

ROWAN COLLEGE AT BURLINGTON COUNTY

**BOARD OF TRUSTEES
REGULAR PUBLIC MEETING**

Tues., June 21, 2022

**Host: Mount Laurel Campus, Student Success Center
Executive Conference Room 138
1500 College Circle
Mount Laurel, New Jersey**

MINUTES

CALL TO ORDER

Board of Trustees Vice Chair Dr. James Kerfoot welcomed everyone in attendance and called the meeting to order at 5:30PM.

FLAG SALUTE

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

ROLL CALL

Board Present: Mr. James Anderson (by phone), Mr. Kevin Brown, Dr. James Kerfoot, Mr. Dorion Morgan, Mr. Gino Pasqualone, Mr. Mickey Quinn, Ms. Regina Reed, Dr. Anthony Wright, Ms. Rebekah Feinberg (Alumni Trustee)

Board Absent: Mr. Raymond Marini, Ms. Robin Walton

RCBC Present: Dr. Michael A. Cioce (President and Board Secretary), Mr. Matthew Farr, Ms. Linda Higgins, Mr. Kevin Kerfoot, Ms. Donna Podolski, Dr. Anita Rudman, Ms. Samantha Russell, Dr. David Spang, Ms. Nicole Tavares, Dr. Donna Vandergrift, Mr. Jonathan Weisbrod, Mr. William Whitfield, Ms. Kelly Grant (Board Solicitor) and Ms. Leidalis Cardona and Ms. Rosemary Kelleher (Board Recorders)

PUBLIC ANNOUNCEMENT

Ms. Rosemary Kelleher read the following statement: “In compliance with the Open Public Meetings Act, the Board passed a resolution on November 23, 2021, 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

Vice Chair Kerfoot announced that the Board deferred approval of the public and closed minutes for May 17, 2022, to the August 16, 2022 Board meeting. 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 May 17, 2022 to June 17, 2022.
- The On-Campus Crime and Fire Incident Report prepared by Captain Edmund Johnson was presented in written form to the Board for the period May 4, 2022 to June 7, 2022.
- President Cioce recognized the service of RCBC Alumni Trustee, Rebekah Feinberg, whose term expires on June 30, 2022. Dr. Cioce remarked that in the time he has been with the College, each Alumni Trustee sets the bar higher. Rebekah has had perfect attendance at the Board Meetings and she has taken advantage of every College engagement opportunity. Ms. Feinberg has invited President Cioce to engagements and he has attended too. It is refreshing to see her level of engagement and enthusiasm.

The President proceeded with reading the resolution recognizing Ms. Feinberg's contributions to the College, and he presented the resolution to her, a copy of which is made part of the public minutes.

President Cioce invited Rebekah to address the Board. Ms. Feinberg added that she really appreciated the opportunity to meet everyone and learn what actually takes place at Board meetings as a student. It was eye opening and she hopes the next Alumni Trustee learns even more. Dr. Cioce added that Rebekah will be a senior at Rowan University in the 3 + 1 program and she has a 4.0 GPA.

- President Cioce thanked the Board of Trustees on behalf of the RCBC Foundation who contributed to Project Baron. They reached their \$70,000 goal today in advance of the June 30th deadline. Dr. Cioce shared that he received a complaint that a student needed help and he reached out to staff, who helped the student so much that the person who brought the complaint to Dr. Cioce's attention made a \$1,000 donation, which put us over the goal. Those dollars are going back 100% to the initiatives that were launched at the onset of the campaign: wellness program, food pantry and embedded tutoring. It is going to allow us to do a lot more and touch more lives.
- Dr. Cioce also thanked those who took time to respond to the legislative action request that he circulated. He attended a Council Meeting yesterday at Middlesex County College with 14 of his College President peers, and he asked the representative about the odds, which are 50/50. The governance budget was put into motion in March, and then luckily there is

opportunity through the Assembly and the Senate to have amendments made. We are also fortunate in Burlington County to have support and members on the Budget Committee. He thanked everyone for reaching out to their elected officials at his request.

- Spring 2023 events are already scheduled. We will circulate dates for the May 2023 Commencement ceremonies.
- President Cioce also announced that the College will close on Fridays in July 2022 and he thanked the Board Committees for the allowance to extend this to staff, which will go a long way.
- President Cioce invited questions. With no questions, this concluded the President's Report.



Rowan College at Burlington County Board of Trustees
JUNE 21, 2022

RESOLUTION

WHEREAS, Rebekah Feinberg has served with distinction as Alumni Trustee representing the best interests of students during Rowan College at Burlington County's 2021-2022 year; and

WHEREAS, Ms. Feinberg exhibits extraordinary drive, achievement and compassion for her fellow students and she was selected to receive the College's President's Award in 2021, which is given to students with 4.0 GPAs who have demonstrated outstanding leadership both in their academic pursuits and community service; and

WHEREAS, Ms. Feinberg participated virtually in the College's Facebook Live program, "Giving Back," which was produced in December 2021, during the pandemic, and she represented the student body based on the hundreds of hours of volunteer work she has contributed to the college through the Service-Learning Program and off-campus at the Woodford Cedar Run Wildlife Refuge where she assisted in rehabilitation efforts; and

WHEREAS, Rebekah Feinberg took on the responsibility of Alumni Trustee, which provided an opportunity for her to learn more about the governance process while building upon many skills she had previously acquired such as cultural competence, service orientation and critical thinking; and

WHEREAS, Rebekah Feinberg is a true scholar who never turned away from an opportunity to learn more for self-improvement or serve the community. She has embraced a number of impressive scientific projects and earned the college's chemistry award. She also served the community leading an initiative this spring to install a free library on campus to promote literacy among students; and

WHEREAS, Rebekah Feinberg, was awarded the Faculty Association Scholarship - Presented by the Faculty Association Scholarship Committee, as Ms. Feinberg stands out for her involvement in campus activities and her excellent academic performance. Foremost, she has immersed herself in the many aspects of the RCBC community by taking advantage of all the diverse opportunities. In addition to her accomplishing many academic achievements, she committed herself to many service-based activities and committees that would make RCBC the best it can be for the full student body; and

WHEREAS, Ms. Feinberg has wholeheartedly supported RCBC and its students as student and Alumni Trustee.

