

**ROWAN COLLEGE AT BURLINGTON COUNTY**

**BOARD OF TRUSTEES  
REGULAR PUBLIC MEETING**

**Tuesday, September 18, 2018**

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

**MINUTES**

**CALL TO ORDER**

Board of Trustees Chair George Nyikita welcomed everyone in attendance and called the meeting to order at 5:35PM.

**FLAG SALUTE**

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

**ROLL CALL**

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

*Board Absent:* Mr. Daniel Gee

*RCBC Present:* Mr. Michael Cioce (Acting President and Acting Board Secretary), Ms. Leah Arter, Mr. Tyler Conlin, Mr. Thomas Czerniecki, Mr. Matthew Farr, Dr. Leon Hageman, Ms. Crystal Hill, Dr. Martin Hoffman, Ms. Rosemary Kelleher, Mr. Mark Meara, Ms. Anna Payanzo Cotton, Mr. David Quinnan, Dr. Anita Rudman, Ms. Michelle, Russell, Dr. David Spang, Ms. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Ms. Bernadette Wright, Mr. William Burns (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

*RCBC Students:* Nick Butler, Daria Grant, Margaret Hunting, Janell Jones, Skyla Liiv, Kathryn Kelley, Mallony Osmun, Dillon Siddiqi, C. J. Thcarty, Cameron Wilburn

*Guests:* Freeholder Balvir Singh, Mr. Joseph Conlin, Mrs. Hageman, Mr. David Wright

### **PUBLIC ANNOUNCEMENT**

Ms. Lynne Marie Devericks read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 8, 2017, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Web site, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

### **MINUTES**

Chair George Nyikita requested a motion to approve the minutes of the Regular Board Meetings on May 22, 2018 and June 19, 2018, as well as the Special Board Meeting on June 25, 2018, as submitted. The motion was made by Trustee Christopher Brown with a second by Trustee Dorion Morgan, and a unanimous vote in favor. All 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 August 16, 2018 through September 18, 2018.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson and reviewed by Public Safety Assistant Director Andrew Eaton was presented in written form to the Board for the period August 15, 2018 to September 9, 2018.
- Acting President Michael Cioce made the following announcements in addition to the written report provided in the Board packet:
  - 1) The Fall 2018 term has officially begun, and it is the beginning of the College’s 50<sup>th</sup> year. Information about 50<sup>th</sup> Anniversary events to both honor our past and celebrate our future is forthcoming.
  - 2) Parking on the Mount Laurel campus is at a premium with classes in full swing. The College is addressing any issues that arise and asks that everyone plans accordingly.
  - 3) President Cioce introduced students from Professor Tim Zatzariny’s Journalism class this evening. There were approximately 10 students in attendance.
  - 4) The College hosted a Naturalization Ceremony today that was done in concert with the League of Women Voters of Burlington County, U.S. Citizenship and Immigration Services, and the Burlington County Board of Chosen Freeholders. We saw 100 local residents, representing 45 different countries, become citizens of the United States, which was really exciting.

5) President Cioce noted in keeping with recognizing the College's anniversary, we will also recognize the milestones of our people, one of our most important assets. There are three RCBC employees, two of whom are in attendance, celebrating 40 plus years of service.

Dr. Leon Hageman, Professor of Chemistry and Physical Science, has served the College for 43 years and was instrumental in the creation of the College's Chemistry program with the late Dr. Vincent Sollimo. Dr. Hageman thanked everyone for the opportunity to have served the students at the College. It has been a very satisfying experience in his life. If he had it to do over again, he would change nothing. He spoke to the importance of education and affordability. He is proud to represent an institution that provides affordable education and opens its doors to everyone. Dr. Hageman was presented with a gift and resolution. Photos were taken.

Mrs. Bernadette Wright, Associate Dean of Liberal Arts, has served the College for nearly 41 years. She started as a Faculty Secretary, earned several degrees along the way, and earned the position as Associate Dean in 2011. She loves her job and helping students. Mrs. Wright introduced her husband, Dr. David Wright, of 42 years. She was presented with a gift and resolution. Photos were taken.

