

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, August 15, 2023

**Host: Mt Laurel Campus
Room 138
900 College Circle
Mt. Laurel, New Jersey 08054**

MINUTES

CALL TO ORDER

Chair Dr. Anthony C. Wright welcomed everyone in attendance and called the meeting to order at 5:31PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. Justin Braz, Mr. Kevin Brown, Ms. Lorraine Hatcher, Dr. James Kerfoot, Mr. Dorion Morgan, Mr. Gino Pasqualone, Ms. Regina Reed, Dr. Anthony C. Wright

Board Absent: Mr. Raymond Marini, Mr. Mickey Quinn

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Mr. Matthew Farr, Dr. Martin Hoffman, Ms. Mikayla Kobler, Ms. Isabela Moreira, Ms. Jeanne Paulsen, Ms. Ashley Pezzolla, Ms. Donna Podolski, Ms. Samantha Russell, Ms. Michelle Russell, Ms. Colleen Snyder, Dr. David Spang, Dr. Shawn Thomas, Dr. Donna Vandergrift, Mr. Greg Volpe, Dr. Jonathan Weisbord, Ms. Kelly Grant (Board Solicitor), Ms. Leidalis Cardona (Board Recorder).

Special Guests: *Pietra Oliveira*

PUBLIC ANNOUNCEMENT

Ms. Jeanne Paulsen read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 15, 2022, setting forth the date, time, and location of the regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Website, sent to *The Burlington County Times*, *The Courier Post*, *The Trenton Times*, and the Burlington County Clerk. Subsequent Notice as to the location change for this meeting was posted on the College Website, sent to *The Burlington County Times*, *The Courier Post*, *The Trenton Times*, and the Burlington County Clerk on January 27, 2023.”

MINUTES

Chair Wright asked for a motion to approve of the public minutes of the Regular Board Meeting on June 20, 2023, as submitted. With a motion by Trustee Kevin Brown and a second by Trustee Regina Reed, the minutes were approved as written with all in favor, none opposed and one abstention from Dr. James Kerfoot. There were no questions.

CORRESPONDANCE

Dr. Cioce notified the attendees that there was no correspondence.

REPORTS

1.) President's Report:

The President's Report was presented in written form to the Board, which included news and events from June 20, 2023 to August 15, 2023

Student Spotlight

- Alum Pietra Olivera
- International student from Brazil who graduated in May with a Computer Science degree.
- Graduated with a 4.0 GPA and earned a spot on the 2022 New Jersey All-State Academic Team.
- At RCBC, Pietra was very involved in the International Club and worked as a Peer Mentor.
- Since graduation, Pietra became a full-time member of the college's Office of Information Technology as Electronic Document Management Coordinator, which is critical to the college's efforts to improve process and efficiency.

Winter improvements

- RCBC will debut a winter commencement on December 20 with three ceremonies on Tuesday, December 20. The goal is to increase the number of students who participate in the ceremonies by scheduling them closer to the August and December graduation dates.
- In the continuing effort to maximize the course schedule, the college will launch a new winter session format in December. Rather than condensing a full course into one week, the new winter session will run for four weeks over December and January with the expectation that this format will appeal to more students.

Statewide Mental Health Resources for Students

- New Jersey is providing 24/7 mental health support for college resources through its partnership with Uwill.
- This new program provides free and immediate services with equitable access to 100% licensed, student-faced counselors.
- These services will be available to RCBC students at the beginning of the fall semester.

RCBC Cybersecurity Team Earns Top Spot in National Competition

- Four Cybersecurity 3+1 program students from Rowan College at Burlington County (RCBC) took it upon themselves—with guidance from Instructor Bill Baig—to participate in a cybersecurity competition that is best known for testing and evaluating teams' ability to react to and resolve real-time cyber attacks.
- The team, which placed in the top six and first among community colleges against teams from across the nation, are a mix of second- and third- year students: Jeordie Lipscomb, Roy Kramer, Faiz Ibrahim and Tavon Peterson Evans.
- These students utilize the education and skills they learned in the 3+1 program to come together and achieve greatness.
- Read more at rcbc.edu.

Phillies Game

- Nearly 90 members of the RCBC community attended a Phillies game on July 26 as part of an effort by the Foundation to strengthen relationships with the community.
- The night was a success – good time, good food, Phillies win and money raised to support students.
- Next year's goal: 500 tickets to warrant an on-field appearance from Barry and President Cioce.

We're #1

- RCBC earned designation as the Best Community College for Education by the readers of South Jersey Biz.

Upcoming events

rcbc.edu/events

- Faculty Welcome Back – August 28, 9 am
- Student Welcome Back BBQ – August 29, 3 pm
- First day of classes – August 30
- Labor Day – college closed – September 4
- Board of Trustees meeting – Sep 19, 2023

President Cioce invited questions.

With no further questions, this concluded the President's Report.

2. Board Reports

A. Finance/Facilities Committee: Chair Dorion Morgan reported that the Finance/Facilities Committee met on Tuesday, August 8, 2023 at 4:00PM, and the Committee discussed various finance and facilities matters.

Trustee Morgan proceeded with a review of Tabs 1 through 7 for the Board's consideration:

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

Tab #1: Resolution # 2023-227-01, A Resolution to approve and ratify requested business-related travel.

Tab #2: Resolution # 2023-227-02, A Resolution to approve and ratify certain agreements and contracts.

Tab #3: Resolution # 2023-227-03, A Resolution approving the continued participation in a consortium led by Ocean County College entering into an Interlocal Services Agreement for the purchase of primary and secondary service electricity from **Constellation/New Energy-Electric Division, LLC** for a two-year term. The anticipated cost of primary and secondary electricity to the College during the first year, beginning in August 2023, is approximately **\$990,000.00**.

