

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, April 9, 2019

**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 5:32PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. James Anderson, Mr. Kevin Brown, Dr. James Kerfoot, Mr. Daryl Minus-Vincent, Mr. George Nyikita, Mr. Gino Pasqualone, Mr. Mickey Quinn, Ms. Heather Casparro (Alumni Trustee)

Board Absent: Mr. Christopher Brown, Ms. Renee Liciaga, Ms. Jamie Martin, Mr. Dorion Morgan

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Dr. Cathy Briggs, Ms. Emmy Casa, Mr. Anthony Cascio, Mr. Thomas Czerniecki, Mr. Andrew Eaton, Mr. Matthew Farr, Dr. Martin Hoffman, Mr. Frank Johnson, Ms. Rosemary Kelleher, Mr. James Lawless, Mr. Harry Metzinger, Dr. Karen Montalto, Ms. Donna Podolski, Ms. Anna Payanzo Cotton, Dr. Anita Rudman, Ms. Michelle, Russell, 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)

Guests: Mr. Ben Dafilou, RCBC Student; Kari Ann Molnar, Daniel Moise, Brandon Matthews, Michael Estwan, Chris Corson, Debra Moran, Cyday Lon NBCIO, and David Levinsky, 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, 2018, which was amended by a public notice released on March 31, 2019, 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 asked for a motion to approve the public minutes for the January 15, 2019 and February 27, 2019 Board Meetings. With a motion by Trustee Kevin Brown, and a second by Trustee Gino Pasqualone, the minutes were approved with all in favor and none opposed.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from February 28 through April 9, 2019.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson and reviewed by Public Safety Director Andrew Eaton was presented in written form to the Board for the period February 9 to March 31, 2019.
- President Michael Cioce made the following announcements in addition to the written reports provided in the Board packet:
 - 1) President Cioce thanked the Board of Trustees and the College community for participating in our Middle States Self- Study visit that took place on March 24 – 27, 2019. Beginning with the kick-off dinner on Sunday through the three days the visiting team was on campus, we demonstrated to the Self-Study Visiting Team how incredible this institution is. The President especially thanked Dr. Spang, Dr. Rudman, and the entire steering committee for such a well-organized process from beginning to end.
 - 2) In celebration of the College’s 50th year, we are planning a number of 50th anniversary events and highlighting 50 stories on the College Website and on social media.
 - 3) The President announced a new program, the Academic Contract of Excellence, which is through the Enrollment Management and Student Success division and offers students on the verge of academic dismissal a second chance to rehabilitate their academic careers. The cohort that we started in 2017 was 27 students, which resulted in 18 to remain in college. The cumulative GPA of this cohort was up from 1.57 to 2.18. Many of the students received a 3.0 in the subsequent semester, and some received a 4.0; some have

graduated or transferred. Additionally, NACADA, the National Academic Advising Association, awarded Ms. Kate Gonzalez of RCBC Academic Advising the best of region award for this program.

4) The President gave special thanks to RCBC Support Staff Association President Donna Podolski and Solicitor William Burns for all of their hard work in reaching an agreement and completing the Collective Bargaining contract.

5) Dr. Cioco announced upcoming events:

Commencement Ceremonies are scheduled in a few short weeks. The Health Sciences ceremony is scheduled for Thursday, May 16th, at 4:00pm, and on Friday, May 17th, we will have two ceremonies, the first at 11:00am for Liberal Arts and the second at 2:00pm for Science, Technology, Engineering and Mathematics (S.T.E.M.).

President Cioco thanked Senior Vice President Tom Czerniecki and his team for all of their work on the budget, which was submitted to the Board for approval this evening. We submitted the proposed operating budget increase to \$47.07 million, which the Finance and Facilities Committee has reviewed. This will allow us to continue growth within our 3 + 1 program. The budget calls for no reductions in student services or academic programs. It includes revenue projections that are extremely conservative. There are three new 3 + 1 majors coming on line this Fall: Mechanical Engineering Technology, Electrical Engineering Technology, and Communications. Tuition and fee recommendations will allow us to remain in the lower third among the other 19 community colleges in New Jersey.

President Cioco reminded the Board of Trustees about some upcoming deadlines: Financial Disclosure Statements are due April 30, 2019. Filing instructions will be sent to the Trustees via e-mail. Also, the Safe Colleges training that all staff and board members are required to complete is due May 30, 2019.

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 Tues., April 2, 2019, and the Committee discussed various finance and facilities related matters primarily focused on the budget, both operating and capital. Chair Nyikita reiterated Dr. Cioco's compliments to the finance team for putting together a budget during challenging times and meeting all the needs while allowing us to be affordable, accessible and high quality, as well as highlighting the 3 + 1 programs and our partnership with Rowan University. All of those things were the prime focus for this budget, and we appreciate their work.

This concluded the Board Finance and Facilities Report. Chair Nyikita proceeded with a review of Tabs 1 through 9 for the Board's consideration:

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

- Tab #1:** Resolution #2019-099-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2019-099-02, A Resolution to approve and ratify contracts.
- Tab #3:** Resolution #2019-099-03, A Resolution to approve a purchase from Graybar for Pelco security equipment and software in the amount of \$63,699.86.
- Tab #4:** Resolution #2019-099-04, A Resolution to award a contract to Blackboard, Inc. for software and services related to a Hosted Course Management System in an amount not to exceed \$223,125.00 for fiscal year 2019.
- Tab #5:** Resolution #2019-099-05, A Resolution to appoint Malamut and Associates LLC as the College's Solicitor of Record for the remainder of calendar year 2019.
- Tab #6:** Resolution #2019-099-06, A Resolution to approve the adoption of the operating budget and increase in tuition and fees for fiscal year 2020.
- Tab #7:** Resolution #2019-099-07, A Resolution to approve the adoption of course fee minimums in Health Science disciplines.
- Tab #8:** Resolution #2019-099-08, A Resolution to approve the capital construction project list for Chapter 12 funding for fiscal year 2019 in the amount of \$3,500,000.00.
- Tab #9:** Resolution #2019-099-09, A Resolution to approve the Memorandum of Agreement by and between the Board of Trustees of Rowan College at Burlington County and the Rowan College at Burlington County Support Staff Association covering the period of July 1, 2016 through June 30, 2021.