NOW THEREFORE, BE IT RESOLVED by the Trustees of Rowan College at Burlington County now assembled in public session this 21st day of June 2022, that the Rowan College at Burlington County Board of Trustees hereby honor Rebekah Feinberg for her outstanding achievement as a student and service to the college, its Board of Trustees and to the citizens of Burlington County.

Robin A. Walton
Board Chair

Dr. Michael A. Cioce
College President and Board Secretary

2. Board Reports

- A. Finance/Facilities Committee:** Committee Chair Dorion Morgan reported that the Finance/Facilities Committee met on Tues., June 14, 2022, at 3:00PM, and the Committee discussed various finance and facilities matters.

Trustee Morgan proceeded with a review of Tabs 1 through 14 for the Board's consideration:

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

- Tab #1:** Resolution #2022-172-01, A Resolution to approve and ratify requested business-related travel.
- Tab #2:** Resolution #2022-172-02, A Resolution to approve and ratify certain agreements and contracts.
- Tab #3:** Resolution #2022-172-03, A Resolution to approve a contract to Looney Advertising & Branding to provide digital marketing services in an amount not to exceed \$250,000.00 for fiscal year 2023.
- Tab #4:** Resolution #2022-172-04, A Resolution to award a contract to ePlus Technology, Inc. for the purchase of Cisco firewalls for Mt. Laurel and Mt. Holly equipment in the amount of \$349,922.38.
- Tab #5:** Resolution #2022-172-05, A Resolution to award an annual contract to NWN for the HP Servers to provide the College's Colleague ERP System maintenance and support services in the amount of \$38,039.52.
- Tab #6:** Resolution #2022-172-06, 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 \$49,525.89.
- Tab #7:** Resolution #2022-172-07, A Resolution to award a contract to Dell Marketing for the replacement of the existing servers and power store units including installation, maintenance and support, for a three-year term, in the amount of \$76,296.94.
- Tab #8:** Resolution #2022-172-08, A Resolution to award a contract to Touchnet Information Systems Inc. for the provision of electronic refunding services, payment plans and online payment processing for fiscal year 2023 with an option to renew for an additional year.
- Tab #9:** Resolution #2022-172-09, A Resolution to approve the qualified list of collection agencies to be used by the College Office of Student Accounts for fiscal year 2023.

- Tab #10:** Resolution #2022-172-10, 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 \$60,000.00 during fiscal year 2023.
- Tab #11:** Resolution #2022-172-11, A Resolution to award a contract to W.B. Mason for office supplies in an amount not to exceed \$55,000.00 for fiscal year 2023.
- Tab #12:** Resolution #2022-172-12, A Resolution to award a contract to Softdocs, for a digital forms solution document management system, to replace the college's current system, to include a platform software subscription as well as a one-time fee for professional services in the amount of \$82,500.00.
- Tab #13:** Resolution #2022-172-13, A Resolution to award a contract to RICOH USA Inc. for the rental, service and supplies for five Ricoh copier systems for the Print Facility, for a term of five years, in an annual amount of \$56,920.44.
- Tab #14:** Resolution #2022-172-14, A Resolution to award a contract to Laerdal Medical Corporation for the purchase of SimMan warranty and onsite preventive maintenance for the simulator manikins and related equipment to be used in the Paramedic Science Program in the amount of \$103,487.80 for a 4-year term.

New Tab: Committee Chair Dorion Morgan added as we are approaching the end of the fiscal year and several of our contracts, if the Board would be so inclined, the Committee seeks approval of a 1.5% increase for all unaligned employees. Committee Chair Morgan asked that this is added to the motion.

Vice Chair Kerfoot invited questions on the resolutions. Trustee Gina Reed asked for clarification on unaligned employees. President Cioce stated that unaligned employees are not represented by a collective bargaining agreement. Essentially, it refers to administrators and executives. The Vice Chair invited any additional questions. Trustee Mickey Quinn asked how it compares with collective bargaining employees. President Cioce answered that all support staff, faculty and the College's public safety units are currently at the negotiating table. They are in the final nine days of their last year of expiring contracts. To Trustee Quinn's question, Dr. Cioce believes that all three units in fiscal year 2022 were at 1.8%. Vice Chair Kerfoot invited further questions and there were none.

Vice Chair Kerfoot requested a motion to move Tabs 1 through 14, and the addition by Committee Chair Morgan, as recommended by the Finance/Facilities Committee. With a motion by Trustee Gino Pasqualone, a second by Trustee Mickey Quinn, and one abstention by Trustee James Kerfoot on the last item introduced this evening, the Board approved Resolutions 1 through 14 with all in favor, and the newly introduced Tab with 7 in favor, 1 abstention, and none opposed. This concluded the Finance/Facilities Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-01

TO APPROVE AND RATIFY REQUESTED BUSINESS-RELATED TRAVEL

APPROVE

1) Grant-Funded Travel

None

2) Operational

None

RATIFICATION

1) Grant-Funded Travel

Andrea Quinn, Program Director, Paramedic Sciences, Annual accreditation hosted by CoAEMSp to meet national and state requirements and program standards, Louisville, KY, June 2 – 5, 2022, \$1,940.00. (Grant Funded - Perkins)

2) Operational

None

REIMBURSEMENT

Elisa Bogdan, Grants Specialist, Grants Department, National Perkins Leadership Conference, sponsored by the National Association for Career & Technical Education Information, Savannah, GA, May 8 – 12, 2022, \$353.79. (Grant-funded travel request approved on April 19, 2022.)

Lacy Jane Ryman, Registrar, EMSS, AACRAO Annual Conference, Portland, OR, April 2 – 7, 2022, \$163.88. (Travel request approved on March 15, 2022.)

Andrea Quinn, Program Director, Paramedic Sciences, Annual accreditation hosted by CoAEMSp to meet national and state requirements and program standards, Louisville, KY, June 2 – 5, 2022, \$1,466.04. (Grant-funded travel submitted as a ratification on June 21, 2022.)