Tab #4 Resolution # 2023-227-04, A Resolution to approve the review and updating of the following Board policies:

a. Policy No. 010 - Fiscal Accountability, Efficiency & Transparency

b. Policy No. 102 - Nepotism

Chair Wright invited questions on the resolutions and there were none. Chair Wright requested a motion to move Tabs 1 through 4, as recommended by the Finance/Facilities Committee. With a motion by Trustee Lorraine Hatcher and a second by Trustee Gino Pasqualone, the Board approved Resolutions 1 through 4 with all in favor, none opposed and an abstention from Tab 1 from Trustee Dr. James Kerfoot. This concluded the Finance/Facilities Committee Report.

B. Personnel Committee: Chair Kevin Brown announced that the Personnel Committee met in person on Wednesday, August 9, 2023 at 4pm, and the Committee discussed various personnel matters.

This concluded the Personnel Committee Report and Committee Chair Brown proceeded with a review of Tab 5 for the Board's consideration:



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2023**

RESOLUTION #2023-227-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

FOR APPROVAL

1) Grant-Funded Travel

None.

2) Operational

Jacinda Chaney, Assistant Director of Student Accounts, EMSS, NACUBO Emerging Leaders Program, Chicago, IL, October 11, 2023 to October 13, 2023, with an estimated travel expense of **\$1,745.00**.

Kevin Kerfoot, Chief Financial Officer, Executive, EACUBO Annual Meeting, Montreal, Canada, October 22, 2023 to October 25, 2023, with an estimated travel expense of **\$2,500.00**.

Dr. Martin Hoffman, CIO, OIT, EDUCAUSE Conference, Chicago, IL, October 9, 2023 to October 12, 2023, with an estimated travel expense of **\$3,931.44**.

FOR RATIFICATION

1) Grant-Funded Travel

None

2) Operational

None.

FOR REIMBURSEMENT

Laura Skrable, Nursing, INACSL, Providence, RI, 6/14/2023 to 6/18/2023, Reimbursement Expense in the amount of **\$51.95**.





*******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 **Board Meeting held on Tuesday, August 15, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			5	0	1			
Roll Call								
1 Justin Braz								1
2 Kevin Brown								2
3 Lorraine Hatcher	√							3
4 James Kerfoot, Vice Chair					×			4
5 Raymond Marini						×		5
6 Dorion Morgan								6
7 Gino Pasqualone		√						7
8 Mickey Quinn						×		8
9 Regina Reed								9
10 Vacant								10
11 Anthony C. Wright, Chairperson								11

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


Dr. Anthony C. Wright
Chairperson


Dr. Michael A. Cioce
Board Secretary



Rowan College at BURLINGTON COUNTY

BOARD OF TRUSTEES MEETING
AUGUST 15, 2023

RESOLUTION #2023-227-02

TO APPROVE AND RATIFY CERTAIN AGREEMENTS AND CONTRACTS

FOR APPROVAL:

1. To approve a software renewal agreement with **Connectwise Software** for the OIT Department, providing remote support troubleshoot software, in the amount of \$2,496.00, for the term 9/17/23-9/16/24. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed, which justifies the award. See narrative on following pages.)
2. To approve a renewal of professional services agreement with **Title IX Solutions** for consulting services to cover services for Hearing Officers & Title IX Advisors, for a one-year term, in an amount not to exceed \$25,000.00. (Per N.J.S.A. 18A:64A-25.5(1) this is an advertising exception, professional services. Due diligence has been performed which justifies the award. See narrative on following pages.)
3. To approve a software renewal agreement **Antech Systems Inc.**, providing license hosting support managing web content for the Marketing Department, in the amount of \$6,325.00 for period September 1, 2023- August 30, 2024. (Per N.J.S.A. 18A:64A-25.5(3) this is an advertising exception, proprietary software. See narrative on following pages.)
4. To exercise a second year option on a Clinical Education Affiliation Agreement between **Deborah Heart and Lung Center** and the Rowan College at Burlington County Diagnostic Medical Sonography Program for clinical education and training of its students to obtain necessary clinical experience for a period of one year from the effective date with automatic renewal for an additional one-year period, 1/1/24-12/31/2025 at no cost to the College.
5. To approve and renew a Collaboration Agreement between the **Food Bank of South Jersey** and the RCBC Food Pantry to provide technical assistance and support outlined in the agreement, at no cost to the College.
6. To approve a professional consultant contract with **Anne Greco, LLC** for Perkins consulting services, for the term September 1, 2023 through June 30, 2024, for an amount not to exceed \$37,000.00. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed which justifies the award. See narrative on following pages.)

7. To approve a subscription agreement with **Skillful Communications, Inc.** for unlimited access to Big Interview Classic, a mock interview tool for the Office of Career Preparation and Experiential Learning in the amount of \$2,950.00 for the period of September 1, 2023 through August 31, 2024. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed which justifies the award. See narrative on following pages.)
8. To approve a contract with **Institutional Compliance Solutions** for Title IX training in the amount of \$4,625.00 for the period September 1, 2023 through August 31, 2024. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed which justifies the award. See narrative on following pages.)