The Chair also thanked the Support Staff Association for their cooperation to resolve these contracts and start working on other things.

Chair Nyikita requested a motion to move Tabs 1 through 9, as recommended by the Finance/Facilities Committee. With a motion by Trustee James Kerfoot, a second by Trustee James Anderson, and one recusal by Trustee Kevin Brown on Tab 8, the Board approved Tabs 1 through 9, 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
April 9, 2019**

RESOLUTION #2019-099-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

Brina Sedar, Asst Professor Human Services – 5/9/2019 – 5/10/2019

To escort Human Services students to the 19th Annual Addictions Conference of New Jersey
Atlantic City, NJ - \$265.97

Karen Bennett, RSVP Director – 5/7/2019 – 5/9/2019

RSVP/WDI – CNCS Grant National Training
Bethesda, MD - \$821.17

Karen Bennett, RSVP Director – 6/17/2019 – 6/20/2019

Points of Light volunteer administration conference
Saint Paul, MN - \$1,326.25 (grant-funded)

Karen Bennett, RSVP Director – 7/16/2019 – 7/18/2019

RSVP Grant related conference
Columbus, OH - \$894.05 (grant-funded)

Andrew Eaton, Director of Public Safety – 4/16/2019 – 4/18/2019

College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$507.71

Tyler Conlin, Administrative Sergeant, Public Safety – 4/16/2019 – 4/18/2019

College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$505.72

Edmund Johnson, Captain, Public Safety – 4/16/2019 – 4/18/2019

College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$441.40

Edward Emrich, Sergeant, Public Safety – 4/16/2019 – 4/18/2019

College & University Public Safety Association Annual Training and Networking Conference
Atlantic City, NJ - \$505.72

Jonathan Weisbrod, Mathematics Instructor – 5/21/2019 – 5/25/2019

He was awarded a grant from the Center for Undergraduate Research in Mathematics (CURM) for 2019-2020. This is a required workshop for all grantees.
Salt Lake City, UT - \$48.00

Jonathan Weisbrod, Mathematics Instructor – 7/14/2019 – 7/19/2019

National Convention Guest Sponsor Grant by the Mu Alpha Theta Mathematics Honor Society
Mr. Weisbrod's participation at this year's convention places RCBC in a beneficial position to obtain a \$4000 Chapter Convention Grant for student competitions in 2020.
Las Vegas, NV - \$464.00

Dr. Edem Tetteh, Dean of STEM - 4/16/2019 – 4/18/2019

Accreditation campus visit for ATMAE
New Orleans, LA – No cost to RCBC

Dr. Erika Baldt, Associate Professor – 7/4/2019 – 7/8/2019

Presenting a paper at 2019 Katherine Mansfield conference.
Krakow, Poland - \$380.00

Dr. Edem Tetteh, Dean of STEM - 6/15/2019 – 6/19/2019

American Society for Engineering Education (ASEE) 126th Annual Conference
Tampa, FL – \$2,021.32 (grant-funded)

Eileen Swaitkowski, Grants – 6/15/2019 – 6/19/2019

ASEE 126th Annual Conference
Tampa, FL – \$2,064.80 (grant-funded)

Dr. Nicole Scott, Manager Program Development, WDI - 6/16/2019 – 6/19/2019

American Society for Engineering Education (ASEE) 126th Annual Conference
Tampa, FL – \$2,056.44 (grant-funded)

Daniel Sullivan, NSF Grant Project Manager, STEM - 6/16/2019 – 6/19/2019

American Society for Engineering Education (ASEE) 126th Annual Conference
Tampa, FL – \$2,423.15 (grant-funded)

Linda Hecker, Director of Dental Hygiene – 6/20/2019 – 6/23/2019

American Dental Hygienists' Association annual session
Louisville, KY - \$1,223.00 (grant-funded)

Edith Corbin, Director of EOF – 4/14/2019 – 4/17/2019

Professional Development - Attendance at Tri-State Consortium of Opportunity Programs (NJ, NY, PA) Biennial Conference. Conference Presenter and Moderator.
Long Island, Uniondale, NY - \$967.35 (grant-funded)

RATIFICATION

William Whitfield, Assistant Professor – 3/15/2019 – 3/17/2019
Phi Theta Kappa Annual Regional Conference – Expenses for advisor and six students.
Harrisburg, PA - \$3,257.35

REIMBURSEMENT

Cathy Briggs, Dean of Student Success – 2/24/2019 – 2/25/2019
League for Innovation Conference
New York, NY – \$96.00 due employee

Jarrett Kealey, Director of Advising and Retention – 2/24/2019 – 2/25/2019
League for Innovation Conference
New York, NY – \$289.22 due employee

Elizabeth Price, Associate Dean of STEM – 2/28/2019 – 3/2/2019
ALEKS PPL Conference
Irvine, CA - \$37.70 due employee

Heather Conger, Director of Athletics – 2/19/2019 – 2/21/2019
Region XIX Winter Athletic Director Meetings
Mt. Pocono, PA - \$243.38 due employee

Dr. Martin A. Hoffman, Sr., Dean Distance Education – 2/9/2019 – 2/14/2019
ITC Conference and Board Meeting
Las Vegas, NV - \$231.85 due employee

Lisa Steinberg, Fashion Design – 11/6/18 – 11/9/18
2018 International Textile and Apparel Conference (ITAA)
Cleveland, OH - \$12.00 due employee (Perkins grant)

Courtney Dyott, Health Sciences DMS – 10/3/2018 – 10/7/2018
\$145.52 due employee (Perkins grant)

*******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, April 9, 2019 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 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-02

TO APPROVE AND RATIFY CONTRACTS

FOR APPROVAL:

To approve a Memorandum of Understanding between Holy Cross Preparatory Academy and Rowan College at Burlington County to utilize athletic facilities as a transition location for scheduled use by the RCBC Men's and Women's Basketball teams for Fall 2019 - Spring 2020. (Returned to C. Briggs w BB edits and questions.)