Dr. Andre Turner, Director of EOF, EMSS, Conference, Portland, OR, May 31 – June 4, 2022, \$341.64

Tracy Iglesias, Lead Instructor, Paramedic Science, Health Sciences Division, 2022 Paramedic Conference, Louisville, KY, June 2 – 5, 2022, \$585.73

Stephen Reustle, AD/Clinical Coordinator, Paramedic Science, Health Sciences Division, Annual Accreditation Conference hosted by CoAEMSp to meet program standards for program improvement, Louisville, KY, May 31 – June 5, 2022, \$2,281.28

*******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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gina Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chair								10
11 Anthony Wright								11

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

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-02

TO APPROVE AND RATIFY CERTAIN AGREEMENTS AND CONTRACTS

FOR APPROVAL:

To approve a consultant contract with **Galdan Enterprises, LLC dba/Connection School of Real Estate for NJ Salesperson**, pre-Licensing for the Professional Development Department, (WDI), for the term July 1, 2022 through June 30, 2023, in the amount of \$16,875.00.

To approve a consultant contract with **Puleo Pharmacy Service, LLC** for pharmacy technician apprenticeship with various dates to be determined, for the professional development department, for the term July 6, 2022 through June 19, 2023 in the amount of \$23,760.00.

To approve a consultant services contract with **Rutgers, The State University**, Small Business Development Center, to provide instruction and related materials for “starting a small business from A-Z” courses, for the term of September 1, 2022 through June 30, 2023, in the amount of \$6,390.00.

To approve a consultant contract between **Rowan College at Burlington County and Burlington County Institute of Technology (BCIT)**, for Advanced Manufacturing Machinist program for from July 1, 2022 through June 30, 2023, under a shared services MOU.

To approve a service agreement with **Park Place Technologies, LLC** for annual maintenance for the Dell servers, for the OIT Department, for a one-year term, in an amount of \$9,925.32.

To approve a maintenance agreement with **Faronics**, for software updates and services, for a one-year term in the amount of \$3,150.00.

To approve a licensing subscription maintenance agreement with **SHI International Co.** for Microsoft 365 software, for a one-year term, September 1, 2022 through August 31, 2023, in an amount of \$31,756.77.

To approve a maintenance and licensing agreement with **CollegeNet**, for a software program to support the logistics and scheduling needs of the institution, for a one-year term, in an estimated amount of \$3,360.00.

To approve a maintenance and licensing agreement with **Omnigo Software, LLC** for reporting software, Exec Silver SSP, for a one-year term in an amount of \$5,782.24.

To approve a maintenance and support agreement with **CDW** for the Commvault Software program, for a one-year term in the amount of \$9,810.40.

To approve a maintenance and support agreement with **Dell Marketing, LLC** for the software upgrades and support to service the RIMS document management system, for a one-year term in the amount of \$1,595.22.

To approve an annual subscription renewal with **NWN Corporation** for the Cisco WebEx Collaboration Flex Plan for Education for a one-year term, in the amount of \$11,115.00.

To approve a software license agreement with **Voice Thread** for an annual higher education license with platinum services for the existing cloud-base service, for a one-year term in an amount of \$12,939.00.

To approve a consultant service agreement with **Oscar Holmes IV dba/WHConsulting Firm, LLC.**, for DEI-audit focused survey for students, faculty and staff for the term beginning July 1, 2022 until completion of contracted services, to launch fall of 2022, for purchase order totals of \$33,350.00.

To approve an agreement with **Critical Mention, Inc.** for an annual subscription a media monitoring service, for a one-year term, in an amount of \$2,999.00.

To approve a service agreement with **Getinge USA Sales, LLC.** for IC Getinge professional service plan, service of the sterilizer and boiler equipment in the science labs, for a one-year term, in the amount of \$9,959.00.

To approve a contract with **Margaritas 2U, LLC**, for a water ice bar for a student success summer event, on June 20, 2022, in an amount of \$250.00.

To approve a contract with **Margaritas 2U, LLC** for an ice cream sundae bar on June 30, 2022, for a student success event, in the amount of \$375.00.

To approve an agreement with **Onsolve, LLC** for critical communication subscription licenses, messaging system, for the Strategic Marketing and Communication department, for a one-year subscription, July 1, 2022 through June 30, 2023 for an amount of \$6,693.75.

To approve a consultant agreement with **Unlock Your Story, LLC** for a storytelling in motion workshop, on August 18, 2022, in an amount of \$1,500.00.

To approve a consultant agreement with **Building Muscle, LLC.** for a mental health workshop on August 18, 2022, in an amount of \$2,500.00.

To approve a renewal subscription, exercise the second (2) year agreement with **ProEducation Solutions, LLC**, for proverify services consisting of access for remote verifying federal student aid application through web-based student portals, for year two (2) of a three (3) year option, June 1, 2022 through June 30, 2023, in an amount \$35,000.00.

To approve a consultant services contract with **Motimatic PBC** to assist with re-enrolling students, for a one-year term, in an amount not to exceed \$35,000.00.

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, 2022 through June 30, 2023 in the amount of **\$27,000.00** with approximately **\$6,000** being funded by employee contributions.

To approve a Master Affiliation Agreement between **Capital Health System, Inc., and Rowan College at Burlington County** for the Cancer Registry students' and the Diagnostic Medical Sonography students' clinical rotations, for the term July 1, 2022 to June 30, 2025. The existing contract is set to expire on June 30, 2022, and the DMS program has a student currently placed at this site.

To approve a Student Experience Agreement between **Masonic Charity Foundation (Masonic Village at Burlington) and Rowan College at Burlington County** for a period of two years, July 1, 2022 through June 30, 2024, to evaluate students' performance and progress. The agreement is set to expire June 30, 2022.

To approve a second Amendment to the Master Management and Clinical Placement Agreement between **Virtua Health, Inc., and Rowan College at Burlington County** to provide students with clinical training experiences for a period of one year, July 1, 2022 through June 30, 2023.

FOR RATIFICATION:

To ratify a software agreement with **Stryder Corporation dba/ Handshake** for processing of personal data uploads, for the term of May 23, 2022 through May 22, 2025, in an amount not to exceed \$17,000.00.

To ratify a software renewal fee with **Fire Engine Red** for enrollment software, Fireworks CRM System for the College's enrollment management department for the term of June 1, 2022 through May 31, 2023, in the amount of \$16,500.00.

To ratify a renewal software fee with **Comevo, Inc.** launch usage fee, deluxe package, for online application and online hosting services, for the Student Success department, for the term June 2022 through May 2023, in an amount of \$9,785.00.