FOR RATIFICATION:

9. To ratify an annual software license with **Omnigo Software** for public safety software in the amount of \$6,996.51 for fiscal year 2024. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed which justifies the award. See narrative on following pages.)
10. To ratify an annual software license with **BCC Software, LLC**, for a bulk mailer subscription, in the amount of \$6,300.00, for fiscal year's 2024 and 2025. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed and multiple quotes received, which justifies the award. See narrative on following pages.)
11. To ratify an annual software license with **Labster, Inc.** for Ubisim Enterprise Access subscription for a one-year term from August 1, 2023 to July 31, 2024, in the amount of \$16,065.00. (Per N.J.S.A. 18A:64A-25.5(19) this is a software program exception. Due diligence has been performed which justifies the award. See narrative on following pages.)
12. To ratify an annual service agreement with **IOTA Solutions, Inc.** for IOTA360, in an amount of \$15,900.00 for fiscal year 2024. (Per N.J.S.A. 18A:64A-25.5(19) this is an advertising exception, software. Due diligence has been performed which justifies the award. See narrative on following pages.)
13. To ratify an annual software license with **Campus Kaizen** for a Guardian Case Management software subscription in the amount of \$3,675.00 for fiscal year 2024. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed and multiple quotes received, which justifies the award. See narrative on following pages.)
14. To ratify a software support agreement with **FujiFilm**, providing proprietary XMF software products to the Print Shop in the amount of \$4,650.00 for fiscal year 2024 . (Per N.J.S.A. 18A:64A-25.5(3) this is an advertising exception, proprietary equipment. See narrative on following pages.)
15. To ratify an annual maintenance agreement with **Probo Medical, LLC** for maintenance and servicing of ultrasound transducer equipment in the amount not to exceed \$20,534.00, for the term August 1, 2023 through July 30, 2024. (Multiple quotes were reviewed and per N.J.S.A. 18A:64A-25.19 the lowest responsible quotation received which was most advantageous to the college was selected. See narrative on following pages.)

16. To ratify a software license with **Small Improvements, Inc.**, for an electronic staffing appraisal system supporting the HR department for the period June 16, 2023 through September 8, 2024, in an amount of \$2,735.59. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed and multiple quotes received, which justifies the award. See narrative on following pages.)
17. To ratify an online program with **VGM Education** for dementia care certificate training module for the healthworks, CNA apprenticeship program for 25 users, in the amount of \$3,000.00, for the fiscal year 2024. (Per N.J.S.A. 18A:64A-25.19 the contract is below 20% of the bid threshold of \$41,600 (\$8,320). Due diligence has been performed and multiple quotes received, which justifies the award. See narrative on following pages.)
18. To ratify a service agreement with **Agilent Technologies** providers of CrossLab Silver and CrossLab Instrument exchange to the STEM program in the amount of \$14,089.59 for the period August 1, 2023 through July 30, 2024 (Per N.J.S.A. 18A:64A-25.5(3) this is an advertising exception, proprietary equipment. See narrative on following pages.)
19. To ratify a professional service agreement with **Jordan B. Barnett, MD, MBA, FACCE, FACEP, FAAEM** to serve as the Medical Director for the Emergency Medical Technician Program, in the amount of \$12,000.00 and payment of liability insurance not to exceed \$5,000.00 for the fiscal year 2024. (Per N.J.S.A. 18A:64A-25.5(1) this is an advertising exception, professional services. Due diligence has been performed which justifies the award. See narrative on following pages.)
20. To ratify a subscription agreement with **Thomson Reuters** for Westlaw, in an amount of \$29,161.44 for the fiscal year 2024. (Per N.J.S.A. 18A:64A-25.5(21) this is an advertising exception, educational supplies. Due diligence has been performed which justifies the award. See narrative on following pages.)
21. To ratify a subscription agreement with **Proquest LP** for a digital library subscription in an amount not to exceed \$41,500.00 for the fiscal year 2024. (Per N.J.S.A. 18A:64A-25.5(21) this is an advertising exception, educational supplies. Due diligence has been performed which justifies the award. See narrative on following pages.)

1. **Connectwise:** Connectwise ScreenConnect is used by OIT to provide remote support to end-user devices. It allows OIT support personnel to remote into user systems and instruct them on how to perform certain operations or to take control of the device for troubleshooting purposes. It also allows multiple OIT agents to connect to a system at the same time to collaborate on fixing an issue or to remote into our own office systems when needed. OIT has previously used competing services such as GoToAssist, Webex, and/or Teamviewer in the past but found those systems lacking in features, unstable, and/or insufficient for its needs.
2. **Title IX Solutions:** Title IX Solutions will provide an impartial hearing chair and an advisor for the complainant and respondent should a Title IX incident get reported. These services are recommended to ensure the College complies with all rules and regulations. Multiple quotes were received and Title IX Solutions was the lowest.
3. **Antech Solutions:** Antech provides annual licensing, hosting, and tier one support that features Lectronimo, an industry recognized and easy-to-use tool that manages higher education content for an entire institution. It simplifies the process of creating, reviewing, and updating content through a drag-and-drop component interface. Lectronimo's workflow controls allow you to approve content and delegate the work without fear of disrupting your live site or compromising quality. Lectronimo is a proprietary web hosting service for Antech's website customers.
4. **Deborah Heart and Lung:** To extend an affiliation agreement where our students can gain required clinical hours at no cost to the College.
5. **Food Bank of South Jersey (FBSJ):** FBSJ will support the College's food pantry in the adoption of best practices to promote and distribute nutritious foods via the Healthy Pantry Initiative (HPI). FBSJ will support changes to promote a "choice" environment which may include enhanced displays or shelving to make healthy choices more visible and accessible, signage that highlights the health benefits of specific food items and establishing a Nutrition Policy.
6. **Anne Greco:** Identify, articulate, and track improvement goals as shown by Perkins data; Establish and maintain relationships with faculty in Perkins-eligible programs to discuss improvement goals and develop plans to address; attend program advisory board meetings to discuss how best to address program improvement goals; Organize and help run meetings (virtual and in-person) with the Provost, grants staff, and industry partners, students, and other identified stakeholders to reveal any unmet needs or expectations in anticipation of the College's biennial comprehensive local needs assessment (CLNA); Compile results and supply necessary information to complete required reports for the CLNA process, and work with Provost and Grants department to tie these results back to Perkins spending; support Grants department in ensuring compliance with Perkins guidelines; maintain appropriate digital and paper files to ensure history of work is captured. Two quotes were obtained and Ms. Greco's was the lowest.