To approve a Memorandum of Understanding between UIH Family Partners and Rowan College at Burlington County, Workforce Development Institute, to provide assistance to and referrals for clients participating in Operation Fatherhood – Bridges to Success.

To approve an agreement with the State of New Jersey, Department of Human Services, and Standardized Board Resolution to standardize the content of the Provider Agency Board resolutions specific to the Health Insurance Portability and Accountability Act (HIPAA).

To approve a contract with Pearson Vue to serve as an authorized test center at RCBC. Pearson Vue will furnish testing services for a period of more than 18 months, which has the potential to generate additional revenue from monthly external testing. The agreement has no cost to the college.

To approve a Mutual Nondisclosure Agreement from Pugh Associates, LLC, St. Petersburg, Florida, for a partnership with Rowan College at Burlington County STEM Division to compete for a federal grant to work on developing augmented reality for US Naval ships.

To approve an Educational Sponsorship and Clinical Affiliation Agreement with Rowan College at Burlington County and Virtua Health, Didactic Site. This agreement allows paramedic science students to attend clinical rotations and field work at medical facilities and also addresses the students' sponsorship by the medical facility for their clinical learning as required by the Office of Emergency Medical Services. The term of the agreement shall be for a period of three years.

FOR RATIFICATION:

To ratify a professional service contract between Rowan College at Burlington County and Sharon Villaobos, 129 Serpentine, Morganville, NJ 07751, for external consultant to conduct a

CPT Review Course for HIM, for the period of March 1, 2019 through March 31, 2019, for an amount of \$600.00.

To ratify a professional service contract between Rowan College at Burlington County and Dr. Nandkumar Rawool, 25 Douglas Road, Lansdale, PA 19446 to provide Musculoskeletal Ultrasound Lecture to DMS Students, on April 24, 2019, for an amount of \$250.00.

To ratify a professional service contract between Rowan College at Burlington County and Roderick Blackstone, 97 Somerset Drive, Willingboro, NJ 08046, to provide musician services for EOF Graduation celebration and awards ceremony for May 9, 2019, at the Mount Laurel Campus, for an amount of \$350.00.

To ratify a professional service contract between Rowan College at Burlington County and Jeannette Thomas Jones, 10 Madison Lane, Sicklerville, NJ 08081-4409, to create course content in Blackboard for new course - billing and claims processing (HIM 200), for an amount of \$800.00.

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

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8 Dorion Morgan								8
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 George Nyikita
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
April 9, 2019**

RESOLUTION #2019-099-03

**TO APPROVE A PURCHASE FROM GRAYBAR FOR PELCO SECURITY
EQUIPMENT AND SOFTWARE IN THE AMOUNT OF \$63,699.86**

WHEREAS, the College has a need to purchase additional equipment and upgraded software for the College's Public Safety Department, as part of the institution's efforts to enhance security on campus; and

WHEREAS, the installation of this security equipment and upgrading the software will allow for the migration from DS Control Point to Pelco VideoXpert paid software and allow for the addition of the VX Plate Reading Solution from Pelco, which will pair with VideoXpert to provide a seamless and enhanced security solution; and

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

WHEREAS, these products and services are available under US Communities; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **Graybar**, 800 Huyler Street, Teterboro, New Jersey 07608; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor: **Graybar**, 800 Huyler Street, Teterboro, New Jersey 07608;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 9th day of April 2019, to approve the purchases from **Graybar** in an amount not to exceed \$63,699.86.

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the 2019 Minor Capital Budget to pay for the contract between Rowan College at Burlington County and **Graybar**.

The money necessary to fund said contract is **\$63,699.86**. 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:

6-05095-9504 (Minor Capital, Computer Software)
6-05095-9506 (Minor Capital, Furniture/Equipment)
6-05095-9701 (Minor Capital, Contracted Services)
6-05095-9850 (Minor Capital, Data Storage)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

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

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George Nyikita
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
April 9, 2019**

RESOLUTION #2019-099-04

TO AWARD A CONTRACT TO BLACKBOARD, INC. FOR SOFTWARE AND SERVICES RELATED TO A HOSTED COURSE MANAGEMENT SYSTEM IN AN AMOUNT NOT TO EXCEED \$223,125.00 FOR FISCAL YEAR 2020

WHEREAS, Rowan College at Burlington County has been using the Blackboard course management system for over a decade as our primary on-line learning platform; and

WHEREAS, **Blackboard, Inc.** is the market leader in the field of on-line course management systems; and

WHEREAS, our current contract expires on June 30, 2019; and

WHEREAS, this contract will be for a three-year period and pricing will remain flat throughout the term of the agreement; and

WHEREAS, the College has determined that **Blackboard, Inc.** has the experience and expertise to continue to provide the on-line learning platform and services; and

WHEREAS, this will be a Business Entity Disclosure contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and the Purchasing Agent has determined and certified in writing that the value of this contract will exceed \$17,500.00; and

WHEREAS, **Blackboard, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Blackboard, 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 **Blackboard, Inc.** 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. 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 **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6th Floor, Washington, DC 20001; 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(19), the Acting President recommends the award of this contract to the following vendor: **Blackboard, Inc.**, 650 Massachusetts Ave NW, 6th Floor, Washington, DC 20001;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 9th day of April 2019, that a contract renewal be awarded to **Blackboard, Inc.** in the amount of **\$223,125.00** for fiscal year 2020; 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, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the 2020 Operating Budget to pay for the contract between Rowan College at Burlington County and **Blackboard, Inc.**

The money necessary to fund said contract is **\$223,125.00** annually. 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:

1-60315-9701 (Distance Education, Contracted Services)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

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

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George Nyikita
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
April 9, 2019**

RESOLUTION #2019-099-05

**TO APPOINT MALAMUT & ASSOCIATES LLC AS THE COLLEGE'S
SOLICITOR OF RECORD FOR THE REMAINDER OF CALENDAR YEAR 2019**

WHEREAS, the College and the Board of Trustees have a need for various types of legal services during the course of normal operations; and

WHEREAS, a Request for Qualifications/Proposals was advertised and released on Friday, March 15, 2019 and opened on Tuesday, April 2, 2019, at 2:00 PM, two (2) firms responded; and

