

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, January 15, 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 5:37PM.

FLAG SALUTE

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

ROLL CALL

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

Board Absent: None

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Ms. Leah Arter, Dr. Erika Baldt, Dr. Cathy Briggs, Ms. Emmy Casa, Ms. Shantrail Chaney, Ms. Sarah Colona, Mr. Thomas Czerniecki, Ms. Maryanne Dorofee, Mr. Andrew Eaton, Ms. Anne Edwards, Mr. Matthew Farr, Dr. Leon Hageman, Ms. Carol Grant-Holmes, Ms. Michelle Harkins, Ms. Michele Hays, Ms. Linda Higgins, Dr. Martin Hoffman, Mr. James Judge, Ms. Rosemary Kelleher, Dr. Jack Kerwick, Dr. Elizabeth Lavertu, Mr. James Lawless, Ms. Elizabeth Lloyd, Mr. Mark Meara, Mr. Harry Metzinger, Dr. Karen Montalto, Ms. Donna Podolski, Ms. Anna Payanzo Cotton, Dr. Anita Rudman, Ms. Michelle, Russell, Ms. Samantha Russell, Ms. Rhonda Seaborn, Dr. David Spang, Ms. Laura Stewart, Dr. Edem Tetteh, Ms. Donna Vandergrift, Mr. Greg Volpe, Mr. William Whitfield, Mr. William Burns (Board Solicitor) and Ms. Lynne Marie Devericks (Board Recorder)

Public Present: E. Brown, Mr. Sam Coleman, Mr. Michael Edwards, Mr. William Edwards, Ms. Stacy Euchler, Ms. Fran Kerman, Ms. Kelly Kultys, Mr. Patrick McDowell, Ms. Carol Melman, Ms. Georgiana Miller, Ms. Doris Robinson, Ms. Bessie Sergeon, Mr. Lindbergh Sergeon, R. Thomas, Mr. Louis Tisone, Ms. Amy T., Ms. Norma Trueblood, Mr. Todd Whitmore, Ms. Kate York

Guests of Honor: Mr. Samuel Thomas, Jr., Trustee Emeriti, and Mrs. Barbara Thomas

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, setting forth the date, time, and location of regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Web site, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair George Nyikita requested a motion to approve the minutes of the Reorganization and Regular Board Meetings on November 2, 2018, as submitted. The motion was made by Trustee Gino Pasqualone, with a second by Trustee James Anderson, and a unanimous vote in favor. The minutes were approved as written.

REPORTS

1. President’s Report:

- The President’s Report was presented in written form to the Board, which included news and events from November 1, 2018 through January 11, 2019.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson and reviewed by Public Safety Assistant Director Andrew Eaton was presented in written form to the Board for the period October 16, 2018 to January 7, 2019.
- President Michael Cioce made the following announcements in addition to the written reports provided in the Board packet:

1) The presentation of an honorary degree in Dental Hygiene was presented to Mr. Samuel Thomas, Jr., Trustee Emeriti, to match his service in the military. Mr. Thomas served as a Trustee to the College twice, and he spent the last few years of his career in the United States Air Force as a dental hygienist at McGuire Air Force Base. He also donated a bust of the late Martin Luther King, Jr., to the College that remains on display in our library. Mr. Thomas’ wife of 59 years, Barbara, was also in attendance, as well as other family, friends and members of his church community. President Cioce presented the degree to Mr. Thomas and photographs were taken. Mr. Thomas thanked many and announced that

he is honored to receive a degree at age 83. He also mentioned that Martin Luther King, Jr. was born on this day.

2) On December 18, 2018, RCBC celebrated its first 3 + 1 program graduates. Junior year course offerings began in January 2017, which required a lot of work from many people campus-wide, and four semesters later we saw our first cohort of graduates. The 3 + 1 program has grown to include more than 1,000 students in seven majors. Additional majors will be offered this Fall, which are: Mechanical Engineering Technology, Professional Communications, and Electrical Engineering Technology. Collectively, students will have saved \$3.3 million in tuition by opting to stay with us for the third year and with Rowan University.

3) President Cioce announced upcoming events to include the beginning of the Spring 2019 semester, which starts tomorrow with Welcome Back to Semester activities, Give Kids A Smile Day on February 1st, and the Celebration of Philanthropy on February 21st at 6:00PM. February also represents Black History Month and a press release will be sent with the schedule of events. The College is celebrating it's 50th year in 2019 and a calendar of events will be unveiled tomorrow.

4) The College's Institutional Research Department received the results from the Noel-Levitz Student Satisfaction Survey. The test has been administered 11 times since 1997 and this year the College has received the best scores to date.

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., January 8, 2019 and the Committee discussed a variety of finance and facilities related matters.

This concluded the Board Finance and Facilities Report. Chair Nyikita proceeded with a review of Tabs 1 through 8 for the Board's consideration:

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

- Tab #1:** Resolution #2019-015-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2019-015-02, A Resolution to approve and ratify contracts.
- Tab #3:** Resolution #2019-015-03, A Resolution authorizing the adoption of the Rowan College at Burlington County Initial Claim Notice and Notice of Claim for Damage forms as recommended by BCIC.

Tab #4: Resolution #2019-015-04, A Resolution to award a contract to Sunrise Software Arts, Inc. for the Articulation System (ARTSYS) on the web, statewide license software enhancements, including Electronic Transcripts (ET) for NJ Transfer for the period of February 1, 2019 through January 31, 2020 in the amount of \$72,000.00.

Tab #5: Resolution #2019-015-05, A Resolution to approve a contract with Clarus Corporation to provide digital marketing services for Fiscal Year 2019 in an amount not to exceed \$60,000.00.

Tab #6: Resolution #2019-015-06, A Resolution to ratify a contract with Laerdal Medical Corporation for the purchase of a manikin, related equipment, and training, in the amount of \$49,073.85, to be used in the Nursing Program at RCBC.

Tab #7: Resolution #2019-015-07, A Resolution to authorize the sale of FM radio signal 88.9 WBZC-FM.

Tab #8: Resolution #2019-016-08, A Resolution to approve a contract with Paper Mart for the purchase of large format paper and printing supplies, in an amount not to exceed \$75,000.00 for a one-year period.

Chair Nyikita requested a motion to move Tabs 1 through 8, as recommended by the Finance/Facilities Committee. With the motion by Trustee Christopher Brown and a second by Trustee James Anderson, the Board approved Tabs 1 through 8, 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
January 15, 2019**

RESOLUTION #2019-015-01

TO APPROVE AND RATIFY REQUESTED BUSINESS RELATED TRAVEL

APPROVE

Dr. Martin Hoffman, Sr., Distance Learning – 2/10/2019 – 2/13/2019
Instructional Technology Council (ITC) eLearning Conference and Board Meeting
Las Vegas, NV - \$1,500.00

Laura Skrable, Nursing – 2/10/19 – 2/12/19
NLN 2019 Leadership Program
Washington, DC - \$957.10

Heather Conger, Director of Athletics – 2/19/19 – 2/21/19
Region XIX Winter Athletic Director Meetings
Mt. Pocono, PA - \$557.78

Buffy Stolte, Radiography – 2/5/19 – 2/9/19
Association of Collegiate Educators In Radiologic Technology
Las Vegas, NV - \$1,044.05 (Grant Funded)

Pamela Joseph, Radiography – 2/5/19 – 2/9/19
Association of Collegiate Educators In Radiologic Technology
Las Vegas, NV - \$1,044.05 (Grant Funded)

Dr. Karen Archambault, Vice President EMSS – 2/24/19 – 2/25/19
2019 League for Innovation Conference (presenting)
New York, NY - \$1,451.80

Dr. Cathy Briggs, Dean of Student Success – 2/24/19 – 2/25/19
2019 League for Innovation Conference (presenting)
New York, NY - \$1,451.80

Jarrett Kealey, Director of Advising and Retention – 2/24/19 – 2/25/19
2019 League for Innovation Conference (presenting)
New York, NY - \$1,453.11

Dr. Cathy Briggs, Dean of Student Success (for Athletics)

Spring 2019 Potential Post-Season Costs for RCBC Women's Basketball:

2/23/19 - Region XIX First Round, Location TBD, Team \$1,290.00, AD \$355.00

3/2/19 – 3/3/19 - Region XIX Championship, Lackawanna, Team \$3,640.00, AD \$555.00

