

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tuesday, January 17, 2023

**Host: Mount Holly Campus, Culinary Arts Center
Room 234
21 Mills Street
Mount Holly, New Jersey 08060**

MINUTES

CALL TO ORDER

Board of Trustees Chair Dr. Anthony C. Wright welcomed everyone in attendance and called the meeting to order at 5:34PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Ms. Lorraine M. Hatcher (virtual), Dr. James Kerfoot, Mr. Dorion Morgan, Mr. Gino Pasqualone (virtual), Mr. Mickey Quinn, Ms. Regina Reed, Dr. Anthony C. Wright

Board Absent: Mr. Raymond Marini

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Dr. Karen Archambault, Ms. Leidalis Cardona (Board Recorder), Mr. Matthew Farr, Dr. Martin Hoffman, Ms. Ashley Pezzolla, Mr. Kevin Kerfoot, Mr. David Quinnan, Ms. Michelle Russell, Ms. Samantha Russell, Dr. David Spang, Ms. Nicole Tavares, Dr. Edem Tetteh, Dr. Shawn Thomas, Mr. Greg Volpe, Mr. Jonathan Weisbrod, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor)

PUBLIC ANNOUNCEMENT

Ms. Leidalis Cardona read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 15, 2022, setting forth the date, time, and location of the regular meetings of the Board of Trustees, which resolution was, within seven days of passage, posted on the College Website, sent to *The Burlington County Times*, *The Courier-Post*, *The Trenton Times*, and the Burlington County Clerk.”

MINUTES

Chair Wright asked for a motion to approve of the public minutes of the Regular Board Meeting November 15, 2021, as submitted. With a motion by Trustee Dr. James Kerfoot and a second by Trustee Dorion Morgan, the minutes were approved as written with all in favor and none opposed. There were no questions.

REPORTS

1) President's Report:

- The President's Report was presented in written form to the Board, which included news and events from November 15, 2022 through January 23, 2023.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson was presented in written form to the Board for the period January 10, 2023 through February 7, 2023.
- Thank you to all of the trustees for attending the holiday gathering in December. It was a great opportunity to mingle with college, county and Foundation officials, and most importantly, some student leaders. Trustees and others that attended received the 2022 Annual report which is unlike any annual report that you have seen or heard. Tapping into the nostalgia for cassette tapes and utilizing the college's podcast studio, the report is entirely audio.
- The college celebrates and honors the life of Ronald D. Winthers, who served as a trustee for two decades and earned Emeritus Status in 2015. Mr. Winthers was critical to the college's expansion to our current sites in Mount Laurel and Mount Holly. He was a passionate advocate for community colleges, he served as chair of the New Jersey Council of County Colleges for three years helping to increase funding for capital projects and workforce development. The council created the Ronald D. Winthers Trustee Leadership award to recognize visionary leadership by a New Jersey community college trustee. At the national level, Mr. Winthers was awarded a lifetime membership by the national Association of Community College Trustees' Board of Directors.
- President Cioce invited everyone to RCBC's Campus-Wide Update on Friday, February 24, 2023. The theme around this event is the Climate Survey data collection and the launch of a First Destination Survey which requires RCBC to capture where students go after they leave RCBC.
- President Cioce mentioned future events: Academic Awards on Monday April 24, 2023 and Commencement ceremonies May 17, 2023 and May 18, 2023

- President Cioco invited questions.

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

2. Board Reports

- A. Finance/Facilities Committee:** Committee Chair Dorion Morgan reported that the Finance/Facilities Committee met on Tues., October 11, 2022, at 3:00PM, and the Committee discussed various finance and facilities matters.

President Cioce proceeded with a review of Tabs 1 through 3 for the Board's consideration:

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

- Tab #1:** Resolution #2023-017-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2023-017-02, A Resolution to approve and ratify certain agreements and contracts.
- Tab #3:** Resolution #2023-017-03, A Resolution to approve the retirement of certain Board policies.
- Tab #4** Resolution # 2023-17-04, A Resolution to award a contract to Plymouth Environmental Co., Inc. for the remediation of the Hartford Road properties in the amount of \$129,000.00.
- Tab #5** Resolution #2023-17-05, A Resolution to approve to amend the Fiscal Year 2023 Strengthening Career and Technical Education (CTE) for the 21st Century Act (Perkins V) from the New Jersey Department of Education, in the amount of \$470,776.00.