WHEREAS, it appears that **Malamut & Associates LLC** has the experience and expertise to provide these services; and

WHEREAS, this contract is for the remainder of calendar year 2019 and included language that would allow them to be extended for one additional year by mutual agreement; 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(1), it appears in the best interest of the College to appoint **Malamut & Associates LLC**, 457 Haddonfield Road, Suite 500, Cherry Hill, NJ 08002; 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(1), the President recommends a contract be awarded to the following vendors: **Malamut & Associates LLC**, 457 Haddonfield Road, Suite 500, Cherry Hill, NJ 08002; and represent the College as needed for the remainder of the current calendar year under the rates set forth in the law firms' proposals;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 9th day of April 2019, that **Malamut & Associates LLC** be appointed as the College's Solicitor of Record for calendar year 2019; and

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

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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
April 9, 2019**

RESOLUTION #2019-099-06

**TO APPROVE THE ADOPTION OF THE OPERATING BUDGET
AND INCREASE IN TUITION AND FEES FOR FISCAL YEAR 2020**

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 2020; and

WHEREAS, the College must maintain a balanced budget; and

WHEREAS, the College has demonstrated a need to raise tuition and fees; and

WHEREAS, the Board of Trustees has the power to fix and determine tuition rates and fees to be paid by students in accordance with P.L. 1982 c.189 (C.18A:64A-12.h.); and

WHEREAS, the Board of Trustees has determined that the amount necessary for the Operating Budget is \$47,072,809; 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 9th day of April 2019, hereby approves the submission to the Burlington County Board of School Estimate of an Operating Budget in the amount of \$47,072,809 and approves to raise tuition \$15.00 per credit for all students effective the Fall 2019 semester. The facilities fee will increase by \$3.00 per credit for all students effective the Fall 2019 semester to support ongoing program development, capital projects, facility improvements, preventative maintenance, and campus security needs.

*******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, April 9, 2019** 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 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-07

**TO APPROVE THE ADOPTION OF COURSE FEE MINIMUMS
IN HEALTH SCIENCE DISCIPLINES**

WHEREAS, RCBC is in the process of creating comprehensive budgeting processes and strategic financial procedures; and

WHEREAS, as part of the College's process, RCBC is examining course fees for certain programs and courses; and

WHEREAS, the Health Science Associate Degree Programs at RCBC include Dental Hygiene (DHY), Diagnostic Medical Sonography (DMS), Health Information Technology (HIT), Nursing (NUR), Paramedic Science (PAR), and Radiography (RAD); and

WHEREAS, the College has an interest in assigning equitable fees to Health Science program courses aligned with actual institutional expenses and value-added experiences for students; and

WHEREAS, the Health Science programs produce a significant return on investment for RCBC graduates; and

WHEREAS, the College has a variety of course fees in place, including a \$150 course fee for all Nursing (NUR) courses, the college is proposing to institute a minimum fee for all other Health Science disciplines requiring unique equipment and supplies, inclusive of Dental Hygiene (DHY), Diagnostic Medical Sonography (DMS), Health Information Technology (HIT), Nursing (NUR), Paramedic Science (PAR), and Radiography (RAD) in the amount of \$150; and

WHEREAS, the minimum fee of \$150 for Health Science program courses will not affect the general education component of the Health Science degree programs; and

WHEREAS, the new minimum fee of \$150 for Health Science program courses will not affect, or be in addition to, any Health Science program course fees already above \$150; and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 9th day of April 2019 that:

1. Rowan College at Burlington County is authorized to institute a minimum course fee of \$150 for program courses in Health Science disciplines.

*******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, April 9, 2019** 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 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-08

**APPROVAL OF THE CAPITAL CONSTRUCTION PROJECT LIST FOR CHAPTER 12
FUNDING FOR FISCAL YEAR 2020 IN AN AMOUNT NOT TO EXCEED \$3,500,000.00**

WHEREAS, the Board of Trustees has determined it is necessary to adopt a Capital Construction project plan, for Chapter 12 funding for fiscal year 2020, for use in fiscal year 2020 and beyond; and

WHEREAS, the Board of Trustees has determined that the amount necessary for the Capital Construction needs (list provided below) is not to exceed \$3,500,000.00; and

WHEREAS, the Board of Trustees has determined, as a component of the Capital Construction request, that the amount necessary for Chapter 12 funding for fiscal year 2020 is not to exceed \$3,500,000.00 with the State Chapter 12 funds providing \$1,750,000.00 and Burlington County providing a matching amount; and

WHEREAS, the Board of Trustees also understands that the College will be required to pay debt services to the County for the matching portion of the bond based on an amortization schedule that is established by the County and provide to the College;

NOW, THEREFORE, be it resolved by the Board of Trustees, now assembled in public session this 9th day of April 2019, hereby approves the submission to the Burlington County Board of Chosen Freeholders, a Capital Construction, including Chapter 12, request in an amount not to exceed \$3,500,000.00 to be bonded by the County prior to June 30, 2020.

CAPITAL CONSTRUCTION INCLUDING CHAPTER 12 FOR FISCAL YEAR 2020

	Project	Amount of Bonds
1.	Campus Improvements (including, but not limited to construction, renovations, deferred maintenance issues, etc.)	\$3,500,000.00
TOTALS:		\$3,500,000.00

*******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, April 9, 2019** 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 James Kerfoot								4
5 Renee Liciaga								5
6 Jamie Martin								6
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8 Dorion Morgan								8
9 George Nyikita, Chair								9
10 Gino Pasqualone								10
11 Mickey Quinn								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

George Nyikita
Chairperson

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
April 9, 2019**

RESOLUTION #2019-099-09

**TO APPROVE THE MEMORANDUM OF AGREEMENT BY AND BETWEEN
THE BOARD OF TRUSTEES OF BURLINGTON COUNTY COLLEGE
AND
THE BURLINGTON COUNTY COLLEGE SUPPORT STAFF ASSOCIATION
COVERING THE PERIOD OF JULY 1, 2016 THROUGH JUNE 30, 2021**

WHEREAS, the Rowan College at Burlington County College Board of Trustees and the Rowan College at Burlington County Support Staff Association have reached a tentative collective bargaining agreement; and

WHEREAS, this Memorandum of Understanding was negotiated and draft by a New Jersey Public Employment Relations Committee Staff Mediator; and

WHEREAS, this Agreement represents a complete and final understanding between the Burlington County College and the Burlington County College Support Staff Association, for a five (5) year period commencing July 1, 2016 through June 30, 2021; and

WHEREAS, the Board of Trustees has the authority to determine such rates to be paid to its employees in accordance with P.L. 1982 c. 189(C.18A:64A-12f); and

NOW, THEREFORE, be it resolved by the Trustees of the College, now assembled in public session this 9th day of April 2019, to approve the Memorandum of Agreement by and between the Rowan College at Burlington County and the Rowan College at Burlington County Support Staff Association for a five (5) year period commencing July 1, 2016 through June 30, 2021.

