President Drayton was in place. He began working on this in combination with the Rowan Partnership and developed the concept of a beautiful, main campus in Mt. Laurel. Mr. Nyikita spoke to the beginnings of Workforce Development and working with the County of Burlington to consolidate all of the workforce development activities there and integrate them with the programs we could do at RCBC. We are fortunate to have a President with the background as County Administrator who brought in Anna Payanzo Cotton to spearhead these ideas. This is very positive for the County and the College. He also praised the senior staff, faculty and students, as well as the Trustees, for their tremendous input. Mr. Nyikita thanked everyone involved for where we are headed in September. It is a big deal!

Trustee Brian Kamp welcomed our newest Board member, Ms. Hynd, and encouraged her to participate and ask questions. The Board appreciates her perspective as a student. He also encouraged participation and representation with the Burlington County Regional Chamber of Commerce on their committees and offering presentations.

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 Daniel Gee, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:10P.M.

Respectfully submitted,

Mr. Paul Drayton
Board Secretary

PD:imd