Chair Dr. Wright invited questions on the resolutions and there were none. The Chair requested a motion to move Tabs 1 through 5, as recommended by the Finance/Facilities Committee. With a motion by Trustee Regina Reed and a second by Trustee Kevin Brown, Chair Wright called for a voice vote:

The Board approved Tab 1 with all in favor and none opposed.
The Board approved Tabs 2, 3 and 4 with all in favor and none opposed.
The Board approved Tab 5 with 8 in favor and 1 recusal by Chair Wright.

This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 17, 2023**

RESOLUTION #2023-017-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

1) Grant-Funded Travel

Pam Evans, Director Radiography, The Association of Collegiate Educators in Radiologic Technology, Las Vegas, NV, February 7 – 11, \$2,480

Shannon Williams, Director of Nursing, NurseTim Next Generation Learning Annual Conference, Lake Buena Vista, FL, February 16 – 18, \$2,224

2) Operational

Dr. David Spang, Provost, Conference for Industry and Education Collaboration (CIEC), Charleston, SC, February 7 – 10, 2023, \$1,943.20

Dr. Michael Cioce, President, National Legislative Summit Conference, Washington, DC, February 5 – 8, 2022, \$1,818.54

Dr. Anthony Wright, Board Chair, National Legislative Summit Conference, Washington, DC, February 5 – 8, 2022, \$1,818.54

RATIFICATION

1) Grant-Funded Travel

None

2) Operational

None

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, January 17, 2023**, and 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	Vacant							1
2	Kevin Brown							2
3	Lorraine M. Hatcher							3
4	James Kerfoot, Vice Chair							4
5	Raymond Marini							5
6	Dorion Morgan							6
7	Gina Pasqualone							7
8	Mickey Quinn							8
9	Regina Reed							9
10	Vacant							10
11	Anthony C. Wright, Chairperson							11

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 17, 2023**

RESOLUTION #2023-017-02

TO APPROVE AND RATIFY CERTAIN AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve the renewal of a Clinical Site Agreement between Rowan College at Burlington County and the **Wiley Christian Retirement Community** effective January 18, 2023, for a period from, January 18, 2023 through June 30, 2026, to utilize the facilities and staff for clinical training and instructional purposes. existing agreement

To approve the purchase of a compressor and installation services for the TEC building from **Lor-Mar Mechanical Services** on behalf of the college's facilities department, in an amount of \$12,864.00. lowest quote

To approve a professional consultant contract with **RP Career Consulting** for facilitating career development training as per NCDA's training requirements for the college's career services, for the term February, 2023, through June 15, 2023, for an amount of \$17,500.00. lowest quote

To approve a professional consultant contract with **Anne Greco, LLC** for Perkins consulting services, for the term January 17, 2023, through June 30, 2023, for an amount not to exceed \$37,000.00. lowest quote, grant funded

To approve a professional services contract with **Higher Education Assistance Group, Inc.** for temporary staffing for the Financial Aid Department, for the term January 18, 2023, through June 30, 2023, for an amount not to exceed \$37,000.00. lowest quote

To approve a professional contract with **Action Plumbing, Inc.** for installation services for purchased dishwashers, for \$10,495.00. lowest quote, grant funded

RATIFICATION:

To ratify an Amendment to the Affiliation Agreement between **Virtua Health, Inc.**, and Rowan College at Burlington County to use the facilities for clinical training and instructional purposes in connection with the Radiography, CT and MRI Programs provided by RCBC for its students, for the term January 1, 2022 through December 31, 2025.

To ratify an Affiliation Agreement between **Deborah Heart and Lung Center** and Rowan College at Burlington County to use the facilities for clinical training and instructional purposes in connection with the Radiography, CT and MRI Programs provided by RCBC for its students, for the term January 1, 2023 through December 31, 2023 with an additional one-year renewal option.

To ratify the purchase of software licenses with **KnowBe4, Inc.**, for security awareness training software subscription for distance education department, for a 36 month, with 7 months free, for a total of 43-month subscription, term January 1, 2023 through July 31, 2026, for an amount of \$5,336.00 per year, for a three (3) year total amount of \$16,008.00. lowest quote

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, January 17, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Mount Holly, New Jersey

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

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 17, 2023**

RESOLUTION #2023-017-03

TO APPROVE THE RETIREMENT 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, the various Committees of the Board have undertaken a review of the proposed policy and have recommended that the proposed policy be retired for the reasons listed in the Board Policies to be Retired Table; 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 17th day of January 2023, that the following policy be retired effective immediately.