7. **Skillful Communications:** Big Interview Classis is an online mock interview tool for students. Supporting students in preparing for interviews, specifically virtual interviews, has become a vital task of career centers since COVID19. Online mock interview tools provide RCBC students with opportunities to gain confidence through practice and receiving feedback. Further, established college/university career centers typically have three types of technological tools: a job and internship recruitment platform (Handshake at RCBC), a career exploration tool that includes self-assessments (FOCUS2 at RCBC) and an online mock interview tool, Big Interview Classic. Big Interview Classic was the lowest quote reviewed and provided all of the tools required by our students.
8. **Institutional Compliance Solutions (ICS):** ICS provides on-demand and recorded live training for the Title IX Coordinator, Investigators, Hearing Officers and Appeals Officers, as well as sample templates. ICS was the lowest cost of the three vendors identified to offer these services.
9. **Omnigo Software:** Provider of public safety software solutions; specializing in; dispatch, incident reporting, records management, and evidence management; contributing to faster response to incidents and overall safer campus community. Two quotes were received and Omnigo was the lowest.
10. **BCC Software:** Manages the mailing workflow by efficient job processing automation, reduces undeliverable mail with address validation and correction features, and takes advantage of USPS® discounts and promotions. Three quotes were received and BCC was the lowest quote. Additional savings were achieved by signing a two year contract.
11. **Labster, Inc.:** Labster's Ubisim software allows the nursing students to utilize virtual reality to help clinical judgment and the nursing process. Three quotes were obtained and Ubisim was the lowest cost while providing the services that we needed.
12. **IOTA:** IOTA provides a platform for students to evaluate their professors and provide feedback regarding the course. IOTA was the lowest cost software evaluated.
13. **Campus Kaizen:** The Guardian software is used to track the conduct process which includes approximately 150-200 different violations of the code of conduct/academic integrity policy each year. This software allows for the tracking of all the various elements of a conduct case including complaints, witnesses, investigations, outcomes and sanctions. Two conduct software systems that suit the College's needs were found and of those two, Guardian is half the cost and provides all the components we need to effectively run the process.
14. **Fuji Film:** XMF annual support is proprietary and is linked exclusively to the FujiFilm XMFsoftware program that was purchased by the College and installed in the Print Facility on 5/7/2015.

15. **Probo Medical:** Probo Medical (Probo) provides diagnostic sonography equipment service and maintenance to the College's sonography equipment regardless of product manufacturer. Additionally, Probo is local to the area which greatly reduces downtime should a piece of equipment go down. Probo has historically provided outstanding support. If the sonography equipment in the lab is not in safe and working order, or is not able to be fixed in a timely manner, the students' hands-on education would be negatively impacted until the equipment is working again. Two quotes were received and Probo provided the lowest quote.
16. **Small Improvements:** Small Improvements is currently used for annual reviews only, however there is functionality for probationary evaluations, which were previously handled via paper and email. Now with the additional buildout of the system, all probationary evaluations will be electronically sent, and housed within the system. With the use of digital forms the data will be easily readable and near impossible to lose documents. The supervisor can attach trackable goals and upload documents to the evaluation that the employee has access to at any time. This is an additional feature of existing software so no additional quotes were obtained.
17. **VGM Education:** VGM specializes in courses that assist medical professionals. VGM is accredited by the International Accreditors for Continuing Education and Training (IACET) and offers IACET CEUs for its learning events that comply with the ANSI/IACET Continuing Education and Training Standard. IACET is recognized internationally as a standard development organization and accrediting body that promotes quality of continuing education and training. Multiple quotes were evaluated and rated for quality and price.
18. **Agilent Technologies:** Agilent Technologies is the proprietary supplier of the lab equipment and the software under this agreement. The Agilent CrossLab Silver service plan helps minimize workflow disruptions and optimize productivity in laboratories. Comprehensive instrument repair and maintenance coverage in a single, convenient plan. All required onsite repair visits are covered. All instrument parts, consumables, and supplies required for repair are included. Preferred response over time-and-materials calls, and annual onsite preventive maintenance minimizes downtime and helps keep your system operating at peak performance. This equipment is aged from Pemberton campus, and options are limited without significant investment.
19. **Jordan B. Barnett, MD, MBA, FACHE, FACEP, FAAEM:** Dr. Barnett is fulfilling a requirement by the New Jersey Office of Emergency Management of having a fully licensed physician, with experience in emergency medicine and familiarity with basic life support care and services, in order for the College to operate an accredited EMT program.

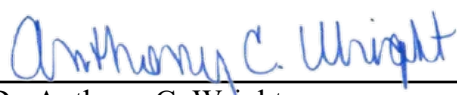
20. **Thomson Reuters:** Westlaw is a property of Thomson Reuters and the College subscribes to this publication for the paralegal program and for all other programs that require legal research. Westlaw is the lowest responsible quotation that is the most advantageous to the College. Other legal libraries have been used in the past and were inadequate or more expensive.
21. **Proquest LP:** Proquest provides digital library services and an 18% discount on hard book purchases while not requiring the College to use them as a sole vendor. The other vendors that quoted require the College to use them as a sole source.