3/9/19 – 3/10/19 – Districts, Winner of 15, Team \$7,040.00, AD \$655.00

3/19/19 – 3/23/19 – National Championship, Harrison, AR, Team \$19,060.00, AD \$1,600.00

Dr. Cathy Briggs, Dean of Student Success (for Athletics)

Spring 2019 Potential Post-Season Costs for RCBC Men's Basketball:

2/23/19 - Region XIX First Round, Location TBD, Team \$1,290.00, AD \$355.00

3/2/19 – 3/3/19 - Region XIX Championship, Lackawanna, Team \$3,640.00, AD \$555.00

3/9/19 – 3/10/19 – Districts, Winner of 3/21, Team \$7,040.00, AD \$655.00

3/19/19 – 3/23/19 – National Championship, Danville, IL, Team \$19,060.00, AD \$1,600.00

Dr. Cathy Briggs, Dean of Student Success (for Athletics)

Spring 2019 Potential Post-Season Costs for RCBC Baseball:

5/4/19 – 5/5/19 - Region XIX First Round, Location TBD, Team \$5,000.00, AD \$555.00

5/10/19 – 5/12/19 - Region XIX Championship, Mercer CCC, Team \$510.00, AD \$100.00

5/17/19 – 5/18/19 – Districts, Region XX, Team \$8,300.00, AD \$555.00

5/25/19 – 6/1/19 – National Championship, Enid, OK, Team \$31,960.00, AD \$1,950.00

Dr. Cathy Briggs, Dean of Student Success (for Athletics)

Spring 2019 Potential Post-Season Costs for RCBC Softball:

4/30/19 – 5/1/19 - Region XIX First Round, Location TBD, Team \$4,700.00, AD \$555.00

5/4/19 – 5/5/19 - Region XIX Championship, Morris CCC, Team \$4,700.00, AD \$555.00

5/11/19 – 5/12/19 – Districts, Region XIX, Team \$4,700.00, AD \$555.00

5/22/19 – 5/25/19 – National Championship, Clinton, MS, Team \$22,650.00, AD \$1,350.00

Dr. Cathy Briggs, Dean of Student Success (for Athletics)

Spring 2019 Potential Post-Season Costs for RCBC Golf:

5/1/19 - Region Qualifier, Cranbury, NJ, Team \$802.00

5/5/19 – 5/7/19 - Region Tournament, Cranbury, NJ, Team \$2,038.00

6/4/19 – 6/7/19 – Nationals, Chautauqua, NY, Team \$2,856.00

Stacy Hunt, WDI – 3/23/19 – 3/25/19

National Association of Workforce Boards

Washington, DC - \$2,097.67

Carriss LaBelle, WDI – 3/23/19 – 3/25/19

National Association of Workforce Boards

Washington, DC - \$2,259.78

John Miller, WDI – 3/22/19 – 3/24/19
National Association of Workforce Boards
Washington, DC - \$2,335.78

Barbara Weir, WDI – 3/23/19 – 3/25/19
National Association of Workforce Boards
Washington, DC - \$2,108.26

Susan P. Scully, Director of Health Information Management – 4/27/19 – 5/2/19
American Academy of Professional Coders National Conference
Las Vegas, NV - \$3,323.80

Heather Conger, Director of Athletics – 5/6/19 – 5/8/19
Region XIX Athletic Director Meetings
Atlantic City, NJ - \$414.50

Heather Wentzel, Marketing and Communications Coordinator – 6/26/19 (Day only)
Intrigue Summit, Digital Marketing Conference
New York, NY - \$352.17

RATIFICATION

John Miller, Career Services Manager – 11/6/18 (one day only)
2018 Symplicity CSM Road Show and Regional Training
Long Island, NY - \$157.65

Katherine Gonzalez, Academic Advising – 11/3/18 – 11/9/18
National Symposium on Student Development
Salt Lake City, UT - \$2,033.57

Kathryn Strang, Director of Compliance, Assessment and Research – 11/3/18 – 11/9/18
Retention/Assessment Conference
Salt Lake City, UT - \$2,500.00

Dr. Karen Archambault, Vice President EMSS – 12/3/18 – 12/5/18
Complete College America Annual Convening
Chicago, IL – \$1,470.00

REIMBURSEMENT

Greg Volpe, Strategic Marketing and Communications – 9/20/18
Google Seminar on Digital Marketing

New York, NY – \$162.77 due employee

Kathryn Strang, Director of Compliance, Assessment and Research – 11/3/18 – 11/9/18
Retention/Assessment Conference
Salt Lake City, UT - \$532.61 due employee

Mindi Cahall, Director of Strategic Marketing – 11/5/18 – 11/7/18
NCMPR District 1 Conference
Annapolis, MD - \$8.00 due employee

Greg Volpe, Executive Director of Strategic Marketing and Communications – 11/5/18 – 11/7/18
NCMPR District 1 Conference
Annapolis, MD - \$224.09 due employee

Dr. Michael A. Cioce, President – 11/5/18 – 11/6/18
NCMPR District 1 Conference
Annapolis, MD - \$182.47 due employee

Jessica Grill, PINES Program Coordinator WDI – 11/8/18 – 11/9/18
NJEA Conference
Atlantic City, NJ - \$247.68 due employee

Heather Conger, Director of Athletics – 10/2/18 – 10/4/18
Region XIX Meeting
Mt. Pocono, PA – \$175.15 due employee

Dr. Edem Tetteh, Dean of STEM – 10/24/18 – 10/26/18
2018 ATE Principal Investigator's Conference
Washington, DC - \$391.85 due employee

Elizabeth Price, Associate Dean STEM – 10/24/18 – 10/26/18
2018 ATE Principal Investigator's Conference
Washington, DC - \$126.27 due employee

Dr. Nicole Scott, WDI – 10/24/18 – 10/26/18
2018 ATE Principal Investigator's Conference
Washington, DC - \$347.02 due employee

Daniel Sullivan, STEM – 10/24/18 – 10/26/18
2018 ATE Principal Investigator's Conference
Washington, DC - \$126.89 due employee

Eileen Swiatkowski, Grants – 10/24/18 – 10/26/18
2018 ATE Principal Investigator's Conference
Washington, DC - \$303.01 due employee

Dr. Martin Hoffman, Sr., Distance Learning – 10/19/18 (Day trip)
NBC Learn Forum
New York, NY - \$78.79 due employee

Dr. Martin Hoffman, Sr., Distance Learning – 11/14 – 16, 2018
ITC Board Meeting Reimbursement
Dulles, VA - \$625.60 due employee

Dr. David Spang, Sr VP and Provost -10/24/18 – 10/26/18
2018 ATE Principal Investigators' Conference
Washington, DC - \$145.10 due employee

Dr. David Spang, Sr VP and Provost – 11/28/18 – 11/30/18
Middle States Commission on Higher Education
Washington, DC - \$417.25 due employee

Dr. Anita Rudman, Associate Provost – 11/28/18 – 11/30/18
Middle States Commission on Higher Education
Washington, DC - \$102.97 due employee

Lisa Steinberg, Fashion Design – 11/6/18 – 11/9/18
2018 International Textile and Apparel Conference (ITAA)
Cleveland, OH - \$151.80 due employee

Dr. Edem Tetteh, Dean of STEM – 11/6/18 – 11/9/18
ATMAE – 2018 Annual Conference
Kansas City, MO – \$314.94 due employee

Dr. Karen Archambault, Vice President EMSS – 9/28/18 – 10/4/18
NACADA Annual Conference
Phoenix, AZ - \$341.88 due employee

Zaneb Ghanem, Outreach and Admissions – 11/26/18 – 11/28/18
MSACROA Conference
Hershey, PA - \$230.44 due employee

Dr. Karen Archambault, Vice President EMSS – 12/3/18 – 12/5/18
Complete College America Annual Convening

Chicago, IL – \$150.00 due employee

Stacy Hunt, WDI – 10/3/18 – 10/4/18
GSETA 2018 Conference
Atlantic City, NJ - \$117.80 due employee

Barbara Weir, WDI – 10/3/18 (Day Only)
GSETA 2018 Conference
Atlantic City, NJ - \$48.79 due employee

Dr. Erica Osmond, Liberal Arts Asst Professor – 11/27/18 – 11/30/18
Middle States Commission on Higher Education Annual Conference
Washington, DC - \$453.65 due employee

Dr. Edem Tetteh, Dean of STEM – 11/15/18 – 11/18/18
AMATYC 44th Annual Conference
Orlando, FL - \$444.58 due employee

Alaina Walton, CAR – 11/27/18 – 11/30/18
Middle States Commission on Higher Education Annual Conference
Washington, DC - \$80.00 due employee

Elaine Young, STEM - 10/24/18 – 10/26/18
2018 ATE Principal Investigator's Conference
Washington, DC - \$118.74 due employee

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-02

TO APPROVE AND RATIFY CONTRACTS

FOR APPROVAL:

To approve an Asset Purchase Agreement with Four Rivers Community Broadcasting Corporation to sell the RCBC radio Station.

