

**ROWAN COLLEGE AT BURLINGTON COUNTY
PUBLIC MEETING OF THE BOARD OF TRUSTEES**

**Tuesday, June 16, 2020
5:30PM**

This meeting will take place via Webex. In keeping with the Governor’s recommendations, you are encouraged to participate remotely. Call 1-415-655-0002, Access Code: 160 794 1055 # to participate by phone. You may also participate by clicking:

[RCBC Board Meeting Webex](#)

Meeting number (access code): 160 794 1055

Host Location: Rowan College at Burlington County, Mount Laurel Campus, Student Success Center, Executive Conference Room 138, 1500 College Circle, Mount Laurel, NJ

AGENDA

- I.*** Call to Order
 - II.*** Flag Salute
 - III.*** Roll Call
 - IV.*** Statement of Compliance with the Open Public Meetings Act
 - V.*** Approval of Minutes:
 - 1. Regular Board Meeting on May 19, 2020
 - VI.*** President’s Report: Dr. Michael A. Cioce, President
 - 1. Questions
 - VII.*** Finance/Facilities Committee
 - 1. Committee Report – Board Chair George Nyikita
 - 2. Action Resolution(s) for Approval
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- TAB 1:*** A Resolution to approve and ratify requested business-related travel
 - TAB 2:*** A Resolution to approve and ratify contracts
 - TAB 3:*** A Resolution for the Adoption/Affirmation of Certain Board Policies
 - TAB 4:*** A Resolution to award a contract to **NJEdge.Net** for access to select databases, journals and e-books through the **Virtual Academic Library Environment of New Jersey (VALE-NJ)** in the amount of **\$54,465.40** for fiscal year 2021 (State Entity, Waiver of Advertising-exception 6 (Library Materials))
 - TAB 5:*** A Resolution to approve the qualified list of collection agencies to be used by the College Office of Student Accounts for fiscal year 2021 (Advertised RFQ/P, “Fair & Open” process, Exception 14) (Collections-student loans), Formal proposals obtained)

- TAB 6:** A Resolution to award a contract to **Looney Advertising & Branding** to provide digital marketing services in an amount not to exceed **\$125,000.00** for fiscal year 2021 (Advertised RFQ/P, “Fair & Open” process, Advertised RFP, Proposals obtained)
- TAB 7:** A Resolution to award a contract to **Emerald Business Supply** for the purchase of custodial supplies (paper and plastic) for an amount not to exceed **\$35,000.00** during fiscal year 2021 (Advertised Bid)
- TAB 8:** A Resolution to award a contract to **Jon Don** for the purchase of custodial supplies (cleaning supplies and chemicals) for an amount not to exceed **\$16,000.00** during fiscal year 2021 (Advertised Bid)
- TAB 9:** A Resolution to award a contract to **TouchNet information System, Inc.** for the provision of electronic refunding services, payment plans and online payment processing for fiscal year 2021 (Advertised RFQ/P, “Fair & Open” process, Exception 1 (Professional services), Formal proposals obtained)
- TAB 10:** A Resolution to award a contract to **The College Board** for Accuplacer testing in an amount not to exceed **\$40,000.00** for fiscal year 2021 (Business Entity Disclosure, Waiver of Advertising-Exception 3 (Sole Source))
- TAB 11:** A Resolution to award a contract to **Pitney Bowes, Inc.** for the purchase of postage through a postage meter in an amount not to exceed **\$130,000.00** for fiscal year 2021 (State Contract #A41258)
- TAB 12:** A Resolution to award a contract to **Siemens Building Technologies** for continued maintenance and ATC control services for the College’s building automation systems, including fire and access controls, in an amount not to exceed **\$75,000** for fiscal year 2021 (Business Entity Disclosure, Waiver of Advertising-Exception 19 (Proprietary Software))
- TAB 13:** A Resolution to award a contract to **W.B. Mason** for office supplies in an amount not to exceed **\$60,000.00** for fiscal year 2021 (State Contract #88839)
- TAB 14:** A Resolution to award a contract to **ARI** for fleet management services in an amount not to exceed **\$150,000.00** for fiscal year 2021 (Shared Services Agreement)
- TAB 15:** A Resolution to renew the maintenance and license fees agreement with **Ellucian Inc.** relating to the Elevate software in the amount of **\$88,111.00** for a three-year term (Business Entity Disclosure, Waiver of Advertising-Exception 3 (Sole Source-Proprietary Software))

TAB 16: A Resolution to award an annual contract to **ePlus Technology, Inc.** for the Cisco Smartnet maintenance and support on various network switches and video conference equipment in the amount of **\$70,762.41** (**New Jersey State Contract #87720**)

TAB 17: A Resolution to appoint **The Weiner Law Group, LLC**, as the College's Special Counsel for specific legal matters for calendar year 2020 (**Advertised RFQ/P, "Fair & Open" process, Exception 1 (Professional services), Formal proposals obtained**)

3. Questions

VIII. Personnel Committee

1. Committee Report - Chair Kevin Brown
2. Action Resolution(s) for Approval

TAB 18: A Resolution approving personnel actions for Rowan College at Burlington County

TAB 19: A Resolution approving the president's recommendation to reaffirm tenure and continue the appointments of certain tenured faculty holding academic rank for academic year 2020-2021

TAB 20: A Resolution approving the president's recommendation to reappoint non-tenured instructors for academic year 2020-2021

TAB 21: A Resolution to approve the renewal of the College-paid Short-Term Disability (STD) and employee-paid Long-Term Disability (LTD) for all non-affiliated employees to **The Standard Insurance Company** effective July 1, 2020 through June 30, 2021 in the amount of **\$38,000.00** with approximately **\$11,200.00** being funded by employee contributions (**Proposals obtained by HR Broker of Record**)

TAB 22: A Resolution for the Adoption/Affirmation of the Revised Employee Handbook

3. Questions

IX. Academic Committee

1. Committee Report – Chair Jamie Martin
2. Action Resolution(s) for Approval

TAB 23: A Resolution to approve the Establishment of an Associate of Applied Science Degree in Applied Technology Management (AAS. ATM)

TAB 24: A Resolution for approval to apply for and accept the competitive grant funds for fiscal year 2021 provided by Workforce Innovation and Opportunity Act of 2014, (WIOA) Title II, Adult Education and Literacy Consolidated Adult Basic Skills and Integrated English Literacy and Civics Education Grant Programs Continuation Application

TAB 25: A Resolution to approve a Rowan University grading scheme policy for the Inclusive Education program

TAB 26: A Resolution to approve the addition of grades in RCBC's grading system, applicable only to the "3+1" inclusive education, year three professional courses with Rowan University

3. Questions

- X.** Comments from the Public
- XI.** Comments from the Board
- XII.** Other Business
- XIII.** Executive (Closed) Session - Motion to Convene Executive Session (if applicable)
- XIV.** Adjournment