Chair Nyikita remarked when he first arrived at the College 20 plus years ago, Bernadette Wright was one of the first employees to help him as a Trustee. He thanked Mrs. Wright for her help and friendship.

Before concluding his report, President Cioce introduced Freeholder Balvir Singh who was in the audience this evening. He thanked Freeholder Singh for his support of the College.

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

Chair Nyikita noted that Dr. Hageman and Mrs. Wright are perfect examples of what makes RCBC so unique. It is important for everyone to focus on accessibility and affordability on a daily basis.

## **2. Board Reports**

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

Chair Nyikita announced that the Finance/Facilities Committee met on Tues., September 11, 2018 and the Committee discussed a variety of topics to include budget, expenses and contracts.

This concluded the Board Finance and Facilities Report. Chair Nyikita proceeded with a review of Tabs 1 through 4 for the Board's consideration:

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

- Tab #1:** Resolution #2018-261-01, A Resolution to approve and ratify requested business related travel.
- Tab #2:** Resolution #2018-261-02, A Resolution to approve and ratify contracts.
- Tab #3:** Resolution #2018-261-03, A Resolution to award a contract to MedaPhor North America Inc. for the purchase of simulators, related equipment and training to be used in the nursing program in the amount of \$75,299.00.
- Tab #4:** Resolution #2018-261-04, A Resolution to award a contract to NWN Corporation for the purchase of two cisco routers in the amount of \$63,933.12.

Chair Nyikita requested a motion to move Tabs 1 through 4, as recommended by the Finance/Facilities Committee. With the motion by Trustee James Anderson and a second by Trustee Renee Liciaga, the Board approved Tabs 1 through 4, with all in favor and none opposed. There were no questions.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 18, 2018**

**RESOLUTION #2018-261-01**

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

**APPROVE**

Heather Conger, Athletics – 10/2/18 – 10/4/18  
Oct Region XIX meetings  
Mt. Pocono, PA - \$559.94

Anna Payanzo Cotton, WDI – 10/3/18 Day Trip  
GSETA  
Atlantic City, NJ - \$231.38

Barbara Weir, WDI – 10/3/18 Day Trip  
GSETA  
Atlantic City, NJ - \$231.38

Kelly West, WDI – 10/3/18 Day Trip  
GSETA  
Atlantic City, NJ - \$231.38

Carriss LaBelle, WDI – 10/3/18 – 10/4/18  
GSETA  
Atlantic City, NJ - \$231.38

Stacy Hunt, WDI – 10/3/18 – 10/4/18  
GSETA  
Atlantic City, NJ - \$462.76

Zahirah Sabir, WDI – 10/3/18 – 10/4/18  
GSETA  
Atlantic City, NJ - \$231.38

John Miller, WDI – 10/3/18 – 10/4/18  
GSETA  
Atlantic City, NJ – No cost to the College

David Spang, Provost – 10/24/18 – 10/26/18  
AACC Principal Investigators' Conference  
Washington, DC - \$503.10

**RATIFICATION**

John Miller, WDI – 9/11/18 – 9/12/18  
National Career Development Summit  
Washington, DC - \$811.50

**REIMBURSEMENT**

John Costa, Student Life – 7/8/18 – 7/12/18  
Gehring Academy for Conduct Administrators  
Indianapolis, IN - \$2,261.42

Kenneth Doherty (Liam Doherty-son) – 8/1/18 – 8/4/18  
Mathfest  
Denver, CO - \$1,752.53

Martin Hoffman, Distance Education – 7/29/18 – 8/4/18  
ITC Leadership Academy Summer Board of Director's Mtg  
St. Petersburg, FL - \$395.66

Greg Perugini, S.T.E.M. – 7/28/18 – 8/4/18  
Presenter: Cool Stars 20 Conference on Stellar Doppler Imaging  
Boston, MA - \$319.90

David Spang, Provost – 6/24/18 – 6/28/18  
ASEE Conference  
Salt Lake City, UT - \$915.40

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, September 18, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Dr. Michael A. Cioce  
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 18, 2018**

**RESOLUTION #2018-261-02**

**TO APPROVE AND RATIFY CONTRACTS**

To approve a contract with ABC Consulting Group International for WDI - Consultant Contract for Professional Development Training.