To approve a Deposit Agreement with Four Rivers Community Broadcasting Corporation to sell the RCBC radio station.

To approve a Program Services Operating Agreement with Four Rivers Community Broadcasting Corporation to broadcast from the RCBC radio station.

To approve a Memorandum of Understanding between New Jersey City University and RCBC to offer the opportunity for post-baccalaureate alternate route certification programs in education to qualified candidates in Burlington County and the surrounding region until June 30, 2019.

To approve an Agreement between Camden County College and Rowan College at Burlington County for the Women in Sustainable Employment (WISE) and the Get Into Energy (GIE) Programs to provide technical assistance on the implementation of a WISE and Get Into Energy course for the period November 27, 2018 through June 30, 2019. (WDI)

To approve a Master Affiliation Agreement between Virtua Health, Inc. and Rowan College at Burlington County to use the facilities for clinical training and instructional purposes for the Pharmacy Technician Program, which shall commence June 1, 2018 and expire on May 31, 2021. (Health Sciences)

To approve a Master Affiliation Agreement between Virtua Health, Inc. and Rowan College at Burlington County to use the facilities for clinical training and instructional purposes for the Phlebotomy Program, which shall commence January 1, 2019 and expire on December 31, 2021. (Health Sciences)

To approve an addendum to the Existing Service Contract and Purchase Order between Rowan College at Burlington County and Business U, Inc. for B2B Client Relationship Management software. Existing contract expires 12/31/18 and is amended to June 30, 2019 – WDI (Leah Arter)

To approve Agreements for Non-Credit Professional Development Courses scheduled to run in Spring 2019 - WDI:

1. Rutgers Small Business Development Center: Entrepreneurial certificate course
2. Connection School of Real Estate: Real Estate Licensing course
3. ABC Consulting Group International, LLC: Project Management Certificate
4. Puleo Pharmacy Services, LLC: Pharmacy Technician training
- 5 & 6. Rita Williams-Bolger DBA Personal Development Solutions: Business Writing courses (for the Civil Service Commission)

To approve an agreement between Westampton Recreation Department and Rowan College at Burlington County to utilize athletic facilities for selected RCBC teams commencing January 2019.

To approve an agreement between the Burlington County Alternative School (BCAS) and Rowan College at Burlington County to solidify the partnership, encourage enrollment, and award scholarships to graduating seniors and course waivers to select current students. The agreement will be reviewed annually.

To approve an agreement between the Department of Human Services and Rowan College at Burlington County for Alternative Approaches to Pain Management for Older Adults for the term April 1, 2018 through March 31, 2019.

To approve a Memorandum of Understanding between Legacy Treatment Services, Inc., and Rowan College at Burlington County to enter into a mutually beneficial business arrangement concerning tele-psychiatry services for students at RCBC for three years, commencing January 1, 2019 and ending December 31, 2021.

To approve an agreement between Rowan College at Burlington County and Mercer County Community College for the New Jersey Department of Labor and Workforce Development Talent Development Center in Transportation, Logistics and Distribution.

To approve a rental agreement between Rowan College at Burlington County and the Burlington County Institute of Technology to use of the Performing Arts Center for the Spring musical from April 16, 2019 through May 8, 2019.

To approve a Memorandum of Understanding between Government Employees Insurance Company (GEICO) and RCBC to provide in-county tuition rates to all full-time employees of GEICO.

To approve TLD Certification Testing with Broward County College and cost-share agreement for joint BCIT courses.

To approve an Articulation Agreement between Farmingdale State College and RCBC to earn an online Bachelor of Science degree in dental hygiene.

FOR RATIFICATION:

To ratify a modification to Construction and Utilities Talent Development Center agreement between RCBC and NJIT to extend the period of performance until December 31, 2018, and adjust the funding amount, which is a reduction in cost.

To ratify a Business Associate Agreement between the New Jersey Department of Human Services Division of Aging Services and Rowan College at Burlington County for MIPPA (Medicare Improvements for Patients and Providers Act), executed for the period 10/1/18 to 9/29/19.

To ratify an agreement between the Burlington County Board of Chosen Freeholders and RCBC to enter into a shared services agreement under the Workforce Innovation and Opportunity Act for the period of January 1, 2019 through December 31, 2020. (WDI)

To ratify a Consultant Contract for Professional Services between Rowan College at Burlington County and Signature Safety, LLC, to provide 40-hr Hazardous Waste Operations and Emergency Response training for Holtec International beginning January 3, 2019 through January 31, 2019. – WDI

To ratify a professional service contract with Karen McPherson, Doylestown, PA, an external consultant for RCBC's Chemistry Program Review.

To ratify a professional service contract with Heather Zmistowski, Media, PA, an external consultant for a Fetal Heart Guest Lecture for RCBC's DMS students.

To ratify a professional service contract with David Whelan, North Wales, PA, an external consultant for the Criminal Justice Program Review.

To ratify an agreement between Plan B LLC, DBA Neon Entertainment, and Rowan College at Burlington County to perform Five Minutes of Fame in the Student Success Center on February 5, 2019.

To ratify a Costume Possession Transfer Agreement between Rowan College at Burlington County and Tina's Productions, Inc., to transport costumes and accessories located on the Pemberton Campus, Lewis Parker Building, Geraldine Little Theatre, to Tina's Productions warehouse located in Cherry Hill, NJ.

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

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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
January 15, 2019**

RESOLUTION #2019-015-03

**AUTHORIZING THE ADOPTION OF THE ROWAN COLLEGE AT BURLINGTON
COUNTY INITIAL CLAIM NOTICE AND NOTICE OF CLAIM FOR DAMAGE
FORMS AS RECOMMENDED BY BCIC**

WHEREAS, Rowan College of Burlington County is a member of the Burlington County Insurance Commission (BCIC); and

WHEREAS, the Board of Trustees has determined a need to provide the public with a tort claim notice form and process pursuant to N.J.S.A. 59:8-6 consistent with all other BCIC members; now, therefore,

NOW THEREFORE, be it resolved that the Board of Trustees of Rowan College at Burlington County hereby adopts the Rowan College at Burlington County Initial Claim Notice and Notice of Claim for Damage forms as recommended by BCIC.

*******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
January 15, 2019**

RESOLUTION #2019-015-04

**TO AWARD A CONTRACT TO SUNRISE SOFTWARE ARTS, INC. FOR THE
ARTICULATION SYSTEM (ARTSYS) ON THE WEB, STATEWIDE LICENSE
SOFTWARE ENHANCEMENTS, INCLUDING ELECTRONIC TRANSCRIPTS (ET)
FOR NJ TRANSFER FOR THE PERIOD OF FEBRUARY 1, 2019 THROUGH
JANUARY 31, 2020 IN THE AMOUNT OF \$72,000.00**

WHEREAS, the NJ Stateside Transfer Initiative partners with two- and four-year higher education communities in the State to offer a Web-based data information and Electronic Transcript System; and

WHEREAS, NJ Transfer is funded by the New Jersey Presidents' Council, which has contracted with Rowan College at Burlington County to manage the development and maintenance of the system; and

WHEREAS, **Sunrise Software Arts, Inc.** currently provides the articulation database, Web Admin, and electronic transcripts components of the system for NJ Transfer; 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, **Sunrise Software Arts, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that **Sunrise Software Arts, 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 **Sunrise Software Arts, 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., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), it appears in the best interest of the College to award a contract to **Sunrise Software Arts, Inc.**, 4180 North Highway A1A #1201, Fort Pierce, Florida, 34949; 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) N.J.S.A. 19:44A-20.26 and P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(19), the President recommends a contract be awarded to the following vendor: **Sunrise Software Arts, Inc.**, 4180 North Highway A1A #1201, Fort Pierce, Florida, 34949;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 15th day of January 2019, that a contract be awarded to **Sunrise Software Arts, Inc.** in an amount of \$72,000.00 for the period of February 1, 2019 through January 31, 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 Fiscal Year 2019 Auxiliary budgets to pay for the contract between Rowan College at Burlington County and **Sunrise Software Arts, Inc.**