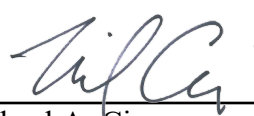
*****CERTIFICATION OF THE SECRETARY*****

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 **Board Meeting held on Tuesday, August 15, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz							1
2 Kevin Brown							2
3 Lorraine Hatcher	√						3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini						×	5
6 Dorion Morgan							6
7 Gino Pasqualone		√					7
8 Mickey Quinn						×	8
9 Regina Reed							9
10 Vacant							10
11 Anthony C. Wright, Chair							11

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2023**

RESOLUTION #2023-227-03

AUTHORIZING CONTINUED PARTICIPATION IN THE CONSORTIUM LED BY OCEAN COUNTY COLLEGE TO ENTER INTO AN INTERLOCAL SERVICES AGREEMENT FOR THE PURCHASE OF PRIMARY AND SECONDARY SERVICE ELECTRICITY FROM CONSTELLATION/NEW ENERGY FOR A TWO-YEAR TERM

WHEREAS, the College requires a consistent supply of both primary and secondary electricity to operate its facilities; and

WHEREAS, the College has joined with Ocean County College located at College Drive, Toms River, New Jersey 08754, and other similar situated county colleges for the purpose of obtaining primary and secondary electric at the lowest possible cost and for a set rate for the contract period; and

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

WHEREAS, Ocean County College as the designated entity for the purpose of soliciting and receiving bids for the provision of primary and secondary electric has prepared a request for proposals, with assistance from NORESKO, from third party suppliers of electric pursuant to the terms of the County College Contracts Law; and

WHEREAS, the Consortium reviewed the proposals from several third-party suppliers of electric and will execute a contract with the lowest qualified bidder for a maximum term length of twenty-four (24) months beginning in August 2023; and

WHEREAS, the anticipated cost of primary and secondary electricity to the College during the first year of this agreement would be approximately **\$990,000.00**; and

WHEREAS, the College specifically agrees to be bound by Ocean County College's execution of the agreement with **Constellation/NewEnergy-Electric Division, LLC** in the same manner as if the College had individually executed said contract; and

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 15th day of August 2023 that the College enters into an Interlocal Services Agreement with Ocean County College for the purchase of electricity from **Constellation/NewEnergy-Electric Division, LLC** for a two-year term.



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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the fiscal year 2024 Operating budget to pay for the contract between Rowan College at Burlington County and **Constellation/NewEnergy-Electric Division, LLC**.

The money necessary to fund said contract is **\$990,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

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

1-78100-9460 (Facilities-Pemberton /Mt. Holly, Utilities)

Kevin Kerfoot

Kevin Kerfoot
Chief Financial Officer





*****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 **Board Meeting held on Tuesday, August 15, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz							1
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7 Gino Pasqualone		√					7
8 Mickey Quinn						×	8
9 Regina Reed							9
10 Vacant							10
11 Anthony C. Wright, Chairperson							11

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2023**

RESOLUTION #2023-227-04

ADOPTION/AFFIRMATION OF CERTAIN BOARD POLICIES

WHEREAS, the Board requested that College administrative staff, along with counsel, review existing Board Policies and provide advice and recommendations regarding said policies; and

WHEREAS, at its request, the College has provided the Board with certain draft and amended policies; and

WHEREAS, the various Committees of the Board have undertaken a review of the proposed policies and have recommended that the proposed policies be affirmed, which may require the modification of certain existing policies; and

WHEREAS, the Board concurs with the recommendations of the various Committees and has determined to take formal action with respect thereto;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 15th day of August 2023, that:

1. The policies attached hereto and incorporated herein by reference be approved and adopted as written.
2. Be it further resolved that the policies attached hereto are effective immediately.
3. Be it further resolved that the College is authorized to do all things legal and proper to finalize College policies in accordance with the attached, including incorporating any amendments or modifications of existing policy.



**ROWAN COLLEGE AT BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2023**

BOARD POLICIES UPDATES

	Policy No.	Title
1	010	Fiscal Accountability, Efficiency & Transparency
2	102	Nepotism





*****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 **Board Meeting held on Tuesday, August 15, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt	
Voice Vote			6	0	0			
Roll Call								
1 Justin Braz								1
2 Kevin Brown								2
3 Lorraine Hatcher	√							3
4 James Kerfoot, Vice Chair								4
5 Raymond Marini						×		5
6 Dorion Morgan								6
7 Gino Pasqualone		√						7
8 Mickey Quinn						×		8
9 Regina Reed								9
10 Vacant								10
11 Anthony Wright, Chairperson								11

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



BOARD POLICY

No. 010

TITLE: Fiscal Accountability, Efficiency, & Transparency
DATE ADOPTED: August 15, 2023
EFFECTIVE DATE: August 15, 2023
SUPERSEDES: November 15, 2022, August 17, 2021, June 16, 2020, &
November 2, 2018

SECTION A: PERSONNEL

1. All new, open or vacant positions, unless otherwise authorized under subsection (a), shall be presented to the Personnel Review Committee for review and recommendation to the President. Recommendations approved by the President will be reviewed by the Personnel Committee of the Board of Trustees. No position, with the exception of those provided in subsection (a) will be posted until approved by the Personnel Committee of the Board of Trustees.
 - a. The President is authorized to post and extend conditional employment offers to fill mission-critical adjunct and part-time vacancies within existing programs and services and not to exceed the limits provided below. Employment offers under this section shall be contingent upon budget availability and ratification by the Board of Trustees at its next regular meeting.
 - i. Adjunct Faculty - Conditional offers may be extended to up to 120 new adjunct faculty in the fall semester, up to 120 new adjunct faculty in the spring semester, and up to 60 new adjunct faculty for summer sessions within existing academic



programs. Once a conditional offer is made, access to college e-mail and other support services may be extended to the candidate to prepare course materials and communicate with students. Any adjunct positions beyond these numbers will be subject to regular Board of Trustee approval as provided in subsection a.

- ii. Workforce Development Part-Time Instructors - Conditional offers may be extended to up to 15 new instructors in each of the fall and spring semesters and summer sessions.
- iii. Enrollment Management & Student Success Division - is authorized to maintain 60 part-time staff. Any positions beyond these numbers will be subject to regular Board of Trustee approval.
- iv. Administration and Operations Division is authorized to maintain the following number of part-time staff: General clerical/administrative 3; OIT 2; Facilities Operations 23; Public Safety 15; Library 4.