BOARD POLICIES TO BE RETIRED TABLE

	Policy No.	Title	Reason for Retirement
1	307	Intercollegiate Athletics	No longer needed.
2	810	Operation of Online Radio Station	No longer needed.
3	903A	Responsible Involvement of Persons in the Decision, Making Process of the College	No longer needed.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, January 17, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Room 24, Mount Holly, New Jersey

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

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 17, 2023**

RESOLUTION #2023-017-04

**TO AWARD A CONTRACT TO PLYMOUTH ENVIRONMENTAL CO., INC. FOR
THE ENVIRONMENTAL REMEDIATION OF THE HARTFORD ROAD
PROPERTIES
IN THE AMOUNT OF \$129,000.00**

WHEREAS, the College has a need to complete environmental remediation of the college owned properties on Hartford Road in order to prepare them for demolition; and

WHEREAS, a notice for bids for the Hartford Road Properties Environmental Remediation Project was duly advertised on November 21, 2022 and bids opened on Thursday, December 15, 2022 at 2:00 PM; and

WHEREAS, two (2) bidders responded to this request for bids; and

WHEREAS, **Plymouth Environmental Co., Inc.** submitted the lowest responsible bid, a base bid in the amount of \$129,000.00, which is within the Architect's cost estimate for this work; and

WHEREAS, this award of contract shall be in accordance with plans and specifications dated June 2022, as prepared by T&M Associates with an office at 200 Century Parkway, Suite B, Mount Laurel, NJ 08054, utilized in bidding; and

WHEREAS, T&M Associates, has reviewed the bids and recommends award; 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 contract to **Plymouth Environmental Co., Inc.**, 923 Haws Avenue, Norristown, PA 19401-3737; 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(s): **Plymouth Environmental Co., Inc.**, 923 Haws Avenue, Norristown, PA 19401-3737;

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th day of January 2023, that the Board award a contract to **Plymouth Environmental Co., Inc.** for the Environmental Remediation of the Hartford Road Properties Project in the amount of **\$129,000.00**.

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

I, Kevin Kerfoot, Chief Financial Officer, do hereby certify that adequate funds are available in the Capital budget funds to pay for the contract between Rowan College at Burlington County and **Plymouth Environmental Co., Inc.**

The money necessary to funds said contract is **\$129,000.00**. 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:

6-05079-9701 (Sitework Hartford Rd. Properties, Contracted Services)

Kevin Kerfoot
Chief Financial Officer

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, January 17, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Mount Holly, New Jersey

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

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

BID ANALYSIS SHEET

BID NAME: *Environmental Remediation of the Hartford Road Properties Project*
BID NUMBER: *Bid# RFB 23-04-B*
ADVERTISED: *Monday, November 21, 2022 (BCT, Courier Post, Trenton Times, & RCBC Website)*
BID OPENING: *Thursday, December 15, 2022 @ 2:00 PM*

Bidder	Base Bid	Compliance
Plymouth Environmental Co., Inc.	\$129,000.00	Compliant
Yannuzzi Group, Inc.	\$275,000.00	Compliant

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 17, 2023**

RESOLUTION # 2023-017-05

**APPROVAL TO AMEND THE FISCAL YEAR 2023 STRENGTHENING CAREER AND
TECHNICAL EDUCATION (CTE) FOR THE 21ST CENTURY ACT (PERKINS V)
FROM THE NEW JERSEY DEPARTMENT OF EDUCATION,
IN THE AMOUNT OF \$470,776.00**

WHEREAS, the Board of Trustees of Rowan College at Burlington County (hereinafter referred to as Board of Trustees) received notification from the New Jersey Department of Education (NJDOE), Office of Career and Technical Education, that it is eligible for funding in the amount of \$470,776.00 for fiscal year 2023; and

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

WHEREAS, fiscal year 2023 Perkins V grant resources will be used to improve teaching and instruction of College career and technical education programs in the Liberal Arts and Science, Technology, Engineering, and Mathematics Divisions and student services. Perkins V funding will also be used for allowable activities related to career services, tutoring, student success, professional development and institutional research; and