The money necessary to funds said contract is \$72,000.00. 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:

2-82302-9463 (NJ Transfer, Licenses)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-05

**TO APPROVE A CONTRACT WITH CLARUS CORPORATION TO PROVIDE
DIGITAL MARKETING SERVICES FOR FISCAL YEAR 2019
IN AN AMOUNT NOT TO EXCEED \$60,000**

WHEREAS, the College has received funding under the state's Community College Opportunity Grant for marketing and implementation; and

WHEREAS, the college identified that digital marketing services are necessary to fulfill the goals and requirements of the grant to promote the college programs to a specific underserved population; and

WHEREAS, a request for proposals (RFP-19-06-P) was advertised on Tuesday, December 4, 2018 and responses were opened on Thursday, January 3, 2019, at 2:00 PM. Thirty-two (32) proposals were requested, five (5) vendors responded, and five (5) vendors were compliant; and

WHEREAS, the grant stipulates that all funds must be spent in fiscal year 2019; and

WHEREAS, **Clarus Corporation** submitted the lowest responsible bid with demonstrated success in digital marketing; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) it appears in the best interest of the College to award a six (6) month contract, February 1, 2019 through July 31, 2019, to **Clarus Corporation**, 6354 Wayne Road, Alliance, NE, 69301; and

WHEREAS, in accordance with P.L. 1982, c.189 (C.18A:64A-25.4) the President recommends the award of this contract to the following vendor: **Clarus Corporation**, 6354 Wayne Road, Alliance, NE, 69301; and

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 15th of January 2019 that a contract will be awarded to **Clarus Corporation**, 6354 Wayne Road, Alliance, NE, 69301, in the amount not to exceed \$60,000.00.

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

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

The money necessary to fund said contract is **\$60,000.00**. The contract is subject to the availability of funds and upon approval of the contract the funds will be charged to the following budget line item appropriations:

3-24159-9470 (Community College Opportunity Grant, Advertising)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-06

**TO RATIFY A CONTRACT WITH LAERDAL MEDICAL CORPORATION FOR THE
PURCHASE OF MANIKINS, RELATED EQUIPMENT AND TRAINING TO BE USED
IN THE NURSING PROGRAM IN THE AMOUNT OF \$49,073.85**

WHEREAS, the College has a need for manikins, related equipment and training to be used in the nursing program; 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, **Laerdal Medical Corporation** has completed and submitted a Business Entity Disclosure Certification which certifies that **Laerdal Medical Corporation** 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 **Laerdal Medical Corporation**, from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **Laerdal Medical Corporation**, 167 Myers Corner Road, Wappingers Falls, New York, 12590; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends a contract be awarded to the following vendor: **Laerdal Medical Corporation**, 167 Myers Corner Road, Wappingers Falls, New York, 12590;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 15th day of January 2019, that a contract be awarded to **Laerdal Medical Corporation** in an amount of \$49,073,85; and

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

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

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

The money necessary to funds said contract is \$49,073.85. 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:

3-60339-9701 (Perkins FY19, Contracted Services)
3-60339-9815 (Perkins FY19, Special Purpose Equipment)

Thomas Czernieck
Sr. Vice President of Administration & Operations

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-07

TO AUTHORIZE THE SALE OF FM RADIO SIGNAL 88.9 WBZC-FM

WHEREAS, Rowan College at Burlington County (RCBC) owns and operates a non-profit radio broadcasting station, Z889, pursuant to FCC regulations; and

WHEREAS, RCBC can provide a modern educational experience to students while continuing to provide cultural and public information programming throughout the Burlington County region through internet radio; and

WHEREAS, an online format eliminates the need for a terrestrial radio station Z889, which broadcasts on 88.9 FM out of Pemberton, New Jersey, the RCBC Board of Trustees approved in January 2018 an open, public and transparent process to sell the station; and

WHEREAS, that process included an open, public and transparent process to retain a broker, Clifton Gardner, Co., to conduct the sale, which resulted in an agreement in principal to sell the station to Four Rivers Community Broadcasting Corporation, a Pennsylvania not-for-profit corporation, with address P.O. Box 186, Sellersville, PA 18960 for \$75,000 as outlined in an asset purchase agreement; and

WHEREAS, the transaction complies with P.L. 1982, c. 189 (C.18A:64A-25.27), which requires sales of public goods more than \$25,000 to be completed in an open, public and transparent process;

NOW THEREFORE, be it resolved by the trustees of the college now assembled in public session this 15th day of January 2019, to authorize the sale of the college's radio station 88.9 WBZC-FM in full compliance with all applicable laws.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-08

**TO APPROVE A CONTRACT WITH PAPER MART, INC. FOR THE PURCHASE OF
VARIOUS TYPES OF LARGE FORMAT PAPER AND PRINTING SUPPLIES, IN AN
AMOUNT NOT TO EXCEED \$75,000.00 FOR A ONE YEAR PERIOD**

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

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

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

WHEREAS, Paper Mart, Inc. both have a large inventory of many different types of paper and printing supplies; and

WHEREAS, a request for bids (RFB-19-06-P) was advertised on Tuesday, September 25, 2018 and responses were opened on Tuesday, October 23, 2019, at 2:00 PM. Sixteen (16) bids were requested, one (1) vendor responded and was compliant; and

WHEREAS, it appears that **Paper Mart, Inc.** has the experience and competitive pricing to provide these items on an as needed basis; and

WHEREAS, this contract is for a period of one (1) year and includes language that would allow it to be extended for one additional year by mutual agreement; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, it appears in the best interest of the College to award contract to **Paper Mart, Inc.**, 151 Ridgedale Ave., East Hanover, NJ 07936; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9, the President recommends the award of this contract to the following vendor(s): **Paper Mart, Inc.**, 151 Ridgedale Ave., East Hanover, NJ 07936;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 15th day of January 2019, that contracts be awarded to **Paper Mart, Inc.** for a combined amount not to exceed \$75,000.00 for a one-year period.

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

I, Thomas Czerniecki, Sr. Vice President of Administration & Operations, do hereby certify that adequate funds are available in the Fiscal Year 2019 Operating & Auxiliary budgets to pay for the contract between Rowan College at Burlington County and **Paper Mart, Inc.**

The money necessary to fund said contracts is **\$75,000.00**. The contract is subject to the availability of funds and upon approval of the contract the funds will be charged to the following budget line item appropriation:

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

Thomas Czerniecki
Sr. Vice President of Administration & Operations

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, January 15, 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

B. Academic Committee: Chair George Nyikita skipped to the Academic Committee Report next and invited Committee Chair Jamie Martin to give remarks. Trustee Martin was recuperating from illness and deferred to Dr. David Spang, Senior Vice President and Provost, to report on her behalf. The Academic Committee met on Tuesday, January 8, 2019 and Dr. Spang provided the following updates:

- The RCBC/Rowan University 3 + 1 partnership: As President Cioce mentioned, there are more than 1,000 students enrolled or declared in the 3 + 1 program. We expect another 116 graduates in May 2019.
- The Middle States re-accreditation was also discussed. There have been two years of solid activity around campus preparing for the accreditation and site visit scheduled for the end of March 2019.
- On academic grants, the National Science Foundation Grant has met the midway point of benchmarks and goals to date. The team comprised of academic programs and workforce development personnel submitted two additional National Science Foundation grant applications.
- The Committee discussed the resolutions submitted for the Board's approval this evening updating certain College policies and recommendations from the tenure review board.

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

- Ms. Payanzo Cotton provided highlights on the items discussed during Academic Committee:
- There was discussion about contracts that are included on the resolutions for the Board's review. They are moving forward on an agreement with Camden County College to support their implementation of the Women in Sustainable Energy (WISE) and Get Into Energy program. Through some funding from Atlantic City Electric, other Workforce Development Boards and colleges in the region, we will be able to provide additional training. RCBC has been asked to provide technical assistance to get the program at Camden up and running.
- The continuation of the Talent Development Center for Transportation Logistics and Distribution training for individuals with America Works and customer relations management software with B2B Engage.
- The Committee was provided with an overview of workforce related grants.
- There are two resolutions presented to the Board for approval. One is with Broward County College to provide testing in a supply chain professional program. Over 127

individuals have gone through this program over the last seven years and 15 cohorts with a 75% completion rate. Their certifications are paid out of the fees for the course. Ms. Payanzo Cotton also requested authorization to move forward with a memorandum of understanding with the Burlington County Board of Chosen Freeholders, Department of Human Services, for shared services that support the Workforce Development Institute operations.