To approve a contract with Acuity Specialty Hospital to establish the clinical phase of the Associate Degree Nursing Program.

To approve a contract with Clifton Gardiner & Co. to act as a broker to sell WBZC FM and its translator.

To approve a contract with Connection School Real Estate for WDI - Consultant Contract for Professional Development Training.

To approve a Master Educational Affiliation Agreement with Deborah Heart and Lung Center to provide clinical or other appropriate facilities, equipment, services and academic personnel appropriate for the education of the College's students to obtain the necessary clinical or other appropriate educational experiences.

Education Affiliation Agreement with Hampton Behavioral Health Center to provide clinical learning experiences for RCBC students.

Affiliation Agreement for the RCBC Nursing Program with Hunterdon Healthcare System to provide clinical training.

To approve a contract with Main Line Hospitals, Inc. to provide clinical training to diagnostic medical sonography students.

To approve a contract with Puleo Pharmacy Services LLC for WDI - to provide Pharmacy Technician Training on the Mt. Laurel Campus.

To approve a contract with Rutgers Small Business Development Center for WDI – to provide components of an Entrepreneur Certificate Program for FY19.

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



- Advanced Manufacturing: Burlington County Institute of Technology (BCIT)
- Career Path Incumbent Worker, Dislocated Worker, Basic Skills & Literacy Training: Cumberland County College
- Construction and Utilities: New Jersey Institute of Technology (NJIT)

To approve a contract with the United States Coast Guard Auxiliary – Flotilla 18-08 for WDI - Consultant Contract for Boating Skills Training on the Mount Laurel Campus.

To approve a contract with Economic Modeling, LLC for the provision by Emsi of an Economic Impact Study (EIS), in the amount of \$12,000.00.

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

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

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 George Nyikita  
 Chairperson

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 Dr. Michael A. Cioce  
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 18, 2018**

**RESOLUTION #2018-261-03**

**TO AWARD A CONTRACT TO MEDAPHOR NORTH AMERICA INC. FOR THE  
PURCHASE OF A MEDAPHOR SIMULATOR, RELATED EQUIPMENT AND  
TRAINING TO BE USED IN THE DIAGNOSTIC MEDICAL SONOGRAPHY  
PROGRAM IN THE AMOUNT OF \$75,299.00**

**WHEREAS**, the College has a need for the Medaphor simulator because it trains and prepares students for hands-on fetal scanning that is limited in clinical sites. Per recent accreditation citations, this simulator is needed to improve student's skills and outcomes; 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**, **MedaPhor North America Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **MedaPhor North America Inc.** has not made any reportable contributions to a political or candidate committee in the County of Burlington in the previous one year, and that the contract will prohibit **MedaPhor North America Inc.**, from making any reportable contributions through the term of the contract; and

**WHEREAS**, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **MedaPhor North America Inc.**, 13010 Morris Rd., Building 1, suite 600, Alpharetta, GA 30004; and

**WHEREAS**, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends a contract be awarded to the following vendor: **MedaPhor North America Inc.**, 13010 Morris Rd., Building 1, suite 600, Alpharetta, GA 30004;

**NOW THEREFORE**, be it resolved by the Trustees of the College now assembled in public session this 18<sup>th</sup> day of September 2018, that a contract be awarded to **MedaPhor North America Inc.** in an amount of \$75,299.00; and

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

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the Fiscal Year 2019 Grants budget to pay for the contract between Rowan College at Burlington County and to **MedaPhor North America Inc.**

The money necessary to fund said contract is **\$75,299.00**. 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:

3-60342-9815                      (Perkins FY19, Special Purpose Equipment)

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Thomas Czerniecki  
Sr. Vice President of Administration & Operations

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

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

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

\_\_\_\_\_  
 Dr. Michael Cioce  
 Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 18, 2018**