*******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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
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6 Vacant								6
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8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chair								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-03

**TO APPROVE A CONTRACT TO LOONEY ADVERTISING & BRANDING TO
PROVIDE DIGITAL MARKETING SERVICES IN AN AMOUNT
NOT TO EXCEED \$250,000.00 FOR FISCAL YEAR 2023**

WHEREAS, the College has identified that digital marketing services are necessary to encourage student enrollment and promote College programs in Burlington County and throughout the region; and

WHEREAS, the college has several new and significant programs to promote as well as a need to conduct more cost-effective advertising of noncredit programs; and

WHEREAS, proposals for Digital Marketing Services, RFP-22-02, were advertised on Monday, February 21, 2022 and were opened on Thursday, March 24, 2022, at 2:00 P.M., Seven (7) vendors responded with one (1) being not compliant; and

WHEREAS, our current contract expires June 30, 2022; and

WHEREAS, the RFP also contained language which would allow the College to extend the term with agreed upon changes of the contract, for an additional one (1) year term based on mutual agreement and Board approval; 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 one (1) year contract to **Looney Advertising & Branding**, 7 North Mountain Avenue, Montclair, NJ 07042; 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: **Looney Advertising & Branding**, 7 North Mountain Avenue, Montclair, NJ 07042;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 21st of June 2022, that a contract will be awarded to **Looney Advertising & Branding**, in the amount not to exceed \$250,000.00, for a twelve (12) month term.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating and Grants budgets to pay for the contract between Rowan College at Burlington County and to **Looney Advertising and Branding**.

The money necessary to fund said contract is **\$250,000.00**. 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:

- 1-00900-9470 (Strategic Marketing & Communications, Advertising)
- 3-24174-9470 (CCOG FY23, Advertising)
- 3-24231-9470 (NJCH Museum on Main Street, Advertising)
- 3-26711-9470 (Opportunity Meets Innovation, Advertising)
- 3-24225-9470 (Global Security and International Studies, Advertising)

Matthew Farr
Chief Operating Officer

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

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9 Regina Reed								9
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11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-04

**TO AWARD A CONTRACT TO ePLUS TECHNOLOGY, INC. FOR TO
REPLACEMENT OF THE EXISTING FIREWALLS INCLUDING MAINTENANCE,
SUPPORT AND INSTALLATION FOR FIVE YEARS
IN THE AMOUNT OF \$349,922.38**

WHEREAS, in an effort to maintain the College's cyber security, the College has a need to replace its existing firewalls, purchased in 2015, as it has reached the end of life for support and maintenance. The vendor will no longer provide software and security updates or replacement parts; and

WHEREAS, these services are included under New Jersey State Contract (#87720); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **ePlus Technology, Inc.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor **ePlus Technology, Inc.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, to award a contract to **ePlus Technology, Inc.** in the amount of **\$349,922.38**.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating budget to pay for the contract between Rowan College at Burlington County and **ePlus Technology, Inc.**

The money necessary to fund said contract is **\$349,922.38**. 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:

3-26712-9610 (ARP/SIP, Maintenance Materials)

3-26712-9850 (ARP/SIP, Data Processing Equipment)

Matthew Farr
Chief Operating Officer

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

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 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-05

**TO AWARD AN ANNUAL CONTRACT TO NWN FOR THE HP SERVERS TO
PROVIDE THE COLLEGE'S COLLEAGUE ERP SYSTEM MAINTENANCE AND
SUPPORT SERVICES IN THE AMOUNT OF \$38,039.52**

WHEREAS, the College has a need for vendor supplied maintenance and support/maintenance services for the College's Colleague ERP HP hardware system that has expired from the original five year agreement (July 1, 2022 – June 30, 2023); and

WHEREAS, these services are included under New Jersey State Contract (#87720); and

WHEREAS, it appears that NWN has the experience and expertise to provide these services for the college; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **NWN, 6 Executive Drive, Suite 118, Farmington, CT 08032** (New Jersey State Contract #87720); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor **NWN, 6 Executive Drive, Suite 118, Farmington, CT 08032** (New Jersey State Contract #87720);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, to award a contract to **NWN** in the amount of **\$38,039.52**.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating budget to pay for the contract between Rowan College at Burlington County and NWN.

The money necessary to fund said contract is **\$38,039.52**. 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:

1-00800-9601 (Information Technology, Maintenance Contracts)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-06

**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 \$49,525.89**

WHEREAS, the College has a need for vendor supplied maintenance and support services for various Cisco network and video conferencing equipment (July 1, 2022 – June 30, 2023); and

WHEREAS, these services are included under New Jersey State Contract (#87720); and

WHEREAS, it appears that **ePlus Technology, Inc.** has the experience and expertise to provide these services for the college; and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **ePlus Technology, Inc.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor **ePlus Technology, Inc.**, 13595 Dulles Technology Drive, Herndon, VA 20171 (New Jersey State Contract #87720);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, to award a contract to **ePlus Technology, Inc.** in the amount of **\$49,525.89**.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating budget to pay for the contract between Rowan College at Burlington County and **ePlus Technology, Inc.**

The money necessary to fund said contract is **\$49,525.89**. 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:

1-00800-9601 (Information Technology, Maintenance Contracts)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-07

**TO AWARD A CONTRACT TO DELL MARKETING FOR THE REPLACEMENT OF
THE EXISTING SERVERS AND POWERSTORE UNIT INCLUDING INSTALLATION,
MAINTENANCE AND SUPPORT, FOR A THREE-YEAR TERM,
IN THE AMOUNT OF \$76,296.94**

WHEREAS, the College has a need to replace its existing hardware in the DataCenter VMWare server environment and to replace the current local disaster recovery solution, both of which are 10+ year old and have reached end of life for support and maintenance; and

WHEREAS, these services are included under New Jersey State Contract (#C000000005003); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, it appears in the best interest of the College to award a contract to: **Dell Marketing, One Dell Way, Round Rock, TX 78682** (New Jersey State Contract (#C000000005003)); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64-25.9 and P.L. 2011, c139, the President recommends a contract be awarded to the following vendor **Dell Marketing, One Dell Way, Round Rock, TX 78682** (New Jersey State Contract # C000000005003);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, to award a contract to **Dell Marking** in the amount of **\$76,296.94**.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Grants budget to pay for the contract between Rowan College at Burlington County and **Dell Marketing**.