Chair Nyikita invited questions on the Workforce Report. Trustee Liciaga asked if the program at Camden County College is in Blackwood and will we provide faculty to teach there. Ms. Payanzo Cotton indicated the program will take place in Blackwood and Camden will use their instructors. There were no further questions.

Chair Nyikita proceeded with a review of Tabs 20 through 22 for the Board's consideration:

Academic Committee Action (Resolution(s) for Approval)

- Tab #20:** Resolution #2019-015-20, A Resolution for the Adoption/Affirmation of Certain Board Policies.
- Tab #21:** Resolution #2019-015-21, A Resolution to approve a contract with Broward College to provide services for credentialing examinations in an amount not to exceed \$150,000.00 for fiscal year 2019.
- Tab #22:** Resolution #2019-015-22, A Resolution to authorize entering into a Memorandum of Understanding between Rowan College at Burlington County (The Workforce Development Institute) and the Burlington County Board of Chosen Freeholders (Department of Human Services).

Chair Nyikita requested a motion to move Tabs 20 through 22, as recommended by the Academic Committee. With a motion by Trustee James Anderson, a second by Trustee Gino Pasqualone, and one recusal by Trustee Daryl Minus-Vincent on Tab 22, the Board approved Resolutions 20 through 22, 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
January 15, 2019**

RESOLUTION #2019-015-20

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 relating to, among other things, human resources/personnel issues; 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 January 2019, 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 to existing policy.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 15, 2019**

BOARD POLICIES UPDATES

	Policy No.	Title
1	104	Tenure Review
2	105	Minimum Faculty Credentials
3	126	Promotion Review for Faculty Holding Academic Rank
4	206	Academic Attendance Policy
5	216	Textbook Selection
6	801	Externally Funded Programs: Grants and Contracts with Federal, State and Private Agencies
7	900	Development of Board Policies and Administrative Procedures
8	902	Patent and Copyright Policy
9	904	Guidelines for Fair Use and Reproduction of Copyrighted Material
10	909	Guidelines for Intellectual Property Rights and Ownership
11	917	Code of Ethics for College Trustees

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-21

**TO APPROVE A CONTRACT WITH BROWARD COLLEGE TO PROVIDE
SERVICES FOR CREDENTIALING EXAMINATIONS IN AN AMOUNT NOT TO
EXCEED \$150,000.00 FOR FISCAL YEAR 2019**

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

WHEREAS, the Workforce Development Institute has identified a need to provide examination and/or curriculum services for industry certifications; and

WHEREAS, the Workforce Development Institute has identified **Broward College** as provider of the CSCMP SCPro Fundamentals Certifications; 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, **Broward College** has completed and submitted a Business Entity Disclosure Certification which certifies that **Broward College** 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 **Broward College** from making any reportable contributions through the term of the contract; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(3), it appears in the best interest of the College to award a contract to **Broward College**, 1930 SW 145th Avenue, Room 224, Miramar, FL 33027; and

WHEREAS, in accordance with P.L. 2004, Chapter 3 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq., Chapter 271 P.L. 2005 (Adopted January 5, 2006) N.J.S.A. 19:44A-20.26 and P.L. 1982, c189 N.J.S.A. 18A:64A-25.5(3), the President recommends a contract be awarded to the following vendor: **Broward College**, 1930 SW 145th Avenue, Room 224, Miramar, FL 33027;

NOW THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 15th day of January 2019, that a contract be awarded to **Broward College** in an amount not to exceed \$150,000.00 for fiscal year 2019; 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, Senior Vice President of Administration & Operations, do hereby certify that adequate funds are available in the Fiscal Year 2019 Auxiliary Budget to pay for the contract between Rowan College at Burlington County and **Broward College**.

The money necessary to fund said contract is **\$150,000.00**. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriation:

2-85106-9701 (Business Outreach, Contracted Services)

Thomas Czerniecki
Sr. Vice President of Administration & Operations

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-22

**AUTHORIZATION TO ENTER INTO A MEMORANDUM OF UNDERSTANDING
BETWEEN ROWAN COLLEGE AT BURLINGTON COUNTY (THE WORKFORCE
DEVELOPMENT INSTITUTE) AND THE BURLINGTON COUNTY BOARD OF
CHOSEN FREEHOLDERS (DEPARTMENT OF HUMAN SERVICES)**

WHEREAS, Burlington County is designated as a Workforce Investment Area for the receipt and distribution of federal funds under the Workforce Innovation and Opportunity Act of 2014 (the "WIOA"), 29 U.S.C.A. §3121 et seq.; and

WHEREAS, the local Workforce Development Board (WDB) governs, coordinates planning, policy guidance, and oversight for workforce readiness programs in accordance with the State's overall unified State Plan for New Jersey's Workforce Readiness System; and

WHEREAS, the County established as Workforce Development Institute at Rowan College of Burlington County in July 2015 for the purpose of establishing a coordinated system across institutional partners and implementing the objectives of the Workforce Development Board; and

WHEREAS, the main mission of the Burlington County Workforce Development Institute is to develop a well-educated, highly skilled workforce to provide enhanced opportunities for individuals and to ensure that businesses within the County will succeed and excel in a highly competitive, rapidly changing economy; and

WHEREAS, personnel from both the County and the College work together to implement the objectives of WIOA through the Workforce Development Institute, which was authorized as a component of the Shared Services Agreement authorized on May 19, 2015; and

WHEREAS, there exists a need to outline the nature of shared personnel and the terms for joint funding of Workforce Development Institute operations through WIOA grant dollars; and

NOW, THEREFORE, be it resolved by the Board of Trustees, now assembled in public session this 15th of January, that:

1. The Memorandum of Understanding between Rowan College of Burlington County and the County of Burlington is hereby authorized for the time period from January 1, 2019 through December 31, 2010, subject to the final approval as to form and content by the College's Solicitor;
2. The College President, or designee, is hereby authorized to sign, seal, execute and witness/attest the Agreement in accordance with the Rules of the Board;

3. The Workforce Development Institute staff are authorized to take any actions necessary to implement the terms of this Memorandum of Understanding.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Monthly Meeting held on Tuesday, January 15, 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. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met on Wed., January 9, 2019, and the Committee discussed a variety of personnel matters.

Trustee Brown proceeded with a review of Tabs 9 through 19 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #9: Resolution #2019-015-09, A Resolution approving personnel actions for Rowan College at Burlington County.

Solicitor William Burns addressed Committee Chair Brown and requested withdrawing the third name from the separation of employment section for further discussion following the current notice. He further requested an amendment to the resolution, which has been noted in the minutes.

Tab #10: Resolution #2019-015-10, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Christopher Simber).

Tab #11: Resolution #2019-015-11, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Dr. John Kerwick).

Tab #12: Resolution #2019-015-12, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Elizabeth Brendle).

Tab #13: Resolution #2019-015-13, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Gina Yanuzzi).

Tab #14: Resolution #2019-015-14, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Jennifer Rienzi).

Tab #15: Resolution #2019-015-15, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Jessica Gicking-Aspden).

Tab #16: Resolution #2019-015-16, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Jonathan Weisbrod).

Tab #17: Resolution #2019-015-17, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Kenneth Mariano).

Tab #18: Resolution #2019-015-18, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Syreeta Washington).

Tab #19: Resolution #2019-015-19, A Resolution approving the President's recommendation to reappoint and award tenure to certain faculty holding academic rank (Walter Huttner).

Chair Nyikita requested a motion to move Tabs 9 through 19, as recommended by the Personnel Committee. With a motion by Trustee Renee Liciaga and a second by Trustee Gino Pasqualone, the Board approved Resolutions 9 through 19 with all in favor and none opposed. There were no questions.