**RESOLUTION #2018-261-04**

**TO AWARD A CONTRACT TO NWN CORPORATION FOR THE PURCHASE OF  
TWO CISCO ROUTERS IN THE AMOUNT OF \$63,933.12  
(NEW JERSEY STATE CONTRACT WSCA #88130)**

***WHEREAS***, the College has a need to replace its existing routers on the Mt. Laurel Campus which are over 7 years old and have reached end of life and are no longer supported by Cisco. The routers will enable full internet redundancy as well as update the network infrastructure; and

***WHEREAS***, this equipment is available under New Jersey State Contract; and

***WHEREAS***, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5 (19), it appears in the best interest of the College to award a contract to **NWN Corporation**, 303 Fellowship Road, Suite 110, Mt. Laurel, New Jersey 08054 (New Jersey State Contract WSCA#88130); and

***WHEREAS***, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5 (19), the President recommends the award of this contract to the following vendor: **NWN Corporation**, 303 Fellowship Road, Suite 110, Mt. Laurel, New Jersey 08054 (New Jersey State Contract WSCA#88130); and

***NOW THEREFORE***, be it resolved by the Trustees of the College now assembled in public session this 18<sup>th</sup> day of September 2018, that a contract be awarded to **NWN Corporation** in the amount of \$63,933.12.

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the Fiscal Year 2019 Plant Funds budget to pay for the contract between Rowan College at Burlington County and to **NWN Corporation**.

The money necessary to fund said contract is **\$63,933.12**. 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:

6-05095-9850 (Minor Capital FY19-20, Data Processing Equipment)

\_\_\_\_\_  
Thomas Czerniecki  
Sr. Vice President of Administration & Operations

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, September 18, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Dr. Michael Cioce  
 Secretary



**B. Personnel Committee:** Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met on Wed., September 12, 2018, and the Committee discussed a variety of personnel matters.

Trustee Brown proceeded with a review of Tab 5 for the Board's consideration:

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

**Tab #5:** Resolution #2018-261-05, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Nyikita requested a motion to move Tab 5, as recommended by the Personnel Committee. With a motion by Trustee Christopher Brown and a second by Trustee Dorion Morgan, the Board approved Resolution 5 with all in favor and none opposed. There were no questions.

This concluded the Personnel Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 18, 2018**

**RESOLUTION #2018-261-05**

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

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

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

Barbara Brinker as PT Student Support Office Assistant at \$14/hour;  
Michael Petrowski as Head Baseball Coach at \$11,000;  
Carrie Ward as PT Grounds Maintenance Assistant at \$11/hour;  
Kathryn Rockhill as PT Public Safety Officer at \$11/hour;  
Sabrina Bertsch as PT Public Safety Officer at \$11/hour;  
Brittany Fields as PT Public Safety Officer at \$11/hour;  
Jesus Terson as PT Public Safety Officer at \$11/hour;  
Jonathan McConomy as PT Public Safety Officer at \$11/hour;  
Vincent Forte as PT Public Safety Officer at \$11/hour;  
Wayne Stinson as PT Public Safety Officer at \$11/hour;  
Sydney Parry as PT Water Safety Instructor Aide at \$8.60/hour;  
Troy Fitzpatrick as PT Technical Support Assistant at \$10/hour;  
Eileen Schneider as PT ESL Tutor at \$12/hour;  
Anna Santori as PT ESL Tutor at \$12/hour;  
Jennifer Fiore as PT Art Model at \$15/hour;  
Bobbie Phanthong as PT Art Model at \$15/hour;  
Doug Herrin as Assistant Baseball Coach at \$1,500;  
Sara Endicott as PT Custodian at \$11/hour;  
Anthony Romani as PT Custodian at \$11/hour;  
Sharon Anderson as PT Medicare Benefits Coordinator at \$15/hour;  
Donna Crawford as PT Fit & Strong! Coordinator at \$15/hour;  
Stephanie Bain as Program Delivery Assistant at \$30,000;  
Michael Hinger as PT Stationary Engineer at \$20/hour;  
Cynthia Cotton as PT Medicare Benefits Coordinator at \$15/hour;  
Nicole Salamatin as Manager of Institutional Research at 70k;  
Christina Ippoliti as ABE Learning Link Instructor at \$45k;  
Christopher Gunther as Community Outreach Coordinator at \$43k;  
Ronnie Roy as PT Custodian at \$11/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;