The money necessary to fund said contract is **\$76,296.94**. 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:

3-26712-9850 (ARP SIP3 Grant, Data Processing Equipment)

Matthew Farr
Chief Operating 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 virtually on Tuesday, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Jamie Martin								5
6 Dorion Morgan								6
7 Robin Walton, Chair								7
8 Gino Pasqualone								8
9 Mickey Quinn								9
10 Robin A. Walton								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-08

**TO AWARD A CONTRACT TO TOUCHNET INFORMATION SYSTEMS, INC.
TO PROVIDE ELECTRONIC REFUNDING SERVICES, PAYMENT PLANS AND
ONLINE PAYMENT PROCESSING FOR THE COLLEGE IN FISCAL YEAR 2023**

WHEREAS, the College has a need to provide an electronic method for students to pay tuition and receive financial aid; and

WHEREAS, this method needs to be a secure online system for both the student and the College; and

WHEREAS, Requests for Proposals were advertised on Tuesday, April 5, 2022 and were opened Thursday, April 28, 2022, at 2:00 p.m., two (2) vendor responded; and

WHEREAS, it appears that **TouchNet information System, Inc.**, has the experience and expertise to provide these services; and

WHEREAS, our current contract expires on June 30, 2022; and

WHEREAS, this contract is for a period of one (1) year and the RFP# 22-04-P, Electronic Financial Aid Refunding, Payment Plans, and Online Payment Processing, also contained language which would allow the College to extend the term of the contract for an additional one (1) year term based on mutual agreement and Board approval; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), it appears in the best interest of the College to appoint **TouchNet Information Systems, Inc., 9801 Renner Blvd., Suite 150, Lenexa, KS 66219**; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), the President recommends a contract be awarded to **TouchNet Information Systems, Inc., 9801 Renner Blvd., Suite 150, Lenexa, KS 66219**; and

NOW, THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 21st day of June 2022, that a contract be awarded to **TouchNet Information Systems, Inc.** for fiscal year 2023.

*******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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11

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

Dr. James Kerfoot
Vice Chair

Dr. Michael A. Cioce
Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-09

**TO APPROVE A QUALIFIED LIST OF COLLECTION AGENCIES TO BE USED BY
THE COLLEGE OFFICE OF STUDENT ACCOUNTS**

WHEREAS, the College may have a need for qualified firms to perform services in the area of bad debt collections on our behalf; and

WHEREAS, a Request for Qualifications/Proposals (RFP/Q) was advertised and released on Tuesday, May 10, 2022 and opened on Wednesday, June 1, 2022, at 2:00 PM, five (5) vendors responded, four (4) were compliant; and

WHEREAS, it appears that the attached list of debt collection agencies has the experience and expertise to provide debt collections services for the college; and

WHEREAS, our current pre-qualified list expires June 30, 2022; and

WHEREAS, this qualified list is for a period of one (1) year and the RFQ/P also contained language which would allow the College to extend the term of the approved list for an additional one (1) year term based on mutual agreement and Board approval; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), it appears in the best interest of the College to approve the list of qualified debt collection agencies; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(14), the President recommends contracts be awarded to approve the list of qualified debt collection agencies; and

NOW THEREFORE, BE IT RESOLVED, by the Trustees of the College now assembled in public session this 21st day of June 2022, authorizes the College to approve the list of qualified debt collection agencies to work with the Office of Student Accounts at the College to collect bad debt, on behalf of the College, for the contracted period.

**COLLECTION AGENCIES – FY23 – Pre-Qualified
July 2022 – June 2023**

AR Resources, Inc.
2 Valley Square, 512 Township Line Rd.
2nd floor
Blue Bell, PA 19422
(866) 804-5501

Eastern Revenue, Inc.
601 Dresher Rd #301,
Horsham, PA 19044
(866)337-8875

*******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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-10

**TO AWARD A CONTRACT TO PITNEY BOWES, INC. FOR THE PURCHASE OF
POSTAGE THROUGH A POSTAGE METER IN AN AMOUNT NOT TO EXCEED
\$60,000.00 DURING FISCAL YEAR 2023**

WHEREAS, the College has a need to provide mailing and shipping services to various departments at all campus and center locations through the USPS, UPS and FedEx; and

WHEREAS, these services include standard mail, vendor payments, payroll checks, as well as, College brochures; and

WHEREAS, the College is leasing a postage meter and related equipment from **Pitney Bowes, Inc.**; and

WHEREAS, the College purchases United States postage permits through **Pitney Bowes, Inc.** which provides a discounted rate on postage for College through this postage meter; and

WHEREAS, these services are included under New Jersey State Contract (#75237); and

WHEREAS, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-it appears in the best interest of the College to award a contract to **Pitney Bowes, Inc.**, P.O. Box 5151, Shelton, CT 06484 (New Jersey State Contract #75237); and

WHEREAS, in accordance with P.L. 1982 c.189 N.J.S.A. 18A:64A-25.9, the President recommends the award of this contract to the following vendor(s): **Pitney Bowes, Inc.**, P.O. Box 5151, Shelton, CT 06484 (New Jersey State Contract #75237); and

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, that a contract be awarded to **Pitney Bowes, Inc.** in an amount not to exceed **\$60,000.00** during fiscal year 2023.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating budget to pay for the contract between Rowan College at Burlington County and **Pitney Bowes, Inc.**

The money necessary to fund said contract is not to exceed **\$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 appropriation:

1-10410-9401 (General Institutional, Postage)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-11

**TO AWARD A CONTRACT TO W.B. MASON FOR OFFICE SUPPLIES IN AN
AMOUNT NOT TO EXCEED \$55,000.00 DURING FISCAL YEAR 2023**

WHEREAS, all college departments on all campuses require a variety of office supplies, etc. in order for their departments to function on a day-to-day basis; and

WHEREAS, the purchasing department will review all requisitions and make the determination when it is in the best interest of the College to purchase these supplies from W.B. Mason via the State Contract pricing; and

WHEREAS, New Jersey County College Contracts Law 18A:64A-25.9 permits purchases through State agencies; 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 a contract to **W.B. Mason**, 151 Heller Place, Bellmawr, NJ 08031 (NJ State Contract #A88839); 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): **W.B. Mason**, 151 Heller Place, Bellmawr, NJ 08031 (NJ State Contract #A88839);

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, that a contract be awarded to **W.B. Mason** for an amount not to exceed **\$55,000.00** during fiscal year 2023.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating budget to pay for the contract between Rowan College at Burlington County and **W.B. Mason**.