President Cioce requested congratulating those awarded tenure in Tabs 10 through 19 and calling faculty by name. Faculty stood as they were called. The President, Board, and members of the audience applauded the awardees.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 15, 2019**

RESOLUTION #2019-015-09

**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;

Jourdin Dewberry as PT Notetaker at \$10/hour;
Christine Huffaker as PT Public Safety Officer at \$11/hour;
Michael Maruca as PT Lifeguard at \$8.75/hour;
John McMillon as PT Custodian at \$11/hour;
Patricia McGillen as PT Distance Education Center Assistant at \$13/hour;
Nadirah Brown as Volunteer Women's Basketball Coach at \$0;
Robert Mueller as PT Research Assistant at \$18/hour;
Janice Rose as PT Medicare & Benefits Coordinator at \$15/hour;
Marissa Fernandez as Benefits Specialist at \$56,000;
Antonio Ruiz as PT Public Safety Officer at \$11/hour;
Kelsey Herjo as PT Academic Advisor at \$18/hour;
Jessie Mahler as PT Lifeguard at \$8.85/hour;
Jack Thorpe as PT Lifeguard at \$8.85/hour;
Manish Karnick as Water Safety Aide at \$8.85/hour;
Jennifer Catalano as Business Manager at \$50,000;
Dave Wilson Sr. as PT Mechanical Engineering Technology Program Coordinator at \$15/hour;
Renita Brady as Temporary Sociology Instructor, at \$23,817.50;
Christine Gonnelli as Client Coordinator at \$35,000-40,000;
Michelle Martin as Sr. Research Analyst at \$55,000-60,000;
Kristen Cave as Pre-Employment Transition/Community Outreach Specialist at \$42,000;
Jody Bingham as PT Employment Specialist at \$20/hour;
Alexis Atwood as PT Athletic Assistant at \$8.85/hour;
Paul Cover as PT Tutor at \$15/hour;
Kienna Childs Alexander as PT Tutor at \$15/hour;
Caitlyn Dupon as PT Art Model at \$15/hour;
Elvis Villanueva as Custodian at \$25,467;
Joshua Toritto as Maintenance Mechanic at \$35,500; 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;

Edward Emrich as Public Safety Officer III at \$31,033;
Joseph Abadia as Public Safety Officer III at \$31,603;
Andrew Eaton as Director of Public Safety at \$78,000-80,000;
Stephanie Rudd as WIOA Program Quality Analyst at \$45,000;
James Clang as Facilities Manager at \$78,000;
Jerry Gagliano as Operations Manager at \$64,000;
Kaitlin Adolf as Facilities Coordinator at \$42,500;
Esteban Talento as Operations Inventory Controller at \$38,000;
William Ruiz as Materials Management Coordinator at \$32,500;
Jazmine Brown as FT Custodian at \$25,467;
Sara Endicott as FT Custodian at \$25,467; and

Salary Adjustments

Laura Wojciechowicz as Accounting Manager at \$65,000; 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;

McGee, Bill; Brown, Charles; Shumowitz, Marvin; Burton, Carly; Emmanuel, Eshban; Anguilla, Thomas; Hall, Moniquetta; Eisen, Randi; Friedman, Mel; Shoukry, Michael; Yuschak, Mark; Abdul-Khabeer, Sa'eed; Scronic, Robert; Williams, John; Cesaretti, Donald; Ford, Bernice; Wilson, Dave; Bennet, Cara; DiLorenzo, Michael; and

Adjuncts, Liberal Arts;

Andres-Wilder, Jenny; Kalman, Nan; Mann, Ross; DiLullo Gehling, Dana; Finger, Alicia; Campbell, Jessica; Cook, Kevin; Evangelista, Paul; Kubach, Caroline; Grimes, Diane; and

Adjuncts, Nursing and Health Sciences;

Gibbon, Patricia; Rockhill, Tammy; Curtis, Linda; Godfrey, William; Haran-Lomino, Catherine; Ruffin, Karen; Loeh, Lauren; Allison, Desiree; Iorio, Jennifer; McGinty, Natalie; Novella, Melissa; Davis, Kym; DeGraf-Koomson, Benjamin; Ogunleye, Adetutu; Rodriguez, Melanie; Freeman, CeDeirdre; O'Connor, Veronica; Gupta, Shuchi; Mourer, Kaitlyn; Williams, Anna Beth; Corry, Lisa; Myers, LaToya; Sherlock, Jennifer; Kenjale, Aparna; Lesko, Ashleigh; and

Part-Time Trainers;

Nicholson, Douglas; Livingston, Mary; Tollino, Nancy; Trackman, Brad; Deagler, Michael; Allen, Barbara; Fritz, Daniel; Kinney, David; Staff, Frank; 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;

Donna Crawford, Fit & Strong Coordinator, RSVP;
Wilfred Marrero, Public Safety Officer, Public Safety;
John McMillon, PT Custodian, Facilities;
Jana Mohammed, Adjunct, Liberal Arts;
Rich Brown, Assistant Director of Facilities, Facilities;
Bijal Shah, Manager of Student Accounts, Student Success;
Julius Ertler, Public Safety Officer, Public Safety;
Saibou Traore, PT Circulation Assistant, Library;
Meredith Butts, Sr. Part Time Specialist, Library;
Patricia Noonan, Adjunct, STEM;
Joseph Manchesani, Adjunct, STEM;
Washington Toney, Assistant Groundskeeper, Physical Plant;
Peri Himsel, PT Employment Specialist, Career Success Solutions;
Robert Evangelista, PT Physical Plant, Facilities;
Elizabeth Lloyd, STEM Division Secretary, STEM;
Robin Goebel, Adjunct, STEM;
Kristina Myers, Grants Specialist, WDI;
Marianne Evans, Senior Adjunct, Liberal Arts;
Thomas Papi, Adjunct, Liberal Arts;
Dakota Horton, PT Lifeguard, Aquatics;
Karen Schultz, PT RSVP Volunteer Coordinator, RSVP;
Brahima Traore, Tech Support Specialist 2, OIT;
Lisa Fenton, Accounting 3, Financial Services; and

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

January Nale, Liberal Arts, extended Unpaid LOA;
Amanda Mitchell, Nursing, Unpaid LOA;
Barbara Myerovich, Career Success Solutions, Paid LOA;
Patricia Price, Health Sciences, Paid LOA;
Ricardo Tedado, Public Safety, Paid LOA;
Bill Shabshelowitz, Facilities, Sick Leave Pool;
Pamela Joseph, Radiography, Intermittent Paid LOA; and

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

NOW THEREFORE, be it resolved that the Board of Trustees, now assembled in public session this 15th day of January 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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-10

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (CHRISTOPHER SIMBER) HOLDING
ACADEMIC RANK**

WHEREAS, Christopher Simber is eligible for reappointment that would confer tenure; and

WHEREAS, Christopher Simber has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Christopher Simber's tenure review file, which included his entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for his reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Christopher Simber's tenure review file, which included his entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Christopher Simber's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Christopher Simber; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Christopher Simber to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Christopher Simber effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Christopher Simber; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Christopher Simber;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Christopher Simber.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-11

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (DR. JOHN KERWICK) HOLDING
ACADEMIC RANK**

WHEREAS, Dr. John Kerwick is eligible for reappointment that would confer tenure; and

WHEREAS, Dr. John Kerwick has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Dr. John Kerwick’s tenure review file, which included his entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for his reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Dr. John Kerwick’s tenure review file, which included his entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Dr. John Kerwick’s application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Dr. John Kerwick; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Dr. John Kerwick to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Dr. John Kerwick effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Dr. John Kerwick; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Dr. John Kerwick;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Dr. John Kerwick.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-12

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (ELIZABETH BRENDLE) HOLDING
ACADEMIC RANK**

WHEREAS, Elizabeth Brendle is eligible for reappointment that would confer tenure; and

WHEREAS, Elizabeth Brendle has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Elizabeth Brendle's tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Elizabeth Brendle's tenure review file, which included her entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Elizabeth Brendle's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Elizabeth Brendle; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Elizabeth Brendle to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Elizabeth Brendle effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Elizabeth Brendle;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Elizabeth Brendle;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Elizabeth Brendle.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-13

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (GINA YANUZZI) HOLDING
ACADEMIC RANK**

WHEREAS, Gina Yanuzzi is eligible for reappointment that would confer tenure; and

WHEREAS, Gina Yanuzzi has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Gina Yanuzzi's tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Gina Yanuzzi's tenure review file, which included her entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Gina Yanuzzi's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Gina Yanuzzi; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Gina Yanuzzi to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Gina Yanuzzi effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Gina Yanuzzi;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Gina Yanuzzi;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to 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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-14