2. All proposed appointments and reappointments including, but not limited to, annual and multiyear; full-time and part-time (except as provided in Section 1(a.)) and aligned and unaligned positions shall be presented to and discussed by the Personnel Committee of the Board of Trustees. The proposed appointment or re-appointment, if recommended by the Personnel Committee shall be placed on the agenda for consideration by the Board of Trustees at a public meeting prior to the employee being appointed or reappointed. No prospective employee or employee will be appointed or re-appointed prior to approval by the Board of Trustees at a public meeting.



3. No conditional offer of employment, unless emergent, shall be made to prospective employees unless the prospective employee is recommended by the Board of Trustees Personnel Committee.
4. Conditional offers of employment can be finalized only after considered and approved by the Board of Trustees at a public meeting.
5. In the event the President deems an appointment an emergency, they shall advise the Chair of the Board of Trustees and the Chair of the Personnel Committee. If both the Chair of the Board of Trustees and the Chair of the Personnel Committee concur that the appointment is critical to College operations, a conditional offer may be made after the Chair of the Board of Trustees and Chair of the Personnel Committee agree with the conditional appointment. In the event either Chair disagrees, no conditional appointment shall be made. The offer of employment is conditioned upon review and discussion by the Personnel Committee at the next regularly scheduled Committee meeting and formal approval by the Board of Trustees at a public meeting. In the event that either the Personnel Committee or the Board of Trustees does not approve the appointment, the offer will be withdrawn.
6. The terms and conditions of employment for existing employees, including but not limited to, compensation, job title, hours of work, and job descriptions shall not be changed unless recommended by the Board of Trustees Personnel Committee and considered and approved by the

Board of Trustees at a public meeting.

7. Proposals by the Administration to terminate or non-renew an employee shall be referred by the President to the Board of Trustees Personnel Committee for review, consideration and recommendation to the Board of Trustees. No employee shall be terminated or non-renewed unless approved by the Board of Trustees at a public meeting.

SECTION B: PURCHASING (CONTRACTS/AGREEMENTS)

1. All contracts, leases and agreements, including but not limited to annual and multi-year employment contracts, professional service contracts, sales contracts, commercial leases, purchase agreements, and consultant agreements, shall be reviewed by the Board of Trustees' Finance and Facilities Committee. No contract or agreement shall be executed by the College until it has been recommended by the Finance and Facilities Committee and considered and approved by the Board of Trustees at a public meeting.
2. All contracts and agreements shall be drafted in accordance with the laws of the State of New Jersey.
3. All contracts and agreements shall be reviewed by the certified purchasing agent, the College Chief Financial Officer and legal counsel prior to presentation to the Finance and Facilities Committee. No contract shall be presented to the Finance Facilities committee that has not been approved by the certified purchasing agent, the College Chief Financial Officer and legal counsel.



4. The President of the College, the certified purchasing agent and the Chairman of the Board of Trustees are the only individuals authorized to execute a contract or agreement on behalf of the College. No other employee may sign or execute an agreement on behalf of the College. No contract or agreement may be executed until approved by the Board of Trustees at a public meeting.

SECTION C: TRAVEL

1. All business-related travel must receive pre-approval from the Board of Trustees. Employees will not be reimbursed for travel that was not pre-approved by the Board of Trustees.
2. Travel must be related to and within the scope of the employee's current responsibilities. No travel will be approved by the Board of Trustees unless the employee requesting the travel demonstrates a legitimate business need and purpose that directly benefits either the students of the College or the residents and taxpayers of Burlington County.
3. The Board of Trustees may deny reimbursement of any travel-related expense it deems inappropriate or excessive. Employees shall provide receipts and proof of all business-related travel expenses.
4. Business-related employee travel may not be subsidized by any individual, country, entity, corporation, association, trade group or agency unless the subsidization or



reimbursement is recommended by the Finance and Facilities Committee and considered and pre-approved by the Board of Trustees at a public meeting. The Board of Trustees will not approve any subsidization or reimbursement for business-related employee travel from any individual, entity, corporation, association, trade group or agency that is a prospective or actual partner, contractor, independent agent of the College or has a prospective or actual business relationship with the College.

SECTION D. NAMING COLLEGE FACILITIES

1. The Board of Trustees reserves the right to name its buildings and other facilities. All proposed building or facility names shall be presented to and discussed by the Finance and Facilities Committee of the Board of Trustees. The proposed naming or renaming, if recommended by the Finance and Facilities Committee, shall be placed on the agenda for consideration by the Board of Trustees at a public meeting. No building or facility can be named or renamed unless approved by the Board of Trustees.
2. The naming of any physical facility, campus grounds or academic program is usually only appropriate when a significant gift is received or when a dedicated and accomplished institutional leader retires from service.
3. The merits of naming any physical facility, space, academic program or endowed fund should be determined by carefully weighing one's high scholarship, devotion or distinguished service, and should be able to stand the test of time.



BOARD POLICY

No. 010

4. All naming requests will take into account that the honoree meets the highest values and societal standards.

5. All naming opportunities are negotiable; and the Board of Trustees recognizes that, notwithstanding this policy, the Board of Trustees of the College retains its discretion to make exceptions or alter criteria or conditions as appropriate to the circumstances.

6. PROCEDURES:

a. Rowan College at Burlington County and its Foundation seek private funds to enhance the College's ability to meet the higher education needs of the community, particularly toward a level of excellence that would otherwise not be possible. To that end, the College seeks to provide recognition to donors.

b. This procedure establishes guidelines for the naming of facilities and programs for donor recognition. The opportunity to place the name of an individual, family or corporation on a building, room, center, institute, professorship, or scholarship at the College recognizes an individual's high scholarly distinction, devotion, distinguished service, or a generous gift while keeping the Rowan College at Burlington County's mission and policies in mind when making decisions.

c. The College reserves the right to rescind a naming opportunity at any time should the naming bring negative public perception and/or attention upon the College due to a donor's inappropriate behavior or public legal issues or any other



BOARD POLICY

No. 010

situation that will reflect negatively on the College. Removal of a donor's name will not be taken lightly and will be carefully considered, with the best interests of all parties involved in mind, by the Finance and Facilities Committee and the Board of Trustees.