The money necessary to fund said contract is **\$55,000.00**. 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:

1-10410-9501 (General Institutional, Office Supplies)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-12

TO AWARD A CONTRACT TO SOFTDOCS, FOR A DIGITAL FORMS SOLUTION DOCUMENT MANAGEMENT SYSTEM, TO REPLACE THE COLLEGE'S CURRENT SYSTEM, TO INCLUDE A PLATFORM SOFTWARE SUBSCRIPTION AS WELL AS A ONE-TIME FEE FOR PROFESSIONAL SERVICES IN THE AMOUNT OF \$82,500.00

WHEREAS, in an effort to maintain the College's document management flow of electronic forms to allow the automation of business processes minimizing paper records; and

WHEREAS, Requests for Proposals were advertised on Tuesday, May 3, 2022 and were opened Tuesday, May 24, 2022, at 2:00 p.m., three (3) vendors responding and compliant; and

WHEREAS, it appears that **Softdocs**, has the experience and expertise to provide these services; and

WHEREAS, this contract is for a period of one (1) year and the RFP# 22-10-P also contained language which would allow the College to extend the term of the contract for an additional four (4) years based on mutual agreement and Board approval; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), it appears in the best interest of the College to award **Softdocs, 807 Bluff Road, Columbia, SC 29201**; and

WHEREAS, in accordance with P.L. 2004, Chapter 19 (as amended by P.L. 2005, c51) N.J.S.A. 19:44A-20.4 et seq. Chapter 271 P.L. 2005 (Adopted January 5, 2006) and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5(19), the President recommends a contract be awarded to **Softdocs, 807 Bluff Road, Columbia, SC 29201**;

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, to award a contract to **Softdocs** in the amount of **\$82,500.00**.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating & Grants budget to pay for the contract between Rowan College at Burlington County and **Softdocs**.

The money necessary to fund said contract is **\$82,500.00**. 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:

1-00800-9601 (Information Technology, Maintenance Contracts)
3-26712-9701 (HEERF ARP/SIP, Contracted Services)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-13

TO AWARD A CONTRACT TO RICOH USA INC. FOR THE RENTAL, SERVICE AND SUPPLIES FOR FIVE RICOH COPIER SYSTEMS FOR THE PRINT FACILITY, FOR A TERM OF FIVE YEARS, IN AN ANNUAL AMOUNT OF \$56,920.44

WHEREAS, the College a need to lease four total Ricoh production copiers to replace four aging copiers in the print facility that have reached contract expiration; and

WHEREAS, the print facility averages nearly a half million copier impressions on a monthly basis. Based on visual inspection, test runs, reference and testimonials, these replacement machines will easily withstand the demands of the internal use during the next four years; and

WHEREAS, it has been determined that **Ricoh USA, Inc.**, has the experience and expertise to continue to provide this equipment and related services to the College; and

WHEREAS, the rental and service agreements for these devices is available under New Jersey State Contract (#G2075); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 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 **Ricoh USA, Inc.**, PO Box 41564, Philadelphia, PA 19101 (NJ State Contract #G2075); and

WHEREAS, in accordance with P.L. 1982, c189 N.J.S.A. 18A:64A-25.9 and P.L. 1982 c.189 N.J.S.A. 18A:64A-25.5 (19), the President recommends the award of this contract to the following vendor: **Ricoh USA, Inc.**, PO Box 41564, Philadelphia, PA 19101 (NJ State Contract #G2075); and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2019, that a contract be awarded to **Ricoh USA, Inc.**, for a five-year term, in the amount of **\$56,920.44** for fiscal year 2023, and total five-year term amount of \$284,602.20.

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

I, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Operating & Auxiliary budgets to pay for the contract between Rowan College at Burlington County and **RICOH USA Inc.**

The money necessary to fund said contract is **\$56,920.44**. 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:

- 1-36500-9601 (Print Services, Maintenance Contracts)
- 2-36502-9601 (Print Services, Maintenance Contracts)
- 1-36500-9730 (Print Services, Equipment Rental)
- 2-36502-9730 (Print Services, Equipment Rental)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-14

**TO AWARD A CONTRACT WITH LAERDAL MEDICAL CORPORATION
FOR THE PURCHASE OF SIMMAN WARRANTY AND ONSITE PREVENTIVE
MAINTENANCE FOR THE SIMULATOR MANIKINS AND RELATED
EQUIPMENT TO BE USED IN THE PARAMETIC SCIENCE PROGRAM
IN THE AMOUNT OF \$103,487.80 FOR A FOUR-YEAR TERM**

WHEREAS, the College has a need for warranty and preventive maintenance care for Laerdal manikins and related equipment that is used in the Paramedic Science 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; and

NOW THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, that a contract be awarded to **Laerdal Medical Corporation** in an amount of **\$103,487.80**; 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, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal years 2022 & 2023 Operating budgets to pay for the contract between Rowan College at Burlington County and **Laerdal Medical Corporation**.

The money necessary to funds said contract is \$103,487.80. The contract is subject to the availability of funds and upon the approval of the contract the funds will be charged to the following budget line item appropriations:

1-24411-9601 (Paramedic Sciences, Maintenance Contract)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 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 Wed., June 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 15 for the Board's consideration:

Personnel Committee Action (Resolution(s) for Approval)

Tab #15: Resolution #2022-172-15, A Resolution approving personnel actions for Rowan College at Burlington County.