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (JENNIFER RIENZI) HOLDING
ACADEMIC RANK**

WHEREAS, Jennifer Rienzi is eligible for reappointment that would confer tenure; and

WHEREAS, Jennifer Rienzi has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Jennifer Rienzi's tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Jennifer Rienzi's tenure review file, which included her entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Jennifer Rienzi's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Jennifer Rienzi; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Jennifer Rienzi to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Jennifer Rienzi effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Jennifer Rienzi;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Jennifer Rienzi;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Jennifer Rienzi.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-15

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (JESSICA GICKING-ASPDEN) HOLDING
ACADEMIC RANK**

WHEREAS, Jessica Gicking-Aspden is eligible for reappointment that would confer tenure; and

WHEREAS, Jessica Gicking-Aspden has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Jessica Gicking-Aspden's tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Jessica Gicking-Aspden's tenure review file, which included her entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Jessica Gicking-Aspden's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Jessica Gicking-Aspden; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Jessica Gicking-Aspden to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Jessica Gicking-Aspden effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Jessica Gicking-Aspden;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Jessica Gicking-Aspden;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Jessica Gicking-Aspden.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-16

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (JONATHAN WEISBROD) HOLDING
ACADEMIC RANK**

WHEREAS, Jonathan Weisbrod is eligible for reappointment that would confer tenure; and

WHEREAS, Jonathan Weisbrod has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Jonathan Weisbrod's tenure review file, which included his entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for his reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Jonathan Weisbrod's tenure review file, which included his entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Jonathan Weisbrod's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Jonathan Weisbrod; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Jonathan Weisbrod to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Jonathan Weisbrod effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Jonathan Weisbrod;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Jonathan Weisbrod;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Jonathan Weisbrod.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-17

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (KENNETH MARIANO) HOLDING
ACADEMIC RANK**

WHEREAS, Kenneth Mariano is eligible for reappointment that would confer tenure; and

WHEREAS, Kenneth Mariano has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Kenneth Mariano's tenure review file, which included his entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for his reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Kenneth Mariano's tenure review file, which included his entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Kenneth Mariano's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Kenneth Mariano; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Kenneth Mariano to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Kenneth Mariano effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Kenneth Mariano; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Kenneth Mariano;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Kenneth Mariano.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-18

**APPROVAL OF PRESIDENT'S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (SYREETA WASHINGTON) HOLDING
ACADEMIC RANK**

WHEREAS, Syreeta Washington is eligible for reappointment that would confer tenure; and

WHEREAS, Syreeta Washington has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Syreeta Washington's tenure review file, which included her entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for her reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean's affirmative recommendation as well as the evidence and information presented in Syreeta Washington's tenure review file, which included her entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

"Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented."

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Syreeta Washington's application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Syreeta Washington; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Syreeta Washington to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Syreeta Washington effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Syreeta Washington;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Syreeta Washington;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Syreeta Washington.

*******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, January 15, 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
January 15, 2019**

RESOLUTION #2019-015-19

**APPROVAL OF PRESIDENT’S RECOMMENDATION TO REAPPOINT AND AWARD
TENURE TO CERTAIN FACULTY (WALTER HUTTNER) HOLDING
ACADEMIC RANK**

WHEREAS, Walter Huttner is eligible for reappointment that would confer tenure; and

WHEREAS, Walter Huttner has prepared and submitted for review appropriate application for reappointment that would confer tenure; and

WHEREAS, Walter Huttner’s tenure review file, which included his entire record of service and employment at the College, was evaluated by the Divisional Dean who provided an affirmative recommendation for his reappointment; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Dean’s affirmative recommendation as well as the evidence and information presented in Walter Huttner’s tenure review file, which included his entire record of employment and performance at the College; and

WHEREAS, in carrying out its responsibilities, the Tenure Review Board was governed by Board Policy 104 which states in relevant part that:

“Tenure should be awarded only to individuals whose performance during their probationary period gives clear evidence of their ability and willingness to make significant and continuing contribution to the growth and development of the institution...and,

Tenure should be award after presentation of positive excellence in teaching, scholarly achievement, contributions to College and Community and fulfillment of professional responsibilities and solely because negative evidence to the contrary is not presented.”

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in Walter Huttner’s application for reappointment and record of employment is consistent with the criteria expressed in Board Policy 104 and has, subsequently, recommended to the President of the College (hereinafter referred to as President) the reappointment and award of tenure to Walter Huttner; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Dean and Tenure Review Board for the reappointment of Walter Huttner to the next Academic Year, 2019-2020, in light of all appropriate institutional needs, policies, criteria and requirements; and

WHEREAS, the President, in the exercise of his best professional judgment, has determined that the reappointment of Walter Huttner effectively serves the mission and goals of the College and is consistent with all appropriate institutional needs, policies, criteria and requirements governing reappointment that would confer tenure; 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 Walter Huttner;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 15th day of January 2019 hereby accepts the recommendation of the President to reappoint Walter Huttner;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointment and subsequent award of tenure to Walter Huttner.

*******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, January 15, 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

Solicitor Burns noted the name removed from Tab 9 in the separation of employment section is an employee who received a Rice Notice. Mr. Burns refrained from saying the employee's name until he was able to confirm her attendance. He added the employee is a custodian in the College's facilities department who elected to discuss the terms and conditions of her employment in public. The employee was present and stated her name, Michele Hayes. She confirmed discussing her employment in public. Solicitor Burns invited Ms. Hayes to address the Board. Ms. Hayes requested remaining in her position unpaid. There were no questions from members of the Board nor Human Resources staff. Solicitor Burns requested Ms. Hayes' permission for Mr. Thomas Czerniecki, Senior Vice President of Administration and Operations, or Ms. Michelle Russell, Assistant Director of Human Resources, to make a statement to the Board about the terms of her employment in public. Ms. Hayes agreed and requested unpaid leave. Solicitor Burns confirmed this is the first time Ms. Hayes requested unpaid leave. Mr. Czerniecki advised the Board that they could evaluate the request, and he believed there are no consequences to keeping Ms. Hayes on unpaid leave. Solicitor Burns noted the Board had previously placed the employee on unpaid leave and, based on that, he asked that the Board change the motion from the current separation of employment for Michele Hayes to an unpaid leave.

Chair Nyikita requested a motion to approve an unpaid leave for Michele Hayes effective immediately. On motion by Trustee Kevin Brown, and a second by Trustee Jamie Martin, the unpaid leave was approved with all in favor and none opposed.

Solicitor Burns introduced another matter of an employee who received a Rice Notice and the employee has elected to have the matter discussed in public by the Board. Solicitor Burns added there is a bit of misinformation with respect to the action the Board was going to take. The Rice Notice that was provided to the employee did mention that the Board would have a discussion about the terms and conditions of her employment. The employee returned it indicating that she would like to have the discussion in public. To clarify the misunderstanding and misinformation, it was not the Board's intention nor the recommendation of administration to terminate or separate her from employment. The recommendation is to terminate the job title, while engaging in a collaborative process to work with the employee to ensure there was no break in service and find a different job title that would best fit her current skill set. Ms. Anne Edwards addressed the Board. Solicitor Burns confirmed Ms. Edwards' request to address her Rice Notice in public. He also confirmed her understanding that the Board recommended that she not be separated.

Ms. Edwards provided handouts, which included several letters of recommendation from RCBC faculty and staff, and four-year colleges. She stated that she received a reduction in force notice regarding her current position, Director of Transfer. Ms. Edwards provided the Board with an extensive background and her job responsibilities over the years. She has held the Director of Transfer position since June 2015. Ms. Edwards expressed concern for how services will be provided at the College should the transfer department be eliminated. If the plan is to move transfer advising to academic advising, she suggested providing students with transfer advising during peak periods.

Trustee Christopher Brown thanked Ms. Edwards for her service. He clarified that the Board is not voting tonight to eliminate the department. He asked that Ms. Edwards speak with Mr. Czerniecki regarding the structure of the new department. Mr. Czerniecki indicated the restructuring is being developed now. Trustee Jamie Martin requested the number of students that Ms. Edwards advises on a yearly basis. Ms. Edwards described the time she spends with students, which is approximately three days per week, and in meetings two days per week. She stated that she sees 50 – 60 students per month.