Hubert Twyman as Custodial Lead at \$42,500;  
Tyler Conlin as Public Safety Officer Grade III at \$30,983; and

**WHEREAS**, the following were determined to meet the qualifications that best meet the needs of the college in the designated academic areas for the following adjunct and part-time trainer listings, namely;

**Adjuncts, STEM;**

Chtioui, Younes; Delma, Ernst; Price, Cliff; Niezgod, Nicholas; Polk, Lyndesha;  
Urbanski, Michelle; Maher, Linda; Pinto, Jean-Marie; and

**Adjuncts, Liberal Arts;**

Stone, Margaret; Santana, Tia; Trapp, Rebekka Lee; Birchfield, Keli; Pinel, George; and

**Adjuncts, Nursing and Health Sciences;**

Braida, Melanie; Glickman, Ethan; Shaw, Patricia; Mahida, Jaysree; Robak, Garrett;  
and

**Part-Time Trainers;**

Conte, John; and

**EMT Trainers/EMT Aides;**

Coggin, Chad; and

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

Eddy Collazo, PT Technical Support Assistant, OIT;  
Jinsong Wang, Adjunct, STEM;  
Jill Kern, Adjunct, DHY;  
Rachel Pignataro, Adjunct, Liberal Arts;  
Aaron Stollsteimer, Assistant Baseball Coach, Athletics;  
Neil Hourihan, Assistant Baseball Coach, Athletics;  
Ryan Cerino, Assistant Baseball Coach, Athletics;  
G. Mick Smith, Adjunct, Liberal Arts;  
Pamela Rowland, WIOA Program Quality Analyst, WDI; and

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

January Nale, Liberal Arts, Paid & Unpaid LOA;  
Jayne Yantz, Liberal Arts, Paid LOA;  
Mary Bavi, Distance Learning, Paid LOA (Sick Pool)  
Rhonda Seaborn, Testing & Tutoring, Paid LOA;  
Denise Bianrosa, OIT, Intermittent Paid LOA;  
William Shabshelowitz, Facilities, Paid LOA  
Linda Higgins, Registration, Intermittent Paid LOA;  
Jessica Gicking-Aspden, Liberal Arts, Paid & Unpaid LOA;  
Kaitlin Ament, Academic Advising, Unpaid LOA; and

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

**NOW THEREFORE**, be it resolved that the Board of Trustees, now assembled in public session this 18<sup>th</sup> day of September 2018, hereby approves the above stated personnel actions for Rowan College at Burlington County.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, September 18, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
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\_\_\_\_\_  
 George Nyikita  
 Chairperson

\_\_\_\_\_  
 Dr. Michael Cioce  
 Secretary

**C. Academic Committee:** Chair George Nyikita invited Dr. David Spang, Senior Vice President and Provost, to report on behalf of Committee Chair Daniel Gee. The Academic Committee met on Wednesday, September 12, 2018.

Dr. Spang provided the following updates:

- The RCBC/Rowan University 3 + 1 partnership: There are approximately 920 students enrolled or declared in the 3 + 1 program. There are approximately 150 seniors now, and 20 of the students will graduate after the Fall 2018 semester.
- The Middle States accreditation was also discussed. A draft of the Self-Study report is being compiled and is near completion. The draft will be sent to the Chair of the visiting team shortly. The Chair will visit RCBC in mid-October to give us initial feedback. Dr. Spang reviewed the seven standards.
- On academic grants, the National Science Foundation Grant team will attend a Principle Investigator Conference in Washington, DC at the end of October 2018. The team will deliver a poster with the highlights of the grant project to date, which includes the creation of curriculum and applications related to the principles on how students learn and the importance of those principles to our industry partners.
- The Committee discussed the status of College policies updates. Updates will begin with the 27 policies that are related to Middle States standards. Policies are under review by the President's Cabinet members, as well as by functional groups.