Handwritten signature of the President in black ink.

08/16/2023

President

Date:

Handwritten signature of the Chairman in blue ink.

08/16/2023

Chairman

Date:



TITLE: Nepotism
DATE ADOPTED: August 15, 2023
EFFECTIVE DATE: August 15, 2023
SUPERSEDES: April 26, 2011 & February 27, 2019

PURPOSE AND APPLICATION:

The purpose of this policy is to establish standards governing, among other things, the hiring, promotion, termination, salary, performance evaluations, or other decisions concerning the employment of a member of any College employee's family or household.

ANTI-NEPOTISM:

Rowan College at Burlington County prohibits the hiring of a family/household member (defined herein as including parents, children, siblings, spouse, spouses of siblings, children of siblings, domestic partners and any member of the employee's household) by another, in those cases where one employee would be the direct supervisor of a family/household member. It is the responsibility of both supervisors and applicants to report the names of any relatives in departments or divisions to which the candidate has applied. Such reporting is to be made directly to the Chief Administrative Officer.

College policy permits the employment of more than one member of a family/household (including, parents, children, siblings, spouse, spouses of siblings, children of siblings, domestic partners and any member of the employee's household), whether or not the persons concerned are in the same academic or administrative departments. However, the College reserves the right to reassign family/household members working in the same department whenever there is a potential for a conflict of interest. In all cases, the hiring decision is to be based on the individual's qualifications and the position's requirements.

Employees are prohibited from participating in, or influencing in any way, the hiring, promotion, termination, salary, performance evaluations or vital decisions concerning the employment of a member of his/her family or household. In addition, no employee may participate in any search committee activity wherein the job candidate is related to the employee or is a neighbor, friend, or social acquaintance of the employee.



BOARD POLICY

No. 102

Employees are required to notify their supervisor and the Chief Administrative Officer of any circumstances where there could be a potential violation of this policy.

Removed:

It is the responsibility of each individual in the College community to be sensitive to the conflicts which may arise under this policy and to comply with its requirements.

A handwritten signature in black ink, appearing to read "Tiff Co.", written over a horizontal line.

08/16/2023

President

Date:

A handwritten signature in blue ink, appearing to read "Anthony C. Wright", written over a horizontal line.

08/16/2023

Chairman

Date:

Personnel Committee Action (Resolution(s) for Approval)

Tab #5 Resolution # 2023-227-05, A Resolution to approve personnel actions for Rowan College at Burlington County.

Chair Wright invited questions on the resolutions and there were none. Chair Wright requested a motion to move Tab 5, as recommended by the Personnel Committee. With a motion by Trustee Dr. James Kerfoot and a second by Trustee Dorion Morgan, the Board approved Resolution 5 with all in favor and none opposed. This concluded the Personnel Committee Report.

C. Academic Committee: Chair Dr. James Kerfoot, reported that the Academic Committee met in person on Tuesday, August 8, 2023, at 3pm and the Committee discussed various Academic matters.

This concluded the Academic Committee Report and Acting Chair Morgan proceeded with a review of Tab 6 for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

Tab #6 Resolution # 2023-227-06, A Resolution for the approval to apply for and accept the fiscal year 2024 **Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program** as part of the Workforce Innovation and Opportunity Act (WIOA), from the New Jersey Department of Labor and Workforce Development, in the amount of **\$463,169.00**.

Chair Wright invited questions on the resolution and there were none. Chair Wright requested a motion to move Tab 6, as recommended by the Academic Committee. With a motion by Trustee Dorion Morgan and a second by Trustee Lorraine Hatcher, the Board approved Resolution 6 with all in favor and none opposed. This concluded the Academic Committee Report.

COMMENTS FROM THE PUBLIC

Chair Wright invited comments from the public. Faculty Association President, Mr. William (Bill) Whitfield and Facilities and Maintenance Lead, Marke Bednarek made comments in regard to contract settlements.



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2023**

RESOLUTION #2023-227-05

**TO APPROVE 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;

Dolores Angelino as PT Tutor at \$17/hour;
Shaun Patterson as Director of Advising & Retention at \$76,000;
Abigail Rice as Student Services Generalist at \$43,000;
Daniel Bolton as PT Custodian at \$14.50/hour;
Clara Paulsen as PT Digital Forms Developer at \$20/hour;
Robert Jordan as PT Public Safety Officer at \$14.13/hour;
Shani Jimenez as PT Public Safety Officer at \$14.13/hour;
Michael Pittman as PT Public Safety Officer at \$14.13/hour;
Daniel Summers as Business Instructor at \$50,000;
Kisha Garrett as Business Development Solutions Coordinator at \$38,000;
Isaiah Hedgepeth as Custodian at \$31,192.08; 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;

Tyler Sinnwell as PT Tutor II at \$18/hour;
Faith Slater as PT Student Services Associate at \$17/hour;
Oona Clark Moser as PT Student Services Associate at \$17/hour;
Marissa Hopkins as PT Student Services Associate at \$17/hour;
Brooke Osborne as Financial Aid Officer at \$47,057;
Shannon Dorety as Financial Aid Officer at \$47,057;
Joy Kim as PT ESL Advisor, \$22/hour;
Zachary Schultice as Grounds/Maintenance Assistant at \$31,192.08; and

Salary Adjustments

Brendan McDonald as PT Technical Support Assistant at \$20/hour;
Nancy Carpenter as PT Career Technical Education Navigator at \$16.50/hour;
Kelly Edwards as PT Reader at \$18/hour;



Desmond Keefe as Director of Culinary & Hospitality Programs at \$1,000 monthly stipend effective August 1, 2023 through May 31, 2024 unless otherwise determined; Frances Dilorenzo as Director of Instructional Technology & Design at \$75,000; and