Mr. Czerniecki referenced the President's Report this evening and the feedback he received from Noel-Levitz, which encompasses advising.

Trustee Martin thanked Ms. Edwards on behalf of adult students who are attempting to earn their degrees while also working full time. She also thanked her for making finding solutions a priority.

Trustee Kerfoot announced that he had the privilege of working with Anne and he thanked her for all she has done. He knows that whatever job she has, she will do it well.

Solicitor Burns reiterated that there was not a reduction of force. There was a generic Rice Notice sent to Ms. Edwards that indicated the Board may have a discussion that involved the terms and conditions of employment. The notice itself did not mention the elimination of position nor did it mention reduction of force. Moreover, there has not been, nor is there, a recommendation by administration or by the Board Academic or Personnel Committees to eliminate the department. This is a valued department and there is not a recommendation to end transfer services. Transfers are critical to the students at RCBC. The goals of this institution include providing a high value education at the lowest possible cost. The recommendation from the administration, based on reasons of efficiency and economics, is to merge the transfer department while maintaining those services to the standards they are, improve them, and ensure our articulation agreements continue as well. More importantly, with respect to the employee, there is no intention or recommendation from administration to separate the employee from employment. Rather, administration has recommended through a collaborative process with the employee identifying a position within the College that her skills match so she may remain within the College community and assist in any transition. In order to do this, it must provide the best education and opportunities for our students.

Solicitor Burns asked Chair Nyikita to move for a motion to remove the position of Director of Transfer with the condition that the College engage in a collaborative process with the employee to identify the current job opportunities so there will be no separation of employment and to maintain her paid administrative leave with no reduction in salary, pending the conclusion of the collaborative process.

Chair Nyikita requested a motion to remove the position of Director of Transfer with the conditions stated. On motion by Trustee Christopher Brown, and a second by Trustee Mickey Quinn, the removal was approved with all in favor and none opposed.

This concluded the public session of the Personnel Committee Report.

COMMENTS FROM THE PUBLIC

Chair Nyikita invited comments from the public. Ms. Carol Melman, Springfield Township, addressed the Board about the Pemberton pool. She referenced the November 2, 2018 meeting, wherein the Solicitor indicated that the pool would be open through the 2019-2020 high school swim season. However, pool staff are under the impression that the pool will be open through June 7, 2019. Ms. Melman requested confirmation. Solicitor Burns indicated, as he did on November 2, 2018, that then Freeholder Director Kate Gibbs made an affirmative decision to keep the pool open and provide services. The Board of Trustees of the College is working closely with the Board of Chosen Freeholders to find a solution. Ms. Melman noted there were no development proposals for Pemberton and she inquired about a plan. Chair Nyikita indicated the plan is to re-evaluate our position and discuss options with our real estate consultants. Ms. Melman suggested transferring the Pemberton Campus to the Freeholders and let it be their problem to maintain the structures. Ms. Melman added that she volunteers as a lifeguard at the Pemberton pool for the Medford Swim Club. Her membership renewed in December and she asked if she will be reimbursed for the time in which she is unable to use the pool. Ms. Melman indicated she has been coming to meetings for 15 months and the uncertainty continues.

Trustee Christopher Brown asked if the Freeholders have an interest in the Pemberton Campus. Ms. Melman is certain they do and she noted the recent change in the Freeholders. Chair Nyikita indicated the College is willing to discuss any and all options with the Freeholders. Ms. Melman will bring this to the Freeholders' attention at their next meeting. Trustee Christopher Brown notified Ms. Melman that utilities in Pemberton alone cost \$600,000.00 a year, which takes resources away that could otherwise be used for our students. Ms. Melman suggested turning the campus over to the County Parks Department. Chair Nyikita again responded that the Board is willing to discuss all options with the County Freeholders. President Cioce advised that his is the appropriate office to work through in this regard. Ms. Melman added the Freeholders will build a new \$6 million facility, which is foolish and a waste of taxpayers' money. Trustee Christopher Brown disagreed that the Freeholders will build a new facility. Chair Nyikita indicated it is mute to debate this issue until we have a conversation with the Freeholders.

Ms. Stacy Euchler approached the Board. She is the parent of three recent graduates from Rowan College at Burlington County, all of whom graduated with honors and have gone on to four-year colleges on scholarships. Ms. Euchler attended the meeting in support of Anne Edwards and she praised Anne's level of experience. Anne helped to develop a program for one of her children so that all credits would transfer to Stockton University in a Social Work major. Ms. Euchler made derogatory remarks about Academic Advising and Chair Nyikita asked that she refrain from doing so. She expressed concern about moving transfer to academic advising. President Cioce added that the transition plan has not been finalized. He then referenced the Noel-Levitz results that we just received in which Academic Advising scored the highest in 22 years. The President agreed that improvements could be made on the student services side; however, the Board voted this evening on giving administration the authority to move forward with that transition.

Ms. Euchler argued with the President about removing Ms. Edwards' position in Transfer and clearly disagreed with the Board's support. Trustee Mickey Quinn notified Ms. Euchler that the department transition was clearly stated. She asked who will conduct the transfer advising until the transition is made. Chair Nyikita thanked Ms. Euchler for her input.

Ms. Carol Melman approached the Board a second time once it was established there were no other individuals in the public interested in addressing the Board. Ms. Melman asked if the \$600,000.00 loss in Pemberton includes all buildings. She then asked for the amount that Mount Holly is losing. Chair Nyikita thanked Ms. Melman.

COMMENTS FROM THE BOARD

Trustee Renee Liciaga remarked that it is the beginning of a new year. She has been on the Board a few years, and has seen the progress we have been making as a team. The Board of Trustees meets as a unit all the time. She definitely dislikes the tone in the room this evening, in particular for those of us that teach our children about respect and apologies. She understands as a mother that we get passionate about certain things and we care; however, we are human beings and we need to respect one another, including speaking with dignity and grace, patience and mercy. She appreciates the concerns of Ms. Melman who has addressed the Board multiple times. It is important to understand that this Board is fair and we listen. We do not pass judgement, and we are here to fix the things that need fixing. The College is a community and we should take care with our community. Trustee Liciaga serves on multiple boards and she has never seen or heard such disrespect for our Board members, whether we like them or not. Respect should be extended to everyone and we need to work together.

For the record, Trustee Mickey Quinn corrected performance evaluations that are done by students at the 19 community colleges in the State of New Jersey through Noel Levitz. There are two community colleges of the 19 that have seen a consistent increase in enrollment over the last five years, and one is Rowan College at Burlington County.

Chair Nyikita added that no one disparages the support for Ms. Edwards, but there was no reason or rationale to attack other members of this institution, from faculty to administrative staff to academic advising. They perform stellarly every day. The Chair thanked everyone, including the Board, for their support.

Trustee Christopher Brown indicated the Board needs to finish the process. He suggested closing Pemberton and moving forward with a plan to handle it. The confusion is occurring because the Board has not been able to finish the process. Doing so will be better for the students, the community and the College staff. Trustee Martin asked if the Freeholders can help with this situation and Trustee Brown is certain they can. Chair Nyikita added we cannot do anything without the Freeholders' support and integration. Trustee Chris Brown explained the Freeholders' contribution to the College's budget, and added that we receive the least amount of funding from the County. Chair Nyikita indicated we have already begun conversations with the Freeholders, who just took office on January 1st. The College is a big part of their agenda, but

they have many things on their agenda. We are moving to meet and talk and resolve many things for the betterment of the taxpayers and especially our students.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Nyikita called for a need to adjourn the Public Session and move to Executive Session. Solicitor Burns indicated he has a motion to adjourn the public meeting and move to Executive Session to discuss matters involving negotiations, potential and anticipated litigation, as well as personnel items. The Board may take formal action with respect to this session. The time was 7:12 P.M.

Trustee James Anderson made the motion, with a second by Trustee Renee Liciaga, and by unanimous vote in favor the Board of Trustees' Public Meeting adjourned at 7:12 P.M. and moved into Closed Session.

ADJOURNMENT OF EXECUTIVE SESSION AND RECONVENE PUBLIC SESSION

Chair Nyikita called for a motion to adjourn the Executive Session and return to Public Session. The Board returned from Executive Session at 7:34 P.M.

With no further business, Trustee Kevin Brown made the motion to conclude the meeting, second by Trustee Jamie Martin, and by unanimous vote in favor the Board of Trustees' Meeting adjourned at 7:35 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:imd