Vice Chair Kerfoot requested a motion to move Tab 15, as recommended by the Personnel Committee. With a motion by Trustee Dr. Anthony Wright, and a second by Trustee Dorion Morgan, the Board approved Resolution 15 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
June 21, 2022**

RESOLUTION #2022-172-15

**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;

Nanette Sulik as Nursing Program Success Manager at \$80,000;
Tiffany Foster as PT Test Proctor at \$13/hour;
Chris Gebhart as PT Advisor at \$18/hour;
Kathleen Innocenzi as PT Advisor at \$20/hour;
Corey Atkinson as Test Center Manager at \$51,000;
Angelina Rubinacci as PT Community Standards Assistant at \$17/hour;
Anna Mirza as Physics Instructor at \$49,000;
Nabeel Baig as Computer Engineering Technology Instructor at \$49,000;
Sean Melican as Chemistry Instructor at \$49,000;
Nancy Carpenter as PT Career Technical Education (CTE) Student Success Coordinator/Recruiter at \$16.50/hour;
Meocha Dozier as Financial Aid Specialist at \$32,000; and

WHEREAS, the following internal individuals were found to meet the qualifications that best meet the needs of the college in the designated departments, namely;

Sherley Helm as Custodian at \$31,192 effective 6/15/22;
Robert Fortman as Grounds/Maintenance Assistant (no salary change);
Katy Vickers as Academic Records & Scheduling Assistant at \$35,903;
Michael Reyna as STEM Laboratory Technician at \$41,926; and

Salary Adjustments

Leidalis Cardona with \$1,000/month stipend effective 6/1/22-8/31/22 to assist with Foundation duties in addition to current position; and

Title Changes

Michael D'Agostino as Electronic Resources Librarian (no salary adjustment);
Mirian Leon as PT Custodian effective 7/6/22 at \$14.50/hour;
Shawn Thomas as Interim Executive Director of Adult & Continuing Education and Business Engagement effective 6/1/22-8/30/22 with a stipend of \$3,166.66/month; 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;

Kennedy, Abigail; Dabek, Dana; and

Adjuncts, Nursing and Health Sciences;

None; and

Part-Time Trainers;

Lopez, Evelyn; 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;

Christina Goss, Adjunct, Health Sciences;
Mindi Cahall, Director of Strategic Marketing, Marketing;
Sarah Pike, Library Evening Paraprofessional, Library;
Tom McCullough, Stationary Engineer, Facilities;
Carol Plimpton, Adjunct, STEM; and

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

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;

Michael Crockrell, Public Safety, Paid & Unpaid LOA;
Jonathan Alexander, Liberal Arts, Paid LOA;
Liz Price, STEM, Paid LOA;
Andrea Cohen, EMSS, Unpaid LOA;
Lindsey Daniello, Foundation; Paid & Unpaid LOA;
Jarrett Kealey, EMSS, Paid Intermittent Leave; and

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

None; and

WHEREAS, the President recommended to the Personnel Committee who subsequently is recommending to the Board of Trustees, the approval and ratification of the rescinding of separation of employment of employees, namely;

Felice Tietz, Grants Compliance & Monitoring Specialist, WDI;
Kathleen Bates, Purchasing Agent, Purchasing; and

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

NOW, THEREFORE, be it resolved by the Trustees of the College now assembled in public session this 21st day of June 2022, 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

C. **Academic Committee:** Dr. James Kerfoot, Committee Chair, asked Dr. David Spang to give the report. Topics of discussion included:

- The Board Academic Committee met on Tuesday, June 14, 2022.
- The Committee discussed the schedule development timeline and staffing for the Fall 2022 semester.
- Open educational resources were discussed.
- Industry partner activities with Lockheed Martin apprenticeship programs.
- Also, the Faculty Collective Bargaining Agreement sessions.
- President Cioce provided an update on Workforce Development Institute items and Dr. Karen Archambault, Vice President of Enrollment Management and Student Success, provided an update for her area.
- There are four resolutions for the Board's consideration, as follows:

Academic Committee Action (Resolution(s) for Approval)

Tab #16: Resolution #2022-172-16, A Resolution for the approval to apply for and accept 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.

Tab #17: Resolution #2022-172-17, A Resolution for the approval to apply for and accept the fiscal year 2023 from the NJ Pathways Centers of Workforce Innovation – supply chain & logistics in the amount of \$150,000.00 for work to be completed April 1, 2022 to December 21, 2022.

Tab #18: Resolution #2022-172-18, A Resolution to approve a contract with Broward College to provide credentialing examination services for the Supply Chain Management Professional Program in an amount not to exceed \$84,000.00 for fiscal year 2023.

Tab #19: Resolution #2022-172-19, A Resolution to approve a contract with the Academy of HealthCare Excellence to provide course prerequisite paperwork collection and monitoring, classroom training, clinical training and oversight for the health works apprenticeship program in an amount not to exceed \$40,000.00 for fiscal year 2023.

Vice Chair Kerfoot invited questions and there were none. Dr. Kerfoot requested a motion to move Tabs 16 through 19, as recommended by the Academic Committee. With a motion by Trustee James Kerfoot, the Board of Trustees approved Resolutions 16 through 19 with all in favor and none opposed.

This concluded the Academic Committee Report.

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION # 2022-172-16

**APPROVAL TO APPLY FOR AND ACCEPT 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 21st day of June 2022, 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION # 2022-172-17

**APPROVAL TO APPLY FOR AND ACCEPT THE FISCAL YEAR 2023 FROM THE NJ
PATHWAYS CENTERS OF WORKFORCE INNOVATION – SUPPLY CHAIN &
LOGISTICS IN THE AMOUNT OF \$150,000.00 FOR WORK TO BE COMPLETED
APRIL 1, 2022 TO DECEMBER 21, 2022**

WHEREAS, the College in coordination with Hudson County Community College, Salem Community College and Union County College are working to create educational pathways and develop procedures to address supply chain & logistic employer needs and provide a pathway for jobseekers and workers to increase salaries.