WHEREAS, to facilitate student instruction, using relevant, up-to-date programming that meets business and industry standards, fiscal year 2023 Perkins V grant expenditures will focus on the purchase of equipment, instructional salaries, materials and supplies for academic programs such as: Health Information Technology, Human Services, Cybersecurity, Nursing, Diagnostic Medical Sonography, Culinary Arts, Radiography, Dental Hygiene, Fashion Design, and Criminal Justice. The type of instructional equipment, materials and supplies that may be purchased includes industry-required equipment, laboratory supplies, print and database resources, instructional software and computers; and

WHEREAS, Rowan College at Burlington County agrees to develop the Postsecondary Federal/State Vocational Fiscal Year 2023 One-Year Spending Plan in accordance with the Fiscal Year 2023 Perkins V Grant Guidelines, and all other appropriate state and federal rules and regulations; and

WHEREAS, submission of the One-Year Spending Plan to the NJDOE, Office of Career and Technical Education, and approval by the Board of Trustees are required for funding approval;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees, assembled in public session this 17th day of January 2023, hereby authorizes the College to apply for and to accept the Perkins V Fiscal Year 2023 funding amount of \$470,776.00.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, January 17, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Mount Holly, New Jersey

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

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

Dr. Anthony C. Wright
 Chairperson

Dr. Michael A. Cioce
 Board Secretary

B. Personnel Committee: Committee Chair Kevin Brown reported:

Committee Chair Kevin Brown announced that the Personnel Committee met in person on Tuesday, November 15, 2022 at 4:00PM, and the Committee discussed various personnel matters.

This concluded the Personnel Committee Report and Committee Chair Brown proceeded with a review of Tab 7 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #6: Resolution #2023-17-06, A Resolution approving personnel actions for Rowan College at Burlington County.

Chair Wright requested a motion to move Tab 6, as recommended by the Personnel Committee. With a motion by Trustee Gina Reed, and a second by Trustee Dorion Morgan, the Board approved Resolution 6 with all in favor and none opposed.

There were no questions and this concluded the Personnel Committee report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 17, 2023**

RESOLUTION #2023-017-06

**TO APPROVE PERSONNEL ACTIONS FOR
ROWAN COLLEGE at BURLINGTON COUNTY**

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

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

Scott Innocenzi as PT Public Safety Officer at \$14/hour;
Alex Seri as PT Public Safety Officer at \$14/hour;
Raymond Kaldany as PT Custodian at \$14.50/hour;
Denise Schroeder as Graphic Designer/Photographer at \$45,000;
Shannon Williams as Director Associate Degree Nursing Program at \$85,000;
Carmina Calalang as PT Accountant at \$15/hour;
Constantine Pappas as PT Tutor at \$17/hour;
Jeanne Paulsen as Executive Assistant to the President at \$75,000;
Charles McCabe as Associate Dean, Health Sciences at \$88,000;
Tyra McConnell as Student Services Specialist at \$33,556;
Nazim Tijani as Financial Aid Specialist at \$29,307; 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;

Denny Kim as Public Safety Officer I at \$30,890;
Linda Murphy as Public Safety Officer I at \$30,890;
George Custer as Public Safety Officer I at \$30,890;
Nicholas Uster as Coordinator of Pipeline Initiatives at \$45,000;
Jamie Cattell as PT Grants Assistant-Title III at \$20/hour;
Julian Gillette as Public Safety Officer II at \$32,841.28 effective 12/16/22;
Chloe Devries as Public Safety Officer III-Investigator at \$43,442.15; and

Salary Adjustments

Martin Hoffman as Chief Information Officer at \$150,000;
Michelle Russell as Director of Human Resources at \$100,000;
Shawn Thomas as Executive Director, Adult & Continuing Education and Business Engagement at \$98,000; and

Title Changes

None; and

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

Adjuncts, STEM;

None; and

Adjuncts, Liberal Arts;

Patel, Avisha; Gibbs, Susan; Rosenstein, Michael; Brown, Alisha; Kim, Sungii; Dippner, Valerie; Bishop, Steve; Carlton, Melissa; and

Adjuncts, Nursing and Health Sciences;

Sabatini, Erica; Harris, Isaac; Seybert, Kristina; Bittle, Marianne; Holland, Sara; Goss, Christina; and