*******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, April 9, 2019** on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
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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

B. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met on Wed., April 3, 2019, and the Committee discussed a variety of personnel items.

Trustee Kevin Brown proceeded with a review of Tabs 10 through 14 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

- Tab #10:** Resolution #2019-099-10, A Resolution approving personnel actions for Rowan College at Burlington County.
- Tab #11:** Resolution #2019-099-11, A Resolution approving the President's recommendation to award promotion to certain faculty.
- Tab #12:** Resolution #2019-099-12, A Resolution to approve a sabbatical leave proposed by professor Jianene Meola beginning with the Fall 2019 semester and ending with the Spring 2020 semester.
- Tab #13:** Resolution #2019-099-13, A Resolution to approve the President's recommendation to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank.
- Tab #14:** Resolution #2019-099-14, A Resolution to approve the President's recommendation to reappoint non-tenured instructors.

Chair Nyikita requested a motion to move Tabs 10 through 14, as recommended by the Personnel Committee. With a motion by Trustee Daryl Minus-Vincent and a second by Trustee Mickey Quinn, the Board approved Resolutions 10 through 14 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
April 9, 2019**

RESOLUTION #2019-099-10

**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;

Ricky Giesler as PT Test Proctor at \$10/hour;
Kristin Adams as PT Public Safety Officer at \$11/hour;
Jhio Feliciano as PT Public Safety Officer at \$11/hour;
Tyler Morrison as PT Public Safety Officer at \$11/hour;
Katelyn Lutz as PT Public Safety Officer at \$11/hour;
Abi Abreue as PT Public Safety Officer at \$11/hour;
Carlos Negrón as PT Public Safety Officer at \$11/hour;
Kim Fitzpatrick as Accountant at \$50,000;
Angela Miller as Content Writer at \$35,000;
Kaitlyn Atmore as Women's Soccer Coach at \$1,177;
Jeremy Hreben as Assistant Golf Coach at \$1,500;
Michael Yakubov as Dean of Enrollment Management at \$106,000;
Miranda Wyatt as PT Athletic Assistant at \$8.85/hour;
Stacie Walsh as PT Praxis/TK20 Lab Coordinator at \$22/hour;
Dan DeLuise as Grants Specialist at \$45,000;
Charu Parker as PT Athletic Assistant at \$9/hour;
Myles Lawhorn as Manager, Student Accounts at \$66-72,000;
Maisie Mayo as Accounts Payable/Bookkeeper at \$40,000;
Chris Corson as Paramedic Science Director at \$98,559;
Gina Cantanzariti as PT Academic Advisor at \$18/hour;
Jocelyn Small as Secretary at \$38,000;
Dana Andrews as Payroll Specialist at \$42,000; 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;

Jason Woodruff as Public Safety Officer II at \$29,000;
Bareeq Barqawi as Assistant Director, Outreach and Admissions at \$50,000;
Syreeta Washington as Adjunct effective March 1, 2019;
Patrick Monahan as Facilities Administrative Assistant effective April 1, 2019;
Alexander O'Neil as Director, Rowan Relations;
Lisa Schlosser as PT Program Coordinator;
Charles Swannel as PT Tutor at \$15/hour;
Ron Cahill as IT Users Services Project Manager at \$52,000;
Sarah Endicott as PT Custodian retro to March 16, 2019 at \$11/hour;
Elisa Bogdan as FT Pain Management Education Coordinator at \$31,849; 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;

Spitz, Robert; Lynch, Robert; Peng, Cheng; and

Adjuncts, Liberal Arts;

Nocito, Michelle; Garlic, Nicole; Nociti, Christine; and

Adjuncts, Nursing and Health Sciences;

None; and

Part-Time Trainers;

Robideau, Anthony; Wilkie, Michael; Evans, Janet; and

EMT Trainers/EMT Aides;

None; and

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

Craig Dewar, Athletics Coordinator & Head Men's Soccer Coach, Athletics;
Darryl Bogart, Assistant Baseball Coach, Athletics;
Vincent Forte, Public Safety Officer, Public Safety;
Cris Kimber, Clinical Placement Coordinator, Health Sciences;
Justin Sewell, Catalog and Electronic Resources Librarian, Library;
Kelsey Austin, Student Services Specialist, Student Services;
Chester Heinlein, Assistant Manager of Purchasing, Purchasing;
Catherine Haran-Lomino, Adjunct, Health Sciences;
James Holland, Financial Aid Officer, Financial Aid;

William Shabshelowitz, Custodian, Facilities;
Linda Hecker, Director of Dental Hygiene, Health Sciences;
Angela Burley, PT Medicare Benefits Coordinator, RSVP; 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;

Kevin Evans, Facilities, Paid LOA;
Laura Bezich, Human Resources, Paid & Unpaid LOA;
Michael Barnardt, Facilities, Paid LOA;
Susan Taylor, STEM, Paid LOA;
Robert Vigneau, Facilities, Paid & Unpaid LOA;
Michele Hayes, Facilities, Unpaid; 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 9th day of April 2019, 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, April 9, 2019** 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 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-11

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

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

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

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

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

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

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

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

Professor: An earned doctorate or other appropriate terminal degree from an accredited institution in an appropriate field of study is required. A minimum of three years' experience as an Associate Professor at Rowan College at Burlington County is also required. The applicant for promotion to this rank and title must be the consummate professional with demonstrable evidence of exceptional teaching and effective student learning, scholarly achievements including externally documented and recognized professional accomplishments, unambiguous and documented evidence of continual and distinguished service to the College and community in leadership positions and mentoring roles at the highest levels since promotion to the rank of Associate Professor.