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

- Ms. Payanzo Cotton provided highlights on the items discussed during Academic Committee:
  - Workforce Development provided an update on the grants that are currently managed. Existing competitive grants that are active total just over \$2 million for print operations, and another is just over \$1.7 million of grant funding that is used for renewal and support operations at the College. There are also eight pending grant proposals, which total \$730,000. Workforce will provide a monthly update to the Board on the status of grants.
  - Workforce provided an overview of contracts that are in review at the College. There are some contracted training opportunities that they are involved in for the Pharmacy Tech. program, Project Management Certificate program, Real Estate Licensing, as well as ongoing partnerships with the Talent Development Center to include Cumberland County College and BCIT.

- A resolution is presented for approval to work with Bancroft to recruit students into part-time jobs. Bancroft is looking to further engage with RCBC. This will allow us to offer their employees in-county tuition, as well as facilitate a third-party billing process.

Ms. Payanzo Cotton invited questions on the Workforce Report. There were no questions. Chair Nyikita also invited questions for Dr. Spang. Trustee Christopher Brown asked Dr. Spang to explain the process of introducing new degree programs at the College. Dr. Spang explained approvals are needed by the regional accreditor and New Jersey Presidents' Council for 3 + 1 in general. For all new programs, the College would need to project demand and determine resources necessary to support the program. Independent consultants are hired to provide reviews. Resolutions are sent to the State of New Jersey and New Jersey President's Council. Within the NJPC, it is first reviewed by the Academic Issues Committee (AIC), then by the full Presidents' Council. Prior to offering, the program is sent to all colleges in the State of New Jersey, public and private, for comment.

Trustee Christopher Brown requested the stage of current new programs. Dr. Spang explained that Mechanical Engineering Technology and Electrical Engineering Technology are approved. The Electrical Engineering Technology program has been available in STEM for years. Both are new for Rowan University and they started an Engineering Technology Department. Some of the scientific components differ from Engineering. Rowan University just created the MET Baccalaureate program, which aligns with our MET program, and they are in the final stages of approvals for the EET program.

President Cioce added if there is an existing program at RCBC offered at the Associate degree level, and Rowan University has an existing Baccalaureate program, a majority of the steps described by Dr. Spang would no longer be necessary.

Chair Nyikita proceeded with a review of Tab 6 for the Board's consideration:

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

**Tab #6:** Resolution #2018-261-06, A Resolution authorizing Rowan College at Burlington County (RCBC) to enter into an agreement with area businesses for tuition reimbursement and the development of specialized courses and/or training programs.

Chair Nyikita requested a motion to move Tab 6, as recommended by the Academic Committee. With a motion by Trustee Christopher Brown and a second by Trustee Dorion Morgan, the Board approved Resolution 6 with all in favor and none opposed. There were no questions.

This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY  
BOARD OF TRUSTEES MEETING  
September 18, 2018**

**RESOLUTION #2018-261-06**

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

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

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

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

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

*NOW, THEREFORE*, be it resolved by the Trustees of the College now assembled in public session this 18<sup>th</sup> day of September, that:

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



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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, August 21, 2018** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

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

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

\_\_\_\_\_  
 Dr. Michael Cioce  
 Acting Secretary

**COMMENTS FROM THE PUBLIC**

There were none.

**COMMENTS FROM THE BOARD**

Chair Nyikita also thanked Freeholder Singh for his attendance this evening. He thanked the Freeholders for all of the support they have given to the College. Freeholder Singh was a student at RCBC and he is currently working as an adjunct at the College.

Trustee Dorion Morgan attended the President's Installation on Friday, September 14, 2018. He was quite impressed with both the attendance and the program. He learned a lot about President Cioce and welcomed him as the official President of RCBC. President Cioce thanked Trustee Morgan and all those in attendance for their support.

**OTHER BUSINESS**

No other business.

**ADJOURNMENT OF PUBLIC SESSION**

Chair Nyikita called for a motion to adjourn the Public Session. With no further business, Trustee Kevin Brown made the motion, second by Trustee Jim Anderson, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:01 P.M.

Respectfully submitted,

Dr. Michael A. Cioce  
Acting Board Secretary

MAC:lmd