Part-Time Trainers;

Santoferraro, Gabriela; Arthanas, Francois; Jones, Corey; David, Jonathan; Li, Bounrith; Mannix, Eileen; Chupungco, Angelo; 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;

Alexis Jenkins, Assistant Director, EOF, EMSS;
Suji Thomas, Instructor, Health Sciences;
Lynda Smith, PT EOF Counselor, EMSS;

Margaret Dorsey, PT Student Success Coach, EMSS;
Rodneisha Dixon, Adjunct, Liberal Arts;
Debra McGee, Assistant Director of Financial Aid, EMSS;
Kathryn Clauson, Adjunct, Liberal Arts;
Katelyn Lutz, Public Safety Officer II, Public Safety;
Blake Oltman, PT Public Safety Officer, Public Safety
Matt Sichel, PT Tutor, EMSS;
Ashley Affourtit, Financial Aid Officer, EMSS;
Lauren Williams, PT Test Proctor, EMSS;
Drew Doudoukjin, PT Tutor, EMSS;
Andrew Horner, PT Public Safety Officer, Public Safety; and

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

None; and

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

None; and

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

Carlos Leon, Facilities, Paid LOA;
Linda Higgins; EMSS, Paid Intermittent LOA;
Jason Varga, Marketing, Paid LOA;
Nathaniel Woolbright, Facilities, Paid LOA;
Diane Veneziale, STEM, Extension;
Nicholas Guaglione, Facilities, Paid & Unpaid LOA;
Paul Caceres, Public Safety, Paid & Unpaid LOA;
Ronald Cahall, OIT, Paid LOA; and

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

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

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 17th day of January 2023, hereby approves the above stated personnel actions for Rowan College at Burlington County.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, January 17, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Mount Holly, New Jersey

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

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
January 17, 2023**

RESOLUTION #2023-017-07

**APPROVAL OF PRESIDENT’S RECOMMENDATIONS TO REAPPOINT AND
AWARD TENURE TO CERTAIN FACULTY HOLDING ACADEMIC RANK**

WHEREAS, Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows are eligible for reappointment that would confer tenure; and

WHEREAS, Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows have prepared and submitted for review appropriate applications for reappointment that would confer tenure; and

WHEREAS, the tenure review files of Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows have included their entire record of service and employment at the College, were evaluated by the Divisional Deans who provided affirmative recommendations for their reappointments; and

WHEREAS, in accordance with Board Policy 104, Tenure Review, the Tenure Review Board reviewed carefully the Deans’ affirmative recommendations as well as the evidence and information presented in Mr. Malik Abdul-Jabbaar’s, Ms. Allison Millward’s, Mr. Frank Caranci’s, and Ms. Laurie Shannon Meadows’s tenure review files, which included their entire records 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, contribution to College and Community, and fulfillment of professional responsibilities.”

WHEREAS, the Tenure Review Board finds that the evidence and information presented and considered in the applications of Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows for reappointment and records of employment are 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 reappointments and awards of tenure to Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows; and

WHEREAS, the President has reviewed carefully the affirmative recommendation(s) of the Deans and Tenure Review Board for the reappointments of Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows to the next Academic Year, 2023-2024, 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 reappointments of Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows effectively serve the mission and goals of the College and are 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 recommendations from the President to reappoint Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees meeting in public session this 17th day of January 2023 hereby accepts the recommendations of the President to reappoint Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows;

BE IT FURTHER RESOLVED, that the Board of Trustees approves the reappointments and subsequent awards of tenure to Mr. Malik Abdul-Jabbaar, Ms. Allison Millward, Mr. Frank Caranci, and Ms. Laurie Shannon Meadows.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, January 17, 2023**, and on the Mount Holly Campus, Culinary Arts Center, Mount Holly, New Jersey

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

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

 Dr. Anthony C. Wright
 Chairperson

 Dr. Michael A. Cioce
 Board Secretary

COMMENTS FROM THE PUBLIC

Chair Wright invited comments from the public. There were none.

For the record, there were no questions submitted in advance to the President by e-mail or by phone.

COMMENTS FROM THE BOARD

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

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Chair Wright called for a motion to adjourn the Public Session. There is no need for an Executive Session. With no further business, Vice Chair Dr. James Kerfoot made the motion, second by Trustee Gino Pasqualone, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:46 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:lc