Associate Professor: An earned doctorate or other appropriate terminal degree from an accredited institution in an appropriate field of study is required. Demonstrable evidence of exceptional teaching and effective student learning, including recognized professional accomplishment and distinguished service to the college and community, are the expectations and criteria for promotion to this rank.

Assistant Professor: An earned doctorate or other appropriate terminal degree from an accredited institution in an appropriate field of study or completion of all requirements for the doctorate in an accredited institution except the dissertation, is required. Demonstrable evidence of excellence in teaching and effective student learning, including the ability to make and achieve positive professional accomplishments and render high quality service to the college and community, are the expectations and criteria for promotion to this rank.

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

- Dr. Jonathan Alexander

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

- Dr. Elizabeth Lavertu
- Dr. Erica Osmond

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

- Elizabeth Brendle
- Jessica Gicking-Aspden
- Walter Huttner
- Dr. John Kerwick
- Kenneth Mariano
- Jennifer Rienzi
- Christopher Simber
- Jonathan Weisbrod
- Gina Yanuzzi; and

WHEREAS, the President of Rowan College at Burlington County (hereinafter referred to as President) has reviewed carefully the recommendations of the Dean and Promotion Review Board for the promotion of the above listed faculty members to the ranks of Professor, Associate Professor and Assistant Professor, respectively, commencing in the academic year 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and,

WHEREAS, the President, in exercise of his best professional judgment, has determined that the promotion of the above-listed faculty members effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President to promote the above-listed faculty members to the ranks of Professor, Associate Professor and Assistant Professor, respectively;

NOW, THEREFORE, be it resolved that the Board of Trustees, now assembled in public session this 9th day of April 2019, hereby accepts the recommendation of the President to promote said faculty members to the ranks of Professor, Associate Professor and Assistant Professor, respectively; and

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

- Dr. Jonathan Alexander

and promotion to the rank of Associate Professor to:

- Dr. Elizabeth Lavertu
- Dr. Erica Osmond

and promotion to the rank of Assistant Professor to:

- Elizabeth Brendle
- Jessica Gicking-Aspden
- Walter Huttner
- Dr. John Kerwick
- Kenneth Mariano
- Jennifer Rienzi
- Christopher Simber
- Jonathan Weisbrod
- Gina Yanuzzi

*******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, April 9, 2019 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 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-12

**TO APPROVE A SABBATICAL LEAVE PROPOSED BY PROFESSOR JIANENE
MEOLA BEGINNING WITH THE FALL 2019 SEMESTER AND
ENDING WITH THE SPRING 2020 SEMESTER**

WHEREAS, Professor Jianene Meola is eligible, has followed the requirements of Article 31 of the Collective Bargaining Agreement of Rowan College at Burlington County (RCBC), and has submitted a request for a two-semester sabbatical leave, beginning with the Fall 2019 semester and ending after the Spring 2020 semester; and

WHEREAS, Professor Meola, in an effort to achieve a terminal degree, has been accepted at Rutgers University to pursue a Ph.D. in Education, concentrating in Learning, Cognition, Instruction and Development with a specialization in Mathematics Education; and

WHEREAS, Professor Meola indicates her sabbatical leave will provide her with the time to complete her coursework at a quicker pace, and also participate in the required research for her program; and

WHEREAS, Professor Meola would attend Rutgers as a full-time Ph.D. student, taking a minimum of 9 credits per semester, and in addition to full-time course work, she would work on a research project for the Graduate School of Education at Rutgers; and

WHEREAS, upon completion of her sabbatical, Professor Meola indicates she would adjust her instructional techniques to reflect what she has learned in the program and share these techniques with fellow RCBC instructors in the mathematics department. She would also like to focus on underprepared students at RCBC, primarily in Precalculus; and

WHEREAS, Professor Meola is currently on the Development Education Task Force, and states that she could also conduct research on the newly-implemented co-requisite model for College Algebra and Precalculus; and

WHEREAS, the Sabbatical Review Committee of RCBC has made a recommendation to the President approving Professor Meola's sabbatical leave, and the President is now making the same recommendation to the Board; now

THEREFORE, BE IT RESOLVED, that the Board of Trustees of RCBC, now assembled in Public Session this 9th day of April 2019, has considered and now approves Professor Jianene Meola's sabbatical request, to begin with the Fall 2019 semester and end after the Spring 2020 semester.

*******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, April 9, 2019 on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote								
Roll Call								
1 James C. Anderson, Jr.								1
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3 Kevin Brown								3
4 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-13

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAFFIRM TENURE AND
CONTINUE THE APPOINTMENTS OF CERTAIN TENURED FACULTY HOLDING
ACADEMIC RANK**

WHEREAS, the Provost of Rowan College at Burlington County has reviewed the performance evaluation of certain tenured faculty holding academic rank for reaffirmation of tenure and continued appointment to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the Provost, in the exercise of his best professional judgment, has determined that the reaffirmation of tenure and continued appointment of certain tenured faculty holding academic rank would effectively serve the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reaffirmation of tenure and continued appointment of tenured faculty holding academic rank; and

WHEREAS, the Provost made the recommendation to the President of Rowan College at Burlington County (hereinafter referred to as President) to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank; and

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank;

NOW THEREFORE, be it resolved that the Board of Trustees assembled in public session this 9th day of April 2019, hereby accepts the recommendation of the President to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank; and

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment of the following named tenured faculty holding academic rank (Supplement B):

SUPPLEMENT B

APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAFFIRM TENURE AND CONTINUE THE APPOINTMENTS OF CERTAIN TENURED FACULTY HOLDING ACADEMIC RANK