WHEREAS, the College received notification from the NJ Pathways Centers for Workforce Innovation – Supply Chain & Logistics, of eligibility for funding in the amount of \$150,000.00 for fiscal year 2023; and

WHEREAS, the funding represents payment to the College for services related to (1) improving the alignment of training and the needs of employers in New Jersey’s Supply Chain industry, (2) developing new education and training programs aligned with the needs of employers, and (3) delivering education and training tied to the of employers in the supply chain industry; and

WHEREAS, the College in alignment with the approved workplan will:

- Continue to work with the Enrollment Management Department to incorporate an industry recognized credit into the High School Quick Steps Dual Enrollment Agreements;
- Work with Broward College’s Center for Supply Chain Education to develop a MOU/partnership to include all 18 community colleges;
- Intergrate and promote high school quick step program enrollment to the RCBC Adult Basic Education program, to build on its IET Intergrated Education and Training process to support learners as a concurrent learning track or as an immediate next step upon completion;
- Develop a proposal to implement a credit-bearing certificate pathway as a bridge for those from the non-credit and high school program pathways;
- Develop a professional development toolkit for the High School Quick Step Program that includes materials to support the program, the prior learning assessment process, and materials that clearly outline all viable educational pathways options that presents a clear pathway into industry or to degree, to meet the needs of a variety of student groups; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees, assembled in public session this 21st day of June 2022, hereby authorizes the College to accept the NJ Pathways Centers of Workforce Innovation – Supply Chain & Logistics 2023 funding in the amount of \$150,000.00.

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

IT IS HEREBY CERTIFIED that the foregoing Resolution was duly adopted by the Rowan College at Burlington County, by the vote below indicated, at the **Board Meeting held on Tuesday, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-18

**TO APPROVE A CONTRACT WITH BROWARD COLLEGE TO PROVIDE
CREDENTIALING EXAMINATION SERVICES FOR THE SUPPLY CHAIN
MANAGEMENT PROFESSIONAL PROGRAM IN AN AMOUNT NOT TO EXCEED
\$84,00.00 FOR FISCAL YEAR 2023**

WHEREAS, the County established as Workforce Development Institute at Rowan College at Burlington County in July 2015 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 the Supply Chain Management Professional industry certifications; and

WHEREAS, the Workforce Development Institute has secured a contract with Broward provide credentialing and examination services in Transportation, Logistics, and Distribution; 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 21st day of June 2022, that a contract be awarded to **Broward College** in an amount not to exceed **\$84,00.00** for fiscal year 2023; 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, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Auxiliary budget to pay for the contract between Rowan College at Burlington County and **Broward College**.

The money necessary to fund said contract is **\$84,00.00.00** 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:

2-85104-9701 (Professional Development, Contracted Services)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

**ROWAN COLLEGE at BURLINGTON COUNTY
BOARD OF TRUSTEES MEETING
June 21, 2022**

RESOLUTION #2022-172-19

**TO APPROVE A CONTRACT WITH THE ACADEMY OF HEALTHCARE
EXCELLENCE TO PROVIDE COURSE PREREQUISITE PAPERWORK
COLLECTION AND MONITORING, CLASSROOM TRAINING, CLINICAL
TRAINING AND OVERSIGHT FOR THE HEALTH WORKS APPRENTICESHIP
PROGRAM IN AN AMOUNT NOT TO EXCEED \$40,00.00 FOR FISCAL YEAR 2023**

WHEREAS, the County established as Workforce Development Institute at Rowan College at Burlington County in July 2015 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 prerequisite paperwork collection and monitoring, classroom and clinical training and oversight services for the Healthworks Apprenticeship program; and

WHEREAS, the Workforce Development Institute has secured a contract with the **Academy of Healthcare Excellence** as premier training provider to provide training in healthcare programs; and

WHEREAS, the Workforce Development Institute has identified **Academy of Healthcare Excellence** as provider of the Healthworks Apprenticeship 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, **Academy of Healthcare Excellence** has completed and submitted a Business Entity Disclosure Certification which certifies that **Academy of Healthcare Excellence** 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 **Academy of Healthcare Excellence** 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 **Academy of Healthcare Excellence**, 17 W Landis Avenue, Vineland, NJ 08306; 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: **Academy of Healthcare Excellence**, 17 W Landis Avenue, Vineland, NJ 08306;

NOW, THEREFORE, be it resolved, by the Trustees of the College now assembled in public session this 21st day of June 2022, that a contract be awarded to **Academy of Healthcare Excellence** in an amount not to exceed **\$40,00.00** for fiscal year 2023; 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, Matthew Farr, Chief Operating Officer, do hereby certify that adequate funds are available in the fiscal year 2023 Auxiliary budget to pay for the contract between Rowan College at Burlington County and **Academy of Healthcare Excellence**.

The money necessary to fund said contract is **\$40,00.00.00** 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:

2-85104-9702 (Professional Development, Contracted Services)

Matthew Farr
Chief Operating 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, June 21, 2022**, 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 James C. Anderson, Jr.								1
2 Kevin Brown								2
3 James Kerfoot, Vice Chair								3
4 Raymond Marini								4
5 Dorion Morgan								5
6 Vacant								6
7 Gino Pasqualone								7
8 Mickey Quinn								8
9 Regina Reed								9
10 Robin A. Walton, Chairperson								10
11 Anthony Wright								11
Legend: Mtn = Motion; Snd =Second; Aye= Aye; Nay= Nay; Abn=Abstain; Abs=Absent; Nvt=Not Voting								

 Dr. James Kerfoot
 Vice Chair

 Dr. Michael A. Cioce
 Board Secretary

COMMENTS FROM THE PUBLIC

Vice Chair Kerfoot 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

Trustee Dorion Morgan congratulated Rebekah Feinberg and thanked her for her participation as Alumni Trustee on the Board. Vice Chair Kerfoot also thanked Ms. Feinberg for her allegiance to the Board and to RCBC.

Trustee Dr. Anthony Wright reminded the Trustees about the training that is due on Monday, June 30, 2022 (Vector Safe Colleges) and he needs to finish. Dr. Cioce thanked Dr. Wright for his announcement. The Trustees receive the same cadence reminders as the internal employees. There are legal requirements to pieces of it and President Cioce expects perfect completion by the deadline.

Vice Chair Kerfoot reminded everyone that we are not meeting in July and the next meeting will take place on August 16, 2022.

OTHER BUSINESS

No other business.

ADJOURNMENT OF PUBLIC SESSION

Vice Chair Kerfoot called for a motion to adjourn the Public Session. There is no need for an Executive Session. With no further business, Trustee Gino Pasqualone made the motion, second by Trustee Dorion Morgan, and by a unanimous vote in favor the Board of Trustees' Meeting adjourned at 5:54 P.M.

Respectfully submitted,

Dr. Michael A. Cioce
Board Secretary

MAC:imd