Title Changes

Barbara Russell as Test Proctor at \$18/hour; 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;

None; and

Adjuncts, Liberal Arts;

Ruffner, Angela; Sirianni, Antionette; Hill, Anne; Uhorchuk, Eric; Wheeler, Christina; O'Brien, Richard; Sevinc, Esra; Klodowsky, Thomas; and

Adjuncts, Nursing and Health Sciences;

Fitch, Donielle; and

Part-Time Trainers;

Pipitone, Rosaria; and

EMT Trainers/EMT Aides;

Parks, Christopher; Bogus, Timothy; and

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

Tajhay Felder, PT Student Support Office Assistant, EMSS;
Anne Edwards, Interim Assistant Dean, STEM;
Patrice Fields, Accountant, Finance;
Destiny Forte, Student Services Specialist, EMSS;
Adriene Atterberry, Adjunct, Liberal Arts;
Denise Bianrosas, Technical Support Specialist, OIT;
Michael Reyna, Lab Technician, STEM;
Susan Raitman, Assistant Director of Advising, EMSS;
Terrell Hunter, PT Custodian, Facilities;
Tina Albertson, Accounts Payable Bookkeeper, Finance;
Cynthia Fiordaliso, Faculty, Health Sciences;
Lia Kwon, Adjunct, STEM;
Richard Wilczewski, Adjunct, STEM;
Ruby Murrani, Health Sciences Assistant, Health Sciences;



Kathryn Oppermann, Adjunct, STEM; and

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

Jeffrey Richmond as PT Lab Assistant, STEM; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, to make an exception to the Tuition Reimbursement Program, namely:

None; 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;

Courtney Dyott, Health Sciences, Paid LOA;
Frances Dilorenzo, Distance Learning, Paid LOA;
Susan Rogozinski, Marketing, Paid LOA;
Ricardo Tejada, Public Safety, Paid Intermittent LOA;
Rita Vora, Finance, Paid LOA;
Barbara Miller, Liberal Arts, Paid Intermittent LOA; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, the approval and ratification of eliminating certain positions from the college, namely;

None; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, the transferring of the following programs to a different academic division within the college, namely;

Culinary Technology Program, and Hospitality and Tourism Management, and
Hospitality Certificate to Liberal Arts; 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;

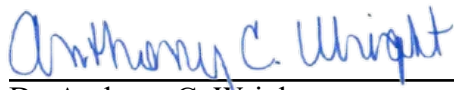
NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 15th day of August 2023, hereby approves the above stated personnel actions for Rowan College at Burlington County.

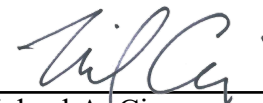
*******CERTIFICATION OF THE SECRETARY*******

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 **Board Meeting held on Tuesday, August 15, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey.

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz							1
2 Kevin Brown							2
3 Lorraine Hatcher							3
4 James Kerfoot, Vice Chair	√						4
5 Raymond Marini						×	5
6 Dorion Morgan		√					6
7 Gino Pasqualone							7
8 Mickey Quinn						×	8
9 Regina Reed							9
10 Vacant							10
11 Anthony C. Wright, Chairperson							11

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary



**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2023**

RESOLUTION #2023-227-06

**APPROVAL TO APPLY FOR AND ACCEPT THE COMPETITIVE GRANT FUNDS
FISCAL YEAR 2024 PROVIDED BY WORKFORCE INNOVATION AND
OPPORTUNITY ACT OF 2014, (WIOA) TITLE II, ADULT EDUCATION AND
LITERACY CONSOLIDATED ADULT BASIC SKILLS AND INTEGRATED
ENGLISH LITERACY AND CIVICS EDUCATION GRANT PROGRAMS
CONTINUATION APPLICATION**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereafter referred to as Board of Trustees) agrees to apply for funding in the amount of **\$463,169.00** administered by the New Jersey Department of Labor and Workforce Development (LWD); and

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

WHEREAS, the Board of Trustees agrees to implement and administer the program in accordance with the fiscal year 2024 Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Program, approved as part of the Workforce Innovation and Opportunity Act (WIOA); and

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

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

NOW, THEREFORE, be it resolved, that the Board of Trustees, now assembled in public session this 15th day of August 2023, hereby authorizes the College to apply for and accept the following grant funds: Workforce Innovation and Opportunity Act (WIOA) Title II Adult Education and Literacy Grant Program fiscal year 2024 funding in the amount of **\$463,169.00**.

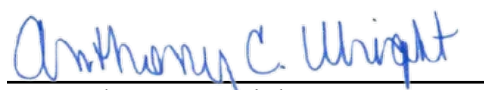



*****CERTIFICATION OF THE SECRETARY*****

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 **Board Meeting held on Tuesday, August 15, 2023**, and on the Mount Laurel Campus, Student Success Center, Mount Laurel, New Jersey

Trustee	Mtn	Snd	Aye	Nay	Abn	Abs	Nvt
Voice Vote			6	0	0		
Roll Call							
1 Justin Braz							1
2 Kevin Brown							2
3 Lorraine Hatcher		√					3
4 James Kerfoot, Vice Chair							4
5 Raymond Marini						×	5
6 Dorion Morgan	√						6
7 Gino Pasqualone							7
8 Mickey Quinn						×	8
9 Regina Reed							9
10 Vacant							10
11 Anthony C. Wright, Chairperson							11

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


 Dr. Anthony C. Wright
 Chairperson


 Dr. Michael A. Cioce
 Board Secretary

COMMENTS FROM THE BOARD

Chari Wright invited comments from the Board. There were none.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

There is no need for an Executive Session. With no further business, Dr. Wright requested a motion to adjourn the Board of Trustees' Meeting. With a motion by Trustee Dr. James Kerfoot and a second by Trustee Kevin Brown, the Board of Trustees' Meeting adjourned at 5:53 PM.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lc