Alexander, Dr. Jonathan	Professor
Bailey, Jeffrey H.	Assistant Professor
Baldt, Dr. Erika E.	Associate Professor
Brendle, Elizabeth	Assistant Professor
Bourne, Crystal R.	Assistant Professor
Cohill, Patricia S.	Assistant Professor
Gazzara, Christopher T.	Assistant Professor
Gicking-Aspden, Jessica	Assistant Professor
Hageman, Dr. Leon H.	Professor
Harkins, Michelle N.	Assistant Professor
Harmon, Louvenia A.	Academic Advisor
Huttner, William	Assistant Professor
Judge, James	Assistant Professor
Kerr, Elizabeth	Assistant Professor
Kerwick, Dr. John Joseph	Assistant Professor
Lavertu, Dr. Elizabeth C.	Associate Professor
Mariano, Kenneth	Assistant Professor
Meola, Jianene M.	Assistant Professor
Muyesser, Meral	Assistant Professor
Osmond, Dr. Erica R.	Associate Professor
Rienzi, Jennifer K.	Assistant Professor
Ritt, Laura H.	Assistant Professor
Rittenhouse, Joyce E.	Assistant Professor
Ruocco, Tiffany J.	Assistant Professor
Schellack, Diane Joan	Instructor
Sedar, Brina G.	Assistant Professor
Sherlock, Terrence Patrick	Assistant Professor
Simber, Christopher	Assistant Professor
Spiehs, Dr. Colleen	Professor
Stewart, Dr. Laura	Assistant Professor
Veneziale, Diane P.	Assistant Professor
Weisbrod, Jonathan	Assistant Professor
Wend, William	Assistant Professor
Whitfield, William J.	Assistant Professor
Yanuzzi, Gina	Assistant Professor
Zamkotowicz, Marc	Assistant Professor

*******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, April 9, 2019 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 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-14

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT
NON-TENURED INSTRUCTORS**

WHEREAS, the Provost reviewed the performance evaluation of certain non-tenured Instructors who are eligible for reappointment to the next Academic Year, 2019-2020 in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the Provost, in the exercise of his best professional judgment, has determined that the reappointment of certain non-tenured Instructors, would effectively serve the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment of non-tenured Instructors; and

WHEREAS, the Provost made the recommendation to the President of Rowan College at Burlington County (hereinafter referred to as President) to reappoint certain non-tenured Instructors; and,

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) has received a recommendation from the President, to reappoint certain non-tenured Instructors;

NOW THEREFORE, be it resolved that the Board of Trustees, now assembled in public session this 9th day of April 2019, hereby accepts the recommendation of the President to reappoint certain non-tenured Instructors; and

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment of the following named non-tenured Instructors (Supplement A):

SUPPLEMENT A

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT
NON-TENURED INSTRUCTORS**

Abdul-Jabbaar, Malik	Instructor
Brooks, Dr. Audrey	Instructor
Burrell, Tina D.	Instructor
Caranci, Frank	Instructor
Ciccanti, Dr. Amber Lee	Instructor
Francis-Denton, Corvena N.	Instructor
Franklin, Brent	Instructor
Gartner, Russell	Instructor
Kim, Dr. Nam H.	Instructor
Lauer, Dr. Maria	Instructor
Mailhiot, Brooke Melissa	Instructor
Manno, Dr. Martin	Instructor
Meadows, Laurie	Instructor
Mihalik, Priti B.	Instructor
Millward, Allison	Instructor
MiAtchell, Amanda L.	Instructor
Nagbe, Aloysius	Instructor
Nale, January	Instructor
Papazis, Elias	Instructor
Parker, Lisa	Instructor
Rizzo, Joseph Charles	Instructor
Tokazewski, Anne M. S.	Instructor
Van Duyne, Jeffrey	Instructor
Warner, Paul	Instructor
Wascavage, Erica	Instructor
Williams, Shannon	Instructor
Zimmes, Faith L	Instructor

*******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, April 9, 2019 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 James Kerfoot								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

C. Academic Committee: Chair George Nyikita asked Dr. David Spang, Senior Vice President and Provost, to report on behalf of Committee Chair Jamie Martin, who was absent this evening. Dr. Spang announced that the Academic Committee met on Tuesday, April 2, 2019 and he provided the following updates:

- The RCBC/Rowan University 3 + 1 partnership: As of March 2019, we have approximately 1,139 students enrolled with 13 students graduating in Fall 2019, and another 230 students scheduled to graduate in the Spring 2020 semester. We continue to provide services and support for the 3 + 1 students and we are in the process of finalizing a B.A. in Applied Professional Communications. We now have 3 + 1 pathways with Rowan University for Electrical Engineering Technology and Mechanical Engineering Technology, and we have been marketing these programs as well.
- Middle States update: We are in the process of responding to the draft report from the Team Chair. We will then have an opportunity to submit an institutional response to the Middle States Commission on Higher Education and we will receive their final feedback after their June 2019 meeting.
- On academic grants, the National Science Foundation Grant team has submitted a paper for presentation at the American Society for Engineering Education (ASEE) conference in Tampa, FL, in June 2019. The paper has been accepted. They continue to report on the innovative nature around our Engineering Technology programs, which includes 3 + 1.
- The Committee discussed the two resolutions submitted for the Board's approval this evening. One is to approve application for and accept the fiscal year 2020 Perkins Career and Technical Education grant funding. The second is the conversion of the Associate of Science in Computer Science from an optional liberal arts degree to a stand-alone degree. It is the same academically, but has a different designation. It allows the College to code things differently and track students in the program.

This concluded Dr. Spang's academic report 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:

- There was discussion about contracts and training. A few contracts that were under review at the Finance/Facilities Committee meeting are relevant to the Academic Committee. One in particular was a Memorandum of Understanding with UIH Family Partners, which is operating an Operation Fatherhood Bridges to Success program. We are stating our commitment to working collaboratively to refer participants in that program to our high school completion program, and to provide career pathways and career readiness.
- Dr. Spang mentioned the resolution with our Perkins funding for career technical education.

- Ms. Payanzo Cotton also provided the Committee with an overview of grants that Workforce currently manages. There are \$4.1 million in grants that are current and in this fiscal year. There is one grant that has transitioned out in the amount of \$400,000 for career success solutions for the deaf and hard of hearing. It closed on March 31st and that will be transitioning to another provider of career services in South Jersey. Workforce currently has approximately \$800,000 in pending grants. Among those are the National Science Foundation grant, which is a significant one, and the Opportunity Partnership grant for training individuals in machinist trades.
- The Committee also discussed transitions in Workforce's Personal Development programs. Their new online enrollment program, Elevate, is fully live and two-thirds of the registrants are using the program on their own, which is a great improvement, while the other third have staff support and are being tracked electronically. They are also in the process of transitioning their P.I.N.E.S. Program to a new home at Whitesbog Preservation Trust, which was discussed extensively.

Chair Nyikita invited questions on the Workforce Report. There were no questions and Mr. Nyikita proceeded with a review of Tabs 15 and 16 for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

Tab #15: Resolution #2019-099-15, A Resolution for approval to apply for and accept the fiscal year 2020 Carl D. Perkins Postsecondary Federal/State Vocational Formula Grant from the New Jersey Department of Education, in the amount of \$461,655.00.

Tab #16: Resolution #2019-099-16, A Resolution approving Conversion of the Associate of Science in Computer Science from an option to Liberal Arts and Sciences to a standalone Associate of Science Degree in Computer Science (AS.CSE).

Chair Nyikita asked for a motion to move Tabs 15 and 16, as recommended by the Academic Committee. With a motion by Trustee James Kerfoot, a second by Trustee James Anderson, and one recusal by Trustee Daryl Minus-Vincent on Tab 15, the Board approved Resolutions 15 and 16, 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
April 9, 2019**

RESOLUTION #2019-099-15

**APPROVAL TO APPLY FOR AND ACCEPT THE FISCAL YEAR 2020 CARL D.
PERKINS POSTSECONDARY FEDERAL/STATE VOCATIONAL FORMULA GRANT
FROM THE NEW JERSEY DEPARTMENT OF EDUCATION,
IN THE AMOUNT OF \$461,655.00**

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 \$461,655.00 for fiscal year 2020; 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 2020 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 2020 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, Electronic Engineering Technology, Mechanical Engineering Technology, Nursing, Biotechnology, Diagnostic Medical Sonography, Culinary Arts, Radiography, Dental Hygiene, Fashion Design, Entertainment Technology, Photography, and Criminal Justice. 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 2020 Postsecondary Federal/State Vocational Fiscal Year 2020 One-Year Spending Plan in accordance with the Fiscal Year 2020 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 9th day of April 2019, hereby authorizes the College to apply for and to accept the Carl D. Perkins Fiscal Year 2020 funding amount of \$461,655.00.

*******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, April 9, 2019 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 James Kerfoot								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
April 9, 2019**

RESOLUTION #2019-099-16

**CONVERSION OF THE ASSOCIATE OF SCIENCE IN COMPUTER SCIENCE FROM
AN OPTION TO LIBERAL ARTS AND SCIENCES TO A STANDALONE ASSOCIATE
OF SCIENCE DEGREE IN COMPUTER SCIENCE (AS.CSE)**

WHEREAS, the Associate of Science in Computer Science is currently an option to Liberal Arts and Sciences; and

WHEREAS, the degree has been offered as an option to Liberal Arts and Sciences for 21 years; and

WHEREAS, transitioning the Associate of Science in Computer Science from an option to Liberal Arts and Sciences to a standalone program is consistent with the stated mission and goals of Rowan College at Burlington County; and

WHEREAS, the Computer Science degree is a viable program with a large percentage of its graduates going to four-year institutions or securing employment; and

WHEREAS, the College expects this Computer Science degree to continue meeting the needs of students in the future;

NOW THEREFORE, be it resolved that the Trustees of the College now assembled in public session this 9th day of April 2019, approve the Associate of Science degree in Computer Science be established at Rowan College at Burlington County as a standalone program with implementation in Fall semester 2019.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the Monthly Meeting held on Tuesday, April 9, 2019 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 James Kerfoot								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

COMMENTS FROM THE PUBLIC

Chair Nyikita invited comments from the public.

Benjamin Dafilou addressed the Board of Trustees. He is a current student at the Virtua School of Paramedic Science at RCBC. Mr. Dafilou attended the meeting this evening to ask the RCBC Board of Trustees to use their weight, influence and resources to resolve issues as quickly as possible regarding the paramedic science program, whether that means allocating resources to the Health Sciences studies to speed along the process or working with State officials to help paperwork get through faster. He asked that students receive better communication on no less than a semi-monthly basis, including those made by the State and the College's responses. He asked that a plan be made available to paramedic students by the end of April 2019. He also asked the Board to ensure that all paramedic students take their exams before the 36-month deadline.

Mr. Dafilou indicated that on October 16, 2018, the Virtua School of Paramedic Science received a notice from the New Jersey office of emergency medical services consisting of 14 pages of violations of the requirements set forth by the State for paramedic programs. Due to these issues, paramedic students have not been allowed to complete the program and take paramedic courses. The problem is compounded since by New Jersey statute, paramedic students have 36 months from the first day of classes to become a licensed paramedic. If a student is not licensed within 36 months, they are required to take the entire program again. There have been many changes to the paramedic program since the letter was received. Mr. Dafilou and his classmates want to take their Board exams for which they diligently prepared and begin their careers as paramedics. Last Friday, six of the 24 students completed the program and were told they make take Boards. He appreciates that some progress has been made.

Brandon Matthews, a former student in the paramedic program, also addressed the Board of Trustees in support of Benjamin Dafilou. He attended Camden County College in 2015 when the program was there. He was deployed and needed to put his studies on hold. When he returned, no one was able to help him including the Veterans Affairs office at the College.

Chair Nyikita thanked Mr. Matthews for his service and indicated the Board takes his and Mr. Dafilou's comments seriously. The Board and College administration will look into their concerns.

COMMENTS FROM THE BOARD

Chair Nyikita requested comments from the Board. Trustee Kerfoot congratulated all faculty who were promoted. He spoke to the importance of quality as an educator.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Nyikita called for a motion to adjourn the Public Session. There was no need for an Executive Session. With no further business, Trustee Gino Pasqualone made the motion, second by Trustee James Anderson, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 6:01PM.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lmd